

**BOROUGH OF MANHATTAN COMMUNITY COLLEGE**  
City University of New York

**Minutes of the Academic Standing Committee of the Academic Senate**

**Meeting of November 6, 2019**

**Members Present:**

D. Acocella, J. Blake, C. Christopher, A. Creaco, K. Dreyer, G. Miller, A. Perdomo, C. Priano,  
B. Simmons, D. Torres-Rangel, C. Wiseman

1. The meeting was convened by Glenn Miller, Chair, at 2:00 p.m. in room N-795.
2. Minutes from 10-2-2019 were unanimously approved.
3. Two new SGA student representatives were appointed to the committee: Brandee Simmons and Abraham Dasney. Brandee Simmons was in attendance and was welcomed by the other members. The Chair explained to her the work of the committee.
4. The Chair reported on meeting with the Financial Aid director regarding financial aid appeals. The Chair will recommend that, whenever possible, financial aid and academic appeals be attached when first prepared by counselors so that the two do not become separated and can be considered together. There is general agreement with the guidelines we use to read these appeals.
5. The Chair also reported that he and Cynthia Wiseman met with the Registrar's office and IT concerning progress made toward an online version of the appeal system. IT demonstrated a proposed online process developed for filing a student appeal. The process had the following concerns:
  - For a single appeal, it took 50 minutes to go through the process. This was too much time for one appeal.
  - In this design, each step of the appeal process would be communicated via several emails (to student to counselor to AS Chair to AS committee member) before it could be read and decided.
  - All forms and documentation for the appeal were scanned into several individual documents for attachment to the above emails.Due to these issues, this online format is not ready for use. The AS committee will not accept any change to the appeal process that does not work for the committee or for students.
6. The meeting was adjourned at 2:32 p.m. after which faculty members remained to read and act on student appeals until 3:35 p.m.

Respectfully submitted,

Christine Priano  
Secretary