

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

**MINUTES OF MEETING
WEDNESDAY, SEPTEMBER 5, 2018**

Present: Nathan Hunter, Chair) TRUSTEES
Pamela Beyor-Murtha)
Michael Crowley)
Elizabeth Fipps)
Terry Fralick)
Judy Gentner)
Michael Lennox)
Lisa Weber)

Excused: Steven Haas)
David Males)

Administrative Staff:

Ty Stone, President
Dan Dupee, VP - Administration & Finance
Tom Finch, VP - Academic Affairs

Guests: Linda Dening, Professor of Accounting, FAJCC Vice President
Leslie DiStefano, Marketing & Communications Director
Linda Dittrich, AVP – Science, Math, et al
Jerilyn Fairman, AVP – Liberal Arts
Joel LaLone, Professor of Math and Research Director for the Center for
Community Studies
Sandra Spadoni, Dean of Enrollment
Kim Sell, Senate President, Associate Professor of Physical Education
Megan Stadler, Director of Grants, Planning, Institutional Research
Katy Troester-Trate, Interim Dean of Students
Kerry Young, Executive Director, Finance & Human Resources

The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:00 p.m., on Wednesday, September 5, 2018, in the Board Room, 6-220, of the Jules Center, Jefferson Community College, Watertown, New York, by Board Chair Nathan Hunter.

APPROVAL OF MINUTES

On motion made by Pam Beyor-Murtha, seconded by Judy Gentner, the minutes of the July 9th meeting were approved.

PRIVILEGE OF THE FLOOR

Chair Hunter offered privilege of the floor. No one came forward to address the Board.

UPDATE FROM THE FOUNDATION

Dr. Stone provided a brief update from the Foundation. She reported that profits from the annual Cocktails and Clambake event were \$28,000, an increase of \$9,000 from the previous year. Recent events included an alumni event at the NYS Zoo with 70 attendees and an alumni wine cruise with 26 attendees. Upcoming events include the Jefferson-Can Community Scholars Luncheon with Stephen Can and Cannon Blast Weekend September 21-22. Dr. Stone noted Kerry Young will be among the new distinguished alumni being honored on September 21. In addition, Dr. Stone noted that longtime Foundation Board members Barbara Webber and Joseph Thesier were granted honorary member status with the Foundation Board of Directors. Barbara Webber will be recognized with the prestigious Athena award on September 6th.

UPDATE FROM THE STUDENT TRUSTEE

Student Trustee Michael Lennox noted that Student Government (SG) held its first Executive Board meeting with staff/faculty advisors Craig McNamara and Josh Canale. Upcoming events include Constitution Day on September 18, a two-day Club Fair September 19-20 and elections for a new Vice President in mid-September.

SENATE PRESIDENT'S REPORT

Kim Sell referred to the written report submitted to Trustees noted a few highlights from the Senate meeting which was held on September 4. Being the first Senate meeting of the academic year, the Senate president reviewed the structure and role of Senate encouraging participation, involvement and accountability of staff and faculty. She also noted that the campus was working on the first Chancellor's award nomination which is due in November, for excellence in adjunct teaching. .

PRESIDENT'S REPORT

1. Dr. Stone reported on the following:
 - a. The College's Homeland Security A.S. program has been approved by SUNY and the NY State Education Department.
 - b. The Lewis County Education Center construction bid was awarded by the Lewis County Board of Legislators despite being \$2 million over budget. The timeline is still to open the Education Center in January.
 - c. The College has embarked upon its planning process for the next Strategic Plan with an initial meeting held in July.
 - d. In addition, Dr. Stone noted the copy of the Faculty Council of Community College Spring 2018 newsletter in Trustee folders.
2. Dean of Enrollment, Dr. Sandra Spadoni, provided an overview of current Fall 2018 enrollment. She noted comparisons with other SUNY community colleges, of which nearly all are experiencing declines, and nationally, which are also experienced declines overall. Fall enrollment is down 7% from last year, across all sectors except returning students (those that have stopped out for more than a semester). Dean Spadoni reported that enrollment from feeder schools (K-12) is consistent although overall populations are declining, however applications from those 19 and older are down, the number of credits from military students has decreased and continuing students are down. She shared ways Enrollment Services is trying to close the gap with the new and transfer populations noting that continuing student retention is a focus of the Student Success department. Discussion ensued with regard to the age of

students who are not returning, where the military-related students are enrolling, if there is impact from Excelsior and what specific programs have experienced declines.

