



**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MEETING MINUTES  
January 7, 2026**

The regular monthly meeting of the Board of Trustees of Jefferson Community College was held on Wednesday, January 7, 2026, in Room 6-220, Board Room, of the Jules Center at Jefferson Community College.

**Attendance:**

Trustees Present:

David Males, Chair  
Maureen Aiken  
Michael Crowley  
Damon Draught  
Beth Fipps  
Erika Flint  
Nathan Hunter  
Cindy Intschert

Excused:

Alessio Caruana  
Stephen Todd

Administrative Staff:

Dan Dupee, President  
Carey Goyette, Provost  
Sidney Pond, Vice President for Administration & Finance

**Call to Order** Chair David Males called the meeting to order at 4:04 p.m.

**Introductions of Guests**

Larry Danforth, Research Director, Center for Community Studies  
Andy Draper, Research Coordinator, Center for Community Studies  
Tim Grosse, College Senate President  
Paul Keller, Associate Vice President of Enrollment Services  
Joel LaLone, Director, Center for Community Studies  
Margaret LaVancha, Executive Director of Human Resources  
Gillian Maitland, Marketing & Communications Director  
Gabrielle Thompson, Associate Vice President of Student Affairs

**Privilege of the Floor** - none

## Consent Agenda Approval

On a motion made by Cindy Intschert, seconded by Beth Fipps, the Consent Agenda Items that were previously reviewed and put forward by committee were approved unanimously with no further discussion.

### Approval of Minutes – November 5, 2025

#### Finance & Audit Committee

**RESOLUTION NO.100-26                      2024-2025 BUDGET AMENDMENT  
COLLEGIATE SCIENCE TECHNOLOGY ENTRY PROGRAM  
(CSTEP) GRANT**

**GRANT PERIOD:                                      JULY 1, 2025 – JUNE 30, 2026**

**WHEREAS**, funds have been received from the NYS State Education Department (SED) to create a Collegiate Science Technology Entry Program (CSTEP) at Jefferson Community College;

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

**INCREASE REVENUE:**

|  |                |                      |
|--|----------------|----------------------|
| CSTEP Grant - Federal Grants & Contracts | 2621-3011-5420 | <u>\$ 185,287.00</u> |
|--|----------------|----------------------|

|                               |                      |
|-------------------------------|----------------------|
| <b>Total Revenue Increase</b> | <b>\$ 185,287.00</b> |
|-------------------------------|----------------------|

**INCREASE EXPENDITURE:**

|                                      |                |                  |
|--------------------------------------|----------------|------------------|
| CSTEP Grant - Prof F/T               | 2621-3011-6101 | \$ 112,972.00    |
| CSTEP Grant - Prof P/T               | 2621-3011-6102 | 16,626.00        |
| CSTEP Grant - Instructional Supplies | 2621-3011-7108 | 3,500.00         |
| CSTEP Grant - Office Supplies        | 2621-3011-7109 | 500.00           |
| CSTEP Grant - Indirect Cost          | 2621-3011-7231 | 12,296.00        |
| CSTEP Grant - Student Recruitment    | 2621-3011-7247 | 9,000.00         |
| CSTEP Grant - Travel                 | 2621-3011-7250 | 4,300.00         |
| CSTEP Grant - Workshops & Seminars   | 2621-3011-7253 | 6,800.00         |
| CSTEP Grant - Scholarship Awards     | 2621-3011-7512 | <u>19,293.00</u> |

|                                   |                      |
|-----------------------------------|----------------------|
| <b>Total Expenditure Increase</b> | <b>\$ 185,287.00</b> |
|-----------------------------------|----------------------|

**RESOLUTION NO.101-26**

**2025-2026 BUDGET AMENDMENT  
HEALTHCARES GRANT**

**GRANT PERIOD:**

**OCTOBER 1, 2025 – SEPTEMBER 30, 2026**

**WHEREAS**, funds have been received from the U.S. Department of Labor- Employment Training Administration to support collaboration for the Community College HealthCARES Consortium; Strengthening Career Pathways and Promoting equity in the Health Care Social Assistance Sector;

