

**DELAWARE TECHNICAL COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**DEVELOPMENT COMMITTEE**  
Wednesday, September 23, 2020  
Zoom Video Conference

**MINUTES**

**PRESENT:** Patti A. Grimes, Chair; Lolita A. Lopez, Member; Howell F. Wallace, Member; Amy Walls, Member

**ABSENT:** Bob Hagerty, Member; Michael J. Hare, Member; Salvatore “Chip” Rossi, Member; Penny L. Short, Member; Nancy Shevock, Member; Ernest G. Talbert, Member

**OTHERS PRESENT:** Melissa Anderson, Assistant to the Vice President for Institutional Effectiveness and Development, President’s Office; Margaux Azzanesi, Director of Development; Valencia “Lynn” Beaty, Vice President for Human Resources, President’s Office; Alison Buckley, Administrative Specialist, Owens Campus; Bobbi J. Barends, Vice President and Campus Director, Owens Campus; Mark T. Brainard, President; Cheryl Corn, Senior Director for Major and Planned Gifts, President’s Office; Dan Ehmann, Vice President and Campus Director, Stanton Campus; Christine Gillan, Vice President for Strategic Communication and Public Relations; Cornelia Johnson, Vice President and Campus Director, Terry Campus; Lora Johnson, Vice President and Campus Director, George Campus; Thomas Lemon, Director of Alumni and Annual Appeals, President’s Office; Kelly McVeigh, Vice President for Information and Instructional Technology, President’s Office; Carolyn Moloney, Director of Development Services, President’s Office; Paul Morris, Associate Vice President, Workforce Development and Community Education, George Campus; Melissa Rakes, Associate Vice President for Academic Affairs, President’s Office; Carol Rhodes, Vice President for Finance (acting), President’s Office; Justina Sapna, Vice President for Academic Affairs, President’s Office; Judith A. Sciple, Vice President for Institutional Effectiveness and Development, President’s Office; Brian Shirey, Chief Legal Counsel, President’s Office; Emily Thomas, Director of Grants, President’s Office

Mrs. Patti Grimes called the Board meeting to order at 3:07 p.m.

**ITEM 1. WELCOME AND INTRODUCTIONS**

Mrs. Grimes welcomed the committee to the September 23, 2020 Board Development Committee meeting held via Zoom.

**ITEM 2. REVIEW OF JUNE 10, 2020 MINUTES**

Mr. Howell Wallace moved, and Ms. Amy Walls seconded a motion to approve the June 10, 2020 Board Development Committee minutes. Mrs. Grimes asked if there were questions or concerns. With there being none, the minutes were approved as written.

**ITEM 3. UPDATE ON DELAWARE TECH/COVID-19**

Dr. Mark Brainard provided an update of the College’s virtual learning and initiatives over the course of the summer and start of fall. Highlights include:

- The majority of courses and programs continue to be held virtually in the fall semester, while programs such as Occupational Therapy Assistant, Physical Therapy Assistant, Exercise Science, Nursing, BioScience, Dental Hygiene, Dental Assisting, Histotechnician, CNA, Patient Care Tech, and Phlebotomy are being held in person with rotating schedules and appropriate social distancing.
- Students continue to receive support through the virtual student support center. However, in-person support is also available by appointment in the student support centers, writing center, math center, language lab, and testing center.
- Through a grant from JPMorgan Chase, a laptop-lending program for students in need of devices was

established. To date, over 200 students received laptops and Wi-Fi hotspot areas were established in parking lots on all four of our campuses.

- In collaboration with DEMA and CardioKinetics, free COVID-19 testing was made available to asymptomatic students and employees in the wellness centers.
- In July, the College conducted a series of listening sessions at all four campuses to hear directly from students of color about their personal experiences at the College.

Ms. Grimes commended the College's early and swift actions in response to COVID-19 and social justice issues.

#### **ITEM 4. REVIEW OF 2020 FUNDRAISING SCORECARD/DEVELOPMENT UPDATE**

Dr. Sciple presented an overview of the 2020 Fundraising Scorecard for August. The current economic climate has impacted overall giving for individuals and employees and the College made a decision to limit outreach to these groups in order to be sensitive to their economic difficulties. As a result of recently implemented tax incentives, as well as corporate and foundation interest to fund equity and COVID relief efforts, the College refocused its 2020 fundraising efforts in the areas of planned giving and corporate and foundation grants. Ms. Cheryl Corn announced the creation of two new endowed funds to support nursing programs. Mrs. Margaux Azzanesi provided an overview of the corporate and foundation grant applications that were submitted and in progress.

