



**Monroe Community College**  
STATE UNIVERSITY OF NEW YORK

**MCC VALUES:**

COMMUNITY.  
INCLUSIVENESS.  
INTEGRITY.  
EXCELLENCE.  
EMPOWERMENT.  
STEWARDSHIP.

# Monroe Community College Board of Trustees Minutes

Monday, October 7, 2024

MCC Downtown Campus, High Falls A/B

4:00 PM

Present: Allen K. Williams, Chair  
Carla M. Palumbo, Esq., Vice Chair and Chair, Personnel and  
Programs Committee (via video)  
Dr. Daniele Lyman-Torres, Secretary  
John B. Baynes  
Joseph Leichtner, Student Trustee  
Gladys Pedraza-Burgos  
Angelica Perez-Delgado  
Dale R. Rehkopf II, Chair, Finance and Facilities Committee  
Grace S. Tillinghast (4:00 to 6:00 pm)  
Connie O. Walker, Esq.

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

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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

Allen K. Williams, Chair, Board of Trustees, called the meeting to order and quorum was established at 4:01 pm.

## Consent Agenda

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

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

- Minutes of the August 5, 2024, Board meeting.

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

- Operating disbursements totaled \$9,327,057.76 for the month of July 2024, subject to final audit. (A detailed listing is available upon request.)
- Accept the Interim Financial Report as of July 31, 2024
- Purchases of items over \$20,000 as listed for the months of July 2024.

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

- Adopts the revised “Flexible Work Policy”
- Approves the Consent Calendar

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective October 7, 2024. (T14-2024)

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

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## Board of Trustees

WHEREAS, New York State Education Law Section 6306, specifies that Monroe Community College shall be administered by a board of trustees; five appointed by the local legislative body, four by the governor, and one elected from the student body; and

WHEREAS, the Monroe Community College Board of Trustees shall appoint a president for the college, subject to approval by the state university trustees; and

WHEREAS, the Monroe Community College Board of Trustees may enter into any contract or agreement deemed necessary or appropriate for the effective operation of the college; including, but not limited to, the employment contract with the President; and

WHEREAS, the responsibility and the authority to conduct the annual performance evaluation of the Monroe Community College president and to amend the terms of their contract rests entirely with the Monroe Community College Board of Trustees;

NOW, THEREFORE BE IT RESOLVED, that the Monroe Community College president's performance appraisal and terms and conditions of their employment contract can only be influenced by, altered, or amended via negotiations between the president and the Board of Trustees at Monroe Community College on this seventh day of October 2024. (T15-2024)

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

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## Student Success

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

## College Updates

- Presentation on Annual Sexual Harassment Training
  - Tammy Kieper, Executive Director, Human Resources
- Presentation on Unlocking Opportunity: Advising Redesign
  - Dr. Michael Jacobs, Provost & Vice President for Academic and Student Affairs
  - Gary Johnson, Associate Vice President, Student Success & Strategic Initiatives
- President's Update
- Executive Leadership Team 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. Michael Jacobs, 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 – Angelo Romero
    - 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 union groups for their updates. The following groups shared an update:
    - Faculty Association: Bethany Gizzi
    - CSEA: written report

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**Information Items**

*Finance and Facilities*

- CIP Status Report as of September 11, 2024
- Grants Report from July 13 to September 12, 2024

*Personnel and Programs*

- General Education Policy

*Board of Trustees*

- Biographies
- Staff Recognition

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## Board of Trustees

RESOLVED, that the Board of Trustees of Monroe Community College conduct an Executive Session pursuant to Public Officers Law §105, subsection (e): collective negotiations pursuant to Article 14 of the Civil Service Law; (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. (T16-2024)

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

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## *Summary*

- Chair Williams gavelled in the meeting at 4:01 pm and thanked Dr. Cole for the tours of the Public Safety Training Facility and Applied Technology Center given prior to the Board meeting.
- Student Mara Waynick provided their testimonial. The Board of Trustees and President Burt-Nanna thanked Mara for sharing their story.
- Student Trustee Joseph Leichtner gave his report. Trustee Leichtner reported on the New York Community College Trustees (NYCCT) conference he attended in early October. The conference offered valuable insights into the responsibilities of community college trustees, focusing particularly on the critical themes of healthcare and artificial intelligence. The sessions he attended focused on trustee responsibilities, education law, government relations, community college funding, fiduciary responsibility, the healthcare crisis and shortages in healthcare workers and the impact of artificial intelligence (AI).
- 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: Student Enrollment/Headcount; KPI 2: Employee Satisfaction; KPI 3: Graduation Rates/Intentions; KPI 4: Post Graduation Wages; KPI 5: Student Momentum.
- An annual presentation to the Board regarding Sexual Harassment Training was given by Tammy Kieper, Executive Director, Human Resources.
- A presentation was given by Michael Jacobs, Provost & Vice President for Academic and Student Affairs, and Gary Johnson, Associate Vice President for Student Success & Strategic Initiatives, regarding Unlocking Opportunity: Advising Redesign.
- President Burt-Nanna started her report by welcoming Trustee Angie Perez-Delgado to the MCC Board of Trustees. The New York Community College Trustees (NYCCT) annual conference honored Dr. Alice Holloway Young for her legacy of high impact at MCC, serving on the Board of Trustees for 63 years; Chair Williams received special commendations for distinguished service to the NYCCT Board serving since 2017 and just completing his two-year term as Chair; and congratulations to Trustee Carla Palumbo who received the Donald M. Mawhinney, Jr., Trustee Leadership Award. Chair Williams, President Burt-Nanna, Director of Health Care Programs Julianna Frisch, VP of Institutional Advancement and Executive Director of the MCC Foundation Executive Gretchen Wood and CEO of Finger Lakes Performing Provider Systems (FLPPS) Carol Tegas presented on “Working Together to Overcome the Local Healthcare Workforce Crisis: Pipeline and Education” at the conference. President Burt-Nanna provided thanks and recognition to all employees for the fourth consecutive fall semester of enrollment growth; thanked the Unions for contributing to the high response rate to the SUNY Title VI training; thanked the Community Relations team for promoting MCC’s success on a number of platforms and around various events; and congratulated all retirees and those faculty and staff being approved for promotions and title changes on today’s agenda. The President has been hosting employee appreciation events across various departments of the college and at all campuses. Other highlights included the college being invited to submit an application for the prestigious Bellwether Award which focuses on innovative, trendsetting programs worthy of replication and SUNY Chancellor John King’s visit to the Brighton Campus to showcase MCC’s high-impact strategies to counteract food insecurity among students. Out of the 27 applications submitted for the Voluntary Retirement & Voluntary Separation Incentive Plan, 25 were approved. The employees have been notified and they have 45 days to rescind. The CSEA negotiations are making considerable progress toward reaching an agreement and negotiations have remained collaborative. The College is grateful to Monroe County for approving an increase in local sponsor support by \$520,000 or 2.5%.

