



Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

Monroe Community College Board of Trustees Minutes

Monday, June 6, 2022

MCC Downtown Campus, High Falls A/B or Zoom

4:00 PM

Present:

Allen K. Williams, Chair
Paula Barlow, Student Trustee
Sabrina LaMar
Dr. Barbara P. Lovenheim
Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee
Grace S. Tillinghast
Connie O. Walker, Esq.

Dr. Alice Holloway Young, Chair Emerita, Honorary Trustee

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

Excused:

Daniel M. DeLaus, Jr., Esq., Vice Chair and Secretary
Dr. Daniele Lyman-Torres
Dale R. Rehkopf II, Chair, Finance and Facilities 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

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 of Trustees

- A. Minutes of the April 4 and April 13, 2022 meetings.

Finance & Facilities

- B. Operating disbursements totaled \$14,272,207.19 for the month of March 2022 and \$15,640,647.74 for the month of April 2022, subject to final audit. (A detailed listing is available upon request.)

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Consent Agenda (continued)

Personnel & Programs

C. Consent Calendar

1. Officers
 - Appointments
2. Professional Staff
 - Appointments
 - Reappointments
 - Separations
3. Teaching Faculty
 - Appointments
 - Reappointments
 - Separations
4. Adjunct Faculty
 - Approvals
5. Support Staff
 - Appointments
 - Promotions
 - Separations
6. Additional Compensation
 - Academic Services
 - Administrative Services
 - Diversity, Equity and Belonging
 - EDIWS Division
 - Institutional Advancement
 - Student Services

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective June 6, 2022. (T10-2022)

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 Reports as of March 31 and April 30, 2022. (F12-2022)

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 March and April, 2022. (F13-2022)

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 Schedule of Tuition and Fees for the fiscal year September 1, 2022 through August 31, 2023. (F14-2022)

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 Operating Budget for the fiscal year September 1, 2022 through August 31, 2023 in the amount of \$109,440,000. (F15-2022)

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 following transfer of funds: (F16-2022)

FROM: Instruction - Contractual Expenses	\$182,500
TO: Instruction - Equipment	\$182,500 ¹

¹ Provides funding for equipment to support various academic labs

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 (continued)

**

RESOLVED, that the Board of Trustees of Monroe Community College authorizes the Chair of the Finance and Facilities Committee or the Chair of the Board of Trustees to approve budget transfers on behalf of the Board of Trustees through the end of the budget year August 31, 2022. (F17-2022)

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 March and April 2022
2. CIP Status Report as of May 16, 2022
3. Grants Report from March 12-May 13, 2022

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Personnel and Programs Committee

RESOLVED, that the Board of Trustees of Monroe Community College approves the appointment of Dr. Robin Cole, Jr as Vice President, Economic and Workforce Development and Career Technical Education. This annual appointment will begin on June 21, 2022 and continue through August 31, 2022. The salary for the period ending August 31, 2022 is \$167,000, prorated for the period of this appointment. (P13-2022)

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 Mr. Greg Hinton as Chief Financial Officer and Vice President, Administrative Services. This annual appointment will begin on May 2, 2022 and continue through August 31, 2022. The salary for the period ending August 31, 2022 is \$170,000, prorated for the period of this appointment. (P14-2022)

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 a part-time intermittent leave for professional advancement development for Mr. Greg Hinton, Chief Financial Officer and Vice President, Administrative Services, while he pursues an Executive Ed.D. in Higher Education Leadership at the University of Texas at Austin, starting June 3, 2022, with awarded degree anticipated in June 2025. (P15-2022)

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 A.A.S. degree, subject to the approval by the State University of New York: Hospital and Community Mental Health Tech. (P16-2022)

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)

**

RESOLVED, that the Board of Trustees of Monroe Community College approves leave for professional advancement in accordance with Article 13 of the contractual agreement between Monroe Community College and the Faculty Association for the following: (P17-2022)

Holly Wheeler English and Philosophy Spring 2023 Semester

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. Academic Grade Grievance Policy and Procedure

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Board of Trustees

WHEREAS, Dr. Barbara P. Lovenheim is recognized as an extraordinary educator, leader, and champion for public higher education in the State of New York as demonstrated by her dedicated professional and voluntary service to Monroe Community College; and

