



**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 4, 2022

MCC Downtown Campus, High Falls A/B or Zoom

4:00 PM

**Present:**

Allen K. Williams, Chair  
Paula Barlow, Student Trustee  
Dr. Barbara P. Lovenheim  
Dr. Daniele Lyman-Torres  
Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee  
Dale R. Rehkopf II, Chair, Finance and Facilities Committee  
Grace S. Tillinghast  
Connie O. Walker, Esq.

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:**

Daniel M. DeLaus, Jr., Esq., Vice Chair and Secretary  
Sabrina LaMar

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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 4:03 pm.

## Consent Agenda

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

### ***Board of Trustees***

- A. Minutes of the March 7, 2022 meeting.

### ***Finance & Facilities***

- B. Operating disbursements totaled \$8,506,606.75 for the month of February 2022, subject to final audit. (A detailed listing is available upon request.)
- C. Consent Calendar
  - 1. Professional Staff
    - Appointments
    - Reappointment
    - Retirement
    - Separations
  - 2. Teaching Faculty
    - Appointment
    - Retirements
  - 3. Adjunct Faculty
    - Approvals
  - 4. Support Staff
    - Appointment
    - Promotion
    - Retirements
    - Separations

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Consent Agenda (continued)

*Personnel & Programs*

5. Additional Compensation
  - Academic Services
  - Administrative Services
  - Diversity, Equity and Belonging
  - EDIWS Division
  - Student Services

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective April 4, 2022. (T07-2022)

**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 Report as of February 28, 2022. (F09-2022)

**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 month of February 2022. (F10-2022)

**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 following transfer of funds: (F11-2022)

FROM:	Academic Support, Contractual Expenses	\$250,000 <sup>1,3</sup>
	Student Services, Contractual Expenses	\$ 28,778 <sup>2</sup>
TO:	Academic Support, Personal Services	\$150,000 <sup>1</sup>
	Student Services, Equipment Services	\$ 28,778 <sup>2</sup>
	General Institutional, Contractual Expenses	\$100,000 <sup>3</sup>

<sup>1</sup> Tutoring Services (\$150,000)

<sup>2</sup> Purchase of Soccer Shelters (\$28,778)

<sup>3</sup> Fund Executive Searches for CFO and EDIWS VPs (\$100,000)

**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 the month of February 2022
2. CIP Status Report as of March 23, 2022
3. Grants Report from February 10-March 11, 2022

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## Personnel and Programs Committee

RESOLVED, that the Board of Trustees of Monroe Community College approves the appointment of Department Chairs for the Academic Year 2022-23 as indicated, each to receive an annual stipend in accordance with provisions of the current agreement with the Faculty Association. (P08-2022)

**ACADEMIC SERVICES and  
ECONOMIC DEVELOPMENT & INNOVATIVE WORKFORCE SERVICES  
DEPARTMENT CHAIRS 2022-2023**

**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	William Hunt
English/Philosophy	Catharine Ganze-Smith
ESOL/Transitional Studies	Matthew Fox
Health and Physical Education	Doug Henneberg
Health Professions	Marsha Bower
Hospitality	Rebecca Griffin
Information and Computer Technologies	Jeffrey Dunker
Law and Criminal Justice	Adrian Smalls
Mathematics	Mark Ernsthausen
Nursing	Colleen Caruana
Psychology	Rebecca Horwitz
Visual and Performing Arts	Jason Flack
World Languages and Cultures	Cristina Rowley

**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 early retirement incentive for the following individual in accordance with Article 50 of the contractual agreement between Monroe Community College and the Faculty Association. (P09-2022)

<u>Name</u>	<u>Department</u>	<u>Date of Retirement</u>
Waasdorp, Janet	Education and Human Services	June 30, 2022
Yule, Rosanna	Community Relations	August 4, 2022

**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 2022-2023 base annual salaries in accordance with Article 47 of the current contractual agreement with the Faculty Association, adjusted salaries effective September 1, 2022 for the following members: (P10-2022)

### 2022 - 2023 Faculty Workload Buy Down

<u>Name</u>	<u>Department</u>	<u>Buy Down</u>
Graham, Tokeya	English/Philosophy	3 FCH
Morris, Karen	Business Administration	6 FCH
Putnam, Emily	Mathematics	6 FCH
Smalls, Adrian	Law and Criminal Justice	3 FCH
Zinck, Janet	Hospitality	.5 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 settlement agreement between Monroe Community College and the CSEA, Local 1000, AFSCME, AFL-CIO, Unit 7402, Local 828 (CSEA) as agreed to on March 2, 2022 and ratified by the CSEA membership on March 17, 2022. (P11-2022)

**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 accepts an amendment to the Summer 2022 Academic Calendar to change the dates for the Juneteenth holiday to be observed on Monday June 22, 2022.

