



**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Meeting Minutes  
Wednesday, April 3, 2019**

Present: Trustees  
Nathan Hunter, Chair  
Pamela Beyor-Murtha  
Michael Crowley  
Elizabeth Fipps  
Terry Fralick  
Judy Gentner  
Michael Lennox  
Davod Males  
Eugene Renzi  
Lisa Weber

Administrative Staff:  
Ty Stone, President  
Dan Dupee, VP - Administration & Finance  
Tom Finch, VP - Academic Affairs  
Corey Campbell, VP – Student Affairs

Guests:  
Jack Donato, President FAJCC  
Linda Dittrich, AVP – Science, Math, et al  
Jerilyn Fairman, AVP – Liberal Arts  
Karen Freeman, Senior Director of Government Affairs & Public Relations  
Kathleen Morris, Director of Community Services  
Kim Sell, Senate President, Associate Professor of Physical Education  
Megan Stadler - Director of Grants, Planning, Research, and Institutional Effectiveness  
Kerry Young, Executive Director, Finance & Human Resources

**Call to Order**

The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:02 p.m., on Wednesday, April 3, 2019, in the Board Room, 6-220, of the Jules Center, Jefferson Community College, Watertown, New York, by Board Chair Nathan Hunter.

**Approval of Minutes** – March 6, 2019

On a motion made by Michael Crowley, seconded by Judy Gentner, the minutes of the March 6, 2019 meeting were approved.

**Privilege of the Floor**

Chair Hunter offered privilege of the floor.

Dr. Stone introduced newly appointed Dr. Corey Campbell, Vice President of Student Affairs.

## Updates

### **JCC Foundation**

- New Foundation Gifts
  - Mariya Clemons – JCC graduate and staff accountant has created a \$10,000 endowed scholarship for high need students. She has also included JCC in her estate plans.
  - Hon Kim Martusewicz – Has committed to create an endowment to support students with internships; the endowment will be established in September 2019. This gift also includes a \$1 million estate gift.
- Upcoming Events
  - Clambake and Cocktails - Friday Aug 16th – 6:00 p.m. at the Antique Boat Museum
  - Dedication of the Rickey F. Murtha Nursing Lab Classroom – May 1, 6:00 p.m.
- Other
  - The Foundation's consultant, Maya Gasuk from WestWind Consulting has begun her work and will be on campus April 23 and 24.

### **Student Trustee – Michael Lennox**

- SGA will be attending the Spring Semester SUNYSA conference April 5-7, 2019
- Many events happening this month and early next month, including...
  - Club Luncheon - end of April
  - A blood drive on 4/25/2019
  - A semi-formal ball on 4/26/2019
  - A casino night in partnership with the National Society of Leadership and Success on 5/1/2019
  - Elections will begin soon, and new candidates are being sought for next year's SGA.

### **Senate President – Kimberly Sell**

- The April JCC Senate Meeting is scheduled for Tuesday, April 9, 2019. Topics to be presented are: Strategic Plan Updates with Kevin David and Committee Reports. The full Senate report will be posted to Blackboard following the Senate meeting.

## President's Report

- Megan Stadler, Director of Grants, Planning, Research, and Institutional Effectiveness, presented the Graduate Report, 2018 (see attached presentation file). Important points of interest:
  - Why did they attend? 57% stated to increase their chance to get a specific or better job.
  - Where did they go? JCC is the top transfer college – indicating they are returning for a second degree.
  - Employment Outcomes – 64% of graduates reported being employed; earnings increased 11% for graduates.
  - Graduate's View of Jefferson – 98% would recommend that a family member or friend attend Jefferson
- Kathleen Morris, Director of Community Services, presented on Lewis County Education Center NCCER Construction Course (see attached presentation file). Important points of interest:
  - The NCCER Construction Training Cohort 1 - March 11 – May 10 includes 30 grant funded participants; 3 private pay participants.
  - Current students have very favorable feedback regarding the program and the difference this course and training will make in their employment options and financial security.
- Dr. Stone presented a President's Report on the approved NYS 2019-20 Budget. Dr. Stone remarked on the significance of the change in funding model. She mentioned that this was a direct result of advocacy around a central message. She thanked the board for their support and advocacy.

