

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 110-24

DATE: FEBRUARY 8, 2024

SUBJECT: ACCEPTANCE OF COLLEGE AUDIT

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby accepts the attached audit of the financial statements of Jefferson Community College for the year ending August 31, 2023 as prepared by The Bonadio Group.

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 111-24

DATE: FEBRUARY 8, 2024

SUBJECT: 2023-2024 BUDGET AMENDMENT
LIBERTY PARTNERSHIP PROGRAM GRANT

GRANT PERIOD: SEPTEMBER 1, 2023 – AUGUST 31, 2024

WHEREAS, funds have been received from the New York State Education Department (SED) to implement a 12-month Liberty Partnership Program in conjunction with the Watertown City School District, the Watertown Family YMCA and Cornell Cooperative Extension;

WHEREAS, the Watertown Liberty Partnership Program (WLPP) will provide structured and individualized support services through a hybrid school-based, after-school, and summer program model. A total of 200 at-risk students in grades 5-12 will be served in each year of this multi-year grant;

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

INCREASE REVENUE:

Liberty Partnership Grant –State Grants	2632-3011-5420	<u>\$290,480.00</u>
Total Revenue Increase		\$290,480.00

INCREASE EXPENDITURE:

Liberty Partnership Grant –Prof F/T	2632-3011-6101	62,684.00
Liberty Partnership Grant- Prof P/T	2632-3011-6102	88,996.00
Liberty Partnership Grant –State ERS	2632-3011-6201	10,212.00
Liberty Partnership Grant –State TRS	2632-3011-6202	7,240.00
Liberty Partnership Grant –Social Security	2632-3011-6204	11,604.00
Liberty Partnership Grant –Workers Comp	2632-3011-6205	1,517.00
Liberty Partnership Grant –Life Insurance	2632-3011-6206	40.00
Liberty Partnership Grant –Disability Insurance	2632-3011-6208	79.00
Liberty Partnership Grant –Health Insurance	2632-3011-6209	21,043.00
Liberty Partnership Grant –Instr Supplies	2632-3011-7108	1,548.00
Liberty Partnership Grant –Indirect Cost	2632-3011-7231	21,517.00
Liberty Partnership Grant- Membership Fees	2632-3011-7238	4,500.00
Liberty Partnership Grant –Prof Svc Fees	2632-3011-7241	41,000.00
Liberty Partnership Grant –Travel	2632-3011-7250	<u>\$18,500.00</u>

Total Expenditure Increase	\$290,480.00
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**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 112-24
DATE: FEBRUARY 8, 2024
SUBJECT: 2023-2024 BUDGET AMENDMENT
TRANSFORMATIONAL ASAP/ACE PROGRAM GRANT
GRANT PERIOD: SEPTEMBER 1, 2023 – AUGUST 31, 2024

WHEREAS, funds have been received from SUNY to improve student success, support innovation, and help meet the state’s future workforce needs by enhancing economic mobility through expansion of education and workforce training opportunities, increasing retention and completion of degree-seeking students, expanding or launching seamless transfer pathways and increasing operational efficiency and eliminating redundancy;

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

INCREASE REVENUE:

Transf. ASAP/ACE Program- State Grants & Contracts 2658-3011-5420	<u>\$136,425.00</u>
Total Revenue Increase	\$136,425.00

INCREASE EXPENDITURE:

Transf. ASAP/ACE Program- Professional F/T	2658-3011-6101	62,500.00
Transf. ASAP/ACE Program- Professional P/T	2658-3011-6102	17,886.80
Transf. ASAP/ACE Program- State ERS	2658-3011-6201	5,937.50
Transf. ASAP/ACE Program- State TRS	2658-3011-6202	1,745.51
Transf. ASAP/ACE Program- Social Security	2658-3011-6204	6,150.35
Transf. ASAP/ACE Program- Workers Compensation	2658-3011-6205	803.35
Transf. ASAP/ACE Program- Life Insurance	2658-3011-6206	50.83
Transf. ASAP/ACE Program- Disability Insurance	2658-3011-6208	100.66
Transf. ASAP/ACE Program- Scholarship Awards	2658-3011-7512	<u>\$ 41,250.00</u>
Total Expenditure Increase		\$136,425.00

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 113-24
DATE: FEBRUARY 8, 2024
SUBJECT: 2023-2024 BUDGET AMENDMENT
TRANSFORMATIONAL INITIATIVES FUND GRANT
GRANT PERIOD: SEPTEMBER 1, 2023 – AUGUST 31, 2024

WHEREAS, funds have been received from SUNY to improve student success, support innovation, help meet the workforce needs of the future, enhance student support services, improve academic programs, increase enrollment, and modernize campus operations;

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

INCREASE REVENUE:

Transf. Initiatives Fund- State Grants & Contracts 2657-3011-5420	<u>\$116,175.00</u>
Total Revenue Increase	\$116,175.00

INCREASE EXPENDITURE:

