



MCC VALUES:
INTEGRITY.
EXCELLENCE.
EMPOWERMENT.
INCLUSIVENESS.
COLLABORATION.
STEWARDSHIP.

**MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, October 7, 2019**

**R. Thomas Flynn Campus Center
Warshof Conference Center
Monroe B
Brighton Campus**

4:00 PM

Present:

Barbara P. Lovenheim, Chair
Stephanie Guilin, Student Trustee
John L. Bartolotta
Carla M. Palumbo
Dale R. Rehkopf II
Ronald S. Ricotta, Chair, Finance and Facilities Committee
Kevin T. Stickles, Chair, Personnel and Programs Committee

Alice Holloway Young, Chair Emerita, Honorary Trustee

Anne M. Kress, President
Linda M. Hall, Secretary, Board of Trustees

Absent:

Grace S. Tillinghast, Vice Chair
Dr. Joe Carbone
Allen K. Williams

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
October 7, 2019

***Mission:** Monroe Community College, through access to affordable academic programs, leads excellence and innovation in higher education, inspires diverse students to transform their lives and communities, drives regional economic development, and builds global engagement and understanding.*

Introduction and Opening Remarks

Barbara P. Lovenheim, Chair, Board of Trustees, called the meeting to order and quorum was established at 4:00 pm.

- Presentation: 2017-2018 Faculty Senate Strategic Planning Initiatives
Peter Brunett; Program Coordinator PSTF: Reality Based Training –
Defensive Tactics Bridge Project
Brigitte Martineau; Mathematics: Chairs for the Robert A. Fratangelo
Mathematics Learning Center

Consent Agenda

The following items were proposed to be adopted and approved by consent:

Board of Trustees:

- A. Minutes of the August 12, 2019 meeting.

Finance & Facilities:

Operating disbursements totaled \$6,659,312.10 for the month of July 31, 2019, subject to final audit. (A detailed listing is available upon request.)

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Consent Agenda (continued)

Personnel & Programs:

B. Consent Calendar

1. Professional Staff
 - Salary Adjustment
 - Appointments
 - Reappointments
 - Separations
2. Teaching Faculty
 - Appointments
 - Reappointments
 - Retirement
3. Adjunct Faculty
 - Appointments
4. Support Staff
 - Promotion
 - Appointments
 - Reappointments
 - Retirements
 - Separations
5. Additional Compensation
 - Academic Services Division
 - Administrative Services Division
 - EDIWS Division
 - Student Services Division

Dr. Lovenheim requested that the Consent Agenda be adopted. The motion was made, seconded and approved unanimously.

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FINANCE AND FACILITIES COMMITTEE

RESOLVED, that the Board of Trustees of Monroe Community College accepts the Interim Financial Report as of July 31, 2019. (F19-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

**

RESOLVED, that the Board of Trustees of Monroe Community College authorizes the purchase of items over \$20,000 as listed for the month of July 2019. (F20-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

**

RESOLVED, that the Board of Trustees of Monroe Community College adopts the following resolution:

WHEREAS, a substantial number of students from the Bahamas have been displaced as a consequence of Hurricane Dorian; and

WHEREAS, the infrastructures of these island communities have been substantially undermined by this hurricanes; and

WHEREAS, universities and higher education associations across the country are making efforts to assist students displaced by Hurricane Dorian in the most expeditious and humanitarian manner possible; and

WHEREAS, Governor Cuomo has called upon SUNY to offer resident tuition rates to students displaced by this storm; and

WHEREAS, the SUNY Board of Trustees has voted to offer in-state resident tuition rates to students from the Bahamas who have been displaced by Hurricane Dorian as a humanitarian response which acknowledges these students as de facto New York State residents due to their inability to return home; and

WHEREAS, the SUNY Board of Trustees has encouraged the system's 30 community colleges to amend their tuition guidelines governing residency for tuition purposes to serve these same students;

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FINANCE AND FACILITIES COMMITTEE (continued)

NOW, THEREFORE BE IT RESOLVED, that for the 2019-20 academic year, Monroe Community College Board of Trustees authorizes the President to provide resident tuition rates to students from the Bahamas who have been displaced by Hurricane Dorian. (F21-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

