

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 192-23

DATE: DECEMBER 6, 2023

SUBJECT: 2023-2024 BUDGET AMENDMENT
COLLEGIATE SCIENCE TECHNOLOGY ENTRY PROGRAM
(CSTEP) GRANT

GRANT PERIOD: JULY 1, 2023 – JUNE 30, 2024

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;

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

INCREASE REVENUE:

CSTEP Grant –Fed Grants & Contracts	2621-3011-5410	<u>\$ 206,540.00</u>
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Total Revenue Increase	\$ 206,540.00
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INCREASE EXPENDITURE:

CSTEP Grant –Prof F/T	2621-3011-6101	\$ 95,544.00
CSTEP Grant- Prof P/T	2621-3011-6102	22,400.00
CSTEP Grant- Student Tutors	2621-3011-6142	6,500.00
CSTEP Grant- State TRS	2621-3011-6202	9,832.00
CSTEP Grant- Social Security	2621-3011-6204	9,037.00
CSTEP Grant- Workers Comp	2621-3011-6205	1,181.00
CSTEP Grant- Life Insurance	2621-3011-6206	79.00
CSTEP Grant- Disability Insurance	2621-3011-6208	150.00
CSTEP Grant- Health Insurance	2621-3011-6209	2,300.00
CSTEP Grant- Instructional Supplies	2621-3011-7108	200.00
CSTEP Grant- Office Supplies	2621-3011-7109	200.00
CSTEP Grant- Indirect Cost	2621-3011-7231	13,077.00
CSTEP Grant- Student Recruitment	2621-3011-7247	5,540.00
CSTEP Grant- Travel	2621-3011-7250	8,000.00
CSTEP Grant- Workshops & Seminars	2621-3011-7253	2,500.00
CSTEP Grant- Scholarship Awards	2621-3011-7512	<u>30,000.00</u>

Total Expenditure Increase	\$ 206,540.00
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**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 193-23
DATE: DECEMBER 6, 2023
SUBJECT: 2023-2024 BUDGET AMENDMENT
LIBRARY COLLECTION DEVELOPMENT GRANT
GRANT PERIOD: JULY 1, 2023 – JUNE 30, 2024

WHEREAS, the College received funding from New York State to purchase library materials enhancing academic library collections thereby strengthening regional collections that are available via resource sharing;

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

INCREASE REVENUE:

Collection Development Grant - Revenue	2604-3011-5420	<u>\$ 6,300.00</u>
Total Revenue Increase		\$ 6,300.00

INCREASE EXPENDITURE:

Collection Development Grant – Books	2604-3011-7101	<u>\$ 6,300.00</u>
Total Expenditure Increase		\$ 6,300.00

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 194-23
DATE: DECEMBER 6, 2023
SUBJECT: 2023-2024 BUDGET AMENDMENT
TITLE III GRANT
GRANT PERIOD: OCTOBER 1, 2023 – SEPTEMBER 30, 2024

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;

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 & Contracts	2550-3011-5410	<u>\$425,000.00</u>
Total Revenue Increase		\$425,000.00

INCREASE EXPENDITURE:

Title III Grant – Prof F/T	2550-3011-6101	\$ 280,000.00
Title III Grant – Prof P/T	2550-3011-6102	26,020.00
Title III Grant – State ERS	2550-3011-6201	34,941.00
Title III Grant – State TRS	2550-3011-6202	2,126.00
Title III Grant –TIAA CREF	2550-3011-6203	1,513.00
Title III Grant – Social Security	2550-3011-6204	20,000.00
Title III Grant – Workers Comp	2550-3011-6205	1,083.00
Title III Grant – Life Insurance	2550-3011-6206	128.20
Title III Grant – Disability Insurance	2550-3011-6208	304.57
Title III Grant – Health Insurance	2550-3011-6209	49,000.00
Title III Grant – Prof Service Fees	2550-3011-7241	\$ <u>9,884.23</u>
Total Expenditure Increase		\$425,000.00

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO. 195-23

DATE: DECEMBER 6, 2023

**SUBJECT: STANDARDS FOR ACADEMIC PROGRESS POLICY
REVISION
(Revises Resolution No. 193-17, November 2017)**

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve revisions to the Standards for Academic Progress Policy as attached.

Jefferson Community College

Standards for Academic Progress Policy

PURPOSE:

Jefferson Community College requires that all students make satisfactory academic progress in order to remain in good academic standing and continue their enrollment.

DEFINITIONS:

Certain terms are used in this document with specific meanings, as defined in this section.

1. The term "in good academic standing" means that a student is eligible or has been allowed to register for and undertake academic course work as a matriculated student for the semester in question.
2. An imputed credit is one which can be counted for financial aid to enrolled students.
3. An Academic Success Plan is a written formulated process to degree completion.

