Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES

Monday, February 4, 2019

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

4:00 PM

Present:

Barbara P. Lovenheim, Chair
Grace S. Tillinghast, Vice Chair
Abdullah Abdullah Alshalchi, Student Trustee
Michael G. Barker
John L. Bartolotta
Dr. Joe Carbone
Carla M. Palumbo
Ronald S. Ricotta, Chair, Finance and Facilities Committee
Kevin T. Stickles, Chair, Personnel and Programs Committee
Allen K. Williams

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
February 4, 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 – Annual Audit
  Grace Gonzalez, Principal, Bonadio and Co., LLP
  Jonathan Miller, Partner, Bonadio and Co., LLP

Consent Agenda

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

Board of Trustees:

A. Minutes of the December 3, 2018 meeting.

Finance & Facilities:

Operating disbursements totaled $9,592,262.99 for the month of November 2018, and $9,444,289.97 for the month of December 2018, subject to final audit. (A detailed listing is available upon request.)

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Consent Agenda (continued)

Personnel & Programs:

B. Consent Calendar

1. Non-Contract
   - Retirements
2. Professional Staff
   - Appointments
   - Reappointments
   - Retirement
   - Separations
3. Teaching Faculty
   - Reappointment
   - Retirements
   - Separation
4. Adjunct Faculty
   - Appointments
5. Support Staff
   - Appointments
   - Separation
   - Retirements
6. Additional Compensation
   - Academic 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

- Presentation – Financial Forecast and Fund Balance Results
  Jonathan Miller, Partner, Bonadio and Co., LLP

**
RESOLVED, that the Board of Trustees of Monroe Community College accepts the Interim Financial Reports as of November 30 and December 31, 2018. (F01-2019)

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 months of November and December 2018. (F02-2019)

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 accepts the annual audit of Monroe Community College for the fiscal year ended August 31, 2018, as conducted by Bonadio & Co., LLP. (F03-2019)

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

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FINANCE AND FACILITIES COMMITTEE (continued)

RESOLVED, that the Board of Trustees of Monroe Community College authorizes the following transfer of funds: (F04-2019)

FROM:	Academic Support– Personal Services	$65,660[1]
	General Administration – Contractual Expense	$25,388[2]
TO:	Academic Support – Contractual Expense	$91,048[1&2]

[1] Funding for Cybersecurity service from an open PC & Network Services position
[2] Funding for 155 video cards

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

Information Items

1. Purchases under $20,000 for November and December, 2018
2. CIP Status Report as of January 10, 2019
3. Grants Report from November 10, 2018 to January 15, 2019

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PERSONNEL AND PROGRAMS COMMITTEE

RESOLVED, that the Board of Trustees of Monroe Community College adopts the revised "2.10 Sexual Harassment Response and Prevention Policy" in compliance with NYS Labor Law 201-g and SUNY Sexual Harassment Response and Prevention Policy Statement effective February 4, 2019. (P01-2019)

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 conduct an Executive Session pursuant to Public Officers Law §105, subsection (e): collective negotiations pursuant to Article 14 of the Civil Service Law. (P02-2019)

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

Information Items

1. Consensual Relationships Policy
2. Credit/Contact Hour Policy

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BOARD OF TRUSTEES

- Presentation: The MCC Response Team: People, Process and Impact
  John Delate, Associate Vice President, Student Services
  Amy Greer, Director, Student Rights and Responsibilities
  Tony Perez, Chief, Public Safety
  Aubrey Zamiara, Director, Counseling Center & Disability Services

- President's Report

- 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 – Amanda Colosimo
  - Student Government – Brighton – Alec Waight-Morabito
  - Student Government – Downtown Campus – Stephanie Guilin (written report)
  - Support Staff Planning Council – Denise Morley (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:

Speaker	Topic
Jesse Redlo	Treatment of Adjunct Faculty
Bethany Gizzi	Employee Concerns
Jennifer Hill	Even Less Confidence
Jeremy Wolk	Every Bright Future Needs a Strong Foundation Campaign
David Mack	Historical Perspective on the Importance of Leadership In a Fundraising Campaign
Celia Reaves	New Psychology Major
Elizabeth Laidlaw	Communication between Board of Trustees and Employees of Monroe Community College
Judi Salsburg	Student Success

Information Items

1. Biographies
2. Staff Recognition

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Information Items

Mr. Jonathan Miller and Ms. Grace Gonzalez, Bonadio & Co., LLP, presented the annual audit findings for the year ended August 31, 2018.

