



JEFFERSON COMMUNITY COLLEGE BOARD OF TRUSTEES

MEETING MINUTES September 2, 2020

The September 2020 meeting of the Jefferson Community College Board of Trustees was held on Wednesday, September 2, 2020 via Zoom.

Attendance:

Trustees Present:

Nathan Hunter, Chair
Pamela Beyor-Murtha
Michael Crowley
Elizabeth Fipps
Terry Fralick
Judy Gentner, Vice Chair
David Males
Eugene Renzi
Rebekah Widrick

Administrative Staff:

Ty Stone – President
Corey Campbell – Vice President for Student Engagement & Retention
Dan Dupee – Vice President for Administration, Finance and Enrollment
Maryrose Eannace – Interim Vice President for Academic Affairs

Call to Order – Chair Nathan Hunter called the meeting to order at 4:02 p.m.

Introductions of Guests

James Ambrose – Dean of Enrollment Services
Jack Donato – Associate Professor and President of the Faculty Association of JCC
Jeri Fairman - Associate Vice President, Liberal Arts Division
Josh Hammond – Associate Professor and Senate President
Megan Stadler – Associate Vice President for Strategic Initiatives
Gillian Maitland - Marketing and Communications Director
Kerry Young – Associate Vice President for Human Resources

Approval of Minutes – On a motion made by Michael Crowley, seconded by Beth Fipps, the minutes of the July 8, 2020 meeting were approved unanimously.

Privilege of the Floor – None.

Updates

JCC Foundation

Trustee Beth Fipps reported the following from the College Foundation:

- The Foundation elected officers for 2020-2021 as follows: President - Peter Walton, Vice President - Michelle Capone, Secretary - Aaron Naklick and Treasurer - Ryan Piche.
- 2020 donors will receive a thank you letter from Dr. Stone with a link to the Annual Report.
- Thus far, 128 students have been awarded 183 scholarships for the 2020-2021 academic year.
- Planning for Jefferson's 60th Anniversary celebration is underway; activities will culminate in Fall 2021.
- Alternatives to the traditional Scholars Reception are being considered since the in-person event was canceled due to the pandemic.

Student Trustee

Trustee Rebekah Widrick reported the following:

- Several students are interested in becoming part of the Student Government Association. A "Meet the Candidates" zoom meeting will be held on September 16. Student Government Election day is set for September 18 and the officers will be announced on September 21.
- Training for new officers will take place on September 22 and 24.
- Club Fair will be held September 22 and 24 via zoom.
- New SGA officers will work with Student Life to come up with events and activities for Jefferson students both online and on campus while holding Student Assemblies via Zoom.

Senate President

Joshua Hammond reported that the first Senate meeting of the year was held yesterday, September 1. He submitted a written report and noted the following:

- The Awards and Nominating Committee gave the timeline for the SUNY Chancellor's Award for Excellence in Adjunct teaching.
- There were informational presentations on Guided Pathways, Center for Professional Excellence and Library Services.
- The Faculty Council of Community Colleges (FCCC) presented a resolution for a vote of no confidence in the SUNY Board of Trustees due to the fact that the SUNY Board appointed a new Chancellor without a national search and formal vetting process. Jefferson's Senate voted and approved supporting the resolution. Trustee Males inquired where the FCCC resolution originated. Josh Hammond explained the process and how the resolution will be brought to Senates of SUNY colleges.

President's Report

Dr. Stone's presentation is attached and included the following:

- Introduction of new colleagues: Dr. Maryrose Eannace - interim vice president for academic affairs, Ashley Campbell – assistant professor of nursing, and Nick Thornthwaite – instructor of criminal justice. Dr. Eannace gave a brief overview of her professional background and shared how excited she is to be at Jefferson Community College noting the warm welcome by Jefferson faculty and staff.
- Dr. Stone reviewed events that have happened on campus since the July Board meeting. Highlights include ten faculty members received training in remote teaching through the Center for Professional Excellence made possible by Title III funding, 104 residence hall students all tested negative for COVID-19 upon move-in, and the College was awarded a \$1.3 TRiO Support Services Grant.

- The Chancellor has indicated Jefferson will need to report COVID-19 testing data to SUNY on a daily basis starting today, September 2. Our focus continues to be the health and safety of our campus community. Currently only 10% of classes are face-to-face on campus. The campus continues to reduce population by requesting visitors to campus make appointments in advance and allowing up to three days of remote work for employees with extenuating circumstances.
- Lastly, Dr. Stone noted two reports sent to Trustees – annual activity summaries from both the Student Government Association and Campus Activities Board.

