



**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 6, 2021

Virtual

4:00 PM

Present:

Allen K. Williams, Chair  
Daniel M. DeLaus, Jr., Esq., Vice Chair and Secretary  
Paula Barlow, Student Trustee  
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. Tillinhast

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

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

Allen K. Williams, 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 approval of the Consent Agenda is required.

## ***Board of Trustees***

- A. Minutes of the October 4 and November 18, 2021 meetings.

## ***Finance & Facilities***

Operating disbursements totaled \$7,813,528.10 for the month of August 2021, \$3,971,734.45 for the month of September 2021, and \$15,518,062.75 for the month of October 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. Officers
  - Salary Adjustment
  - Separation
2. Professional Staff
  - Appointments
  - Promotions
  - Reappointments
  - Retirement
  - Separations
3. Teaching Faculty
  - Reappointments
  - Retirements
  - Separations
4. Adjunct Faculty
  - Approvals
5. Support Staff
  - Appointments
  - Promotions
  - Retirement
  - Separation
6. Additional Compensation
  - Academic Services
  - Administrative Services
  - EDIWS Division
  - Student Services

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective December 6, 2021. (T21-2021)

**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 August 31, September 30 and October 31, 2021. (F19-2021)

**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 the months of August, September and October, 2021. (F20-2021)

**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 extension of the current Strategic Plan (2017-2021) to August 31, 2022. (F21-2021)

**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 August, September and October 2021
2. CIP Status Report as of November 12, 2021
3. Grant Report for September 10 to November 12, 2021

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## Personnel and Programs Committee

RESOLVED, that the Board of Trustees of Monroe Community College approves the appointment of Dr. Kimberly McKinsey-Mabry as Acting Vice President, Student Services and Acting Provost/Vice President of Academic Services effective January 1, 2022 until the position is permanently filled. Dr. McKinsey-Mabry will receive a monthly stipend of \$6,000 for each month that she serves in this role. (P38-2021)

**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 continuation of the appointment of Darrell Jachim-Moore as the Interim Vice President, Administrative Services and Chief Financial Officer, effective January 1, 2022 until the position is filled on a permanent basis; Mr. Jachim-Moore will continue to receive a monthly stipend of \$3,250 for each month that he serves in this role. (P39-2021)

**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 appointment of Dr. Calvin Gantt as the Vice President of Diversity, Equity and Belonging and Executive Director, Downtown Campus. This annual appointment will begin January 1, 2022 and continue through August 31, 2022. The annual salary for the period ending August 31, 2022 is \$165,000, prorated for the period of this appointment. (P40-2021)

**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 hereby adopts and ratifies a Separation Agreement, as executed on October 29, 2021 between the College and a particular employee. (P41-2021)

**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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## Personnel and Programs Committee (continued)

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RESOLVED, that the Board of Trustees of Monroe Community College approves the promotions of the following adjunct faculty effective September 1, 2021: (P42-2021)

From Adjunct Assistant Professor to Adjunct Associate Professor

Bronson, Danielle	Anthropology, History, Political Science and Sociology
Campbell, Michael	Anthropology, History, Political Science and Sociology

**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 January 1, 2022 for the following members: (P43-2021)

2021 - 2022 Faculty Workload Buy Down

Name	Department	Buy Down
Graham, Tokeya	English/Philosophy	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.

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RESOLVED, that the Board of Trustees of Monroe Community College approves the phased-in retirement for the following individuals in accordance with Article 27 Section E of the contractual agreement between Monroe Community College and the Faculty Association. (P44-2021)

Name	Department	Date of Retirement
Tatakis, Timothy	Biology	December 31, 2024

**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)

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RESOLVED, that the Board of Trustees of Monroe Community College approves the Academic Calendars for 2023-2024 and 2024-2025 and changes to the Summer 2023 Academic Calendar to recognize the addition of the Juneteenth holiday. (P45-2021)

**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 following non-credit Certificate, subject to the approval by the State University of New York: Licensed Practical Nurse. (P46-2021)

**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

WHEREAS, Dr. Joe Carbone has proudly served as a member of the Monroe Community College Board of Trustees for four years, providing enthusiastic leadership as chair of the Nominating Committee and as a member of the Finance and Facilities and Risk Management committees; and

WHEREAS, Dr. Joe Carbone, is a highly respected doctor of podiatric medicine, a successful business owner, an engaged citizen and community leader who was first elected to the Monroe County Legislature in 2012 and who currently serves as President of the Monroe County Legislature; and

WHEREAS, Dr. Joe Carbone, through his distinguished leadership and service, seeks to create community connections and economic opportunity for the residents of Monroe County and steadfastly encourages learners from all walks of life to value the connection between higher education and training and rewarding careers; and

WHEREAS, Dr. Joe Carbone demonstrates his commitment to support student success at MCC through his consistent advocacy throughout our community, his presence at annual celebrations such as Commencement, and his guidance and wisdom as MCC continues to navigate the pandemic of racism, economic challenges and COVID-19 to serve the educational needs of Monroe County and the Finger Lakes region;

NOW, THEREFORE BE IT RESOLVED that we, the members of the Monroe Community College Board of Trustees, hereby express our deep and sincere appreciation to Dr. Joe Carbone for his leadership and unique ability to make a difference in the lives of students and their families. (T20-2021)

