Jefferson Community College Board of Trustees
Meeting Minutes – July 7, 2010

JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES

MINUTES OF MEETING
WEDNESDAY, JULY 7, 2010

Present: Jody LaLone, Chair  ) TRUSTEES
   Steven Haas  )
   Nathan Holloway  )
   Doris McLallen  )
   Michelle Pfaff  )
   Barbara Roberts  )
   James Scordo  )
   Dan Villa  )

Excused: Michael Crowley  )

Administrative Staff:
   Carole McCoy, President
   Craig Johnson, VP Community Engagement
   Ed Knapp, VP Academic Affairs
   Betsy Penrose, VP Students

Guests: Marvin Blachman, Dean for Liberal Arts
   Jack Donato, FSA Board Chair
   Jeri Fairman, Dean for Curriculum and Instruction
   Karen Freeman, Marketing and Public Relations Officer
   Anita Lyndaker, Student
   Jamie Munks, Watertown Daily Times
   Ray Petersen, Representative to the Faculty Council for Community Colleges

The monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:04 p.m., on Wednesday, July 7, 2010, in the Board Room (6-220), Jefferson Community College, Watertown, New York, by Board Chair Jody LaLone.

APPROVAL OF MINUTES
On motion made by Dan Villa and seconded by Nate Holloway, the minutes of the June 2, 2010 meeting were unanimously approved.

PRIVILEGE OF THE FLOOR
Board Chair LaLone offered the privilege of the floor. Dr. Ray Peterson, Professor of Political Science and Jefferson’s representative on the SUNY Faculty Council for community Colleges addressed the Board with regard to the FCCC request for a non-voting member of the SUNY Board.
REPORT FROM THE JCC FOUNDATION
Michelle Pfaff reported that at the June meeting of the Jefferson Community College Foundation. The group elected officers and heard reports on the status of scholarship and upcoming events.

PRESIDENT’S REPORT
1. Vice President for Academic Affairs, Ed Knapp, reviewed academic actions (probation, dismissal, dean’s list, president’s list) for the spring 2010 semester, noting that Mary Perrine, Coordinator for Institutional Research and Planning, is working on disaggregating data to identify trends.

2. Vice President for Academic Affairs, Ed Knapp, gave a brief overview of the recent visit by the Federal Project Operator for the DOL grant. It was a positive visit and the campus will receive a written report from the representative in the next few weeks. He extended Kudos to all those who helped prepare for the site visit.

3. Betsy Penrose, Vice President for Students, gave an update on the status of the application for a Title III Grant. The grant application, due August 5, will include initiatives to strengthen online programs, student success, project sustainability (endowment) and data decision –making.

4. President McCoy noted that the College had recently received the Family Friendly Workplace Award from the NYS AAUW on nomination by the Jefferson County Branch as well as the Red Cross SUNY Partnership Award which acknowledged that the campus had doubled its donations at a college hosted blood drive.

REPORT OF NOMINATING COMMITTEE - ELECTION OF OFFICERS
Nate Holloway offered the report of the Nominating Committee, presenting the following slate of officers for the 2010-2011 year:

   Chair - Dan Villa
   Vice Chair - Michael Crowley

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

BUDGET AND PLANNING COMMITTEE
Committee Chair Dan Villa reported on the Budget and Planning Committee meeting held just prior to the full Board meeting. He noted that the operating budget which we are asked to approved today and which the County sponsor approved yesterday may have to be adjusted after we know what the state budget commitment will be for community college aid. Following review and on motion made by Dan Villa, seconded by Doris McLallen, the Board unanimously approved the following operating budget for 2010-2011:
RESOLUTION NO. 158-10: 2010-2011 OPERATING BUDGET

WHEREAS, Jefferson Community College anticipates serving 1,935 full-time students as well as enrolling students for 17,092 part-time credit hours and 5,173 summer credit hours during the 2010-2011 academic year, which is equivalent to 2,473 FTE:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve a Jefferson Community College 2010-2011 Operating Budget in the amount of $22,715,708 with the contribution of the sponsor at $4,260,548 and the State share of $6,300,585.