3. Joel LaLone and Megan Stadler presented on the “Survey of Recent Students” (non-completers) studied commissioned by Dr. Stone. The study examined four cohorts of students from 2013 to 2016 including 1302 students who were academically eligible, but did not continue or complete their studies at Jefferson nor graduate or transfer to a four-year college. They reviewed how the survey instrument was developed and implemented, how the data is weighted and the initial results. There were 429 participants and results showed five key drivers that affected each group (those who did not complete, those who transferred and those who persisted or graduated). Next steps include further review of results, working with faculty and staff to determine corrective actions and weaving this information into the new strategic plan.

BUDGET & PLANNING COMMITTEE

Committee Chair Mike Crowley provided the report of the Budget and Planning Committee which met prior to the full Board meeting.

Following presentation and motion by Trustee Crowley, seconded by Lisa Weber, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 157-18: 2017-2018 BUDGET AMENDMENT
 COLLEGIATE SCIENCE TECHNOLOGY ENTRY
 PROGRAM (CSTEP) GRANT**

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 fiscal year for the College and the funding agency do not coincide which creates the need for funds to be adjusted to reflect the grant award for the 2018/2019 CSTEP Budget;

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

INCREASE REVENUE:

CSTEP Grant –State Grants	2619-3011-5420	<u>\$199,500.00</u>
	Total Revenue Increase	\$199,500.00

INCREASE EXPENDITURE:

CSTEP Grant –Prof F/T	2619-3011-6101	\$ 57,155.00
CSTEP Grant –Prof P/T	2619-3011-6102	11,000.00
CSTEP Grant –Prof Adjuncts	2619-3011-6103	6,000.00
CSTEP Grant –Student Tutors	2619-3011-6142	17,680.00
CSTEP Grant –State TRS	2619-3011-6202	6,690.00
CSTEP Grant –Social Security	2619-3011-6204	5,213.00
CSTEP Grant –Workers Comp	2619-3011-6205	682.00
CSTEP Grant –Life Insurance	2619-3011-6206	42.00

CSTEP Grant –Disability Insurance	2619-3011-6208	130.00
CSTEP Grant –Instructional Supplies	2619-3011-7108	6,143.00
CSTEP Grant –Office Supplies	2619-3011-7109	500.00
CSTEP Grant –Indirect Cost	2619-3011-7231	12,315.00
CSTEP Grant –Prof Svc Fees	2619-3011-7241	5,500.00
CSTEP Grant –Staff Development	2619-3011-7246	7,400.00
CSTEP Grant –Student Recruitment	2619-3011-7247	3,800.00
CSTEP Grant –Travel	2619-3011-7250	26,000.00
CSTEP Grant –Scholarship Awards	2619-3011-7512	<u>\$ 33,250.00</u>

Total Expenditure Increase \$199,500.00

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

**RESOLUTION NO. 158-18: 2017-2018 BUDGET AMENDMENT
EDUCATIONAL OPPORTUNITY PROGRAM (EOP)
GRANT INCREASE**

WHEREAS, funds have been received from the State University of New York’s (SUNY) Educational Opportunity Program (EOP) to provide access, academic support and financial aid to full-time, matriculated, New York State students who show promise for succeeding in college but who may not have otherwise been offered admission;

WHEREAS, the College received notification of an increase in funding for the 2017/2018 fiscal year;

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

INCREASE REVENUE:

Educ. Opportunity Prog (EOP) –State Grants	2618-3011-5420	<u>\$ 10,085.14</u>
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Total Revenue Increase \$ 10,085.14

INCREASE EXPENDITURE:

