



**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Wednesday, November 3, 2021  
4:00 p.m.**

**MEETING AGENDA**

- **Call to Order**
- **Approval of Minutes** – October 6, 2021
- **Introductions**
- **Privilege of the Floor**
- **Updates**
  - JCC Foundation – Beth Fipps
  - College Senate – Joshua Hammond
  - Student Trustee – Dioseline Osorio
- **President's Report**
- **Budget and Planning Committee** – Committee Chair Michael Crowley

Budget Amendments

- Resolution 169-21: 2021-2022 Budget Amendment – Center for Community Studies-Lewis County ATV Trail System User Survey
- Resolution 170-21: 2021-2022 Budget Amendment – TRIO Grant
- Resolution 171-21: 2021-2022 Budget Amendment – College in Prison Grant Rollover
- Resolution 172-21: 2021-2022 Budget Amendment – Collegiate Science Technology Entry Program (CSTEP) Grant – Rollover
- Resolution 173-21: 2021-2022 Budget Amendment – DANC Technology Initiative Grant – Rollover
- Resolution 174-21: 2021-2022 Budget Amendment – Green Innovation (GIGP) Grant – Rollover
- Resolution 175-21: 2021-2022 Budget Amendment – National Endowment for the Humanities (NEH) Dialogues Program Grant – Rollover
- Resolution 176-21: 2021-2022 Budget Amendment – NBRC Agriculture Lab Equipment Grant – Rollover
- Resolution 177-21: 2021-2022 Budget Amendment – North Country Initiative/DY3 Nursing Education Grant – Rollover
- Resolution 178-21: 2021-2022 Budget Amendment – Regulated Home Day Care Training Bootcamp (LCIDA) Grant – Rollover
- Resolution 179-21: 2021-2022 Budget Amendment – SBDC Cares Grant – Rollover
- Resolution 180-21: 2021-2022 Budget Amendment – SBDC Federal Grant – Rollover
- Resolution 181-21: 2021-2022 Budget Amendment – SBDC Non-Matching Grant – Rollover
- Resolution 182-21: 2021-2022 Budget Amendment – SBDC Program Income Grant – Rollover
- Resolution 183-21: 2021-2022 Budget Amendment – SUNY Quantways/Statway Grant – Rollover
- Resolution 184-21: 2021-2022 Budget Amendment – SUNY Guided Pathways Grant – Rollover

**Budget and Planning Committee (continued)**

- Resolution 185-21: 2021-2022 Budget Amendment – SUNY Research Foundation Strong Start to Finish (SSTF) Grant – Rollover
- Resolution 186-21: 2021-2022 Budget Amendment – Title III Grant – Rollover
- Resolution 187-21: 2021-2022 Budget Amendment – TRIO Grant – Rollover
- Resolution 188-21: 2021-2022 Budget Amendment – US DOJ Office on Violence against Women Grant – Rollover

Financial Statements: September 2021

- **Academic and Educational Services Committee** – Committee Chair David Males
- **Facilities Committee** - Committee Chair Pam Beyor-Murtha
- **Personnel Committee** - Committee Chair Nathan Hunter
- **Other Business**
  - Resolution 189-21: Ratification of Contracts
  - Resolution 190-21: Appreciation of Service – Faculty, Staff and Administration
- **Executive Session**
- **Schedule of Upcoming Meetings and Events**
  - New York Community College Trustees Annual Conference – November 5-6, 2021
  - Lunch & Learn - November 12, Friday at 11:30 a.m.
  - Facilities Committee Meeting – November 15, 2021, Monday at 4:00 p.m.
  - Academic & Educational Services Committee Meeting – November 17, Wednesday at 3:00 p.m.
  - Personnel Committee Meeting – November 17, 2021, Wednesday at 4:00 p.m.
  - Budget and Planning Committee Meeting – December 1, 2021, Wednesday at 3:00 p.m.
  - Board of Trustees Meeting – December 1, 2021, Wednesday at 4:00 p.m.
- **Adjournment**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 169-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
CENTER FOR COMMUNITY STUDIES – LEWIS CO ATV  
TRAIL SYSTEM USER SURVEY  
**GRANT PERIOD:** SEPTEMBER 1, 2021 – OCTOBER 30, 2021

**WHEREAS**, the College has received funding from the Lewis County Recreation, Forestry and Parks Department (New York) to complete a survey of users of the ATV Trail system in Lewis County;

**WHEREAS**, the goal of the survey is to determine the economic impact of the trail system in Lewis County and the attitudes and behaviors of those who use the trail system;