**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 (continued)

- President's Update
- Cabinet Updates
  - Dr. Calvin Gantt, Chief Diversity Officer (absent)
  - 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
- 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 – Jennifer Hill

### Information Items

1. Biographies
2. Staff Recognition

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### ***Information Items***

- Chair Williams began the meeting by congratulating the MCC nominated NYCCT award winners:
  - Avangrid Foundation – 2021 Benefactor Vision for Tomorrow Award
  - Dr. Kimberly McKinsey-Mabry – 2021 Distinguished Alumni Award for Professional Achievement
  - Trustee John Bartolotta – 2021 Donald M. Mawhinney, Jr., Trustee Leadership Award
  - Trustee Carla Palumbo – Marvin A. Rapp Award for Distinguished Service
- 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 October 31, 2021 as follows:
  - Enrollment is down 14.7% from the prior year and has achieved 96% of budget. The decline in full-time enrollment of 15.6% exceeds that of the part-time cohort, which declined by 12.6%, and is the major driver for YOY reduction.
  - Revenue is down 3.4% YOY and has achieved 22% of budget. This is primarily due to the impact of the decrease in enrollment tuition and student fees.
  - Expenses are down 1.2% YOY and has achieved 16% of budget. This is primarily related to a decrease in salaries and benefits, the continuous review of vacancies and the strong college community support of expense management.
- The business portion of the meeting ended at 5:03 pm.
- President Burt-Nanna recognized the distinguished service of Trustee Carbone and welcomed Andres Pazmino, MCC independent consultant for governmental affairs. Dr. Burt-Nanna highlighted the \$700,000 additional funding from the Monroe County Legislature to cover the increase in the technology fee charged to students and noted that MCC continues to partner with the County and State to ensure that the MCC campus remains safe for in-person work and learning. Chair Williams and President Burt-Nanna attended a press conference announcing a new soccer club, the Rochester New York Football Club. The team will compete on MCC's John L. DiMarco field. Dr. Burt-Nanna recognized Provost Andrea Wade for her service to MCC.
- Divisional highlights were shared with the Board and each cabinet member highlighted one to two items from their report.

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***Information Items (continued)***

- MCC Foundation Chair, Lori VanDusen reported on the activities and accomplishments of the Foundation. 30 donors took advantage of the recent NYS Charitable Tax Credit program offered via the SUNY Impact Foundation. The MCC Foundation will receive \$642,000 in support of student success, scholarships and areas of greatest need. The ROC the Day campaign was co-chaired by Directors Colby Feane and Kevin Williams and raised more than \$27,000 in support of MCC. The Gold Star Gala presented by M&T bank is scheduled for Saturday, April 30 – more details will be shared in the future.
- Student Trustee Barlow reported on how she has enhanced her role as a student trustee by attending training offered through the ACCT Governance Leadership Institute and other leadership workshops. Trustee Barlow collaborated with the Student Government Association to plan and participate in the 9/11 Remembrance Ceremony, attended the First Year Experience welcome event and is a Vice President in PTK. Trustee Barlow continues to engage with students looking for those who want to share their success stories and notes coming back to classes face-to-face has been a positive experience.
- SGA Vice President Joshua Ward outlined how SGA has fulfilled President Burt-Nanna's five priorities this semester. Some of the items mentioned were participation in open houses and summer training, participating on major committees to be a voice from the student, going hybrid with their meetings, hosting International Day, Winter Wonderland, 9/11 and turkey drop events and providing feedback to the search committee consultant for the VP Economic Development, Workforce and Career Technical Education position.
- Faculty Senate President Nayda Pares-Kane highlighted the work of the committees, specifically noting two important equity minded committees: DEI Workgroup on Curriculum and Student Attendance Policy Committee. Other items being worked on are the implementation plan for SUNY General Education and the development of the strategic plan. Academic calendars were approved with a narrow margin and they hope to have a more robust and inclusive discussion surrounding future academic calendars. James Nelson was voted in as a FCCC delegate and SCAA will now conduct all chair searches electronically.
- President Burt-Nanna reported for Administration and highlighted a restructuring plan to include Institutional Planning, Effectiveness & Accountability being realigned from the Administrative Services Division to the Institutional Advancement Division; the creation of a new division for Diversity, Equity and Belongingness, with Dr. Calvin Gantt being elevated to the role of Vice President and Executive Director of MCC Downtown Campus; consolidation of two previous positions to create the Assistant to the President for Government Relations and Chief of Staff; and the addition of an Executive Assistant to the President.

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***Information Items (continued)***

- Faculty VP Jennifer Hill highlighted the Faculty Association and what it does. In addition to the executive leadership team, the faculty council includes a variety of chair and director positions such as Diversity and Inclusion, Health and Safety, Adjunct, Professional Staff and site directors – they are affiliated with New York State United Teachers (NYSUT), American Federation of Teachers (AFT) and National Education Association (NEA). This Fall they received a \$50K grant from AFT as part of the back to school for all initiative. FA President leads locally and nationally. Since 2014 the FA has contributed to the Follow Your Dream Scholarship – many donations come from ticket sales from the FA holiday gift basket fundraiser. The FA holiday party is being held on December 9, 4-8 pm at TRIO in Winton Plaza and all are invited to attend.
- The meeting adjourned at 5:45 pm.

Respectfully submitted,



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