



Monroe Community College
STATE UNIVERSITY OF NEW YORK

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

Monroe Community College Board of Trustees Minutes

Monday, August 7, 2023

MCC Brighton Campus, Monroe B

4:00 PM

Present: Allen K. Williams, Chair
Daniel M. DeLaus, Jr., Esq., Vice Chair
Dr. Daniele Lyman-Torres, Secretary
Carla M. Palumbo, Esq., Chair, Personnel and Programs Committee
Ana Santos, Student Trustee
Grace S. Tillinghast

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

Excused: Sabrina LaMar
Dale R. Rehkopf II, Chair, Finance and Facilities Committee
Connie O. Walker, Esq.

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Monroe Community College
Board of Trustees Minutes
August 7, 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 4:04 pm.

- Presentation on Audit Planning and Scope:
Andrew Kelly, Manager, Bonadio and Co., LLP
Randall (Randy) Shepard, Partner, Bonadio and Co., LLP

Board of Trustees

- 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. (T08-2023)

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

Consent Agenda

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

Board of Trustees

- Minutes of the June 12, 2023 Board meeting, June 12 and July 10, 2023 Personnel and Programs Committee Meetings
- Approves the Monroe Community College Board of Trustees 2024 Meeting Calendar:

Date	Time
Monday, January 29	4:00 pm Board Meeting
Monday, March 4	4:00 pm Board Meeting
Monday, April 22	2:00 pm Budget Workshop, 4:00 pm Board Meeting
Monday, June 10	4:00 pm Board Meeting
Monday, August 5	4:00 pm Board Meeting
Monday, October 7	4:00 pm Board Meeting
Monday, December 9	11:00 am Board Workshop, 4:00 pm Board Meeting

Monroe Community College
Board of Trustees Minutes
August 7, 2023

Consent Agenda

Board of Trustees (continued)

- Elects the Board of Trustees officers nominated to serve until the next annual meeting of the Board of Trustees and/or until their successors have been elected and qualified:
 - Chair: Allen K. Williams
 - Vice Chair: Daniel M. DeLaus, Jr., Esq.
 - Secretary: Dr. Daniele Lyman-Torres

Finance & Facilities

- Operating disbursements totaled \$7,545,792.20 for the month of May 2023, and \$7,530,458.49 for the month of June 2023, subject to final audit. (A detailed listing is available upon request.)
- Interim Financial Reports as of May 31 and June 30, 2023.
- Purchase of items over \$20,000 as listed for the months of May and June 2023.
- Continue/extend resident tuition eligibility for the 2023/24 academic year to students with Temporary Protected Status (TPS).

Personnel & Programs

- For Non-contract Administrators, salary increases of 2.75% added to base for the 2023-2024 fiscal year effective September 1, 2023.
- For the following College Officers, salary increases of 2.75% added to base for the 2023-2024 fiscal year:
 - Robin Cole, Jr, Vice President, Economic & Workforce Development & Career Technical Education
 - Calvin Gantt, Vice President, Diversity, Equity, and Belonging & Executive Director, Downtown Campus
 - Greg Hinton, Chief Financial Officer & Vice President, Administrative Services
 - Gretchen Wood, Vice President, Institutional Advancement & Executive Director, MCC Foundation
- For the President, salary increase of 2.50% added to base for the 2023-2024 fiscal year effective September 1, 2023. The Board authorizes the chair of the Board of Trustees to amend the employment agreement with the President upon such terms as the Board of Trustees and the President mutually agree.

Monroe Community College
Board of Trustees Minutes
August 7, 2023

Consent Agenda

Personnel & Programs (continued)

- Reappoints the following College Officers effective September 1, 2023 through August 31, 2024:
 - Candice Baldwin, Chief of Staff
 - 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 & Vice President, Administrative Services
 - Margaret Semmer, Provost and Vice President, Academic and Student Affairs
 - Gretchen Wood, Vice President, Institutional Advancement & Executive Director, MCC Foundation
- 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:
 - ***Professor Emeritus:***
 - Burke, Donna, ESOL/Transitional Studies
 - Tshibangu, Sherry, Business Administration
 - ***Associate Professor Emeritus:***
 - Tsai, Joanna, Biology
 - Wright, Bobby, Mathematics
 - ***Associate Professor Emeritus-Posthumously:***
 - Hachee, Matthew, English/Philosophy
 - Watson Payne, Rochelle, ESOL/Transitional Studies
- Consent Calendar

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective August 7, 2023. (T09-2023)

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

Monroe Community College
Board of Trustees Minutes
August 7, 2023

Finance and Facilities

- RESOLVED, that the Board of Trustees of Monroe Community College, authorizes the President to take the necessary steps to plan and implement a 2023-24 Voluntary Retirement Incentive Plan for full-time faculty teaching positions as a first-step measure to right-sizing fiscal operations and reducing structural operating deficits. (F04-2023)

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

Student Success

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

College Updates

- 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
 - 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
- 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: written report
 - 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 union groups for their updates. The following groups shared an update:
 - Faculty Association: written report
 - CSEA: written report

Monroe Community College
Board of Trustees Minutes
August 7, 2023

Information Items

Finance and Facilities

- CIP Status Report as of July 12, 2023
- Grants Report for May 23 to July 13, 2023