**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>\$ 4,000.00</u>
<b>Total Revenue Increase</b>		<b>\$4,000.00</b>

**INCREASE EXPENDITURE:**

Center Comm. Studies Grant – Prof PT	2803-3011-6102	\$ 1,250.10
Center Comm. Studies Grant – State TRS	2803-3011-6202	149.52
Center Comm. Studies Grant – Social Security	2803-3011-6204	150.00
Center Comm. Studies Grant – Workers Comp	2803-3011-6205	13.00
Center Comm. Studies Grant – Indirect Cost	2803-3011-7231	937.38
Center Comm. Studies Grant – Prof Service Fees	2803-3011-7241	<u>1,500.00</u>
<b>Total Expenditure Increase</b>		<b>\$4,000.00</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 170-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
TRIO GRANT  
**GRANT PERIOD:** SEPTEMBER 1, 2021 – AUGUST 31, 2022

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

**WHEREAS**, the College received notification of funding from the Federal Department of Education in the amount of \$280,021.00 which is greater than the estimate used at the time the grant budget was formulated;

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

**INCREASE REVENUE:**

TRIO Federal Grant – Student Support Svcs 2540-3011-5410 \$ 160,668.00

**Total Revenue Increase \$ 160,668.00**

**INCREASE EXPENDITURE:**

TRIO – Student Support- Prof FT	2540-3011-6101	\$ 57,380.16
TRIO – Student Support- Prof PT	2540-3011-6102	31,991.33
TRIO – Student Support- Prem Earnings	2540-3011-6110	2,108.42
TRIO – Student Support- Civil Svc - FT	2540-3011-6120	32,673.59
TRIO – Student Support- Student Tutors	2540-3011-6142	5,631.25
TRIO – Student Support- State TRS	2540-3011-6202	5,550.93
TRIO – Student Support- Social Security	2540-3011-6204	5,139.79
TRIO – Student Support- Workers Comp	2540-3011-6205	681.35
TRIO – Student Support- Printing	2540-3011-7104	497.36
TRIO – Student Support- Computer Supplies	2540-3011-7107	1,947.16
TRIO – Student Support- Instr Supplies	2540-3011-7108	23.28
TRIO – Student Support- Office Supplies	2540-3011-7109	836.77
TRIO – Student Support- Indirect Cost	2540-3011-7231	20,795.61
TRIO – Student Support- Membership Fees	2540-3011-7238	2,500.00
TRIO – Student Support- Staff Development	2540-3011-7246	3,500.00
TRIO – Student Support- Travel	2540-3011-7250	13,789.00
TRIO – Student Support- Scholarship Awds	2540-3011-7512	<u>\$ 15,000.00</u>

**Total Expenditure Increase \$200,046.00**

**DECREASE EXPENDITURE:**

TRIO – Student Support- Prof Adjuncts                      2540-3011-6103                      \$ 39,378.00

**Total Expenditure Decrease                      \$ 39,378.00**

**Net Expenditure Increase                      \$ 160,668.00**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 171-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
COLLEGE IN PRISON GRANT - ROLLOVER  
**GRANT PERIOD:** JULY 1, 2021 – JUNE 30, 2022

**WHEREAS**, the College has received state funding from New York State Office of the District Attorney, New York County (DANY) under the College-in-Prison Initiative for nearby correctional facilities in Cape Vincent, Gouverneur, and Watertown;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

College-in Prison Grant – State Grants & Contracts	2625-3011-5420	\$ <u>297,153.91</u>
<b>Total Revenue Increase</b>		<b>\$297,153.91</b>

**INCREASE EXPENDITURE:**

College-in Prison Grant – Professional Adjuncts	2625-3011-6103	\$ 131,470.00
College-in Prison Grant – State TRS	2625-3011-6202	15,368.63
College-in Prison Grant – TIAA CREF	2625-3011-6203	24,568.20
College-in Prison Grant – Social Security	2625-3011-6204	10,754.50
College-in Prison Grant – Workers Compensation	2625-3011-6205	1,405.78
College-in Prison Grant – A/V Equipment	2625-3011-7007	2,728.00
College-in Prison Grant – Instructional Supplies	2625-3011-7108	39,535.34
College-in Prison Grant – Indirect Cost	2625-3011-7231	70,399.22
College-in Prison Grant – Travel	2625-3011-7250	\$ <u>924.24</u>
<b>Total Expenditure Increase</b>		<b>\$297,153.91</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 172-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
COLLEGIATE SCIENCE TECHNOLOGY ENTRY  
PROGRAM (CSTEP) GRANT – ROLLOVER