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

**INCREASE REVENUE:**

|  |                |                      |
|--|----------------|----------------------|
| HealthCARES Grant - State Grants & Contracts | 2677-3011-5420 | <u>\$ 260,839.68</u> |
| <b>Total Revenue Increase</b>                |                | <b>\$ 260,839.68</b> |

**INCREASE EXPENDITURE:**

|   |                |                      |
|---|----------------|----------------------|
| HealthCARES Grant - Professional FT           | 2677-3011-6101 | \$ 90,220.00         |
| HealthCARES Grant - Professional PT           | 2677-3011-6102 | 17,640.00            |
| HealthCARES Grant - State Teachers Retirement | 2677-3011-6201 | 12,000.00            |
| HealthCARES Grant - Social Security           | 2677-3011-6204 | 12,000.00            |
| HealthCARES Grant - Workers Comp              | 2677-3011-6205 | 5,000.00             |
| HealthCARES Grant - Life Insurance            | 2677-3011-6206 | 546.68               |
| HealthCARES Grant - Disability Insurance      | 2677-3011-6208 | 600.00               |
| HealthCARES Grant - Health Insurance          | 2677-3011-6209 | 23,000.00            |
| HealthCARES Grant - Computer Software         | 2677-3011-7217 | 7,500.00             |
| HealthCARES Grant - Indirect Cost             | 2677-3011-7231 | 70,109.00            |
| HealthCARES Grant - Staff Development         | 2677-3011-7246 | 6,825.00             |
| HealthCARES Grant - Travel                    | 2677-3011-7250 | <u>15,399.00</u>     |
| <b>Total Expenditure Increase</b>             |                | <b>\$ 260,839.68</b> |

**RESOLUTION NO. 102-26**

**2025-2026 BUDGET AMENDMENT  
HIGH NEEDS NURSING GRANT**

**GRANT PERIOD:**

**SEPTEMBER 1, 2025 - AUGUST 31, 2026**

**WHEREAS**, the College has received State funding through the High Needs Nursing Grant to increase the number of qualified nurses entering the field as soon as possible, the focus of SUNY simulation efforts will be on undergraduate nursing enrollment. Nursing students will be able to complete up to one-third of their clinical training through quality simulation experiences;

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

**INCREASE REVENUE:**

|   |                |                     |
|---|----------------|---------------------|
| High Needs Nursing–State Grants & Contracts | 2667-3011-5430 | <u>\$ 20,000.00</u> |
|---|----------------|---------------------|

**Total Revenue Increase** **\$ 20,000.00**

**INCREASE EXPENDITURE:**

|  |                |                    |
|--|----------------|--------------------|
| High Needs Nursing – Instructional Equipment | 2667-3011-7005 | 14,754.00          |
| High Needs Nursing – Computer Equipment      | 2667-3011-7006 | <u>\$ 5,246.00</u> |

**Total Expenditure Increase** **\$ 20,000.00**

**RESOLUTION NO.103-26**      **2025-2026 BUDGET AMENDMENT**  
**LIBERTY PARTNERSHIP PROGRAM GRANT**

**GRANT PERIOD:**                      **SEPTEMBER 1, 2025 – AUGUST 31, 2026**

**WHEREAS**, funds have been received from the New York State Education Department (SED) to implement a 12-month Liberty Partnership Program in conjunction with the Watertown City School District, the Watertown Family YMCA and Cornell Cooperative Extension;

**WHEREAS**, the Watertown Liberty Partnership Program (WLPP) will provide structured and individualized support services through a hybrid school-based, after-school, and summer program model. A total of 200 at-risk students in grades 5-12 will be served in each year of this multi-year grant;

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

**INCREASE REVENUE:**

|  |                |                     |
|--|----------------|---------------------|
| Liberty Partnership Grant - State Grants | 2632-3011-5420 | <u>\$290,480.00</u> |
|--|----------------|---------------------|