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- Divisional highlights were shared with the Board and delivered by selected members of the President's Executive Leadership Team.
- Maureen Wolfe, Chair of the MCC Foundation, gave the Foundation report. The 18<sup>th</sup> Annual 5K Walk/Run for Scholarships was very successful with \$5,000 in scholarships awarded to nine MCC students. The 33<sup>rd</sup> Annual Salute to Excellence will be held on Thursday, November 14 where the Salute to Excellence award will be presented to three individuals instrumental in building MCC's optics program: Foundation Director James M. Sydor; Thomas Battley and posthumously to Richard Nasca along with four inductions into the Hall of Fame. The MCC Foundation received a \$78,000 planning grant from the Ralph C. Wilson, Jr. Foundation, which will be used to engage a consultant to conduct a feasibility study on a comprehensive workforce development ecosystem in collaboration with Vice President Robin Cole Jr. The ESL Charitable Foundation approved a planning grant of \$200,000 for MCC's Economic and Workforce Development division to develop a post-employment support program that will provide mentoring and workplace success training to individuals who have completed courses through the Finger Lakes Workforce Development Center. ROC the Day will take place on Tuesday, December 3<sup>rd</sup> where the ESL Charitable Foundation will offer a \$5,000 matching challenge.
- SGA President Angelo Romero presented on behalf of the Student Government Association (SGA). SGA has a team of 15 members helping with the goals set for this year that align with Vision 2027. There have been three committees formed: Communication, Engagement, and Leadership Development Committee; Club Connect Committee and Peace Committee. Almost 200 student leaders will be going through training which includes Title IX, Freedom of Speech policy and procedures that need to be followed to stay in good standing. SGA has been tabling to ensure students and members of the MCC community are registering to vote in the 2024 election. So far, over 100 students have registered to vote on the turbo vote website and more than a dozen in paper registration forms. They hosted two events revolving around the Presidential and Vice Presidential debates and will also be hosting an election night watch party. President Romero attended the SUNY Student Assembly executive meeting in August and was voted into the Rules Committee. Members of the SGA also attended the SUNY Student Assembly Leadership Conference.
- Faculty Senate President Becky Babcock reported on the activities of the Faculty Senate (FS). Faculty Senate began their academic year with an in-person gathering on September 5. In the first Senate meeting, they had a presentation from Quent Rhodes on the new Applied Tech Center and each standing committee chair detailed the role and responsibilities of their committee. President Babcock provided details on what was happening in each committee: SCAA; Professional Development; Planning; Nominations, Elections, and Governance (NEG); Curriculum and Academic Policies. The two new Senate Vice Presidents for teaching faculty and professional staff held caucuses where dedicated time is set aside to discuss issues most pertinent to them.
- Support Staff Planning Council provided a written report.
- President Burt-Nanna reported on behalf of the Administration and thanked SGA President Angelo Romero and the entire SGA for maintaining their focus on MCC's strategic priorities and for hosting a peaceful and informative October 7 event. Thanks was given to all shared governance groups who bring their specialized expertise and perspectives to decision-making which strengthens shared governance at the College. This includes gratitude for the Trustees and their policy governance role.
- Faculty Association President Bethany Gizzi reported on the activities of the Faculty Association (FA). The FA is pleased that 25 applications for the retirement and separation incentives have been approved. The labor-management committee continues to work with management on issues related to the implementation

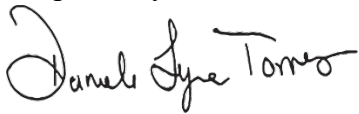


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of the contract. FA is continuing with the professional development leadership pathway to engage the membership in learning more about the union and developing their skills as future union leaders. Approximately 25 employees are participating. President Gizzi highlighted two Faculty Council leaders: Melissa Santiago, Financial Specialist, Accounting Services in the Controller's office and Professional Staff Director for the FA and Joe Scanlon, Associate Professor of Political Science and FA Legislative Chair.

- 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 November 6 at the Downtown Campus. The Board looks forward to these opportunities to hear from college employees.
- The board voted to go into executive session at 6:56 pm and end executive session at 8:30 pm.
- The board reconvened and the meeting adjourned at 8:33 pm.

Respectfully submitted,

A handwritten signature in black ink, reading "Daniele Lyman-Torres". The signature is written in a cursive, flowing style.

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