**GRANT PERIOD:** JULY 1, 2021 – JUNE 30, 2022

**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;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

CSTEP Grant –State Grants	2621-3011-5420	<u>\$185,088.82</u>
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**Total Revenue Increase \$185,088.82**

**INCREASE EXPENDITURE:**

CSTEP Grant –Prof FT	2621-3011-6101	\$ 51,015.98
CSTEP Grant –Prof PT	2621-3011-6102	\$ 51,339.00
CSTEP Grant –State ERS	2621-3011-6201	1,797.00
CSTEP Grant –State TRS	2621-3011-6202	4,999.37
CSTEP Grant –Social Security	2621-3011-6204	7,007.96
CSTEP Grant –Workers Comp	2621-3011-6205	915.79
CSTEP Grant –Life Insurance	2621-3011-6206	35.00
CSTEP Grant –Disability Insurance	2621-3011-6208	79.16
CSTEP Grant –Instructional Supplies	2621-3011-7108	3,112.00
CSTEP Grant –Office Supplies	2621-3011-7109	1,000.00
CSTEP Grant –Indirect Cost	2621-3011-7231	11,463.66
CSTEP Grant –Prof Svc Fees	2621-3011-7241	5,000.00
CSTEP Grant –Student Recruitment	2621-3011-7247	5,000.00
CSTEP Grant –Travel	2621-3011-7250	9,000.00
CSTEP Grant –Workshops & Seminars	2621-3011-7253	2,512.50
CSTEP Grant –Scholarship Awards	2621-3011-7512	<u>\$ 30,811.40</u>

**Total Expenditure Increase \$185,088.82**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 173-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
DANC TECHNOLOGY INITIATIVE GRANT - ROLLOVER  
**GRANT PERIOD:** SEPTEMBER 1, 2020 – AUGUST 31, 2021

**WHEREAS**, the College has received funding from the Development Authority of the North Country (DANC) to acquire educational technology for the Lewis County Education Center and Jefferson Community College;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

DANC Technology Grant – Local Revenue	2832-3011-5430	<u>\$ 4,022.31</u>
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**Total Revenue Increase**                    **\$ 4,022.31**

**INCREASE EXPENDITURE:**

DANC Technology Grant – Computer Equip	2832-3011-7006	\$ 2,734.93
DANC Technology Grant – A/V Supplies	2832-3011-7106	<u>1,287.38</u>

**Total Expenditure Increase**                    **\$ 4,022.31**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 174-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
GREEN INNOVATION GRANT PROGRAM (GIGP)  
GRANT - ROLLOVER

**GRANT PERIOD:** MAY 8, 2019 – PROJECT COMPLETION

**WHEREAS**, the College has received funding from the State of New York Environmental Facilities Corporation (EFC) to fund a project focused on environmental improvements;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

Green Innov (GIGP) Grant –Federal Grants	2639-3011-5420	<u>\$403,600.06</u>
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**Total Revenue Increase \$403,600.06**

**INCREASE EXPENDITURE:**

Green Innov (GIGP) Grant –Prof Svc Fees	2639-3011-7241	<u>\$403,600.06</u>
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**Total Expenditure Increase \$403,600.06**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 175-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
NATIONAL ENDOWMENT FOR THE HUMANITIES  
(NEH) DIALOGUES PROGRAM GRANT –  
ROLLOVER

**GRANT PERIOD:** MAY 1, 2018 – DECEMBER 31, 2021

**WHEREAS**, funds have been received from the National Endowment from the Humanities (NEH) to fund a new 3-credit course at Jefferson for student veterans called *Dialogues of Honor and Sacrifice: Soldiers' Experiences in the Civil War and the Vietnam War*;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

NEH Dialogues Grant –Federal Grants	2586-3011-5410	<u>\$ 9,929.30</u>
<b>Total Revenue Increase</b>		<b>\$ 9,929.30</b>

**INCREASE EXPENDITURE:**

NEH Dialogues Grant – Prof Stipends	2586-3011-6104	\$ 2,450.00
NEH Dialogues Grant – Instr Supplies	2586-3011-7108	915.34
NEH Dialogues Grant –Licensing Fees	2586-3011-7235	950.00
NEH Dialogues Grant –Prof Svc Fees	2586-3011-7241	5,114.29
NEH Dialogues Grant –Worshops/Sem	2586-3011-7253	<u>\$ 499.67</u>