Educ. Opportunity Prog (EOP) –Prof F/T	2618-3011-6101	\$ 73.92
Educ. Opportunity Prog (EOP) –Prof P/T	2618-3011-6102	4,662.72
Educ. Opportunity Prog (EOP) –Scholarships	2618-3011-7512	<u>5,348.50</u>

Total Expenditure Increase \$ 10,085.14

Following presentation and motion by Trustee Crowley, seconded by Beth Fipps, the Board unanimously approved the following budget amendment acknowledging grant funding:

**RESOLUTION NO. 159-18: 2017-2018 BUDGET AMENDMENT
EDUCATIONAL OPPORTUNITY PROGRAM (EOP)
GRANT - SUMMER**

WHEREAS, funds have been received from the State University of New York's (SUNY) Educational Opportunity Program (EOP) to provide access, academic support and financial aid to full-time, matriculated, New York State students who show promise for succeeding in college but who may not have otherwise been offered admission;

WHEREAS, the funding will support programs at Jefferson that offer academic counseling, educational and career planning, financial advisement, financial assistance, and a pre-freshmen summer extended orientation program;

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

INCREASE REVENUE:

Educ. Opportunity Prog (EOP) –State Grants 2630-3011-5420 \$ 54,090.00

Total Revenue Increase \$ 54,090.00

INCREASE EXPENDITURE:

Educ. Opportunity Prog (EOP) –Prof Adjuncts 2630-3011-6103 \$ 8,480.00

Educ. Opportunity Prog (EOP) –Student Aides 2630-3011-6141 2,000.00

Educ. Opportunity Prog (EOP) –Student Tutor 2630-3011-6142 850.00

Educ. Opportunity Prog (EOP) –Instr Supplies 2630-3011-7108 2,100.00

Educ. Opportunity Prog (EOP) –Student Recrt 2630-3011-7247 350.00

Educ. Opportunity Prog (EOP) –Travel 2630-3011-7250 4,400.00

Educ. Opportunity Prog (EOP) –Workshops 2630-3011-7253 \$ 35,910.00

Total Expenditure Increase \$ 54,090.00

Following presentation and motion by Trustee Crowley, seconded by Lisa Weber, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 160-18: 2017-2018 BUDGET AMENDMENT
PERKINS 18/19 BUDGET**

WHEREAS, the College received funding through the Perkins Grant to fund various initiatives to enhance instruction and student success;

WHEREAS, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be adjusted to reflect the grant award for the 2018/2019 Perkins Budget;

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

INCREASE REVENUE:

Perkins – Retention	2511-3011-5410	\$ 96,374.00
Perkins – Non Trad CTE	2513-3011-5410	\$ 63,697.00
Perkins – Gateway Math	2515-3011-5410	<u>\$ 46,359.00</u>

Total Revenue \$206,430.00

INCREASE EXPENDITURES:

Perkins – Retention – Prof F/T	2511-3011-6101	\$ 44,561.00
Perkins – Retention – Prof P/T	2511-3011-6102	\$ 20,410.00
Perkins – Retention – Student Tutors	2511-3011-6142	\$ 8,200.00
Perkins – Retention – State ERS	2511-3011-6201	\$ 2,500.00
Perkins – Retention – State TRS	2511-3011-6202	\$ 1,733.00
Perkins – Retention – Social Security	2511-3011-6204	\$ 5,600.00
Perkins – Retention – Workers Comp	2511-3011-6205	\$ 650.00
Perkins – Retention – Life Insurance	2511-3011-6206	\$ 34.00
Perkins – Retention – Disability Insurance	2511-3011-6208	\$ 108.00
Perkins – Retention – Health Insurance	2511-3011-6209	\$ 4,809.00
Perkins – Retention – Indirect Costs	2511-3011-7231	\$ 4,430.00
Perkins – Retention – Prof Svc Fees	2511-3011-7241	<u>\$ 3,339.00</u>

