



BELLEVUE
COLLEGE

ctcLink Intro and Q&A

Maria Rivas, ctcLink Project Manager

Rodger Harrison, VP of ITS & ctcLink Executive Sponsor

Agenda

- Introduction
- History & Timeline
- Project Structure
- Features & Examples
- Q&A

Introduction

- ctcLink
The project that connects all community and technical colleges of Washington State
- PeopleSoft
The software that runs ctcLink which will replace the HP
- SBCTC: State Board of Community and Technical Colleges
Responsible for implementing ctcLink
Handling the back-end technical conversions of our data
- Project Manager & Executive Sponsor
- Pillar Leads, Change Leads and advisory groups
BC employees leading campus decision-making

2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022



Need for new software solution identified



Request for Proposal issued



PeopleSoft selected as the software to run ctcLink



They got to work



Tacoma & Spokane colleges deployed, but it didn't go well...



The project was paused while they evaluated the long list of issues



Fixing problems and changing project governance and oversight



New leader, staff, method, timeline, budget



Second try went well!



DG3 launched in May



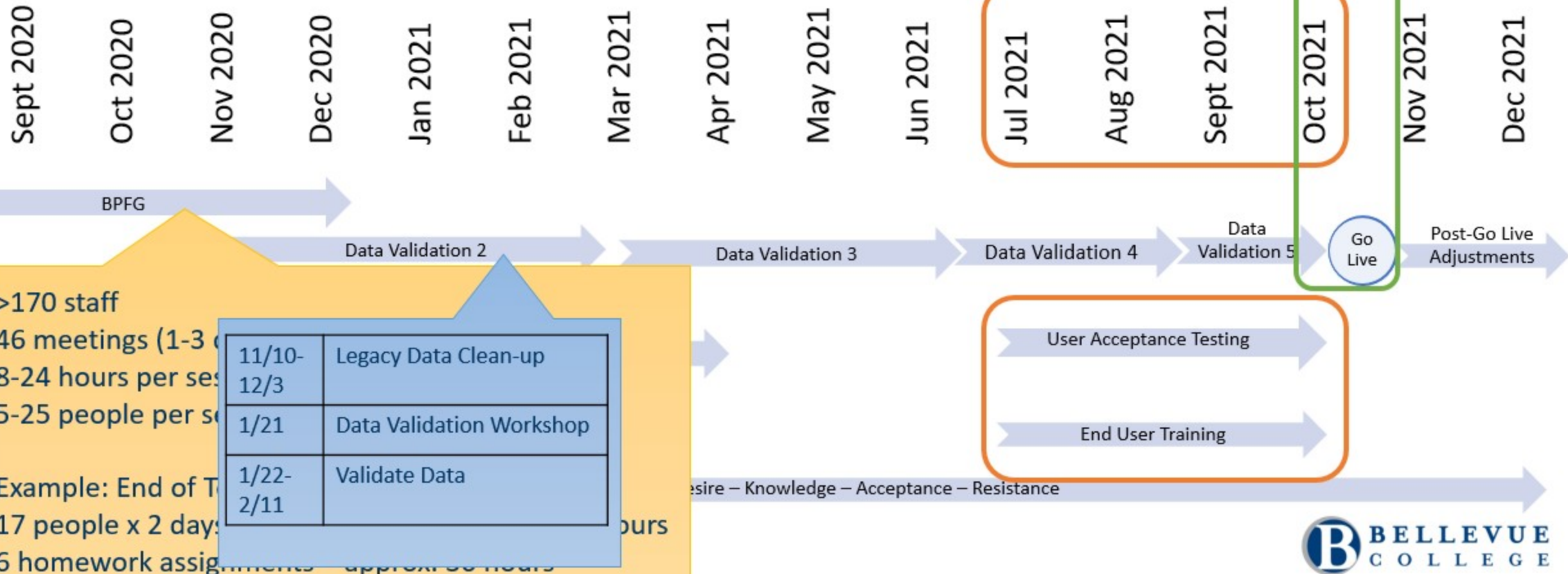
DG4 and DG5 scheduled to launch



DG6 scheduled to launch

A brief history...