**Total Expenditure Increase \$ 9,929.30**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 176-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
NBRC AGRICULTURE LAB EQUIPMENT GRANT -  
ROLLOVER  
**GRANT PERIOD:** SEPTEMBER 1, 2019 – SEPTEMBER 30, 2021

**WHEREAS**, funds have been received from the Northern Border Regional Commission (NBRC) to support workforce training efforts for Jefferson Community College at the Lewis County Education Center;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

NBRC Agriculture Lab Grant –Federal Grants	2588-3011-5410	<u>\$173,146.66</u>
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**Total Revenue Increase \$173,146.66**

**INCREASE EXPENDITURE:**

NBRC Agriculture Lab Grant –Prof PT	2588-3011-6102	\$ 8,530.00
NBRC Agriculture Lab Grant –State ERS	2588-3011-6201	22.17
NBRC Agriculture Lab Grant –Social Security	2588-3011-6204	147.67
NBRC Agriculture Lab Grant –Workers Comp	2588-3011-6205	4.94
NBRC Agriculture Lab Grant –Furniture	2588-3011-7002	36,000.00
NBRC Agriculture Lab Grant –Instruct Equip	2588-3011-7005	26,115.95
NBRC Agriculture Lab Grant –A/V Equip	2588-3011-7007	45,000.00
NBRC Agriculture Lab Grant –Bldg Supplies	2588-3011-7212	46,558.93
NBRC Agriculture Lab Grant –Prof Svc Fees	2588-3011-7241	<u>\$ 10,767.00</u>

**Total Expenditure Increase \$173,146.66**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 177-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
NORTH COUNTRY INITIATIVE/DY3 NURSING  
EDUCATION GRANT – ROLLOVER

**GRANT PERIOD:** SEPTEMBER 1, 2020 – GRANT EXPENDED

**WHEREAS**, the College has received funding from the North Country Initiative (NCI) Performing Provider System to ensure continued training for the traditional and/or weekend associate level nursing program;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

NCI Nursing Grant – Local Grants & Contracts	2831-3011-5430	<u>\$21,120.00</u>
	<b>Total Revenue Increase</b>	<b>\$21,120.00</b>

**INCREASE EXPENDITURE:**

NCI Nursing Grant – Staff Development	2831-3011-7246	<u>\$21,200.00</u>
	<b>Total Expenditure Increase</b>	<b>\$21,120.00</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 178-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
REGULATED HOME DAY CARE TRAINING  
BOOTCAMP (LCIDA) GRANT - ROLLOVER

**GRANT PERIOD:** MAY 1, 2021 – MAY 31, 2022

**WHEREAS**, funds have been received from the Lewis County Industrial Development Agency (LCIDA) to fund a regulated home day care training program;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

Reg Home Day Care (LCIDA) – Local Grants	2837-3011-5430	<u>\$ 27,064.12</u>
<b>Total Revenue Increase</b>		<b>\$ 27,064.12</b>

**INCREASE EXPENDITURE:**

Reg Home Day Care (LCIDA) – Prof Adjuncts	2837-3011-6103	\$ 6,043.82
Reg Home Day Care (LCIDA) – Social Security	2837-3011-6204	309.86
Reg Home Day Care (LCIDA) – Workers Comp	2837-3011-6205	25.14
Reg Home Day Care (LCIDA) – Instr Supplies	2837-3011-7108	1,311.00
Reg Home Day Care (LCIDA) – Advertising	2837-3011-7203	175.00
Reg Home Day Care (LCIDA) – Indirect Costs	2837-3011-7231	8,000.00
Reg Home Day Care (LCIDA) – Prof Svc Fees	2837-3011-7241	2,043.00
Reg Home Day Care (LCIDA) – Workshops/Sem	2837-3011-7253	350.30
Reg Home Day Care (LCIDA) – Scholarships	2837-3011-7512	<u>\$ 8,806.00</u>

**Total Expenditure Increase \$ 27,064.12**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 179-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SBDC CARES GRANT - ROLLOVER

**GRANT PERIOD:** OCTOBER 1, 2020 – SEPTEMBER 30, 2021

**WHEREAS**, the College has received funding from the State University of New York (SUNY) to conduct a project entitled “The Small Business Development Centers Cares Act;

**WHEREAS**, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be carried over into the new College fiscal year to cover encumbrances;

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

**INCREASE REVENUE:**

SBDC Federal Grant (CARES) – Revenue	2532-3011-5410	<u>\$197,461.68</u>
<b>Total Revenue Increase</b>		<b>\$197,461.68</b>