WHEREAS, Dr. Barbara P. Lovenheim has generously contributed her time, provided keen insight, and used her passion for MCC's mission of educational access and inclusiveness to help open doors as a member of the Monroe Community College Board of Trustees since March 2012, including serving as the Board's chair from November 2017 through April 2021; and

WHEREAS, Dr. Barbara P. Lovenheim has helped lead MCC through a pivotal time in the College's history that included safely navigating the COVID-19 pandemic, responding to public funding constraints, and successfully transitioning to MCC's sixth president with determination and grace; and

WHEREAS, Dr. Barbara P. Lovenheim's distinguished service has been recognized by colleagues across the state and nation by her receipt of the New York Community College Trustees' Donald M. Mawhinney, Jr. Trustee Leadership Award in 2015; the American Association of University Administrators' Dan L. King Award for Outstanding College Trustee Leadership in 2021; and the American Association for Women in Community Colleges 2021 Trustee of the Year Award; and

WHEREAS, Dr. Barbara P. Lovenheim has helped secure and reinforce MCC's position among the most innovative and responsive community colleges in the nation through presentations at state and national levels; now, therefore be it

RESOLVED that we, the members of the Monroe Community College Board of Trustees, hereby express our sincere appreciation to Dr. Barbara P. Lovenheim for her dedication to Monroe Community College and the diverse students whom we proudly serve; and be it further

RESOLVED that Dr. Barbara P. Lovenheim has had a significant and admirable impact on the College's inspiring success story and its ability to serve Greater Rochester, Monroe County and the Finger Lakes Region; may she be hereafter recognized as an Honorary Trustee of Monroe Community College on this, the 6th day of June 2022. (T11-2022)

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)

WHEREAS, Paula Barlow has served faithfully as the Student Trustee of the Monroe Community College Board of Trustees during the 2021-2022 academic year; and

WHEREAS, Paula Barlow has served diligently and with sincere devotion as a member of the Finance and Facilities Committee of the Board; as well as the Student Trustee Advisory Committee of the Association of Community College Trustees during her term of office; and

WHEREAS, Paula Barlow enhanced her learning experience as a student trustee by enrolling in an academic course to advance her leadership knowledge and skills; as well as attended the ACCT National Legislative Summit, ACCT Governance Leadership Institute, NYCCT Annual Conference and Awards Ceremony; and participated in the NYCCT student meetups; and

WHEREAS, Paula Barlow has contributed to the betterment of the College by expressing the student perspective while serving as a dedicated representative of her fellow students; and

WHEREAS, Paula Barlow has positively impacted the lives of her fellow students through her leadership, academic achievement and involvement in co-curricular activities, standing as a role model for current and future students;

NOW, THEREFORE, BE IT RESOLVED, that we, the Board of Trustees of Monroe Community College, hereby expresses its deep appreciation for her leadership and service to the College and extends to her best wishes for continued happiness and success in the years ahead. (T12-2022)

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)

- Vision2027 - Monroe Community College Strategic Plan 2022-2027
 - Valarie Avalone, Co-Chair, Institutional Planning, Effectiveness and Accountability
 - Jasna Bogdanovska, Co-Chair, Visual and Performing Arts
 - DeAnna R. Burt-Nanna, President

- President's Update

- Cabinet Updates
 - Dr. Calvin Gantt, Vice President, Diversity, Equity and Belonging and Executive Director, Downtown Campus
 - Greg Hinton, 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 – Paula Barlow
 - Faculty Senate – Nayda Pares-Kane
 - Support Staff Planning Council – written report
 - Administration – DeAnna Burt-Nanna

- Union Updates

Linda M. Hall, Executive Assistant, Board of Trustees called on the union groups for their updates. The following groups shared an update:

 - Faculty Association – written report

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Board of Trustees (continued)