A brief timeline...



Project Structure



Finance & Student Financials
Jennifer McMillan
(~46)



Campus Solutions & Financial Aid
Steve Downing & Melanie Ruiz
(~100) & (~16)



Human Capital Management
Alicia Tarigan
(~35)

Continuing Education
Lisa Corcoran (~16)

Data & Reporting
Greg Schmidt

Testing
Iulia Zavodov &
Elizabeth Fuenzalida

Security
Rick Mahaffey

Training
Warda Zaman

Communications
Katherine Hall

Website
Brandi Lambert

OCM Task Force: (~24)
Equity Committee: (~4)

What will you do in ctcLink?

Employees



Part-time & Hourly



- ★ Request leave & other absences
- ★ Update personal details
 - Check leave balances
 - View paycheck details
 - Update tax withholdings
- ★ Submit direct deposit information
 - Review benefits details
 - PT & Hourly: Report time using a timesheet
 - May get a new ID number

Managers



- View and process pending approvals (for leave, absences, time worked, etc.)
- Check leave balances
- Review workforce availability

What will you do in ctcLink?

Students



- Register for classes
- Review academic progress
- Use Degree Audit
- Apply for graduation
- Request what-if reports
- Update personal details
- May get a new ID number
- Add or move courses to another quarter
- View unofficial transcripts
- Get messages and notifications
- View class and exam schedule
- Review and accept financial aid awards

Advisors



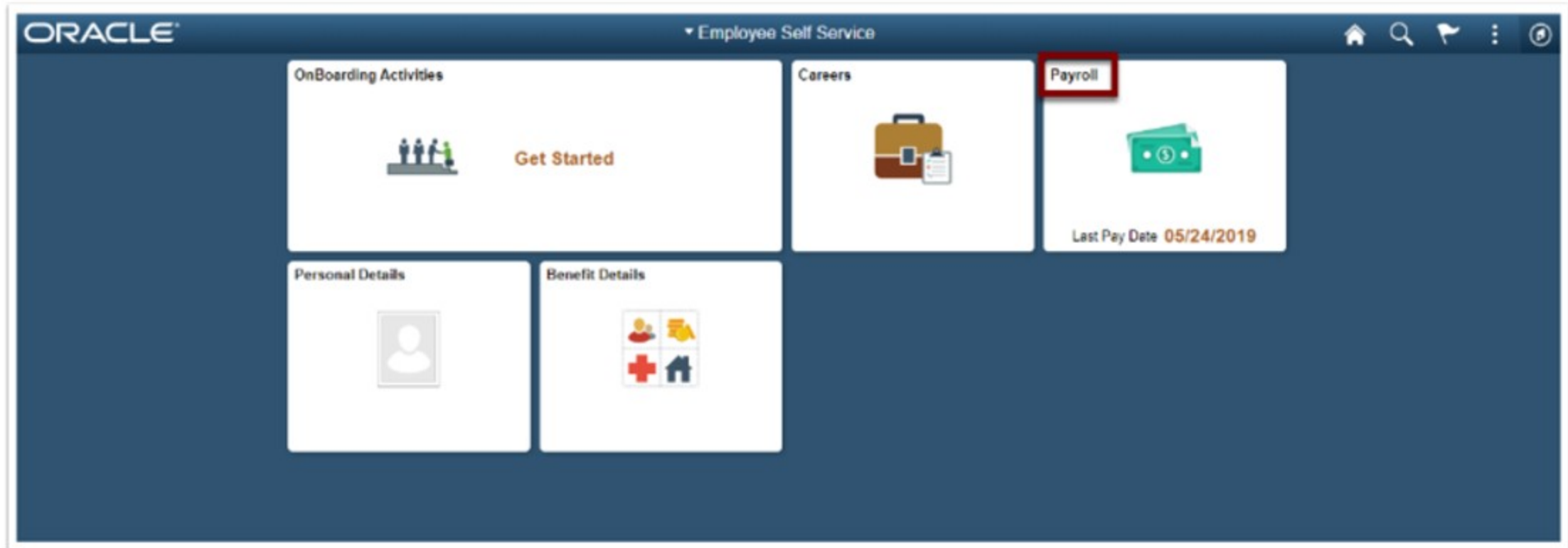
- Use Degree Audit (called academic advisement report, or AAR)
- View student plans
- Request what-if reports (see what would happen if a student changes their program of study)
- View advisees
- View unofficial transcripts
- Search for classes
- View student holds
- View transfer credit reports

