

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

November 25, 2020

Everyone attended except:

Joel Barker	Junia Doccy
Warren Benfield	Erik Freas
James Berg	Hollis Glaser
James Blake	Lisa Grace
Melissa Butler-Haughton	Quintasia Harris
Arthur Cain	Orlando Justo
Gina Cherry	Manny Romero
Cheryl Christopher	Mohamadou Sawadogo
Cheryl Comeau-Kirschner	Achraf Seyam
Corinne Crawford	Ching Song
Yvonne Devers	Ali Syed

- I. President Munroe called the meeting to order at 2:08 pm.
- II. APPROVAL OF MINUTES:
 - A. The October 25th, 2020 College Council Meeting and organizational minutes were unanimously approved.
- III. STANDING COMMITTEE REPORTS
 - A. **Budget Committee**

BMCC The BMCC Budget allocation was reduced by 20%. The six million deficit projected has been increased to 20 million and likely to increase as expected collections are unlikely to happen.

Combined outstanding balances for students allowed to register for Fall 20 with balances below 4 thousand dollars from before was 7.5 million, now increased to 9.4 million.

The total collection is about 11 % down compared to last year, similar to the reduction in enrollment; the reduction in student financial aid payments is much higher resulting from processing difficulty.

There were requests to allow students to continue their education despite balances; although desirable BMCC cannot afford this.

Complete report attached.

Questions/Comments

- a. A good deal of the balance due is going to be turned over to collection agencies. What fees do they charge? No answer available. Collection agencies typically keep a lot of the money owed. Students are responsible for fees. Students that make even partial payments are not turned to collection agencies.
- b. TAP and PELL historically covered a good part of tuition issues. BMCC is collecting a lot less money from Financial Aid. TAP is much delayed; last year only 80% of due payments made. Financial Aid is down because of previously mentioned difficulties in processing on both the college and student end.
- c. Matt Sapienza mentioned in a City Council meeting that the remaining money from the CARES Act has not been allocated to the Colleges yet, about 13.5 million dollars. It was supposed to be a student centered plan. Can it be used to offset Student balance debts? No, CARES money is comprised of two equal 13.2 million dollars each. The Student portion was already distributed to students' at the College's discretion; a million was allocated to the College and distributed to eligible PELL awardees. The remaining is Institutional. Whatever is available is supposed to be used for technology reimbursement and refunds of tuition issued to students that cancelled their courses as a result of COVID. The remaining institutional part of it will be discretionary but none applicable to receivables. The CARES money cannot be used to replace lost revenue.
- d. In the next year more students will be eligible for financial aid due to lower family income. Who is lobbying on the State level to get that money released? This is unfortunate and we hope to get some relief, although the City and State have very high deficits, and already reduced our funds.

B. Technology Committee

Update: CUNY now allows Faculty and Staff to take their desktop computers home. More Information to follow.

C. Facilities and Security Committee

The dashboard and capital projects were discussed in the last committee meeting. Due the fiscal crisis only health and safety projects are ongoing such as the electrical upgrade, the plaza and roofing project, the gym lighting upgrade and soon the cooling system. Computer labs for faculty are now available by reservation. Access to offices are under review due to increased infection rates in the City.

Questions/Comments

- a. In honor of Scott Anderson, how green are we now? The ventilation is incredibly important now and this increases energy use.

D. The Campus life and Student Issues Committee

Information was collected about resources students need outside academic concerns. We continue developing a culture of care, as part of a program called “Care on campus Initiative” from the Institute of Evidence Based Change. Members from the various academic support groups are coming up with some commitments that will be finalized and presented to all as part of our everyday life. Work Study Students are being Ambassadors for Safety and Health. A virtual tree of thanks is being created for all to share as a Thanksgiving celebration <https://www.bmcc.cuny.edu/event/join-us-in-the-power-of-giving-thanks/>.

Questions/ Comments

- a. Students need hardware and WiFi. The BMCC webpage is not clear on this. Also what is the availability? Requests are to be sent to studentaffairs@bmcc.cuny.edu, once the request is made students are contacted. Devices are still available, the website will be improved.
- b. Are students still being pushed to take 15 credits under the current crisis? Studies show that 30 credits a year improve rate of completion and retention. Use of all sessions is encouraged, not necessarily 15 credits a semester. When Students register for 12 credits they get a message about 15 credits.

