



Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

Monroe Community College Board of Trustees Minutes

Monday, August 10, 2020

Virtual

4:00 PM

Present:

Barbara P. Lovenheim, Chair
Grace S. Tillinghast, Vice Chair
Auyen Martinez, Student Trustee
John L. Bartolotta
Dr. Joe Carbone
Carla M. Palumbo
Dale R. Rehkopf II, Chair, Finance and Facilities 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:

Daniel M. DeLaus, Jr.
Allen K. Williams, Chair, Personnel and Programs Committee

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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 4:04 pm.

- Presentation on Audit Planning and Scope
Andrew Kelly, Manager, 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 June 8, 2020 meeting.

Finance & Facilities:

Operating disbursements totaled \$6,442,986.87 for the month of May 2020, and \$8,708,999.29 for the month of June 2020, subject to final audit. (A detailed listing is available upon request.)

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Consent Agenda (continued)

Personnel & Programs:

B. Consent Calendar

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

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective August 10, 2020. (T07-20)

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 Reports as of May 31 and June 30, 2020. (F15-20)

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 May and June 2020. (F16-20)

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 May and June 2020
2. CIP Status Report as of July 20, 2020
3. Grants Report as of July13, 2020

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Personnel and Programs Committee

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: Accounting Assistant, Certificate. (P17-20)

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 adopts the “Title IX Grievance Policy” effective August 10, 2020. (P18-20)

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 appointment of Kimberly McKinsey-Mabry as Acting Vice President, Student Services beginning July 20, 2020 until the position is permanently filled. Compensation will be calculated at \$3,250/month.

Motion was made and seconded that the above resolution be adopted. After discussion, the resolution was revised as noted below.

RESOLVED, that the Board of Trustees of Monroe Community College approves the appointment of Kimberly McKinsey-Mabry as Acting Vice President, Student Services beginning July 20, 2020 until the position is permanently filled. Compensation will be calculated at \$3,250/month in addition to her regular salary. (P19-20)

A roll call vote was conducted and the motion was carried unanimously.

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Personnel and Programs Committee (continued)

RESOLVED, that the Board of Trustees of Monroe Community College reappoints the following Vice Presidents effective September 1, 2020 through August 31, 2021. (P20-20)

Todd Oldham, Vice President, Economic & Workforce Development & Career Technical Education

Hezekiah Simmons, Chief Financial Officer and Vice President, Administrative Services

Andrea Wade, Provost and Vice President, Academic Services

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 Academic Calendars for 2021 – 2022 and 2022 - 2023. (P21-20)

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 unpaid leave per Article 18 of the Faculty Association contract: (P22-20)

Joseph Marchese
Business Administration

2020 – 2021 Academic Year

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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Personnel and Programs Committee (continued)

RESOLVED, that the Board of Trustees of Monroe Community College approves the following rank promotion effective September 1, 2020. (P23-20)

Assistant Professor to Associate Professor

Martin, Denee	Admissions	MA, BS, AA
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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 promotions in accordance with Article 52 of the contractual agreement between Monroe Community College and the Faculty Association effective September 1, 2020: (P24-20)

Non-Rank Promotions

Academic Services Division

Specialist II to Assistant Director

Gilbert, Andrea	Instructional Technologies	\$72,000
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Specialist II to Specialist I

Capuano, Thomas	Instructional Technologies	\$67,000
Cormack, Christine	Visual and Performing Arts	\$59,563
Frontuto, John	Instructional Technologies	\$84,158

Technical Assistant to Senior Technical Assistant

Reid, Lincoln	Biology	\$59,695
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Administrative Services Division

Assistant Director to Associate Director

Simpson, Eliote	Purchasing	\$82,418
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Technical Assistant to Senior Technical Assistant

Sabourin, Raymond	Environmental, Health and Safety	\$44,977
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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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Personnel and Programs Committee (continued)

RESOLVED, That the Board of Trustees of Monroe Community College approves the promotions of the following adjunct faculty effective September 1, 2020: (P25-20)

