

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 123-24  
**DATE:** APRIL 3, 2024  
**SUBJECT:** 2023-2024 BUDGET AMENDMENT  
OPWDD SUNY DSP GRANT  
**GRANT PERIOD:** APRIL 1, 2023 – DECEMBER 31, 2028

**WHEREAS**, the College has received funding from NYS Office for People With Developmental Disabilities to support the academic and career success of Direct Support Professionals;

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

**INCREASE REVENUE:**

OPWDD SUNY DSP Grant– Local Grants & Contracts 2703-3011-5420	<u>\$ 311,434.70</u>
<b>Total Revenue Increase</b>	<b>\$ 311,434.70</b>

**INCREASE EXPENDITURE:**

OPWDD SUNY DSP Grant- Prof Adjuncts- PT	2703-3011-6103	\$ 17,765.00
OPWDD SUNY DSP Grant- Instructional Supplies	2703-3011-7108	6,199.38
OPWDD SUNY DSP Grant- Advertising	2703-3011-7203	8,620.00
OPWDD SUNY DSP Grant- Indirect Cost	2703-3011-7231	33,368.00
OPWDD SUNY DSP Grant- Scholarship Awards	2703-3011-7512	<u>\$ 245,482.32</u>
<b>Total Expenditure Increase</b>		<b>\$ 311,434.70</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 124-24  
**DATE:** APRIL 3, 2024  
**SUBJECT:** 2023-2024 BUDGET AMENDMENT  
SUNY WORKFORCE DEVELOPMENT TRAINING  
**GRANT PERIOD:** SEPTEMBER 1, 2023 – AUGUST 31, 2024

**WHEREAS**, the College has received funding from SUNY Workforce Development to provide various trainings to employers;

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

**INCREASE REVENUE:**

SUNY WDT Grant– Local Grants & Contracts	2701-3011-5420	\$ <u>36,666.00</u>
<b>Total Revenue Increase</b>		<b>\$ 36,666.00</b>

**INCREASE EXPENDITURE:**

SUNY WDT Grant- Civil Service-FT	2701-3011-6120	2,115.00
SUNY WDT Grant- Indirect Cost	2701-3011-7231	6,111.00
SUNY WDT Grant- Prof Service Fees	2701-3011-7241	\$ <u>28,440.00</u>
<b>Total Expenditure Increase</b>		<b>\$ 36,666.00</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.            125-24**

**DATE:                        APRIL 3, 2024**

**SUBJECT:                    CROSS REGISTRATION POLICY for SUNY**

**BE IT RESOLVED**, that the Jefferson Community College Board of Trustees does hereby approve the Cross Registration Policy for SUNY as attached.

# Jefferson Community College

## **Cross Registration Policy for SUNY**

### PURPOSE:

This Policy is designed to support the SUNY Cross Registration Policy and promote timely degree completion by providing students access to courses at other SUNY campuses while they are enrolled at Jefferson Community College.

### DEFINITIONS:

1. A matriculated student is a student who has been accepted into and is enrolled in an academic program.
2. A home campus is the campus at which the student is matriculated.
3. A host campus is the campus at which the student is registered to take course work but is not matriculated.
4. A cross registration occurs when a host campus provides instruction to a matriculated student enrolled in a degree or certificate program at a different home campus.

### STATEMENT OF POLICY:

SUNY cross registration occurs when both the host campus and home campus are SUNY institutions.

1. This policy applies to part-time and full-time undergraduate students matriculated in a degree or certificate program and approved for cross-registration by Jefferson Community College and the home/host campus.
2. For students to receive the benefits of cross registration, both Jefferson Community College and the home/host campus must approve a student's request to cross register.
3. Students using Jefferson Community College as a home campus must meet the following criteria:
  - a. Students must be enrolled and matriculated in a degree or certificate seeking program at Jefferson Community College.
  - b. Cross registration must be used to satisfy degree or certificate requirements.