Enrollment Update: James Ambrose, Dean for Enrollment Services, provided an update (attached) on Summer and Fall enrollment and initiatives. He reported Summer Enrollment was up nearly 9%. Fall 2020 enrollment fluctuates but is currently down 10% from last year, but ahead of a projected enrollment decrease of 19%. He is anticipating being down about 13-14% after the purge at 3 weeks. He summarized recruitment activities which included many virtual activities and utilization of new technologies such as Slate and AdmitHub. As anticipated, the College has seen an uptick in local student enrollment and a decrease in out-of-area students. Dean Ambrose thanked the Foundation who provided \$50,000 in Jump Start and Military Spark scholarships which positively impacted both summer and fall enrollment.

Trustee Hunter asked if Dean Ambrose could provide additional information about scholarship recipient demographics. Trustee Males inquired about rumored reductions in Excelsior funding.

Strategic Plan Update – Student Experience (Diversity, Equity and Inclusion): Dr. Corey Campbell, Vice President for Student Engagement and Retention, provided a Year One progress update on the Student Experience Strategy (attached), specifically activities of the Diversity, Equity and Inclusion workgroup. Dr. Campbell gave an overview of the Student Engagement and Retention Division and summarized key performance indicators (KPIs) within this Strategy. Year One highlights included a slight increase in the number of faculty/staff who belong to a racial or ethnic minority group to 8%. The goal by 2025 is 10%. A second highlight is the slight increase in number of Black/Hispanic/Native American students who completed 12 or more credit hours during their first semester from 11% to 12%, The goal is 40% by 2025. Lastly, Dr. Campbell reviewed new retention strategies to give students the support network they need to succeed in College. Benchmarks will be established with new full-time Fall 2020 students.

Dr. Stone concluded her report with an added a notation that the College is ending face-to-face in person classes at Thanksgiving. Students will complete any remaining coursework remotely. In addition, the residence hall will close at Thanksgiving recess.

Budget and Planning Committee - Committee Chair Michael Crowley

Trustee Crowley reported that the Budget & Planning Committee met prior to the full Board meeting

Financial Audits

Trustee Crowley reported that Lyndi Hill from Bowers and Company presented the Student Association and New Student Services audits in Resolutions 138-20 and Resolution 139-20 below. Both audits earned clean, unmodified opinions. Upon motion by Mike Crowley, seconded by Judy Gentner, Resolution 138-20 and Resolution 139-20 were both passed unanimously.

**RESOLUTION NO. 138-20: ACCEPTANCE OF AUDIT
Student Association**

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby accepts the attached audit of the financial statements of the Student Association of Jefferson Community College for the year ending June 30, 2020 as prepared by Bowers & Company, CPAs PLLC.

**RESOLUTION NO. 139-20: ACCEPTANCE OF AUDIT
New Student Services**

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby accepts the attached audit of the financial statements of New Student Services of Jefferson Community College for the year ending June 30, 2020 as prepared by Bowers & Company, CPAs PLLC.

Budget Transfers

Trustee Crowley presented two budget transfer resolutions, Resolution 140-20 and 141-20. The transfers reflect actual expenditures by budget line. Upon motion by Mike Crowley, seconded by Beth Fipps, Resolutions 140-20 and 141-20 were both passed unanimously.

**RESOLUTION NO. 140-20: 2019-2020 BUDGET TRANSFERS
VATEA 19/20 BUDGET**

GRANT PERIOD: JULY 1, 2019 – JUNE 30, 2020

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

WHEREAS, revenues and expenditures for the grant must be reallocated to support actual grant expenditures and the funds need to be adjusted to reflect the same within the 2019/2020 VATEA Budget;

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

INCREASE REVENUE:

VATEA – Retention	2512-3011-5410	<u>\$ 12,380.42</u>
	Total Increase in Revenue	\$ 12,380.42

DECREASE REVENUE:

VATEA – Non Trad CTE	2514-3011-5410	<u>\$ 12,380.42</u>
	Total Decrease in Revenue	\$ 12,380.42

INCREASE EXPENDITURES:

VATEA – Retention – Prof F/T	2512-3011-6101	\$ 10,824.07
VATEA – Retention – Prof Stipends	2512-3011-6104	2,430.00
VATEA – Retention – Premium Earnings	2512-3011-6110	260.56
VATEA – Retention – State ERS	2512-3011-6201	1,141.23
VATEA – Retention – State TRS	2512-3011-6202	685.11
VATEA – Retention – Social Security	2512-3011-6204	1,801.95

