The regular monthly meeting of the Jefferson Community College Board of Trustees was called to order at 4:07 p.m., on Wednesday, June 2, 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 Suzanne Tingley and seconded by Michelle Pfaff, the minutes of the May 5, 2010 meeting were unanimously approved.
PRIVILEGE OF THE FLOOR
Chair LaLone offered the privilege of the floor. No one came forward to address the Board.

UPDATE FROM THE FOUNDATION LIAISON
Michelle Pfaff reported on the May meeting of the JCC Foundation noting that the Foundation’s assets are currently $4.8 million; the Foundation Board has approved an endowment match of up to $150,000 for the Title III grant application; 47 students have accepted the Jefferson-Can Scholarship. The next Foundation meeting is scheduled for June 16.

UPDATE FROM THE STUDENT TRUSTEE
Catherine Weston reported that spring fest was well attended and very successful featuring live band in the quad. Catherine introduced Barbara Roberts, Student Trustee Elect. Barbie will join the Board officially in July.

PRESIDENT’S REPORT
1. Amy O’Donnell and Chris Rowland provided an overview of the services offered by the Welcome Center and student, Kaylee McCormick, spoke about her experience at Jefferson and her role as a student ambassador.

2. President McCoy noted that written reports have been provided electronically on Blackboard for the following areas: Student Activities, Athletics, Center for Community Studies, Campus Safety and the Enrollment Tracking report.

3. VP for Students Betsy Penrose provided an enrollment report for fall semester and a summary of recruitment activities.

4. President McCoy indicated that the Budget Development process has concluded and the proposed budget has been forwarded to the County for review. There is no closure on the NYS budget or the level of state aid for the coming year. She also advised that SUNY is furloughing employees and will be closing the community college office.

BUDGET AND PLANNING COMMITTEE
Committee Chair Dan Villa offered the report of the Budget and Planning Committee, and noted his thanks to those who presented the student budgets and FSA budget at the Committee meeting.
Following discussion and on motion made by Dan Villa, seconded by Michael Crowley, the Board unanimously approved the 2010-2011 Operating Budget for New Student Services:

RESOLUTION NO. 148-10: APPROVAL 2010-2011 OPERATING BUDGET NEW STUDENT SERVICES

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached 2010-2011 operating budget for New Student Services.

Following discussion and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the 2010-2011 Operating Budget for the Student Association:

RESOLUTION NO. 149-10: APPROVAL 2010-2011 OPERATING BUDGET STUDENT ASSOCIATION
Student Government, SCC, ABC

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached 2010-2011 operating budget for the Student Association, which includes Student Government, Athletic Board of Control (ABC) and Social Cultural Committee (SCC).

Following discussion and on motion made by Dan Villa, seconded by Steven Haas, the Board unanimously approved the 2010-2011 Operating Budget for the Faculty-Student Association:

RESOLUTION NO. 150-10: APPROVAL 2010-2011 OPERATING BUDGET FACULTY - STUDENT ASSOCIATION (FSA)

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached 2010-2011 operating budget for the Faculty-Student Association (FSA).

Following discussion and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the following student lending code of conduct:
RESOLUTION NO. 151-10: STUDENT LOAN PRACTICES CODE OF CONDUCT

WHEREAS, Jefferson Community College works diligently to ensure that its officers, employees, and agents avoid conflicts of interest in connection with their responsibilities related to providing and administering student loans;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, in accordance with state and federal law, hereby adopts the following code of conduct which outlines acceptable behavior and prohibited activities;

1. Jefferson Community College does not enter into revenue-sharing arrangements with any lender.
2. No officer, employee or agent of Jefferson Community College who is employed in the financial services office or who otherwise has responsibilities with respect to education loans, will solicit or accept any gift or other thing of value from a lender, guarantor, or servicer of education loans. Certain items provided or contributed by lenders are not considered gifts, such as training materials, philanthropic contributions unrelated to education loans, and entrance and exit counseling services.
3. No officer, employee, or agent of Jefferson Community College who is employed in the financial services office or who otherwise has responsibilities with respect to education loans, will accept from any lender or affiliate lender, any fee, payment, or other financial benefit (including the opportunity to purchase stock) as compensation for any type of consulting arrangement or other contract to provide services to a lender or on behalf of a lender relating to education loans.
4. Jefferson Community College will not, for any first-time borrower, assign, through award packaging or other methods, the borrower’s loan to a particular lender or refuse to certify, or delay certification of, any loan based on the borrower’s selection of a particular lender or guaranty agency.
5. Jefferson Community College will not request or accept from any lender any offer of funds to be used for private education loans, including funds for an opportunity pool loan, to students in exchange for the campus providing concessions or promises regarding providing the lender with a specified number of loans made, insured, or guaranteed, a specified loan volume, or a preferred lender arrangement for such loans.
6. Jefferson Community College does not request or accept from any lender assistance with call center staffing or financial aid office staffing.
7. No employee of Jefferson Community College who is employed in the financial services office or who otherwise has responsibilities with respect to education loans will accept from any lender any offer of funds to be used for private education loans, including funds for an opportunity pool loan, to students in exchange for the campus providing concessions or promises regarding providing the lender with a specified number of loans made, insured, or guaranteed, a specified loan volume, or a preferred lender arrangement for such loans.
loans or other student financial aid and who serves on an advisory board, commission, or group established by a lender, guarantor, or group of lenders or guarantors, will receive anything of value from the lender, guarantor, or group of lenders or guarantors for such service.

