



**Monroe Community College**

STATE UNIVERSITY OF NEW YORK

**MCC VALUES:**

COMMUNITY.

INCLUSIVENESS.

INTEGRITY.

EXCELLENCE.

EMPOWERMENT.

STEWARDSHIP.

# Monroe Community College Board of Trustees Minutes

Monday, December 4, 2023

MCC Brighton Campus, Monroe B

4:00 PM

Present: Allen K. Williams, Chair  
Daniel M. DeLaus, Jr., Esq., Vice Chair  
Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee  
Dale R. Rehkopf II, Chair, Finance and Facilities Committee  
Ana Santos, Student Trustee  
Grace S. Tillinghast  
Connie O. Walker, Esq.

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

Excused: Sabrina LaMar  
Dr. Daniele Lyman-Torres, Secretary

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

*Mission: Monroe Community College transforms lives and communities, fostering the success of diverse students through affordable and innovative academic, career, technical, and workforce development programs. Our shared work inspires and champions excellence in higher education 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 4:20 pm.

## Consent Agenda

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

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

- Minutes of the September 25, 2023 Board meetings.

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

- Operating disbursements totaled \$8,851,144.76 for the month of August 2023, \$8,631,442.86 for the month of September 2023, and \$16,075,697.54 for the month of October 2023, subject to final audit. (A detailed listing is available upon request.)
- Accept the Interim Financial Report as of August 3, September 30, and October 31, 2023
- Purchases of items over \$20,000 as listed for the months of August, September, and October 2023

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

### ***Personnel & Programs***

- Approve the non-rank title changes and confirmation of salary increases previously put on hold for the following individuals:

<b>Name</b>	<b>Current Position</b>	<b>Approved Position</b>	<b>Current 2023-2024 Salary: Includes 2.75% annual increase effective 9/1/23</b>	<b>New 2023-2024 Salary: Adjusted salary above the 9/1/23 annual increase</b>
Eric Wheeler*	Assistant Director	Assistant Director	\$77,332.00	No change in salary
Lynda Wheat*	Coordinator II	Coordinator II	\$53,422.00	No change in salary
Carly Rooney	Coordinator I	Manager I	\$66,274.00	No change in salary
Carolyn Hunt	Director II	Director II	\$85,517.00	No change in salary
Daniel Raimondo	Director II	Director II	\$91,268.00	No change in salary
William Rotenberg	Director II	Director II	\$82,425.00	No change in salary
Charles Baldwin	Manager II	Manager II	\$63,345.00	No change in salary
Ann Kuhn*	Manager II	Manager II	\$65,282.00	No change in salary
Salvatore Simonetti	Program Coordinator II	Manager II	\$58,067.00	No change in salary
Cynthia Flynn	Specialist II	Specialist II	\$62,164.00	No change in salary
Marcia Lynch	Program Director II	N/A Resigned 9/26/23	\$84,543.00	N/A Resigned

\*Voluntarily Withdrew

- Consent Calendar

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective December 4, 2023. (T14-2023)

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

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

## Board of Trustees

WHEREAS, Sabrina LaMar, MCC graduate, has proudly served as a member of the Monroe Community College Board of Trustees for two years, generously contributing her time, expertise and insight as a member of the Finance and Facilities and the Nominating committees; and

WHEREAS, Sabrina LaMar is a recognized leader in Monroe County who was appointed and then elected to the Monroe County Legislature in 2019, and subsequently later elected President of the legislature, becoming the first African American woman to serve in that role in Monroe County history.

WHEREAS, Sabrina LaMar is an entrepreneur, engaged citizen and respected leader in the community of advocates – has built a record on major issues, including mental health, child care, homelessness, victimization, and racial and gender equity, and whose work has benefited the College and the community.

WHEREAS, Sabrina LaMar demonstrates her commitment to support student success at MCC through her consistent advocacy throughout the community, her presence at annual celebrations and key events including Commencement and the League for Innovation in the Community College's reaffirmation visit, and her guidance and wisdom as MCC continues fulfilling the ever-changing 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 Sabrina LaMar for her many contributions to MCC, her commitment to student success and high-quality education, and her leadership and unique ability to make a difference. (T15-2023)

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

## Student Success

- Student Testimonial by Kevin Messam
- Student Trustee Update
- Student Success Dashboard with Key Performance Indicator (KPI) Measurements
  - William Dixon, Director, Research

## College Updates

- Presentation: Long Guns for Public Safety Peace Officers
  - DeAnna R. Burt-Nanna, President
  - Michael Karnes, Dean, Public Safety Training Center
  - Stephen Wise, Chief, Public Safety
- President's Update
- 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 given by Shannon Glasgow, Director, Title IX

