

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**MINUTES OF MEETING
MONDAY, MAY 8, 2017**

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

Excused: Reganne Smith)
Lisa Weber)

Administrative Staff:

Carole McCoy, President
Dan Dupee, VP-Administration & Finance
Thomas Finch, VP-Academic Affairs
Betsy Penrose, VP-Students

Guests: Rocco Cappello, Dean of Students
Larry Danforth, Asst. Professor of Math, Research Coordinator - CCS
Leslie DiStefano, Marketing/Communications Director
Linda Dittrich, AVP – Science Division
Greg Griffin, Executive Director of the JCC Foundation
Joel LaLone, Professor of Math, Research Director - CCS
Ron Palmer, Professor of History
John Penrose – Senate President / Professor of Chemistry
Kerry Young, Executive Director of Finance and Human Resources

The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 5:06 p.m., on Monday, May 8, 2017, in the Board Room, 6-220, Jules Center, Jefferson Community College, Watertown, New York, by Board Chair Terry Fralick.

APPROVAL OF MINUTES

On motion made by Michael Crowley, seconded by Beth Fipps, the minutes of the March 30 and April 5 meetings 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 representative on the Foundation Board Nathan Hunter deferred to Foundation executive director, Greg Griffin, who will provide an update under the President's Report.

UPDATE FROM THE STUDENT TRUSTEE

Student Trustee Reganne Smith was unable to attend and provided the attached written report. There were no questions.

UPDATE FROM THE SENATE PRESIDENT

John Penrose provided a written report from the May 2 Senate meeting. He drew attention to the fact engineering faculty member Genn Pond had received the Clarkson Award for Inspirational Educators Clarkson University. He reported two academic programs had been approved and will come before the Board at a later date.

President McCoy took a moment to recognize Professor Penrose for his recent designation by SUNY as a Distinguished Service Professor. He received a round of applause for receiving this prestigious honor.

PRESIDENT'S REPORT

1. Joel LaLone and Larry Danforth provided an annual update on recent and upcoming studies conducted by the Center for Community Studies (CCS). Professor LaLone noted that he and Larry Danforth presented on the CCS model at the AMATYC Conference in Denver and reminded Trustees of Larry's upcoming sabbatical as it relates to the CCS.
2. Greg Griffin, executive director of the JCC Foundation, provided an overview of the JCC Foundation and plans for the upcoming year. Greg briefly reviewed ten strategic priorities that are currently being vetted by the Foundation board of directors.
3. Betsy Penrose, VP for Students, provided an update on activities of the Security Review Committee. She reviewed results of the campus safety survey of faculty, staff and students and SUNY Assessment and advised that the College is in the process of searching for a new director of security, specifically one that has at least 5 years of law enforcement experience, to help the College assess the campus need for peace officers and/or security officers. Recommendations will be forthcoming to the Board at a later date.

BUDGET & PLANNING

Committee Chair Nate Hunter provided the report of the Budget and Planning Committee.

Following presentation and motion by Trustee Hunter, seconded by Judy Gentner, the Board unanimously approved the following budget amendment acknowledging grant funding:

RESOLUTION NO. 121-17:

**2016-2017 BUDGET AMENDMENT
STARFISH CONTRACT GRANT**

WHEREAS, the College has received funding from the State University of New York, as part of the Starfish Early Alert Initiative, to reimburse Jefferson for the Starfish Early Alert License and Service Fee;

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

INCREASE REVENUE:

Starfish Contract Grant – State Revenue	2620-3011-5420	<u>\$ 42,425.00</u>
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Total Increase Revenue	\$ 42,425.00
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INCREASE EXPENDITURE:

Starfish Contract Grant – Computer Software	2620-3011-7217	<u>\$ 42,425.00</u>
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Total Increase Expenditure	\$ 42,425.00
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Following presentation and on motion by Trustee Hunter, seconded by Pamela Beyor-Murtha, the Board unanimously approved the following budget amendment:

RESOLUTION NO. 122-17:	2016-2017 BUDGET AMENDMENT CENTER FOR COMMUNITY STUDIES – LEWIS COUNTY OFFICE FOR THE AGING SERVICE NEEDS ASSESSMENT COMMUNITY SURVEY
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WHEREAS, the College has received funding from the Lewis County Board of Legislature to assist in the development of an electronic and mail survey for distribution, data analysis, and present findings of the survey comprised of adults in Lewis County (New York);

WHEREAS, the survey will be used for data analysis and future planning within the Lewis County Office for the Aging;

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

INCREASE REVENUE:

Center Comm. Studies Grant – Local Grants & Contracts	2803-3011-5430	<u>\$ 6,000.00</u>
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Total Increase Revenue	\$ 6,000.00
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INCREASE EXPENDITURE:

Center Comm. Studies Grant – Professional P/T	2803-3011-6102	\$ 2,917.00
Center Comm. Studies Grant – State TRS	2803-3011-6202	\$ 476.00
Center Comm. Studies Grant – Social Security	2803-3011-6204	\$ 223.00

Center Comm. Studies Grant – Workers Comp	2803-3011-6205	\$ 30.00
Center Comm. Studies Grant – Activity Expense	2803-3011-7202	\$ 450.00
Center Comm. Studies Grant – Indirect Cost	2803-3011-7231	\$ 504.00
Center Comm. Studies Grant – Prof Service Fees	2803-3011-7241	<u>\$ 1,400.00</u>
		\$ 6,000.00

Total Increase Expenditure \$ 6,000.00

Committee Chair Hunter reviewed the financial statements for the month ending March 31, 2017. There were no areas of concern. On motion made by Nate Hunter, seconded by David Males, the financial statements for March 2017 were unanimously accepted.