Faculty



- Approve contracts
- Submit grades
- View class rosters and other class details
- Download roster
- Review exam schedule
- Send notifications to individuals or groups of students

Example: Viewing Pay History




Example: Viewing Pay History

Employee Self Service
Payroll

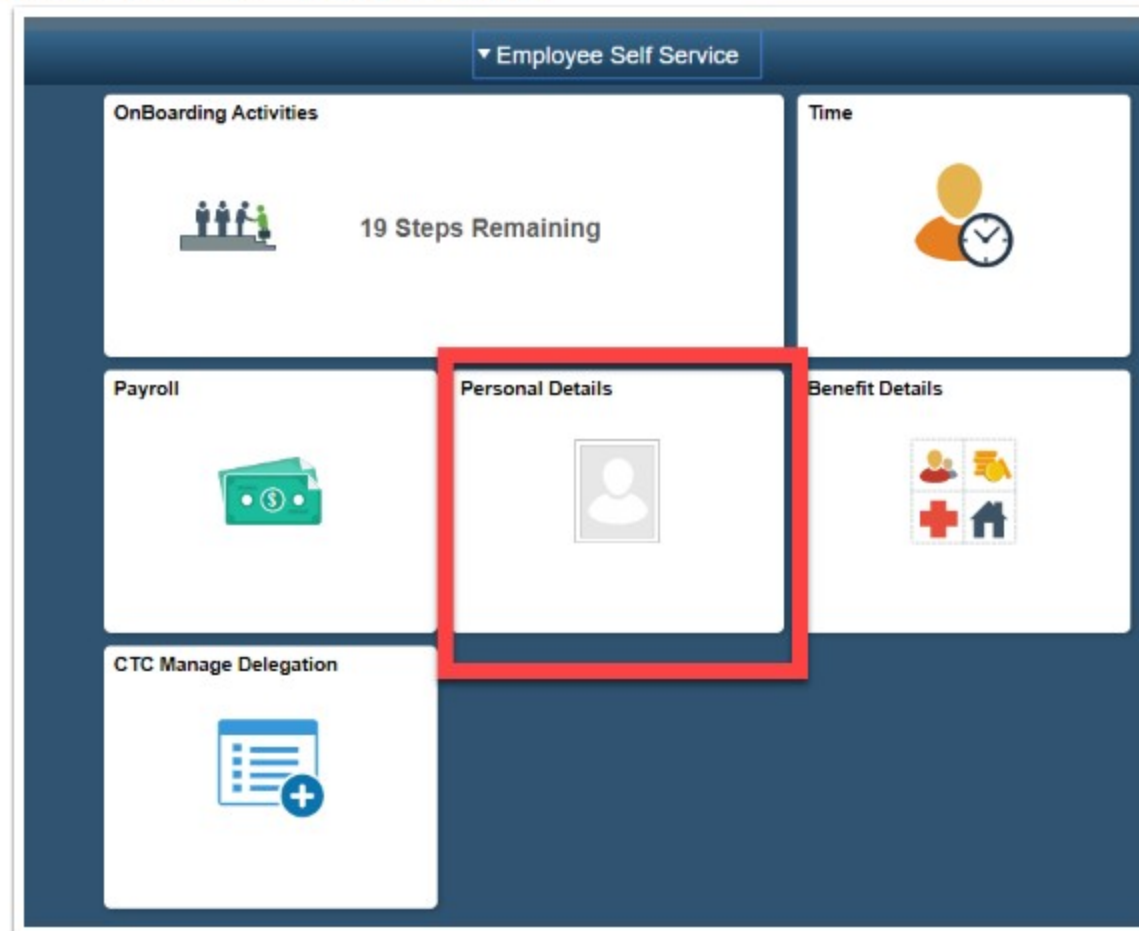
Paychecks
Tax Withholding
W-2/W-2c
Direct Deposit
T4/T4A
RL-1/RL-2
Voluntary Deductions
Paycheck Modeler

