

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

February 24, 2021

Everyone attended except:

Mamadou Bah
Warren Benfield
Sharon Brickman
Arthur Cain
Cheryl Comeau-Kirschner
Marva Craig
Corinne Crawford
Yvonne Devers
Junia Doccy
Erik Freas
Hollis Glaser
Quintasia Harris

Lalitha Jayant
Meryl Kaynard
Xinyu Ke
Shamira Malekar
Liany Marcial Stronconi
Fred Peskoff
Josiah Ramesar
Mohamadou Sawadogo
Achraf Seyam
Mohamed Sofaini
Glenny Valoy

- I. President Munroe called the meeting to order at 2:06 pm.
- II. APPROVAL OF MINUTES:
 - A. The January 27th, 2021 College Council Meeting minutes were unanimously approved.
- III. STANDING COMMITTEE REPORTS/UPDATES
 - A. **Budget Committee**
Report is provided below.

Questions/Comments

- a. Emergency funds will be distributed to students that demonstrate financial need, under the guidance or the department of education. Students do not need to be eligible for financial aid. Not clear if the funds can be used for DACA or undocumented students, awaiting guidelines.
- b. CARES funds were distributed only to students that were title IV eligible; students were identified by CUNY Central, awarded sums were on the \$300 to \$1200 range.

- c. Faculty will receive payment from previous Summer's online training; those funds were reimbursed from CARES money.
- d. There was a 13% decline in enrollment compared to last year; that number was already lower than the prior year. Retention is also down to 56%, below a desirable 70%. Across CUNY there is a 17% decline in both black and hispanic males. BMCC does not have a recruitment issue; BMCC has a retention issue.
- e. An institution effectiveness dashboard is being built and will include information disaggregated by program, degree, race and gender.
- f. Reserves will be fully used.

B. Technology Committee

IT strategic planning is still under discussion.

Exchange of devices provided 100 additional chrome books from Baruch College and City Tech each and 75 chrome books from CUNY Central; all ready to provide to students.

C. Facilities and Security Committee

COVID operation protocols and capital improvements are under way, including CUNY in the Heights. The upgrade of the Gymnasium lights will make BMCC a more sustainable facility, reducing electrical consumption.

Questions/Comments

- a. The newly renovated classes in CUNY in the Heights may be used for Face-to-face classes in the Fall.

D. The Campus life and Student Issues Committee

The Committee created a reference guide to share with students and all advisors, to encourage conversation on where to go for help or whom to talk to. It will be included in the message students receive about advising. Draft below.

Additional part-time staff were hired to help students with probation, academic appeals questions and to connect students to resources, and thus free-up professional staff in the counseling center to deal with student mental health issues.

Commencement will be virtual on June 4th at 11 am, similar format as last year.

Questions/Comments

- a. It was requested that locations and available times of computer labs be added to the reference guide.

IV. PRESIDENT'S REPORT Report is provided below.

Questions/ Comments

- a. Air filtration equipment has been upgraded.

- b. Reaching out to Black Church Ministers was suggested to increase enrollment.
- c. Academic Department Chairs are part of the re-opening committee.

VI. NEW BUSINESS

- VII. President Munroe adjourned the meeting at 3:06 pm.



BUDGET UPDATE



IMPACT ON CUNY COMMUNITY COLLEGES OF THE FY2022 STATE EXECUTIVE AND CITY PRELIMINARY BUDGET PROPOSALS

NYS Executive Budget

- The FY2022 State Executive Budget replaces the FY2021 enacted budget withholding of 20% of operating support and replaces it with a 5% reduction to base operating aid and building rentals.
- The total reduction is \$11.7 million. The share of BMCC in this reduction is about \$2.5million.
- FY2022 per FTE student base aid remains flat at \$2,947. However, enrollment continues to decline at the community colleges. The resulting funding decrease is \$10.5 million.
- The Executive budget does not include current year legislative funding of \$2.5 million for ASAP and \$902,000 for childcare funding.
- The Executive budget also allows community colleges to establish lower tuition rates for high-demand certificate programs, in order to be able to react to market demand and allow for greater flexibility when developing more affordable education and training opportunities to help rebuild the economy.

