



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 5, 2024

MCC Brighton Campus, Monroe B

4:00 PM

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

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

Excused: Connie O. Walker, Esq.
Dr. Daniele Lyman-Torres, Secretary

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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 4:04 pm.

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

Consent Agenda

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

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

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.
- Purchases of items over \$20,000 as listed for the months of May and June 2024.
- 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.

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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.
- 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; (4) and providing links to important College web pages.
- 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.
- 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

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Name	Department
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

Per the request of Trustee Baynes, two resolutions were removed from the consent agenda and noted as separate resolutions. After the removal of the two items, the resolution was moved forward.

RESOLVED, that the Board of Trustees of Monroe Community College adopt the consent agenda effective August 5, 2024. (T12-2024)

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

Board of Trustees

- Resolved, that the Board of Trustees of Monroe Community College 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: (T13-2024)
 - Chair: Allen K. Williams:
 - **MOTION** was made and seconded that the above officer be nominated.
 - 6 Trustees approved, 1 abstained. Motion was carried.
 - Vice Chair: Carla M. Palumbo, Esq.
 - **MOTION** was made and seconded that the above officer be nominated.
 - Motion was carried unanimously.
 - Secretary: Dr. Daniele Lyman-Torres
 - **MOTION** was made and seconded that the above officer be nominated.
 - Motion was carried unanimously.

Personnel and Programs

- Resolved, that the Board of Trustees of Monroe Community College 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. (P05-2024)

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

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Student Success

- Student Testimonial by Judi Razafintsalama
- Student Trustee Update
- Student Success Dashboard with Key Performance Indicator (KPI) Measurements
 - 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
 - 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
 - Each of the shared governance leaders 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 – Angelo Romero
 - Faculty Senate – written report
 - Support Staff Planning Council – written report
 - Administration – DeAnna Burt-Nanna
- Union Updates
 - Each of the union leaders 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 – written report
 - CSEA – written report

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Information Items

Finance and Facilities

- CIP Status Report as of July 15, 2024
- Grants Report from May 16 to July 12, 2024

Personnel and Programs

- Flexible Work Policy and Procedure

Board of Trustees

- Biographies
- Staff Recognition

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Summary

- Chair Williams gaveled in the meeting at 4:04 pm.
- A presentation was given by Andrew Kelly, Manager, and Randy Shepard, Partner, from the Bonadio Group regarding audit planning and scope.
- Student Judi Razafintsalama provided their testimonial. The Board of Trustees and President Burt-Nanna thanked Judi for sharing their story.
- Student Trustee Joseph Leichtner gave his report. Trustee Leichtner attended the Student Trustee Orientation on July 11 where the roles and responsibilities of the student trustee were highlighted. Trustee Leichtner has fully reviewed the bylaws and the orientation material and plans to effectively represent the student body and advocate for their interests.
- William Dixon, Director of Research, provided an update on the Student Success Dashboard and Key Performance Indicator Measurements. Highlighted at this meeting was post-graduation outcomes and KPI 4: Wages.
- A presentation was given by President Burt-Nanna and Vice President Cole regarding the NY Smart I-Corridor Tech Hub award and MCC's role.
- President Burt-Nanna started her report with thanks and recognition for the contributions of MCC's retirees and faculty and staff, including those who received non-ranked and adjunct promotions, emeritus designation, title changes, and reappointments. The President also recognized those who directed and supported the Healthy Hero Summer Camp, congratulated Athletics for receiving the NJCAA Region III Community Service Award and the MSCHE Steering Committee for having the self-study design accepted. The President gave oral testimony to the Monroe County Legislature joint committees for Recreation and Education and Ways and Means and received unanimous endorsement of our FY25 county budget request. The College looks forward to receiving full endorsement from the County Legislature later in August. Enrollment is up modestly at 1.2% or 31.3 FTE. If historical trends continue this Fall, MCC will exceed the Fall 2024 census budget by 4.4%. The President was a panelist on the Middle States Commission on Higher Education "Pillars of Change" podcast in July. The Aspen-Community College Research Center project is entering its third year of a six-year commitment and started the implementation phase of MCC's strategies to enhance students onboarding and advising experiences, increase their rates of participation in English and Math in the first year, and develop and improve well-defined program "maps" to guide them throughout their educational journey. Applications for the Voluntary Retirement & Voluntary Separation Incentive Plan are open until 5 pm on August 16. Employees who submit an application for consideration will be notified if their application was accepted or not on or before September 20. The CSEA negotiations are ongoing and the President is hopeful to bring a tentative agreement before the Trustees this year.
- 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, gave the MCC Foundation report. For 2023/24 the MCC Foundation awarded \$1.65 million in financial support to MCC students. Over 900 students received financial support from MCC scholarships. This broke the previous record of \$1.5 million pre-pandemic. The 40th Annual Scholarship Open raised a record-breaking \$130,000 (net) in support of MCC students to fund public higher education for Greater Rochester. The 33rd Annual Salute to Excellence will be held on November 14. The Salute to Excellence award will be presented to three individuals instrumental in building MCC's Optics program: Jim M. Sydor, Thomas Battley and Richard Nasca. The MCC Alumni Hall of Fame Class of 2024 will include Kimberly J.

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Gaylord, Michael P. Mandina, Sheila Strong, and Tashanda D. Thomas-Brown. The Annual Campaign has raised \$668,094, 84% of their goal with a few weeks left in the fiscal year.

- SGA President Angelo Romero presented on behalf of the Student Government Association (SGA). SGA has been training all the new members and returning members taking on new positions over the Summer. They are reviewing plans from the MCC Association to upgrade the furniture in the Brick Lounge on the Brighton Campus. In June, SGA met with Facilities and architects about the new Prayer Room being built in the new Applied Tech Center on the Brighton Campus, joined by community members and the Muslim Student Association, and provided feedback on the plans for the new Prayer Room. The Sustainability Committee contacted SGA about adding a Butterfly Garden on campus. Possible plans are being reviewed. SGA will partner with Admissions and the Student Life office to assist with orientations. There are currently 120 registered student leaders in the clubs and organizations. SGA is working to get students registered for the upcoming election using SUNY Turbovote. The 9/11 ceremony planning is well on its way. Mayor Malik Evans will be this years keynote speaker.
- The Faculty Senate and Support Staff Planning Council provided written reports.
- President Burt-Nanna presented on behalf of the Administration and collectively thanked the shared governance groups for their numerous successes for the greater good of the College. Administration and the Board of Trustees look forward to further strengthening their partnerships.
- The Faculty Association and CSEA provided written reports.
- Chair Williams provided congratulations to the two NYCCT Award Winners: Lauren Dixon for the Friend of Community Award and Carla Palumbo for the Donald M. Mawhinney, Jr., Trustee Leadership Award.
- Chair Williams expressed his gratitude in recognition of the work being done every day by MCC employees and expressed congratulations to those employees who received non-rank and adjunct promotions and those receiving emeritus status. Chair Williams announced there will be two College Forums in the Fall semester – September 19 and November 6. The Board looks forward to these opportunities to hear from college employees.
- The meeting adjourned at 6:32 pm.

Respectfully submitted,



Allen K. Williams
Chair, Board of Trustees