



Delaware Tech Board of Trustees Technology Committee Meeting

Date: May 11, 2017
Time: 3:30 pm – 5:00 pm
Location: George Campus W350, Office of the President Boardroom, Owens Campus 346B, and Stanton Campus B240

Present: Robert E. Hagerty, Gary Moyer, and Rob Nicholson

Absent: Vince Borelli and Michael Maksymow

Others Present: Bobbi Barends, Mark Brainard, George Cagnet, Bob Jones, Rick Kralevich, Deborah Leech, Paul Morris, Justina Sapna, Steve Shirey, Fred Walls, Chuck Whealton, 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, operating policies, and student, faculty and staff IT needs.

Minutes:

1. Welcome/Opening Remarks

1.1 Bob Hagerty (Technology Committee Chair)

Mr. Hagerty called the meeting to order at 3:30 pm. He thanked the Board of Trustees members for providing feedback on the Tech@Tech draft proposal circulated by email.

2. Review/Approve Minutes

The March 10 minutes were approved without corrections.

3. Report: America's Promise Grant

3.1 Grant Updates—Paul Morris (Assistant Vice President for Workforce Development and Community Education)

Mr. Morris provided an America’s Promise Grant update. The \$3.5 million grant awarded to the College will fund 9 programs—including 7 IT programs—from January 2017 through December 2020. The first quarterly report, documenting grant activities through March 31, 2017, will be submitted to the US Department of Labor (DOL) by the deadline of May 15, 2017. Mr. Morris thanked Ms. Rosanna Brown-Simmons, principal investigator and project director of the grant, for her work on the report.

Jobs for the Future (JFF) will perform an industry scan of the State of Delaware to determine a replacement program for .NET programming. The proposed timeline is for JFF to start the project in June and submit their findings in early fall. The Federal Project Officer has been notified that a modification is forthcoming.

Mr. Morris provided status updates on the other America’s Promise grant IT programs:

Table 1

Program	Location	Status
CCNA	Owens Campus	Draft date for program start is July 10, 2017. Date to be finalized in the next 30 days.
CCNA	Terry Campus	Draft date for program start is July 10, 2017. Date to be finalized in the next 30 days.
CCNP	George Campus	Starting in fall 2017. Recruiting from College’s current CCNA graduates.
CCNA Security		Year 2 deliverable
JAVA	New Castle County	Starting June 9
SQL		Interviewing Subject Matter Experts (SME)
ORACLE		SME interviews complete

4. Report: Information and Instructional Technology (IIT) Update

4.1 Overview—Rick Kralevich (Associate Vice President for Information and Instructional Technology)

Dr. Kralevich provided an overview of Information and Instructional Technology (IIT) staffing, budgets, deferred maintenance, and operational efficiency.

4.2 Information Security—Steve Shirey (Director of Systems)

Mr. Shirey provided an update on recent information security updates made at the College. Dr. Kralevich praised Mr. Shirey for finding robust, yet cost-effective solutions to meet the College’s needs.

Mr. Shirey also reported that the Information Security Policy and Strategic Plans is in final draft form and will be circulated for feedback.

4.3 Project Updates—Dr. Kralevich and Rob Wiltbank (Director of Applications)

Dr. Kralevich reported that the learning management system (LMS) contract negotiations were ongoing, and that the IIT roadmap was nearing completion. Mr. Wiltbank reported that the student information

system (BANNER) upgrade challenges had been overcome, and the project will move into the production stage soon.

5. Report: Tech @Tech Initiative

5.1 Recommendations and Priorities—Dr. Krlevich

Feedback received from the committee and other stakeholders is being incorporated into the Tech@Tech report. Recommendations for committee appointments will be made to Ms. Justina Sapna and Dr. Mark Brainard. Immediate areas of focus will include redesign of the College's computer information systems program curriculum and opportunities for the College to host IT events.

6. Computer Information Systems Curriculum Redesign Update

6.1 Update—Dr. Krlevich

The redesign group will meet on May 12, 2017. The group will start the curriculum mapping process, looking at each course to understand the objectives. The desired outcome is a competency-based program between 60 and 63 credits which allows credit for prior learning and includes the option for students to graduate as generalists or with a concentration area. Mastery of concepts will be assessed through demonstration of skills, development of soft skills, and team projects. The College's advisory committees will be tapped for feedback during the redesign process.

7. New Business

There was no new business brought before the committee.

8. Next Steps

8.1 CIS Advisory Committee Meeting

The CIS advisory committee meeting will take place in September. A survey will be created and deployed to advisory committee members to gather feedback before the fall meeting.

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.

September 15 and November 16, 2017

January 11, March 8, and May 10, 2018

Meetings will take place from 3-5 pm

The meeting adjourned at 4:51 pm.