



Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

Monroe Community College Board of Trustees Minutes

Monday, December 7, 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

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 October 5, 2020 meeting.

Finance & Facilities:

Operating disbursements totaled \$7,716,624.79 for the month of August 2020, \$5,616,034.35 for the month of September 2020, and \$14,332,314.30 for the month of October 2020, subject to final audit. (A detailed listing is available upon request.)

Personnel & Programs:

B. Consent Calendar

1. Non-Contract
 - Appointment
2. Professional Staff
 - Appointments
 - Promotion
3. Teaching Faculty
 - Appointments
 - Retirements
4. Adjunct Faculty
 - Approvals
5. Support Staff
 - Appointment
 - Retirements
 - Separations
6. Additional Compensation
 - Academic Services
 - EDIWS Division
 - Student Services

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RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective December 7, 2020. (T17-2020)

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 Reports as of August 31, September 30 and October 31, 2020. (F19-2020)

Motion was made and seconded that the above resolution be adopted. A roll call vote was conducted and the 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 August, September and October 2020. (F20-2020)

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

**

RESOLVED, that the Board of Trustees of Monroe Community College approves the Annual Financial Report to SUNY for the fiscal year ended August 31, 2020. (F21-2020)

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 August, September, and October 2020
2. CIP Status Report as of November 16, 2020
3. Grants Report for September 9 to November 9, 2020

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Personnel and Programs Committee

RESOLVED, that the Board of Trustees of Monroe Community College accepts an amendment to the Spring 2021 Academic Calendar to reflect the elimination of Winter and Spring Breaks per guidance by SUNY. (P28-2020)

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

**

RESOLVED, that the Board of Trustees of Monroe Community College approves the following certificate, subject to the approval by the State University of New York: ESOL Program English Proficiency Certificate. (P29-2020)

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

**

RESOLVED, that the Board of Trustees of Monroe Community College approves the following jointly registered program with Rochester General College of Health Careers, subject to the approval by the State University of New York: Nursing Associate of Applied Science. (P30-2020)

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

RESOLVED, that the Board of Trustees of Monroe Community College adopts a Memorandum of Understanding between Monroe Community College and Monroe Community College Foundation, Inc. to set forth policies and procedures that will contribute to the coordination of their mutual activities, effective December 7, 2020. (T18-2020)

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

- President's Update
- 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, Vice President, Institutional Advancement 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 – Joshua Ward
 - 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. There were no updates for this meeting.
- **Information Items**
 1. Biography
 2. Staff Recognition

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Information Items

Chairperson Lovenheim began the meeting recognizing two Trustees. Trustee Benny Martinez received the Law and Criminal Justice Andrew “AJ” Sperr Endowed Scholarship award at a ceremony held on Friday, December 4 and Trustee Carla Palumbo received the Rochester Business Journal ICON award at a ceremony held on Monday, December 7.

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:

August year-end 2020 as follows:

Enrollment is down 401 FTE’s from budget and has achieved 96% of budget.

Revenue achieved 97% of budget. The Federal Aid (CARES Act) of \$500K partially offset the decrease.

Expenses decreased \$5.2M from budget and achieved 96% of budget.

YTD October 2020 are as follows:

Enrollment is down 15.8% from the prior year and has achieved 94% of the Fall Semester budget.

Revenue is down 11.1% YOY and has achieved 22% of budget. This is primarily due to a decrease in enrollment.

Expenses are down 13.8% YOY and has achieved 15% of budget. This is primarily related to a decrease in salaries due to the voluntary separation incentive program (VSIP) and voluntary position elimination program (VPEP). Contractual and utilities expenses also decreased compared to prior year.

The business portion of the meeting ended at 4:59 pm.

Interim President Douglas then provided her report. Dr. Douglas highlighted the new fact book noting MCC served 25,000 students with 78% from Monroe County and 44% being students of color. MCC is a COVID testing site for New York State and also a pooled testing site for students and employees. MCC has conducted approximately 5,000 pooled tests with only 19 positive cases. \$3.5M CARES act funding was distributed to 4,300 MCC students. William Dixon, Director, Research, reviewed the report which examined the CARES act funding and its impact on student persistence. Overall, the results confirmed previous research showing that students who receive grant aid have an increase in student persistence.

Chief Diversity Officer Calvin Gantt provided an update on the 21-Day Racial Equity Challenge sponsored by the United Way. There were 65 MCC participants. In the Spring there will be a book read around Equity Talk to Equity Walk. There have been several election related

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programs for student and faculty. The Diversity Conference held on October 2nd focused on Mental Health and Wellness in Diverse Communities.

