Present: Dan Villa, Chair, TRUSTEES
       Michael Crowley, TRUSTEES
       Terry Fralick
       Steven Haas
       Jody LaLone
       Doris McLallen
       Barbara Roberts
       James Scordo

Excused: Michelle Pfaff

Administrative Staff:
       Carole McCoy, President
       Dan Dupee, VP Administration and Finance
       Thomas Finch, VP Academic Affairs
       Betsy Penrose, VP Students

Guests:
       Marvin Blachman, Dean for Liberal Arts
       Linda Dening, VP Faculty Association
       Linda Dittrich, Dean for Math and Science
       Pam Dixon, Technical Specialist
       Frank Doldo, Director of Student Activities
       Jeri Fairman, Dean for Curriculum and Instruction
       Katherine FitzGerald, Adjunct Professor of Philosophy
       Karen Freeman, Marketing and Public Relations Officer
       Tim Grosse, College Senate President
       Patty Jaacks, Assistant Professor of Biology
       Rena Singh, Watertown Daily Times
       Thomas Wojcikowski, Assistant Director of Student Activities

The regular monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:00 p.m., on Wednesday, March 7, 2012, in the Board Room (6-220), Jefferson Community College, Watertown, New York, by Board Chair Dan Villa.

APPROVAL OF MINUTES
On motion made by Michael Crowley and seconded by Jody LaLone, the minutes of the February 1, 2012 meeting were unanimously approved.
PRIVILEGE OF THE FLOOR
Chair Villa offered the privilege of the floor. No one came forward to address the Board.

UPDATE FROM THE SENATE PRESIDENT
Senate President Tim Grosse submitted a written report.

PRESIDENT’S REPORT
1. Vice President for Students, Betsy Penrose, shared the attached financial aid summary noting that it is consistent with prior years.
2. Patty Jaacks, Co-Chair of the Super Science Saturday planning committee provided an overview of this year’s event, noting that the 5th annual focus on math and science attracted 1000 students and their families to see 14 faculty exhibits and 16 community exhibits.
3. Frank Doldo and Tom Wojcikowski spoke about recent campus events including the performance by Danny Glover and Felix Justice, Matt Glowacki’s workshop on diversity and an entire week of activities for Mental Health Week. Also, Theory of a Dead Man will return for a performance in April.
4. Adjunct Professor Katherine FitzGerald gave an overview of a project by the College’s AAUW Student Organization to produce a film based on research released last fall on sexual harassment in school. The film was premiered at a conference this past weekend on bully culture.

BUDGET AND PLANNING
Committee Chair Mike Crowley provided the report of the Budget and Planning Committee. On motion made by Mike Crowley, seconded by Jody LaLone, the Board unanimously approved the following budget amendment to recognize a change in grant funding for the Library Collection Development grant as follows:

RESOLUTION NO. 119-12: 2011-2012 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 2011/2012 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:
Collection Development Grant - Revenue 2604-3011-5420 $118.00
Decrease Revenue $118.00

DECREASE EXPENDITURE:
Collection Development Grant – Books 2604-3011-7101 $118.00
Decrease Expense $118.00
On motion made by Michael Crowley, seconded by Jim Scordo, the Board unanimously approved a budget transfer to move funds within the DOL Community-Based Job Training grant as follows:

**RESOLUTION NO. 120-12: 2011-2012 BUDGET TRANSFER**  
US DOL Community-Based Job Training Grant

**WHEREAS**, the College has received 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 Nursing Department would like to purchase laptops and computers for student use within our collaborative training labs located at Samaritan Medical Center;

**NOW, THEREFORE BE IT RESOLVED**, that the Jefferson Community College Board of Trustees approves the operating budget transfer;

**DECREASE EXPENDITURE:**  
DOL CBJTG Grant – A/V Equip  2560-3011-7007  $ 11,200.00  
Total Decrease in Expenditure  $ 11,200.00

**INCREASE EXPENDITURE:**  
DOL CBJTG Grant – Comp Equip  2560-3011-7006  $ 11,200.00  
Total Increase in Expenditure  $ 11,200.00

On motion made by Mike Crowley, seconded by Doris McLallen, the Board unanimously approved the following budget amendment to recognize a new grant:

**RESOLUTION NO. 121-12 2011-2012 BUDGET AMENDMENT**  
EARLY CHILDHOOD FURNITURE GRANT

**WHEREAS**, the College has received a donation from a private individual to purchase various pieces of furniture to support its Early Childhood Human Services program;

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

**INCREASE REVENUE:**  
Early Childhood Furniture Grant – Local Grants & Contract  2823-3011-5430  $ 836.83  
Total Increase in Revenue  $ 836.83

**INCREASE EXPENDITURE:**  
Early Childhood Furniture Grant – Furniture  2823-3011-7002  $ 836.83  
Total Increase in Expenditure  $ 836.83
Following review and on motion made by Mike Crowley, seconded by Barbara Roberts, the Board unanimously accepted the attached financial statements for the period ending January 31, 2012.