Transf. Initiatives Fund- Professional F/T	2657-3011-6101	57,500.00
Transf. Initiatives Fund- Professional P/T	2657-3011-6102	8,060.00
Transf. Initiatives Fund- State TRS	2657-3011-6202	2,580.00
Transf. Initiatives Fund- TIAA CREF	2657-3011-6203	4,600.00
Transf. Initiatives Fund- Social Security	2657-3011-6204	5,016.00
Transf. Initiatives Fund- Workers Compensation	2657-3011-6205	655.60
Transf. Initiatives Fund- Life Insurance	2657-3011-6206	79.30
Transf. Initiatives Fund- Disability Insurance	2657-3011-6208	157.04
Transf. Initiatives Fund- Health Insurance	2657-3011-6209	8,612.06
Transf. Initiatives Fund- Advertising	2657-3011-7203	4,000.00
Transf. Initiatives Fund- Prof. Service Fees	2657-3011-7241	15,000.00
Transf. Initiatives Fund- Staff Development	2657-3011-7246	7,436.25
Transf. Initiatives Fund-Travel	2657-3011-7250	<u>\$ 2,478.75</u>
Total Expenditure Increase		\$116,175.00

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 114-24

DATE: FEBRUARY 8, 2024

SUBJECT: ACADEMIC CALENDAR SPRING 2025

WHEREAS, Jefferson Community College Board of Trustees Resolution No. 118-85 directs the formation each year of the Academic Calendar Workgroup for the purpose of reviewing and recommending the academic calendar; and

WHEREAS, the Academic Calendar Workgroup has proposed an academic calendar for the Spring 2025 semester as described in a memorandum dated December 12, 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby adopts the attached academic calendar for Spring 2025 as developed and recommended by the Academic Calendar Workgroup.

JEFFERSON COMMUNITY COLLEGE
Watertown, New York

ACADEMIC CALENDAR
2024-2025

SPRING SEMESTER 2025

Faculty Report Back	Wednesday, January 15
Martin Luther King, Jr. Day (No Classes)	Monday, January 20
Instruction Begins	Tuesday, January 21
Winter Recess Begins	Saturday, February 15 - 5 p.m.
Classes Resume	Wednesday, February 19 (Monday Schedule)
Mid-Semester Grades Due	Wednesday, March 12 - Noon
Spring Recess Begins	Sunday, March 30 - 5 p.m.
Classes Resume	Monday, April 7 - 8 a.m.
Last Day for Withdrawal	Tuesday, April 15
Instruction Ends	Wednesday, May 7
Reading Day	Thursday, May 8
Examinations	Friday, May 9 - Thursday, May 15
COMMENCEMENT CEREMONIES	Friday, May 16, 7:00 p.m.
Final Grades Due	Monday, May 19 – 10 a.m.
Last Reporting Day for Faculty	Thursday, May 22

*All students must be registered for their class(es) prior to the first scheduled meeting of the second week of class(es).

The schedule for Saturday and off-campus classes may vary.

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11/21/23

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**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 115-24
DATE: FEBRUARY 8, 2024
SUBJECT: 2024-2025 HOLIDAY SCHEDULE

The College will be closed for business on the following days:

Monday,	09/02/24	Labor Day
Thursday,	11/28/24	Thanksgiving Day
Friday,	11/29/24	Day after Thanksgiving Day (in lieu of Columbus Day Observed 10/14/24)
Wednesday,	12/25/24	Christmas Day
Thursday,	12/26/24	In lieu of Veteran's Day (Observed 11/11/24)
Friday,	12/27/24	In lieu of President's Day (Observed 2/19/25)
Monday,	12/30/24	In lieu of Floating Holiday
Tuesday,	12/31/24	In lieu of Floating Holiday
Wednesday,	01/01/25	New Year's Day
Monday,	01/20/25	Dr. Martin Luther King Jr. Day
Monday,	05/26/25	Memorial Day
Friday,	07/04/25	Independence Day

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 116-24

DATE: FEBRUARY 8, 2024

SUBJECT: **RATIFICATION OF CONTRACTS**
Arctic Wolf
Elsevier
Inceptia (Addendum 1/9/24)
Inceptia (Addendum 1/31/24)
Lightcast
NYS Office of People with Developmental Disabilities
State University of New York
SUNY Potsdam
SUNY Research Foundation
SUNY Security Operations Center
US Department of Labor

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:

Arctic Wolf

(services contract, email security response)

Elsevier

(electronic subscription, College Library)

Inceptia (Addendum 1/9/24)

(services agreement addendum, repayment counseling)

Inceptia (Addendum 1/31/24)

(services agreement addendum, repayment counseling)

Lightcast

(renewal agreement, career coach subscription)

NYS Office of People with Developmental Disabilities

(grant agreement, direct support professional training)

State University of New York

(participating institution agreement, CrowdStrike cybersecurity software)

SUNY Potsdam

(partnership agreement, higher education center)

SUNY Research Foundation
(agreement with SUNY Oswego, lake effect weather services)

SUNY Security Operations Center
(participating institution agreement, IT security support)

US Department of Labor
(grant amendment, Strengthening Institutions Consortium)

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