# ctcLink Logo

# Working Group Meeting Minutes

## January 05, 2022 [WebEx](https://sbctc.webex.com/recordingservice/sites/sbctc/recording/3b3fa0b25080103abfe70050568fe5b7/playback)

### Tara Keen, Facilitator

## Meeting Participants

### Voting Members

Kathy Disney, Tacoma

Pat Daniels, Highline

Krista Francis, Peninsula (will be a little late)

Beth Farley, Edmonds

Sabra Sand, Clark (Absent)

Chantel Black, Spokane ()

Christyanna Dawson, SBCTC

Ana Ybarra, SBCTC (Absent – in another meeting)

John Henry Whatley, SBCTC

Shon Dicks-Schlesinger, SBCTC

Brian Lanier, SBCTC

Sanjiv Bhagat, SBCTC

Sandy Main, SBCTC

Venkat Gangula, SBCTC

Carmen McKenzie, SBCTC (Absent, ? vote)

### Non-Voting Members

Christy Campbell, SBCTC

(Absent)

Tara Keen, SBCTC

Cheryl Fritz, Wenatchee

Charlene Rios, Big Bend

(has Sabra’s vote)

Dani Bundy, SBCTC

Roger Curry, SBCTC

Janelle Runyon, SBCTC

Reuth Kim, SBCTC

(Absent)

Kelly Barton

Ivy Brant

## Meeting Minutes

Meeting was called to order at 10:07am

### Review & Approve Meeting Minutes from December 08, 2021

There were no additions or corrections to the December 08, 2021, meeting minutes, they were approved by consensus.

### Enhancement Requests (ER)

No new Enhancement Requests

### ctcLink Customer Support Production Updates

Webex Recording Time 01:59 – 04:36

### DG5 Support/Overall Live College Support

Overall doing good, meeting with the colleges as new images have been implemented.

For the month of December, pillar specific, 2-hour DG5 Q&A Sessions were offered one day a week. Overall, they went well. Dani is meeting with the PM’s on January 6, 2022, to find out how they feel things went. There are no sessions planned for January.

Still responding to tickets on a daily basis

Shon chatted that 1099 update is scheduled to deploy January 6, 2022, and Brian mentioned that there are a couple of W-2 changes rolled out as part of the image they did.

Agency Updates

Webex Recording Time 04:56 – 09:09

#### Environments

**Upcoming Downtimes:** There are no scheduled down times coming up. The 1099 fixes do not require an outage as they will deploy during the standard Thursday night deployments. Some maintenance in the system is needed but they will coordinate that work with any upcoming DG6 work that is coming up. The dates will be shared when they are available.

#### Security –

#### Updates have been going out. Anything urgent/time sensitive will be addressed, all other role modifications are on hold until post DG6. They will continue to collect them and working towards getting items resolved.

**FYI Mandate – Bug Fixes for Finance: Tara**

It was discovered there was a missing component associated with a role and two security roles that were on the College Role Grant List that should not have been. (They will be addressed in production.)

* 1. PUM Release – link within a page that attaches to another component that should’ve been associated with a primary role and that component relationship in that permission list was missing. It was communicated to Sheila as a bug fix so people in production don’t encounter the issue.
  2. Two security roles that were appearing on the College Role Grant List related to expenses:
     + Read only role but it deactivates some functionality, not something that should be granted by a college because inquiry rules are designed for the college use – this will be removed from the College Role Grant List.
     + Duplicative of role access that’s already given with the ZZ PeopleSoft user role – will be cleaning that up so people aren’t misled that it’s needed.

#### Accessibility –

Sandy believes that the January Monthly Forum will be canceled and postponed until February, still working out the details on what’s happening. Monica Olsen will send out a notification if it is officially cancelled.

### Steering Committee (SC) Relevant Updates

Webex Recording Time 09:16 – 14:03

SC will soon start talking about the project close-out and the timing for that and what it means. They have scheduled the dates for Go-Live Review and Readiness for DG6 A, B, & C.

Upcoming topics coming up for next week’s meeting:

* Getting ready for going through the approval process for DG6A Colleges
* Providing some status updates of where they’re at from an UAT perspective with those DG6 colleges – making sure that they are managing the program to closure - important that the last deployment group stays on track and nails the landing – move on from the implementation phase and start to focus on the holistic college needs on ctcLink

PBCS Update: Christyanna

* PBCS for DG4A Colleges (Highline, Edmonds, Centralia, Wenatchee, and Yakima Valley) will be going live on Monday, January 10, 2022
* PBCS Training will be January 19-20, 2022

### Action Item Review/New Business/Closing:

Webex Recording Time 14:09 – 15:45

Next WG meeting is scheduled for January 19, 2022

Meeting was adjourned at 10:22am

**Agenda Item for Next Meeting:**

| **Item** | **Description** | **Person** | **Date Open** | **Status** |
| --- | --- | --- | --- | --- |
| Future Meeting Agenda Topics: | * DG5 Lessons Learned on 01/19 * Governance Changes post ctcLink Project |  |  |  |