**

RESOLVED, that the MCC Board of Trustees amends the 2019-2020 operating budget Tuition and Fee Schedule to adopt a dual enrollment course fee of \$250 and remove tuition charges for high school students taking college level credit courses at their high school. Employees eligible for a tuition waiver related to dual enrollment courses will receive a fee waiver of \$183 per dual enrollment course. (F22-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

Information Items

1. Purchases under \$20,000 for July 2019
2. CIP Status Report as of September 17, 2019
3. Grant Report for July 9 to September 10, 2019

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PERSONNEL AND PROGRAMS COMMITTEE

RESOLVED, that the Board of Trustees hereby adopts and ratifies a Separation Agreement, as executed on September 6, 2019 between the College President and a particular employee.
(P32-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

**

RESOLVED, that the Board of Trustees of Monroe Community College adopts the “Student Attendance Policy” effective October 7, 2019. (P33-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

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BOARD OF TRUSTEES

WHEREAS, Dr. Alice Holloway Young, a founding trustee of Monroe Community College, and Board Chair emerita, emerged as an outspoken and respected advocate for public higher education and helped guide MCC's evolution from an "experiment" to the premier institution it is today; and

WHEREAS, Dr. Alice Holloway Young has conscientiously served Monroe Community College with inspiring dedication to its mission of access and excellence for nearly 60 years; and

WHEREAS, Dr. Alice Holloway Young is a role model for the full diversity of students in our community, creating a path and tearing down fences so that they can succeed and lead; and

WHEREAS, Dr. Alice Holloway Young helped to establish and fund the Diversity Internship Program that bears her name, creating opportunity for individuals to follow her example and to increase inclusive representation among MCC's teaching and professional faculty;

WHEREAS, Dr. Alice Holloway Young has tirelessly lent her support and expertise to numerous community, business, civic and educational institutions in Monroe County and New York state;

WHEREAS, Dr. Alice Holloway Young has been so impactful and important a community college trustee that the New York Community College Trustees recognized her achievements with an annual award for exemplary trustee service named in her honor;

NOW, THEREFORE BE IT RESOLVED, that we, the Board of Trustees of Monroe Community College, on this seventh day of October 2019, approve the MCC Foundation's recommendation that the Board Lounge within the administration building on the Brighton Campus be known as the Dr. Alice Holloway Young Conference Room in honor of her extraordinary contributions to the success of Monroe Community College and its students. (T06-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

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BOARD OF TRUSTEES (continued)

WHEREAS, Ronald S. Ricotta has been a trustee of Monroe Community College for five years, providing exemplary leadership as chair of the Finance and Facilities Committee; and

WHEREAS, Ronald S. Ricotta, a successful entrepreneur and community leader, has brought his business acumen and nearly 40 years of manufacturing experience to MCC, informing the College's financial decisions and providing valuable perspective on its workforce development efforts; and

WHEREAS, Ronald S. Ricotta has been an active and engaged MCC trustee, attending MCC Foundation events, advocacy events such as the Ready to Partner: Community Colleges Building a Regional Workforce luncheon, and student-recognition events such as Commencement and Academic Achievement Convocation; and

WHEREAS, his commitment to student success is reflected in his steadfast advocacy for affordable tuition and the capital projects completed at the College during his tenure, including MCC's Downtown Campus and the renovation and naming of the Robin and Tim Wentworth Arts Building; and

WHEREAS, Ronald S. Ricotta's exemplary trustee service, his inclusion in the Rochester Business Hall of Fame, and his receipt of the Rochester Entrepreneur of the Year Award are testaments to his selfless commitment to enrich the Greater Rochester community;

NOW, THEREFORE BE IT RESOLVED that we, the members of the Monroe Community College Board of Trustees, hereby express our deep and sincere appreciation to Ronald S. Ricotta for his many contributions to MCC, his generous philanthropic support of the MCC Foundation, and his dedication to making a difference in students' lives. (T07-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

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BOARD OF TRUSTEES (continued)

WHEREAS, Kevin T. Stickles' association with Monroe Community College has spanned over three decades, beginning in 1986 as a student and soon after as an MCC graduate and continuing today as a College trustee, MCC Foundation director, and MCC Alumni Hall of Fame member; and