The financial report was replaced with a presentation by Mr. Jonathan Miller, Bonadio & Co., LLP regarding MCC's financial forecast and fund balance results.

During the Personnel and Programs Committee section of the agenda, the Board entered into Executive Session at 4:52 pm and adjourned at 5:19 pm.

The meeting reconvened and a vote was made to end the business portion of the Board meeting at 5:22 pm.

A presentation on the MCC Response Team: People, Process, Positive Impact was given by four offices who play a critical role in incident response: Public Safety, Student Rights and Responsibilities, Counseling Services and Student Services.

President Kress reviewed the materials in the Board folders as follows:

- Kudos for Teaching Excellence
- Food Insecurities Task Force Quarterly Report
- Advocacy Paper on Removing Non-academic Barriers

President Kress then reported on the executive budget for 2019-2020 and highlights from the SUNY State of the University. She also provided a breakdown of 2017-2018 MCC Salary and Benefits and MCC full-time / adjunct sections taught.

Faculty Senate President Amanda Colosimo reported on Senate activities. There are four open searches, they are working on planning multiple activities around faculty and staff recognition and professional development and are hosting a College conversation on student resources related to food and housing insecurity. Amanda also expressed concerns related to items not addressed in Dr. Lovenheim's response to the Faculty Senate, the reframing of the Open Forum and continued communication challenges at the College.

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Information Items (continued)

Student Government Association President Alec Waight-Morabito reported on SGA initiatives for this semester. Alec discussed the goal of increasing SGA recognition and Senate membership. The Spring Student Life Fair is being held February 6 in the Atrium and Terrace between 11:30 am – 1:30 pm. One of SGA's primary goals this semester is to decrease student financial burden and help stabilize decreasing retention rates. One of the things Alec is working on is drafting a proposal to create a Student Mentorship Program. SGA is delighted the MCC community is working on creating a Shared Governance rubric and they are excited to be a part of that. Alec reminded the Board that the SGA Senate holds a public meeting every Tuesday from 2:15-5:00 pm in the Forum and the Board is welcome to attend.

Student Events and Governance Association President Stephanie Guilin provided a written report to the Board. The report highlighted events for February including celebrating Black Excellence by the creation of a collage, black invention/innovators museum, soul food buffet and a poetry slam. During February they are also participating in the Student Life Fair on February 6 to help with club recruitment and having a Valentine's Day event on February 13. In the future they will be facilitating events to help promote RTS Universal Bus Pass, Spring Fling and topics about governance.

Support Staff Planning Council provided a written report. The Council has welcomed new leadership – Marybeth Donnelly in Admissions will co-chair along with Denise Morley in Human Resources. Two new members have been welcomed: Pamela Rende, Student Services and Mary Ranghelli, Facilities for a total of fourteen members. During January the Council organized and held a college-wide workshop on Ergonomic Safety presented by Sharon Marini, Assistant Direct, Environmental Health and Safety.

MCC Foundation Chair Lauren Dixon gave the foundation report. Lauren reported that $40.3M has been raised toward the goal of $50M for the Every Bright Future Needs a Strong Foundation campaign. In January the Foundation made its annual transfer to the College. The amount of $826,000 was consistent with last year's transfer. The Annual Gold Star Gala will be held on Saturday, April 27, please save the date. M&T Bank will sponsor the Gala again this year. This event raises important funds for MCC students.

The Board meeting adjourned at 6:41 pm.

Respectfully submitted,

Linda M. Hall

Linda M. Hall
Secretary, Board of Trustees