**Total Revenue Increase** **\$290,480.00**

**INCREASE EXPENDITURE:**

|  |                |                    |
|--|----------------|--------------------|
| Liberty Partnership Grant - Prof F/T             | 2632-3011-6101 | 65,253.00          |
| Liberty Partnership Grant - Prof P/T             | 2632-3011-6102 | 114,660.00         |
| Liberty Partnership Grant - Prem Earnings        | 2632-3011-6110 | 2,000.00           |
| Liberty Partnership Grant - State ERS            | 2632-3011-6201 | 11,971.00          |
| Liberty Partnership Grant - State TRS            | 2632-3011-6202 | 5,328.00           |
| Liberty Partnership Grant - Social Security      | 2632-3011-6204 | 13,113.00          |
| Liberty Partnership Grant - Workers Comp         | 2632-3011-6205 | 857.00             |
| Liberty Partnership Grant - Life Insurance       | 2632-3011-6206 | 36.00              |
| Liberty Partnership Grant - Disability Insurance | 2632-3011-6208 | 72.00              |
| Liberty Partnership Grant - Health Insurance     | 2632-3011-6209 | 20,103.00          |
| Liberty Partnership Grant - Instr. Supplies      | 2632-3011-7108 | 2,171.00           |
| Liberty Partnership Grant - Activity Expense     | 2632-3011-7202 | 19,800.00          |
| Liberty Partnership Grant - Indirect Cost        | 2632-3011-7231 | 16,426.00          |
| Liberty Partnership Grant - Membership Fees      | 2632-3011-7238 | 4,750.00           |
| Liberty Partnership Grant - Travel               | 2632-3011-7250 | <u>\$13,940.00</u> |

**Total Expenditure Increase** **\$290,480.00**

**RESOLUTION NO.104-26**

**2025-2026 BUDGET AMENDMENT  
LIBRARY COLLECTION GRANT**

**GRANT PERIOD:**

**JULY 1, 2025 – JUNE 30, 2026**

**WHEREAS**, the College received funding from New York State to purchase library materials enhancing academic library collections thereby strengthening regional collections that are available via resource sharing;

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

**INCREASE REVENUE:**

|                                    |                |                    |
|------------------------------------|----------------|--------------------|
| Library Collection Grant - Revenue | 2604-3011-5430 | <u>\$ 6,703.00</u> |
|------------------------------------|----------------|--------------------|

|                               |  |                    |
|-------------------------------|--|--------------------|
| <b>Total Revenue Increase</b> |  | <b>\$ 6,703.00</b> |
|-------------------------------|--|--------------------|

**INCREASE EXPENDITURE:**

|                                  |                |                    |
|----------------------------------|----------------|--------------------|
| Library Collection Grant - Books | 2604-3011-7101 | <u>\$ 6,703.00</u> |
|----------------------------------|----------------|--------------------|

|                                   |  |                    |
|-----------------------------------|--|--------------------|
| <b>Total Expenditure Increase</b> |  | <b>\$ 6,703.00</b> |
|-----------------------------------|--|--------------------|

**RESOLUTION NO. 105-26**

**2025-2026 BUDGET AMENDMENT  
SSP COLLEGE EQUIPMENT GRANT**

**GRANT PERIOD:**

**DECEMBER 2, 2025 – AUGUST 31, 2026**

**WHEREAS**, the College received funding from Spectroscopy Society of Pittsburgh (SSP) to purchase spectrophotometers for lab experiments;

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

**INCREASE REVENUE:**

|                                     |                |                    |
|-------------------------------------|----------------|--------------------|
| SSP College Equipment- Local Grants | 2842-3011-5430 | <u>\$ 5,000.00</u> |
|-------------------------------------|----------------|--------------------|

|                               |  |                    |
|-------------------------------|--|--------------------|
| <b>Total Revenue Increase</b> |  | <b>\$ 5,000.00</b> |
|-------------------------------|--|--------------------|

**INCREASE EXPENDITURE:**

|   |                |                    |
|---|----------------|--------------------|
| SSP College Equipment- Instructional Equip. | 2842-3011-7005 | <u>\$ 5,000.00</u> |
|---|----------------|--------------------|

|                                   |  |                    |
|-----------------------------------|--|--------------------|
| <b>Total Expenditure Increase</b> |  | <b>\$ 5,000.00</b> |
|-----------------------------------|--|--------------------|