#### **ITEM 5. COMPREHENSIVE CAMPAIGN/FUNDRAISING PROPOSAL**

Due to economic concerns resulting from the global health crisis, the comprehensive campaign has been put on hold and an updated fundraising platform was presented that focuses on:

- Transforming Learning Spaces (capital)
- Advancing Economic Mobility (equity initiatives, short-term training programs, student success)

These two categories of funding needs encompass Delaware Tech's current priorities and enable the College to address recent economic and social justice interests of potential donors, as well as tell its story of serving diverse populations; providing equity through educational offerings and wraparound student services; focusing on student success; and, delivering high-quality graduates for in-demand jobs in Delaware. In addition, this platform allows the College to continue to recognize all previous state funding and campaign leadership gifts, as well as make additional asks of high net-worth partners for a future comprehensive campaign when the current economic downturn and related health crisis improves.

#### **ITEM 6. UPDATE ON PUBLIC AFFAIRS**

Dr. Christine Gillan provided an update on Public Affairs. Highlights from the presentation included:

- New students were sent welcome packages and New Student Orientation was held virtually.
- A social media campaign with student videos was launched to communicate CDC guidelines on COVID-19 and the College's safety protocols.
- To encourage more students to enroll, a summer ad campaign was created.
- A Virtual Viewbook was produced to showcase the various programs at Delaware Tech.

#### **ITEM 7. UPDATE ON ALUMNI ACTIVITIES**

Mr. Tom Lemon and Dr. Sciple provided an update on alumni activities and engagement. Highlights include:

- Due to COVID-19, alumni engagement activities such as the Class of 1970 receptions and the Alumni Sunset Reception were originally postponed and then later canceled.
- The Collegewide Alumni Board met recently to discuss ways to engage alumni with the current restrictions in place and proposed several opportunities including an alumni food drive planned for November.
- A recently received corporate grant includes funding for a career services position to be increased from part-time to full-time to assist alumni that are unemployed or under-employed.
- Several successful Virtual Job Fairs were held during the spring and summer for students. This model will be

used to offer additional Virtual Job Fairs for alumni.

#### **ITEM 8: FUTURE MEETING SCHEDULE**

- **November 18, 2020, 11 am – 1 pm;** Joint Luncheon with Board of Trustees, Educational Foundation Board and Campus Development Councils, Del-One Conference Center, Terry Campus - CANCELED
- **March 18, 2021, 3-5 pm;** Via Videoconference in boardrooms at the Office of the President (Dover), Owens Campus (Georgetown), Stanton Campus (Newark), and George Campus (Wilmington)
- **June 9, 2021, 3-5 pm;** Via Videoconference in boardrooms at the Office of the President (Dover), Owens Campus (Georgetown), Stanton Campus (Newark), and George Campus (Wilmington)
- **September 22, 2021, 3-5 pm;** Via Videoconference in boardrooms at the Office of the President (Dover), Owens Campus (Georgetown), Stanton Campus (Newark), and George Campus (Wilmington)
- **November 17, 2021, 11 am – 1 pm;** Joint Luncheon with Board of Trustees, Educational Foundation Board and Campus Development Councils, Del-One Conference Center, Terry Campus

#### **ITEM 9: MOTION FOR EXECUTIVE SESSION TO DISCUSS THE IDENTITY OF INDIVIDUAL CONTRIBUTORS TO THE COLLEGE– CLOSED TO THE PUBLIC**

Ms. Lolita Lopez moved and Ms. Walls seconded a motion to adjourn the regular meeting and convene an executive session at 4:12 p.m. to discuss the identity of individual contributors to the College. Motion unanimously carried.

#### **ADJOURNMENT**

Ms. Lopez moved, and Mr. Wallace seconded a motion to adjourn the regular meeting at 4:37 p.m. Motion unanimously carried.

Submitted by:

*Melissa Anderson*

Data Manager for Development/

Assistant to the Vice President for Institutional Effectiveness and Development