PERSONNEL COMMITTEE

Committee chair Michael Crowley read the attached Resolution #120-17 passed in executive session on March 30, 2017 and amended in executive session on April 5, 2017 appointing Ty A. Stone as the 6th president of Jefferson Community College. No action was required.

ACADEMIC & EDUCATIONAL SERVICES COMMITTEE

Following presentation by VP Penrose, and on motion made by Beth Fipps, seconded by Judy Gentner, the Board unanimously approved a revision to the Student Code of Conduct:

**RESOLUTION NO. 123-17: STUDENT CODE OF CONDUCT
(Revises Resolution No. 135-16, May 2016)**

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve revisions to the Student Code of Conduct as attached.

OTHER BUSINESS

Following presentation by President McCoy and on motion made by Mike Crowley, seconded by Steve Haas, the Board unanimously approved the following resolution naming the Northern New York Community Foundation as recipient of the 2017 Jefferson Citation.

RESOLUTION NO.124-17: 2017 JEFFERSON CITATION

WHEREAS, the Jefferson Community College Board of Trustees established the Jefferson Citation to “recognize an individual or organization whose leadership and actions have demonstrated outstanding commitment to education and the vision and mission of Jefferson Community College”; and

WHEREAS, the recipient of the 2017 Jefferson Citation award is an organization recognized throughout this community for its efforts to make achieving a college degree a reality for citizens throughout the North Country; and

WHEREAS, the Northern New York Community Foundation (NNYCF) has provided ongoing support and encouragement to Jefferson Community College and the Jefferson Community College Foundation for capital and operating initiatives; and

WHEREAS, the NNYCF has been a strong supporter of the Center for Community Studies surveys across the tri-county area; and

WHEREAS, the NNYCF has awarded since 1980 more than \$14.5 million dollars in scholarships to students of Jefferson, Lewis and St. Lawrence counties including numerous students coming to Jefferson Community College; and

WHEREAS, the NNYCF has partnered with the Jefferson Community College Foundation and Stephen H. Can through the Jefferson Can Community Scholars program to provide first year tuition at no cost to students coming to Jefferson who are in the top 15% of their high school graduating class.

NOW, THEREFORE, BE IT RESOLVED, in recognition of the leadership and commitment to education in the North Country and to the mission of this College, the Jefferson Community College Board of Trustees does hereby confer the 2017 Jefferson Citation on the Northern New York Community Foundation.

Following presentation by President McCoy and on motion made by Beth Fipps, seconded by Judy Gentner, the Board unanimously approved the following Child Protection Policy:

RESOLUTION NO. 125-17: CHILD PROTECTION POLICY

WHEREAS, the State University of New York (SUNY) system-wide Child Protection Policy was approved by the SUNY Board of Trustees on June 17, 2014; and

WHEREAS, the SUNY policy sets protocols and mandates for campuses to follow when SUNY has children in its care, custody and control.

THEREFORE, BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve the Child Protection Policy as attached.

Following presentation by President McCoy and on motion made by Steve Haas, seconded by David Males, the Board unanimously ratified the following contracts:

RESOLUTION NO. 126-17:

RATIFICATION OF CONTRACTS

**American Red Cross
Comprehensive Women's Health
New York State Department of Labor
North Country Prenatal/Perinatal Council
Samaritan Keep Home**

**Samaritan Medical Center
Samaritan Summit Village
STAMATS**

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:

American Red Cross
(shelter agreement)

Comprehensive Women's Health
(clinical agreement, nursing program)

New York State Department of Labor
(Special Populations grant agreement)

North Country Prenatal/Perinatal Council
(contract for Center for Community Studies)

Samaritan Keep Home
(clinical agreement, nursing and paramedic programs)

Samaritan Medical Center
(clinical agreement, nursing and paramedic programs)

Samaritan Summit Village
(clinical agreement, nursing and paramedic programs)

STAMATS
(website redesign research)

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

EXECUTIVE SESSION

On motion made by Mike Crowley, seconded by Beth Fipps, the Board adjourned to Executive Session at 6:17 p.m. pursuant to Article 7, Section 105(f) of the Public Officers Law.

RECONVENTION

The Board reconvened in open session at 6:50 p.m.

OTHER DISCUSSION

The Trustees briefly discussed the transition team for incoming President Ty Stone and directed Karen Freeman to coordinate with Jesse Thompson regarding facilitating a planning session for late summer.

ADJOURNMENT

On motion made by Pamela Beyor-Murtha, seconded by Nathan Hunter, the meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Karen J. Freeman
Secretary to the Board