



Monroe Community College

STATE UNIVERSITY OF NEW YORK

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

**MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, June 3, 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

Richard S. Warshof, Honorary Trustee

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 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 4:01 pm.

Consent Agenda

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

Board of Trustees:

- A. Minutes of the April 1, 2019 meeting.

Finance & Facilities:

Operating disbursements totaled \$11,435,760.76 for the month of March 2019, and \$7,169,634.43 for the month of April 2019, subject to final audit. (A detailed listing is available upon request.)

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

Consent Agenda (continued)

Personnel & Programs:

B. Consent Calendar

1. Professional Staff
 - Salary Adjustments
 - Appointments
 - Reappointments
 - Separations
2. Teaching Faculty
 - Appointment
 - Reappointments
 - Retirements
3. Adjunct Faculty
 - Appointments
4. Support Staff
 - Promotions
 - Appointments
 - Retirements
 - Separations
5. Additional Compensation
 - Academic Services Division
 - EDIWS Division

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

FINANCE AND FACILITIES COMMITTEE

RESOLVED, that the Board of Trustees of Monroe Community College accepts the Interim Financial Reports as of March 31 and April 30, 2019. (F11-2019)

**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 March and April 2019. (F12-2019)

**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 approves the Schedule of Tuition and Fees for the fiscal year September 1, 2019 through August 31, 2020. (F13-2019)

**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 approves the Operating Budget for the fiscal year September 1, 2019 through August 31, 2020 in the amount of \$121,800,000.00 and the usage of 3.9 million fund balance. (F14-2019)

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

FINANCE AND FACILITIES COMMITTEE (continued)

WHEREAS, the Board of Trustees of Monroe Community College has approved the fiscal 2020 budget with a use of fund balance of \$3.939 million; and

WHEREAS, the Board of Trustees of Monroe Community College desires a balanced budget in the future without the use of fund balance; and

WHEREAS, Monroe Community College has a history of strong fiscal management, regularly working throughout the budget year to contain costs and align expenditures with revenue while assuring quality academic programs, instruction, and support services for our students; and

WHEREAS, Monroe Community College is working to identify and offer new credit and non-credit programs and delivery alternatives that will benefit both the College, the community, and our region; and

WHEREAS, with the support and engagement of the Board of Trustees, Monroe Community College has engaged Gray Associates to conduct a market analysis, and identify programs, delivery strategies, student markets, and marketing/advertising strategies that could offer the College the opportunity to grow enrollment; and

WHEREAS, Monroe Community College will be one of three SUNY community colleges in the pilot year of SUNY Online, creating the opportunity for increased enrollment and increased access to online degrees for students in our community and across the state and country; and

WHEREAS, Monroe Community College continues to expand its nationally recognized LadderzUp partnership with Monroe County, responding to the education and training needs of local employers, building a skilled workforce, and growing non-credit enrollment in short-term, high-demand programs; therefore,

BE IT RESOLVED, that the Monroe Community College Board of Trustees directs President Kress and her administrative team to present at the August 12, 2019 Board meeting a plan for consideration by the Board to reduce the use of fund balance in the approved 2019-2020 budget, and report on progress of this plan's implementation at each subsequent Board meeting; and

FURTHER BE IT RESOLVED, that College leaders begin the work necessary to propose a 2020-2021 budget without further use of fund balance. (F15-2019)

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

FINANCE AND FACILITIES COMMITTEE (continued)

Information Items

1. Purchases under \$20,000 for March and April, 2019
2. CIP Status Report as of May 9, 2019
3. Grant Report for March 13 – May 7, 2019

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

PERSONNEL AND PROGRAMS COMMITTEE

RESOLVED, that the Board of Trustees of Monroe Community College adopts the amendments to Article IV of the Faculty Senate Bylaws, effective upon approval by the Board of Trustees. (P15-2019)

**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 approves the revised Academic Calendars for Spring 2020 and Fall 2020. (P16-2019)

**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 approves leave for professional advancement in accordance with Article 13 of the contractual agreement between Monroe Community College and the Faculty Association for the following: (P17-2019)