- c. Students with a GPA lower than 2.0 or any registration holds are prevented from completing coursework at any host institution through cross registration.
  - d. Credit limitations
    - i. The total number of credits in which a student is registered at the home campus and host campus is used to determine the maximum number of credits in which a student can be registered under the Registration and Withdraw Policy.
    - ii. Cross registration is limited to 2 courses per term.
    - iii. Students requesting cross-registration in a fall or spring semester must be registered in at least 6 credits at Jefferson Community College or at least one-half their total credit workload.
    - iv. Students requesting cross-registration in a summer or winter term must be registered in at least one course at Jefferson Community College.
    - v. Students wishing to use financial aid to pay for coursework taken at a host institution must utilize the current Jefferson Community College cross-registration procedure and SUNY cross-registration procedure.
4. Students using Jefferson Community College as a host campus must meet the following criteria:
    - a. Students with a cumulative GPA lower than 2.0 are ineligible for cross registration at Jefferson Community College.
    - b. Students who were dismissed/expelled/suspended or have any registration holds with Jefferson Community College are ineligible for cross registration.
    - c. Students matriculated at other SUNY campuses wishing to cross register at Jefferson Community College should follow their home campus's procedures and utilize the current SUNY cross-registration procedure.
    - d. New York state residents must submit a certificate of residency to Jefferson Community College.
  5. Students using Jefferson Community College as either a home campus or host campus are responsible for any course-related fees associated with the home and host campus credit.
  6. Students using Jefferson Community College as a home campus are responsible for notifying Jefferson Community College's office of the college registrar of any changes in registration status at the host campus.
  7. All students are subject to all applicable policies, procedures, and the Code of Conduct of the home and host campus.
  8. The Vice President for Academic Affairs is responsible for overseeing this policy.

**JEFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO. 126-24**

**DATE: APRIL 3, 2024**

**SUBJECT: APPROVAL OF PROGRAM REVISIONS  
HOSPITALITY & TOURISM, A.A.S.**

**BE IT RESOLVED**, that the Jefferson Community College Board of Trustees approves revisions to the Hospitality & Tourism, A.A.S. degree program as outlined in the attached proposal.



# Program Revision Proposal: Changes to an Existing Program

**Form 3A**  
Version 2016-10-13

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program,<sup>1</sup> a Chief Executive or Chief Academic Officer must submit a **signed cover letter and this completed form** to the SUNY Provost at [program.review@suny.edu](mailto:program.review@suny.edu).

Section 1. General Information	
<b>a)</b> <b>Institutional Information</b>	Institution's 6-digit <a href="#">SED Code</a> : <b>274800</b>
	Institution's Name: Jefferson Community College
	Address: 1220 Coffeen Street Watertown, NY
<b>b)</b> <b>Program Locations</b>	List each campus where the entire program will be offered (with each institutional or branch campus 6-digit <a href="#">SED Code</a> ): Main Campus only 274800
	List the name and address of <a href="#">off-campus locations</a> (i.e., <a href="#">extension sites or extension centers</a> ) where courses will offered, <b>or check here [ X ] if not applicable</b> :
<b>c)</b> <b>Registered Program to be Changed</b>	Program Title: Hospitality and Tourism
	<a href="#">SED Program Code</a> : 92372
	<a href="#">Award(s)</a> (e.g., A.A., B.S.): A.A.S.
	Number of Required Credits: Minimum [62] If tracks or options, largest minimum [ 63 ]
	<a href="#">HEGIS Code</a> : 5011
	<a href="#">CIP 2010 Code</a> : 521906
	Effective Date of Change: August 1, 2024
	Effective Date of Completion <sup>2</sup> : May 31, 2027
<b>d)</b> <b>Campus Contact</b>	Name and title: Jerilyn Fairman, Interim Vice President for Academic Affairs Telephone and email: (315) 786-2235, <a href="mailto:jfairman@sunyjefferson.edu">jfairman@sunyjefferson.edu</a>
<b>e)</b> <b>Chief Executive or Chief Academic Officer Approval</b>	<b>Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. E-signatures are acceptable.</b> Name and title: Jerilyn Fairman, Interim Vice President for Academic Affairs
	Signature and date:  April 5, 2024
	<b>If the program will be registered jointly<sup>3</sup> with one or more other institutions, provide the following information for each institution:</b>
Partner institution's name and 6-digit <a href="#">SED Code</a> :	
Name, title, and signature of partner institution's CEO (or <b>append</b> a signed letter indicating approval of this proposal):	