VATEA – Retention – Workers Comp	2512-3011-6205	181.48
VATEA – Retention – Life Insurance	2512-3011-6206	19.88
VATEA – Retention – Disability Ins	2512-3011-6208	34.48
VATEA – Retention – Instructional Equip	2512-3011-7005	<u>\$ 900.81</u>

Sub-Total \$ 18,279.57

VATEA – Non Trad CTE – Advertising	2514-3011-7203	\$ 234.88
VATEA – Non Trad CTE – Indirect Cost	2514-3011-7231	<u>\$ 56.78</u>

Sub-Total \$ 291.66

Total Increase in Expenditures \$ 18,571.23

DECREASE EXPENDITURES:

VATEA – Retention – Prof P/T	2512-3011-6102	\$ 770.25
VATEA – Retention – Prof Adjuncts	2512-3011-6103	1,512.00
VATEA – Retention – Student Tutors	2512-3011-6142	1,333.80
VATEA – Retention – TIAA CREF	2512-3011-6203	276.04
VATEA – Retention – Health Insurance	2512-3011-6209	495.36
VATEA – Retention – Instructional Supplies	2512-3011-7108	1,182.52
VATEA – Retention – Indirect Cost	2512-3011-7231	<u>\$ 329.18</u>

Sub-Total \$ 5,899.15

VATEA – Non Trad CTE – Prof PT	2514-3011-6102	\$ 6,025.25
VATEA – Non Trad CTE – State ERS	2514-3011-6201	1,655.22
VATEA – Non Trad CTE – Social Security	2514-3011-6204	531.31
VATEA – Non Trad CTE – Workers Comp	2514-3011-6205	60.30
VATEA – Non Trad CTE – Travel	2514-3011-7250	<u>\$ 4,400.00</u>

Sub-Total \$ 12,672.08

Total Decrease in Expenditures \$ 18,571.23

**RESOLUTION NO. 141-20: 2019-2020 BUDGET TRANSFERS
COLLEGIATE SCIENCE TECHNOLOGY ENTRY PROGRAM (CSTEP)
GRANT**

GRANT PERIOD: JULY 1, 2019 – JUNE 30, 2020

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, expenditures for the grant must be reallocated to support actual grant expenditures and the funds need to be adjusted to reflect the same within the 2019/2020 CSTEP Grant budget;

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

INCREASE EXPENDITURE:

CSTEP Grant –Prof F/T	2621-3011-6101	\$ 5,835.36
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CSTEP Grant –Prof P/T	2621-3011-6102	5,147.92
CSTEP Grant –State ERS	2621-3011-6201	156.04
CSTEP Grant –State TRS	2621-3011-6202	235.26
CSTEP Grant –Social Security	2621-3011-6204	1,531.68
CSTEP Grant –Workers Comp	2621-3011-6205	328.13
CSTEP Grant –Instructional Supplies	2621-3011-7108	3.60
CSTEP Grant –Office Supplies	2621-3011-7109	75.63
CSTEP Grant –Workshops/Seminars	2621-3011-7253	1,297.23
CSTEP Grant –Scholarship Awards	2621-3011-7512	<u>\$ 7,211.49</u>

Total Expenditure Increase \$ 21,822.34

DECREASE EXPENDITURE:

CSTEP Grant –Student Tutors	2621-3011-6142	\$ 444.46
CSTEP Grant –Life Insurance	2621-3011-6206	5.25
CSTEP Grant –Disability Insurance	2621-3011-6208	9.86
CSTEP Grant –Indirect Cost	2621-3011-7231	781.01
CSTEP Grant –Prof Svc Fees	2621-3011-7241	1,000.00
CSTEP Grant –Student Recruitment	2621-3011-7247	1,750.42
CSTEP Grant –Travel	2621-3011-7250	<u>\$ 17,831.34</u>

Total Expenditure Decrease \$ 21,822.34

Budget Amendments

Trustee Crowley presented budget amendments contained within resolutions 142-20, 143-20, 144-20, 145-20 and 146-20 noting all but 142-20 were resolutions recognizing grants. Trustee Crowley noted that any grant from New York State is now subject to a 20% reduction by the State, which could impact the College’s operating budget. Upon motion by Mike Crowley, seconded by David Males, resolutions 142-20, 143-20, 144-20, 145-20 and 146-20 were passed unanimously.