Adjunct Associate Professor to Adjunct Professor

Arnold, Mary	Biology
Carlin, Sharyn	Business Administration/Economics
Duff, Rich	ESOL/Transitional Studies
Frisch, Julianna	Hospitality
Marshall, Marjory	English/Philosophy
Marx, Gerald	Business Administration/Economics
Weber, Henry	Business Administration/Economics

Adjunct Assistant Professor to Adjunct Associate Professor

Dreibelbis, Joel	Mathematics
Ernsthausen, Michelle	Mathematics
Foster, David	Chemistry/Geosciences
Horan, Sean	Mathematics
Kintisch, Carolyn	English/Philosophy
Lasser, Brett	Business Administration/Economics
Rocco, Laurie	Biology
Strollo, Jessica	ESOL/Transitional Studies
Toothe, Hilary	Visual and Performing Arts
Turner, Charles	Business Administration/Economics
Ward, Neil	Anthropology/History/Political Science/Sociology

Adjunct Instructor to Adjunct Assistant Professor

Betti, Amy	ESOL/Transitional Studies
Boose, LaShana	Anthropology/History/Political Science/Sociology
Chamberlain, Dianne	ESOL/Transitional Studies
Duncan, Emma	ESOL/Transitional Studies
Fisher, Amy	Visual and Performing Arts
Hilsdorf, Sandy	ESOL/Transitional Studies
Johnson, Tanisha	ESOL/Transitional Studies
Lanzafame, Jessica	Psychology
Lull, Margaret	Business Administration/Economics
Mbama, Faustin	Mathematics
Osenbach, Peggy	ESOL/Transitional Studies
Revekant, Kathleen	Business Administration/Economics
Smith, Christine	Nursing

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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Personnel and Programs Committee (continued)

RESOLVED, that the Board of Trustees of Monroe Community College express its sincere appreciation for professional services, and in recognition of their years of dedicated service to the College, the following be appointed, at the pleasure of the Board of Trustees, to Emeritus Status: (P26-20)

Professor Emeritus

Christine Abbott, Mathematics
Frank Ambrosio, Engineering Technologies
David Boni, ESOL/Transitional Studies
Judith Bulin, Business Administration
Karen Coffey, Visual and Performing Arts
Gary Egan, Mathematics
Kathleen Farrell, Visual and Performing Arts
George Fazekas, Information and Computer Technologies
Lori Judd, Mathematics
Judy Kaufmann, Biology
Annette Leopard, Mathematics
Ramona Moore, ESOL/Transitional Studies
Joan Mullaney, Education and Human Services
Louis Silvers, World Languages and Cultures

Associate Professor Emeritus

Kim Doyle Boni, ESOL/Transitional Studies
Pamela Lazio, Career Services
Marcia Fugate, ESOL/Transitional Studies
Marcia Marriott, Business Administration
Karen Sardisco, Visual and Performing Arts
Karen Wagner, Mathematics

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 approves the 2021 Meeting Calendar: (T08-20)

**Monroe Community College
BOARD OF TRUSTEES
2021 Meeting Calendar**

Monday, February 1	4:00 pm Board Meeting
Monday, March 1	4:00 pm Board Meeting
Monday, April 12	2:30 pm Budget Workshop 4:00 pm Board Meeting.
Monday, June 7	4:00 pm Board Meeting
Monday, August 9	4:00 pm Board Meeting
Monday, October 4	4:00 pm Board Meeting
Monday, December 6	2:30 pm Board Workshop 4:00 pm Board Meeting

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 duly elects the officers nominated to serve until the next Annual Meeting of the Board of Trustees and/or until their successors have been elected and qualified. (T09-20)

Chair of the Board: Barbara P. Lovenheim
Vice Chair: Grace S. Tillinghast
Secretary: Linda M. Hall

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 (continued)

- President's Update
- Vice President Updates
 - 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
- 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 – Bryce Gernon
 - Student Government – Downtown – 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:

 - Faculty Association – Bethany Gizi

Information Items

1. Biographies
2. Staff Recognition

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Information Items

The meeting began with Chairperson Lovenheim introducing our newest Student Trustee Auen “Benny” Martinez.