<sup>1</sup> To propose changes that would create a new program, Form 3B, [Creating a New Program from Existing Program\(s\)](#), is required.  
<sup>2</sup> If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).  
<sup>3</sup> If the partner institution is non-degree-granting, see SED's [CEO Memo 94-04](#).

## Section 2. Program Information

### Section 2.1. Changes in Program Content

No changes in program content. *Proceed to Section 2.2.*

**a) Check all that apply. Describe each proposed change and why it is proposed.**

- Cumulative change from SED's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachelor's degree programs)
- Changes in a program's focus or design
- Adding or eliminating one or more options, concentrations or tracks
- Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit cap limits.
- Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in [Section 3.47\(c\)\(1-4\) of Regents Rules](#)

The changes for the Hospitality and Tourism include:

- Removal of concentrations in order to
  - Focus the program more on skills needed in hospitality management while still allowing students to focus some coursework in hotel, hospitality, tourism or culinary arts.
  - Entry-level jobs in the area within these fields, particularly culinary arts, do not require college degrees, but management-level do.
- Addition of coursework in Customer Service Relations and the addition of a second applied learning internship requirement.
- Requiring coursework in liberal arts to meet the requirements of the SUNY General Education Framework.
- Inclusion of INT 111: College Foundations as part of Jefferson's New Student Experience graduation requirement.



b) **Provide** a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.

<b>Current Program</b>				
<b>Major Coursework</b>	<b>16</b>	<b>Major Coursework</b>	<b>37-38</b>	<b>Rationale</b>
BUS 221: Human Resource Management	3	BUS 221: Human Resource Management	3	
CUL 130: Sanitation and Safety	1	CUL 130: Sanitation and Safety	1	
HOS 101/BUS 101: Introduction to Hospitality & Tourism	3	HOS 101/BUS 101: Introduction to Hospitality & Tourism	3	
HOS 251: Event Management	3	HOS 251: Event Management	3	
HOS 276: Hospitality Internship or Business Elective	3	BUS 275: Business Internship	3	Requires student to get a second semester of in the field applied learning.
HRM 240: Food and Beverage Management	3	HRM 240: Food and Beverage Management	3	
		BUS 116: Applied Business Math or appropriate (credit-bearing) mathematics course		Allows for students to either take a math prerequisite needed for the required General Education math requirement or business math.
		BUS 230: Customer Service Relations	3	Advisory boards have stressed the importance of customer service and professional skills.
		BUS 231: Principles of Management	3	Carried over from concentrations. Necessary job skills in the Hospitality and Tourism field.
		BUS 232: Marketing	3	Carried over from concentrations. Necessary job skills in the Hospitality and Tourism field.
		CUL 102: Introduction to Culinary Theory and Practice	2	Carried over from concentrations. Necessary job skills in the Hospitality and Tourism field.
		CUL/HOS 275: Jefferson Practicum or CUL 212: Quantity Food Production	2	Carried over from concentrations. Necessary job skills in the Hospitality and Tourism field.
		Restricted Electives: Selected from BUS, CUL, HOS, HRM	5-6	Carried over from concentrations. Necessary job skills in the Hospitality and Tourism field. Allows students to tailor the degree to career goals
<b>Liberal Arts Requirements</b>	<b>18</b>	<b>General Education Requirements</b>	<b>24</b>	
ENG 101: Research and Composition	3	ENG 101: Research and Composition	3	
English Elective	3	ECO 102: Microeconomics	3	Major-focused course work and meets a Knowledge and Skill area of the SUNY General Education Framework.

