



**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 9, 2021  
Downtown Campus, High Falls A/B  
(and via webinar)

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. Joe Carbone  
Dr. Barbara P. Lovenheim

Dr. Alice Holloway Young, Chair Emerita, Honorary Trustee

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

Excused:

Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee  
Dale R. Rehkopf II, Chair, Finance and Facilities Committee  
Grace S. Tillinghast

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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 4:00 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 7, 2021 meeting.

*Finance & Facilities:*

Operating disbursements totaled \$5,681,278.67 for the month of May 2021, and \$5,444,541.87 for the month of June 2021, subject to final audit. (A detailed listing is available upon request.)

*Personnel & Programs:*

- B. Consent Calendar

- 1. Non-Contract
  - Separation
  - Appointment
  - Reappointment
  - Retirement
- 2. Professional Staff
  - Appointments
  - Reappointments
  - Retirement
  - Separations

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***Consent Agenda*** (continued)

3. Teaching Faculty
  - Appointments
  - Separation
4. Adjunct Faculty
  - Approvals
5. Support Staff
  - Appointment
  - Promotion
  - Retirements
  - Separations
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 August 9, 2021. (T15-2021)

**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 May 31 and June 30, 2021. (F15-2021)

**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 months of May and June 2021. (F16-2021)

**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 May and June 2021
2. CIP Status Report as of July 20, 2021
3. Grants Report as of July 13, 2021

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***Personnel and Programs Committee***

RESOLVED, that the Board of Trustees of Monroe Community College approves the appointment of Kristin M. Sine-Kinz as the Acting Vice President, Economic Development, Workforce and Career Technical Education, effective August 16, 2021 through February 28, 2022 or until the position is filled on a permanent basis, whichever is earlier; Ms. Sine-Kinz receive a monthly stipend of \$3,250 for each month that she serves in this role. (P21-2021)

**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 Fabian Rivera, Chief, Public Safety, effective June 21, 2021 to August 31, 2021 at an annual salary of \$110,000 prorated to \$21,966 for the period. (P22-2021)

**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 William Hunt, III as the Chairperson of the Engineering Technologies Department effective for the 2021 – 2022 academic year. (P23-2021)

**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 Marsha Bower as the Interim Chairperson of the Health Professions Department effective for the 2021 – 2022 academic year. (P24-2021)

**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)***

RESOLVED, that the Board of Trustees of Monroe Community College reappoints the following Vice Presidents effective September 1, 2021 through August 31, 2022. (P25-2021)

Andrea Wade, Provost and Vice President, Academic Services

Gretchen Wood, Vice President, Institutional Advancement and Executive Director, MCC Foundation

**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 promotions of the following adjunct faculty effective September 1, 2021: (P26-2021)

Adjunct Associate Professor to Adjunct Professor

Kolb, Kevin	Public Safety Training Center
Mevs, Judith	Chemistry/Geosciences
Rolleston, Marjorie	ESOL/Transitional Studies
Slifkin, Jacqueline	Business Administration/Economics

Adjunct Assistant Professor to Adjunct Associate Professor

Tepper, Laura	ESOL/Transitional Studies
Valone, Joseph	Visual and Performing Arts

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***Personnel and Programs Committee (continued)***

Adjunct Instructor to Adjunct Assistant Professor

Cocks, Richard	English/Philosophy
Hildreth, Danyelle	Hospitality
Hill, Peggy	ESOL/Transitional Studies
Killion, Kristen	Health and Physical Education
Lanker, Jason	ESOL/Transitional Studies
Marigh, Haj	ESOL/Transitional Studies
Morgan, Sarah	Health and Physical Education
Rosen-Carole, Adam	English/Philosophy
Saltzberg, Jessica	English/Philosophy
Smith, George	Public Safety Training Center
Tracey, Edward	Public Safety Training Center
Treahy, John	Education and Human Services
Williams, Mark	Engineering Technologies
Witt, Amy	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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***Personnel and Programs Committee (continued)***

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, 2021: (P27-2021)

***Non-Rank Promotions***  
**Academic Services Division**

Specialist II to Specialist I

Babcock, Rebecca	Schools@MCC	\$70,154
Coon, Amy	Schools@MCC	\$59,032
Hauschild, Krista	Schools@MCC	\$70,154
Pankratz, Vicki	Schools@MCC	\$59,032

