

**DELAWARE TECHNICAL COMMUNITY COLLEGE
BOARD OF TRUSTEES
PERSONNEL COMMITTEE MEETING**

October 12, 2017

MEMBERS PRESENT: William G. Bush, IV, Esq., (Board Member and Personnel Committee Chair), Ms. Lolita A. Lopez (Board Member) and General Ernest G. Talbert (Board Member.)

MEMBERS ABSENT: None.

OTHERS PRESENT: Brian D. Shirey, Esq., General Counsel; Dr. Valencia “Lynn” Beaty, Vice President for Human Resources; Ms. Charlotte Lister, Director of Human Resources.

Mr. Bush called the meeting to order at 3:06 p.m.

ITEM I: REVIEW OF MINUTES

Mr. Bush placed the minutes of the October 12, 2017, meeting up for discussion, questions, or corrections. There being none, Ms. Lolita Lopez moved and General Talbert seconded a motion to accept the minutes as written. Motion carried unanimously.

ITEM II: REQUEST FOR APPROVAL OF REVISIONS TO SALARY PLAN D

Dr. Brainard provided background information for the request to reclassify the position of associate vice president for information and instructional technology to vice president for information and instructional technology. With the rapidly changing information technology field, the College’s current model of designing, developing and delivering exceptional student-centered, technology-based programs is outdated. To remedy this matter, the College launched Tech@Tech, a reorganization of technology resources to meet the needs of our stakeholders, along with the implementation of a new information technology and networking associate degree.

Under the former model, the associate vice president for information and instructional technology reported to two vice presidents (i.e., academic affairs and finance), which proved to be inefficient and outdated. With this proposed change, all IT-related functions would operate under one umbrella, reporting to one vice-president, while eliminating a siloed and balkanized approach to technology.

Dr. Brainard also presented information regarding the importance of having a long-term goal of unifying and aligning all communications, public information, community relations, and marketing staff within a central administrative management function in the Office of the President. Inasmuch as the responsibilities and duties of the director of strategic communication will expand significantly, the current position should be reprogrammed to vice president for strategic communication; a competitive recruitment process would commence after the staff is appropriately aligned.

After discussion, General Talbert made a motion to approve the request, as outlined in Dr. Brainard’s memo; the motion was seconded by Ms. Lopez. The motion carried unanimously.

Lastly, Dr. Brainard advised the Board, for informational purposes only, of the alignment of the development activities under a unified, College-based brand and structure led by the vice president for institutional effectiveness and development.

NEW ITEMS

There were no new items presented for consideration.

MOTION FOR EXECUTIVE SESSION

There was not a motion for an executive session to discuss personnel and legal matters.

MOTION TO ADJOURN

Ms. Lopez moved to adjourn the meeting at 3:22 p.m. General Talbert seconded. The motion carried unanimously.

APPROVED 10.18