

A Pilot College

Eduardo Rodriguez, ctcLink & OCM Director

Dear CBC Campus Community,

Earlier this week I called Andy Duckworth, Tacoma Community College's (TCC) organizational change management person, to ask him about the ctcLink implementation at their college. I wanted to find out more about the project's progress at TCC, and how morale has been.

As colleges prepare to transfer data from the legacy system to the new PeopleSoft system, they go through a series of three-step processes called conversion cycles. In step one, data is cleaned on the legacy system. In step two, some scripts are used to convert and import the data into the PeopleSoft system. In step three, the data is validated. These conversion cycles are where TCC is currently at.

Tasks at TCC: According to Andy, TCC recently went through data clean-up for conversion cycle 4 and is now in the validation phase of that cycle. Staff are also working on data clean-up for conversion cycle 5, which is scheduled to be converted on May 5th. Cycle 5 involves the conversion of course and class data, student enrollment data, and financial aid data.

Morale at TCC: Andy says that morale has been good at TCC up until now. He says that staff are staying very busy with some of the conversion cycle tasks, but have maintained a good attitude. Staff have the pressure of needing to complete ctcLink tasks, in addition to some of their regular college responsibilities.

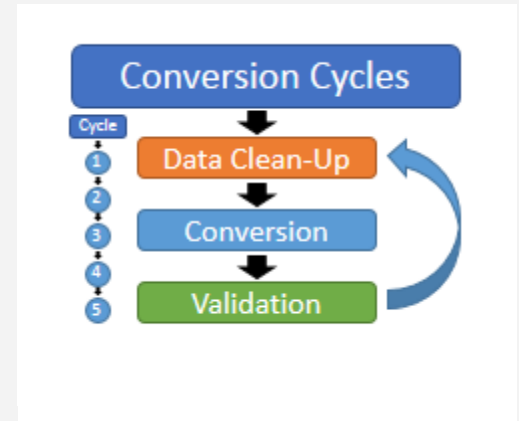
We are quickly approaching the implementation date for Wave 1 colleges (we are a Wave 1 college). Our experience will be much like the pilot colleges' experience, but hopefully a little easier because there are lots of things getting figured out during the pilot phase. If TCC's staff is maintaining a good morale through their transition, I know that we will too. We have lots of people that are really excited about the project at CBC.

IMPLEMENTATION, HERE WE COME! By the way, we are only 93 days away from August.

Additional Information and Resources

Don't forget to check out the resources at the bottom of this email and our web page at <http://www.columbiabasin.edu/ctclink>. There are lots of links to useful information there.

Note: Some information and resources at the ctcLink website are only accessible through college networks.



ctcLink Communications

There are several methods used for ctcLink communications. It is important to for all of us to know how information flows down from ctcLink staff to us.

Listservs

There are several open listservs that anyone can subscribe to. These are used by ctcLink staff to communicate with subject matter experts (SME) about the various

Accomplishments

★ **TRUE ctcLinkers:** We recently piloted an activity at Information Services that was meant to help everyone learn the ctcLink project basics. The activity was very successful in helping everyone better understand the project. Everyone that participated and learned the basics earned a really cool TRUE ctcLinker award ribbon.

Way to go Information Services!

Implementation Countdown

Implementation Start Date:
August, 2014

93

days until ctcLink

applications (Campus Solutions, Human Capital Management, etc.). SME Meeting schedules and agendas are also sent through the listservs.

SME Meetings

These meetings are held regularly over the WebEx remote conferencing software. It is one of the primary ways used by ctcLink staff to keep college SMEs updated on the project status and tasks. It is also a primary way through which college SMEs can provide input or feedback to the ctcLink staff.

SME Direct

At times, ctcLink staff will contact college SMEs directly requesting information or that certain tasks be completed.

Blog

ctcLink staff occasionally post news or information on the ctcLink Connect blog. Blog posts usually target the whole college system and are a good way to find out what is currently going on with the project.

Organizational Change Managers/Project Managers

Many colleges, like ours, have personnel dedicated to the ctcLink project. ctcLink staff keep us updated on the project status, and we in turn keep our SMEs updated. If you have any questions about the project, please ask me. If I don't know the answer off-hand, I will work to get it for you.

Other Resources

There is a variety of other resources available to us that can help us stay updated or learn more about the project. Those include the ctcLink SharePoint site, the User Productivity Kit (UPK), the Higher Ed User Group (HEUG), and SBCTC's dedicated ctcLink site. You can find links to all these resources on our website's ctcLink page. <http://www.columbiabasin.edu/ctclink>

ctcLinkCONNECT

Stay updated on ctcLink project events by subscribing to SBCTC's ctcLink CONNECT blog! They also provide a quarterly newsletter.

This is also great way to see what is happening at other colleges.

[Go to resource](#)

ctcLinkFAQs

Want to see what others have been asking? SBCTC has answers for many common questions. You can get to them by clicking on the link below.

It is also available as a PDF file for your convenience [here](#).

[Go to resource](#)

ctcLinkGLOSSARY

The ctcLink project sure has introduced lots of new terms. Luckily for all of us, there is a glossary that we can use!

Available for download in PDF format only.

[Go to resource](#)