



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 1, 2022

MCC Brighton Campus, Monroe B

4:00 PM

Present:

Allen K. Williams, Chair
Daniel M. DeLaus, Jr., Esq., Vice Chair and Secretary
My Linh Le, Student Trustee
Sabrina LaMar
Dr. Daniele Lyman-Torres
Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee
Grace S. Tillinghast
Connie O. Walker, Esq.

Nathan J. Robfogel, Esq., Honorary Trustee
Richard S. Warshof, Honorary Trustee

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

Excused:

Dale R. Rehkopf II, Chair, Finance and Facilities Committee

Monroe Community College
Board of Trustees
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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 6, 14 and 23, 2022 meetings.

Finance & Facilities

- B. Operating disbursements totaled \$6,059,176.07 for the month of May 2022, and \$5,752,390.25 for the month of June 2022, subject to final audit. (A detailed listing is available upon request.)

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Consent Agenda (continued)

Personnel & Programs

D. Consent Calendar

1. Professional Staff
 - Salary Adjustment
 - Appointments
 - Reappointments
 - Separations
2. Teaching Faculty
 - Appointments
 - Reappointments
 - Separation
 - Retirement
3. Adjunct Faculty
 - Approvals
4. Support Staff
 - Appointment
 - Promotions
5. 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 August 1, 2022. (T14-2022)

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 May 31 and June 30, 2022. (F18-2022)

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 months of May and June, 2022. (F19-2022)

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 May and June 2022
2. CIP Status Report as of July 17, 2022
3. Grants Report as of July 8, 2022

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Personnel and Programs Committee

RESOLVED, That the Board of Trustees of Monroe Community College approves the promotions of the following adjunct faculty effective September 1, 2022: (P19-2022)

From Adjunct Associate Professor to Adjunct Professor

Barron, Nancy	ESOL/Transitional Studies
Crowley, Nancy	Education and Human Services
Footer, Jeffrey	Education and Human Services
Hourihan, Denise	Information and Computer Technologies
Johnson, Gail	Information and Computer Technologies
Malanchyn, Olena	Mathematics
McKechney, Heather	Chemistry and Geosciences

From Adjunct Assistant Professor to Adjunct Associate Professor

Bayer, Amanda	Health and Physical Education
Ciminelli, Paul	Information and Computer Technologies
Goff, Eugene	Engineering Technologies
Krause, Breann	World Languages and Cultures
Nelson, Juliann	Engineering Technologies
Payne, Harry	Information and Computer Technologies
Rhoda, Michael	Mathematics
Smith, Sean	ESOL/Transitional Studies
Taddonio, Richard	Visual and Performing Arts

From Adjunct Instructor to Adjunct Assistant Professor

Ahern, Elizabeth	ESOL/Transitional Studies
Cerretto, Renee	ESOL/Transitional Studies
Dale, Raymond	ESOL/Transitional Studies
Dinkins-Lourette, Diane	ESOL/Transitional Studies
Farina, Samuel, Jr.	Information and Computer Technologies
Hollomon, Keisha	Health and Physical Education
Linzy, Charlene	ESOL/Transitional Studies
McMahon, Clancy	Information and Computer Technologies
Sorak, Oksana	ESOL/Transitional Studies
Tennant, Jason	Visual and Performing Arts
Tomkinson, Judith	ESOL/Transitional Studies
Wells, Sueann	ESOL/Transitional Studies

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, 2022: (P20-2022)

Non-Rank Promotions

Academic Services Division

Program Advisor to Senior Advisor

Frizzell, Elizabeth	Liberty Partnerships Program	\$44,977
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Administrative Services Division

Director II to Director I

Oliver, Deborah	Payroll	\$96,000
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Specialist II to Specialist I

Mason, Kyle	Communication and Network Services	\$69,000
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Technical Assistant to Senior Technical Assistant

Stewart, Christina	Student Accounts	\$50,000
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EDIWS Division

Advisor to Senior Advisor

Gonzalez, Julissa	EDIWS	\$44,977
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Martinez, Shameka	EDIWS	\$44,977
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Coordinator II to Coordinator I

Rooney, Carly	EDIWS VP Office	\$64,500
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Director II to Director I

Gertner, James	Workforce Development and Corporate College	\$92,768
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Manager II/Lecturer to Manager I/Lecturer

Amendolare, Nicole	PSTF	\$69,322
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Technical Assistant to Senior Technical Assistant

Ruiz, Lauri	PSTF	\$51,767
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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 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: (P21-2022)

Professor Emeritus

DiSano, Mary	Chemistry and Geosciences
Sarantis, Patricia	Nursing
Waasdorp, Janet	Education and Human Services

Professor Emeritus-Posthumously

Yanklowski, William	Engineering Technologies
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Associate Professor Emeritus

Wells, Karen	Mathematics
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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 unpaid leave per Article 18 of the Faculty Association contract: (P22-2022)

Benjamin, Athesia	2022-2023 Academic Year
Visual and Performing Arts	

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, 2022 through August 31, 2023. (P23-2022)

Robin Cole Jr., Vice President, Economic & Workforce Development & Career Technical Education

Calvin Gantt, Vice President, Diversity, Equity, and Belonging and Executive Director, Downtown Campus

Greg Hinton, Chief Financial Officer and Vice President, Administrative Services

Gretchen Wood, Vice President, Institutional Advancement and Executive Director of the 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.

