The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:00 p.m., on Wednesday, June 1, 2011, in the Board Room (6-220), Jefferson Community College, Watertown, New York, by Chair Dan Villa.

APPROVAL OF MINUTES
On motion made by Doris McLallen and seconded by Mike Crowley, the minutes of the May 4, 2011 meeting were unanimously approved.
PRIVILEGE OF THE FLOOR
Chair Villa offered the privilege of the floor. No one came forward to address the Board.

APPOINTMENT OF NOMINATING COMMITTEE
Chair Villa appointed Doris McLallen, Jody LaLone and Steven Haas to serve as the Nominating Committee with Trustee McLallen serving as Chair.

UPDATE FROM THE SENATE PRESIDENT
No report this month.

UPDATE FROM THE STUDENT TRUSTEE
Barbara Roberts introduced Scott Howe who has been elected to replace her as student Trustee. She also thanked the Board for the opportunity to serve alongside them indicating that her year as a Trustee has been fun and she has learned a lot.

UPDATE FROM THE FOUNDATION
Michelle Pfaff reported on behalf of the Foundation. At their recent meeting the Directors received an update from the Mayor’s Ball Planning Committee; the Foundation Office is just completing the search for the new Alumni Development Officer; and a promotion has begun for sales of the hand painted ornaments by Thelma Hamilton in celebration of the College's 50th anniversary.

PRESIDENT’S REPORT
1. Wes Hissong, Director of Campus Safety and Security, provided an overview of the attached annual security report. Trustee Crowley suggested creating a report card to track goals and progress each year.
2. Bernard Brown of Bernier, Carr and Associates and Tina Schneider of Purcell Construction offered a report on the residence halls project with the overview of a conceptual plan (3-story, mix of suites, centralized kitchen in larger lounge) as well as building elevations and potential site options. Tina Schneider of Purcell Construction, reviewed the attached financial plan with two options: 270 student capacity; 210 student capacity. She indicated that once the College makes the decision on which option to propose, a final narrative, drawings and financial plans will be combined with the Feasibility Study into a prospectus which can be used to move the project forward to financing.
3. VP Betsy Penrose noted that fall enrollment is up, mostly due to continuing students. New students are lagging somewhat, but it is too early in the registration season to predict where we might end up.
4. An update on current projects is attached which was reviewed at the recent Facilities Committee meeting.
5. Upcoming meetings:
   Finance and Rules – Tuesday, June 28 at 7:00 p.m.
   Board of Legislators – Tuesday, July 5 at 7:00 p.m.
6. President McCoy acknowledged VP Ed Knapp who is attending his last Trustee meeting and will be retiring at the end of the month. She thanked him for his service to Jefferson and offered best wishes for his retirement.
BUDGET AND PLANNING
Committee Chair Mike Crowley provided the report of the Budget and Planning Committee. On motion made by Mike Crowley, seconded by Michelle Pfaff, the Board unanimously approved the following amendment to the 2010-11 student association operating budget:

RESOLUTION NO. 140-11 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 $25,000 of fund balance for library furniture expenditures.

Following review and on motion made by Mike Crowley, seconded by Barbara Roberts, the Board unanimously approved the following amendment to the 2010-11 student association operating budget:

RESOLUTION NO. 141-11 STUDENT ASSOCIATION BUDGET AMENDMENT
SOCIAL CULTURAL COMMITTEE

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached budget amendment to allow the Social Cultural Committee to recognize additional revenues through ticket sales, donations and students fees and to support additional program costs for events in the sum of $91,074.60.

On motion made by Mike Crowley, seconded by Michelle Pfaff, the Board unanimously approved the 2011-2012 operating budget for the Faculty - Student Association as follows:

RESOLUTION NO. 142-11: APPROVAL 2011-2012 OPERATING BUDGET
FACULTY-STUDENT ASSOCIATION

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached 2011-2012 operating budget for the Faculty-Student Association.

Following review and on motion made by Mike Crowley, seconded by Michelle Pfaff, the Board unanimously approved the attached financial statements for the month ending April 30, 2011.