**RESOLUTION NO.106-26**

**2025-2026 BUDGET AMENDMENT  
SUNY FOOD INSECURITY SUPPORT GRANT**

**GRANT PERIOD:**

**SEPTEMBER 1, 2025 – AUGUST 31, 2026**

**WHEREAS**, the College has received funds from the State University of New York to support food pantry operations and other strategies to address food insecurity at SUNY community colleges;

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

**INCREASE REVENUE:**

|   |                |                     |
|---|----------------|---------------------|
| SUNY Food Insecurity - State Grants & Contracts | 2678-3011-5420 | \$ <u>15,000.00</u> |
| <b>Total Revenue Increase</b>                   |                | <b>\$ 15,000.00</b> |

**INCREASE EXPENDITURE:**

|   |                |                     |
|---|----------------|---------------------|
| SUNY Food Insecurity - Professional PT            | 2678-3011-6102 | \$ 5,000.00         |
| SUNY Food Insecurity - Operating Supplies         | 2678-3011-7110 | 5,000.00            |
| SUNY Food Insecurity - Bldg. & Prop Maint. Repair | 2678-3011-7211 | \$ <u>5,000.00</u>  |
| <b>Total Expenditure Increase</b>                 |                | <b>\$ 15,000.00</b> |

**RESOLUTION NO.107-26**

**2025-2026 BUDGET AMENDMENT  
SUNY NURSING SIMULATION FELLOWSHIP GRANT**

**GRANT PERIOD:**

**SEPTEMBER 1, 2025 – AUGUST 31, 2026**

**WHEREAS**, the College has received funding from SUNY to build a strong foundation by deepening Fellows’ simulation skill development, expanding peer-to-peer learning opportunities, enhancing the Fellowship’s reach and impact and continue the development of the SUNY Shared Simulation Resource Library;

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

**INCREASE REVENUE:**

|   |                |                     |
|---|----------------|---------------------|
| SUNY NURSING SIM - State Grants & Contracts | 2669-3011-5420 | \$ <u>20,000.00</u> |
| <b>Total Revenue Increase</b>               |                | <b>\$ 20,000.00</b> |

**INCREASE EXPENDITURE:**

|  |                |             |
|--|----------------|-------------|
| SUNY NURSING SIM - Professional Adjuncts | 2669-3011-6103 | \$ 5,641.40 |
| SUNY NURSING SIM - Professional Stipends | 2669-3011-6104 | 8,176.00    |
| SUNY NURSING SIM - State TRS             | 2669-3011-6201 | 1,620.75    |
| SUNY NURSING SIM - Social Security       | 2669-3011-6204 | 1,292.85    |

|   |                |                    |
|---|----------------|--------------------|
| SUNY NURSING SIM - Workers Compensation | 2669-3011-6205 | 169.00             |
| SUNY NURSING SIM - Travel               | 2669-3011-7250 | <u>\$ 3,100.00</u> |

**Total Expenditure Increase**                      **\$ 20,000.00**

**RESOLUTION NO.108-26                      2025-2026 BUDGET AMENDMENT  
TRANSFORMATIONAL ASAP/ACE PROGRAM GRANT**

**GRANT PERIOD:                                      SEPTEMBER 1, 2025 – AUGUST 31, 2026**

**WHEREAS**, funds have been received from SUNY to improve student success, support innovation, and help meet the state’s future workforce needs by enhancing economic mobility through expansion of education and workforce training opportunities, increasing retention and completion of degree-seeking students, expanding or launching seamless transfer pathways and increasing operational efficiency and eliminating redundancy;

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

**INCREASE REVENUE:**

|  |                |                     |
|--|----------------|---------------------|
| Transf. ASAP/ACE Program- State Grants & Contracts | 2658-3011-5420 | <u>\$292,200.00</u> |
|--|----------------|---------------------|