Committee Chair Villa noted that the 2010-2011 Tuition and Fee schedule includes a tuition increase of 5.1%. Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the following tuition and fee schedule for 2010-2011:

RESOLUTION NO. 159-10: 2010/2011 TUITION AND FEE SCHEDULE

WHEREAS, the Jefferson Community College Board of Trustees hereby adopts the following Tuition and Fee Schedule for the 2010-2011 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 $3,480 per academic year
- Part-Time $145 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 $5,424 per academic year
- Part-Time $226 per credit hour

Non-New York State Residents:
- Full-Time $5,424 per academic year
- Part-Time $226 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 $6 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 \hspace{1cm} \text{variable}($10-100$)  
Fitness Center Use Fee \hspace{1cm} $30$ per semester  
Fitness Center Screening Fee $15$ one-time fee  
Technology Fee $4$ per credit hour  
Computer Lab Fee (Community Members) $40$ per semester  
Online Learning Network Fee $12$ per credit hour  
Course Lab/Materials Fee \hspace{1cm} \text{variable}($5-50$)  
Military Credit Inventory  
\hspace{1cm} Application/Evaluation Fee $125$  
\hspace{1cm} Credit Inventory Update Fee $35$  
\hspace{1cm} Official Transcript Fee $6$  
Dental Hygiene Program Fee (Monroe CC) $2,835$ per semester  

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

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
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<tbody>
<tr>
<td>*Comprehensive Student Fee</td>
<td>$11$ per credit hour</td>
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<tr>
<td>Comprehensive Student Fee - Summer Session</td>
<td>$2$ per credit hour</td>
</tr>
<tr>
<td>Insurance – Mandatory Accident</td>
<td>$18$ per year</td>
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<tr>
<td>Insurance – Optional Sickness</td>
<td>$160$ per year</td>
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<tr>
<td>Insurance – Mandatory Accident (spring/summer)</td>
<td>$12$</td>
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<tr>
<td>Insurance – Optional Sickness (spring/summer)</td>
<td>$106$</td>
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<tr>
<td>Diploma (replacement) Fee</td>
<td>$30$</td>
</tr>
<tr>
<td>Identification Card (replacement) Fee</td>
<td>$10$</td>
</tr>
<tr>
<td>Alumni Fee (optional)</td>
<td>$10$ per semester</td>
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*Not applicable for extension site courses; (fees included: student resource, health service, commencement, new student services, and identification card)*

The Board discussed the escalation of the tuition receivable write-off and requested that College administration review our financial aid disbursement schedule and policy against other colleges’ practices and asked that information be provided to compare collection rates. Trustees commented on finding the right balance between the needs of students and the exposure of the College. Following review and on motion made by Dan Villa, seconded by Michelle Pfaff the Board unanimously approved the following tuition receivable write-off:

**RESOLUTION NO. 160-10: TUITION RECEIVABLE WRITE-OFF**

**WHEREAS,** in compliance with generally accepted accounting principles, the College should not retain as accounts receivable item accounts that are deemed to be un-collectable, and;  

**WHEREAS,** the accounts receivable items set forth in the attached schedule are deemed to be un-collectable;
NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the following adjustment to the tuition receivable account:

**Student Accounts Receivable**  
0-10000-1310  
$158,466.44

Following review and on motion made by Dan Villa, seconded by James Scordo, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 161-10: 2009-2010 BUDGET AMENDMENT**  
Development Authority of the North Country (DANC) Technology Grant for the Jefferson Higher Education Center

WHEREAS, the College is committed to developing innovative partnerships and facilities to bring four-year degrees locally as specified in a Strategic Plan initiative, and;

WHEREAS, the College has established an Interim Jefferson Higher Education Center to further that initiative.

WHEREAS, the Development Authority of the North Country (DANC) has provided funding to assist in the purchase of technology for the Higher Education Center;

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

**INCREASE REVENUE:**  
DANC Grant – Revenue  
2822-3011-5430  
$100,000.00

**INCREASE EXPENDITURE:**

- DANC Grant - Furniture  
  2822-3011-7002  
  $3,375.00
- DANC Grant - Computer Equip  
  2822-3011-7006  
  $1,935.00
- DANC Grant - A/V Equip  
  2822-3011-7007  
  $80,723.00
- DANC Grant - Computer Supplies  
  2822-3011-7107  
  $6,983.50
- DANC Grant - Computer Software  
  2822-3011-7217  
  $6,983.50

**Total Increase**  
$100,000.00

Following review and on motion made by Dan Villa, seconded by Doris McLallen, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 162-10: 2009-2010 BUDGET AMENDMENT**  
Jefferson County Chamber of Commerce Technology Grant for the Jefferson Higher Education Center

WHEREAS, the College is committed to developing innovative partnerships and facilities to bring four-year degrees locally as specified in a Strategic Plan initiative, and;
WHEREAS, the College has established an Interim Jefferson Higher Education Center to further that initiative.