Sub-Total \$ 96,374.00

Perkins – Non Trad CTE – Prof P/T	2513-3011-6102	\$ 29,144.00
Perkins – Non Trad CTE – Soc Security	2513-3011-6204	\$ 2,230.00
Perkins – Non Trad CTE – Work Comp	2513-3011-6205	\$ 291.00
Perkins – Non Trad CTE – Advertising	2513-3011-7203	\$ 10,000.00
Perkins – Non Trad CTE – Indirect Costs	2513-3011-7231	\$ 3,032.00
Perkins – Non Trad CTE – Prof Svc Fees	2513-3011-7241	\$ 15,000.00
Perkins – Non Trad CTE – Travel	2513-3011-7250	<u>\$ 4,000.00</u>

Sub-Total \$ 63,697.00

Perkins – Gateway Math – Prof F/T	2515-3011-6101	\$ 29,272.00
Perkins – Gateway Math – State TRS	2515-3011-6202	\$ 2,870.00
Perkins – Gateway Math – Soc Security	2515-3011-6204	\$ 2,240.00
Perkins – Gateway Math – Work Comp	2515-3011-6205	\$ 293.00
Perkins – Gateway Math – Life Insurance	2515-3011-6206	\$ 21.00
Perkins – Gateway Math – Disability Ins	2515-3011-6208	\$ 70.00
Perkins – Gateway Math – Health Ins	2515-3011-6209	\$ 9,385.00
Perkins – Gateway Math – Indirect Costs	2515-3011-7231	<u>\$ 2,208.00</u>

Sub-Total \$ 46,359.00

Total Expenditure \$206,430.00

Following presentation and motion by Trustee Crowley, seconded by Beth Fipps, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 161-18: 2017-2018 BUDGET AMENDMENT
SUNY EIP – VB3 GRANT FY19**

WHEREAS, the College and SUNY Canton have agreed to collaborate on a Veteran’s focused project (Transitioning Veterans from Boots to Books and Beyond (VB3) and SUNY Canton has received state funding from the State University of New York (SUNY) Expanded Investment and Performance Fund to implement a program to increase degree completion for Veteran students by focusing on soldiers’ transition to college and evidence-based interventions targeting increased retention and graduation;

WHEREAS, JCC will submit quarterly invoices to SUNY Canton for reimbursement of costs incurred;

WHEREAS, the fiscal year for the College and the funding agency do not coincide which creates the need for funds to be adjusted to reflect the grant award for the 2018/2019 SUNY EIP – VB3 budget;

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

INCREASE REVENUE:

SUNY EIP –VB3 Grant – State Grants & Contracts	2617-3011-5420	<u>\$ 69,252.00</u>
Total Increase Revenue		\$69,252.00

INCREASE EXPENDITURES:

SUNY EIP –VB3 Grant – Professional P/T	2617-3011-6102	\$ 23,252.00
SUNY EIP –VB3 Grant – Professional Adjuncts	2617-3011-6103	9,000.00
SUNY EIP –VB3 Grant – Student Tutors	2617-3011-6142	8,000.00
SUNY EIP –VB3 Grant – State ERS	2617-3011-6201	832.00
SUNY EIP –VB3 Grant – Social Security	2617-3011-6204	3,080.00
SUNY EIP –VB3 Grant – Workers Compensation	2617-3011-6205	403.00
SUNY EIP –VB3 Grant – Printing	2617-3011-7104	1,000.00
SUNY EIP –VB3 Grant – Computer Equipment	2617-3011-7107	1,500.00
SUNY EIP –VB3 Grant – Instructional Supplies	2617-3011-7108	3,185.00
SUNY EIP –VB3 Grant – Advertising	2617-3011-7203	2,000.00
SUNY EIP –VB3 Grant – Computer Software	2617-3011-7217	2,500.00
SUNY EIP –VB3 Grant – Student Recruitment	2617-3011-7247	3,000.00
SUNY EIP –VB3 Grant – Travel	2617-3011-7250	3,500.00
SUNY EIP –VB3 Grant – Scholarship Awards	2617-3011-7512	<u>\$ 8,000.00</u>
Total Increase Expenditures		\$ 69,252.00