Math Elective	3	MTH 144: Elementary Statistics or MTH 174: Mathematical Probability and Statistics 1	3	Course meets SUNY General Education Framework for Mathematics/Mathematical Reasoning.
Science or Laboratory Science Elective	3	Natural Science Course (Must be from SUNY General Education list for Natural Sciences: Scientific Reasoning)	3	Course meets SUNY General Education Framework for Natural Sciences: Scientific Reasoning.
Social Science Elective	3	Liberal Arts Elective (Must meet the SUNY Gen Ed Area for DEISJ)	3	Course meets SUNY General Education Framework for Diversity: Equity, Inclusion, Social Justice
Humanities Elective	3	Restricted Elective (Must be chosen from the SUNY Gen Ed List for Critical Thinking)	3	Course meets SUNY General Education Framework for Critical Thinking (Does not need to be a liberal arts course)
Liberal Arts Elective	3	Liberal Arts Elective (Chosen from Any Gen Ed Area)	3	Meets a Knowledge and Skill area of the SUNY General Education Framework.
Culinary Elective	2	Liberal Arts Elective (Chosen from Any Gen Ed Area)	3	meets a Knowledge and Skill area of the SUNY General Education Framework and ensures 20 credits of liberal arts coursework.
		<b>Other Requirement</b>	<b>1</b>	
		INT 111: College Foundations or BUS 157: Professional Development and Skills Seminar	1	All students must now meet a new student experience requirement unless exempt.
<b>Hotel/Restaurant Management Concentration Specialization Courses</b>				
BUS 124: Marketing or BUS 131: Principles of Management	3			Note: These courses are included above. Instead of a choice both will be required.
CUL 102: Introduction to Culinary Theory and Practice	2			Note: This course is included above.
HOS 275/CUL 212 Jefferson Practicum or Quantity Foods	2			Note: This course is included above.
HRM Elective	3			This course became the BUS 230: Customer Service Relations above
HRM Elective	3			Th
Restricted Electives: Selected from BUS, CUL, HOS, HRM, WIN.	4-6			Note: These courses are included above.
<b>Culinary Arts Concentration Specialization Courses</b>				
BUS 124: Marketing or BUS 131: Principles of Management	3 or			Note: These courses are included above. Instead of a choice both will be required.

CUL 102: Introduction to Culinary Theory and Practice	2 cr			Note: This course is included above.
HOS 275/CUL 212 Jefferson Practicum or Quantity Foods	2 cr			Note: This course is included above.
Culinary Electives	7 cr			
Restricted Electives: Select from BUS, CUL, HOS, HRM, WIN.	4-6 cr			Note: These courses are included above.
<b>Total Credits</b>	<b>60-63</b>	<b>Total Credits</b>	<b>62-63</b>	

- c) For each new or significantly revised course, **provide** a syllabus at the end of this form, and, on the **SUNY Faculty Table** provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: *Syllabi for all courses should be available upon request. Each syllabus should show that all work for credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with [SUNY policy on credit/contact hours](#)), general course requirements, and expected student learning outcomes.*
- d) What are the additional costs of the change, if any? If there are no anticipated costs, explain why.  
*There are no anticipated changes expected in the cost of the program. It is expected the cost will decrease due to not having to offer as many electives to meet the concentration requirements.*

**Section 2.2. Other Changes**

Check all that apply. Describe each proposed change and why it is proposed.

- Program title
- Program award
- [Mode of delivery](#)  
**NOTES:** (1) If the change in delivery enables students to complete 50% or more of the program via distance education, submit a [Distance Education Format Proposal](#) as part of this proposal. (2) If the change involves adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SED may register the version as a separate program.
- [Format change\(s\)](#) (e.g., from full-time to part-time), based on SED definitions, for the **entire** program
  - 1) State proposed format(s) and consider the consequences for financial aid
  - 2) Describe availability of courses and any change in faculty, resources, or support services.
- A change in the total number of credits in a certificate or advanced certificate program
- Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing program. **Exception:** Small changes in the required number of credits in a licensure-qualifying program that do not involve a course or courses that satisfy one of the required content areas in the profession.