**RESOLUTION NO. 142-20: 2019-2020 BUDGET AMENDMENT
COLLEGIATE SCIENCE TECHNOLOGY ENTRY PROGRAM (CSTEP)
GRANT**

GRANT PERIOD: JULY 1, 2020 – JUNE 30, 2021

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 2020/2021 CSTEP Budget;

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

INCREASE REVENUE:

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

INCREASE EXPENDITURE:

CSTEP Grant –Prof F/T	2619-3011-6101	\$ 59,730.00
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CSTEP Grant –Prof P/T	2619-3011-6102	49,773.00
CSTEP Grant –State TRS	2619-3011-6202	5,700.00
CSTEP Grant –Social Security	2619-3011-6204	5,515.00
CSTEP Grant –Workers Comp	2619-3011-6205	1,095.00
CSTEP Grant –Life Insurance	2619-3011-6206	42.00
CSTEP Grant –Disability Insurance	2619-3011-6208	95.00
CSTEP Grant –Instructional Supplies	2619-3011-7108	6,509.00
CSTEP Grant –Office Supplies	2619-3011-7109	500.00
CSTEP Grant –Computer Software	2619-3011-7217	500.00
CSTEP Grant –Indirect Cost	2619-3011-7231	12,741.00
CSTEP Grant –Student Recruitment	2619-3011-7247	2,500.00
CSTEP Grant –Travel	2619-3011-7250	18,500.00
CSTEP Grant –Workshops/Seminars	2619-3011-7253	8,800.00
CSTEP Grant –Scholarship Awards	2619-3011-7512	<u>\$ 27,500.00</u>

Total Expenditure Increase \$199,500.00

**RESOLUTION NO. 143-20: 2019-2020 BUDGET AMENDMENT
ENGINEERING MENTORING PROGRAM GRANT**

GRANT PERIOD: SEPTEMBER 1, 2019 – AUGUST 31, 2020

WHEREAS, the College has received funding from Clarkson University to serve as a mentoring location for Clarkson Robotics Initiatives within the Jefferson-Lewis-BOCES district as an NNYRA partner/hub;

WHEREAS, funds can be used to pay robotics student mentors, compensate for the JCC Outreach Coordinator’s time via stipend and/or travel, purchase needed equipment for our facility, and any way that supplements the SUNY Jefferson engineering program, its initiatives, and its ability to maintain a viable hub location;

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

INCREASE REVENUE:

Engineering Mentoring Grant – Local Grants & Contracts 2827-3011-5430	<u>\$ 4,500.00</u>
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Total Increase Revenue \$ 4,500.00

INCREASE EXPENDITURE:

Engineering Mentoring Grant – Professional Stipends	2827-3011-6104	\$ 2,000.00
Engineering Mentoring Grant – Student Aides	2827-3011-6141	2,000.00
Engineering Mentoring Grant – ERS	2827-3011-6201	100.00
Engineering Mentoring Grant – Social Security	2827-3011-6204	200.00
Engineering Mentoring Grant – Workers Comp	2827-3011-6205	20.00
Engineering Mentoring Grant – Instructional Supplies	2827-3011-7108	<u>\$ 180.00</u>
		<u>\$ 4,500.00</u>

Total Increase Expenditure \$ 4,500.00

**RESOLUTION NO. 144-20: 2019-2020 BUDGET AMENDMENT
EDUCATIONAL OPPORTUNITY PROGRAM (EOP) GRANT – SUMMER
INSTITUTE**

GRANT PERIOD: JUNE 1, 2020 – AUGUST 31, 2020

WHEREAS, funds have been received from Jefferson Community College Foundation to support the State University of New York’s (SUNY) Educational Opportunity Program (EOP) summer program;

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

INCREASE REVENUE:

Educ. Opportunity Prog (EOP) –State Grants	2835-3011-5430	<u>\$ 1,600.00</u>
Total Revenue Increase		\$ 1,600.00

INCREASE EXPENDITURE:

Educ. Opportunity Prog (EOP) –Instr Supplies	2835-3011-7108	\$ 500.00
Educ. Opportunity Prog (EOP) –Prof Svc Fees	2835-3011-7241	600.00
Educ. Opportunity Prog (EOP) – Student Recrt	2835-3011-7247	<u>\$ 500.00</u>
Total Expenditure Increase		\$ 1,600.00

