



# JEFFERSON COMMUNITY COLLEGE BOARD OF TRUSTEES

## MEETING MINUTES Wednesday, May 6, 2020 at 4:00 p.m.

The May 2020 meeting of the Jefferson Community College Board of Trustees was held on Wednesday, May 6, 2020 via ZOOM Meeting at <https://zoom.us/j/91187169896>, Meeting ID: 911 8716 9896, Password: 525230.

**Call to Order** – Chair Nathan Hunter called the meeting to order at 4:05 p.m. There was a verbal rollcall.

### **Attendance:**

#### Trustees Present:

Nathan Hunter, Chair  
Pamela Beyor-Murtha  
Michael Crowley  
Elizabeth Fipps  
Judy Gentner  
David Males  
Rebekah Widrick

#### Excused:

Terry Fralick

#### Absent:

Eugene Renzi

### **Administrative/Faculty Staff:**

James Ambrose – Dean of Enrollment  
Corey Campbell – Vice President of Student Affairs  
Linda Dittrich – Associate Vice President Math/Science, Tech. and Health Division  
Jack Donato - Faculty; Faculty Association President  
Dan Dupee – Vice President of Administration and Finance  
Jeri Fairman - Associate Vice President for Liberal Arts Division  
Thomas Finch - Vice President for Academic Affairs  
Karen Freeman - Senior Director of Government Affairs and Public Relations  
Terrence Harris - Associate Vice President of Workforce Development and Business  
Kim Sell – Instructor; Senate President  
Rebecca Small Kellogg – Dean of Student Success  
Megan Stadler - Senior Director of Institutional Effectiveness & Chief of Staff

Ty Stone – President

Kerry Young – Executive Director for Finance and Human Resources

Guests:

Sheree Trainham

**Approval of Minutes** – On a motion made by Beth Fipps, seconded by David Males, the minutes of the April 1, 2020 meeting were approved.

**Introductions**

All guests introduced themselves.

**Privilege of the Floor** - None

**Updates**

• **JCC Foundation – Beth Fipps Trustee**

○ Solicitations:

At the beginning of April, the Foundation sent our most loyal donors a Covid-19 solicitation. The goal was to quickly raise money to directly help students who have been significantly impacted by Covid-19. To date we have raised almost \$5,000 and gifts keep coming! The Foundation is working hard to distribute these funds to Jefferson students who need it the most.

The Foundation will plan on sending an Annual Fund appeal at the beginning of May. The letter will tell the story of a student who was assisted by the Foundation during the pandemic.

○ Other Business:

Unfortunately, due to the poor performance of the market, the Foundation had to reduce the total award amount from their endowed scholarships by approximately 10% for the 2020-2021 academic year. The Foundation is soliciting donors of these funds to try to recover some of the losses.

• **Student Trustee – Rebekah Widrick**

○ The Student Government Association held their last assembly on May 1st to encourage students to finish the semester strong and inform them of the SGA elections to be held next fall.

○ The Student Government Association held an executive meeting Friday, April 24th, during which it was voted to begin a Laptop/Calculator Purchasing Program. Plans are to purchase 10 laptops and 10 calculators and distribute them to students who meet certain criteria identified through various lending programs on campus or by the Student Success Center.

Trustee Fipps expressed the Board of Trustees' appreciation for Student Government's support of our students through this important program.

- **Senate President – Kim Sell**

The final Senate meeting of the 2019-20 academic year was held on Tuesday, May 5, 2020. Some of the highlights of this month's meeting included:

- President Stone announced the 2020 Chancellor's Award recipients.
- Senate President Sell reviewed the topics of emphasis during her two years as Senate President. It was a privilege for her to serve and represent the college.
- Committee report highlights were positive votes for the Honors Policy update and three program updates. The Recognition Ceremony has been moved to 2021 and will be a full program of two years' worth of awards and recognition. A full slate was presented for next year's Senate leadership and committees.
- The Smoking Policy was due to be voted on at this meeting. We are in the process of setting up a vote to be taken online to allow all votes to be counted and to be official.
- Dr. Christine Pristash gave a short review, and reminder, that Guided Pathways is underway with many small committees getting meetings in before the end of the semester.
- The VP updates were concluded with VP Dupee presenting a summary of the current budget outlook and numbers.

Chair Hunter expressed the Board of Trustees' appreciation for the service Ms. Sell has provided the College as Senate President for 2019-2020.