**Section 3. Program Schedule and Curriculum**

- a) For **undergraduate programs**, complete the **SUNY Undergraduate Program Schedule** to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.

**NOTES:** *The Undergraduate Schedule must show all curricular requirements and demonstrate that the program conforms to SUNY's and SED's policies.*

- *It must show how a student can complete all program requirements within [SUNY credit limits](#), unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of [upper division study](#), with 24 in the major.*

- It must show how students in A.A., A.S. and bachelor’s programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in [approved SUNY GER courses](#) in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, US History & Civic Engagement, Diversity: Equity, Inclusion, Social Justice, World History and Global Awareness, Humanities, the Arts and World Languages
- It must show how students can complete [Liberal Arts and Sciences \(LAS\) credits](#) appropriate for the degree.
- When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the [Transfer Path Requirement Summary](#) within the first two years of full-time study (or 60 credits), consistent with SUNY’s [Student Seamless Transfer policy](#) and [MTP 2013-03](#).
- Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a [Waiver Request](#) –with compelling justification(s).

**EXAMPLE FOR ONE TERM: Undergraduate Program Schedule**

Term 2: Fall 20xx	Credits per classification							
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)	
ACC 101 Principles of Accounting	4			4	4			
MAT 111 College Mathematics	3	M	3	3			MAT 110	
CMP 101 Introduction to Computers	3							
HUM 110 Speech	3	BC	3			X		
ENG 113 English 102	3	BC	3					
Term credit total:	16	6	9	7	4			

- b) For **graduate programs**, complete the **SUNY Graduate Program Schedule**. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.

**NOTE:** The **Graduate Schedule** must include all curriculum requirements and demonstrate that expectations from [Part 52.2\(c\)\(8\) through \(10\) of the Regulations of the Commissioner of Education](#) are met.

**SUNY Undergraduate Program Schedule** (OPTION: You can paste an Excel version of this schedule AFTER this line, and delete the rest of this page.)

**Program/Track Title and Award:** **Hospitality and Tourism A.A.S.**

- a) Indicate **academic calendar type**: [  ] Semester [ ] Quarter [ ] Trimester [ ] Other (describe):  
 b) **Label each term in sequence**, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)  
 c) **Name of SUNY Transfer Path**, if one exists: **N/A** See [Transfer Path Requirement Summary](#) for details  
 d) Use the table to show **how a typical student may progress through the program**; copy/expand the table as needed. **Complete all columns that apply to a course.**

Term 1: Fall 1								Term 2: Spring 1									
See KEY.								See KEY.									
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites	Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites		
INT 111: College Foundations or BUS 157: Professional Development and Skills	1			0-1				BUS 230: Customer Service Relations	3			3					
ENG 101: Research and Composition	3	BC/IL	3				Placement or ENG 100	HRM 240: Food and Bev. Mngmt	3			3					
CUL 102: Culinary Theory and Practice	2			2				BUS 231: Principles of Management	3			3					
CUL 130: Sanitation and Safety	1			1				Natural Science Elective	3	NS	3	2			Varies		
HOS/BUS 101 Intro to HAT	3			3				Liberal Arts Elective (Any Gen Ed)	3	ANY	3						
BUS 116: Applied Business Math or Math Elective	3		0-3				Placement										
Liberal Arts Elective (Any Gen Ed)	3	ANY					Varies										
Term credit totals:	16	6	3-6	6-7	0			Term credit totals:	15	6	6	11	0				
Term 3: Fall 2								Term 4: Spring 2									
See KEY.								See KEY.									
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites	Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites		
HOS 251: Event Management	3			3				BUS 275: Business Internship	3			3					
CUL/HOS 275: Jefferson Practicum or CUL 212: Quantity Foods Production	2			2				BUS 221: Human Resource Management	3			3					
Restricted Elective (Critical Thinking)	3	CT					Varies	BUS 232: Marketing	3			2					
Restricted Elective	2-3			2			Varies	Restricted Elective	3			2					
MTH 144: Elementary Statistics or MTH 174: Mathematical Probability and Statistics 1	3	M	3				Placement	Social Science Elective (DEISJ)	3	DEI	3				Varies		
ECO 102: Microeconomics	3	SS	3	3			Varies										
Term credit totals:	16-17	6	9	7	0			Term credit totals:	15	3	3	10	0				
<b>Program Totals (in credits):</b>		<b>Total Credits: 62 - 63</b>		<b>SUNY GER: 21</b>		<b>LAS: 21</b>		<b>Major: 37-38</b>		<b>Elective &amp; Other: 0-1</b>		<b>Upper Division: 10</b>		<b>Upper Division Major: 3</b>		<b>Number of SUNY GER Categories: 5 + 2 competencies</b>	