NYC Preliminary Budget

- The City Preliminary Budget provides \$458.4 million for the community colleges compared to \$459.8million in FY20-21.
- The Preliminary Budget increases the community college efficiency target by \$31.1 million above the \$46.2 million target in the current year.
- The Preliminary does not include current year funding for remediation programs (\$1.7 million), Food insecurity (\$1 million) and Child Care (\$510,000).
- The Preliminary budget includes funding for mandatory costs including collective bargaining, fringe benefits and building rentals. These funds are not available to offset efficiency .
- All these numbers are still preliminary and CUNY will continue negotiate with NYS and NYC in order to minimize clawing back.
- College specific asks to be developed. Our specific ask will be funding for CUNY in the Heights.

FINANCIAL AID IN 2022

- According to State Executive Budget the tuition rate for the Excelsior Scholarship program will remain at the FY2017 level. The next rate adjustment will occur in FY2023 and years thereafter.
- The Executive Budget eliminates the 20% withholding and maintains full support to HESC financial aid programs, including TAP and the Excelsior Scholarship.
- The NYS Executive Budget also includes legislation to hold harmless students who were unable to complete academic requirements needed to maintain financial aid eligibility because the coronavirus disrupted their enrollment. The Budget extends financial aid award duration limits for those students who, because of the pandemic, were unable to maintain satisfactory academic progress due to illness, course closure, or other special circumstances.

CURRENT FISCAL YEAR BUDGET UPDATE

- Current FY budget situation remains problematic. College operates on 8 months budget allocation.
- As spring enrollment was finalized, the projected revenue have been adjusted to reflect 11% student FTE reduction compared to fall 2020.
- The projected tuition revenue shortfall was decreased from \$16million to 13.5 million.
- On the expense side, in spring 21 we are projecting an increase in adjunct cost by approximately \$750K due to substantial average class size decrease from 25 to 22 students.
- Overall we are still expecting a budget deficit of approximately \$28 million.

CARES STIMULUS FUNDS

As a result of CARES Act, BMCC was allocated the following Higher Education Emergency Relief Funds (HEERF):

Emergency Financial Aid	\$13,210,414
Institutional Portion	\$13,210,414
Minority Serving Institutions (MIS)	<u>\$1,720,729</u>
Total:	\$28,141,557

- Emergency Financial Aid in the amount of \$13,210,414 was disbursed.
- BMCC submitted a claim for 2020 calendar year in the amount of \$2,462,913 against the institutional portion.
- The unspent amount of CARES and MIS funds is \$12,468,230.
- Most of these funds should be released to the college shortly to cover the revenue shortfall.

CRRSAA STIMULUS FUNDS

As a result of new stimulus package approved on 12/27/20 BMCC was allocated the following:

Min. amount for Emergency Grants to students \$13,210,414

Max. amount for Institutional Portion \$42,008,078

Total: \$55,218,492

- Amount allocated to Minority Serving Institutions have not been announced.
- CUNY have not yet received the guidance from DOE regarding the CRRSSAA funds.
- CUNY will disburse \$13,210,414 of students emergency grants as soon as funds will become available.
- Students do not need to be only Pell recipients or students who are eligible for Pell grants. In addition, the CRRSAA explicitly provides that financial aid grants may be provided to students exclusively enrolled in distance education.
- College would have to carefully document how students with exceptional needs are prioritized in distributing financial aid grants to students.
- However, it is still unclear whether funds can be used for grants to undocumented and DACA students.

CRRSAA STIMULUS FUNDS

- Colleges may not (1) condition the receipt of financial aid grants to students on continued or future enrollment in the institution, (2) use the financial aid grants to satisfy a student's outstanding account balance, unless it has obtained the student's written (or electronic), affirmative consent, or (3) require such consent as a condition of receipt of or eligibility for the financial aid grant.

Allowable uses under the CRRSAA for Institutional Portion awards include:

- Defraying expenses associated with coronavirus (including lost revenue, reimbursement for expenses already incurred, costs associated with a transition to distance education, faculty and staff trainings, and payroll);
- Making additional financial aid grants to students

BMCC Student Resource Quick Reference Guide

This is a Quick Reference guide to the most frequently asked questions about services, resources and support you need to succeed. If you have any questions feel free to discuss with your advisor who can give you further guidance. Further information about the many resources, services, opportunities and support programs at BMCC are available on the [Student Hub](#). Services are now on-line!

