

**DELAWARE TECHNICAL COMMUNITY COLLEGE
BOARD EXECUTIVE COMMITTEE**

Thursday, April 2, 2020

Office of the President, John M. Maiorano Boardroom and
Owens Campus Director's Boardroom via videoconference

MINUTES

PRESENT: Lolita A. Lopez, member-at-large; Patti A. Grimes, vice chair and member, Sussex County; Nancy J. Shevock, Chair.

ABSENT: None.

OTHERS PRESENT: Bobbi J. Barends, vice president and Owens Campus director; Janis Beach, director of human resources, Owens Campus; Valencia 'Lynn' Beaty, vice president for human resources; Mark T. Brainard, president; Mark DeVore, collegewide director of facilities, Office of the President; Dan Ehmann, assistant vice president for business services, Stanton Campus; Christine Gillan, vice president for strategic communication and marketing; Diane F. Glenn, Board of Trustees member, Kent County; Robert E. Hagerty, Board of Trustees member, New Castle County; Michael J. Hare, Board of Trustees member, City of Wilmington; Kimberly G. Holston, executive assistant to the president; Scott Iseman, director of campus facilities, Owens Campus; Kathy A. Janvier, vice president and Stanton Campus director; Cornelia Johnson, vice president and Terry Campus director; Lora A. Johnson, vice president and George Campus director; Kelly McVeigh, vice president for information and instructional technology; Chris Moody, director of workforce development and community education, Owens Campus; Paul T. Morris, Jr., associate vice president for workforce development and community education; Jose Pacheco, chief of public safety, Owens Campus; Melissa L. Rakes, associate vice president for academic affairs; Carol Rhodes, vice president for finance; Justina M. Sapna, vice president for academic affairs; Judith A. Sciple, vice president for institutional effectiveness and development; Brian D. Shirey, general counsel; Bill Smallwood, director of campus facilities, George Campus; Ernest G. Talbert, Jr., Board of Trustees member, member-at-large; Tim Winstead, director of public safety.

Chair Shevock called the Board Executive Committee meeting to order at 10:01 a.m.

ITEM 1. REQUEST FOR APPROVAL OF MEETING MINUTES

Ms. Lopez moved and Ms. Grimes seconded to approve the Board Executive Committee meeting minutes from January 10, 2020. The motion carried unanimously.

ITEM 2. BOARD UPDATE: COVID-19 RESPONSE AND BUSINESS CONTINUITY PLANS

Chair Shevock thanked Dr. Brainard for his leadership, and acknowledged the entire team for their dedication during these unusual circumstances. Everyone involved at the College has done an outstanding job navigating this unique situation.

Dr. Brainard summarized the College's response to the coronavirus and its impact on the spring semester and this current academic year. Delaware Tech's underlying goal is for students to complete their courses in a distance format with all of the necessary resources made available either through a virtual environment or utilization of these resources on campus while adhering to all guidelines outlined by the Centers for Disease Control and Prevention and the governor's state of emergency.

The College's senior leadership team continues to meet daily to address emerging needs and pivot as the situation evolves. Delaware Tech has collaborated with the governor's office, Division of Public Health, and Delaware Emergency Management Agency in support of the state's efforts to prepare for a worst-case scenario.

The Board members expressed how impressed, proud, and thankful they all are for the team's dedication and commitment to our students. They cited how prepared the College was for this crisis due to the hard work that has been done over the years to build the organization and its student support structure. They also once again spoke to the excellence that is demonstrated every day during these challenging circumstances.

ADJOURNMENT

Ms. Grimes moved to adjourn the meeting at 11:25 a.m. Ms. Lopez seconded. Motion unanimously carried.

Submitted by:



Mark T. Brainard

President