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

**RESOLUTION NO. 162-18: 2017-2018 BUDGET AMENDMENT
OPEN EDUCATION RESOURCE (OER) FUNDING
GRANT INCREASE**

WHEREAS, funds have been received from the State University of New York (SUNY) to support the adoption and expansion of Open Education Resources (OER) across the System in high-enrollment courses, including General Education;

WHEREAS, the College received notification of an increase in funding for the 2017/2018 fiscal year;

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

INCREASE REVENUE:

Open Educ Resource (OER) –State Grants	2624-3011-5420	<u>\$ 3,640.00</u>
Total Revenue Increase		\$ 3,640.00

INCREASE EXPENDITURE:

Open Educ Resource (OER) –Prof Stipends	2624-3011-6104	2,638.00
Open Educ Resource (OER)–State TRS	2624-3011-6202	224.15
Open Educ Resource (OER)–TIAA CREF	2624-3011-6203	275.00
Open Educ Resource (OER)–Social Security	2624-3011-6204	202.00
Open Educ Resource (OER)–Workers Comp	2624-3011-6205	26.00
Open Educ Resource (OER)–Travel	2624-3011-7250	<u>\$ 274.85</u>
Total Expenditure Increase		\$ 3,640.00

Trustee Crowley noted that Senator Ritchie was instrumental in Jefferson receiving the DASNY grant included in Resolution 163-18. Following presentation and motion by Trustee Crowley, seconded by Lisa Weber, the Board unanimously approved the following budget amendment acknowledging grant funding:

**RESOLUTION NO. 163-18: 2018-2019 BUDGET AMENDMENT
DASNY NURSING SIMULATION LAB GRANT**

WHEREAS, the College has been awarded a State and Municipal Facilities Program (SAM) Grant from the Dormitory Authority of the State of New York (DASNY) to be used for the creation of a nursing simulation lab;

WHEREAS, the instructional equipment purchases and subsequent laboratory creation will support the traditional and/or weekend nursing programs;

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

INCREASE REVENUE:

DASNY Nursing Sim Lab Grant – State Grants & Contracts 2631-3011-5420

\$100,000.00

\$100,000.00

Total Revenue Increase \$100,000.00

INCREASE EXPENDITURE:

DASNY Nursing Sim Lab Grant – Instructional Equipment 2631-3011-7005

\$100,000.00

\$100,000.00

Total Expenditure Increase \$100,000.00

Following presentation and motion by Trustee Crowley, seconded by Beth Fipps, the Board unanimously approved the following purchasing policy revised with regard to effective date:

RESOLUTION NO. 164-18: PURCHASING POLICY REVISION

WHEREAS, by resolution No. 132-93 dated July 7, 1993, the Board of Trustees adopted a Purchasing Policy; and

WHEREAS, revisions to the policy were adopted by Resolutions No. 159-07, 104-09, 176-10, 164-11, 146-12, 144-14, 154-15, 163-16, 158-17, 127-18; and

WHEREAS, in keeping with current business practices and updated standards for procurement of materials, equipment and supplies necessary to meet College objectives, it is necessary to review, update and revise the Purchasing Policy;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby amends the aforementioned resolutions and adopts the attached Purchasing Policy.

Vice President Dupee reviewed the financial statements for the months ending June 30, 2018 and July 31, 2018. There were no concerns. On motion made by Mike Crowley, seconded by Lisa Weber, the financial statements for June 2018 and July 2018 were unanimously accepted.

EXECUTIVE SESSION

On motion made by Mike Crowley, seconded by Beth Fipps, the Board adjourned to Executive Session at 5:08 p.m. pursuant to Article 7, Section 105(f) of the Public Officers Law.

RECONVENTION

The Board reconvened in open session at 5:51p.m.

PERSONNEL COMMITTEE

Committee member Nathan Hunter provided the report of the Personnel Committee which met on August 21 to conduct the annual evaluation of the President.

