The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:03 p.m., on Wednesday, July 2, 2014, in the Board Room (6-220), Jefferson Community College, Watertown, New York, by Board Chair Michael Crowley.

APPROVAL OF MINUTES
On motion made by Dan Villa and seconded by David Clark, the minutes of the June 4, 2014 meeting were unanimously approved.

PRIVILEGE OF THE FLOOR
Chair Crowley offered the privilege of the floor. No one came forward to address the Board.
UPDATE FROM THE FOUNDATION
Foundation Executive Director Alicia Dewey offered a written report.

UPDATE FROM THE STUDENT TRUSTEE
Student Trustee Alyssa Mckenzie-Chery indicated that student activities has received very positive feedback about the new Corner Café and also for the free ice cream on Wednesdays. The Campus Activities Board and Student Government are holding training sessions in August and are busy planning for fall semester.

PRESIDENT’S REPORT

- Vice President Tom Finch reviewed academic actions for the spring 2014 semester.

- President McCoy provided an update on the Facilities Master Plan 2014-2020. The final version was posted on BlackBoard for Trustees and following Trustee approval will move to the County for acceptance and then on to SUNY. The next step in taking any action on the plan would be a joint Facilities Committee meeting with the County.

- President McCoy discussed where we are at with state capital funding for the Collaborative Learning Center. The State legislature failed to act on the ‘technical clean-up’ bill to include funding for community college capital projects in the state budget. SUNY is interceding with the legislature on behalf of the community colleges which have capital projects affected by the omission. The Board concurred with President McCoy that if SUNY’s efforts do not provide relief in the next week or so that she should begin discussions with the County on other possible remedies.

- President McCoy reviewed a request by a donor to have a bench with a small plaque installed on campus and specifically discussed the request in light of the College’s Naming policy. Trustees concurred that a bench with a plaque does not fit the parameters of a naming opportunity and would not require Board approval.

- President McCoy noted some upcoming dates:
  - August 18, 3:00 p.m. Ribbon Cutting for East Hall
  - August 14, evening Distinguished Alumni and Canoneer Hall of Fame
  - August 15, evening Foundation Clambake at Antique Boat Museum

- President McCoy reported that there are currently 305 applications and 175 paid deposits for East Hall and the two Resident Directors are on board and working on programming. Also, 8 Resident Assistants have been hired and will begin in August. President McCoy offered kudos to Ron Shidemantle, Dean of Students for his good work on the residence hall project.
REPORT OF NOMINATING COMMITTEE - ELECTION OF OFFICERS
Michelle Pfaff offered the report of the Nominating Committee, presenting the following slate of officers for the 2014-2015 year:

Chair - James Scordo  
Vice Chair - Terry Fralick  
Secretary - Karen Carr  
Treasurer - Dan Dupee  

Chair Crowley opened the floor for nominations. There being no nominations from the floor, and upon motion made by Michelle Pfaff, seconded by Steven Haas, the Board voted unanimously to cast one vote for the slate of officers as presented.

BUDGET AND PLANNING COMMITTEE
Committee Chair Dan Villa provided the report of the Budget and Planning Committee which met prior to the full Board meeting.

Following review and on motion made by Dan Villa, seconded by Terry Fralick, the Board unanimously approved the 2014-15 tuition and fee schedule as follows:

RESOLUTION NO. 148-14: 2014/2015 TUITION AND FEE SCHEDULE

WHEREAS, the Jefferson Community College Board of Trustees hereby adopts the following Tuition and Fee Schedule for the 2014-2015 academic year:

TUITION:
New York State Residents who are residents of the sponsorship area or non-residents of the sponsorship area who present a Certificate of Residence:
- Full-Time $3,984 per academic year
- Part-Time $166 per credit hour

New York State residents who are not residents of the sponsorship area and do not present a Certificate of Residence:
- Full-Time $6,072 per academic year
- Part-Time $253 per credit hour

Non-New York State Residents:
- Full-Time $6,072 per academic year
- Part-Time $253 per credit hour

STUDENT SERVICE FEES:
Fees deducted from operating costs as offsetting revenue:

- Non-Credit Course Fee variable($10-$250)
- Document/Check Replacement Fee $5 per copy
- Transcript Fee $8 per copy
- Health Transcript Fee $5 per occurrence
Facsimile Fee (Official Documents) $ 5 per occurrence  
Processing Fee, Directed Study $ 5 per course  
Credit By Examination Fee $ 15 per credit hour  
College-Level Examination Program $ 20 per exam  
Returned Check Fee $ 20 per check  
Parking Fines variable($10-$100)  
Fitness Center Use Fee $ 30 per semester  
Fitness Center Screening Fee $ 15 one-time fee  
Technology Fee $ 6 per credit hour  
Computer Lab Fee (Community Members) $ 40 per semester  
Online Learning Network Fee $ 12 per credit hour  
Course Lab/Materials Fee variable($5-$50)  
Military Credit Inventory  
   Application/Evaluation Fee $ 125  
   Credit Inventory Update Fee $ 35  
   Official Transcript Fee $ 6  
Nursing Program Fee $ 250 per semester  
Energy 110 Course Fee (Certification) $ 165  
Fire Protection (FPT 105) Course Fee (Certification) $ 150  
Fire Protection (FPT 205) Course Fee (Certification) $ 150  