IV. PRESIDENT’S REPORT

The priority is staying safe. The next couple of months are going to be really tough with respect to public and personal health. Be aware that your behavior impacts others. Follow recommended precautions.

We are aware of the incredible challenges our students face and individually and as an institution are taking all possible measures to support them. All are encouraged to advertise to Students our support services and that there are tuition waivers thanks to the Petrie foundation’s two hundred and fifty thousand dollars donation.

The President thanks all for the good work done, encourages selfcare and wishes a good Thanksgiving to all.

Report attached.

Questions/ Comments

- a. The 8 week session piloting appears risky as students and Faculty are already struggling as is and this will impact how we advise and teach. A subcommittee is working on this.

VI. OLD BUSSINESS

Everyone is encouraged to give to fight Student food insecurity, this upcoming Giving Tuesday or before. All contributors will receive a mask.

VII. President Munroe adjourned the meeting at 3:07 pm.



STUDENTS OUTSTANDING BALANCES AND REVENUE COLLECTIONS



TOTAL SPRING 20, SUMMER 20, FALL 20 OUTSTANDING
BALANCES FOR STUDENTS WHO ATTENDED FALL 20 SEMESTER

	Number of students	Average account balance	Total outstanding Student Receivable
Spring 20, Summer 20, Fall 20	8,190	\$ 2,105	\$ 17,242,618

OUTSTANDING RECEIVABLE TO BE SUBMITTED TO COLLECTION IN FEBRUARY 2021

	Total outstanding Student Receivable
Fall 19	\$ 5,189,536
Summer19	\$ 425,471

INCREASING BURSAR'S HOLDS FROM \$150 TO \$1,000

	Number of students	Average account balance	Total outstanding Student Receivable	Comments
Pell eligible students with balances less than \$1000	606	\$ 768	\$ 465,846	These balances are likely to remain after students register for Spring 21 and receive Spring 21 Pell
Students not eligible for Pell with balances less than \$1000	640	\$ 796	\$ 509,627	Student are being informed that these balances and additional tuition and fees for Spring 21 will remain their responsibility
Students with balances over \$1,000 and 24 or more credits accumulated, eligible for Melon grant	490	\$ 501	\$ 245,592	Student are being informed that these balances and additional tuition and fees for Spring 21 will remain their responsibility

IMPACT OF INCREASED BURSAR'S HOLDS

Total number of students who may continue their education in Spring 21	1,736
Outstanding balances at risk, will be partially covered by estimated Pell receipts.	\$ 1,221,065
Estimated Spring 21 Pell to be received	\$ 903,435
College will receive NYS allocation for FY21-22 for additional 1736 FTEs (\$2,947/FTE)	\$ 5,115,992

OUTSTANDING BALANCES THAT RAISE CONCERN

Students with higher than \$1,000 balances	6,454	\$ 2,404	\$ 15,515,147
of which			
35% are Pell eligible	2,233	\$ 2,250	\$ 5,025,212
65% are not Pell eligible	4,221	\$ 2,485	\$ 10,489,935

REVENUE COLLECTIONS

Revenue Sources	FY 2019 as of 10/31/2018	FY 2020 as of 10/31/2019	FY 2021 as of 10/31/2020	FY2021 vs FY2020 Difference	% Difference
Cash Collected	16,244,731	15,429,591	13,738,576	(1,691,014)	-11.0%
Financial Aid	34,290,426	36,747,154	25,605,639	(11,141,515)	-30.3%
Fees due to other entities	(3,983,800)	(4,026,930)	(3,086,634)	940,296	-23.4%
Total Revenue	46,551,357	48,149,814	36,257,581	(11,892,234)	-24.7%

FINANCIAL AID RECEIPTS

	FY 2019 as of 10/31/2018	FY 2020 as of 10/31/2019	FY 2021 as of 10/31/2020	FY2021 vs FY2020 Difference	% Difference
<u>Financial Aid:</u>					
TAP	12,527,719	11,785,317	4,520,140	(7,265,177)	-61.6%
BMCC Internal Scholarship	750,505	363,623	158,797	(204,825)	-56.3%
Federal Aid	43,105,560	44,392,634	36,090,217	(8,302,418)	-18.7%
Financial Aid Refunds	(22,093,359)	(19,794,421)	(15,163,516)	4,630,905	-23.4%
TOTAL FINANCIAL AID SOURCES	34,290,426	36,747,154	25,605,639	(11,141,515)	-30.3%