WHEREAS, the Jefferson County Chamber of Commerce has provided funding to assist in the purchase of technology for the Higher Education Center;

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

**INCREASE REVENUE:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
<th>Amount</th>
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<tbody>
<tr>
<td>JCCC Tech Grant – Revenue</td>
<td>2821-3011-5430</td>
<td>$15,000</td>
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<tr>
<td><strong>Total Increase</strong></td>
<td></td>
<td><strong>$15,000</strong></td>
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**INCREASE EXPENDITURE:**

<table>
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<tr>
<th>Description</th>
<th>Code</th>
<th>Amount</th>
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<tr>
<td>JCCC Tech Grant - Furniture</td>
<td>2821-3011-7002</td>
<td>$1,450</td>
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<td>JCCC Tech Grant - Computer Equip</td>
<td>2821-3011-7006</td>
<td>$7,615</td>
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<tr>
<td>JCCC Tech Grant - A/V Equip</td>
<td>2821-3011-7007</td>
<td>$4,535</td>
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<tr>
<td>JCCC Tech Grant - Computer Supplies</td>
<td>2821-3011-7107</td>
<td>$485</td>
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<tr>
<td>JCCC Tech Grant – Computer Software</td>
<td>2821-3011-7217</td>
<td>$915</td>
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<td><strong>Total Increase</strong></td>
<td></td>
<td><strong>$15,000</strong></td>
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Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 163-10: 2009-2010 BUDGET AMENDMENT**

**SBDC FEDERAL ROLLOVER GRANT**

WHEREAS, the Small Business Development Center has received notification of additional grant funding which will expire on September 30, 2010 for the purpose of purchasing new furniture and developing an on-line entrepreneurial course;

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

**INCREASE REVENUE:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>SBDC Federal – Revenue</td>
<td>2532-3011-5410</td>
<td>$35,280</td>
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<tr>
<td><strong>Total Increase Revenue</strong></td>
<td></td>
<td><strong>$35,280</strong></td>
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</table>

**INCREASE EXPENDITURE:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>SBDC Federal – Furniture</td>
<td>2532-3011-7002</td>
<td>$10,000</td>
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<tr>
<td>SBDC Federal – Office Supplies</td>
<td>2532-3011-7109</td>
<td>$1,500</td>
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<tr>
<td>SBDC Federal – Indirect</td>
<td>2532-3011-7231</td>
<td>$3,780</td>
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<tr>
<td>SBDC Federal – Prof Srvc Fees</td>
<td>2532-3011-7241</td>
<td>$20,000</td>
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<tr>
<td><strong>Total Increase Expenditure</strong></td>
<td></td>
<td><strong>$35,280</strong></td>
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</tbody>
</table>
Following review and on motion made by Dan Villa, seconded by Steven Haas, the Board unanimously approved the following budget amendment:

RESOLUTION NO. 164-10: 2009-2010 BUDGET AMENDMENT
US DOL Community-Based Job Training Grant
Tuition Reimbursement Rollover

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 provide tuition reimbursement for staff members to obtain the needed training to further the healthcare initiatives and education;

WHEREAS, the grant allows for rollover of funds from the prior fiscal year;

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

INCREASE REVENUE:
DOL CBJTG – Revenue 3011-2560-5410 $33,188.48
Total Revenue Increase $33,188.48

INCREASE EXPENDITURE:
DOL CBJTG – Tuition Reimbursement 3011-2560-7254 $33,188.48
Total Expenditure Increase $33,188.48

Following review and on motion made by Dan Villa, seconded by James Scordo, the Board unanimously approved the following budget transfer:

RESOLUTION NO. 165-10: 2009-2010 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, it is necessary to transfer to reflect expenditures in the correct account codes;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees approves the following operating budget transfer:
**INCREASE EXPENDITURE:**
- DOL CBJTG Grant – Prof Adjuncts 3011-2560-6103 $10,000
- DOL CBJTG Grant – Furniture 3011-2560-7002 $51,400
- DOL CBJTG Grant – Indirect Cost 3011-2560-7231 $60,000
- DOL CBJTG Grant – Tuition Reimb 3011-2560-7254 $16,000

