



## **Delaware Tech Board of Trustees Technology Committee Meeting**

Date: November 16, 2017  
Time: 3:00 pm – 5:00 pm  
Location: George Campus W350, Office of the President Boardroom, Owens Campus 346B, and Stanton Campus B240

**Present:** Bob Hagerty, Michael Maksymow, and Rob Nicholson

**Absent:** Vince Borelli and Gary Moyer

**Others Present:** Mark Brainard, Rick Kravich, Tommy Lu, Kelly McVeigh, Walter Merrick, Paul Morris, Bill Morrow, Melissa Rakes, Justina Sapna, Chuck Whealton, and Rob Wiltbank

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### **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, operating policies, and student, faculty and staff IT needs.*

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### **Minutes:**

#### **1. Welcome/Opening Remarks**

Mr. Hagerty called the meeting to order at 3:00 pm. He reported that a team of students from Delaware Tech were among the 18 teams who participated in JPMorgan's Code for Good event this month. Code for Good is a one-day event bringing together students and professionals to collaborate on the development of innovative technology solutions for non-profit organizations.

#### **2. Review/Approve Minutes**

The September 15, 2017 minutes were approved as written.

#### **3. Report: CSC Meeting**

Dr. Mark Brainard reported that College leadership visited the new site of CSC (formerly Corporation Service Co.) to discuss the College's Tech@Tech initiative and customized workforce development offerings with company representatives.

#### **4. Report: Delaware Technology Events**

Dr. Richard Kravevich reported on two recent technology events held at the College. As part of Delaware Innovation Week, the George Campus hosted the Dev Workshops and Dev Talks for developers on November 8. Approximately 160 attendees participated in the event, including Delaware Tech faculty, staff, and students. Dr. Kravevich thanked Dr. Kathy Janvier, Mr. Paul Morris, and their teams for hosting the event. On November 10 and 11, the Stanton Campus hosted B-Sides Delaware, a regional information security conference. Approximately 500 attendees participated in this family-friendly event, including about 30 Delaware Tech faculty, staff, and students and their families.

#### **5. Report: Information and Instructional Technology Update**

##### **5.1 Tech@Tech**

Dr. Kravevich provided an update on the College's Tech@Tech initiative. The committee has met monthly, and recent work includes identifying and pursuing a National Science Foundation (NSF) cyber infrastructure grant. Dr. Kravevich thanked Mr. Maksymow and Mr. Nicholson for recent introductions to business and community contacts.

##### **5.2 State Data Integrity Audit**

Mr. Rob Wiltbank reported that the College is completing a data integrity audit, an annual process in which the State of Delaware commissions an independent audit of the College that includes, among many other things, IT organizational structure and security, access controls, backup and recovery, and change management practices. The process hits about 30 audit points for which the College's IIT department must collect and compile approximately 2,500 pages of information. In the past, the audit has been conducted by firms such as KPMG. This year, the audit is being completed by the Philadelphia branch of CliftonLarsonAllen.

##### **5.3 Information Security Training**

Dr. Kravevich reported that the Terry Campus hosted Certified Information Systems Security Professional (CCISP) training through a partnership between the State of Delaware Department of Technology and Information (DTI) and the College. College staff attended and will sit for the certification exam next week.

##### **5.4 Future Items**

The committee discussed cyber liability insurance, non-disclosure agreements, and closed sessions. The College's Legal Affairs division will be invited to a future meeting to further discuss these topics.

Dr. Kravevich presented the option to incorporate the National Centers of Academic Excellence in Cyber Defense (CAE-CD) curriculum in the College's new Information Technology & Networking degree program. The committee will review the information.

#### **6. Report: Information Technology & Networking Degree Update**

Dr. Kravevich and Ms. Kelly McVeigh reported the status of the College's Information Technology & Networking degree program. The design phase of the concentration courses will start soon, and Information and Instructional Technology (IIT) staff will participate to share their experiences working in the field. Course syllabi and titles of all courses will be completed by December 15. Course construction

in the College' learning management system (LMS) will take place in the spring. Ms. McVeigh praised the design teams for their diligence in working on course design while fulfilling their teaching duties.

## **7. New Business**

There was no new business brought before the committee.

## **8. Next Steps**

### **8.1 Committee Tasks and Upcoming Items**

- ❖ Mr. Hagerty and Dr. Kravich will arrange a meeting to discuss third-party vendors.
- ❖ Ms. McVeigh will arrange a demonstration of the College' new learning management system (LMS) for the January committee meeting. This demo will provide an overview of the system. A more in-depth demonstration and an overview of the system's predictive analytics abilities will be provided to the Board of Trustees in fall 2018.
- ❖ The committee agreed to an in-person meeting at the Stanton Campus in 2018. The committee will tour the new data center, nursing simulation (SIM) labs, the Sustainable Energy Training Center, and the mechanical engineering program labs.
- ❖ Mr. Wiltbank will present a summary of the results of the State of Delaware's Data Integrity Audit at an upcoming Technology Committee Meeting.
- ❖ Dr. Kravich will invite the College's Legal Affairs division to an upcoming meeting to discuss cyber liability insurance, non-disclosure agreements, and closed sessions.
- ❖ The committee will review the National CAE-CD information found at <https://www.nsa.gov/resources/educators/centers-academic-excellence/cyber-defense/>.

### **8.2 Next Meeting**

The proposed meeting schedule for the committee is as follows. Members are encouraged to notify Kim Holston in the Office of the President of any conflicts.

March 8 in person at the Stanton Campus and May 10, 2018 by video conference, meetings are scheduled to take place from 3 pm to 5 pm

The meeting adjourned at 3:52 pm.