**INCREASE EXPENDITURE:**

SBDC Federal Grant (CARES) – Subscriptions	2532-3011-7105	\$ 4,000.00
SBDC Federal Grant (CARES) – Comp Supplies	2532-3011-7107	2,500.00
SBDC Federal Grant (CARES) – Office Supplies	2532-3011-7109	587.09
SBDC Federal Grant (CARES) – Advertising	2532-3011-7203	37,500.00
SBDC Federal Grant (CARES) – Comp Software	2532-3011-7217	700.50
SBDC Federal Grant (CARES) – Indirect Cost	2532-3011-7231	21,156.61
SBDC Federal Grant (CARES) – Prof Svc Fees	2532-3011-7241	112,506.86
SBDC Federal Grant (CARES) – Travel	2532-3011-7250	14,020.62
SBDC Federal Grant (CARES) – Workshops/Sem	2532-3011-7253	<u>\$ 4,490.00</u>
<b>Total Expenditure Increase</b>		<b>\$197,461.68</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 180-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SBDC FEDERAL GRANT – ROLLOVER  
**GRANT PERIOD:** OCTOBER 1, 2020 – SEPTEMBER 30, 2021

**WHEREAS**, the College receives Federal funding for the Small Business Development (SBDC);

**WHEREAS**, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be carried over into the new College fiscal year to cover encumbrances;

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

**INCREASE REVENUE:**

SBDC Fed Grant – Revenue (Federal Rollover)	2530-3011-5410	<u>\$ 194,482.99</u>
<b>Total Revenue Increase</b>		<b>\$ 194,482.99</b>

**INCREASE EXPENDITURE:**

SBDC Fed Grant (Federal Rollover) – Prof FT	2530-3011-6101	\$ 60,673.54
SBDC Fed Grant (Federal Rollover) – Prem Earnings	2530-3011-6110	4,528.33
SBDC Fed Grant (Federal Rollover) – State ERS	2530-3011-6201	788.44
SBDC Fed Grant (Federal Rollover) – TIAA CREF	2530-3011-6203	999.55
SBDC Fed Grant (Federal Rollover) – Social Security	2530-3011-6204	358.50
SBDC Fed Grant (Federal Rollover) – Workers Comp	2530-3011-6205	417.18
SBDC Fed Grant (Federal Rollover) – Life Insurance	2530-3011-6206	31.50
SBDC Fed Grant (Federal Rollover) – Disability Ins	2530-3011-6208	71.80
SBDC Fed Grant (Federal Rollover) – Health Ins	2530-3011-6209	2,458.10
SBDC Fed Grant (Federal Rollover) – Prof Bens	2530-3011-6221	800.00
SBDC Fed Grant (Federal Rollover) – Comp Equip	2530-3011-7006	10,711.00
SBDC Fed Grant (Federal Rollover) – Printing	2530-3011-7104	1,036.27
SBDC Fed Grant (Federal Rollover) – Subscriptions	2530-3011-7105	2,762.00
SBDC Fed Grant (Federal Rollover) – Comp Supplies	2530-3011-7107	4,570.20
SBDC Fed Grant (Federal Rollover) – Instr Supplies	2530-3011-7108	626.00
SBDC Fed Grant (Federal Rollover) – Office Supplies	2530-3011-7109	2,591.18
SBDC Fed Grant (Federal Rollover) – Advertising	2530-3011-7203	5,255.10
SBDC Fed Grant (Federal Rollover) – Comp Software	2530-3011-7217	18,600.00

SBDC Fed Grant (Federal Rollover) – Indirect Cost	2530-3011-7231	9,494.86
SBDC Fed Grant (Federal Rollover) – Maint Contract	2530-3011-7236	358.35
SBDC Fed Grant (Federal Rollover) – Member Fees	2530-3011-7238	3,038.00
SBDC Fed Grant (Federal Rollover) – Other Fees	2530-3011-7239	2,625.34
SBDC Fed Grant (Federal Rollover) – Prof Svc Fees	2530-3011-7241	49,632.85
SBDC Fed Grant (Federal Rollover) – Travel	2530-3011-7250	6,281.98
SBDC Fed Grant (Federal Rollover) – Workshop/Sem	2530-3011-7253	<u>5,772.92</u>
		\$ 194,482.99

**Total Expenditure Increase      \$ 194,482.99**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 181-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SBDC NON-MATCHING GRANT – ROLLOVER  
**GRANT PERIOD:** OCTOBER 1, 2020 – SEPTEMBER 30, 2021

**WHEREAS**, the College receives Local funding for the Small Business Development Center (SBDC);

**WHEREAS**, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be carried over into the new College fiscal year to cover encumbrances;

