



JEFFERSON COMMUNITY COLLEGE BOARD OF TRUSTEES

MEETING MINUTES January 5, 2022

The regular monthly meeting of the Board of Trustees of Jefferson Community College was held on Wednesday, January 5, 2022 via Zoom.

Attendance:

Trustees Present:

Judy Gentner, Chair
Pamela Beyor-Murtha
Michael Crowley
Damon Draught
Beth Fipps
Terry Fralick
Nathan Hunter
Cindy Intschert
David Males

Administrative Staff:

Ty Stone – President
Corey Campbell – Vice President for Student Engagement & Retention
Dan Dupee – Executive Vice President for Administration, Finance and Enrollment
Maryrose Eannace – Interim Vice President for Academic Affairs

Call to Order – Chair Judy Gentner called the meeting to order at 4:00 p.m.

Approval of Minutes – On a motion made by Cindy Intschert, seconded by Nathan Hunter, the minutes of the December 1, 2021 meeting were approved unanimously.

Introductions of Guests

Jack Donato, FAJCC President and Professor of Computer Science
Jerilyn Fairman, Association Vice President
Ben Foster, Executive Director, Foundation
Gillian Maitland, Director of Marketing & Communications
Scott Schaeffer, Associate Vice President
Megan Stadler, Associate Vice President of Strategic Initiatives
John Trumbell, Continuing Education Coordinator and Vice President of FAJCC
Kerry Young, Associate Vice President for Human Resources

Privilege of the Floor – Jack Donato expressed his appreciation to the Board of Trustees and thanked College Administration for a collaborative, productive and collegial negotiations process.

JCC Foundation Update

Trustee Beth Fipps stated that the Foundation has not met since the last Board of Trustees meeting; there is no report.

College Senate Update

Dr. Stone briefly reviewed the written report submitted by Joshua Hammond from the December 6 Senate Meeting. There were no questions.

Student Trustee Update

Dr. Stone briefly reviewed the written report submitted by Student Trustee Dioseline Osorio. There were no questions.

President's Report

Dr. Stone updated Trustees on COVID-related matters, recent activities, accolades and upcoming events. Highlights include:

- New mandates from the state with regard to the return of students to campus. Students must test before classes start and regularly throughout the semester, and must get the COVID booster within 30 days of eligibility.
- At this juncture, the campus is expected to begin its spring semester on time and in person.
- In December, five students were recognized for completing CDL-A training at the Lewis County Educational Center.
- Later in January, the College will recognize those who have completed the Home-based Childcare Training Program. So far, four home daycare businesses have already opened with more to open early in 2022 creating an additional 64 childcare slots in Jefferson and Lewis counties.
- The College was recently highlighted in two publications: The *Criminal Justice Investment Initiative Annual Report* included a success story featuring a formerly incarcerated Jefferson student who has completed his degree and is earning a living wage; the *Black River Initiative Newsletter* highlighted the College's Green Campus Entryway Project.

E-Sports Initiative: Dr. Corey Campbell, Vice President for Student Engagement and Retention, provided an overview (attached) of the College's new E-Sports strategic initiative, which will serve to recruit new students and engage/retain current students. Dr. Campbell reported on project scope, budget, staffing, goals, anticipated participation, benefits, timeline and the current SUNY e-sports landscape. Start-up costs will be paid for using stimulus dollars. There was discussion about staffing, and potential connections to academic pathways in the computer science area. The College will begin marketing e-Sports in fall recruitment advertising campaigns.

WHEREAS, funds have been received from the State University of New York (SUNY) to support marketing activities, including industry roundtables, and curriculum development for apprenticeships;

WHEREAS, per a MOU, Mohawk Valley Community College (MVCC) will offer funding to JCC to facilitate apprenticeships in the field of business as part of the SUNY Apprenticeship Program;

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

INCREASE REVENUE:

MVCC Apprenticeship Program –State Grants	2646-3011-5420	<u>\$ 60,500.00</u>
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Total Revenue Increase \$60,500.00

INCREASE EXPENDITURE:

MVCC Apprenticeship Program –Prof Adjuncts	2646-3011-6103	\$ 3,366.00
MVCC Apprenticeship Program –TIAA CREF	2646-3011-6203	438.00
MVCC Apprenticeship Program –Social Security	2646-3011-6204	258.00
MVCC Apprenticeship Program –Workers Comp	2646-3011-6205	34.00
MVCC Apprenticeship Program –Instr Supplies	2646-3011-7108	330.00
MVCC Apprenticeship Program –Indirect Cost	2646-3011-7231	53,984.00
MVCC Apprenticeship Program –Prof Svc Fees	2646-3011-7241	<u>\$ 2,090.00</u>

Total Expenditure Increase \$60,500.00

Financial Statements – November 2021

EVP Dupee reviewed unaudited financial statements for November 2021. Revenue is down about \$1M as compared to last year. Expenses are up slightly year over year, primarily due to equipment and contractual costs. Dr. Dupee noted there is an additional \$3.4M in stimulus funding to recognize this year. On the balance sheet, cash is up considerably as compared to last year, also due to stimulus funding and the College is looking at additional investment options. There were no questions.

Upon a motion made by David Males, seconded by Terry Fralick, the Board unanimously accepted November 2021 financial reports.