Personnel and Programs

- Sexual Harassment Response and Prevention Policy

Board of Trustees

- Biographies
- Staff Recognition

Monroe Community College
Board of Trustees Minutes
August 7, 2023

Summary

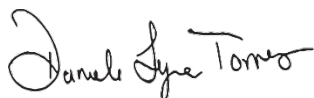
- Chair Williams gaveled in the meeting at 4:04 pm and welcomed Student Trustee Ana Santos to her first meeting of the Board of Trustees.
- A presentation was given by Andrew Kelly, Manager, and Randy Shepard, Partner, from the Bonadio Group regarding audit planning and scope.
- The Board entered into an executive session at 4:15 pm and ended the session at 4:57 pm.
- The business portion of the meeting ended at 5:06 pm.
- Student Elle Parrotta provided her testimonial. The board thanked her for sharing her story.
- Student Trustee Ana Santos gave her report. Trustee Santos is a second-year international student majoring in psychology. Trustee Santos is a Resident Assistant and works to create a safe environment for students in the residence halls. Trustee Santos also is a member of the Student Government Association, PTK and Campus One80. Trustee Santos has been working with the Student Government Association planning for the upcoming semester – setting goals and visions around the strategic plan and participating in a new SGA committee to make students more aware of MCC resources.
- William Dixon, Director, Research, provided an update on the Student Success Dashboard and Key Performance Indicator Measurements. Highlighted at this meeting was KPI 1: Enrollment – overall, part-time male enrollment, dual enrollment – African American, dual enrollment – Hispanic.
- President Burt-Nanna began by giving gratitude and recognition to the remarkable colleagues at MCC as she begins her third year as MCC's 6th President. The employees at MCC each bring excellence and commitment to supporting MCC students and our community. President Burt-Nanna also gave thanks to the Board of Trustees for the privilege of serving at MCC and for continued confidence in her leadership and for the commitment of the trustees to prioritize student success for the betterment of the community and State of New York. President Burt-Nanna highlighted her attendance at the SUNY President's retreat and the American Association of Community Colleges (AACC) Presidents Academy Summer Institute. Enrollment highlights as of July 24 noted new student applications were up 9.8%; approved applications up 19.9% and registered students up 6.1% over the prior year. While these numbers are unofficial and reflect a single point in time, the trend is encouraging and a shift to a more stable enrollment pattern. MCC is hosting the Aspen Institute College Excellence Program and the Community College Research Center for an in-person site visit. Early indications of MCC's progress on the key performance indicators (KPI's) set for 2022-2027 reflect MCC is on the right track. President Burt-Nanna also celebrated the newly appointed emeritus faculty.
- Divisional highlights were shared with the Board and each cabinet member highlighted one to two items from their report.
- Gretchen Wood, Vice President, Institutional Advancement and Executive Director, MCC Foundation, provided the MCC Foundation report. The 39th annual Scholarship Open was held on Monday, June 29 and over \$123,000 was raised in support of MCC students. The MCC Foundation completed their

Monroe Community College
Board of Trustees Minutes
August 7, 2023

strategic planning process to identify how they could best support the work of Vision2027. Inspiring the Way Ford is comprised of four primary directions – student success, workforce development, innovative programs and spaces, and sustainability. Four new Directors will be joining the MCC Foundation Board: Gavin Brownlie Jr., CEO, Crosby-Brownlie Inc.; Kim Gaylord, President and CEO, Member Experience, Marketing & Operations, Builders Exchange of Rochester; Virgil Joseph, Senior VP, M&T Bank; Ian Wilson, Vascular/Interventional Radiologist, Windsong Radiology Group. The annual campaign has raised \$696,856 and has met 92% of their goal with one month left in the fiscal year. The Salute to Excellence will be held on Wednesday, December 6 at the Floreano Convention Center. The event will celebrate the 40th anniversary of the MCC Foundation.

- SGA President Joseph Leichtner presented on behalf of the Student Government. The SGA President and Vice President attended the SUNY student assembly elections on July 7. Unfortunately, quorum was not met and the elections were unable to be held and were rescheduled for August 18. An SGA training event was held where goals were discussed such as community service projects, food transfer network, high school outreach, advertisements of SGA meetings, sponsorships with clubs and organizations, fundraising and student awareness of MCC resources. The plan for the 9/11 ceremony was discussed and a preliminary plan formed. At the SGA Senate meeting on July 25, the following was approved by resolution: constitution, student government constitution, appointment of Sarwenaz Barmak as elections coordinator.
- Faculty Senate and Support Staff Planning Council provided written reports.
- President Burt-Nanna presented on behalf of Administration. In the spirit of shared governance, Dr. Burt-Nanna thanked the various stakeholders involved in informing decisions leading up to the Board's unanimous vote to offer a voluntary retirement option for qualifying faculty. The program is the second of a multi-phase strategy to right-size our college. The first was the restructuring and consolidation of the Academic and Student Affairs division.
- The Faculty Association and CSEA provided written remarks.
- Chair Williams expressed his gratitude in recognition of the work being done every day by MCC employees and specifically congratulated the non-rank and adjunct promotions approved by the Board. Chair Williams announced there will be a College Forum held on October 23 at the Brighton Campus. Details will be announced via the Daily Tribune.
- The meeting adjourned at 6:28 pm.

Respectfully submitted,



Daniele Lyman-Torres, Ed.D.
Secretary, Board of Trustees