



Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

Monroe Community College Board of Trustees Minutes

Monday, October 5, 2020

Virtual

4:00 PM

Present:

Barbara P. Lovenheim, Chair
Grace S. Tillinghast, Vice Chair
Auyen Martinez, Student Trustee
John L. Bartolotta
Daniel M. DeLaus, Jr.
Carla M. Palumbo
Dale R. Rehkopf II, Chair, Finance and Facilities Committee
Allen K. Williams, Chair, Personnel and Programs Committee

Nathan J. Robfogel, Honorary Trustee
Alice Holloway Young, Chair Emerita, Honorary Trustee

Katherine P. Douglas, Interim President
Linda M. Hall, Secretary, Board of Trustees

Excused:

Dr. Joe Carbone

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***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 4:02 pm.

Consent Agenda

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

Board of Trustees:

- A. Minutes of the August 10, 2020 meeting.

Finance & Facilities:

Operating disbursements totaled \$6,715,887.04 for the month of July 31, 2020, subject to final audit. (A detailed listing is available upon request.)

Personnel & Programs:

- B. Consent Calendar
 1. Non-Contract
 - Separations
 2. Professional Staff
 - Appointments
 - Reappointments
 - Retirements
 - Separations
 3. Teaching Faculty
 - Appointment
 - Reappointments
 - Retirements
 - Separations
 4. Adjunct Faculty
 - Approval
 5. Support Staff
 - Appointments
 - Retirements
 - Separations

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Consent Agenda (continued)

6. Additional Compensation
 - President's Division
 - Administrative Services
 - Academic Services
 - EDIWS
 - Student Services

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective October 5, 2020. (T10-20)

Motion was made and seconded that the above resolution be adopted. A roll call vote was conducted and the motion was carried 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, 2020. (F17-20)

Motion was made and seconded that the above resolution be adopted. A roll call vote was conducted and the motion was carried unanimously.

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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 2020. (F18-20)

Motion was made and seconded that the above resolution be adopted. A roll call vote was conducted and the motion was carried unanimously.

Information Items

1. Purchases under \$20,000 for July 2020
2. CIP Status Report as of September 15, 2020
3. Grants Report for July 14 to September 9, 2020

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Personnel and Programs Committee

RESOLVED, that the Board of Trustees of Monroe Community College accepts an amendment to Intersession 2021 to amend the dates for Last Day Students May Drop Course(s) to January 7, 2021 and Last Day for a Student to Withdraw From an Individual Course with a Grade of “W” to January 16, 2021 and Spring 2021 to amend the Last Day for a Student to Withdraw From an Individual Course with a Grade of “W” to May 1, 2021 and to align spring recess with Monroe County public school calendars, March 28-April 4, 2021. (P27-20)

Motion was made and seconded that the above resolution be adopted. A roll call vote was conducted and the motion was carried unanimously.

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Board of Trustees

- Presentation: Sexual Harassment Response and Prevention Training
Kristin Lowe, Director, Human Resources
- President's Update
 - Strategic Plan Update
- SUNY Update
Christy Fogal, Professor, Mathematics; President of the Faculty Council of Community Colleges and SUNY Trustee
- Cabinet Updates
 - Calvin Gantt, Chief Diversity Officer
 - Kimberly McKinsey-Mabry, Acting Vice President, Student Services
 - Todd Oldham, Vice President, Economic & Workforce Development & Career Technical Education
 - Hezekiah Simmons, CFO/Vice President, Administrative Services
 - Andrea Wade, Provost/Vice President, Academic Services
 - Gretchen Wood, Chief Advancement Officer and Executive Director, MCC Foundation
- Monroe Community College Foundation 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:
 - Student Government – Brighton - Isabella DeRubeis
 - Student Government - Downtown Campus – Denise Vogel
 - Faculty Senate – Nayda Pares-Kane
 - Administration – Katherine P. Douglas
 - Support Staff Planning Council – written report
- Union Updates
Linda M. Hall, Secretary, Board of Trustees called on the union groups for their updates. The following groups shared an update:
 - CSEA – Tom Pollizi

Information Items

1. Biography
2. Staff Recognition

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Information Items

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 YTD July 2020 as follows:

Enrollment is down 8.0% from the prior year and has achieved 96% of budget.