James Coffey Visual and Performing Arts Fall 2019 semester

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

**

RESOLVED, that the Board of Trustees approves a salary increase of 1.75% for the 2018 - 2019 fiscal year for Officers, Non-Contract Administrators and President retroactive to September 1, 2018. (P18-2019)

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

Information Items

1. 2.7 Assembly, Picketing, Demonstrations Policy
2. Freedom of Information Law Policy

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

BOARD OF TRUSTEES

WHEREAS, quintessential civil servant the Honorable H. Carl McCall has been an ardent advocate for education throughout his five-decade public career, which includes his leadership and service to the citizens of New York via the State University of New York, the New York State Legislature, the New York State Comptroller's Office and other appointments; and

WHEREAS, he is a firm believer in the power of higher education to create opportunity and transform lives, ensuring a quality, affordable SUNY education is accessible for all residents, including those in the Greater Rochester region; and

WHEREAS, he is an instrumental supporter of community colleges, bringing increased attention to the economic contributions they make in their communities and bringing together economic development and higher education to enhance the quality of life for all families; and

WHEREAS, he cares deeply about the success of Monroe Community College students and our local community, enthusiastically supporting MCC's innovative, job-training programs targeted at our region's workforce needs; and

WHEREAS, his tireless efforts to bolster academic excellence and workforce development across the SUNY system are evident in his 2015 visit to MCC which included a tour of the Applied Technologies Center, where future HVAC, automotive and precision machining technicians are trained; and

WHEREAS, he has contributed to the advancement of MCC, which during his SUNY tenure has been held up as a national model for meaningful collaborations with employers and for job-training programs that align with employment opportunities;

NOW, THEREFORE, BE IT RESOLVED, that we, the members of the Monroe Community College Board of Trustees, do honor the service of the Honorable H. Carl McCall—a champion of education and inspiring role model for a new generation of leaders—for his unequalled leadership and vision, his distinguished record of public service, and his extraordinary dedication to SUNY and to hundreds of thousands of SUNY students. (T01-2019)

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

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

BOARD OF TRUSTEES (continued)

WHEREAS, Abdullah Abdullah Alshalchi has served faithfully as the Student Trustee of the Monroe Community College Board of Trustees during the 2018-2019 academic year; and

WHEREAS, Abdullah Abdullah Alshalchi has served diligently and with sincere devotion as a member of the Finance and Facilities Committee of the Board, as well as the Student Trustee Advisory Committee of the Association of Community College Trustees during his term of office; and

WHEREAS, Abdullah Abdullah Alshalchi has contributed to the betterment of the College by expressing the student perspective while serving as a dedicated representative of his fellow students; and

WHEREAS, Abdullah Abdullah Alshalchi has positively impacted the lives of his fellow students through his leadership, academic achievement and involvement in co-curricular activities, standing as a role model for current and future students;

NOW, THEREFORE, BE IT RESOLVED, that we, the Board of Trustees of Monroe Community College, hereby expresses its deep appreciation for his leadership and service to the College and extends to him best wishes for continued happiness and success in the years ahead. (T02-2019)

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

Motion was carried unanimously.

- Presentation: Strategic Plan Dashboards Direction Three: Career Pathways and Regional Economic Development (Attachment 11)
Todd Oldham, VP Economic & Workforce Development & Career Technical Education
- 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
 - Support Staff Planning Council – Marybeth Donnelly (written report)

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

BOARD OF TRUSTEES (continued)

- 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> |
|-----------------------|---|
| Mark Sample | The Climate of the College and a Plea for Unity |
| Natasha Christensen | Diversity and Inclusion in Teaching |
| Jesse Redlo | Respect for the College Community |
| Bethany Gizzi | The Future of MCC |
| Elizabeth Laidlaw | Board's Responsibility to the College Community |
| Kara Tierney | Misinformation |
| Robert Nenno | Reflections on MCC |

Information Items

1. MCC Student Government Association Constitution
2. Biographies
3. Staff Recognition

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

Information Items

Chairperson Lovenheim opened the meeting by reading an email from Professor Emerita Barbara Christoff which highlighted the significance of the Employee Recognition Ceremony and recognized the Board of Trustees for doing an exemplary job in providing MCC with outstanding leadership along with opportunities to excel as evidenced by the numerous awards at the SUNY and local levels.