A presentation was given by Andrew Kelly, Manager, and Jonathan Miller, Partner, from The Bonadio Group regarding audit planning and scope.

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 June 2020 as follows:

Enrollment is down 7.0% from the prior year and has achieved 96% of budget. This is a result of full-time enrollment being below budget and part-time enrollment being above budget.

Revenue is down 3.0% YOY and has achieved 88% of budget. This is primarily due to a decrease in enrollment.

Expenses are down 1.3% YOY and has achieved 82% 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.

After the approval of the Board officer’s resolution, Trustee Bartolotta, on behalf of the Nominating Committee, thanked Chairperson Lovenheim for her work on behalf of the Board.

The business portion of the Board meeting ended at 5:07 pm.

Interim President Douglas then provided her report. Dr. Douglas introduced Acting Vice President Student Services Dr. Kimberly McKinsey-Mabry. Congratulations were given to Nursing and Surg Tech grads who achieved a 100% pass rate on their licensing and certification exams. To date, 4,289 MCC students have received an average CARES act reward of \$822. Dr. Douglas highlighted two new student support programs for the fall. Dreamkeepers Express provides \$100K in expanded support. MCC raised \$50K which was matched by \$50K by an anonymous SUNY donor. The MCC Trustees were important donors for this program. The second program was SUNY Pathway Scholars where 119 students will receive \$500 upon registration and \$1K upon graduation and transfer to a SUNY institution. The MCC COVID-19 testing site is the #1 busiest site in the state and will begin operating seven days a week. MCC is continuing to examine diversity and racism. The MCC All College Day program will focus on MCC’s institutional response against systemic racism in the US and that theme will continue throughout the fall semester. Also, the MCC Foundation is supporting VAPA Assistant Professor Athesia Benjamin to create large scale paintings of women of color.

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Information Items (continued)

Acting VP McKinsey-Mabry highlighted the TRIB411 which was MCC's winning submission for receipt of the League for Innovation in the Community College's 2019-2020 Innovation of the Year Award. Kim also highlighted Student Life and Leadership Development for their virtual student leader training. Over 80 students participated, another 40 will see the training via a video link. Rapid Registration is a new pilot which was successful in increasing new registrations.

VP Oldham highlighted that MCC was awarded \$248,792 to train young adult reentry students for CTE careers. This was a subaward of a grant awarded to PathStone Corporation by the US Department of Labor. MCC was also a subrecipient of a SUNY Polytechnic Institute/National Science Foundation grant. The award will support a 2-year comprehensive assessment of select engineering technology and manufacturing related programs within the division. The Economic and Workforce Development Center (EWDC) has partnered with Greater Rochester Enterprise to share opportunities electronically using the MCC Business and Industry Database. EWDC is finalizing a reimagined partnership project with Monroe County which will build on the successful LadderzUP pilot program and incorporate a larger catalog of stackable and short-term certificates. The concept for a CTE Coordinating Council for the region is moving forward.

VP Simmons highlighted Eileen Wirley, CIO and AVP, Technology Services, who transitioned from a two-year elected term as Vice Chair to a two-year term as Chair of the SUNY Council of Chief Information Officers (CCIO) in June. The CCIO organization represents all 64 SUNY campuses. The College engaged Nelnet in issuing student financial aid refund checks. The students will receive checks quicker as Nelnet mails checks on a daily basis. The College received a favorable 2020 NYS Annual Fire Inspection Report with only three fire violations.

VP Wade highlighted the Teaching and Creativity Center plans to continue focusing programming around diversity, equity and inclusion in teaching. At the June summit, they read and discussed James Baldwin's 1963 article "A Talk to Teachers". The TCC will continue the planning for equity-minded programming for next year. Dean Michael Jacobs, in addition to being an academic administrator, had two articles recently published. He is continuing to grow academically and that helps with his leadership. Dr. Wade thanked the MCC Foundation for their support in the purchasing of PIXY, a full life size manikin whose limbs simulate human joints and soft tissue. Pixy will assist the Radiologic Technology students in completing their competencies without the requirement for practicing on live patients.

