Monroe Community College
Board of Trustees
Agenda

Monday, August 5, 2024

MCC Brighton Campus, Monroe B

4:00 PM

Expected: Allen K. Williams, Chair
Carla M. Palumbo, Esq., Vice Chair and Chair, Personnel and Programs Committee
Dr. Daniele Lyman-Torres, Secretary
John B. Baynes
Joseph Leichtner, Student Trustee
Gladys Pedraza-Burgos
Dale R. Rehkopf II, Chair, Finance and Facilities Committee
Grace S. Tillinghast

Nathan J. Robfogel, Esq., Honorary Trustee

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

Excused: Connie O. Walker, Esq.

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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

Call to order and establishment of a quorum – Allen K. Williams, Chair

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

Consent Agenda

Unless objections are raised, the following items are proposed to be adopted and approved by consent. Some of these items address issues that have been discussed by the Board in the past and/or are routine operational matters. Other consent items are derived from provisions in existing, prior-approved labor contracts, capital construction programs or other Trustee initiatives.

The consent agenda is presented for adoption as a single agenda item. Specific items may be removed by request of any Board member for discussion as a part of the regular agenda. The remaining items should then be adopted as a single agenda.

Board approval of the Consent Agenda is required.

Board of Trustees

➢ Minutes of the June 10, 2024, Board meeting and June 10 and June 14, 2024, Personnel and Programs Committee meetings.

➢ Approves the Monroe Community College Board of Trustees 2025 Meeting Calendar:

Date	Time
Monday, February 3	4:00 pm Board Meeting
Monday, March 3	4:00 pm Board Meeting
Monday, April 7	2:00 pm Budget Workshop, 4:00 pm Board Meeting
Monday, June 9	4:00 pm Board Meeting
Monday, August 4	4:00 pm Board Meeting
Monday, October 6	4:00 pm Board Meeting
Monday, December 8	11:00 am Board Workshop, 4:00 pm Board Meeting

➢ 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: Carla M. Palumbo, Esq.
- Secretary: Dr. Daniele Lyman-Torres

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Finance & Facilities

➢ Operating disbursements totaled $5,691,912.20 for the month of May 2024, and $6,022,815.39 for the month of June 2024, subject to final audit. (A detailed listing is available upon request.)

➢ Accept the Interim Financial Report as of May 31, and June 30, 2024. (Attachment 1)

➢ Purchases of items over $20,000 as listed for the months of May and June 2024. (Attachment 2)

➢ Approves the MCC Foundation's recommendation that the fifth floor lobby of the Finger Lakes Workforce Development Center on the Downtown Campus be known as the Bank of America Lobby as of August 5, 2024.

Personnel & Programs

➢ Approves the following revisions to the Academic Calendar for the 2024-2025 academic year:
  • changing the date for individual course withdrawal to the last day of the semester instead of at the 80 percent point in the semester;
  • providing links to important College web pages; and
  • adding the Commencement date for Spring 2025. (Attachment 3)

➢ Approves the following revisions to the Academic Calendars for 2025-2026 and 2026-2027 academic years:
  • changing the start date of the Spring 2026 semester to January 21, 2026;
  • adjusting the Spring 2026 Commencement date based on the start date;
  • changing the date for individual course withdrawal to the last day of the semester instead of at the 80 percent point in the semester;
  • and providing links to important College web pages. (Attachment 4)

➢ Reappoints the following College Officers, effective September 1, 2024 through August 31, 2025:
  • 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 and Vice President, Administrative Services
  • Michael Jacobs, Provost and Vice President, Academic and Student Affairs
  • Gretchen Wood, Vice President, Institutional Advancement and Executive Director of the MCC Foundation

➢ Approves a salary increase of 2.75% added to base for the 2024-2025 fiscal year for Non-Contract Administrators, effective September 1, 2024.

➢ Approves a salary increase of 2.75% added to the base for the 2024-2025 fiscal year for the College Officers, effective September 1, 2024.

➢ Approves a salary increase of 2.75% added to the base for the 2024-2025 fiscal year for the President, effective September 1, 2024. 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.

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Personnel & Programs (continued)

➢ The Board of Trustees of Monroe Community College expresses 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

Name	Department
Belair, Susan	Anthropology/History/Political Science/Sociology
Carson, Linda	Mathematics
Edelbach, Brian	Chemistry/Geosciences
McCormack, Sandra	Business Administration
O'Shea, Kathleen	English/Philosophy
Plumeri, Christine	Anthropology/History/Political Science/Sociology
Tatakis, Timothy	Biology
Zinck, Janet	Hospitality

Associate Professor Emeritus

Name	Department
Kaminsky, Margaret	STEM and Health
Murage, Njeru	Anthropology/History/Political Science/Sociology

➢ Approves the Consent Calendar (Attachment 5)

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective August 5, 2024.

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Student Success

➢ Student Testimonial by Judi Razafintsalama

➢ Student Trustee Update

➢ Student Success Dashboard with Key Performance Indicator (KPI) Measurements

  o William Dixon, Director, Research

College Updates

➢ Presentation on Tech Hub Funding
  Dr. DeAnna R. Burt-Nanna, President
  Dr. Robin Cole Jr., Economic & Workforce Development & Career Technical Education

➢ President's Update

➢ Cabinet Updates

  o Dr. Robin Cole Jr., Economic & Workforce Development & Career Technical Education

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

  o Greg Hinton, CFO/Vice President, Administrative Services

  o Dr. Michael Jacobs, Acting Provost & Vice President for Academic and Student Affairs

  o Gretchen Wood, Vice President, Institutional Advancement and Executive Director, MCC Foundation

➢ Monroe Community College Foundation Report

➢ Shared Governance Updates

  o Each of the shared governance leaders will have an opportunity to provide an update of no more than five minutes to the Board of Trustees. Speakers will not be able to share their allotted time with others:

    ▪ Student Government Association

    ▪ Faculty Senate

    ▪ Support Staff Planning Council

    ▪ Administration

➢ Union Updates

  o Each of the union leaders will have an opportunity to provide an update of no more than five minutes to the Board of Trustees. Speakers will not be able to share their allotted time with others.

    ▪ Faculty Association

    ▪ CSEA

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Information Items

Finance and Facilities

- CIP Status Report as of July 15, 2024 (Attachment 6)

- Grants Report from May 16 to July 12, 2024 (Attachment 7)

Personnel and Programs

- Flexible Work Policy and Procedure (Attachment 8)

Board of Trustees

- Biographies (Attachment 9)

- Staff Recognition (Attachment 10)