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

- Greg Hinton, CFO/Vice President, Administrative Services
- Dr. Margaret Semmer, Provost & Vice President for Academic and Student Affairs
- Gretchen Wood, Vice President, Institutional Advancement and Executive Director, MCC Foundation given by Mark Pastorella, Associate Vice President, Development, MCC Foundation
- Monroe Community College Foundation Report
- Shared Governance Updates
  - Linda M. Hall, Executive Assistant to the Board of Trustees, called on the shared governance groups for their updates. The following groups shared an update:
    - Student Government Association – Joseph Leichtner
    - Faculty Senate – Becky Babcock
    - Support Staff Planning Council – written report
    - Administration – DeAnna Burt-Nanna
- Union Updates
  - Linda M. Hall, Executive Assistant to the Board of Trustees, called on the shared governance groups for their updates. The following groups shared an update:
    - Faculty Association – Bethany Gizzi
    - CSEA – written report

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

**Information Items**

*Finance and Facilities*

- CIP Status Report as of November 9, 2023
- Grants Report for September 1 to November 9, 2023

*Personnel and Programs*

- MCC Acceptable Use of College Technology Policy
- Password Policy
- Consensual Relationships Policy
- Drug-Free Workplace Policy
- Preferred First Name Policy

*Board of Trustees*

- Biographies
- Staff Recognition

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

## *Summary*

- Chair Williams gaveled in the meeting at 4:20 pm.
- The business portion of the meeting ended at 4:25 pm.
- Student Kevin Messam provided his testimonial. The board thanked Kevin for sharing his story.
- Student Trustee Ana Santos gave her report. Trustee Santos continues to make connections with the student body and let them know she is there for them. Trustee Santos highlighted some of the events she participated in during the Fall semester – Dr. Alice Holloway Young’s 100<sup>th</sup> birthday celebration, MCC Foundation 5K Walk/Run for Scholarships, Hispanic Heritage month event, Leadership Dessert Social, MCC Foundation ROC the Day, and engaging with Student Government Association. Trustee Santos had the pleasure of attending two conferences: New York Community College Trustees where she served on the Governance & Legislative Panel with Assemblymember Patricia Fahy and the SUNY Student Assembly. Trustee Santos highlighted two upcoming events – gathering in support of a cease fire between Palestine & Israel and the MCC Foundation Salute to Excellence.
- William Dixon, Director of Research, provided an update on the Student Success Dashboard and Key Performance Indicator Measurements. Highlighted at this meeting was KPI 1: Enrollment – overall, students of color, white students, African American male, African American female, PELL eligible, first-time in college.
- A presentation regarding Long Guns for Public Safety Peace Officers was given by President DeAnna Burt-Nanna, Public Safety Training Center Dean Michael Karnes, and Chief of Public Safety Stephen Wise.
- President Burt-Nanna gave congratulations to President Emeritus Tom Flynn for being recognized by the Rochester Business Journal with an ICON award and to Chair Allen Williams for being selected to represent the Northeast Region on the Board of the Association of Community College Trustees (ACCT). Chair Williams also serves as the Chair of the New York Community College Trustees (NYCCT). President Burt-Nanna, along with representatives from L3 Harris and Dr. Robin Cole, presented at the NYCCT conference regarding MCC’s partnership with L3 Harris. As part of Vision2027, MCC committed to reimaging and re-envisioning enrollment to not only recruit more new students, but retain the students we have and help them attain successful careers. Post-completion success means earning a living wage where they can sustain their families and MCC is prioritizing that. MCC saw a 3% enrollment increase. In order to sustain the momentum, MCC is investing in a number of efforts including Unlocking Opportunity Network with the Aspen Institute College Excellence Program and the Community College Research Center (CCRC), but that is only one strategy as part of a comprehensive strategic enrollment plan. President Burt-Nanna also celebrated the tremendous work being done by administrators, faculty and staff and their investment in our students. MCC received a letter from our regional accrediting body, Middle States Commission on Higher Education (MSCHE), a request for supplemental information to explain our strategies to prioritize the success of our students in terms of their graduation rates. The letter does not trigger an accreditation action nor does it require notification to stakeholders. It is not a citation but a routine part of their normal protocols. MCC’s response to the letter offers an opportunity to showcase the priorities the college set in Vision2027 and work already underway to support the success of all students and the colleges achievements to date. It is expected that MSCHE will be satisfied with MCC’s proactive response. The President also thanked the students for engaging with her during several events during the semester including Pancakes with the President hosted at multiple campuses, Nachos with the President in the residence halls, delivering remarks during Veterans Day, and engagement with student leaders at the Dessert Social.
- Divisional highlights were shared with the Board and each cabinet member or their representative highlighted one to two items from their report.

Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

- Mark Pastorella, Associate Vice President of Development, MCC Foundation, gave the MCC Foundation report. The Foundation raised over \$20,000 during the one-day, online giving campaign to support MCC students, during ROC the Day. The MCC Foundation's Salute to Excellence honored the Ralph C. Wilson Jr. Foundation and four outstanding alumni to be inducted into the MCC Alumni Hall of Fame. MCC Alumni Hall of Fame member and 1980 graduate Tim Wentworth was appointed as the new Chief Executive Officer of Walgreens. 41 donors supported the MCC Foundation with \$1,033,000 in applications for the NYS Charitable Tax Credit program with the SUNY Impact Foundation. This was up 21% from last year. The theme of the 2024 Gold Start Gala being held on Saturday, April 27, 2024, will be *Unseen Galaxies: An Evening of Wonder at the Gold Star Gala*.
- SGA President Joseph Leichtner presented on behalf of the Student Government. The SGA has recently added four new senators. The SGA is currently holding a contest to rename the Break Room and is pleased with how much the room is being used. SGA attended Student Leadership Training with the other clubs and organizations where they learned a great deal about their roles and duties as a student leader. SGA participated in and volunteered in MCC's 5K Walk/Run for Scholarships. The SGA welcomed home Honor Flight on October 1<sup>st</sup> in collaboration with the Veterans Club. SGA created an appreciation award called MCC Champion, which honors students, faculty and staff who go above and beyond in their dedication to make MCC an amazing place to learn and grow. Currently two awards have been handed out. SGA attended the SUNY Student Assembly conference and learned about leadership, the environment, and suicide prevention.
- Faculty Senate President Becky Babcock reported on the activities of the Senate. President Babcock attended the FCCC Plenary in October and shared a binder about the work of the FCCC with Chair Williams. Senate leadership is serving on many work groups and committees: Unlocking Opportunity Network, SEM committee, Academic and Student Success Master Plan workgroup, Middle States subgroups, and MCC Association. The Senate Professional Development committee selected the recipients of their two awards. The Emerging Excellence Award went to Kate Robinson, Virtual Campus and the League of Excellence Award went to Sarah Hagreen, Records and Registration. Executive Committee members Natasha Chen and April Daniels, alongside Christina Lee and Susan Hall presented at the SUNY Diversity, Equity, Inclusion and Social Justice conference. The Professional Staff and Faculty caucuses were held and the discussion items were shared with the President and Executive Leadership Team. Many of the concerns were immediately addressed or are in the works to be addressed. The Senate appreciates the President's swift and personal follow-up.
- Support Staff Planning Council provided a written report.
- President Burt-Nanna presented on behalf of Administration and thanked the many individuals engaged in the work of the Unlocking Opportunity Network initiative which is such an important priority to get more students into good paying jobs and careers. Dr. Burt-Nanna acknowledged the urgency and the idealness of additional time that would contribute to the work and thanked employees for helping prioritize student success with a sense of urgency. Dr. Burt-Nanna also acknowledged the privilege that the Executive Leadership Team has to meet routinely with student and employee shared governance leaders to learn how their work aligns with the strategic priorities of the College, respond to their questions, and offer updates from administration which are significant and relevant to the work they lead as institutional leaders. Appreciation was also given to continued engagement in the work of the Middle States Commission on Higher Education self-study that is now underway for reaffirmation of MCC's regional accreditation. President Burt-Nanna also sent regrets to the Support Staff Planning Council that she could not be with them at their holiday celebration given her engagement with the Board of Trustees during their December workshop. The President expressed appreciation to their work and the time and talent they give in many different ways.



Monroe Community College  
Board of Trustees Minutes  
December 4, 2023

- Faculty Association President Bethany Gizzi reported on the work of the FA. Approximately 12 FA leaders attended their annual professional development which is attending the New York State United Teachers (NYSUT) conference. FA presentations at the conference highlighted contingent faculty issues and mediation project and mediation skills. The mediation project is a free and confidential service provided to FA employees for those who wish to go to mediation or have conflict/coaching skills, etc. The scholarship committee is currently selling tickets for their annual holiday gift basket raffle. The proceeds will go to their scholarship fund. The FA currently has two scholarships: FA Follow Your Dream Scholarship and The Matthew Hachee Memorial Scholarship. The winners will be announced in May. The baskets will be raffled at their holiday party being held Friday, December 8 at 5 pm at Pane Vino. All of the MCC community is invited. The labor management team has been working with management to discuss a number of issues of mutual interest including department chair position, job descriptions and the promotion and title change processes, flex time for professional staff and grant responsibilities. Next semester they will be working with NYSUT on the advocacy efforts for community college funding with the State.
- CSEA provided a written report.
- Chair Williams expressed his gratitude in recognition of the work being done every day by MCC employees. Chair Williams announced there will be a College Forum held on March 14 at the Brighton Campus and May 15 at the Downtown Campus. Details will be announced via the Daily Tribune. Chair Williams also thanked employees, faculty and staff for their good work and dedication as reflected in the upward trend of enrollment and the positive trend of the key performance indicators (KPIs).
- The meeting adjourned at 6:12 pm.

Respectfully submitted,



Allen K. Williams  
Chair, Board of Trustees