Chairperson Lovenheim then asked President Kress to give her report to set the context for the Board's consideration of the budget by providing an overview of MCC's work in the coming year.

President Kress gave an overview of the Gray Associates two-day workshop which reviewed all of MCC's academic programs. Twelve new programs have been recommended for further review and consideration. Twenty-two existing programs have been recommended for division and department action that would result in enrollment growth. Six programs have been referred to Faculty Senate for existing processes related to deactivation.

MCC has been selected to offer three degree programs in the first year of the relaunched SUNY Online: Accounting, Mathematics and Psychology. Other topics discussed were marketing and recruitment, non-traditional pathways, retention and managing expenditures.

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 April 2019 YTD as follows:

Enrollment is down 3.7% from the prior year and has achieved 94% of budget.

Revenue is down 1.3% YOY and has achieved 75% 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 0.3% YOY and has achieved 65% of budget. This is primarily related to vacancies and timing differences in contractual expenses.

Trustee Stickles read the resolutions under Personnel and Programs and highlighted two policies that were presented as a first read.

Chairperson Lovenheim read resolutions of recognition for H. Carl McCall and Student Trustee Abdullah Abdullah Alshalchi.

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

Information Items (continued)

A vote was made to end the business portion of the Board meeting at 4:58 pm.

Vice President Todd Oldham provided an updated on the Strategic Plan Dashboard Direction Three: Career Pathways and Regional Economic Development.

Prior to the Shared Governance Updates Chairperson Lovenheim brought the Board's attention to the information item referencing the MCC Student Government Association Constitution and asked SGA President Alec Waight-Morabito if he would like to make any remarks. Alec said he would wait until his shared governance remarks.

Faculty Senate President Amanda Colosimo reported on Senate activities. Amanda reported on the activities of the committees. Amanda also reported that a subset of the Faculty Senate participated in a review of shared governance with a team from the Faculty Council of Community Colleges and other shared governance groups. Amanda thanked the senators for their hard work over the year. Amanda reviewed her time as Faculty Senate President and her role as the voice of the faculty of MCC.

Student Government Association President Alec Waight-Morabito reported on SGA activities. SGA has continued focus on increasing membership and electronic means for student outreach to increase information flow. They are also looking to document the roles, responsibilities and resources for individual positions in order to assist incoming members. The SGA has been investigating parking services and the Monroe County parking contract and shared concerns with the use of money collected for the parking fee and the incentive to ticket MCC students for revenue. SGA participates in shared governance and continues to strive to improve communication and ways in which SGA input can be better integrated into decision making process. SGA has developed a revised rubric to assess shared governance practices and has shared the edited version with the shared governance groups at MCC, Student Assembly and the Faculty Council of Community College's (FCCC).

MCC Foundation Chair Lauren Dixon gave the Foundation report. The Gold Star Gala was very successful raising \$236,000 (net of expenses) in support of MCC students. The Scholarship Open is being hosted at Oak Hill County Club on Monday, June 24 and is nearly sold out.

MONROE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MINUTES
June 3, 2019

Information Items (continued)

Please let Gretchen know if you would like further information on this event. As of May 28, 2019, the Every Bright Future Needs a Strong Foundation campaign is at \$45,744,962M towards a goal of \$50M. For the 6th year, the MCC Foundation has been able to award more than \$1M in scholarship support. The percentage of scholarships based on financial need continues to grow and is now at 77%. The Foundation still is not able to support every student that seeks assistance. Currently they are awarding scholarships to a third of the students with financial need.

The Board meeting adjourned at 6:11 pm.

Respectfully submitted,



Linda M. Hall
Secretary, Board of Trustees