Academic and Educational Services Committee - Committee Chair David Males

Trustee Males noted that the Academic & Educational Services Committee met on December 15, 2021. He advised that the committee received an overview of the proposed e-Sports program and was supportive of the initiative. Trustee Males also reported that the College is beginning the accreditation process with the Middle States Commission on Higher Education. Jefferson’s next accreditation visit is scheduled for 2024. In preparation for that visit, the College recommends a steering committee to assist with the tasks associated with the accreditation process.

Trustee Males presented Resolution 102-22 appointing members of the campus community to the Middle States Steering Committee. Upon motion by David Males, seconded by Terry Fralick, the Board approved Resolution 102-22 unanimously as follows:

RESOLUTION NO. 102-22: MIDDLE STATES STEERING COMMITTEE

BE IT RESOLVED, that the Jefferson Community College Board of Trustees hereby appoints the Middle States Steering Committee as follows:

Co-Chairs: Brandon Maxam, Associate Professor
Deanna Lothrop, Coordinator of C-STEP

Editor: Michael Avery, Associate Professor

Trustee: David Males, Vice Chair - Board of Trustees

Administration

Liaison: Jerilyn Fairman, Associate Vice President
School of Arts & Humanities, School of Education, Behavioral Sciences and Public Services

Members: Maryrose Eannace, Vice President for Academic Affairs
Jessica Emerson, Education Coordinator
Mallory Jackson, Assistant Professor
Sintia Marshall, Executive Director of Auxiliary and Accounting Services
Richard Merryman, Associate Professor
Megan Stadler, Associate Vice President for Strategic Initiatives
Margaret Taylor, Director of Student Activities & Inclusion
John Thomas, Director of the College Library
Todd Vincent, Professor

Lastly, Trustee Males reported that Dr. Eannace provided a brief update to the committee regarding SUNY's General Education mandate. A more comprehensive overview of the general education changes will be scheduled for the Board in the near future.

Facilities Committee – Committee Chair Pamela Beyor-Murtha

No report.

Personnel Committee – Committee Chair Nathan Hunter

Kerry Young, Associate Vice President for Human Resources, presented Resolution 103-22, which approves all provisions to a new employment agreement with the Faculty Association of Jefferson Community College (FAJCC) and authorizes the chair of the Board of Trustees to execute the four-year contract with the FAJCC. AVP Young reviewed key contract changes and noted the contract was supported overwhelmingly by the FAJCC who approved it with an 88-1 vote.

Upon motion by Nathan Hunter, seconded by Beth Fipps, the Board approved Resolution 103-22 unanimously as follows:

**RESOLUTION NO. 103-22: APPROVAL OF EMPLOYMENT AGREEMENT
FACULTY ASSOCIATION of JCC**

WHEREAS, a tentative employment agreement has been arrived at through collective negotiations between the Faculty Association of Jefferson Community College (FAJCC) and Jefferson County / Jefferson Community College;

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

Other Business

President Stone presented contracts for ratification in Resolution 104-22. Upon motion by Terry Fralick, seconded by David Males, the resolution ratifying all contracts passed unanimously.

RESOLUTION NO. 104-22: RATIFICATION OF CONTRACTS
Blackboard
Department of the Army
EMSI/Burning Glass
Inceptia
Lewis County Planning Department
Northern Border Regional Commission
RH Perry & Associates
SUNY Research Foundation
United Way of Northern New York

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:

Blackboard
(renewal agreement, online learning platform)

Department of the Army
(memorandum of understanding, training provider)

EMSI/Burning Glass
(software subscription, employment and jobs data)

Inceptia
(services agreement, student loan repayment and counseling)

Lewis County Planning Department
(advertising agreement, Lewis County Public Transit)

Northern Border Regional Commission
(grant revision, workforce training)

RH Perry & Associates
(services agreement, VP search)

SUNY Research Foundation
(stimulus funding extension, SBDC)

United Way of Northern New York
(memorandum of understanding, facilitator for ALICE Program)

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

Executive Session

On motion made by David Males, seconded by Damon Draught, the Board adjourned to Executive Session at 4:58 p.m. pursuant to Article 7, Section 105(f) of the Public Officers Law.

Reconvention

The Board reconvened in open session at 5:29 p.m.

Schedule of Upcoming Meetings and Events

Dr. Stone reviewed the schedule of upcoming meetings and events.

- Recognition Ceremony for Home-based Child Care Training Program – January 6, 2022, Thursday at 6:30 p.m.
- Spring Semester Convocation – January 19, 2022, Wednesday at 9:00 a.m.
- Lunch & Learn – January 20, 2022, Thursday at 12:00 p.m.
- Academic & Educational Services Committee Meeting – January 26, 2022, Wednesday at 3:00 p.m.
- Personnel Committee Meeting – January 26, 2022, Wednesday at 4:00 p.m.
- Budget and Planning Committee Meeting – February 2, 2022, Wednesday at 3:00 p.m.
- Board of Trustees Meeting – February 2, 2022, Wednesday at 4:00 p.m.

Adjournment - On a motion made by Nathan Hunter, seconded by Beth Fipps, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

Karen J. Freeman
Secretary to the Board of Trustees