WHEREAS, as an MCC trustee since 2013, Kevin T. Stickles, MCC Class of 1988, has generously contributed his time, expertise and insight, chairing the Board's Policy and Planning and the Personnel and Programs committees and serving as a member of the Nominating Committee; and

WHEREAS, Kevin T. Stickles has been an advocate for public higher education, an effective corporate partner in public-private initiatives, and an exemplary community leader whose efforts and service have benefited the College and its Foundation; and

WHEREAS, his commitment to student success and community well-being has enhanced MCC students' learning experiences and resulted in Wegmans Food Market's support of internship/employment opportunities for students and generous in-kind donations to MCC's Loss Prevention Lab and Legal Learning Resource Center; and

WHEREAS, Kevin T. Stickles' advocacy for MCC students struggling to afford food, consistent housing, and other basic needs on their way to graduation was instrumental in securing the Wegman Family Charitable Foundation's gift of \$3 million to the MCC Foundation's *Every Bright Future Needs a Strong Foundation* campaign; and

WHEREAS, Kevin T. Stickles' dedication to MCC and the community it serves is also evidenced by his private philanthropy and contributions to the MCC Foundation Board of Directors since 2010, including serving with his wife, Jennifer, as committee chairs for the 2015 MCC Foundation Gold Star Gala, which raised \$375,000 in support of MCC students;

NOW, THEREFORE BE IT RESOLVED that we, the members of the Monroe Community College Board of Trustees, hereby extend our deep and sincere appreciation to Kevin T. Stickles for his many contributions to MCC, his commitment to student success and high-quality education, and his selfless dedication to our community's future leaders. (T08-2019)

**Motion was made and seconded that the above resolution be adopted.
Motion was carried unanimously.**

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BOARD OF TRUSTEES (continued)

- Presentation: Sexual Harassment Response and Prevention Training
Kristin Lowe, Director, Human Resources
- President's Report
- SUNY Update
Christy Fogal, Professor, Mathematics; President of The Faculty Council of Community Colleges and SUNY Trustee
- Shared Governance Updates
Linda M. Hall, Secretary, Board of Trustees called on the shared governance groups for their updates. The following groups shared an update:
 - Faculty Senate – Nayda Pares-Kane
 - Student Government Brighton – Ahmad Khalil
 - Student Government Downtown Campus – Nicole Talarico
 - Support Staff Planning Council – Marybeth Donnelly (written report)
- Monroe Community College Foundation Report
- Open Forum
Linda M. Hall, Secretary, Board of Trustees, introduced the Open Forum and called the following speakers to present:

<u>Speaker</u>	<u>Topic</u>
Elizabeth Laidlaw	Faculty Contract
Jesse Redlo	Moving the Collge Forward
Jennifer Hill	VSIP and November 5 th
Susan Bender	Faculty Concern
Toni Robbins	30 Years of Service and Dedication to Monroe Community College
Patrick Callan	Faculty Concern

Information Items

1. Biographies
2. Staff Recognition

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Information Items

Chairperson Lovenheim opened the meeting by welcoming the newest Trustee Dale Rehkopf II.

Presentations on the 2017-2018 Faculty Senate Strategic Planning Initiatives were provided by Peter Brunett on Reality Based Training – Defensive Tactics Bridge Project and Brigitte Martineau on Chairs for the Robert A. Fratangelo Mathematics Learning Center.

Chief Financial Officer and Vice President of Administrative Services Hezekiah Simmons gave the financial report. Mr. Simmons reported on key financial highlights related to revenue, expenses, and enrollment for July 2019 YTD as follows:

Enrollment is down 3.5% from the prior year and has achieved 94% of budget.

Revenue is down less than 1% YOY and has achieved 94% of budget. Tuition and State Aid are the key drivers of this performance attributable to enrollment declines partially offset by an increase in other revenue.

Expenses are down 0.1% YOY and has achieved 88% of budget. This is primarily related to vacancies and timing differences in contractual expenses.

VP Simmons also reported on fund balance use and mitigation actions being considered.

A vote was made to end the business portion of the Board meeting at 5:00 pm.

