



**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 4, 2021  
Downtown Campus, High Falls A/B  
(and via webinar)

4:00 PM

Present: Daniel M. DeLaus, Jr., Esq., Vice Chair and Secretary  
John L. Bartolotta  
Dr. Barbara P. Lovenheim  
Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee  
Dale R. Rehkopf II, Chair, Finance and Facilities Committee  
Grace S. Tillinghast

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

Dr. DeAnna R. Burt-Nanna, President  
Linda M. Hall, Assistant, Board of Trustees

Excused: Paula Barlow, Student Trustee  
Dr. Joe Carbone  
Allen K. Williams, Chair

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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***

Daniel M. DeLaus, Jr., Vice 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 9, 2021 meeting.

*Finance & Facilities:*

Operating disbursements totaled \$6,961,465.41 for the month of July 31, 2021, subject to final audit. (A detailed listing is available upon request.)

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***Consent Agenda (continued)***

*Personnel & Programs:*

B. Consent Calendar

1. Non-Contract
2. Professional Staff
  - Appointments
  - Reappointments
  - Separations
3. Teaching Faculty
  - Appointment
  - Retirement
  - Separation
4. Adjunct Faculty
  - Approvals
5. Support Staff
  - Salary Adjustment
  - Appointments
  - Retirements
  - Separations
6. Additional Compensation
  - Academic Services
  - Administrative Services
  - EDIWS Division
  - Institutional Advancement
  - Student Services

RESOLVED, that the Board of Trustees of Monroe Community College adopts the consent agenda effective October 4, 2021. (T18-2021)

**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 July 31, 2021. (F17-2021)

**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 month of July 2021. (F18-2021)

**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 2021
2. CIP Status Report as of September 8, 2021
3. Grants Report as of July 15 to September 10, 2021

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***Personnel and Programs Committee***

RESOLVED, that the Board of Trustees of Monroe Community College accepts an amendment to the Summer 2022 Academic Calendar to accommodate the addition of the Juneteenth holiday to be observed on Friday June 17, 2022. (P30-2021)

**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 adopts the “Academic Honesty Policy” effective October 4, 2021. (P31-2021)

**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 adopts the revised “College Contracts Policy” effective October 4, 2021. (P32-2021)

**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 adopts the “Preferred First Name Policy” effective October 4, 2021. (P33-2021)

**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 adjust 2021-2022 base annual salaries in accordance with Article 47 of the current contractual agreement with the Faculty Association, adjusted salaries effective September 1, 2021 for the following members: (P34-2021)

2021 - 2022 Faculty Workload Buy Down

<u>Name</u>	<u>Department</u>	<u>Buy Down</u>
Giannetti, John	Applied Technologies	3 FCH

**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 hereby adopts and ratifies a Separation Agreement, as executed on August 25, 2021 between the College and a particular employee. (P35-2021)

**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 approves the settlement agreement between Monroe Community College and the Faculty Association, as agreed to on August 9, 2021 and ratified by the Faculty Association on September 2, 2021. (P36-2021)

**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 approves a lump sum payment of \$3,600 (12-month) for fiscal year 2021-2022 for Officers, Non-Contract Administrators, and President. (P37-2021)

**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, Executive Director for Human Resources and Organizational Development
- Presentation SUNY Update  
Christy Woods, Professor, Mathematics; President of the Faculty Council of Community Colleges and SUNY Trustee
- President's Update
  - Strategic Plan Update with William Dixon, Director, Research
- Cabinet Updates
  - Dr. Calvin Gantt, Chief Diversity Officer
  - Darrell Jachim-Moore, Interim CFO/Vice President, Administrative Services
  - Dr. Kimberly McKinsey-Mabry, Acting Vice President, Student Services
  - Kristin Sine-Kinz, Acting Vice President, Economic & Workforce Development & Career Technical Education
  - Dr. Andrea Wade, Provost/Vice President, Academic Services
  - Gretchen Wood, Vice President, Institutional Advancement and Executive Director, MCC Foundation
- Monroe Community College Foundation Report
- Student Trustee Update – no update at this meeting.
- 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 Association – Joshua Ward
  - Faculty Senate – Nayda Pares-Kane
  - Administration – DeAnna Burt-Nanna
- 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 Gizzi

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*Board of Trustees* (continued)

**Information Items**

1. Biographies
2. Staff Recognition



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**Information Items**

Interim Chief Financial Officer and Vice President of Administrative Services Darrell Jachim-Moore gave the financial report. Mr. Jachim-Moore reported on key financial highlights related to revenue, expenses, and enrollment for YTD July 2021 as follows:

Enrollment is down 16.8% from the prior year and has achieved 91% of budget. The major decrease is in full time enrollment.