**Total Expenditure Increase** $137,400

**DECREASE EXPENDITURE:**
- DOL CBJTG Grant – Instr Equip 3011-2560-7005 $10,000
- DOL CBJTG Grant – Travel 3011-2560-7250 $6,000
- DOL CBJTG Grant – Project Exp 3011-2560-7242 $15,000
- DOL CBJTG Grant – Employee Bens 3011-2560-7221 $46,400
- DOL CBJTG Grant – Prof F/T 3011-2560-6101 $60,000

**Total Expenditure Decrease** $137,400

Following review and on motion made by Dan Villa, seconded by the Board unanimously approved the following budget transfer:

RESOLUTION NO. 166-10: **2009-2010 BUDGET TRANSFER**
Distance Learning Projection Replacement

**WHEREAS,** the smart classroom projection in the Distance Learning Room is no longer operable and needs to be replaced for instructional purposes;

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

**INCREASE EXPENDITURE:**
- Instr Technology – A/V Equipment 1110-4002-7007 $14,845.10

**Total Increase Expenditure** $14,845.10

**DECREASE EXPENDITURE:**
- Instr Technology – Furniture 1110-4002-7006 $9,801.15
- Instr Technology – Other Fees 1110-4002-7239 $4,651.52
- Instr Technology – Operating Supplies 1110-4002-7110 $392.43

**Total Decrease Expenditure** $14,845.10

Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the following budget transfer:

RESOLUTION NO. 167-10: **2009-2010 BUDGET TRANSFER**
Smart Classroom Technology for Jefferson Higher Education Center (JHEC)
The Jefferson Community College Board of Trustees meeting minutes on July 7, 2010.

WHEREAS, the College is committed to developing innovative partnerships and facilities to bring four-year degrees locally as specified in a Strategic Plan initiative, and;

WHEREAS, the College has established an Interim Jefferson Higher Education Center to further that initiative.

WHEREAS, funding to assist in the purchase of technology for the Higher Education Center has been provided and needs to be transferred into the appropriate expenditure lines;

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

**INCREASE EXPENDITURE:**
- JHEC – A/V Equipment 2821-3011-7007 $35,074.87
- Total Increase $35,074.87

**DECREASE EXPENDITURE:**
- JHEC – Furniture 2821-3011-7002 $6,479.52
- JHEC – Computer Equipment 2821-3011-7006 $22,777.00
- JHEC – Computer Supplies 2821-3011-7107 $2,115.17
- JHEC – Computer Software 2821-3011-7217 $3,703.18
- Total Increase $35,074.87

Following review and on motion made by Dan Villa, seconded by Doris McLallen, the Board unanimously approved the following budget amendment:

**RESOLUTION NO. 168-10: 2009-2010 BUDGET AMENDMENT**
High Needs Nursing Grant

WHEREAS, the College has received State funding through the High Needs Nursing Grant to increase enrollment in and retention of students enrolled in the Nursing Program as well as ensuring retention of adjunct clinical faculty through professional staff development and mentoring;

WHEREAS, the purpose of this initiative is to increase enrollment in the 1st Year Nursing Class by 20% through the admission of 48 instead of 40 students and to increase enrollment in the 2nd Year Nursing Class through retention of 80% of 2nd Year students to degree completion;

WHEREAS, prior year funding has been extended and rolled into the new fiscal year which must also be recognized;

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees approves the following:
INCREASE REVENUE:
High Needs Nursing Initiative - Revenue 2609-3011-5420 $ 7,695.27
High Needs Nursing Initiative - Revenue 2609-3011-5420 $66,233.00
Total Increase Revenue $73,928.27

INCREASE EXPENDITURE:
High Needs Nursing – Prof F/T 2609-3011-6103 $46,233.27
High Needs Nursing – Instr Equip 2609-3011-7005 $ 5,645.00
High Needs Nursing – Comp Software 2609-3011-7217 $ 2,550.00
High Needs Nursing – Prof Srvc Fees 2609-3011-7241 $19,500.00
Total Increase Expenditure $73,928.27

Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the attached banking resolution:

RESOLUTION NO. 169-10: BANKING RESOLUTION (Key Bank)

Following review and on motion made by Dan Villa, seconded by Jim Scordo, the Board unanimously approved the attached banking resolution:

RESOLUTION NO. 170-10: BANKING RESOLUTION (Community Bank)

Committee Chair Dan Villa presented the financial statements for the month ending May 31, 2010. He noted that the increase in personnel lines is due to additional adjuncts needed for robust enrollments. He also noted that the increase in enrollment this past year generated additional revenues which may help to offset the use of fund balance. On motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously accepted the financial statements as presented.