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

**INCREASE REVENUE:**

SBDC Local Grant – Revenue (Non Matching)	2805-3011-5430	<u>\$ 5,830.14</u>
<b>Total Revenue Increase</b>		<b>\$ 5,830.14</b>

**INCREASE EXPENDITURE:**

SBDC Local Grant (Non Matching) - Office Supplies	2805-3011-7109	\$ 70.50
SBDC Local Grant (Non Matching) - Oper Supplies	2805-3011-7110	91.49
SBDC Local Grant (Non Matching) - Advertising	2805-3011-7203	203.75
SBDC Local Grant (Non Matching) - Prof Svc Fees	2805-3011-7241	<u>5,464.40</u>
<b>Total Expenditure Increase</b>		<b>\$ 5,830.14</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 182-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SBDC PROGRAM INCOME GRANT - ROLLOVER  
**GRANT PERIOD:** OCTOBER 1, 2020 – SEPTEMBER 30, 2021

**WHEREAS**, the College receives Local funding for the Small Business Development (SBDC);

**WHEREAS**, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be carried over into the new College fiscal year to cover encumbrances;

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

**INCREASE REVENUE:**

SBDC Local Grant – Revenue (Prog Income)	2804-3011-5430	<u>\$ 32,427.47</u>
<b>Total Revenue Increase</b>		<b>\$ 32,427.47</b>

**INCREASE EXPENDITURE:**

SBDC Local Grant (Prog Income) – Computer Equip	2804-3011-7006	\$ 6,650.14
SBDC Local Grant (Prog Income) – Other Equip	2804-3011-7008	3,500.00
SBDC Local Grant (Prog Income) – Comp Supplies	2804-3011-7107	2,000.00
SBDC Local Grant (Prog Income) – Advertising	2804-3011-7203	1,865.83
SBDC Local Grant (Prog Income) – Bldg/Prop Maint	2804-3011-7211	5,000.00
SBDC Local Grant (Prog Income) – Maint Contracts	2804-3011-7236	1,000.00
SBDC Local Grant (Prog Income) – Prof Svc Fees	2804-3011-7241	1,470.00
SBDC Local Grant (Prog Income) – Staff Develop	2804-3011-7246	6,500.00
SBDC Local Grant (Prog Income) – Travel	2804-3011-7250	4,000.00
SBDC Local Grant (Prog Income) – Workshop/Sem	2804-3011-7253	<u>\$ 441.50</u>
<b>Total Expenditure Increase</b>		<b>\$ 32,427.47</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 183-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SUNY QUANTWAY/STATWAY GRANT –  
ROLLOVER

**GRANT PERIOD:** MARCH 1, 2018 – DECEMBER 31, 2021

**WHEREAS**, funds have been received from the State University of New York (SUNY) to allow the College to participate in a program entitled, “Scaling Quantway/Statway in the SUNY System”;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

SUNY Quantway Grant –State Grants	2628-3011-5420	<u>\$ 6,952.38</u>
<b>Total Revenue Increase</b>		<b>\$ 6,952.38</b>

**INCREASE EXPENDITURE:**

SUNY Quantway Grant – Prof Stipend	2628-3011-6104	\$ 900.80
SUNY Quantway Grant – Printing	2628-3011-7104	478.16
SUNY Quantway Grant – Instr Supplies	2628-3011-7108	1,164.62
SUNY Quantway Grant –Staff Development	2628-3011-7246	550.10
SUNY Quantway Grant –Travel	2628-3011-7250	<u>\$ 3,858.70</u>
<b>Total Expenditure Increase</b>		<b>\$ 6,952.38</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 184-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SUNY GUIDED PATHWAYS GRANT – ROLLOVER  
**GRANT PERIOD:** APRIL 15, 2019 – NOVEMBER 15, 2021

**WHEREAS**, funds have been received from the State University of New York (SUNY) through Monroe Community College (MCC) as part of the SUNY Guided Pathways Institute project;

**WHEREAS, WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

SUNY Guided Pathways –State Grants	2636-3011-5420	<u>\$ 16,959.47</u>
<b>Total Revenue Increase</b>		<b>\$ 16,959.47</b>

**INCREASE EXPENDITURE:**

SUNY Guided Pathways – Prof Stipend	2636-3011-6104	\$ 4,000.00
SUNY Guided Pathways – Instr Supplies	2636-3011-7108	483.00
SUNY Guided Pathways – Staff Development	2636-3011-7246	2,047.74
SUNY Guided Pathways – Travel	2636-3011-7250	<u>\$ 10,428.73</u>
<b>Total Expenditure Increase</b>		<b>\$ 16,959.47</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 185-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
SUNY RESEARCH FOUNDATION STRONG START  
TO FINISH (SSTF) GRANT – ROLLOVER