Please contact the Financial Services Office for applicable state and federal law.

Following discussion and on motion made by Dan Villa, seconded by Michael Crowley, the Board unanimously approved the following year-round PELL policy:

RESOLUTION NO. 152-10: YEAR-ROUND PELL POLICY

BE IT RESOLVED that the Jefferson Community College Board of Trustees hereby adopts the following policy with regard to year-round Pell awards:

Beginning with the current academic year, students are eligible for up to two scheduled Pell awards annually. During transitional period in summer 2010, Jefferson Community College will pay additional Pell grant eligibility as a trailer from the 2009-2010 academic year.

Beginning 2011 summer and beyond, Jefferson Community College will consider the summer term to be a cross-over payment period and will pay Pell grants from the previous or upcoming year, whichever award provides the student with the most Pell grant eligibility.

For transfer students, the assumption method will be employed for the second scheduled Pell award.

Committee Chair Dan Villa reviewed financial statements for the month ending April 30, 2010. On motion made by Dan Villa, seconded by Steven Haas, the attached financial statements were unanimously approved as submitted.

ACADEMIC AND EDUCATIONAL SERVICES COMMITTEE
Suzanne Tingley, Chair of the Academic and Educational Services Committee, reported that the Periodic Review Report which was endorsed by the Board last month was assembled and has been submitted to Middle States and the readers. The College should be receiving feedback about the report by mid August. Trustee Tingley complimented the Committee on their good work.

The Committee also reviewed a resolution approved by the College Senate to allow physical education classes to be used as a free elective.
OTHER BUSINESS
President McCoy presented contracts for ratification. On motion made by Michelle Pfaff
and seconded by Suzanne Tingley, the Board unanimously ratified the following contracts:

RESOLUTION NO. 153-10: RATIFICATION OF CONTRACTS

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:

Rosamond Gifford Zoo
(student practical experience)

Thousand Islands Bridge Authority
(Center for Community Studies program)

Johns Hopkins University
(MOU Amendment – Engineer Innovation Program)

Go Motorcycling
(Motorcycle Safety Foundation Course)

Boston Reed College
(Pharm Tech and Phlebotomy certificates)

SUNY Research Foundation
(Small Business Development Center)

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

On motion made by Suzanne Tingley, and seconded by Jim Scordo, the Board
recognized the service of student trustee, Catherine Weston:

RESOLUTION NO. 154-10: RECOGNITION OF SERVICE
CATHERINE WESTON

WHEREAS, Catherine Weston was first elected by the student body to serve as the
student member of the Jefferson Community College Board of Trustees commencing
July 1, 2009; and
WHEREAS, Catherine Weston has provided leadership to the Jefferson Community College Student Government as well as serving as a Trustee; and

WHEREAS, Catherine Weston has actively supported the Jefferson Community College Board of Trustees through her active participation in the Academic and Educational Services Committee, her generous donation of time and talent and her wise and thoughtful counsel;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees extends appreciation to Catherine Weston for her dedicated service to this College and wishes Catherine well in her future higher education and professional service endeavors.

Following discussion and on motion made by Michelle Pfaff and seconded by Steven Haas, the Board unanimously approved election of the Jefferson County Self-Insurance Workers Compensation Plan as follows:

RESOLUTION NO. 155-10: ELECTION OF JEFFERSON COUNTY SELF-INSURANCE WORKERS COMPENSATION PLAN

BE IT RESOLVED that the Jefferson Community College hereby elects to participate in the Jefferson County Self-Insurance Workers Compensation Plan pursuant to Jefferson County Local Law No. 3 of 1987.

APPOINTMENT OF NOMINATING COMMITTEE
Board Chair Jody LaLone appointed Trustees Jim Scordo, Steve Haas and Nate Holloway to serve as the Nominating Committee.

EXECUTIVE SESSION
On motion made by Michelle Pfaff, seconded by Dan Villa, the Board adjourned to Executive Session at 5:00 p.m.

RECONVENTION
The Board reconvened in open session at 5:25 p.m.

SCHEDULE OF MEETINGS
Budget and Planning Committee – Wednesday, July 7, 2010
Academic and Educational Services Committee – Wednesday, July 7, 2010
Full Board - Wednesday, July 7, 2010 at 4:00 p.m.
Facilities Committee – Thursday, June 3, 2010 at 7:30 a.m.
ADJOURNMENT
On motion made by Michelle Pfaff, seconded by Dan Villa, the Board adjourned at 5:30 p.m. Respectfully submitted,

____________________________________
Karen A. Carr
Secretary to the Board