Revenue is down 2.7% YOY and has achieved 93% of budget. This is primarily due to a decrease in enrollment.

Expenses are down 2.7% YOY and has achieved 86% of budget. This is primarily related to a decrease in salaries due to vacancies, decrease in contractual expenses and strong college community support of expense management.

The business portion of the Board meeting ended at 4:41 pm.

The SUNY Sexual Harassment training video was shared with the Board to review in advance of the meeting. Kristin Lowe attended and provided an opportunity for the Board to ask any questions. Kristin Lowe will provide completion certificates to the Board members who wish to receive them.

Interim President Douglas then provided her report. Dr. Douglas asked Research Director William Dixon to provide an update on the Strategic Plan metrics relating to the five directions. Access to the full strategic plan dashboards will be provided to the Trustees. Chairperson Lovenheim thanked President Douglas for summarizing the prioritized metrics for AY 20-21 in a one-page format.

Christy Fogal, Professor of Mathematics, President of the Faculty Council of Community Colleges and SUNY Trustee provided an update on SUNY initiatives. Christy's update focused on: SUNY Online, PRODIG, SUNY General Education, Transfer Pathway Review, SUNY Mental Health and Wellness Taskforce. The Community College update highlighted that SUNY has noticed a 7% increase in Community College graduation rates since 2010 due to student success initiatives such as co-requisites and guided pathways.

Chief Diversity Officer Calvin Gantt provided an update on the 4th Annual and first virtual diversity conference with a theme of Mental Health and Wellness in Diverse Communities. There were over 100 participants and feedback was very positive. Dr. Gantt is working with Human Resource Director Kristin Lowe to conduct exit interviews for all faculty/staff who have separated from the college via layoffs or the Voluntary Position Elimination Program.

Interim VP of Student Services Kimberly McKinsey-Mabry provided an update on the growth of on-line audiences to include Twitter, Facebook, Instagram and LinkedIn. The social media audience across all channels is now up to 93,626. There are two virtual open houses scheduled

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on October 24 and November 14 and they are holding weekly High School admission information sessions through December. Dr. McKinsey-Mabry thanked those that participated in the virtual 9/11 ceremony. With special thanks going to Professor Mark Sample who provided the keynote and the master of ceremonies Interim Student Government President Bryce Geron. Dreamkeepers has processed 127 student requests for support since mid-August.

VP Economic & Workforce Development & Career Technical Education Todd Oldham reported that Monroe County Executive Adam Bello announced that Monroe County has committed \$550,000 in CARES Act funding for MCC to develop, implement, and manage a workforce development partnership with MPower Healthcare. This innovative program will provide free training to Monroe County residents looking for work in essential health and medical positions. EDIWS is preparing to launch a new SkillsMatch tool that will align skillsets of prospective students to “next step” skills. A survey was launched to identify the needs of local industry as we move to post-COVID recovery status. Results will be shared at the next Board meeting.

CFO and VP Administrative Services Heze Simmons reported that COVID has increased automation which has increased productivity. The MCC App has added Blackboard course information that allows students to interact with their class, view assignments, etc. and allows them to integrate due dates into their phone calendars. Feedback on the upgrade has been very positive. Technology Services created a custom-designed COVID self-assessment screening tool for employees and students coming to campus. The tool is available on the MCC app and the web and links to the COVID 19 swipe stations at the campus entrance which gives Public Safety an integrated view of the data. The scheduling of cleaners and custodians have been modified to meet COVID demands. There has been an increased demand for the creation of budget scenarios and position management. They are working on ways to try and automate those processes. There are final meetings taking place with the Smith Group this week regarding the Facilities Master Plan. VP Simmons will have an update prepared for the next Board meeting.