STATEMENT OF POLICY:

1. Academic progress will be evaluated after the completion of the fall and spring semesters. A student's academic standing will not be evaluated after the completion of summer or winter sessions.
2. Any matriculated student who has attempted a minimum of 12 imputed credits at Jefferson Community College is subject to this policy.
3. A student who completes a total withdrawal by the last day of classes in any semester retains the most recently earned academic standing.
4. A student granted a fresh start after an Academic Dismissal returns to the College on Academic Probation. All other students granted a fresh start return to the College in an Academic Standing determined from their most recently completed fall or spring semester.
5. If a 2.00 cumulative grade point index is not maintained, a student is subject to Academic Warning, Academic Probation or Academic Dismissal. In determining this index, a grade of "Y" is considered to be an "F." Grades of "S" or "U" in non-credit developmental courses may be considered by the Academic Standards Committee in end-of-semester academic decisions regarding warning, probation or dismissal.
6. A student on Academic Warning or Academic Probation is considered to be in good academic standing.
7. Standards for Academic Progress
 - a. **Academic Warning**
 - A student will be placed on Academic Warning if
 - The student is currently enrolled in their first semester at Jefferson and fails to earn a semester and/or cumulative GPA of 2.00 or higher;
 - The student is in their first semester after receiving an Academic Fresh Start and fails to earn a semester and/or cumulative GPA of 2.00 or higher;
 - The student is currently holding a cumulative GPA of 2.00 or higher and fails to earn a semester and/or cumulative GPA of 2.00 or higher.

- Any student placed on Academic Warning with a semester GPA below 1.50 will be required to complete the current Academic Warning procedure. Failure to complete the procedure will disqualify a student from attending classes for the current semester. Any student with a semester GPA that is equal to or above a 1.50 will receive a letter indicating they are on warning.
- A student on Academic Warning who subsequently attains a semester GPA of at least 2.00 and achieves a 2.00 cumulative GPA, will be removed from Academic Warning.
- A student on Academic Warning who subsequently attains a semester GPA of at least 2.00, but who still has below a 2.00 cumulative GPA, will remain on academic warning.
- A student on Academic Warning who subsequently attains a semester GPA below 2.00 will be placed on Academic Probation.

b. Academic Probation

- Any student placed on Academic Probation is required to develop an Academic Success Plan identifying specific steps the student will take to improve overall academic performance to be filed with the office of the Vice President for Academic Affairs prior to attending classes in the subsequent semester. Students who fail to file the required Academic Success Plan will be ineligible to return in the subsequent semester.
 - A student on Academic Probation who subsequently attains a semester GPA of at least 2.00 and achieves a 2.00 cumulative GPA, will be removed from Academic Probation.
 - A student on Academic Probation who subsequently attains a semester GPA of at least 2.00, but who still has a cumulative GPA under 2.00, will remain on Academic Probation.
 - A student on Academic Probation who subsequently attains a semester GPA below 2.00 is Academically Dismissed.

c. Academic Dismissal

- A student who has been Academically Dismissed is not allowed to enroll full-time in classes for the subsequent semester as a matriculated student.
- Academically Dismissed students are encouraged to sit out three (3) years and apply for Academic Fresh Start upon returning to the College.
- Any Academically Dismissed student may appeal the decision using the procedure outlined in the written communication sent to the on-file student address. Appeals must demonstrate that a documented hardship occurred during the semester that disallowed the student to fulfill their Academic Success Plan.
 - Appeal decisions, including any conditions under which the student is allowed to return to the College, will be conveyed in writing.
 - Filing an appeal does not guarantee reinstatement as a full-time student or in a matriculated status.
- A student returning from an Academic Dismissal is required to complete a new Academic Success Plan and file it with the office of the Vice President for Academic Affairs prior to registering for classes.

8. The Vice President for Academic Affairs is responsible for overseeing this policy.

Standards of Academic Progress

Originally Adopted: 11/6/13 #167-13
 Revised: 11/9/17 #193-17

Revised:

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 196-23

DATE: DECEMBER 6, 2023

SUBJECT: **RATIFICATION OF CONTRACTS**
Development Authority of the North Country
JCC Student Government Association
Mohawk Valley Community College
Onondaga Community College
Planned Parenthood of the North Country New York Inc.

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:

Development Authority of the North Country
(survey agreement, Center for Community Studies)

JCC Student Government Association
(MOU, lease of transit vans)

Mohawk Valley Community College
(apprenticeship agreement, Renzi Foodservice)

Onondaga Community College
(testing services, fire protection technology)

Planned Parenthood of the North Country New York Inc.
(survey agreement, Center for Community Studies)

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