### **President's Report**

- The President's Report included a PowerPoint (See attached document) which reviewed the past, current and future challenges of the College. The College is facing unprecedented challenges and we are working to make decisions as quickly, collaboratively, and transparently as possible. Our commitment is to continue to Educate, Inspire, and Empower our students and community for another 60 years.
- Commencement, Friday, May 15, 2020, will be a virtual event. Dr. Stone expressed her appreciation to the IT and Marketing staff who have worked so diligently to make this event possible.
- Congratulations to the following award recipients:  
2020 SUNY Chancellor's Awards for Excellence for Faculty and Professional Staff  
Bruce Alexander, Excellence in Professional Service  
Dr. Venkat Chebolu, Excellence in Teaching  
Susan Hughes, Excellence in Classified Service  
Dr. Ilka Luyt, Excellence in Adjunct Teaching  
Dawn Robinson, Excellence in Faculty Service

2020 Chancellor's Award for Student Excellence

Rebekah Widrick  
Sarah Wilder

**Budget and Planning Committee**

Budget Amendments

**RESOLUTION NO.: 123-20                      2019-2020 BUDGET AMENDMENT VA REPORTING  
FEES GRANT – INCREASE**

**GRANT PERIOD:                      MAY 1, 2019 – AUGUST 31, 2020**

**WHEREAS**, additional funds titled as reporting fees payable have been received from the Department of Veterans Affairs (VA) to support programs for Veterans at Jefferson Community College;

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

**INCREASE REVENUE:**

VA Reporting Fees Grant – Federal Revenue	2834-3011-5430	<u>\$ 7,440.00</u>
<b>Total Revenue Increase</b>		<b>\$ 7,440.00</b>

**INCREASE EXPENDITURE:**

VA Reporting Fees Grant – Professional PT	2834-3011-6102	\$ 6,847.00
VA Reporting Fees Grant – Social Security	2834-3011-6204	\$ 524.00
VA Reporting Fees Grant – Workers Comp	2834-3011-6205	<u>\$ 69.00</u>
<b>Total Expenditure Increase</b>		<b>\$ 7,440.00</b>

On a motion made by Committee Chair Michael Crowley, seconded by Pam Beyor-Murtha, Resolution 123-20 was approved.

Financial Statements

VP Dan Dupee reviewed the March 2020 financial statements (See attached documents). VP Dupee explained that expenses are down approximately \$170,000 due to remote working and interest income is down due to lower returns on investments. CARES funding has been received, but to date there has not been a directive for the distribution guidelines of the funds from the NYS Department of Budget.

On a motion made by Committee Chair Michael Crowley, seconded by Judy Gentner, the March 2020 financial reports were accepted.

**Other Business**

President Ty Stone presented Resolution 124-20 - Ratification of Contracts. (See attached documents).

**RESOLUTION NO.: 124-20      RATIFICATION OF CONTRACTS  
BOCES Inter-Municipal Services  
MLA Jefferson Community College  
Rolta AdvizeX**

**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:

**BOCES Inter-Municipal Services**  
*(Annual Agreement with BOCES to Provide Legal Counsel)*

**DELL Financial Master Lease Agreement**  
*(Lease Agreement to Enable a Five-year Payoff on Rolta AdvizeX Hardware)*

**Rolta AdvizeX**  
*(Purchase of Computer Hardware for Hyper-Converged System of Server and Storage)*

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

Board Chair Hunter asked for a motion to accept Resolution 124-20, which was made by Michael Crowley and seconded by Beth Fipps.

**Executive Session**

On a motion made by Judy Gentner, seconded by Michael Crowley, the Board adjourned to Executive Session at 4:45 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 meeting reconvened in open session at 5:02 p.m.

**Schedule of Upcoming Meetings and Events**

Budget Workshop 2020-2021 – Friday, May 8, 2020 at 3:00 p.m.

Budget and Planning Committee Meeting – June 3, 2020, Wednesday at 3:00 p.m.

Board of Trustees Meeting – June 3, 2020, Wednesday at 4:00 p.m.

**The July 1, 2020 Board of Trustees meeting will be moved to Wednesday, July 8, 2020 to coincide with the Jefferson County Legislator's meeting which will include the 2020-2021 budget vote.**

**Adjournment** – Chair Hunter asked for a motion to close the meeting. On a motion made by Beth Fipps, seconded by Michael Crowley, and approved by the board, the meeting was adjourned at 5:05 p.m.

Respectfully submitted,

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Eddie A. Roggie  
Secretary to the Board