Paychecks



Check Date	Company	Pay Begin Date / Pay End Date	Net Pay	Paycheck Number
05/24/2019	Tacoma Community College	05/01/2019 05/15/2019	\$	206372
02/25/2019	Tacoma Community College	02/01/2019 02/15/2019	\$	204434

Example: Preferred Name



Example: Preferred Name

Employee Self Service

Personal Details

Babs Bunny

HR MANAGER

Addresses

Contact Details

Social Media

Marital Status

Name

Name

Babs Bunny

Current

>

Example: Preferred Name

CancelNameSave

Change As Of04/16/2020

Name FormatPreferred Name

Name Prefix

*First NameBabs

Preferred First NameBee

Middle Name

*Last NameCartoon

Preferred Last NameBunny

Name Suffix

Display NameBee Bunny

Formal NameBabs Bunny

NameBunnyBabs

Example: Preferred Name

Employee Self Service

Personal Details





Babs Bunny 
HR MANAGER

Addresses

Contact Details

Social Media

Marital Status

Name

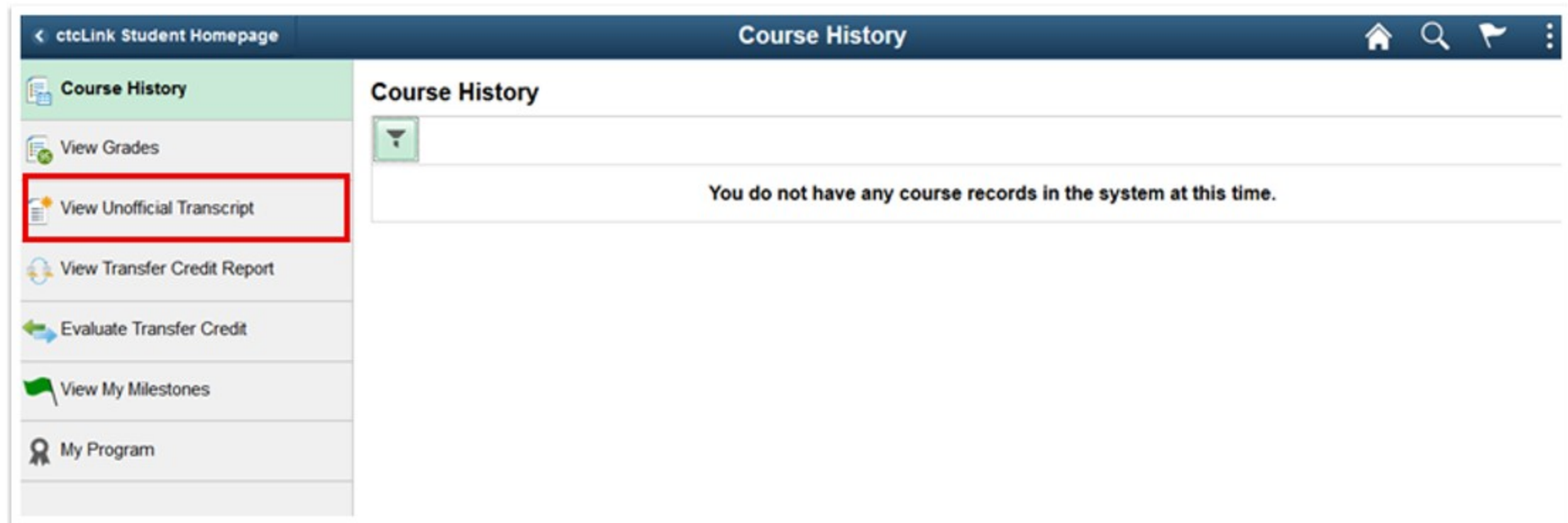
Name

Babs Bunny	Current	
Bee Bunny	As of 04/16/2020	Submitted for Approval

Example: Unofficial Transcript



Example: Unofficial Transcript














The screenshot shows the 'ctcLink Student Homepage' with a 'Course History' section. The left sidebar contains a list of navigation options: 'Course History', 'View Grades', 'View Unofficial Transcript' (highlighted with a red box), 'View Transfer Credit Report', 'Evaluate Transfer Credit', 'View My Milestones', and 'My Program'. The main content area, titled 'Course History', features a funnel icon and a message stating, 'You do not have any course records in the system at this time.'

Example: Unofficial Transcript

< ctcLink Student Homepage

View Unofficial Transcript



 Course History	Clark College
 View Grades	Tacoma Community College
 View Unofficial Transcript	
 View Transfer Credit Report	
 Evaluate Transfer Credit	
 View My Milestones	
 My Program	