**MOTION** was made and seconded that the above resolution be adopted.

After discussion, the resolution was amended to correct the date to Monday, June 20, 2022.

RESOLVED, that the Board of Trustees of Monroe Community College accepts an amendment to the Summer 2022 Academic Calendar to change the dates for the Juneteenth holiday to be observed on Monday June 20, 2022. (P12-2022)

**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, Monroe Community College has provided high-quality, higher educational opportunities to more than half a million students since it opened its doors in 1962 as a unit of the State University of New York; and

WHEREAS, under the leadership of MCC President Dr. DeAnna R. Burt-Nanna, Monroe Community College continues to evolve to meet the ever-changing needs of students hailing from greater Rochester, Monroe County, the Finger Lakes region and beyond, while living its vision as a champion of equity, opportunity, innovation, and excellence; and

WHEREAS, Monroe Community College is accredited by the Middle States Commission on Higher Education, an association that defines, maintains, and promotes educational excellence across institutions with diverse missions, student populations, and resources; and

WHEREAS, Monroe Community College students, faculty, staff, and administrators inspire the way forward as recognized leaders within the SUNY system, as members of the League for Innovation in the Community College Board of Directors, and as dedicated and engaged community partners; and

WHEREAS, Monroe Community College's efforts to provide rewarding academic, student life and leadership experiences across five sites, including its virtual campus, is complemented by the exceptional work of the MCC Association and MCC Foundation in offering meaningful and valued auxiliary services and opportunities to support student success through private philanthropy; and

WHEREAS, Monroe Community College has made a positive impact on economic and workforce development in the local community for 60 years through various partnerships with businesses/industry, academia, community organizations and government; and

WHEREAS, Monroe Community College is committed to shared governance, high ethical standards, inclusion, accountability and transparency as it prepares for its next 60 years of service to our community and stakeholders;

NOW, THEREFORE, BE IT RESOLVED, that we, the members of the Monroe Community College Board of Trustees, recognize April 2022 as Monroe Community College Month and join in our nation's annual celebration of the importance of community colleges to the success and prosperity of our nation and our world. (T08-2022)

**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)

- **SUNY Update**  
Christy Woods, Professor, Mathematics; President of the Faculty Council of Community Colleges and SUNY Trustee
- **President's Update**
- **Cabinet Updates**
  - Dr. Calvin Gantt, Vice President, Diversity, Equity and Belonging and Executive Director, Downtown Campus
  - Darrell Jachim-Moore, Interim CFO/Vice President, Administrative Services
  - Dr. Kimberly McKinsey-Mabry, Acting Vice President, Student Services and Acting Provost/Vice President, Academic Services
  - Kristin Sine-Kinz, Acting Vice President, Economic & Workforce Development & Career Technical Education
  - 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, Executive Assistant, Board of Trustees called on the shared governance groups for their updates. The following groups shared an update:

  - Student Government Association – Isabella DeRubeis
  - Faculty Senate – Nayda Pares-Kane
  - Administration – DeAnna Burt-Nanna

○ Union Updates  
Linda M. Hall, Executive Assistant, 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*

