

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 172-23

DATE: SEPTEMBER 6, 2023

SUBJECT: 2022-2023 BUDGET AMENDMENT
NYS OPWDD SUNY DIRECT SUPPORT
PROFESSIONALS GRANT

GRANT PERIOD: APRIL 1, 2023 – DECEMBER 31, 2024

WHEREAS, the College has received funding from New York State (NYS) Office for People With Developmental Disabilities to support the academic and career success of Direct Support Professionals;

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

INCREASE REVENUE:

OPWDD SUNY DSP Grant– Local Grants & Contracts 2703-3011-5420	<u>\$ 298,174.69</u>
Total Revenue Increase	\$ 298,174.69

INCREASE EXPENDITURE:

OPWDD SUNY DSP Grant- Prof Adjuncts- PT	2703-3011-6103	\$ 11,068.00
OPWDD SUNY DSP Grant- Instructional Supplies	2703-3011-7108	5,999.40
OPWDD SUNY DSP Grant- Advertising	2703-3011-7203	11,050.00
OPWDD SUNY DSP Grant- Indirect Cost	2703-3011-7231	31,947.29
OPWDD SUNY DSP Grant- Scholarship Awards	2703-3011-7512	<u>\$ 238,110.00</u>
Total Expenditure Increase		\$ 298,174.69

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 173-23
DATE: SEPTEMBER 6, 2023
SUBJECT: 2022-2023 BUDGET AMENDMENT
SUNY WORKFORCE DEVELOPMENT TRAINING
GRANT PERIOD: SEPTEMBER 1, 2022 – AUGUST 31, 2023

WHEREAS, the College has received funding from SUNY Workforce Development to provide various trainings to employers;

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

INCREASE REVENUE:

SUNY WDT Grant– Local Grants & Contracts	2701-3011-5420	\$ <u>37,745.00</u>
Total Revenue Increase		\$ 37,745.00

INCREASE EXPENDITURE:

SUNY WDT Grant- Civil Service-FT	2701-3011-6120	900.00
SUNY WDT Grant- Indirect Cost	2701-3011-7231	6,291.00
SUNY WDT Grant- Prof Service Fees	2701-3011-7241	\$ <u>30,554.00</u>
Total Expenditure Increase		\$ 37,745.00

**JEFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO. 174-23

DATE: SEPTEMBER 6, 2023

SUBJECT: PASSWORD POLICY

WHEREAS, to implement industry best practices and comply with the College's cybersecurity insurance policy, the College developed a policy that establishes standards for password creation and the protection of passwords.

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approved the attached Password Policy.

JEFFERSON COMMUNITY COLLEGE

Password Policy

PURPOSE:

Passwords are a common means of authenticating a user's identity when accessing Jefferson Community College's network, information systems, and specialized software. The purpose of this policy is to establish a standard for creation of strong passwords and the protection of those passwords. This policy applies to all authorized users accessing the College's technology resources regardless of their capacity, role or function.

STATEMENT OF POLICY:

Passwords are an important aspect of computer security and the front line of protection for user accounts and Jefferson Community College's data and infrastructure.

1. All passwords are to be treated as sensitive, confidential Jefferson Community College information.
2. All users will follow standards and procedures as put forth and communicated by Institutional Technology regarding password criteria and guidelines for length and complexity.
3. Password guidelines will be revised, when necessary, by Institutional Technology.
4. Passwords must be changed if they are believed to be compromised, forgotten, or of insufficient complexity.
 - a. Password cracking or guessing may be performed on a periodic or random basis by Institutional Technology or delegates.
5. All login accounts are for the exclusive use of the person for which the account was created. That person is responsible for all use and misuse of each account assigned to them, including the passwords that they establish.
6. It may, at times, be necessary for authorized systems administrators to suspend an individual's access to College computing resources immediately for violations of this policy pending interim resolution of the situation. In the case of egregious and continuing violations, suspension of access may be extended until final resolution by the appropriate disciplinary authority.
7. The President, or designee, is responsible for developing appropriate procedures and implementing this policy.

**Board of Trustees
Adopted:**

**JEFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO. 175-23

DATE: SEPTEMBER 6, 2023

SUBJECT: REMOTE CONNECTIVITY POLICY REVISION

WHEREAS, the Jefferson Community College Board of Trustees approved a Remote Connectivity Policy, Resolution 128-12 in June 2012; and

WHEREAS, to comply with the College's cybersecurity insurance policy which requires multi-factor authentication as condition for remote connectivity, the College revised said policy.

BE IT RESOLVED, that the Jefferson Community College Board of Trustees does hereby approve revisions to the Remote Connectivity Policy as attached.

JEFFERSON COMMUNITY COLLEGE

Remote Connectivity Policy

PURPOSE:

Due to the demand for products/services to be available all of the time, some defined Jefferson Community College (JCC) staff and vendors/contractors require remote access to the College technology systems.

STATEMENT OF POLICY:

1. The following applies to remote access availability for College employees:
 - a. Remote access is provided to conduct official college business.
 - b. The College shall determine which titles and/or positions have remote access.
 - c. The remote access product will only be installed on College-owned equipment.
 - d. The College reserves the right to revoke this access at any time deemed appropriate.
 - e. Multi-factor Authentication (MFA) will be required for remote access as well as to access secure applications.
2. The following applies to remote access provided to vendors/contractors for support and diagnostic purposes:
 - a. All third-party consultants/contractors shall comply with all applicable laws, regulations and College policies.
 - b. All vendors/contractors will act in accordance with the College Release of Information to Third Party Consultants policy.
 - c. The College will not be liable for the loss or damage to equipment in which the remote access product has been installed.
 - d. The College reserves the right to revoke remote access at any time deemed appropriate.
3. The President, or designee, is responsible for developing appropriate procedures and implementing this policy.

Board of Trustees

Adopted: Res. 128-12, June 2012

Revised:

**JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES**

RESOLUTION NO.: 176-23

DATE: SEPTEMBER 6, 2023

SUBJECT: RATIFICATION OF CONTRACTS

All in PM Prep
Carthage Area Hospital
Disabled Persons Action Organization
Dormitory Authority State of New York (DASNY)
Jefferson Faculty Student Association Auxiliary (JFSAA)
McDonald Hopkins
Sunmount DDSO
Teambonders (ICIC)
Westelcom

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:

All in PM Prep

(project management training, workforce development)

Carthage Area Hospital

(clinical agreement, nursing program)

Disabled Persons Action Organization

(internship agreement, DSP microcredential)

Dormitory Authority State of New York (DASNY)

(grant modification, nursing program)

Jefferson Faculty Student Association Auxiliary (JFSAA)

(memorandum of understanding, residence hall)

McDonald Hopkins

(legal support, cybersecurity)

Sunmount DDSO

(internship agreement, DSP microcredential)

Teambonders (ICIC)

(services agreement, professional development day)

Westelcom

(services agreement, internet access and phone system)

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