Provost and VP Academic Services Andrea Wade highlighted the Education and Human Services Department for programs they are putting together to specifically get people to workforce very quickly. Dr. Wade asked the board to review the statistics from the virtual campus efforts as the Instructional Services team has been working hard to support faculty, staff and students for the fall semester. The Academic Achievement Awards brochure was highlighted. This brochure was created in place of the annual live Convocation ceremony which could not take place this year. The Deans generated the idea and created the brochure which contained biographies of high achieving students and quotes from faculty. Each student received a hard copy of this booklet.

Chief Advancement Officer and Executive Director MCC Foundation Gretchen Wood gave praise to Clayton Jones and the team from Government and Community Relations on their communication around the reopening plan for the College. Dolores Pasto-Ziobro from the Office of Institutional Compliance has taken over as FOIL Officer. Institutional Research has been working on updating the strategic plan and working on research for students that received

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laptop during the COVID-19 pandemic. This information will be used to identify student populations who need computer and internet access the most and how to provide them with those services going forward.

MCC Foundation Chair Sergio Esteban provided the MCC Foundation report. The total transfers to the College for the 2019-20 academic year totaled over \$2.3M dollars. Just over \$1.3M was awarded in scholarships and their endowment has grown to over \$15.3M. The 36th Annual Scholarship Open was held on September 15 at the County Club of Rochester. The tournament raised \$75,000 net in support of student success at MCC. Lori VanDusen has accepted the role of chair-elect and will serve as leader of the Foundation Board beginning in September 2021.

Newly elected Brighton Student Government Association (SGA) President Isabella DeRubeis is excited for her new role and to be working with a great team of leaders! Isabella reported that Kelvin Cooke, SGA Elections Coordinator, organized elections last week for both campuses. The members of both student governments have been working together to represent both campuses. They are in discussions regarding the possibly of joining the two groups together. They have been working on several events: the virtual 9/11 ceremony, the annual Constitution Day highlighting the 100th anniversary of the 19th amendment, the right for woman to vote, a Fall festival event and are currently focused on informing the student body of the upcoming deadline to vote.

Newly elected Downtown Student Events and Governance Association (SEGA) President Denise Vogel is honored to be serving. They will be working together with the Brighton Student Government Association this year and are currently working with them on the Fall festival event.

Faculty Senate President Nayda Pares-Kane reported that the Senate Executive Committee has been working on several initiatives. The Senate officers were asked to join the Faculty Resource Committee to review proposals for position eliminations and provide feedback. SCAA reviewed the reorganization proposal and will continue to be involved in appropriate searches for vacated positions. Things are moving along with the Presidential search. The first virtual Senate meeting was held. The FCCC asked each campus to either endorse or not the vote of no confidence on the SUNY Board of Trustees and MCC's senate voted to endorse. Nayda thanked the faculty and professional staff for all of the hard work they are doing in support of students during this unprecedented time. Senate is co-sponsoring many events on campus and held a senate orientation for new and returning senators. They will be meeting with Dr. Douglas and her cabinet to discuss the role of SCAA in shared governance.

Interim President Douglas reported on behalf of Administration and noted they had collaborated with SCAA on the reorganization process and continue conversations on the role of SCAA in shared governance. With all the reorganizations they are in conversation with Dr. Pares-Kane on what should be the appropriate communication channel between Faculty Senate and Executive Administration.

The Support Staff Planning Council provided a written update to the Board.

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CSEA President Tom Pollizi provided an update to the Board. Tom reported on the morale of the CSEA membership after the layoffs and recently approved reorganization. They want to believe the College is on the right path to correct current problems at the College but there is a strong degree of uncertainty due to the miscommunication and perceived lack of planning around the layoffs and reorganization. Many department managers had no input on the targeted position for layoffs within their department. CSEA membership is held accountable for their actions. The financial problems and enrollment issues did not present themselves suddenly. They would like to know when others at the College are going to be held accountable for their actions.

The meeting adjourned at 6:02 pm.

Respectfully submitted,



Linda M. Hall
Secretary, Board of Trustees