**RESOLUTION NO. 145-20: 2019-2020 BUDGET AMENDMENT
EDUCATIONAL OPPORTUNITY PROGRAM (EOP)GRANT – SUMMER
PRE-FRESHMAN**

GRANT PERIOD: JUNE 1, 2020 – AUGUST 31, 2020

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 approves the following budget amendment:

INCREASE REVENUE:

Educ. Opportunity Prog (EOP) –State Grants	2630-3011-5420	<u>\$ 48,370.00</u>
Total Revenue Increase		\$ 48,370.00

INCREASE EXPENDITURE:

Educ. Opportunity Prog (EOP) –Prof Adjuncts	2630-3011-6103	\$ 9,700.00
Educ. Opportunity Prog (EOP) –Student Tutors	2630-3011-6142	9,920.00

Educ. Opportunity Prog (EOP) –Instr Supplies	2630-3011-7108	10,850.00
Educ. Opportunity Prog (EOP) –Prof Svc Fees	2630-3011-7241	1,200.00
Educ. Opportunity Prog (EOP) –Student Recrt	2630-3011-7247	1,300.00
Educ. Opportunity Prog (EOP) –Scholarships	2630-3011-7512	<u>\$ 15,400.00</u>

Total Expenditure Increase \$ 48,370.00

**RESOLUTION NO. 146-20: 2019-2020 BUDGET AMENDMENT
SUNY RESEARCH FOUNDATION STRONG START TO FINISH (SSTF)
GRANT**

GRANT PERIOD: APRIL 30, 2019 – FEBRUARY 15, 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 innovation funds will be used to complement the existing work JCC is already doing in Math Pathways and in the Development English Learning Community. This funding is intended to be a deeper dive for the college to address specific guided pathways implementation and Core Principles strategies;

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>\$ 10,000.00</u>
Total Revenue Increase		\$ 10,000.00

INCREASE EXPENDITURE:

SUNY SSTF – Prof Stipend	2638-3011-6104	\$ 9,500.00
SUNY SSTF – Travel	2638-3011-7250	<u>\$ 500.00</u>
Total Expenditure Increase		\$ 10,000.00

Trustee Crowley presented Resolution 147-20, noting the College is required to update the purchasing policy annually to address any new uniform guidance and campus purchasing authority. Upon motion by Mike Crowley, seconded by Eugene Renzi, Resolution 147-20 was passed unanimously.

RESOLUTION NO. 147-20: 2020-2021 ANNUAL PURCHASING POLICY & CONTROL

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, 164-18, 173-19; 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.

Financial Statements

VP Dan Dupee reviewed the July 2020 financial statements noting that the June financials were also attached. Revenues and expenses are lower than last year at this time as expected. At this juncture, it appears that \$400,000 may be used from fund balance, but more savings are anticipated on the personnel side during August which may decrease the use of fund balance. On the balance sheet, the cash balance is low in direct reflection of the state aid that was not received. Accounts receivable is lower due to the fewer number of students in the residence hall.

Upon a motion made by Committee Chair Michael Crowley, seconded by David Males, the June 2020 and July 2020 financial reports were accepted unanimously.

Academic and Educational Services Committee – Committee Chair Terry Fralick

No report.

Facilities Committee – Committee Chair Pamela Beyor-Murtha

No report.

Other Business

President Ty Stone presented contracts for ratification in Resolution 148-20. Upon motion by Judy Gentner, seconded by Beth Fipps, the resolution ratifying all contracts was passed unanimously.

RESOLUTION NO. 148-20:

RATIFICATION OF CONTRACTS

- AdmitHub**
- Black Rocket**
- Board of Cooperative Education Services (BOCES)**
- Collaborate**
- Concept 3D**
- Dell**
- Lenovo**
- Nazareth College**
- New York State Education Department**
- SUNY Research Foundation (2)**
- Zoom**

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:

AdmitHub
(software agreement, recruitment and retention)

Black Rocket

(services agreement, Kids' College programming)

Board of Cooperative Education Services (BOCES)

(inter-municipal agreement, legal services)

Collaborate

(participating institution agreement, online learning platform)

Concept 3D

(services agreement, virtual tour and mapping for web)

Dell

(lease agreement, computer equipment)

Lenovo

(vendor agreement, student laptop purchases)

Nazareth College

(partner agreement, Jefferson Higher Education Center)

New York State Education Department

(grant agreement, CSTEP Program)

SUNY Research Foundation

(SBDC grant agreement, CARES Act Economic Disaster Recovery Award)

SUNY Research Foundation

(SBDC grant agreement, CARES Act Economic Disaster Recovery Award-Federal)

Zoom

(services agreement, online meeting/learning platform)

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

President Stone read aloud a resolution recognizing Student Trustee Rebekah Widrick for her service to the Board of Trustees. Chair Hunter also expressed appreciation to Rebekah on behalf of the Board. Rebekah thanked the Trustees and Dr. Stone. Upon motion by Pam Beyor-Murtha, seconded by Beth Fipps, Resolution 149-20 was passed unanimously by the Board.