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Information Items (continued)

Foundation Chair Sergio Esteban then gave the Foundation report. Sergio highlighted the \$50K raised and matched by a generous, anonymous SUNY donor. The \$100K will be used to support the emergency student aid program Dreamkeepers. The 36th Annual Scholarship Open will take place on September 14. There are currently 74 golfers and they are still seeking sponsorships and foursomes for the tournament. There is a new Foundation Director, Ed Schuler, president and CEO of Schuler-Haas Electric Corporation. In addition, two board members have been elected to the Foundation Council – Ed Parrone and Warren Rosenbaum. The full summary of Foundation activities was shared with the Board. Sergio thanked those who have made a gift to the Foundation's Annual Fund. There are currently two matching gift opportunities available. To date the Foundation has secured \$653,000 in gifts and pledges, representing 81% toward their goal of \$805,500. The fiscal year ends on August 30, please make your gift or pledge if you have not done so.

SGA Interim President Bryce Gernon updated the Board on SGA activities. They have welcomed a new VP and two new senators with three more students interested in joining in the fall. Elections committee is preparing for fall elections and how to get students to vote. They have been brainstorming and experimenting with ways to increase student engagement in a virtual environment. Bryce attended the NY Voter Engagement Summit and learned several methods to increase voter registration and connected with other Community Colleges about their voter registration efforts. Meetings have been held to coordinate the 9/11 and Constitution Day events. Bryce has been involved in reviewing the Title IX policy, MCC's reopening plan and state, county and national guidelines related to COVID-19. Work has been done on the SGA website to make it ADA compliant. SGA said farewell to advisor Betty Stewart and are looking forward to receiving information on a replacement.

SEGA Interim President Denise Vogel updated the Board on SEGA activities. Denise is listening to the concerns of fellow students and making sure their voices are heard. Member attendance is down and they are working on getting that up. SEGA is also working on having a Club Roundtable since it has been a while since they have met. Denise is looking forward to the start of the school year.

Faculty Senate President Nayda Pares-Kane reported new senators and executive committee members have been selected. The Senate secretary has been reassigned and will not be replaced. There will be four executive committee members that will serve on the Faculty Resource Committee to review and give feedback on position eliminations. SCAA will conduct its process on a condensed timeline. Senators continue to work with the President on shared governance while recognizing the need to adjust timelines. SCAA also continues to work with the Board on the presidential search. Nayda commented that the Senate endorsed a calendar that aligned with the K-12 calendar but it was not the one submitted to the Board. They are committed to continue working on a calendar that aligns more with the school district.

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Information Items (continued)

Interim President Douglas presented on behalf of administration and stated administration is working with Faculty Senate in terms of process for SCAA as they look at proposed position eliminations and reorganizations. She stated how understanding SCAA leadership has been of the need for a truncated timeline and the administration is most grateful.

Faculty Association President Bethany Gizzi shared some thoughts and concerns on behalf of the FA employees. FA is committed to the sustainability and long-term success of MCC. They have worked with the College leadership to come up with a number of costs saving measures. They have agreed to have the healthcare contract bid out, paused contract negotiations and are considering a salary reduction. Bethany reminded the board of budget concerns that were brought to them previously by faculty and staff about declining enrollment, increasing costs of contractual services and software, reorganizations to administrative structure, Downtown Campus and higher salary increases for management. Although personnel costs account for the largest portion of MCC budget – that is not what has brought MCC to the budget crisis. Total FA positions have declined since 2010. A survey of FA members was conducted and most agreed to salary reductions if it meant saving jobs. Some concerns from the survey were quantity and effectiveness of non-contract positions, confidence in College leaders is low and the biggest cuts should be in management with the highest salary. Most FA have seen an increase in workload while at the same time they are considering giving back salary and losing jobs.

The meeting adjourned at 5:54 pm.

Respectfully submitted,



Linda M. Hall
Secretary, Board of Trustees