Example: Unofficial Transcript

[ctcLink Student Homepage](#)

View Unofficial Transcript

Tacoma Community College

Change

Course History

View Grades

View Unofficial Transcript

View Transfer Credit Report

Evaluate Transfer Credit

View My Milestones

My Program

View Report

View All Requested Reports

New Request

Report Type

Unofficial Transcript

Submit

Information For Students

To view reports, your device should allow popups and have a PDF viewer.

Example: Unofficial Transcript

Unofficial Transcript - Academic Career						
Name: Lady Bird						
Student ID: 201333301						
Print Date:		07/31/2019				
SUMMER 2018 (06/25/2018 - 08/16/2018)						
Course		Description	Attempted	Earned	Grade	Points
ENGL/	95	Read/Write For College -10	10.000	10.000	A	40.000
Term GPA		4.000 Term Totals	10.000	10.000	GPA Units	40.000
					10.000	
FALL 2018 (09/24/2018 - 12/13/2018)						
Course		Description	Attempted	Earned	Grade	Points
ANTH&	100	Survey Anthro [CCN]	5.000	5.000	A	20.000
ENGL&	101	English Comp 1 [CCN]	5.000	5.000	A-	18.500
Term GPA		3.850 Term Totals	10.000	10.000	GPA Units	38.500
					10.000	
WINTER 2019 (01/02/2019 - 03/21/2019)						
Course		Description	Attempted	Earned	Grade	Points
ART&	100	Art Appreciation [CCN]	5.000	5.000	A	20.000
Course Topic:		HONORS and Global Studies				
Term GPA		4.000 Term Totals	5.000	5.000	GPA Units	20.000
					5.000	
SPRING 2019 (04/01/2019 - 06/14/2019)						
Course		Description	Attempted	Earned	Grade	Points
ANTH&	100	Survey Anthro [CCN]	5.000	0.000		0.000
Term GPA		0.000 Term Totals	5.000	0.000	GPA Units	0.000
					5.000	

Q&A

Resources

BC's ctcLink website: www.bellevuecollege.edu/ctcLink

ctcLink Reference Center: <http://ctclinkreferencecenter.ctclink.us>

Contact

Maria Rivas: Maria.Rivas@bellevuecollege.edu

ctcLink Project Team: ctcLink@bellevuecollege.edu