

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

April 11, 2017

MEMBERS PRESENT: Mr. William G. Bush, IV, Esq., (Board Member and Personnel Committee Chair); Mr. Robert E. Hagerty (Board Member); and Mrs. Lolita A. Lopez (Board Member);

MEMBERS ABSENT: None.

OTHERS PRESENT: Mr. Brian D. Shirey, Esq., General Counsel; Dr. Valencia “Lynn” Beaty, Vice President for Human Resources; Ms. Elizabeth Olsen, Senior Legal Counsel; Dr. Lisa Strusowski, Director of Workforce Development and Community Education; Ms. Charlotte Lister, Director of Human Resources.

Mr. Bush called the meeting to order at 3:08 p.m.

ITEM I: REVIEW OF MINUTES

Mr. Bush placed the minutes of the October 24, 2016, meeting up for discussion, questions, or corrections. There being none, Mr. Hagerty moved and Mrs. Lopez seconded a motion to accept the minutes as written. Motion carried unanimously.

ITEM II: APPROVAL OF REVISIONS TO THE SEXUAL MISCONDUCT POLICY AND PROCEDURES

Ms. Olsen provided the committee with information on trends from the Office of Civil Rights. She also provided the committee with information from the General Assembly regarding House Bill 1 (AN ACT TO AMEND TITLE 14 OF THE DELAWARE CODE RELATING TO SEXUAL ASSAULT REPORTING), which passed last year but will go into effect June 30, 2017. HB1 created additional responsibilities for employees in higher education.

Ms. Olsen also presented the proposed revision of Personnel Policy 13.04 (Procedure for the Resolution of Discrimination And Sexual Misconduct Complaints) which creates one consistent procedure for resolving complaints of discrimination and sexual misconduct. Lastly, Ms. Olsen shared the updated language for Personnel Policy 1.02 (Policy On Sexual Misconduct) to include the duties of a responsible employee, consistent with HB1. Per HB1, Board of Trustee members are deemed responsible employees.

After discussion, Mrs. Lopez made a motion to approve the revisions. Mr. Haggerty seconded. Motion carried unanimously.

MOTION TO ADJOURN

There being no other items to be considered, Mr. Hagerty moved to adjourn the meeting at 3:28 p.m. Mrs. Lopez seconded. Motion carried unanimously.