**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 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: (P28-2021)

**Professor Emeritus**

Paul Brennan	Applied Technologies
James Coffey	Visual and Performing Arts
Anne Hughes	Career Services
Elizabeth Laidlaw	English/Philosophy
David Lawrence	Health Professions/Dental Studies
Joseph Marchese	Business Administration
Laurie Palmer	Nursing
Renee Rigoni	Business Administration
Janice Volland	Nursing
John Wadach	Engineering Science and Physics



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**Associate Professor Emeritus**

Louis Andolino	Anthropology/History/Political Science/Sociology
James Cronmiller	Biology
Judy Dean	Mathematics
Mark Harris	Mathematics
Robert Kennedy	Law and Criminal Justice
Albert Knebel	Engineering Science and Physics
Andrew Lawrence	Hospitality
Delia Rhodes	Health and Physical Education
Anne Vogtle	Nursing

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

\*\*

WHEREAS, Dr. Todd M. Oldham has commendably served as Monroe Community College's inaugural vice president of Economic Development, Workforce and Career Technical Education and as the college's chief industry outreach officer for 10 years; and

WHEREAS, Dr. Todd M. Oldham led the Economic Development and Innovative Workforce Services Division, comprising the following entities and offices: Strategic Resource Development and Grant Management, Career Services, Education to Employment, Campus Events, Career Technical Education as well as MCC Corporate College, the Economic and Workforce Development Center, the Agriculture and Life Sciences Institute, and programs at the Public Safety Training Facility; and

WHEREAS, Dr. Todd M. Oldham provided an innovative vision and data-driven approach that put MCC on the map as a nationally recognized institution for outstanding achievement in economic and workforce development and the application of labor market analysis to inform the development of education and training programs; and

WHEREAS, Dr. Todd M. Oldham has served as a champion of equity, opportunity, innovation, and excellence, ensuring that faculty and staff within MCC's Economic Development and Innovative Workforce Services Division were empowered to best serve students and position graduates to enter the workplace and earn a living wage; and

WHEREAS, Dr. Todd M. Oldham, as a member of President's Cabinet, helped MCC safely navigate through a triple pandemic: a public health crisis, economic downturn, and racial injustice—to deliver in-person, remote and online educational services to learners; and

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***Personnel and Programs Committee (continued)***

WHEREAS, Dr. Todd M. Oldham's strategic management and leadership have resulted in significant grant awards, including \$11.4 million in support of the Finger Lakes Workforce Development Center (FWD Center) which will provide accelerated training programs that prepare learners for high-demand jobs to meet the region's future workforce demands;

NOW, THEREFORE BE IT RESOLVED that we, the members of the Monroe Community College Board of Trustees, hereby extend our deep gratitude and appreciation to Dr. Todd M. Oldham for his exemplary leadership; his commitment to student success, educational excellence, and innovation; and his many contributions to Monroe County and the Finger Lakes region's economy and workforce; and

BE IT FURTHER RESOLVED that we, the Monroe Community College Board of Trustees, extend our sincere best wishes to Dr. Todd M. Oldham for continued happiness and personal success as he moves to the next stage of his career in the state of Virginia. His leadership and many contributions to the College and community will be missed. (P29-2021)

**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. College Contracts Policy
2. Preferred First Name Policy
3. Academic Honesty Policy

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***Board of Trustees***

RESOLVED, that the Board of Trustees of Monroe Community College approves the 2022 Meeting Calendar: (T16-2021)

**Monroe Community College  
BOARD OF TRUSTEES  
2022 Meeting Calendar**

Monday, February 7	4:00 pm Board Meeting
Monday, March 7	4:00 pm Board Meeting
Monday, April 4	2:30 pm Budget Workshop 4:00 pm Board Meeting.
Monday, June 6	4:00 pm Board Meeting
Monday, August 1	4:00 pm Board Meeting
Monday, October 3	4:00 pm Board Meeting
Monday, December 5	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.**

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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. (T17-2021)

Chair of the Board: Allen K. Williams  
Vice Chair: Daniel M. DeLaus, Jr., Esq.  
Secretary: Daniel M. DeLaus, Jr., Esq.