**Total Revenue Increase**                      **\$292,200.00**

**INCREASE EXPENDITURE:**

|   |                |                   |
|---|----------------|-------------------|
| Transf. ASAP/ACE Program - Professional F/T     | 2658-3011-6101 | 99,983.28         |
| Transf. ASAP/ACE Program - Professional P/T     | 2658-3011-6102 | 11,000.00         |
| Transf. ASAP/ACE Program - State ERS            | 2658-3011-6201 | 12,000.00         |
| Transf. ASAP/ACE Program - Social Security      | 2658-3011-6204 | 9,500.00          |
| Transf. ASAP/ACE Program - Workers Compensation | 2658-3011-6205 | 2,000.00          |
| Transf. ASAP/ACE Program - Life Insurance       | 2658-3011-6206 | 73.20             |
| Transf. ASAP/ACE Program - Disability Insurance | 2658-3011-6208 | 143.52            |
| Transf. ASAP/ACE Program - Scholarship Awards   | 2658-3011-7512 | <u>157,500.00</u> |

**Total Expenditure Increase**                      **\$ 292,200.00**

**RESOLUTION NO. 109-26                      2025-2026 BUDGET AMENDMENT  
TRANSFORMATIONAL INITIATIVE FUND GRANT**

**GRANT PERIOD:                                      SEPTEMBER 1, 2025 – AUGUST 31, 2026**

**WHEREAS**, funds have been received from SUNY to improve student success, support innovation, help meet the workforce needs of the future, enhance student support services, improve academic programs, increase enrollment, and modernize campus operations;

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

**INCREASE REVENUE:**

|   |                |                      |
|---|----------------|----------------------|
| Transf. Initiatives Fund - Federal Grants & Contracts | 2657-3011-5410 | <u>\$ 104,950.00</u> |
|---|----------------|----------------------|

|                               |                      |
|-------------------------------|----------------------|
| <b>Total Revenue Increase</b> | <b>\$ 104,950.00</b> |
|-------------------------------|----------------------|

**INCREASE EXPENDITURE:**

|   |                |                  |
|---|----------------|------------------|
| Transf. Initiatives Fund - Professional F/T     | 2657-3011-6101 | \$ 72,027.90     |
| Transf. Initiatives Fund - Premium Earnings     | 2657-3011-6110 | 2,089.60         |
| Transf. Initiatives Fund - State TRS            | 2657-3011-6202 | 7,107.87         |
| Transf. Initiatives Fund - Social Security      | 2657-3011-6204 | 5,669.99         |
| Transf. Initiatives Fund - Workers Compensation | 2657-3011-6205 | 745.00           |
| Transf. Initiatives Fund - Life Insurance       | 2657-3011-6206 | 30.00            |
| Transf. Initiatives Fund - Disability Insurance | 2657-3011-6208 | 58.00            |
| Transf. Initiatives Fund - Health Insurance     | 2657-3011-6209 | 15,300.00        |
| Transf. Initiatives Fund - Advertising          | 2657-3011-7203 | 1,000.00         |
| Transf. Initiatives Fund -Staff Development     | 2657-3011-7246 | <u>\$ 921.64</u> |

|                                   |                      |
|-----------------------------------|----------------------|
| <b>Total Expenditure Increase</b> | <b>\$ 104,950.00</b> |
|-----------------------------------|----------------------|

**RESOLUTION NO.110-26                      2025-2026 BUDGET AMENDMENT  
TRIO GRANT**

**GRANT PERIOD:                              SEPTEMBER 1, 2025 – AUGUST 31, 2026**

**WHEREAS**, the College received Federal funding through the TRIO Grant to fund initiatives to enhance instruction and student success;

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

**INCREASE REVENUE:**

|   |                |                      |
|---|----------------|----------------------|
| TRIO - Student Support - Federal Grants & Contracts | 2540-3011-5410 | <u>\$ 291,222.00</u> |
|---|----------------|----------------------|

|                               |                      |
|-------------------------------|----------------------|
| <b>Total Revenue Increase</b> | <b>\$ 291,222.00</b> |
|-------------------------------|----------------------|