ACADEMIC AND EDUCATIONAL SERVICES
Steven Haas offered the report of the Academic and Educational Services Committee. The committee has reviewed revisions to the Student Code of Conduct which would allow some procedural changes and meet current College needs. On motion made by Steven Haas, seconded by Nate Holloway, the Board unanimously approved the revised Student Code of Conduct as follows:

RESOLUTION NO. 171-10: STUDENT CODE OF CONDUCT
(Revises 136-07A, May 2007)

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve the attached Student Code of Conduct.
OTHER BUSINESS
President McCoy presented contracts for ratification. On motion made by Michelle Pfaff and seconded by Dan Villa, the Board unanimously ratified the following contracts:

RESOLUTION NO. 156-10: RATIFICATION OF CONTRACTS
Samaritan Medical Center
Lewis County General Hospital
Carthage Area Hospital
North Country Urgent Care
Development Authority of the North Country
Monroe Community College
Thousand Islands Bridge Authority

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:

Samaritan Medical Center
(clinical resources for students)

Lewis County General Hospital
(clinical resources for students)

Carthage Area Hospital
(clinical resources for students)

North Country Urgent Care
(clinical resources for students)

Development Authority of the North Country
(grant agreement)

Monroe Community College
(memorandum of agreement for dental hygienist program)

Thousand Islands Bridge Authority
(Center for Community Studies project)

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

President Carole McCoy read Resolution No. 157-10 to recognize the contributions of Suzanne Tingley and noted her tremendous service to the College. On motion made by Michelle Pfaff, seconded by Doris McLallen, the Board unanimously approved the following recognition of service:
RESOLUTION NO. 157-10: RECOGNITION OF SERVICE
SUZANNE TINGLEY

WHEREAS, Suzanne C. Tingley was first appointed to serve as a member of the JCC Board of Trustees in July 1999 by the Jefferson County Board of Legislators and was subsequently reappointed to a second term in 2004; and

WHEREAS, during her tenure, Suzanne Tingley served as chair of the Academic and Educational Services Committee, served as a member of the Personnel Committee and served on ad hoc committees of the Board; and

WHEREAS, Suzanne Tingley provided leadership to the Jefferson Community College Board of Trustees as Vice Chair of the Board from July 2003 through June of 2005, and as Chair of the Board from July 2005 through June 2007; and

WHEREAS, Suzanne Tingley has supported the Jefferson Community College Board of Trustees through her active participation in campus events, her generous donation of time and talent and her wise and thoughtful counsel;

WHEREAS, Suzanne Tingley has advanced the purposes of the College through her active participation in the academic accreditation review process and during her tenure as a member and a leader of the JCC Board of Trustees the College earned unqualified reaccreditation by the Middle States Association of the Commission on Higher Education;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees extends appreciation to Suzanne Tingley for her dedicated service, her courageous leadership and her commitment to this College and wishes her well in future endeavors.

EXECUTIVE SESSION
On motion made by Michelle Pfaff, seconded by Dan Villa, the Board adjourned to Executive Session at 5:17 p.m. pursuant to Article 7 of the Public Officers Law, section 105(f).

RECONVENTION
The Board reconvened in open session at 6:00 p.m.

SCHEDULE OF MEETINGS
Facilities Committee – Thursday, July 29, 2010 at 7:30 a.m.
Executive Committee – Wednesday, August 4, 2010 at 4:00 p.m.
Budget and Planning Committee – Wednesday, September 1, 2010 at 3:00 p.m.
Full Board - Wednesday, September 1, 2010 at 4:00 p.m.
Academic and Educational Services Committee – Wednesday, September 1, 2010 at 3:30 p.m.
ADJOURNMENT
On motion made by Michelle Pfaff, seconded by Doris McLallen, the Board adjourned at 6:05 p.m.

Respectfully submitted,

____________________________________
Karen A. Carr
Secretary to the Board