**KEY** Cr: credits GER: [SUNY General Education Requirement](#) (Enter Category Abbreviation) LAS: [Liberal Arts & Sciences](#) (Enter credits) Maj: Major requirement (Enter credits) TPath: [SUNY Transfer Path](#) Courses (Enter credits) New: new course (Enter X) Co/Prerequisite(s): list co/prerequisite(s) for the noted courses Upper Division: Courses intended primarily for juniors and seniors SUNY GER Category Abbreviations: Diversity: Equity, Inclusion, Social Justice (DEI), US History (US), Communication (CM), World Language (WL), Humanities (H), Math (M), Natural Sciences (NS), Social Science (SS), The Arts (AR), World History and Global Awareness (WH)

\* New course in program, but not new course

- a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.
- b) **Append** at the end of this document position descriptions or announcements for each to-be-hired faculty member

All courses referenced below are new to the program but are NOT new and not significantly revised JCC courses.  
Information provided due to the quantity of changes to the program.

(a)	(b)	(c)	(d)	(e)	(f)
Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	% of Time Dedicated to This Program	Program Courses Which May Be Taught (Number and Title)	Highest and Other Applicable Earned Degrees (include College or University)	Discipline(s) of Highest and Other Applicable Earned Degrees	Additional Qualifications: List related certifications and licenses and professional experience in field.
<b>PART 1. Full-Time Faculty</b>					
Any Full-time Faculty teaching School of Business courses	100% (New course is approx 5% of teaching load per faculty course section)	INT 111: College Foundations	Must have MA/MS	JCC only hires faculty with degrees in the field in which there are teaching.	Must have completed required JCC training to teach INT 111
<b>Part 2. Part-Time Faculty</b>					
<b>Part 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc., and provide expected hiring date instead of name.)</b>					

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 127-24

**DATE:** APRIL 3, 2024

**SUBJECT: RATIFICATION OF CONTRACTS**  
Arctic Wolf  
Barker-Lassiter, Lynise  
CITEC (6)  
County of Oswego Workforce Development Board  
Jefferson County Local Development Corporation  
Jefferson Faculty Student Association Auxiliary (JFSAA)  
and Student Government Association (JCC)  
McDonald Hopkins  
Motimatic  
National Student Clearinghouse  
NRG Business Marketing  
Quider Group  
Student Government Association (JCC)

**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:

**Arctic Wolf**

*(services contract, email cybersecurity response)*

**Barker-Lassiter, Lynise**

*(instruction, DEISJ training)*

**CITEC (6)**

*(LEAN, LDE, MDE and Kaizen training, workforce development)*

**County of Oswego Workforce Development Board**

*(training agreement, home-based child-care program)*

**Jefferson County Local Development Corporation**

*(funding agreement, home-based child-care training program)*

**Jefferson Faculty Student Association Auxiliary (JFSAA)  
and Student Government Association (JCC)**

*(MOU, residence life and student activities director services)*

**McDonald Hopkins**

*(services contract, email cybersecurity response)*

**Motimatic**

*(recruitment campaign, enrollment services)*

**National Student Clearinghouse**

*(participation agreement, All-in-On Campus Challenge)*

**NRG Business Marketing**

*(services contract, natural gas delivery)*

**The Quider Group**

*(consulting services, federal funding opportunities)*

**Student Government Association (JCC)**

*(MOU, student activities director services)*

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