



**Delaware Technical Community College  
Board of Trustees Technology Committee Meeting**

January 15, 2020

Video Conference: Wilmington, W350/Stanton, B240/Office of the President,  
John M. Maiorano Boardroom/Owens, 346

**MINUTES**

**PRESENT:** Greg Ballance, Robert Hagerty, Gary Moyer, Rob Nicholson, Matthew Payne, and Richard Roux

**ABSENT:** Vincent Borrelli and Michael Maksymow

**OTHERS PRESENT:** Bobbi Barends, Mark Brainard, Sara Carter, Kathy Janvier, Cornelia Johnson, Lora Johnson, Kelly McVeigh, Paul Morris, Tom Rainer, Justina Sapna, Judi Sciple, and Rob Wiltbank

---

**Board of Trustees Technology Committee Charge:**

The Technology Committee's charge is outlined in the Delaware Tech Bylaws Article VII, Section 5, which is set forth below:

*Section 5. Technology Committee*

*The Technology Committee is charged with the development and prioritization of short- and long-term technology goals for the College to promote the effective use of information technology in the instructional and administrative activities of the College and to identify and recommend new and emerging IT-based services necessary to the fulfillment of the College's mission. In order to achieve this purpose, the Committee provides advice and recommendations to the Board and College administration concerning IT strategic directions, concerning IT strategic directions, operating policies, and student, faculty and staff IT needs.*

---

**1. Welcome/Opening Remarks**

Mr. Hagerty called the meeting to order at 3 p.m.

Minutes from the June 19, 2019 minutes were approved as written.

Mr. Hagerty reviewed the highlights of 2019:

- April's meeting was held in the Innovation and Technology Center, followed by a tour.
- June's meeting was held in the Amazon training center; followed by a tour of the Amazon distribution center which demonstrated the importance of technology and its significance in business.
- The Tech Talk breakfast held in November covered cyber security, big data, and artificial intelligence.

## **2. Academic Affairs Update**

### **2.1. America's Promise Grant Update**

Presented by Paul Morris, associate vice president for workforce development and community education.

- Enrollment and completion goals will be met. Placement goals will not be met due to current positive economic climate.
- December 2020 will be the end of the four-year grant.
- IT academies (curriculum designed under the grant) will be offered and available to the public when the grant ends.

### **2.2. ITN Program**

Presented by Kelly McVeigh on behalf of the vice president for academic affairs.

- In November 2019, Dr. Richard Kravovich joined the College as director of the ITN program.
- April 2020, there will be a showcase of ITN students' accomplishments; school districts and other partners will be invited to attend.
- An agreement was negotiated with AWS Academy for ITN faculty and staff to be certified, so AWS courses can be offered; potentially leading to an AWS concentration within the ITN program.

### **2.3. JP Morgan Chase Grant**

Presented by Dr. Judi Sciple, vice president for institutional effectiveness and development.

- In December 2019, the College was awarded a grant from JPMC
- The focus and goal of the grant is to enhance IT employer engagement with IT programs and students at the College.

## **3. Information and Instructional Technology (IIT Updates)**

### **3.1. IIT Division Updates**

Presented by Kelly McVeigh, vice president for information and instructional technology, Rob Wiltbank, director of applications, Steve Shirey, director of IT systems,

Tom Rainer, director of IT support and Sara Cater, director of instructional design and technology.

### **3.1.1. IIT Operation Projects**

- The Middletown location is complete and a potential location for a future committee meeting.
- The curriculum management system has been procured and will go live this fall.
- An RFP for a human resources database will be submitted based on the needs assessment, with the goal of FY21 installation.
- The cyber security awareness campaign launched. Monthly videos created by IIT and Marketing feature students.
- A multi-layered approach is being taken for intrusion detection.
- An update was provided on the Wilmington East Plaza project and temporary relocation plans.
  - Mr. Hagerty requested a follow-up from IIT regarding the funding source for the temporary relocation plans.

## **4. New Business**

The committee wants to be of value to the College and would like to know how they can help the IT/CCIT teams. The committee requests that IIT present discussion items for feedback from committee members. Committee members requested, when possible, that IIT updates be presented prior to the meeting so they may provide insight based on current and future projects. The committee discussed opportunities to connect IIT staff with counterparts working in committee member businesses and affiliations in order to share information and experiences.

## **5. Next Meeting**

The next meeting will be held on April 23, 2020, at the Terry Campus from 3 – 5 p.m.

The meeting adjourned at 4:59 p.m.