



JEFFERSON COMMUNITY COLLEGE BOARD OF TRUSTEES

MEETING MINUTES September 3, 2025

The regular monthly meeting of the Board of Trustees of Jefferson Community College was held on Wednesday, September 3, 2025, 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
Nathan Hunter
Cindy Intschert
Stephen Todd

Administrative Staff:

Dan Dupee, President
Carey Goyette, Provost - Vice President for Academic Affairs and Student Affairs
Sidney Pond, Vice President for Administration & Finance

Call to Order Chair David Males called the meeting to order at 4:03 p.m.

Approval of Minutes

On a motion made by Beth Fipps, seconded by Nathan Hunter, the minutes of the July 2, 2025, meeting were approved unanimously.

Introductions of Guests

Ben Foster, Executive Director of the Jefferson Foundation
Tim Grosse, College Senate President
Paul Keller, Associate Vice President for Enrollment Services
Margaret LaVancha, Executive Director of Human Resources
Gillian Maitland, Marketing & Communications Director
Megan Stadler, Associate Vice President for Liberal Arts
Donna Stevenson, Interim Associate Vice President for STEM, Health Professions & Business
Gabrielle Thompson, Associate Vice President for Student Affairs
John Trumbell, FAJCC Vice President and Coordinator of Continuing Education

College Senate Report - Tim Grosse

- The 2025-2030 Strategic Plan's pillars, goals, and strategies were approved.
- JCC's Center for Professional Excellence (CPE) presented on its professional development role on campus and discussed upcoming PD and PD Day.
- The Director of the Center for Community Studies, Joel LaLone, shared an update and announced he is planning to keep the senate more informed of their work.
- The Senate Executive Committee is beginning an assessment of shared governance at JCC.

Student Trustee Report– Alessio Caruana was unable to attend the meeting, due to the rescheduling of his men's soccer team game. A written report was provided to Trustees prior to the meeting.

President's Report

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

- **Enrollment:**
 - Summer 2025 ended up 16.93%. The Academic AVPs made sure to put classes out for the summer that made sense for students. We think this really paid off. Dr. Dupee gave kudos to them.
 - Fall 2025 up 2.6%. We do not have classes running right now at the prison in Gouverneur, and we won't for at least the rest of the semester. High school numbers are also not being factored into this number yet, either. Continuing and returning students numbers are up significantly.
- **Achieving the Dream:**
 - Naming our ATD program. Feedback was given at the Senate meeting yesterday and there was a survey rendered. The final name will be launched soon.
 - Developing and launching a communication plan
 - Deploying the ICAT Survey instrument that will go out to all faculty and staff in October.
 - Hosting a Data Café in November following ICAT analysis.
- **Advocacy:**
 - State and federal funding remains critical to our mission. We are lucky that TRIO has been granted funding again. Some colleges did not have this happen.
 - Continued advocacy needed to ensure equitable resources. NYCCT is continuing to help in this regard. They recently signed on with a new lobbying firm: The Parkside Group.
 - Highlighting the role of community colleges in workforce development
 - Engaging stakeholders, legislators, and the community to champion funding
- **Recent activities:** President's Meeting in Saratoga Springs, Cabinet Retreat, Fort Drum Pathways to IBEW Apprenticeship Meetings, SUNY Reconnect Initiative Press Event with the

Chancellor, CEO Roundtable with One Digital, Samaritan Board meeting, Strategic Plan Lunch and Learn, NoCo Meeting - Sports Medicine, Westwind Campaign Readiness Discussion, JEWEL Proposal (Green Chips) Review, Summer Cookout, Leadership Retreat, New Logo Unveiling, Community College President's Meeting, Neurodiversity Supports Meeting, Start-up Week, Next Move NY Team Meeting, RBC Olympic Champion Breakfast, SUNY President's Meeting, Chaos Patrol, Cannoneer Kickoff, Retiree Luncheon, New Faculty & Staff Presentation, GC Col. Adler Visit

- **Upcoming activities:** Marketing Meeting Advocate Drum, ATD Meetings with Coaches, Westwind Discussion, Kickball on the Turf, Foundation Board Meeting, NYCCT Conference, ESP Labor Management Meeting, Next Move NY Team Meeting, FSA Board Meeting, Fall Fest, Workforce Development Board Meeting, Board of Trustees Retreat, Nursing White Coat Ceremony, ASAP Press Event, WPBS Board Meeting, Samaritan Board meeting

Finance and Audit Committee – Committee Chair Damon Draught

Committee Chair Draught noted the Finance and Audit Committee met prior to the full Board meeting. He presented two budget amendments, noting that both were highlighting new funds. Resolution 169 assists with the cost of childcare operations on campus, enabling the FSA operated center to prioritize SUNY students' children, and Resolution 170 assists with many student-centered aspects of high-demand programs outlined in the SUNY Reconnect Program.