Interim VP of Student Services Kimberly McKinsey-Mabry provided an update on a coordinated effort by DWIGHT, First Year Experience, Phi Theta Kappa and Student Life and Leadership to provide 100 Thanksgiving dinners to students at both the Brighton and Downtown Campuses. Eric Wheeler, Assistant Director, Veteran Services, was nominated and named to the newly formed SUNY Veteran and Military Action Council. To encourage student participation in pooled testing, drawings were held for prizes for those who participated. Over 20 students have received prizes to date. There will be a grand prize drawing at the end of the semester.

VP Economic & Workforce Development & Career Technical Education Todd Oldham highlighted some COVID retraining opportunities: HVAC Jumpstart program, Mechatronics program and a Cloud Practitioner certificate program. In partnership with RTMA, MCC conducted three virtual matching day events for Monroe County students accepted into the Finger Lakes Youth Apprenticeship Program. In order to generate revenue, they continue to apply for various grants.

CFO and VP Administrative Services Heze Simmons reported on Public Safety's achievement of the CALEA Accreditation. Only 10 law enforcement agencies hold CALEA accredited status in New York State. MCC is the first community college nationally to receive this honor. 85% of employees have completed the Cyber Security Awareness Training which was rolled out in October. Lori Scipioni, Secretary, Public Safety, who has been a "rock star" assisting in the pooled testing area, pointed out to Mr. Simmons how there has been collaboration across the campus within Administrative Services in order to accomplish the pooled testing initiative. Heze thanks everyone who has assisted in that effort.

Provost and VP Academic Services Andrea Wade highlighted the many publications and presentations across the College the faculty are giving. Dr. Wade highlighted that programming, specifically in the TCC, has focused on Diversity, Equity and Inclusion. Kimberley Collins and Michael Jacobs are helping to administer an AAC&U grant which will help faculty and staff expand Diversity, Equity and Inclusion in instruction. MCC continues to have great success in SUNY Online. MCC has very successful programs and are one of the top schools in terms of enrollment in SUNY Online.

VP Institutional Advancement and Executive Director, MCC Foundation Gretchen Wood highlighted Institutional Research's analysis of the CARES act funding and the role CIVITAS is playing in that as an example of how the use of CIVITAS is being duplicated in other programs. Dolores Pasto-Ziobro is developing an automated process for policies, procedures and protocols. There will be a new vendor for the Ethics Hotline which will result in an 80% cost savings. The communications from Government and Community Relations during this pandemic time have been important, professional and clear and they are thanked for all the work they are doing to help keep our campus safe.

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The MCC Foundation report was also provided by VP Woods. The MCC Foundation has a goal to raise \$4M in major gifts in the coming year. The number of scholarship funds continue to grow. There are two new dental hygiene scholarships. There are 274 scholarship funds at MCC. The 23rd Annual Gold Star Gala will be held on Saturday, April 24 with the theme of The Great Circum Navigation.

Student Government Vice President of Governance Joshua Ward updated the Board on SGA activities. They had a very informative meeting with Chancellor Malatras. Some student concerns have been discussed with Student Trustee Martinez. They have formed a committee to help the Muslim community prayer room.

SEGA President Denise Vogel provided updates on SEGA activities. They are rewriting the constitution combining both student governments from the Downtown Campus and Brighton Campus. They organized a town hall meeting with students which was not very successful, they will try to connect again next year.

Faculty Senate President Nayda Pares-Kane provided an update on Senate activities. The Senate and the FA worked collaboratively in reviewing simultaneously administration's proposed position eliminations and reorganization proposal. Gratitude was extended to Interim President Douglas for the collaborative effort she allowed for FA and shared governance to function and operate with professionalism. In March the Senate colleagues were tested in making quick decisions in order to make the business continue in a remote environment while serving the needs of the students. During the Summer the Senate Executive Committee worked with administration on budget, the reorganization and the Presidential search. Thanks, was given to Becky Babcock and the SCAA committee for their dedication and work. Currently discussions are going on with administration to clarify and streamline SCAA's role within Senate. Nayda has advocated for Senate to sponsor events that advance the commitment to students of color, to anti-racism and to issues of social justice.

Interim President Douglas provided a report from Administration noting she is looking forward to following through on two agreed upon changes on how SCAA works on search committees.

The meeting adjourned at 5:52 pm.

Respectfully submitted,



Linda M. Hall
Secretary, Board of Trustees