➤ **Information Items**

1. Vision2027 - Monroe Community College Strategic Plan 2022-2027
2. Biographies
3. Staff Recognition

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Information Items

- CFO and VP Administrative Services Greg Hinton gave the financial report. Mr. Hinton reported on key financial highlights related to revenue, expenses, and enrollment for YTD April 30, 2022 as follows:
 - Enrollment is down 10.7% from the prior year and has achieved 97% of budget. There was a decrease in full time enrollment of 13% and an increase in part-time enrollment of 22%.
 - Excluding federal appropriations – HEERF, revenue decreased 4.0% from the prior year and has achieved 76% of budget. This structural decrease is primarily due to the decline in enrollment and related student tuition/fees and state aid.
 - Expenses are down \$1.0M or 1.5% YOY and has achieved 63% 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 4:45 pm.
- Valarie Avalone, Co-Chair, Institutional Planning, Effectiveness and Accountability; Jasna Bogdanovska, Co-Chair, Visual and Performing Arts and DeAnna Burt-Nanna, President, provided a report on the Vision2027: Monroe Community College’s 2022-2027 Strategic Plan. Consultants from the Collaborative Brain Trust assisted the Strategic Planning Leadership Team with the three phases – Phase I - Discovery Phase Data Collection, Analysis, Synthesis; Phase II – Portfolio Development and Planning Assumptions; Phase III – Goal Setting and Recommendations. The plan components are Mission, Vision, Core Values, Diversity, Equity, and Inclusion (DEI) Statement, Five Strategic Directions and Goals. The Board has been invited to give feedback on the plan prior to or at the June 23 workshop. The final plan will come for Board approval at the August 1 Board of Trustees meeting.
- President Burt-Nanna reflected on her first year as President and thanked the Trustees for their visible and engaged participation in the year-end events, including commencement. Dr. Burt-Nanna also highlighted the FWD Center Grand Opening on May 23 which included Governor Hochul and other local and state dignitaries and the State of the County address held at the MCC Brighton Campus on May 12. The Monroe County Executive stated at this event and other occasions that “MCC’s success is Monroe County’s success.” Dr. Burt-Nanna also welcomed CFO and VP Greg Hinton and VP Dr. Robin Cole.
- 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. The Foundation helped to facilitate support of the FWD

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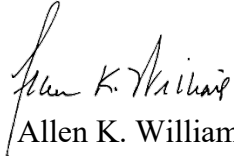
Center from the Ralph C. Wilson, Jr. Foundation in the amount of \$3.2M which provides start-up funding for equipment and staffing. The 24th Annual Gold Star Gala presented by M&T Bank raised more than \$300,000 in support of hardworking students at MCC. The 38th Annual Scholarship Open is sold out. There are still non-golfing opportunities available to support the event being held on June 27th. Lastly, the Foundation received a \$133,000 grant from the Max and Mariah Farash Charitable Foundation to support a two-year pilot project to develop and implement a mentoring program for MCC's teacher education students and early career educators from area school districts.

- Student Trustee Barlow summarized her year as a student trustee highlighting the many learning opportunities she had. Ms. Barlow became better informed on the financial aspect of the College, had opportunities to advocate with government officials and received mentorship through the EBL101 course. Ms. Barlow worked with Jodi Oriel, Director, Office of Student Life and Leadership Development, on integrating the Student Trustee with the Student Government Association. Trustee Barlow thanked the Board for being fully committed to her success in her role as Student Trustee.
- Student Government Association (SGA) incoming President, Paula Barlow, highlighted the work SGA did this past year to support Dr. Burt-Nanna's five priorities which included transitioning safely to on-campus events and face-to-face courses. The SGA will begin to set goals in the next few weeks that will be aligned with the new Vision2027 Strategic Plan. As new SGA President, Ms. Barlow will focus on recruitment and engaging with all students on campus.
- Faculty Senate President Nayda Pares-Kane provided an update on Faculty Senate activities. She updated the Board on activities of each of their committees to include VP searches, two reorganization proposals, recommendations for the General Education Policy and Procedure, development of the new Strategic Plan, curriculum business and the development of Professional Development week activities. Faculty Senate representation includes work on the attendance policy, hiring guidelines and work on integrating Diversity, Equity and Inclusion into their curriculum. Dr. Pares-Kane is co-chairing the inauguration committee for Dr. Burt-Nanna. The event will take place on September 22 and save-the-date invitations are coming soon.
- Support Staff Planning Council provided a written report to the Board.
- President DeAnna Burt-Nanna provided the Administration report. Dr. Burt-Nanna acknowledged the spirit of collaboration and unity which has been fostered together. Thanks was given to each of the shared governance groups for aligning their efforts to the strategic priorities of the College and for the many ways they contribute to MCC's success.

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- The Faculty Association provided a written report to the Board.
- The meeting adjourned at 5:50 pm.

Respectfully submitted,



Allen K. Williams
Chair, Board of Trustees