Chair Hunter presented a resolution to increase the President's salary by 3% and to extend her contract for an additional year, to 2021. On motion by Lisa Weber, seconded by Judy Gentner, the Board unanimously approved the following resolution approving the 2018-2019 salary and a contract extension for the College President:

RESOLUTION NO. 165-18: 2018-19 SALARY FOR THE COLLEGE PRESIDENT

WHEREAS, the Jefferson Community College Board of Trustees hereby approves a 2018-19 salary increase of 3% for the College President and hereby extends the College President's contract by an additional year, to 2021;

NOW, THEREFORE, BE IT RESOLVED that Board Chair Nathan Hunter shall be authorized and directed to execute an Amendment to the President's Contract to provide for the 2018-19 salary increase and extension of contract.

OTHER BUSINESS

Following presentation by President Stone and on motion by Michael Lennox, seconded by Michael Crowley, the Board unanimously ratified the following contracts:

RESOLUTION NO. 166-18: RATIFICATION OF CONTRACTS

**Carthage Area Hospital
First American Equipment Finance
JCC Foundation
Lewis County Health Center
North Country Public Radio
SUNY Alliance for Strategic Technologies
SUNY Impact Foundation
SUNY Research Foundation
SUNY Student Conduct Institute
SUNY & Technolutions
Waste Management of NY**

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:

Carthage Area Hospital
(clinical site agreement, nursing program)

First American Equipment Finance
(lease agreement, Institutional Technology equipment)

JCC Foundation
(memorandum of understanding, College)

Lewis County Health Center
(clinical site agreement, nursing program)

North Country Public Radio
(underwriting agreement, marketing)

SUNY Alliance for Strategic Technologies
(participating institution agreement for Collaborate software)

SUNY Impact Foundation
(grant award, academic support for veterans)

SUNY Research Foundation
(funding, Small Business Development Center)

SUNY Student Conduct Institute
(participating institution agreement, student affairs training)

SUNY & Technolutions
(participating institution agreement, constituent relationship management software)

Waste Management of NY
(services agreement, recycling program)

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

Following presentation by President Stone and on motion by Pam Beyor-Murtha, seconded by Lisa Weber, the Board unanimously approved the following resolution naming the nursing laboratory:

RESOLUTION NO. 167-18: APPROVAL OF FOUNDATION RESOLUTION NAMING THE NURSING LAB THE “BOBBI BRABANT MEMORIAL NURSING LABORATORY”

WHEREAS, Jefferson Community College Board of Trustees Resolution No. 110-14 established the College Policy on Naming of Facilities, Programs and Support Funds; and

WHEREAS, on September 4, 2018, the Jefferson Community College Foundation Executive Committee unanimously endorsed the following Resolution:

WHEREAS, the Jefferson Community College Foundation Board of Directors adopted the College Policy on Naming of Facilities Resolution on May 14, 2014;

WHEREAS, the Nursing Program at Jefferson Community College was in need of support for the upgrading of equipment and additional resources for the Nursing Laboratory (David G. Gregor Building) to enhance student experiential learning in this facility.

WHEREAS, Class of 1973 nursing graduate Joseph G. Brabant's generous support of the Nursing Program at Jefferson Community College enabled the College to dramatically upgrade its Nursing Laboratory facilities.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to applicable law and consistent with the by-laws of the Jefferson Community College Foundation, the undersigned, being all of the Directors of this corporation, hereby consent to approve the following:

Effective on September 21, 2018, the Nursing Laboratory located on the second floor of the David G. Gregor Building at Jefferson Community College shall be named the **Bobbi Brabant Memorial Nursing Laboratory**. Let the naming of this laboratory serve as ongoing recognition for Bobbi Brabant, beloved wife of Joseph G. Brabant, a dedicated social worker who loved children and inspired all to be the best they could be.

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves naming the Nursing Laboratory located on the second floor of the David G. Gregor Building at Jefferson Community College the "Bobbi Brabant Memorial Nursing Laboratory."

ADJOURNMENT

On motion made by Mike Crowley, seconded by Lisa Weber, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Karen J. Freeman
Secretary to the Board