The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:00 p.m., on Wednesday, April 6, 2011, in the Board Room (6-220), Jefferson Community College, Watertown, New York, by Chair Dan Villa.

APPROVAL OF MINUTES
On motion made by Mike Crowley and seconded by Jody LaLone, the minutes of the March 8, 2011 meeting were unanimously approved.
PRIVILEGE OF THE FLOOR
Chair Villa offered the privilege of the floor. Ray Petersen, Director for the Center for Community Studies, advised the Board that the Center is currently conducting its 12th annual survey of the community. He invited Board members to stop by the room next door to say hello to the students where they are making calls.

UPDATE FROM THE SENATE PRESIDENT
A written report from the Senate President is attached.

UPDATE FROM THE STUDENT TRUSTEE
Barbara Roberts talked about her recent trip to Haiti with fellow students over spring break. Eight students and two staff members spent the one-week spring break touring, learning the culture and working to help rebuild the community. She reflected that it was a most rewarding experience and left the students wanting to return to help more.

PRESIDENT’S REPORT
1. President McCoy attended the Phi Theta All-New York Team luncheon and the Chancellor’s Awards for Student Excellence celebrations yesterday in Albany where three of our students were honored.

2. Karen Freeman offered an overview of the Marketing and Public Relations initiatives this past year.

3. President McCoy noted that the Board materials include the JCC Factbook which provides an overview of the student demographics from fall semester 2010.

4. Frank Doldo provided an overview of the Student Activities offerings this past year.

5. President McCoy advised that the state budget has restored $88 of the $226 per FTE cut in state aid for the upcoming year. She noted her appreciation to the state legislators from our area for their support, there still remains a significant shortfall that the College will have to work through to bring the Trustees a recommendation for the 2011-2012 budget at the end of the month.

6. President McCoy advised that Congressman Bill Owens will be the keynote speaker for the 2011 Commencement and it looks like we are having record numbers of students signing up to participate in the ceremony.

7. President McCoy reviewed the schedule of upcoming events:
   - Scholars Reception - April 20 and April 21
   - Alumni Awards – April 27
   - Student Awards Ceremony – April 28
   - Retirement and Recognition – May 6
   - Commencement – May 20
BUDGET AND PLANNING

Committee Chair Mike Crowley provided the report of the Budget and Planning Committee. On motion made by Mike Crowley, seconded by Jim Scordo, the Board unanimously approved the following transfer within the 2010-11 operating budget:

RESOLUTION NO. 125-11: 2010-2011 BUDGET TRANSFER
US DOL Community-Based Job Training Grant

WHEREAS, the College has received notification of funding from the United States Department of Labor through the Community-Based Job Training Grant (CBJTG) in the amount of $1,991,950 over three years to build a regional healthcare workforce; and

WHEREAS, the grant also includes funding to extend educational opportunities through partnerships with various higher education institutions to create the Jefferson Community College Higher Education Center;

WHEREAS, the Nursing program is purchasing a simulation mannequin to assist and enhance instruction and student learning experiences;

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

INCREASE EXPENDITURE:
DOL CBJTG Grant – Software 3011-2560-7217 $ 8,500
DOL CBJTG Grant – Maint. Contract 3011-2560-7236 $18,500
DOL CBJTG Grant – Prof Srvc Fees 3011-2560-7236 $ 4,000
Total Expenditure Increase $31,000

DECREASE EXPENDITURE:
DOL CBJTG Grant – Oper. Supplies 3011-2560-7110 $31,000
Total Expenditure Decrease $31,000

Committee Chair Crowley presented the following budget amendment related to the Library Collection grant. On motion made by Mike Crowley, seconded by Barbara Roberts, the Board unanimously approved Resolution No. 126-11:

RESOLUTION NO. 126-11: 2010-2011 BUDGET AMENDMENT
LIBRARY COLLECTION DEVELOPMENT GRANT

WHEREAS, the College budgeted grant funding for the Library Collection Grant;

WHEREAS, the College received notification of a decrease in funding for the 2010/2011 fiscal year;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees approves the operating budget amendment to recognize the decrease in funding;

DECREASE REVENUE:
Committee Chair Crowley presented the following budget amendment related to the SUNY Child Care grant. On motion made by Mike Crowley, seconded by Doris McLallen, the Board unanimously approved Resolution No. 127-11:

RESOLUTION NO. 127-11: 2010-2011 BUDGET AMENDMENT
SUNY CHILD CARE GRANT

WHEREAS, the College received notification of funding from the State in the amount of $41,238 which is more than the estimate used at the time the operating budget was formulated;

