



Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

Monroe Community College Board of Trustees Minutes

Monday, April 6, 2020

4:00 PM

Present:

Barbara P. Lovenheim, Chair
Grace S. Tillinghast, Vice Chair
Stephanie Guilin, Student Trustee
John L. Bartolotta
Dr. Joe Carbone
Daniel M. DeLaus, Jr.
Carla M. Palumbo
Dale R. Rehkopf II, Chair, Finance and Facilities Committee
Allen K. Williams, Chair, Personnel and Programs Committee (excused at
4:21 pm)

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

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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 4:18 pm.

Consent Agenda

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

Board of Trustees:

- A. Minutes of the March 9, 2020 meeting.

Finance & Facilities:

Operating disbursements totaled \$16,739,624.00 for the month of February 2020, subject to final audit. (A detailed listing is available upon request.)

Personnel & Programs:

- A. Consent Calendar
 - 1. Professional Staff
 - Appointment
 - Reappointment
 - Retirements
 - Separation
 - 2. Teaching Faculty
 - Appointments
 - Separation
 - 3. Support Staff
 - Appointments
 - Retirements
 - Separation
 - 4. Additional Compensation
 - Academic Services Division
 - EDIWS Division

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RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective April 6, 2020. (T02-2020)

Motion was made (Trustee Tillinghast) and seconded (Trustee Carbone) 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 February 29, 2020. (F07-2020)

Motion was made (Trustee Palumbo) and seconded (Trustee Bartolotta) 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 month of February 2020. (F08-2020)

Motion was made (Trustee Carbone) and seconded (Trustee Tillinghast) 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 Dale Rehkopf, Chair of the Finance and Facilities Committee or Barbara Lovenheim, Chair of the Board of Trustees to approve budget transfers on behalf of the Board of Trustees through the end of the budget year August 31, 2020. (F09-2020)

Motion was made (Trustee Tillinghast) and seconded (Trustee Guilin) 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 following transfer of funds: (F10-2020)

FROM:	Student Services – Personal Services	\$37,095 ¹
TO:	Academic Support – Personal Services	\$37,095 ¹

¹ Funding to reallocate an Assistant Director position from Downtown Campus Student Services to Enrollment Management.

Motion was made (Trustee Tillinghast) and seconded (Trustee Carbone) 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 February 2020
2. CIP Status Report as of March 23, 2020
3. Grants Report from February 13-March 16, 2020

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Personnel and Programs Committee

RESOLVED, that the Board of Trustees of Monroe Community College adjust 2020-2021 base annual salaries in accordance with Article 47 of the current contractual agreement with the Faculty Association, adjusted salaries effective September 1, 2020 for the following members: (P08-2020)

2020-2021 Faculty Workload Buy Down

<u>Name</u>	<u>Department</u>	<u>Buy Down</u>
Marchese, Joseph	Business Administration/Economics	6 FCH
Tshibangu, Sherry	Business Administration/Economics	6 FCH
Vogtle, Anne	Nursing	2.45 FCH

Motion was made (Trustee Bartolotta) and seconded (Trustee Palumbo) 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 appointment of Department Chairs for the Academic Year 2020-21 as indicated, each to receive an annual stipend in accordance with provisions of the current agreement with the Faculty Association. (P09-2020)

**ACADEMIC SERVICES and
ECONOMIC DEVELOPMENT & INNOVATIVE WORKFORCE SERVICES
DEPARTMENT CHAIRS 2020-2021**

Department	Chair
Anthropology/History/Political Science/Sociology	Nayda Pares-Kane
Applied Technologies	Kevin French
Biology	James Murphy
Business Administration/Economics	Todd Korol
Chemistry/Geosciences	Jessica Barone
Education and Human Services	Eileen Radigan
Engineering Science/Physics	Christopher Kumar
Engineering Technologies	Gary Graziano
English/Philosophy	Anthony Leuzzi
ESOL/Transitional Studies	Matthew Fox
Health and Physical Education	Douglas Henneberg
Health Professions	Barbara Ellis
Hospitality	Rebecca Griffin
Information and Computer Technologies	Jeffrey Dunker
Law and Criminal Justice	Robert Kennedy

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Personnel and Programs Committee (continued)

Department

Mathematics

Nursing

Psychology

Visual and Performing Arts

World Languages and Cultures

Chair

Jannette Avery

Laurie Palmer

Rebecca Horwitz

Lori Moses

Cristina Rowley

Motion was made (Trustee Bartolotta) and seconded (Trustee Carbone) 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 conduct an Executive Session pursuant to Public Officers Law §105, subsection (f): the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. (P10-2020)

Motion was made (Trustee Guilin) and seconded (Trustee Bartolotta) 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

Information Items

1. Staff Recognition

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Chairperson Lovenheim opened the meeting at 4:18 pm.

President Douglas remarked on MCC's preparedness for this emergency situation and acknowledged her colleagues for their good work during the crisis.

Trustee Rehkopf began the Finance and Facilities report by thanking VP Simmons and his team for their hard work in preparing the budget presentation. 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 February 2020 as follows:

Enrollment is down 7.2% from the prior year and has achieved 96% of budget. Both full-time and part-time enrollment contribute to the decline.

Revenue is down 1.1% YOY and has achieved 61% of budget. This is primarily due to a decrease in enrollment.

Expenses are up 0.8% YOY and has achieved 49% of budget. This is primarily due to the accrual of the voluntary separation.

During the Personnel and Programs Committee section of the agenda, the Board entered into Executive Session at 4:44 pm and adjourned at 5:43 pm.

The meeting reconvened and a motion was made (Trustee Bartolotta) and seconded (Trustee Guilin) to end the Board of Trustees meeting. The meeting adjourned at 5:49 pm.

Respectfully submitted,



Linda M. Hall
Secretary, Board of Trustees