**GRANT PERIOD:** APRIL 30, 2019 – DECEMBER 31, 2021

**WHEREAS**, funds have been received from the Research Foundation for the State University of New York (SUNY) as part of the Strong Start to Finish (SSTF) project to significantly increase the number and proportion of low-income students, students of color and returning adults who succeed in college math and English and enter a program of study in their first year of college;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

SUNY SSTF –State Grants	2638-3011-5420	<u>\$ 1,970.78</u>
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**Total Revenue Increase \$ 1,970.78**

**INCREASE EXPENDITURE:**

SUNY SSTF – Prof Stipends	2638-3011-6104	\$ 487.25
SUNY SSTF – Printing	2638-3011-7104	381.10
SUNY SSTF – Travel	2638-3011-7250	<u>\$ 1,102.43</u>

**Total Expenditure Increase \$ 1,970.78**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 186-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
TITLE III GRANT - ROLLOVER

**GRANT PERIOD:** OCTOBER 1, 2020 – SEPTEMBER 30, 2021

**WHEREAS**, funds have been received from the U.S. Department of Education through the Title III Grant to fund various initiatives to enhance instruction and student success;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

Title III Grant –Federal Grants	2550-3011-5410	<u>\$168,420.79</u>
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**Total Revenue Increase \$168,420.79**

**INCREASE EXPENDITURE:**

Title III Grant – Prof FT	2550-3011-6101	\$ 4,793.07
Title III Grant – Prof PT	2550-3011-6102	680.00
Title III Grant – Premium Earnings	2550-3011-6110	899.49
Title III Grant – State ERS	2550-3011-6201	1,213.54
Title III Grant – State TRS	2550-3011-6202	374.20
Title III Grant – TIAA CREF	2550-3011-6203	387.67
Title III Grant – Social Security	2550-3011-6204	1,591.08
Title III Grant – Workers Comp	2550-3011-6205	992.77
Title III Grant – Life Insurance	2550-3011-6206	62.79
Title III Grant – Disability Insurance	2550-3011-6208	89.27
Title III Grant – Health Insurance	2550-3011-6209	688.31
Title III Grant – Instructional Supplies	2550-3011-7108	698.60
Title III Grant – Computer Software	2550-3011-7217	78,260.00
Title III Grant – Endowment	2550-3011-7514	<u>\$ 77,690.00</u>

**Total Expenditure Increase \$168,420.79**

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 187-21  
**DATE:** NOVEMBER 3, 2021  
**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
TRIO GRANT - ROLLOVER  
**GRANT PERIOD:** SEPTEMBER 1, 2021 – AUGUST 31, 2022

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

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

TRIO Federal Grant – Student Support Svcs	2540-3011-5410	\$ 42,154.60
<b>Total Revenue Increase</b>		<b>\$ 42,154.60</b>

**INCREASE EXPENDITURE:**

TRIO – Student Support- Prof FT	2540-3011-6101	\$ 11,873.84
TRIO – Student Support- Prof PT	2540-3011-6102	15,102.67
TRIO – Student Support- Prem Earnings	2540-3011-6110	0.18
TRIO – Student Support- Civil Service FT	2540-3011-6120	206.41
TRIO – Student Support- Student Tutors	2540-3011-6142	4,368.75
TRIO – Student Support- State TRS	2540-3011-6202	1,654.07
TRIO – Student Support- Social Security	2540-3011-6204	1,485.21
TRIO – Student Support- Workers Comp	2540-3011-6205	194.65
TRIO – Student Support- Printing	2540-3011-7104	502.64
TRIO – Student Support- Computer Supplies	2540-3011-7107	552.84
TRIO – Student Support- Instr Supplies	2540-3011-7108	976.72
TRIO – Student Support- Office Supplies	2540-3011-7109	163.23
TRIO – Student Support- Indirect Cost	2540-3011-7231	1,187.39
TRIO – Student Support- Travel	2540-3011-7250	<u>\$ 3,886.00</u>
<b>Total Expenditure Increase</b>		<b>\$ 42,154.60</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 188-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** 2021-2022 BUDGET AMENDMENT  
US DOJ OFFICE ON VIOLENCE AGAINST WOMEN  
GRANT – ROLLOVER