ACADEMIC AND EDUCATIONAL SERVICES
Following review and on motion made by Doris McLallen, seconded by Barbara Roberts, the Board unanimously approved the following five-year reviews (Resolutions No. 143-11, 144-11 and 145-11)
RESOLUTION NO. 143-11: APPROVAL OF FIVE-YEAR REVIEW
COMPUTER SCIENCE AS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached five-year review for the Computer Science AS program

RESOLUTION NO. 144-11: APPROVAL OF FIVE-YEAR REVIEW
COMPUTER INFORMATION SYSTEMS AS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached five-year review for the Computer Information Systems AS program

RESOLUTION NO. 145-11: APPROVAL OF FIVE-YEAR REVIEW
COMPUTER INFORMATION TECHNOLOGY AAS

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

PERSONNEL COMMITTEE
On motion made by Michelle Pfaff, seconded by Doris McLallen, the Board unanimously approved 2011 continuing appointments (off-cycle) as follows:

RESOLUTION NO. 146-11: 2011 CONTINUING APPOINTMENTS (OFF CYCLE)

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve the following continuing appointments, effective January 1, 2012:

Leah Deasy, Instructor
Frank Doldo, Director of Student Activities
Rebecca Shakespeare, Information Systems Specialist

On motion made by Michelle Pfaff, seconded by Michael Crowley, the Board unanimously approved 2011 promotions (additional) as follows:

RESOLUTION NO. 147-07: 2011 PROMOTIONS (OFF-CYCLE)

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve the following promotions, effective January 1, 2012:

Instructor to Assistant Professor
Leah Deasy
OTHER BUSINESS
Following presentation by Chair Villa and on motion made by Michelle Pfaff, seconded by Michael Crowley, the Board ratified the following contracts:

RESOLUTION NO. 138-11: RATIFICATION OF CONTRACTS
Fort Drum SORT (SORB)
SUNY Research Foundation
Jeff-Lewis Healthcare

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:

Fort Drum SORT (SORB)
(workshop offerings)

SUNY Research Foundation
(subcontract for SBDC)

Jeff-Lewis Healthcare
(cooperation agreement)

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

Following presentation by Dan Villa and on motion made by Michael Crowley, seconded by Doris McLallen, the Board unanimously and with applause recognized the service of student Trustee Barbara Roberts as follows:

RESOLUTION NO. 139-11: RECOGNITION OF SERVICE
BARBARA E. ROBERTS

WHEREAS, Barbara E. Roberts was first elected by the student body to serve as the student member of the Jefferson Community College Board of Trustees commencing July 1, 2010; and

WHEREAS, Barbara E. Roberts has provided leadership to the Jefferson Community College Student Government as well as serving as a Trustee; and

WHEREAS, Barbara E. Roberts has actively supported the Jefferson Community College Board of Trustees through her active participation in Board Meetings, her generous donation of time and talent and her wise and thoughtful counsel; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees extends appreciation to Barbara E. Roberts for her dedicated service to this College and wishes Barbara well in her future higher education and professional service endeavors.
SCHEDULE OF MEETINGS
Executive Committee – Wednesday, June 22, at 7:30 a.m.
Facilities Committee – Thursday, June 30, at 7:30 a.m.
Budget and Planning – Wednesday, July 6, 2011 at 3:00 p.m.
Academic and Educational Services – July 6, 2011, TBA
Full Board Meeting – Wednesday, July 6, 2011 at 4:00 p.m.

EXECUTIVE SESSION
On motion made by Michelle Pfaff, seconded by Doris McLallen, the Board adjourned to Executive Session at 5:21 p.m. pursuant to Article 7 of the Public Officers Law, section 105 (f).

RECONVENTION
The Board reconvened in open session at 5:40 p.m.

ADJOURNMENT
On motion made by Michelle Pfaff seconded by Barbara Roberts, the Board adjourned at 5:40 p.m.

Respectfully submitted,

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Karen A. Carr
Secretary to the Board