- o Establishment of a funding floor for the Community Colleges, set at the greater benefit of a \$100 increase in Community College base aid per funded full-time equivalent (FTE) student funding or 98% of the 2018-19 budgeted levels.
  - Total received in 2018-19 - \$7,322,854
  - Projected for 2019-20- \$7,176,397\* (-\$146k vs. -\$450k)
  - Previous anticipated loss in state revenue - \$260K to \$450K
  - \*Based on our figures, this number increased our FTE rate by \$150, not \$100
  
- o Other items of significance
  - A new appropriation of \$55 million for NY SUNY 2020 grants
  - Campuses are eligible to apply for REDC monies, which has received \$150 million in new funding
  - A total of \$325 million is appropriated to the Urban Development Corporation for the High Technology Innovation and Economic Development Infrastructure Program to foster development of innovative technologies, leverage private investment in science and technology economic development and other economic development to leverage private partnerships and investment

**Budget and Planning Committee**

Trustee Crowley provided the report of the Budget and Planning Committee which met prior to the full Board meeting and presented the following budget amendments, 126-19 through 129-19 acknowledging grant funding:

**RESOLUTION NO.: 126-19                      2018-2019 BUDGET AMENDMENT  
JEFFERSON COMMUNITY SCHOOLS (JCS) GRANT**

**WHEREAS**, funds have been received from the State University of New York (SUNY) to create and support a renovated space known as Jefferson Community School (JCS) that will host community partners to provide free services to students and their families, including health exams, mental health counseling, financial benefits counseling, a food pantry, child care, transportation assistance, and tax preparation at Jefferson Community College. This is the final year funding for this \$500,000, four-year grant (1/1/2016-12/31/19);

**THEREFORE, BE IT RESOLVED**, that the Jefferson Community College Board of Trustees hereby approved the following budget amendment:

**INCREASE REVENUE:**

Community Schools Grant –State Grants	2634-3011-5420	<u>\$59,608.77</u>
	<b>Total Revenue Increase</b>	<b>\$59,608.77</b>

**INCREASE EXPENDITURE:**

Community Schools Grant –Prof P/T	2634-3011-6102	\$35,208.77
Community Schools Grant –State ERS	2634-3011-6201	3,000.00
Community Schools Grant –Social Security	2634-3011-6204	4,000.00
Community Schools Grant –Workers Comp	2634-3011-6205	1,400.00
Community Schools Grant –Comp Software	2634-3011-7217	3,000.00
Community Schools Grant –Indirect Cost	2634-3011-7231	4,631.74
Community Schools Grant –Prof Svc Fees	2634-3011-7241	6,000.00
Community Schools Grant –Travel	2634-3011-7250	<u>\$ 2,368.26</u>

**Total Expenditure Increase                      \$59,608.77**

On a motion by Trustee Crowley, seconded by Judy Gentner, the Board unanimously approved Res. 126-19.

**RESOLUTION NO.: 127-19**

**2018-2019 BUDGET AMENDMENT  
NYS DOL CONSTRUCTION GRANT**

**WHEREAS**, the College has received funding from the State of New York Department of Labor to establish and provide program services that will provide advanced construction skills and trainings as well as promote workforce development to support the needs of the region. This grant has a one-year term (3/11/2019 – 3/10/2020) in the amount of \$100,000;

**WHEREAS**, this program will provide sixty (60) participants with an intensive and fully supported ten-week (400 hours) program that will support the construction industry and meet a critical gap in workforce training in our region;

**THEREFORE, BE IT RESOLVED**, that the Jefferson Community College Board of Trustees hereby approved the following budget amendment:

**INCREASE REVENUE:**

DOL Construction Grant –Federal Grants    2563-3011-5410    \$100,000.00

**Total Revenue Increase    \$100,000.00**

**INCREASE EXPENDITURE:**

DOL Construction Grant – Instructional Supp    2563-3011-7108    \$ 46,821.00

DOL Construction Grant – Prof Svc Fees    2563-3011-7241    23,440.00

DOL Construction Grant – Travel    2563-3011-7250    5,739.00

DOL Construction Grant –Scholarship Awards    2563-3011-7512    \$ 24,000.00

**Total Expenditure Increase    \$100,000.00**

On a motion by Trustee Crowley, seconded by Pamela Beyor-Murtha the Board unanimously approved Res. 127-19.

**RESOLUTION NO.: 128-19**

**2018/2019 OPERATING BUDGET REVISION**

**WHEREAS**, the College has received notification of Job Linkage Program funding from the State in the amount of \$41,828 which is \$41,828 more than the estimate used at the time the operating budget was formulated;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees does hereby approve a Jefferson Community College 2018-2019 Operating Budget in the amount of \$28,719,606 with the contribution of the sponsor at \$5,060,959 and the State share of \$7,572,303.

On a motion by Trustee Crowley, seconded by Lisa Weber, the Board unanimously approved Res. 128-19.

**RESOLUTION NO.: 129-19**

**GREEN INNOVATION GRANT PROGRAM (GIGP)**

**WHEREAS**, the College has received funding from the State of New York Environmental Facilities Corporation, in the amount of \$880,000, through the Green Innovation Grant Program, for the purpose of bioretention and porous pavement,

**AND WHEREAS**, the Green Innovation Grant Program Grant (GIGP) has a College match of funds,

**BE IT RESOLVED**, that the Jefferson Community College Board of Trustees supports the Green Innovation Grant Program Grant (GIGP) and the associated College funded match.