**GRANT PERIOD:** OCTOBER 1, 2017 – SEPTEMBER 30, 2021

**WHEREAS**, funds have been received from the U.S. Department of Justice (DOJ) Office on Violence Against Women to support comprehensive efforts at Jefferson Community College;

**WHEREAS**, the College received funding for the 2020/21 fiscal year that must be carried over to the 2021/22 fiscal year;

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

**INCREASE REVENUE:**

DOJ Violence/Women Grant –Federal Grants	2585-3011-5410	<u>\$ 44,327.38</u>
<b>Total Revenue Increase</b>		<b>\$ 44,327.38</b>

**INCREASE EXPENDITURE:**

DOJ Violence/Women Grant –Prof FT	2585-3011-6101	\$ 34,123.79
DOJ Violence/Women Grant –State ERS	2585-3011-6201	502.65
DOJ Violence/Women Grant –Social Security	2585-3011-6204	794.97
DOJ Violence/Women Grant –Workers Comp	2585-3011-6205	78.42
DOJ Violence/Women Grant –Life Insurance	2585-3011-6206	73.00
DOJ Violence/Women Grant –Disability Ins	2585-3011-6208	141.03
DOJ Violence/Women Grant –Health Ins	2585-3011-6209	3,275.65
DOJ Violence/Women Grant –Instr Supplies	2585-3011-7108	296.43
DOJ Violence/Women Grant –Indirect Cost	2585-3011-7231	1,024.03
DOJ Violence/Women Grant – Prof Svc Fees	2585-3011-7241	<u>\$ 4,017.41</u>
<b>Total Expenditure Increase</b>		<b>\$ 44,327.38</b>

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 189-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** **RATIFICATION OF CONTRACTS**  
Bailey, Mitchell  
Ellucian  
EMSI Burning Glass  
Faculty Student Association  
Jefferson-Lewis Workforce Development Board  
Lewis County Office of the Aging  
National Tractor Trailer School  
Nazareth College  
Northern Credit Union  
Personalized Real Estate Services  
SUNY Potsdam  
SUNY Research Foundation – LeSPARC  
SUNY Research Foundation – SBDC

**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:

**Bailey, Mitchell**  
*(consultant, strategic communications)*

**Ellucian**  
*(software license, financial aid analysis and document imaging)*

**EMSI Burning Glass**  
*(software license, career coach)*

**Faculty Student Association**  
*memorandum of understanding, residence halls)*

**Jefferson-Lewis Workforce Development Board**  
*(memorandum of agreement, Workplace youth referrals)*

**Lewis County Office of the Aging**  
*(survey, Center for Community Studies)*

**National Tractor Trailer School**  
*(partnership agreement, workforce training)*

**Nazareth College**  
*(partnership agreement, Jefferson Higher Education Center)*

**Northern Credit Union**

*(sponsorship agreement, scoreboard advertising)*

**Personalized Real Estate Services**

*(sponsorship agreement, scoreboard advertising)*

**SUNY Potsdam**

*(partnership agreement, Jefferson Higher Education Center)*

**SUNY Research Foundation – LeSPARC**

*(services contract, lake effect snow prediction)*

**SUNY Research Foundation – SBDC**

*(funding extension, CARES Act)*

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

**JEFFERSON COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**RESOLUTION NO.:** 190-21

**DATE:** NOVEMBER 3, 2021

**SUBJECT:** APPRECIATION OF SERVICE  
FACULTY, STAFF & ADMINISTRATION

**WHEREAS**, faculty, staff and administration of Jefferson Community College were called upon suddenly to shift to online instruction and remote work in March of 2020 due to the COVID pandemic emergency; and

**WHEREAS**, faculty, staff and administration leveraged technology resources and invested in their own professional development to become proficient in new ways to complete job responsibilities, deliver instruction in multiple modalities, and create a virtual version of the College experience for our students; and

**WHEREAS**, faculty, staff and administration demonstrated resolve, creativity and innovation to connect with students, provide academic and personal support, and keep them on their academic path during this challenging time in their lives and the lives of our students;

**WHEREAS**, faculty, staff and administration continually rose to new challenges for facilities care and protection of health for the entire campus community so that students could return to campus; and

**WHEREAS**, faculty, staff and administration demonstrated commitment to one another and the campus community by voluntarily protecting themselves against COVID; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees extends great appreciation and heartfelt gratitude to the entire faculty, staff and administration of Jefferson Community College for their dedication to our students, commitment to safety, Herculean efforts to respond to the unprecedented challenges facing the College and greater community as a result of the pandemic, and their ongoing work to keep students on track for academic success.