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

INCREASE REVENUE:
SUNY Child Care Grant – Revenue 2602-3011-5420 $1,828.00
Total Revenue Decrease $1,828.00

INCREASE EXPENDITURE:
SUNY Child Care Grant – Other Fees 2602-3011-7239 $1,828.00
Total Expenditure Decrease $1,828.00

Committee Chair Crowley presented the following budget amendment related to the Garden grant. On motion made by Mike Crowley, seconded by Barbara Roberts, the Board unanimously approved Resolution No. 128-11:

RESOLUTION NO. 128-11: 2010-2011 BUDGET AMENDMENT
GARDEN GRANT

WHEREAS, funds have been in reserve with the Faculty-Student Association to purchase supplies for the campus community garden which was initially funded via grant monies to promote employee wellness;

WHEREAS, the Faculty-Student Association has requested the College accept said funds in order to facilitate expenditures;
THEREFORE, BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approved the following budget amendment:

**INCREASE REVENUE:**
Garden Grant – Revenue 2814-3011-5430 $397.77
Total Revenue Increase $397.77

**INCREASE EXPENDITURE:**
Garden Grant – Project Expense 2814-3011-7242 $397.77
Total Expenditure Increase $397.77

Committee Chair Crowley presented two budget amendments to the Student Association budgets. Following review and on motion made by Mike Crowley, seconded by Jody LaLone, with Student Trustee Barbara Roberts abstaining from the vote, the Board unanimously approved Resolutions No. 129-11 and 130-11:

**RESOLUTION NO. 129-11:** STUDENT ASSOCIATION BUDGET AMENDMENT
STUDENT GOVERNMENT

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached budget amendment to allow the Student Government to utilize $30,000 of unanticipated revenue due to increase enrollment for club luncheon, gifts to advisors and awards.

**RESOLUTION NO. 130-11:** STUDENT ASSOCIATION BUDGET AMENDMENT
ATHLETIC BOARD OF CONTROL

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached budget amendment to allow the Athletic Board of Control to utilize $30,000 of unanticipated revenue due to increase enrollment for additional uniforms for fall athletic teams and replacement of athletic equipment.

Following review and on motion made by Mike Crowley, seconded by Steven Haas, the Board unanimously approved the attached financial statements for the month ending February 28, 2011.

**ACADEMIC AND EDUCATIONAL SERVICES**
Doris McLallen, reported on behalf of the Academic and Educational Services Committee, Following review and on motion made by Doris McLallen, seconded by Mike Crowley, the Board unanimously approved the five year review for the Fire Protection Technology AAS program:
RESOLUTION NO. 123-11: APPROVAL OF FIVE-YEAR REVIEW
FIRE PROTECTION TECHNOLOGY AAS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached five-year review for the Fire Protection Technology AAS program

Following review and on motion made by Doris McLallen, seconded by Jim Scordo, the Board unanimously approved the five-year review for the Early Childhood Development AAS:

RESOLUTION NO. 124-11: APPROVAL OF FIVE-YEAR REVIEW
EARLY CHILDHOOD DEVELOPMENT AAS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached five-year review for the Early Childhood Development AAS program

OTHER BUSINESS
Following presentation by Board Chair Villa and on motion made by Mike Crowley, seconded by Jody LaLone, the Board ratified the following contracts:

RESOLUTION NO. 122-11: RATIFICATION OF CONTRACTS
Jefferson-Lewis Workforce Investment Board (WIB)
Johns Hopkins University
NYS CSEA

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:

JEFFERSON – LEWIS WORKFORCE INVESTMENT BOARD
(Center for Community Studies agreement)

JOHNS HOPKINS UNIVERSITY
(engineering innovation program)

NEW YORK STATE CSEA
(provider agreement)

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby recognize and ratify the aforementioned agreements.
SCHEDULE OF MEETINGS
   Executive Committee – Tuesday, April 12, 2011 at 3:30 p.m.
   Budget Worksession – Wednesday, April 27, 2011 at 3:00 p.m.
   Facilities Committee – Thursday, April 28, 2011 at 7:30 a.m.
   Budget and Planning – Wednesday, May 4, 2011 at 3:00 p.m.
   Academic and Educational Services – Wednesday, May 4, 2011, TBA
   Full Board Meeting – Wednesday, May 4, 2011 at 4:00 p.m.

EXECUTIVE SESSION
On motion made by Jody LaLone, seconded by Barbie Roberts, the Board adjourned to Executive Session at 4:58 p.m. pursuant to Article 7 of the Public Officers Law, section 105(e) and (f).

Respectfully submitted,

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Karen A. Carr
Secretary to the Board