**

RESOLVED, that the Board of Trustees of Monroe Community College adopts the “Academic Grade Grievance Policy” effective August 1, 2022. (P24-2022)

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 five-year contractual agreement with the Faculty Association, beginning September 1, 2022 and ending August 31, 2027, and authorizes the Chair of the Board, the President, and the Chief Negotiator to sign the agreement. (P25-2022)

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 approves a 2.25% base increase and a \$550.00 lump sum payment not added to base for fiscal year 2022-2023 for Non-Contract Administrators. (P26-2022)

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 approves a 2.25% base increase and a \$775.00 lump sum payment not added to base for fiscal year 2022-2023 for the following College Officers: Dr. Calvin J. Gantt, VP, Diversity, Equity and Belonging and Executive Director, Downtown Campus; Dr. Kimberly McKinsey-Mabry, Acting VP, Student Services and Acting Provost/VP, Academic Services; and Gretchen Wood, VP, Institutional Advancement & Executive Director, MCC Foundation. (P27-2022)

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 approves the amendment of the employment agreement with President DeAnna R. Burt-Nanna to extend the contract term one (1) additional year to August 31, 2026; and be it further

RESOLVED, that the Board of Trustees approves the annual salary of the President effective September 1, 2022 through August 31, 2023, in the amount of \$260,000; and be it further

RESOLVED, that the Board of Trustees authorizes the chair of the Board of Trustees to amend the employment agreement with President Burt-Nanna upon such terms as the Board of Trustees and the President mutually agree. (P28-2022)

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

RESOLVED, that the Board of Trustees of Monroe Community College approves the 2023 Meeting Calendar: (T15-2022)

**Monroe Community College
BOARD OF TRUSTEES
2023 Meeting Calendar**

Monday, January 30	4:00 pm Board Meeting
Monday, March 6	4:00 pm Board Meeting
Monday, March 27	2:00 pm Budget Workshop 4:00 pm Board Meeting.
Monday, June 12	4:00 pm Board Meeting
Monday, August 7	4:00 pm Board Meeting
Monday, October 2	4:00 pm Board Meeting
Monday, December 4	2:00 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.

**

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. (T16-2022)

Chair of the Board: Allen K. Williams
Vice Chair: Daniel M. DeLaus, Jr., Esq.
Secretary: Dr. Daniele Lyman-Torres

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 “Vision2027 - Monroe Community College Strategic Plan 2022-2027” effective August 1, 2022. (T17-2022)

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)

**

RESOLVED, that the Board of Trustees of Monroe Community College conduct an Executive Session pursuant to Public Officers Law §105, subsection (f): the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. (T18-2022)

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)

- President's Update
 - Vision2027 Key Performance Indicator Proposal
- Cabinet Updates
 - Dr. Robin Cole Jr., Economic & Workforce Development & Career Technical Education
 - 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
 - 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
 - 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 – Bethany Gizzi
- **Information Items**
 1. Biographies
 2. Staff Recognition

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Information Items

- Chair Williams began the meeting by welcoming Student Trustee Mia Le to her first official Board meeting.
- A presentation was given by Andrew Kelly, Manager, and Jonathan Miller, Partner, from The Bonadio Group regarding audit planning and scope.
- 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 June 30, 2022 as follows:
 - Enrollment is down 9% from the prior year and has achieved 99% of budget. There was a decrease in full time enrollment of 9%.
 - Revenue is down 10.1% from the prior year primarily due to the decrease in enrollment, student fees and state aid. Federal Aid (HEERF) of \$3M partially offset the decrease.
 - Expenses are down \$1.1M or 1.3% YOY and has achieved 78% 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 Board entered into Executive Session at 4:27 pm and adjourned at 5:03 pm.
- The meeting reconvened at 5:08 pm.
- The business portion of the meeting ended at 5:28 pm.
- President Burt-Nanna thanked the Board for its confidence in her leadership and recognition of her investment in the overall success of the college and community. Dr. Burt-Nanna acknowledged the current state of affairs in Rochester and nationally. MCC commits to making education affordable and accessible to all zip codes as a strategy to counterbalance the crime and poverty and educate citizens to make informed choices. MCC also prioritizes employee and student health and safety. The President thanked the County Executive and Monroe County Legislature to continue to make it possible for MCC to carry out its mission. The joint committees of the Monroe County Legislature unanimously endorsed approval of our budget ask of \$750K and full year tuition increase of \$50 which the MCC Student Government Association endorsed. The President also highlighted MCC is designated to receive an additional \$4.1M in one-time funding from NYS to promote workforce development and bolster student enrollment and retention. Receipt of those funds are subject to SUNY approval of a Plan for its use. MCC continues to monitor the latest developments on COVID-19 and Monkey Pox and in consultation with SUNY and Monroe County health officials. There is currently no change in guidance.

