JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES

MINUTES OF MEETING
WEDNESDAY, MAY 6, 2009

Present: Jody LaLone, Chair
        Michael Crowley
        Lisi Fredriksen
        Steven Haas
        Nathan Holloway
        Doris McLallen
        Michelle Pfaff
        Suzanne Tingley
        Dan Villa

Administrative Staff:
        Carole McCoy, President
        Sarah Baldwin, VP Administration and Finance
        Craig Johnson, VP Community Engagement
        Ed Knapp, VP Academic Affairs
        Betsy Penrose, VP Students

Guests: Jill Bettinger, Dean for Continuing Education
        John Penrose, VP Faculty Association
        Frank Doldo, Director of Student Activities
        Erika Nappier, President EMS Club and members of the club

The monthly meeting of the Board of Trustees of Jefferson Community College was called to order at 4:06 p.m., on Wednesday, May 6, 2009, 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 Michael Crowley the minutes of the April 1, 2009 meeting were unanimously approved.

PRIVILEGE OF THE FLOOR
Board Chair LaLone offered the privilege of the floor. No one came forward to address the Board.
REPORT FROM THE JCC FOUNDATION
Michelle Pfaff offered a report from the JCC Foundation noting:

PRESIDENT’S REPORT
   19. President McCoy

BUDGET AND PLANNING COMMITTEE
Committee Chair Dan Villa reported on the Budget and Planning Committee meeting held just prior to the full Board meeting. Following review and on motion made by Dan Villa, seconded by Michelle Pfaff, the Board unanimously approved the following

RESOLUTION NO. 126-09: APPROVAL 2009-2010 OPERATING BUDGET
STUDENT ASSOCIATION

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached 2009-2010 operating budget for the Student Association (Student Government, Athletic Board of Control, Social Cultural Committee)

RESOLUTION NO. 127-09: APPROVAL 2009-2010 OPERATING BUDGET
NEW STUDENT SERVICES

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached 2009-2010 operating budget for New Student Services.

RESOLUTION NO. 128-09: 2008-2009 OPERATING BUDGET AMENDMENT
CENTER FOR COMMUNITY STUDIES
Tug Hill Resident Survey

WHEREAS, the College received funding from the Tug Hill Commission to conduct a survey of the residents of the Tug Hill to ascertain their perceptions on the current conditions of the region, and;
WHEREAS, the survey will collect data on information regarding public perceptions, support, desired activities, quality of life, economic development, employment, etc.

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

**INCREASE EXPENDITURE:**
- CCS –Tug Hill Resident Survey – Prof P/T 2803-3011-6102 $ 3,237.65
- CCS –Tug Hill Resident Survey – Student Aid 2803-3011-6141 $ 3,750.00
- CCS –Tug Hill Resident Survey – Printing 2803-3011-7104 $ 10.00
- CCS –Tug Hill Resident Survey – Supplies 2803-3011-7109 $ 10.00
- CCS –Tug Hill Resident Survey – Project Exp 2803-3011-7242 $ 1,100.00
- CCS –Tug Hill Resident Survey – Empl Bens 2803-3011-7221 $ 1,054.91
- CCS –Tug Hill Resident Survey – Indirect 2803-3011-7231 $ 4,087.44

**Total Increase** $13,250.00

**DECREASE EXPENDITURE:**
- CCS – Tug Hill Resident Survey – Project Exp 2803-3011-7229 $ 13,250.00

**Total Decrease** $ 13,250.00

RESOLUTION NO. 129-09: 2008-2009 OPERATING BUDGET TRANSFER
MARKETING INITIATIVES

WHEREAS, the College has initiated a robust marketing campaign to attract potential students and increase enrollment for the Summer and Fall semesters;

WHEREAS, funds must be transferred into the proper expenditure accounts in accordance with accounting procedures;

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

**INCREASE EXPENDITURE:**
- Public Information – Printing 1110-1002-7104 $ 10,000
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<tr>
<td>Public Information – Advertising</td>
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<td>Public Information – Prof Srvc Fees</td>
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<td><strong>DECREASE EXPENDITURE:</strong></td>
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<td>VP for Comm Engage – Civil Srvc F/T</td>
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<td><strong>Total Decrease</strong></td>
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Committee Chair Dan Villa presented the financial statements for the month ending March 31, 2009. On motion made by Dan Villa, seconded by Suzanne Tingley, the Board unanimously accepted the financial statements as presented.

ACADEMIC AND EDUCATIONAL SERVICES
Committee Chair Suzanne Tingley reported on the Academic and Educational Services Committee meeting. She presented the

RESOLUTION NO. 130-09: APPROVAL OF CURRICULUM REVISIONS PARALEGAL AAS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached curriculum revisions for the Paralegal AAS program.

RESOLUTION NO. 131-09: APPROVAL OF FIVE-YEAR REVIEW NURSING AAS

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

RESOLUTION NO. 132-09: APPROVAL OF FIVE-YEAR REVIEW ACCOUNTING AAS

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the attached five-year review for the Accounting AAS program.
Committee Chair Mike Crowley noted that the Facilities Committee met on April 30.

