

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**MINUTES OF MEETING
WEDNESDAY, DECEMBER 6, 2017**

Present: Terry Fralick, Chair) TRUSTEES
Pamela Beyor-Murtha)
Michael Crowley)
Courtnee Denton)
Elizabeth Fipps)
Judy Gentner)
Steven Haas)
Nathan Hunter)
David Males)

Excused: Lisa Weber)

Administrative Staff:

Ty Stone, President
Dan Dupee, VP-Administration & Finance

Guests:

Linda Dittrich, AVP – Science Division
Pam Dixon, Public Relations Technical Specialist
Greg Griffin, Executive Director, JCC Foundation
John Penrose, Senate President
Ray Petersen, Professor of Political Science
Katy Troester-Trate, Director – Jefferson Community School
Kerry Young, Executive Director, Finance & Human Resources

The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:04 p.m., on Wednesday, December 6, 2017, in the Board Room, 6-220, of the Jules Center, Jefferson Community College, Watertown, New York, by Board Chair Terry Fralick.

APPROVAL OF MINUTES

On motion made by Courtnee Denton, seconded by Beth Fipps, the minutes of the November 9th meeting were approved.

PRIVILEGE OF THE FLOOR

Chair Fralick offered privilege of the floor. No one came forward to address the Board.

UPDATE FROM THE FOUNDATION

Trustee Hunter noted the Foundation Board recently held a Strategic Planning Retreat, initiated a direct mail appeal to 470 former Jefferson-Can students in an effort to supplement the Jeff-Can Community Scholars program, and voted to fund the College's upcoming website redesign. In addition, the Foundation endowed a new scholarship from Joe Brabant and endowed a scholarship

created in memory of Marion Brennan. It was also noted the Home for the Holidays campaign has grossed \$30,000. Trustee Beyor-Murtha inquired as to how the Foundation strategic plan would align with the College's strategic plan. It is anticipated that a joint meeting between the Foundation Board and Board of Trustees will be planned for the near future.

UPDATE FROM THE STUDENT TRUSTEE

Student Trustee Courtnee Denton noted the successful collaboration among student clubs to plan events during the Fall semester. In addition, Phi Theta Kappa's Pi a Professor event benefitted the College Food Closet and the CosPlay Club held a successful fundraiser during which toys donated from Lowe's were built and delivered by JCC students to pediatric patients at Upstate Medical Center.

UPDATE FROM THE SENATE PRESIDENT

Senate President John Penrose referred to the written report summarizing the December 5th meeting of the College Senate. He highlighted the changes to the Physical Education program and the body's endorsement of the Faculty Council of Community College's resolution regarding military absences. There were no questions. Professor Penrose concluded his report by wishing Trustees a happy holiday and prosperous New Year.

PRESIDENT'S REPORT

1. President Stone noted that the Strategic Plan 2013-2020 update had been posted for review. Goals and initiatives have been rated as to progress and attainment. President Stone advised that the vast majority of the plan had been achieved and that the College would soon be embarking on the planning and development of a new strategic plan.
2. Dr. Katy Troester-Trate, LSW and director of both the Health & Wellness Center and Jefferson Community School grant, provided statistics pertaining to the usage of Health & Wellness Center services by students and the positive correlation to retention and persistence. A statistics handout was provided to Trustees.
3. Dr. Raymond Petersen provided an overview of his Spring 2017 sabbatical, the purpose of which was two-fold – first to develop applied learning applications for political science classes, and second, to investigate clean energy programs for workforce and economic development.
4. Dan Dupee, Vice President for Administration & Finance, provided an annual update on the recent activities and upcoming initiatives of Divisional departments including Facilities, Institutional Technology, Financial Operations, Human Resources, and Diversity and Inclusion.

BUDGET & PLANNING COMMITTEE

Committee Chair Nate Hunter provided the report of the Budget and Planning Committee which met prior to the full Board meeting.

Trustee Hunter reviewed the financial statements for the month ending October 31, 2017. With enrollment declining, the College is implementing several strategies to reduce expenses and manage costs. On motion made by Nate Hunter, seconded by Beth Fipps, the financial statements for October 2017 were unanimously accepted.

OTHER BUSINESS

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

RESOLUTION NO. 198-17: RATIFICATION OF CONTRACTS
Auctions International
Board of Cooperative Educational Services (BOCES)
Cardiology Associates
Caregivers
Community College Survey of Student Engagement
Credo Community Center
Fort Drum Regional Liaison Organization
Great Rochester Collaborative
JCC Foundation
Volunteer Transportation Center

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:

Auctions International
(service agreement, online auction)

Board of Cooperative Educational Services (BOCES)
(memorandum of understanding, P-TECH grant application)

Cardiology Associates
(clinical experience, nursing program)

Caregivers
(clinical experience, nursing program)

Community College Survey of Student Engagement
(agreement to conduct survey)

Credo Community Center
(clinical experience, nursing program)

Fort Drum Regional Liaison Organization
(survey agreement, Center for Community Studies)

Great Rochester Collaborative
(partnership agreement, Jefferson Higher Education Center)

JCC Foundation
(agreement, Health & Wellness Center)

Volunteer Transportation Center
(service agreement, Health & Wellness Center)

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

ADJOURNMENT

On motion made by Steve Haas, seconded by Pam Beyor-Murtha the meeting was adjourned at 5:38 p.m.

Respectfully submitted,

Karen J. Freeman
Secretary to the Board