



## CTCLINK WORKING GROUP MEETING MINUTES

July 13, 2022, Webex

Tara Keen, Facilitator

### Meeting Participants

#### Voting Members

- Kathy Disney, Tacoma
- Pat Daniels, Highline
- Krista Francis, Peninsula
- Beth Farley, Edmonds
- Sabra Sand, Clark (Absent-Char has vote)
- Chantel Black, Spokane (Absent)
- Christyanna Dawson, SBCTC
- Ana Ybarra, SBCTC (Absent)
- Rebecca Clayton, SBCTC
- Shon Dicks-Schlesinger
- Brian Lanier, SBCTC
- Sanjiv Bhagat, SBCTC (Absent)
- Sandy Main, SBCTC
- Carmen McKenzie, SBCTC

#### Non-Voting Members

- Tara Keen, SBCTC
- Charlene Rios, Big Bend
- Dani Bundy, SBCTC
- Roger Curry, SBCTC
- Sherry Nelson, SBCTC
- Reuth Kim, SBCTC (Absent)
- Brandon Reed
- Kyrsten Caitlin (Absent)
- Teri Sexton
- Shelia Sloan
- Amy MacNeill

### Meeting Minutes

First few minutes of the meeting were not recorded.

#### *Pending Approval for Meeting Minutes from June 22, 2022 & July 13, 2022*

No meeting documented for June 22 meeting (recording link only). Need WG to approve June 22 meeting recording and July 13 documented meeting minutes.

### Mandate/FYI/Enhancement Requests (ER)

Sandy's team (App Services) requesting more time for her team to complete the process/testing and was approved to have the deployment date for the Campus Solutions Financial Aid Regulatory Patch 4 changed from July 14 to July 21, 2022. Does not impact regulatory stuff or deadlines. Daniel will work with Managed Services to coordinate dates to inform colleges. Approved by consensus from WG members.

### Working Group Nominations Discussion

One submission came in after requested deadline date. No objections to review this late nomination along with the others that were submitted. We have 6 working group members rolling over. So we are looking for 3 slots for a total of 9 working group members (no alternates).

Nominations submitted and discussed thoroughly for the nominees below:

- Derreck Pressley, Seattle District (CS)
- Rachelle Russell, Skagit Valley College (FA)
- Donald Denney, Skagit Valley College (Security)
- Jill Hammitt, Highline College (CS)
- Douglas Hayman, Olympic College (Accessibility)
- Pauline Marvin- Smith, Peninsula College (PM, CS)

Working Group decided the three below will best fill the current spots we are seeking. Tara will forward these areas WG is seeking and nominations forward to STAC for review and approval on July 19, 2022.

The other 3 nominations (Derrick, Donald & Pauline) to be considered if there are future vacancies.

- Accessibility: Douglas Hayman
- Financial Aid: Rachelle Russell
- Data and Reporting: Jill Hammitt

Carmen brought up onboarding of new Working Group members and look at pending list. Pat mentioned it would be good for everyone to regroup, prioritize and align with College Collaboration Group (waiting list or WG list?) and retreat day concept to review these items along with onboarding of new folks to reset. Tara also recommended that we figure out how to define our process and how we engage with all the different groups (STAC, Data Governance, etc.)

## Agency Updates

### *Customer Support, Dani Bundy reported*

Lots of things happening with hot topics and extra sessions (with DG5 & DG6) for FA (dual processing / PS processing) and year end close (closure of sub-modules). Dani and Roger will be able to start reviewing tickets and trends and have info for Pat and Beth to bring to College Collaboration Group.

### *Environments, Sandy Main reported*

- HCM Pillar Image Release and OAAP system maintenance – outage on July 23
- PCD Refresh – scheduled for August 1
- Data User Agreement – for attestation issue blocked users from getting in so it was briefly discussed and part of check list for future and massive clearing of portal and ran portal sync.

### *Security, Shelia Sloan reported*

Update on holistic masking plan and discussed testing and first round of roll out on July 14 for CS. Team will then work on next round for HCM and FIN. Pat & Beth gave Shelia some insight on what the SMEs experienced with testing (lots of pages to review, not being able to see date of birth, needed more time for next time). Shelia responded to the concerns and ideas for the next round. Colleges should continue to send feedback to Shelia. Security administrators are starting to meet on a monthly basis.

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

#### **Agenda Item for Next Meeting, July 27, 2022**

- New member onboarding and business practices