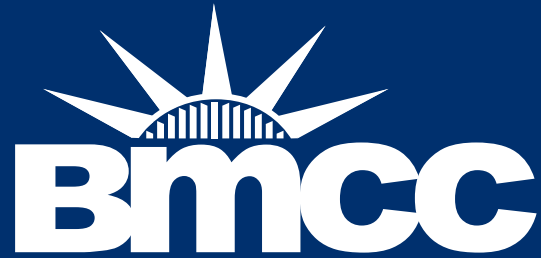
COLLECTION RATES

Tuition Collections - FY 2021 as of 10/31/2020

Billed	Waived	Aid Payments	Net Billings to Student	Paid by Student	Outstanding	Collection Rate
70,370,166	2,286,334	28,632,446	39,451,387	10,888,979	28,562,408	27.60%
	3%	41%	56%	15%	41%	

Tuition Collections - FY 2020. as of 10/31/2019

Billed	Waived	Aid Payments	Net Billings to Student	Paid by Student	Outstanding	Collection Rate
80,224,284	2,472,201	35,887,515	41,864,568	12,904,006	28,960,561	30.82%
	3%	45%	52%	16%	36%	



**President's Report
College Council**

November 25, 2020

Anthony E. Munroe, BMCC President

BMCC and COVID-19

Recently, the BMCC Campus Reopening Committee, Coronavirus Liaisons and Senior Administration have determined that in response to the growing, 3.9 percent rate of positive COVID-19 cases in New York City, a two-week pause will be placed on Stages 3 and 4 of the Reopening and Operations plan.

This will reduce the number of people requiring access to BMCC buildings by about 300 requests per day, and lessen the level of exposure to current occupants of those buildings.

These adjustments will not impact ongoing, on-site delivery of instruction, and urgent faculty requests for building access that is critical to the remote learning function will be considered on a case-by-case basis.

BMCC and COVID-19

At this point, Spring 2021 will be primarily virtual/online with limited, select in-person/hybrid courses.

Visit the **COVID Dashboard** for BMCC to learn about self-reported cases and data on services provided to the campus community.

Visit the Reimagining BMCC website (purple button on the BMCC Home Page) to learn more about updates and services.



Understanding Challenges Facing Students

BMCC students are consistently among the most economically disadvantaged in the country. More than 70% of our students come from families making \$30,000 or less per year which has led to the following results highlighted in the Hope Center's #RealCollege survey:

- **Approximately 50% were housing insecure**
- **Approximately 50% were food insecure**
- **Approximately 20% experienced homelessness**
- **Seventy percent experienced some combination of the three**



Understanding Challenges Facing Students

BMCC was awarded \$250,000 from the Petrie Foundation that will provide tuition waivers for the winter session. These class tuition waivers will help reduce student debt and accelerate their progress to graduation.

Addressing Students Financial Issues

While resources are limited, we have focused on reducing the financial burden to our students. In October, the College finished disbursing \$13.2 million dollars of CARES Act funding earmarked for direct financial support to students. Despite the CARES Act funding, however, many students still need additional help.



Addressing Students Financial Issues

Intense efforts are underway to assist the thousands of students with balances and financial holds. Many of these students are in good academic standing and are well on their way to graduation. We are going to release the holds for some students. For the remaining students we will continue to look at each student's financial situation and map out a plan that will allow them to continue.

Addressing Financial Holds is a Complex Problem

Addressing financial holds and helping our students get and stay enrolled are among our top priorities. While we are working to help as many students enroll as possible, we have to consider the following to ensure that we are not causing unintentional harm:

1. **Student balances must be submitted for collection after BMCC works for one year to get the balance paid**
2. **The higher the student balance, the more likely their balances will be submitted for collection**
3. **When a student ends up in collections, their credit scores are negatively impacted**
4. **A student cannot transfer to another CUNY college or obtain copies of documents if they maintain a balance**

Increasing the balance threshold for registration would enable more students to enroll, however, we are currently projecting a \$20Mil budget deficit and our revenue collections are lower than last year by \$12Mil which precludes us from simply forgiving outstanding balances.

Rapid Response Enrollment Management Task Force

The Rapid Response Enrollment Management Task Force continues to focus on how to assist students with the many challenges they are facing. Subcommittee members will present updates on their work.