Driven by recognition of \$11.4M in Federal HEERF funds, revenue is up 4.5% YOY and has achieved 103% of budget. Excluding this federal support, revenues are down approximately \$7.0M due to the impact of decreased enrollment with reductions in tuition and student fees and the College's payments from New York State. These declines are more than offset by the institutional portion of HEERF funds recorded as lost revenue and used to cover costs incurred due to the pandemic.

Expenses are down 12.4% YOY and have achieved 77% of budget. This is primarily related to decreases in salaries due to the VSIP and VPEP programs and the continuous review of vacancies, decreases in contractual expenses and strong college community support of expense management.

The business portion of the meeting ended at 4:35 pm.

Kristin Lowe, Executive Director for Human Resources and Organizational Development, gave an annual training to the Board on Sexual Harassment Response and Prevention. This training is provided to comply with the State mandate.

Christy Woods, Professor, Mathematics; President of the Faculty Council of Community Colleges and SUNY Trustee provided a SUNY update. Updates focused on SUNY General Education, new Learning Management System, SUNY recruitment strategies and current SUNY System searches underway.

President Burt-Nanna focused her remarks on All College Day, employee and student engagement, safe and compassionate return to work and learning, Officer searches for the CFO/VP Administrative Services and VP Economic Development, Workforce & Career Technical Education, HEERF fund prioritization and strategic planning.

William Dixon, Director, Research, provided an updated on the current strategic plan metrics.

Divisional highlights were shared with the Board and each cabinet member highlighted one to two items from their report.

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MCC Foundation Chair Lori Van Dusen provided a report from the Foundation. Chair Van Dusen highlighted transfers to the College for 2020/21 over \$3.2M, \$1M was awarded in scholarships and the MCC Foundation endowment has now grown to over \$18M. The ESL Charitable Foundation made a three-year investment of \$423,000 in MCC's accelerated workforce development programs. The Bank of America Foundation made a \$100K grant to increase enrollment in MCC's CNA training program. The Louis S. and Molly B. Wolk Foundation made a commitment of \$1.25M to develop flexible health care labs at the Downtown Campus in support of MCC's efforts to diversify opportunities available to students in the health care field. Finger Lakes Performing Provider System (FLPPS) is making a \$4M investment to support development of career pathways and social supports program for students interested in careers in the field of health care. This will be led by MCC and will include participation with other SUNY community colleges. The Annual Fund closed the fiscal year at 107% of goal and raised a record \$776K.

SGA Vice President of Governance Joshua Ward presented on behalf of the Student Government. SGA coordinated the 20<sup>th</sup> annual 9/11 ceremony. 3047 flags were placed in front of the College representing lives lost. They are currently working on Constitution Day and voting registration. They met with President Burt-Nanna and other administration, held their first clubs and organizations meeting and various other committee meetings.

Faculty Senate President Nayda Pares-Kane reported on Senate activities. They welcomed new and returning Senators and introduced a new Executive Committee. The two new vice presidents are Natasha Christensen and Jeremy Case. Updates were provided from the various committees – Academic Policies; Nominations, Elections and Governance; Senate Curriculum Committee; Professional Development Committee; Planning Committee and SCAA. Thanks was given to Chair Williams and President Burt-Nanna for revising the College Forum to give people more time to sign up and speak. Dr. Pares-Kane is proud to be Latina and the first Senate President of color. If MCC is truly embracing Diversity, Equity and Inclusion, they need to rectify existing inequities.

President Burt-Nanna presented on behalf of Administration. Dr. Burt-Nanna thanked Faculty Senate for their support as they prepare for the next search for the CFO and VP Administrative Services and thanked Student Government and Support Staff Planning Council for meeting with President's Cabinet for updates and to strengthen the overall operations of the College. She also thanked the Faculty Association for meeting with her routinely along with the HR Director to strengthen communication and understanding. And special thanks was given to the CSEA Union for inviting the President and her husband to join their annual general membership meeting.

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Faculty Association President Bethany Gizzi gave a report on behalf of the FA. She thanked President Burt-Nanna for her comments at the Diversity conference and her willingness to make real and systemic changes. Systems need to be examined within MCC, one being the salary system and systemic inequities. Background was provided on the history of salary equity at the College noting they have been trying to correct that system for 20 years and hoping to work to change that system.

The meeting adjourned at 6:07 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'D. DeLaus, Jr.', written in a cursive style.

Daniel M. DeLaus, Jr., Esq.  
Vice Chair and Secretary, Board of Trustees