- 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 February 28, 2022 as follows:
  - Enrollment is down 10.7% from the prior year, but has achieved 97% of budget. There was a decrease in full time enrollment of 13% and an increase in part-time enrollment of 22%.
  - Revenue increased \$1.6M or 2.4% YOY when federal appropriations (i.e. HEERF) is included.
  - Expenses are down \$3.2M or 6.2% YOY and has achieved 44% 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 4:48 pm.
- Christy Woods, Professor, Mathematics; President of the Faculty Council of Community Colleges and SUNY Trustee provided an updated on SUNY activities. There are four key positions that are being searched or will be soon: SUNY Chancellor, Provost, Chief Diversity Officer (CDO) and Chief Financial Officer (CFO). There are currently four SUNY Presidential searches: Nassau, Onondaga, Ulster and TC3. Erie and Clinton have newly appointed Presidents. There is a new learning management system being implemented called Brightspace. SUNY System is also working on a global ID across all SUNY campuses. The SUNY General Education implementation is going strong. A rubric is being developed for the DEISJ category. The State of the State emphasized the revitalization of SUNY. SUNY-wide committees are being formed, a plan must be submitted to the Governor's office.
- President Burt-Nanna commended CSEA Union President Tom Pollizi, Executive Director Human Resources and Organizational Development Kristin Lowe and members of the CSEA negotiation teams on both sides for their commitment to MCC's institutional values and shared priorities balanced to ensure the long-term financial stability of the college. The new 2022-2027 Strategic Plan is on schedule to be presented to the Board at their June meeting and anticipate the Board's approval at the August meeting. College Officer searches concluding this month with final candidates on campus for the CFO and Vice President of Administrative Services, Chief of Staff/Assistant to the President, Governmental Relations and Vice President of Economic Development, Workforce and Career Technical Education. The College has been actively engaged in budget advocacy and planning with New York State and Monroe County which prioritizes restoring the funding floor to pre-pandemic levels, Tuition Assistance Program (TAP) for part-time students and workforce development funding for non-credit students. The College recently hosted visits with Mayor Malik Evans and US Assistant Secretary of Commerce for Economic Development Alejandra Castillo.

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MCC also hosted a volleyball game between the Afghan Eagles and area US veterans to build camaraderie and community among new Rochestarians. The Afghan Eagles are a group of translators and interpreters who provided their skills to US troops in Afghanistan.

- Divisional highlights were shared with the Board and each cabinet member highlighted one to two items from their report.
- VP Institutional Advancement and Executive Director, MCC Foundation Gretchen Wood gave the Foundation highlights. Dixon Schwabl and the MCC Foundation won several Addy Awards for the 2021 Gold Star Gala presented by M&T Bank invitation. The 24<sup>th</sup> Annual Gold Star Gala presented by M&T Bank will be held at the Country Club of Rochester on Saturday, April 30<sup>th</sup>. The Star Power leadership committee is planning their annual Mother's Day appeal to raise support for the STAR Power Scholarship which provides scholarships for single parents who are head of their household. The 38<sup>th</sup> Annual Scholarship Open is being held on June 27 at the Country Club of Rochester. Lastly, the 31<sup>st</sup> Annual Salute to Excellence is being planned for the fall of 2022 where four introductions will be made into the MCC Hall of Fame.
- Student Trustee Barlow did not have a report for this meeting.
- Student Government Association (SGA) President Isabella DeRubeis highlighted SGA has started their elections process including for Student Trustee. A majority of the student government leaders will be graduating this spring and they are look forward to passing the torch and welcoming the new leaders. SGA will be hosting a burrito day, an Easter brunch and spring fest event this semester.
- Faculty Senate President Nayda Pares-Kane noted she has been attending the meet and greet sessions for the cabinet level interview candidates. The VP of Teaching Faculty Natasha Christensen and VP of Professional Staff Jeremy Case both held caucuses to gather comments and concerns with their groups which were shared with President's Cabinet. The committee chairs have been collecting feedback on the reorganization proposal; working on curriculum business and the new SUNY Gen Ed guidelines; approval of three policies: General Education Policy and Procedure, Transfer Policy and Procedure and Copyright Policy; strategic plan and strategic planning initiatives; elections for senator, MCC Association, FCCC as well as the two VP positions and secretary; and lastly working on Professional Development week proposals.
- Support Staff Planning Council had no report.
- President DeAnna Burt-Nanna provided the Administration report. Last month a proposal to restructure Academic Services and Student Services to realign existing resources and elevate the College's focus on student success went to the Faculty Senate for consideration. The proposal retains all existing services and does not involve the elimination of any FA nor any CSEA positions. Special thanks to FS President Nayda Pares-Kane and SCAA Chairperson

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Becky Babcock for facilitating college-wide feedback on the proposal which will be finalized after administration has the benefit of considering recommendations from the Faculty Senate this month. Student feedback has also been solicited through the Student Government Association (SGA).

- There were no reports from the FA or CSEA unions.
- Chair Williams highlighted the upcoming NYCCT events and the ACCT Leadership Congress being held October 26-29 in New York City. Chair Williams, Trustee Lovenheim and President Burt-Nanna participated in a 3-session workshop with Aspen and SUNY. The program focused on student success and set the stage for the strategic plan, as well as the formation of our budget going forward.
- The meeting adjourned at 5:39 pm.

Respectfully submitted,



Allen K. Williams  
Chair, Board of Trustees