**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
  - Dr. Kimberly McKinsey-Mabry, Acting Vice President, Student Services
  - Dr. Todd Oldham, Vice President, Economic & Workforce Development & Career Technical Education
  - Darrell Jachim-Moore, Interim CFO/Vice President, Administrative Services
  - Dr. 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:

  - Faculty Senate – written report
  - Support Staff Planning Council – Sylvia Lavin
  - Administration – DeAnna Burt-Nanna
- 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. Biographies
2. Staff Recognition

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**Information Items**

Chair Williams began the meeting by welcoming Student Trustee Barlow to her first official Board meeting and also welcomed Dr. Burt-Nanna to her first in-person Board meeting.

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

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 June 2021 as follows:

Enrollment is down 17% from the prior year and has achieved 91% of budget. The major decrease is in full time enrollment.

Driven by recognition of \$10.4M in Federal HEERF funds, revenue is up 3.4% YOY and has achieved 96% of budget. This is primarily due to the impact of the decrease in enrollment tuition and student fees and reduction in the College's payments from New York State which are more than offset by the institutional portion of CARES act funds recorded as lost revenue and used to cover costs incurred due to the pandemic.

Expenses are down 12.8% YOY and has achieved 73% of budget. This is primarily related to a decrease in salaries due to the VSIP and VPEP programs and the continuous review of vacancies, decrease in contractual expenses and strong college community support of expense management.

The business portion of the meeting ended at 5:04 pm.

President Burt-Nanna acknowledged the efforts of the return to work committee. Receptions were held for returning faculty and staff on August 2<sup>nd</sup> at the Brighton Campus and August 9<sup>th</sup> at the Downtown Campus. Starting on August 2<sup>nd</sup>, employees were eligible to submit verification of their vaccination status. The decision was made to reinstate full masking at the College effective August 9<sup>th</sup> due to updated guidance from the County. The launch of the Finger Lakes Workforce Development (FWD) center was held on July 29 with various community partners, as well as State and County government officials. The opening is expected in spring 2022. DeAnna thanked VP Oldham for leading this initiative and thanked Kristin Sine-Kinz for agreeing to serve in the capacity of Acting VP, Economic Development, Workforce and Career Technical Education as Todd moves on to a new opportunity in Virginia.

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 Sergio Esteban provided the MCC Foundation report. The 37<sup>th</sup> Annual Scholarship Open raised nearly \$100,000 in support of students at MCC. The highest priority of the MCC Foundation continues to be unrestricted support. The fiscal year closes August 30 and they are at 93% of their goal. An anonymous estate gift was left to the MCC Foundation from a dedicated member of the teaching faculty of more than \$600,000. Changes in membership and leadership were announced. The next event of the year will be the 31<sup>st</sup> Annual Salute to Excellence which will be held on November 10<sup>th</sup>. This year's Salute will pay special tribute to MCC's 60<sup>th</sup> Anniversary and will celebrate MCC Alumni Hall of Fame inductions. Salute to Excellence award will be presented to ESL Charitable Foundation and Salute to Volunteerism award to Dr. Alice Holloway Young. This was Sergio's last report as Chair of the MCC Foundation.

Faculty Senate President Nayda Pares-Kane provided a written update that was shared with the Board.

Support Staff Planning Council co-chair Jenny Peterson provided an update. The Support Staff Planning Council (SSPC) is honored to meet monthly with President's Cabinet. The co-chairs provided feedback on the professional learning map and plan as relates to support staff. They will begin their Support Staff Mentoring Program this fall, matching support staff mentors and mentees to share knowledge and provide support. Co-chair Sylvia Lavin will retire on August 27 and Diane Wilson will assume the role of co-chair with Jenny Peterson.

President Burt-Nanna thanked Faculty Senate for helping to prepare for job searches for the next CFO and VP Administrative Services. She thanked the Shared Governance leaders for the acceptance of her invitation to meet with President's Cabinet and expressed value in the internal efforts of President's Cabinet and their leadership and all leaders across the College to foster work across the College.

There were no Union updates at this meeting.

The meeting adjourned at 5:34 pm.

Respectfully submitted,



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