FEES CHARGED TO STUDENTS BY SEPARATE ASSOCIATIONS:  
(i.e. Faculty-Student Association or by self-sustaining operations)  

*Comprehensive Student Fee $ 12 per credit hour  
Comprehensive Student Fee - Summer Session $ 2 per credit hour  
Insurance – Mandatory Accident $ 23 per year  
Insurance – Mandatory Accident (spring/summer) $ 14  
Diploma (replacement) Fee $ 30  
Identification Card (replacement) Fee $ 10  
Alumni Fee (optional) $ 10 per semester  

*Not applicable for extension site courses; (fees included: student resource, health service, commencement, new student services, and identification card)  

Following review and on motion made by Dan Villa, seconded by Steven Haas, the Board unanimously approved the 2014-15 Operating Budget as follows:  

RESOLUTION NO. 149-14: 2014/2015 OPERATING BUDGET  

WHEREAS, Jefferson Community College anticipates serving 2,169 full-time students as well as enrolling students for 22,012 part-time credit hours and 6,187 summer credit hours during the 2014-2015 academic year. Base State Aid FTE is 2,891.3.
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve a Jefferson Community College 2014-2015 Operating Budget in the amount of $28,473,545 with the contribution of the sponsor at $4,769,055 and the State share of $7,569,896.

Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved an amendment to the 2013-14 operating budget as follows:

RESOLUTION NO. 150-14: 2013-2014 BUDGET AMENDMENT
IVMF/WALMART HEALTH INFORMATION TECHNOLOGY CONTRACT GRANT

WHEREAS, the College has received funding from the Walmart Foundation, Inc., via a subcontract agreement with Syracuse University, to implement a vocational accelerator program for military and veteran service family members. The main object of the program will be to serve twelve transitioning military or veteran service, or family members, and provide them with portable job skills.

WHEREAS, the program will emphasize recruiting women and those under the age of 34 and build upon a successful previously offered HIT certification program. The grant will enable the program to be redesigned to meet the needs of transitioning military and veteran service members. Upon program completion, two nationally recognized HIT Pro certification exams will have been taken and students will receive Jefferson Community College Certificates of Completion for 300 hours of training.

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

INCREASE REVENUE:

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<th>Description</th>
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<th>Amount</th>
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<tr>
<td>IVMF/Walmart HIT Contract Grant – Local Grants &amp; Contracts</td>
<td>2826-3011-5430</td>
<td>$105,106.00</td>
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Total Increase Revenue $105,106.00

INCREASE EXPENDITURES:

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<tr>
<td>IVMF/Walmart HIT Contract Grant – Professional F/T</td>
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<td>IVMF/Walmart HIT Contract Grant – Professional Adjuncts</td>
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<td>IVMF/Walmart HIT Contract Grant – Civil Svc FT</td>
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<td>IVMF/Walmart HIT Contract Grant – State ERS</td>
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<td>IVMF/Walmart HIT Contract Grant – Social Security</td>
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<td>IVMF/Walmart HIT Contract Grant – Workers Compensation</td>
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<td>IVMF/Walmart HIT Contract Grant – Instructional Supplies</td>
<td>2826-3011-7108</td>
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<td>IVMF/Walmart HIT Contract Grant – Advertising</td>
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<td>IVMF/Walmart HIT Contract Grant – Travel</td>
<td>2826-3011-7250</td>
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Total Increase Expenditures $105,106.00
Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the financial statements for the month ending May 31, 2014 were unanimously accepted.

OTHER BUSINESS
President McCoy presented three contracts for ratification. On motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously ratified the following contracts:

RESOLUTION NO. 146-14: RATIFICATION OF CONTRACTS
Jeff-Lewis BOCES
Atlantic Testing Laboratories

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-Hamilton-Herkimer-Oneida BOCES
(inter-municipal cooperation agreement)

Atlantic Testing Laboratories
/agreement for bulk sampling and addendum

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 McCoy and on motion made by Terry Fralick, seconded by Alyssa McKenzie-Chery, the Board unanimously approved the 2014-2020 Facilities Master Plan as follows:

RESOLUTION NO. 147-14: APPROVAL OF THE 2014-2020 FACILITIES MASTER PLAN

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves and adopts the 2014-2020 Facilities Master Plan completed by Mach Architecture and the Bernier Carr Group dated June 2014.

SCHEDULE OF MEETINGS
Budget and Planning – Wednesday, September 3, at 3:00 p.m.
Academic and Educational Services – September 3, 2014
Full Board Meeting – Wednesday, September 3, 2014 at 4:00 p.m.
President McCoy thanked Board chair Michael Crowley for his leadership over the past two years and Trustees echoed the sentiment with their applause.

**ADJOURNMENT**
On motion made by Dan Villa, seconded by Michelle Pfaff, the meeting was adjourned at 5:02 p.m.

Respectfully submitted,

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Karen A. Carr
Secretary to the Board