RESOLUTION NO. 134-09: JEFFERSON HIGHER EDUCATION CENTER

WHEREAS, the Jefferson Community College Board of Trustees recognizes the need to bring additional higher educational opportunities to the community we serve, to include opportunities for bachelor’s and master’s degrees; and

WHEREAS, several public and private institutions of higher education have been identified as partners and have indicated their interest and commitment to the concept of a regional higher education center; and

WHEREAS, a dedicated space is needed to bring these higher education partners together to offer additional academic programs; and

WHEREAS, the College’s most recent Facilities Master Plan includes conceptual design of a Higher Education Center, but is several years off into the future for realization; and

WHEREAS, several facilities were considered for a temporary alternative for a higher education center and were compared for cost, accommodation and functionality; and

NOW, THEREFORE, BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby endorses the College converting the modular building on campus for use as the interim Jefferson Higher Education Center.

OTHER BUSINESS
President McCoy presented the following contracts for ratification. On motion made by Michelle Pfaff and seconded by Suzanne Tingley.

RESOLUTION NO. 123-09: 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:

Jeff-Lewis BOCES  
(articulation agreement Office Technologies)

Tug Hill Commission  
(Center for Community Studies study)

New York State  
(PTSP voucher program)

Go Motorcycling, Inc.  
(Motorcycle Safety Foundation Rider Course)

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

RESOLUTION NO. 124-09:  2009 JEFFERSON CITATION

WHEREAS, the Jefferson Community College Board of Trustees established the Jefferson Citation to “recognize an individual or organization whose leadership and actions have demonstrated outstanding commitment to education and the vision and mission of Jefferson Community College”; and

WHEREAS, Warren G. Fargo of Carthage, New York, has supported the work and mission of this community’s College through both his contributions and his service; and

WHEREAS, Warren Fargo embodies the character and tenacity of the non-traditional community college student. Warren enrolled at Jefferson Community College after having worked for several decades operating a family dairy farm. Returning to the classroom as an adult student, Warren embraced the challenge and excelled as a student. In addition to his academic achievements, Warren
gave of his time to assist other students as a peer tutor and to provide leadership of the College’s Student Chapter of the Institute of Management Accountants; and

WHEREAS, Warren achieved his dream of graduation with an associate’s degree in accounting in 2001 and has become an effective and vocal advocate for community college education. He currently serves on the Board of Directors of the Jefferson Community College Alumni Association and has been a generous supporter of both the Alumni Association and the Jefferson Community College Foundation; and

WHEREAS, in an effort to ensure that others have the opportunity to turn their dreams into reality, Warren established the JCC Business Division Scholarship in 2004 to assist deserving students matriculated in a business degree program to pursue a business education. That scholarship has already begun making a difference and changing the lives of students.

NOW, THEREFORE, BE IT RESOLVED, in recognition of his leadership and commitment to education in the North Country and to the mission of this College, the Jefferson Community College Board of Trustees does hereby confer the 2009 Jefferson Citation on Warren G. Fargo, Class of 2001.

RESOLUTION NO. 125-09: 2009-2010 HOLIDAY SCHEDULE

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby approves the following holiday schedule for the 2009-2010 academic year:

- Monday, 9/7/09 Labor Day
- Thursday, 11/26/09 Thanksgiving Day
- Friday, 12/24/09 Christmas Eve (in lieu of Veteran's Day, 11/11/09)
- Thursday, 12/25/09 Christmas Day
- Friday, 01/01/10 New Year's Day
- Monday, 01/18/10 Martin Luther King Jr. Day
RESOLUTION NO. 133-09:  MARK B. DAVIS SCHOLARSHIP AND MEMORIAL

WHEREAS, the EMS Club would like to honor Mark B. Davis, a Jefferson Community College EMT/Paramedic student, killed during volunteer EMT service in Cape Vincent on January 31, 2009, and;

WHEREAS, the EMS Club has raised funds and received donations to endow a scholarship and to create a remembrance of Mark at Jefferson Community College and;

WHEREAS, the EMS Club requests placement of a boulder memorial on campus and a plaque outside of the current paramedic lab and;

WHEREAS, the EMS Club will fund these projects and work with designated Jefferson Community College staff to develop suitable commemorations (samples attached);

NOW, THEREFORE BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby recognize and ratify the aforementioned remembrances in honor of Mark B. Davis.

SCHEDULE OF MEETINGS
Facilities Committee – Thursday, May 28, at 7:30 a.m.
Budget and Planning Committee – Wednesday, June 3, 2009 at 3:30 p.m.
Full Board - Wednesday, June 3, 2009 at 4:00 p.m.
ADJOURNMENT
On motion made by Suzanne Tingley, seconded by Steven Haas, the Board adjourned at 5:50 p.m.

Respectfully submitted,

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Karen A. Carr
Secretary to the Board