EXECUTIVE SESSION
On motion made by Doris McLallen, seconded by Jim Scordo, the Board adjourned to Executive Session at 4:30 p.m. pursuant to Article 7 of the Public Officers Law, section 105(e) and (f).

RECONVENTION
The Board reconvened in open session at 4:42 p.m.

PERSONNEL COMMITTEE
Committee Chair Pro Tem Jody LaLone presented the recommendations of the Personnel Committee for Continuing Appointment, Promotion and Sabbatical leaves for 2012. On motion made by Jody LaLone, seconded by Barbara Roberts, the Board unanimously approved 2012 continuing appointments as follows:

RESOLUTION NO. 114-12: 2012 CONTINUING APPOINTMENTS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees approves the following continuing appointments, effective September 1, 2012:

- **James Ambrose**
  Director of Financial Aid

- **Michael Avery**
  Instructor of English

- **Larry Danforth**
  Instructor of Mathematics

- **Deborah Elliott**
  Assistant Registrar

- **Tanya Hoistion**
  Learning Skills Specialist

- **Carleen Huxley**
  Assistant Librarian

- **Timothy LaGoy**
  Instructor of Social Science
On motion made by Jody LaLone, seconded by Doris McLallen, the Board unanimously approved 2012 promotions as follows:

RESOLUTION NO. 115-12: 2012 PROMOTIONS

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

Instructor to Assistant Professor
- Michael Avery
- Larry Danforth
- Jeannine Gomiela
- Timothy LaGoy
- Brandon Maxam
- Roy Romano

Assistant Professor to Associate Professor
- Ann Clark-Moore
- Timothy Grosse
- Mark Irwin
- Patricia Jaacks

Grade 3 to Grade 5
- Andrea Pedrick
- Allen Speno

Grade 7 to Grade 9
- James Ambrose
- Becky Small Kellogg
On motion made by Jody LaLone, seconded by James Scordo, the Board unanimously approved a sabbatical leave for 2012-2013 as follows:

RESOLUTION NO. 116-12:  2012-2013 SABBATICAL LEAVES

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve the following sabbatical leave during the 2012-2013 academic year:

Joshua Dickinson    Spring 2013

On motion made by Jody LaLone, seconded by Steve Haas, the Board unanimously approved an employment agreement with the Educational Support Professionals Association as follows:

RESOLUTION NO. 117-12:  APPROVAL OF EMPLOYMENT AGREEMENT
EDUCATIONAL SUPPORT PROFESSIONALS ASSOCIATION

WHEREAS, a tentative employment agreement between the Jefferson Community College Board of Trustees and Jefferson County and the Educational Support Professionals Association has been arrived at through collective negotiations between the entities;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached tentative agreement and authorizes the Chair of the Board to execute said agreement on behalf of the Board.

OTHER BUSINESS
Following presentation by Board Chair Villa and on motion made by Dan Villa, seconded by Doris McLallen, the Board unanimously ratified contracts as follows:

RESOLUTION NO. 118-12:  RATIFICATION OF CONTRACTS
SUNY Research Foundation
St. John Fisher College

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:

SUNY Research Foundation
(SBDC contract)

St. John Fisher College
(JHEC agreement)

Jefferson Community College Board of Trustees
Meeting Minutes – March 7, 2012

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

SCHEDULE OF MEETINGS
  Budget and Planning – Wednesday, April 4, 2012 at 3:00 p.m.
  Academic and Educational Services – Wednesday, April 4, 2012 at TBD
  Full Board Meeting – Wednesday, April 4, 2012 at 4:00 p.m.

ADJOURNMENT
On motion made by Steven Haas, seconded by Michael Crowley, the Board adjourned at 4:47 p.m.

Respectfully submitted,

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Karen A. Carr
Secretary to the Board