Upon motion by Damon Draught, seconded by Cindy Intschert, Resolutions 169-25 and 170-25 were approved unanimously as follows:

RESOLUTION NO. 169-25 2025 - 2026 BUDGET AMENDMENT SUNY CHILDCARE GRANT

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

WHEREAS, the College received funding from SUNY to assist with the costs of childcare center operations, enabling them to prioritize SUNY students' children, work with the campus to support parenting students, and offer the highest quality of care;

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

INCREASE REVENUE:

SUNY Child Care Grant – State Grants	2602-3011-5420	<u>\$ 94,000.00</u>
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Total Revenue Increase	\$ 94,000.00
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INCREASE EXPENDITURE:

SUNY Child Care Grant – Other Fees	2602-3011-7239	<u>\$ 94,000.00</u>
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Total Expenditure Increase	\$ 94,000.00
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RESOLUTION NO. 170-25

2024 - 2025 BUDGET AMENDMENT

GRANT PERIOD:

SUNY RECONNECT GRANT

JULY 1, 2025 – MAY 31, 2026

WHEREAS, the College received funding from SUNY to assist with programmatic implementation, advising, enrollment, outreach, awarding credit for prior learning, student services, and increasing student enrollment capacity in eligible high-demand programs;

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

INCREASE REVENUE:		
SUNY Reconnect – State Grants	2674-3011-5420	\$ <u>135,000.00</u>
Total Revenue Increase		\$ 135,000.00
INCREASE EXPENDITURE:		
SUNY Reconnect- Professional FT	2674-3011-6101	\$ 100,000.00
SUNY Reconnect- Instructional Equip.	2674-3011-7005	25,000.00
SUNY Reconnect- Staff Development	2674-3011-7246	\$ <u>10,000.00</u>
Total Expenditure Increase		\$ 135,000.00

Financial Statements: July 2025

VP Sid Pond reported that we are eleven months of the way through the fiscal year and have one month left. Overall total revenue is nearly 98.1% of the total budgeted revenues and is about \$1,317,000 more than last year’s total revenue through July. Enrollment exceeded budget in every semester and revenue has also exceeded budget in nearly all line items. Total expenditure is about 85.1% of the annual expenditure budget and about 6.5% less than budget. Total cash and cash equivalents are up about \$369,000 as compared to last year and a little more than \$6,800,000 was invested in U.S. Treasuries at the end of the month.

Upon motion by Damon Draught seconded by Nathan Hunter, the Board unanimously accepted the July 2025 financial reports.

Academic and Educational Services Committee - Committee Chair Cindy Intschert

Committee Chair Cindy Intschert reported there was no meeting.

Facilities Committee – Committee Chair Stephen Todd

Trustee Todd mentioned there was no meeting.

Executive Session

On a motion made by Beth Fipps, seconded by Cindy Intschert, the board adjourned to Executive Session at 4:22 p.m. pursuant to Article 7, Section 105(f) of the Public Officers Law.

Reconvention

The Board reconvened in open session at 4:48 p.m.

Personnel Committee – Committee Chair Beth Fipps

Committee Chair Fipps reported the Personnel Committee met on August 20, but there were no resolutions for action.

OTHER BUSINESS

Dr. Dupee presented contracts for ratification in Resolution 171-25. Upon motion by Stephen Todd, seconded by Damon Draught, Resolution 171-25 ratifying all contracts passed unanimously.

RESOLUTION NO. 171-25 RATIFICATION OF CONTRACTS

BetterMynd, Inc
Lewis County General Hospital
Ovid Technologies, Inc
Pearson
Roper Center for Public Opinion Research
SICAS Center – SUNY Oneonta
State University of New York - Lumi Pro
SUNY Apprenticeship Program
SymQuest
Syracuse Time & Alarm Co., Inc
TransUnion
Victims Assistance Center
Vinciguerra Consulting Group

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:

BetterMynd, Inc
(online mental health services, student services)

Lewis County General Hospital
(clinical agreement, nursing program)

Ovid Technologies, Inc
(nursing journal renewal, library services)

Pearson
(software renewal, microcredentials)

Roper Center for Public Opinion Research
(survey agreement, center for community studies)

SICAS Center – SUNY Oneonta
(participating institution agreement for programming services, institutional technology)

State University of New York - Lumi Pro
(participating institution agreement, brightspace expansion)

SUNY Apprenticeship Program
(apprenticeship agreement, education roundtable)

SymQuest
(lease agreement, printer services)

Syracuse Time & Alarm Co., Inc
(contract renewal, fire alarm network)

TransUnion
(subscriber agreement for fraudulent application detection, institutional technology)

Victims Assistance Center
(memorandum of understanding, student services)

Vinciguerra Consulting Group
(leadership development speaker series, center for professional excellence)

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

A motion was made by Cindy Intschert, seconded by Maureen Aiken, and Resolution 172-25 was passed unanimously as follows:

RESOLUTION NO. 172-25 2025-2030 Strategic Plan
Mission, Vision, and Values

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Jefferson Community College hereby approves the attached Jefferson Community College 2025-2030 Strategic Plan.

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:

Facilities Committee – Monday, September 8, at 4pm
Personnel Committee Meeting – Wednesday, September 17, at 4pm
Academic and Educational Services Committee – Thursday, September 25, at 3pm
Finance & Audit Committee Meeting – Wednesday, October 1, at 3pm
Board of Trustees Meeting – Wednesday, October 1, at 4pm

Adjournment

On a motion made by Nathan Hunter, seconded by Cindy Intschert, the meeting adjourned at 4:57 p.m.

Respectfully submitted,

Michaela M. Frederick
Secretary to the Board of Trustees