Ensuring the Adequacy of Courses to Students

Co-chairs: Eda Henao, Vincent Cheng and Carei Thomas

Cabinet Sponsor: Erwin Wong

Members: Sangeeta Bishop, Allan Felix, Felecia Harrelson,
Joel Hernandez, Meghan Shukla, Zhanna Yablokova

Initiative 1: The College will pilot a 8-week late start session in spring 2021 term. The term will be scheduled to start the week of March 14th. Students will be able to enroll in up to 9 credits/hours in this term.

Initiative 2: Selected academic departments have been contacted to develop their course offerings for this 8-week term.

Evaluating the Appeals and Financial Aid Processes

Co-chairs: Mohammad K. Alam and Ben Powell

Cabinet Sponsor: Diane Walleser

Members: Jim Blake, Cynthia Wiseman, Julie Waldner,
Albina Khasidova, Andrew Smallwood

Initiative 1: Probation Revision Recommendations

Initiative 2: Dependent on revised/renewed Orientation/FYE

Enhancing Access and Student Experience

Co-chairs: Mahatapa Palit and Lisa Kasper

Cabinet Sponsor: Diane Walleser

Members: Allana Burke, Joe Ginese, Richard Henson, Tanoai Williams,
Roderick Shane Snipes, Saniye D. Gokcora

Initiative 1: Re-engage fall 2020 non-enrollers (new and continuing) for spring 2021. 2,000 new students from fall have agreed to defer to spring via our deferral campaign.

- 2,700 continuing students who did not enroll in Fall are being targeted to rejoin in Spring through an email campaign.

Initiative 2: Implement and reinforce mandatory GPS orientation as a prerequisite to academic advisement.

- Online GPS Orientation via Blackboard will familiarize our students with BMCC opportunities and policies, while also better preparing them for the advising process and emphasizing how to succeed in online learning (resilience, time management, organization skills, etc.).

Improving Communications to Faculty, Staff, and Students

Co-chairs: Michelle Ronda, Sanjay Ramdath and Ben Powell
Cabinet Sponsor: Marva Craig

Members: Sharlene Gomez, Rosslynn Pieters, Kathleen Brandt,
Jeremy Chin, Kinya Marshall, Niala Seetahal, Kenny Urraca

Initiative 1: Examining issues related to current communications via email especially to students

Initiative 2: Developing revised messages and approaches to messaging especially to students

Enabling Student Success

Co-chairs: Joel Barker and Sara Crosby

Cabinet Sponsors: Michael Hutmaker, Janice Zummo

Members: Allana Burke, Robin Isserles, Lalitha Jayant, Anita Tarnai, Kristin Bennet, Gia Blackwell, Leticia Dinkins, Luis Messon, Tiffany James

Initiative 1: Virtual classroom visits from Learning Resource Center tutor

- 26 faculty have signed up so far; 15 class visits will be complete by 11/25
- Faculty can sign up for a tutor visit here: <https://tinyurl.com/y3oly85a>

Initiative 2: INC workshops for students with Spring/Summer INC grades

- Ran two workshops as pilots on 11/18-19 with Learning Academy students
- Workshops be offered beyond BLA in December

Self-care and the Holidays

Thanksgiving week is upon us, in a year that has presented many unforeseen challenges, including the COVID-19 pandemic, the uncovering of racial injustice and tense political shift of our country.

Though we may not be gathering with our loved ones, we can still give thanks to those who have helped us get through this unprecedented year.

- **Buildings and Grounds staff**
- **Public Safety**
- **Departmental chairs and faculty**
- **BMCC staff**
- **Alumni and donors**

Self-care and the Holidays

This time of year also means moving quickly towards our final academic push — projects, papers, exams and end-of-calendar-year tasks, which can cause stress and anxiety. Add the weight of the pandemic — isolation, illness, loss of jobs and income — and it becomes even **more important for us to look out for one another.**

The Resilience, Health and Wellness website was created to help you find resources on self-care (emotional, physical and financial). BMCC Community members (students, faculty and staff) can also find assistance through NYCWell, where you can talk, text and chat 24/7.

Visit: <https://nycwell.cityofnewyork.us/en/>



Throughout this holiday season, remember that we are one institution, united in our diversity, our academic excellence, our outstanding community and our pride as **BMCC Panthers!**

Express your appreciation to those who have helped you — it's the small things that sometimes have the greatest impact.