**RESOLUTION NO. 149-20: RECOGNITION OF SERVICE
REBEKAH E. WIDRICK**

WHEREAS, Rebekah E. Widrick was first elected by the student body to serve as the student member of the Jefferson Community College Board of Trustees commencing July 1, 2019 and serving through September 30, 2020; and

WHEREAS, in addition to serving as a Trustee, Rebekah has provided leadership to the Jefferson Community College Student Government helping to plan and promote student programming, leadership training opportunities, and special events; and

WHEREAS, Rebekah is a leader among her peers, serving as treasurer of the Business, Hospitality and Tourism Club and vice president of the Art Club, and through her participation in the National Society for Leadership and Success and the Tau Xi Chapter of the Phi Theta Kappa Honor Society; and

WHEREAS, as a participant in the Honors Program, as recipient of the SUNY Chancellor's Award for Student Excellence and with recognition as a member of the All New York Academic Team of Phi Theta Kappa, Rebekah embodies academic excellence; and

WHEREAS, Rebekah has supported the Jefferson Community College Board of Trustees and the College President through her thoughtful insight and enthusiastic participation as a member of the Budget & Planning Committee and member of the President's Advisory Council;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees extends appreciation to Rebekah E. Widrick for her dedicated service to this College and offers every good wish for continued success in her higher education and professional endeavors.

Executive Session

On motion made by Judy Gentner, the Board adjourned to Executive Session at 5:12 p.m. pursuant to Article 7, Section 105(f) of the Public Officers Law.

Reconvention

The Board reconvened in open session at 6:13 p.m.

Personnel Committee – Committee Chair Judy Gentner

Trustee Gentner presented Resolution 150-20 with management confidential salaries for 2020-2021. Upon motion by Judy Gentner, seconded by Dave Males, Resolution 150-20 was passed unanimously.

RESOLUTION NO. 150-20: 2020-2021 M/C SALARY SCHEDULE

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve the attached 2020-2021 Salary Schedule for management and confidential employees which includes an annual increase of 2% for confidential employees in Grade 3 and equity adjustments totaling \$33,080. Management employees at grade 5 and above shall receive no annual increase.

Trustee Gentner presented a resolution to extend the president's contract for two years, through 2023. She noted that the language in the resolution included all previous amendments and Board resolutions that amended the president's contract. Upon motion by Pam Beyor-Murtha, seconded by Beth Fipps, Resolution 151-20 was passed unanimously.

RESOLUTION NO. 151-20: AMENDMENT TO THE PRESIDENT'S CONTRACT

WHEREAS, the Jefferson Community College Board of Trustees entered into a contract with Dr. Ty A. Stone in May 2017; and

WHEREAS, said contract was amended in June 2018 via Resolution 146-18 with regard to housing allowance; and

WHEREAS, Resolution 165-18 of September 2018 authorized a 2018-2019 salary increase and extension of said contract to 2021; and

WHEREAS, said contract was amended in June 2019 to reflect a modification of the timeline for evaluation of the president; and

WHEREAS, Resolution 221-19 of September 2019 authorized a 2019-2020 salary increase; and

WHEREAS, the Jefferson Community College Board of Trustees hereby approves an extension of the College President's contract by two additional years, to 2023;

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 incorporate all provisions of this resolution.

Dr. Stone thanked the Board of Trustees for their continued support and confidence as shown with the extension of her contract.

Schedule of Upcoming Meetings and Events

Personnel Committee Meeting – September 16, 2020, Wednesday, at 4:00 p.m.

Budget and Planning Committee Meeting – October 7, 2020, Wednesday at 3:00 p.m.

Board of Trustees Meeting – October 7, 2020, Wednesday at 4:00 p.m.

Dr. Stone reported that she will host a series of Lunch & Learn sessions for the academic year and Board members can email her or Karen Freeman with suggested topics.

Adjournment - On a motion made by Michael Crowley, seconded by Judy Gentner, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Karen J. Freeman
Secretary to the Board