**INCREASE EXPENDITURE:**

|   |                |               |
|---|----------------|---------------|
| TRIO - Student Support- Prof FT           | 2540-3011-6101 | \$ 105,000.00 |
| TRIO - Student Support- Prof PT           | 2540-3011-6102 | 76,000.00     |
| TRIO - Student Support- Prof Adjuncts     | 2540-3011-6103 | 1,500.00      |
| TRIO - Student Support- Civil Service FT  | 2540-3011-6120 | 30,412.00     |
| TRIO - Student Support- Student Tutors    | 2540-3011-6142 | 7,000.00      |
| TRIO - Student Support- Printing          | 2540-3011-7104 | 700.00        |
| TRIO - Student Support- Computer Supplies | 2540-3011-7107 | 445.00        |
| TRIO - Student Support- Instr. Supplies   | 2540-3011-7108 | 3,000.00      |

|  |                |                     |
|--|----------------|---------------------|
| TRIO - Student Support- Office Supplies    | 2540-3011-7109 | 1,000.00            |
| TRIO - Student Support- Computer Software  | 2540-3011-7217 | 4,500.00            |
| TRIO - Student Support- Indirect Cost      | 2540-3011-7231 | 20,460.00           |
| TRIO - Student Support- Maint. Contracts   | 2540-3011-7236 | 1,950.00            |
| TRIO - Student Support- Membership Fees    | 2540-3011-7238 | 1,250.00            |
| TRIO - Student Support- Prof Service Fees  | 2540-3011-7241 | 10,000.00           |
| TRIO - Student Support- Staff Development  | 2540-3011-7246 | 9,305.00            |
| TRIO - Student Support - Travel            | 2540-3011-7250 | 6,700.00            |
| TRIO - Student Support- Scholarship Awards | 2540-3011-7512 | \$ <u>12,000.00</u> |

**Total Expenditure Increase                    \$ 291,222.00**

**Financial Statements: November 2025**

**Academic and Educational Services Committee**

**RESOLUTION NO. 111-26                    ACADEMIC CALENDAR 2026-2027**

**WHEREAS**, Jefferson Community College Board of Trustees Resolution No. 118-85 directs the formation each year of the Academic Calendar Workgroup for the purpose of reviewing and recommending the academic calendar; and

**WHEREAS**, the Academic Calendar Workgroup has proposed an academic calendar for 2026-2027 as described in a memorandum dated December 8, 2025;

**NOW, THEREFORE, BE IT RESOLVED**, that the Jefferson Community College Board of Trustees hereby adopts the attached academic calendar for 2026-2027 as developed and recommended by the Academic Calendar Workgroup.

**ACADEMIC CALENDAR  
2026-2027**

**FALL SEMESTER 2026**

|  |  |
|--|--|
| Faculty Report Back                          | Monday, August 17                            |
| Instruction Begins                           | Monday, August 24                            |
| Labor Day (No Classes)                       | Monday, September 7                          |
| Columbus, Indigenous People Day (No Classes) | Monday, October 12                           |
| Classes Resume                               | Tuesday, October 13 <b>(Monday Schedule)</b> |
| Mid-Semester Grades Due                      | Wednesday, October 14 – Noon                 |
| Last Day for Withdrawal                      | Tuesday, November 10                         |
| Veteran’s Day (No Classes)                   | Wednesday, November 11                       |
| Thanksgiving Recess Begins                   | Sunday, November 22 – 5 p.m.                 |
| Classes Resume                               | Monday, November 30 - 8 a.m.                 |
| Instruction Ends                             | Wednesday, December 9                        |
| Reading Day                                  | Thursday, December 10                        |
| Examinations                                 | Friday, December 11 – Thursday, December 17  |
| Last Reporting Day for Faculty               | Friday, December 18                          |
| Final Grades Due                             | Tuesday, December 22 – 10 a.m.               |

\*All students must be registered for their class(es) prior to the first scheduled meeting of the second week of class(es).