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- Dr. Burt-Nanna and William Dixon reviewed the 2022-2027 Strategic Plan Key Performance Indicators (KPIs) and the Board endorsed their adoption.
- Divisional highlights were shared with the Board and each cabinet member highlighted one to two items from their report.
- VP Hinton discussed the College's voluntary participation in a review of its facilities for ADA-compliance.
- Mark Pastorella, Associate Vice President, Development, MCC Foundation gave the Foundation Report. The 38th Annual Scholarship Open raised over \$100,000 in support of students at MCC. The annual campaign raised \$534,377 and is a key support for Foundation operations and areas of greatest need. The Foundation has raised \$8,890,465 in total support for the academic year. Major Gifts, Special Events and the Annual Fund make up the total support provided to the Foundation. New Foundation Directors include Brian Capitummino, Partner, Woods Oviatt Gilman LLP; Loren Flaum, Chief Financial Officer, Flaum Management Co., Inc.; Doug Parker, Senior Vice President/Financial Advisor, Sage Ruty & Co., Inc.; Patricia Redding, President, Saunders Management, Inc. The next event of the year is the 31st Annual Salute to Excellence which will be held on November 10th. This year's salute will pay tribute to Monroe Community College's 60th Anniversary and will celebrate MCC Alumni Hall of Fame Inductions. The Salute to Excellence Award will be presented to the ESL Charitable Foundation and the Salute to Volunteerism Award will celebrate the many contributions of Dr. Alice Holloway Young.
- Student Trustee Mia Le has been working with the Educational Opportunity Program (EOP) Pre-freshman Summer Bridge program which is a four week on-campus program which provides support services and introduces students to college learning. In August, Trustee Le will be attending the ACCT Governance Leadership Institute (GLI) for New Trustees in Washington DC. Trustee Le has also been working with the Student Government Association (SGA) on training and recruitment. As a Senior Resident Assistant of the Housing and Residence Life Team, Trustee Le will be participating in an intensive two-week training session starting August 11th.
- Student Government Association (SGA) President Paula Barlow noted that this year's Office of Student Life and Leadership theme is "Imagine, Believe, Achieve." Their goal is to align their service with MCC's new strategic plan. SGA has been working on training and recruitment this summer. They are in the planning process for the 9/11 ceremony. A few members of SGA attended the Turbo Vote presentation which was developed by Democracy Works with is a nonprofit organization that works to simplify the voting process. The Office of Student Life and Leadership received a grant to offer this service to students. Turbo Vote is an online service to help students vote.
- President Burt-Nanna provided a report for administration. Dr. Burt-Nanna commended the Faculty Senate, Student Government and Support Staff Planning Council for the countless

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ways they have demonstrated their willingness to work together for the greater good of the College.

- President Burt-Nanna also highlighted the willingness of Tom Pollizi, CSEA President, and Bethany Gizzi, FA President, for fostering and restoring positive relations with College administration. Dr. Burt-Nanna commended both as effective and devoted leaders of their members. Dr. Burt-Nanna also expressed appreciation to the Faculty Association Union Negotiation teams led by Kristin Lowe, Executive Director, Human Resources and Organizational Development, and Bethany Gizzi, FA President, and to each member of their teams. A milestone 5-year agreement was reached with the Faculty Association in just three months of negotiations.
- FA President Bethany Gizzi expressed appreciation for the support of the Board and President during the negotiation process and for the agreement that was reached. Ms. Gizzi also thanked the President for her intentional efforts to create an environment where true partnership has been reached. One of the primary goals of the negotiations was to address inequities in prior salary models and this contract makes significant progress toward those goals. Ms. Gizzi acknowledged the FA and management teams for their efforts which was a much more cooperative and positive process overall. The work done over the past year has helped to rebuild a relationship of trust and strengthen the labor management relations. They look forward to continued collaboration with management to service the students and college community. Ms. Gizzi also highlighted the FA Follow Your Dream Scholarship Recipients: Jennifer Ames, Psychology; Jeffrey Herberger, Geology; Samuel Roberts, Computer Science; and Ashraf Saleh, Liberal Arts and Sciences. Retired FA Member Don Beech presented the scholarships.
- The meeting adjourned at 6:32 pm.

Respectfully submitted,



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