Chairperson Lovenheim announced the New York Community College Trustees (NYCCT) award winners as follows:

Michael G. Barker, Donald M. Mawhinney, Jr. Award for Trustee Leadership

Jeffrey Adair, The Alice Holloway Young Award for Distinguished Service by a Retired Trustee

David A. Cornell, Distinguished Alumnus Award for Professional Contribution

Sexual Harassment Response and Prevention Training was presented by Kristin Lowe, Director, Human Resources.

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Information Items (continued)

President Kress recognized Academic Services and specifically Kimberley Collins and Medea Rambish for the SUNY Guided Pathways Cohort II: Institute #1 held at Finger Lakes Community College in early October.

The President recognized Alexis Vogt for leading the grant application for the \$4.4M Federal Grant to Bolster Optics Education/Training which MCC was awarded. She also thanked Remegia Mitchell and the Grants office for their assistance.

President Kress highlighted three articles in the Board folders on Enrollment which are pre-reading for the Enrollment Workshop in December. The Gallup Q12 was sent to employees and results should be available in December.

President Kress demonstrated the new Tableau software and the reports available on the IR website. There are currently four dashboards and the data is very interactive. President Kress thanked IR and IT for their role in creating the dashboards and making the information available to employees.

A SUNY update was provided by Christy Fogal, MCC Mathematics Professor, Faculty Council of Community Colleges President and SUNY Trustee.

Faculty Senate President Nayda Pares-Kane reported on Senate activities. Nayda began by introducing herself and summarizing her background. Nayda attended the Faculty Council of Community Colleges (FCCC) shared governance conference in September and will be working with the Professional Development Senate Committee to develop a training and invites the Board and Administration to attend the training when scheduled. Other items being worked on are academic policies and calendars, curriculum revisions and strategic planning initiatives. Members are participating in the Guided Pathways conference, sitting on the curriculum database committee and shared governance policy committee. The senate has been communicating with the student leaders and encouraging them to participate fully in shared governance.

SGA President Ahmad Khalil began by introducing himself and summarizing his background. Ahmad is an international student from Pakistan. This is his third semester at MCC and he is majoring in Computer and Electrical Engineering. Student Government membership has increased from 4 or 5 to 10 and they are hoping for 12 members which would be an almost full student government. They are focusing on communication and have been working with VP Holmes. The Student Government is now able to send mass emails to students. SGA is working with SEGA and Administration and looking forward to having a good relationship.

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Information Items (continued)

SEGA President Nicole Talarico shared what they have been working on. They have been holding student engagement events on Mondays and Wednesdays and holding trainings focused on leadership, professionalism, branding of SEGA and refining their Roberts rules knowledge in preparation for future student governance and the SUNY conference they are attending in November. They held a successful roundtable meeting for clubs and organizations and will be chartering some new clubs. They participated in the SUNY Provost and Senior Vice Chancellor Visit and student leaders discussed online virtual campus resources, health services and student safety on campus. As SEGA President, Nicole will represent the downtown campus and single moms with her work on the Single Moms Success Design Challenge. For October they have planned a Hispanic Heritage and Halloween celebration and a drive-a-palooza for various charitable drives that their clubs are doing to include a toy, food and clothing drive. They have also launched a series of student satisfaction and campus climate surveys and are collecting the data to report and produce outcomes and solutions to best address the student's needs.

MCC Foundation Chair Sergio Esteban reported on activities and accomplishments of the Foundation. The Alumni Committee selected three outstanding individuals and, for the first time, a family to be inducted into the MCC Alumni Hall of Fame at the Salute to Excellence. The entire Campbell family, four men and one woman attended MCC. The class of 2019 include: Carlton Campbell, Charles Campbell, Danette Campbell-Bell, Darick Campbell, Phillip Campbell, Pete Giovenco, Honorable Alecia Mazzo and La'Ron Singletary. The Salute will be held on November 7 at the Floreano Convention Center. Also, the Wegman Family Charitable Foundation will be honored with the Salute to Excellence Award in recognition of their support of MCC students. Julie Camardo will be chairing the event along with Honorary Chairs Pamela and Rob Sands. The Foundation just completed another transfer of scholarship funds to the College for \$539,869.00, a 5% increase over last year. The Every Bright Future Needs a Strong Foundation campaign is at \$47.9M toward their \$50M goal.

The Board meeting adjourned at 6:41 pm.

Respectfully submitted,



Linda M. Hall
Secretary, Board of Trustees