## SPRING SEMESTER 2027

|   |                                      |
|---|--------------------------------------|
| Martin Luther King, Jr. Day (Campus Closed) | Monday, January 18                   |
| Faculty Report Back                         | Wednesday, January 20                |
| Professional Development Day                | Wednesday, January 20                |
| Instruction Begins                          | Monday, January 25                   |
| Winter Recess Begins                        | Sunday, February 14 - 5 p.m.         |
| Classes Resume                              | Wednesday, February 17               |
| Mid-Semester Grades Due                     | Wednesday, March 17 - Noon           |
| Spring Recess Begins                        | Sunday, March 28 - 5 p.m.            |
| Classes Resume                              | Monday, April 5 - 8 a.m.             |
| Last Day for Withdrawal                     | Monday, April 19                     |
| Instruction Ends                            | Tuesday, May 11                      |
| Reading Day                                 | Wednesday, May 12 & Thursday, May 13 |
| Examinations                                | Friday, May 14 - Thursday, May 20    |
| <b>COMMENCEMENT CEREMONIES</b>              | <b>Friday, May 21, 7:00 p.m.</b>     |
| Final Grades Due                            | Monday, May 24 – 10 a.m.             |
| Last Reporting Day for Faculty              | Wednesday, May 26                    |

\*All students must be registered for their class(es) prior to the first scheduled meeting of the second week of class(es).

**The schedule for Saturday and off-campus classes may vary.**

### **RESOLUTION NO. 112-26      APPROVAL OF PROGRAM REACTIVATION AND REVISIONS Criminal Justice Certificate**

**BE IT RESOLVED**, that the Jefferson Community College Board of Trustees approves reactivation and revisions to the Criminal Justice Certificate program as outlined in the attached proposal.

### **RESOLUTION NO. 113-26      APPROVAL OF PROGRAM REVISIONS Criminal Justice A.S.**

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

### **RESOLUTION NO. 114-26      APPROVAL OF PROGRAM REVISIONS Human Services A.S.**

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

**RESOLUTION NO. 115-26      APPROVAL OF PROGRAM REVISIONS  
Mathematics A.S.**

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

**Other Business**

**RESOLUTION NO.116-26      RATIFICATION OF CONTRACTS  
Bibliotheca  
DANC  
Ellucian  
OCC Small Business Development Center  
Spectrum**

**WHEREAS**, pursuant to Jefferson Community College Board of Trustees Resolution No. 112-26, the College President approved the following contractual agreements, copies of which are attached hereto:

**Bibliotheca**

*(Service & Maintenance Agreement, Library)*

**Development Authority of the North Country (DANC)**

*(Survey Agreement, Center for Community Studies)*

**Ellucian**

*(Software Agreement, Banner & Self-Service)*

**OCC Small Business Development Center**

*(MOU, training services)*

**Spectrum**

*(Service Agreement, Fiber Internet & Wiring)*

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

**Regular Agenda**

**JCC Foundation** – David Males - No Report

## College Senate Report – Tim Grosse

In his report, College Senate President Tim Grosse reported on the activities of the December 2, 2026 meeting and highlighted:

- The senate approved the following Curriculum Committee items:
  - Program revisions for the Criminal Justice AS, the Human Services AS, and the Mathematics AS Degrees.
  - Reactivation and Revision of the Criminal Justice Certificate.
- Vice President Pond informed the body that the 2026-2027 Budget Development Process is underway.
- Provost Goyette shared a draft of the 2026-2027 Academic Calendar.

## Student Trustee Report– Alessio Caruana – No Report

## President's Report

In his report, President Dupee updated the Trustees on Enrollment, Achieving the Dream, Advocacy, recent and upcoming activities:

- **Enrollment:** Fall 2025 – currently up 4.05%, Winter 2025 up 25.54% and Spring 2026 up 2.61%. President Dupee gave kudos to the AVP's and Department Chairs in forming a Winter schedule that was so robust and attractive to students.
- **Joint Retreat:** As you know, the retreat was not held due to poor weather and the consultant not able to travel to campus. Upon discussion with Ben Foster, we are tentatively looking at the Trustee meeting in June. More information to come.
- **Advocacy:** NYCCT and NYCAP are working on materials to engage with the Budget Office. The DC meeting was a great trip and there was a lot of discussion on “professional” position categories and the impact to loan programs.
- **ATD:** There will be an ATD visit in March to do a capacity café and to discuss our data and how we can incorporate into our Academic Momentum Plan.
- **Community Breakfast:** Dr. Dupee noted that he has received a lot of very positive feedback on the Community Breakfast and on the Strategic Plan. He also thanked the Public Relations office for their work on the Strategic Plan booklet which was a fantastic document for distribution.
- **Recent activities:** Trivia, Community Breakfast, AAUW Self Defense Presentation, Nuclear Energy Public Forum, NYCCAP Liaison Presentation at CCBOA, ESP Labor Management Meeting, Childcare Opportunity Presentation at YMCA Board Meeting, Achieving the Dream Data Café, Thanksgiving Luncheon, Samaritan Medical Center Board Meeting, SSUNY Advocacy Days in Washington DC, Festival of Trees Holiday Gala, Speaking Engagement Business Seminar, FDRHPO Board Meeting, NNY Community Foundation Board Presentation, Student/Faculty Volleyball Tournament, NYARNG Ribbon Cutting, Board of Legislators Holiday Party, Alumni Hockey Game, Center for Community Studies Advisory Council, Cannoneer Holiday Party, ESP Labor Management Meeting, Senior Send-Off and Campus Holiday Pizza Party.

- **Upcoming activities:** Spring 2026 Start Up and classes begin, Foundation Board Meeting, Next Move NY Meeting, ATD Site Visit Feedback Meeting, WPBS Board Meeting, ATD Virtual Visit, College Presidents Meeting, and NYCCT, NYCAP & CUNY Advocacy

**Board Education**

**Presentation: Center for Community Studies Overview & Updates – Joel LaLone**

Discussion: Joel noted the use of data gathered in the studies that has been used to obtain grants for many organizations. Joel and Dan noted that for the future, they are interested in developing the speaker series to focus on emerging issues that are highlighted in the data collection. The goal is to focus on emerging issues, address how we educate the community on them, and how do we work as a community to improve them.

There was a discussion on agency engagement and succession planning for the Center so that it remains an integral part of the College and Community.

**Executive Session** – no business

**Personnel Committee** – Committee Chair Beth Fipps

Committee Chair Fipps reported the Personnel Committee did not meet in December. There is one resolution for action.

Trustee Fipps presented Resolution 117-26 to approve the 2026-2027 Holiday Schedule. Upon motion by Beth Fipps, seconded by Maureen Aiken, Resolution 117-26 was unanimously approved as follows:

**RESOLUTION NO. 117-26                      2026-2027 HOLIDAY SCHEDULE**

The College will be closed for business on the following days:

|            |          |   |
|------------|----------|---|
| Monday,    | 09/07/26 | Labor Day   |
| Thursday,  | 11/26/26 | Thanksgiving Day                                      |
| Friday,    | 11/27/26 | College Closed – Observed in lieu of Columbus Day     |
| Friday,    | 12/25/26 | Christmas Day   |
| Monday,    | 12/28/26 | College Closed – Observed in lieu of President’s Day  |
| Tuesday,   | 12/29/26 | College Closed – Observed in lieu of Veteran’s Day    |
| Wednesday, | 12/30/26 | College Closed – Observed in lieu of floating holiday |

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|-----------|----------|---|
| Thursday, | 12/31/26 | College Closed – Observed in lieu of floating holiday |
| Friday,   | 01/01/27 | New Year's Day  |
| Monday,   | 01/18/27 | Dr. Martin Luther King Jr. Day                        |
| Monday,   | 05/31/27 | Memorial Day  |
| Monday,   | 07/05/27 | Independence Day (Observed)                           |

**Schedule of Upcoming Meetings and Events** *(Held in Board Room 6-220 unless otherwise noted)*

Dr. Dupee reviewed the schedule of upcoming meetings and events:

- Academic and Educational Services Committee – No January Meeting
- Personnel Committee Meeting – Thursday, January 21, at 4 pm
- Finance & Audit Committee Meeting – Wednesday, February 4, at 3 pm
- Board of Trustees Meeting – Wednesday, February 4, at 4pm

**Adjournment**

On a motion made by Cindy Intschert seconded by Mike Crowley, the meeting adjourned at 4:59 p.m.

Respectfully submitted,

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Kerry A. Young  
Secretary to the Board of Trustees