On a motion by Trustee Crowley, seconded by Beth Fipps, the Board unanimously approved Res. 129-19.

VP Dan Dupee reviewed the February 2019 financial statements. On a motion by Michael Lennox, seconded by Lisa Weber, the Board unanimously accepted the February 2019 Financial Reports.

VP Dan Dupee reviewed JCC Investment Policies Draft and the current Investment Policies, comparing the differences of the two documents.

**Academic & Educational Services**

Committee chair Terry Fralick and VP Tom Finch provided the report of the Academic & Educational Services Committee which met prior to the full Board meeting. The committee is recommending the following resolutions:

**RESOLUTION NO.:                    130-19                    APPROVAL CURRICULUM PROPOSAL  
Coaching Certificate**

**BE IT RESOLVED**, that the Jefferson Community College Board of Trustees hereby approves the attached Coaching Certificate program proposal.

On a motion by Lisa Weber and seconded by Beth Fipps, the Board unanimously approved the Resolution 130-19.

**RESOLUTION NO.                    131-19                    DEACTIVATION OF PROGRAM  
PARAMEDIC AAS/ PARAMEDIC CERTIFICATE**

**BE IT RESOLVED**, that the Jefferson Community College Board of Trustees hereby approves the deactivation of the Paramedic AAS/Paramedic Certificate effective fall 2019.

On a motion by David Males and seconded by Michael Lennox, the Board unanimously approved the Resolution 131-19.

**Facilities Committee** – Committee chair Pamela Beyor-Murtha reported the following:

- o Much has been accomplished from Master Plan over the past several years.
- o Items remaining on the Facilities Master Plan include 4.5 million in projects that need to be updated currently on campus, based on the given priority of safety first, and followed by enrollment. The goal is more revitalization than new facilities.
- o Current/Future Considerations:
  - Turf Field which is needed for a variety of reasons, but foremost for enrollment.
  - GIGP Grant Update

**Other Business**

- President Stone presented contracts for ratification. On motion made by Michael Lennox, seconded by Judy Gentner, the Board unanimously ratified the following contracts:

**RESOLUTION NO.:    132 -19                    RATIFICATION OF CONTRACTS**

**BurrellusLuce Media  
WORLITOP  
Mohawk Community College**

**WHEREAS**, pursuant to Jefferson Community College Board of Trustees Resolution No. **128-89**, the College President approved the following contractual agreements, copies of which are attached hereto:

**BurrellusLuce Media**  
(Media Monitoring Services)

**WORLITOP**  
(Online, non-credit class in Communication)

**Mohawk Community College**  
(SUNY Apprenticeship Program)

NOW, THEREFORE, BE IT RESOLVED, **that the Jefferson Community College Board of Trustees does hereby recognize and ratify the aforementioned agreements.**

- Newly updated Board of Trustees Committee Listing was distributed.

#### **Executive Session**

On a motion made by Judy Gentner, seconded by Beth Fipps, the Board adjourned to Executive Session at 5:04 p.m. pursuant to Article 7, Section 105(f) of the Public Officers Law to discuss a matter with respect to a particular person or persons.

#### **Reconvention**

The Board reconvened in open session at 5:25 p.m.

#### **Personnel Committee**

On a motion by Beth Fipps seconded by Lisa Weber, the Board unanimously approved 2018-2019 Emeriti Status, Res. 133-19, as follows:

**RESOLUTION NO.: 133-19**

**2019 EMERITI**

**WHEREAS**, by Resolution No. 117-93 dated April 7, 1993, the Jefferson Community College Board of Trustees adopted a policy to allow the Board to confer Emeritus status upon retired members of the College community who have meritoriously served the College; and

**WHEREAS**, the College Recognition Committee has made recommendations for the award of Emeritus status;

**NOW, THEREFORE, BE IT RESOLVED**, in recognition of the excellence in teaching or service demonstrated by the following individuals, the Jefferson Community College Board of Trustees does hereby confer the Emeritus title as follows:

**Steven Brown, Learning Skills Specialist Emeritus**  
**Rodney Esley, Professor Emeritus**  
**Steven Haas, Trustee Emeritus**  
**Donald Johnson, Director of Military Programs Emeritus**  
**John Penrose, Professor Emeritus**  
**Dr. Raymond Petersen, Professor Emeritus**  
**Susan Wadhams, College Science Emerita**

### **Scheduled Meetings**

Facilities Committee Meeting – April 25, 2019  
Academic & Educational Services Committee – TBD  
Personnel Committee- TBD  
Budget and Planning Committee – May 1, 2019  
Full Board Meeting – May 1, 2019

### **Adjournment**

On a motion made by Lisa Weber, seconded by Beth Fipps, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,

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Edie A. Roggie  
Secretary to the Board