Academic Support

- ✓ **Tutoring - Learning Resource Center (LRC)** (212) 220-1378
- ✓ **Library - library@bmcc.cuny.edu**; (212) 220-1442
- ✓ **Academic coaches are available at [Upswing](#).**

Emergency Situations

Contact the **Advocacy and Resource Center - arc@bmcc.cuny.edu**; (212) 220-8195 (formerly Single Stop)

- ✓ **Emergency Financial Assistance**
- ✓ **Housing Insecurities**
- ✓ **Hunger and Food Insecurities**
- ✓ **Immigration/undocumented Student Concerns**

Personal Support

Counseling Center - counselingcenter@bmcc.cuny.edu; (212) 220-8140

Free and confidential. Counselors assist student in addressing psychological and adjustment issues (such as anxiety, depression, relationships, stress, time management) that can impact academic performance and quality of life.

Technology

- ✓ **Blackboard Access, email, BMCC Portal issues, course ware, etc**
- ✓ **College Computer Center Service Desk - servicedesk@bmcc.cuny.edu**; (212) 220-8122
- ✓ Request a Chromebook, iPad, or hot spot at StudentAffairs@bmcc.cuny.edu (While supplies are available)
- ✓ Questions about your e-learning experience contact [E-Learning](#)

Financial Aid

- ✓ Need help filing Financial Aid (FAFSA, TAP, Loans) applications? Visit the **Panther Station** or contact them at: Station@bmcc.cuny.edu or bmcc@livehelpnow.net
- ✓ **Scholarships** – Learn about internal and external scholarship opportunities or email at scholarship@bmcc.cuny.edu

Career and Major Guidance

- ✓ **Center for Career Development or career@bmcc.cuny.edu**; (212) 220-8140
- ✓ **Academic Advising & Transfer Center aate@bmcc.cuny.edu**; (212) 220-8315

Getting Socially Connected and Involved

- ✓ **Student Affairs - StudentAffairs@bmcc.cuny.edu**
- ✓ **Office of Student Activities (OSA) - osa@bmcc.cuny.edu**; (212) 220-8160;
- ✓ **Peer Mentoring - peermentoring@bmcc.cuny.edu**; (212) 220-8000 Ext. 5581;

Parenting Needs

Child Care or Expecting a Child Needs

- ✓ **Early Childhood Center (ECC) and Family Child Care Network - CScottCroff@bmcc.cuny.edu**; (212) 220- 8250
- ✓ **Advocacy and Resource Center - arc@bmcc.cuny.edu**; (212) 220-8195
- ✓ **Office of Accessibility accessibility@bmcc.cuny.edu**; (212) 220-8180 (For accommodations only)

Lactation Needs (for Faculty, Staff and Students) - [Women's Resource Center \(WRC\)](#)

Sexual Harassment or Misconduct (includes sexual assault, sexual harassment, dating/domestic violence, stalking)

- ✓ **Compliance and Diversity - OLEvy@bmcc.cuny.edu and TWade@bmcc.cuny.edu**; (212) 220-1236
- ✓ **Public Safety- safety@bmcc.cuny.edu**; (212) 220-8075; Room S-215
- ✓ **Student Affairs - studentaffairs@bmcc.cuny.edu**; (212) 220-8130



President's Report College Council

February 24, 2021

Anthony E. Munroe, BMCC President

COVID-19 Updates

Cases on Campus

- Recently, three positive cases of COVID-19 (Coronavirus) were reported on the BMCC campus at 199 Chambers Street.
- Due to these developments, the in-person Nursing instruction has been suspended for the next two weeks, beginning Feb. 22, 2021 and all associated and relevant instructional activities for this specific program will be conducted remotely.
- The College is proceeding with this temporary suspension at an abundance of caution and as a reminder to everyone to continue taking measures to protect themselves and others from being infected with COVID-19.



COVID-19 Updates

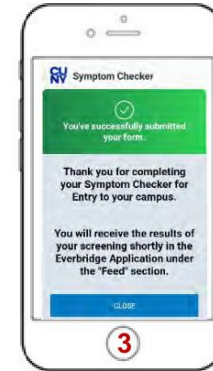
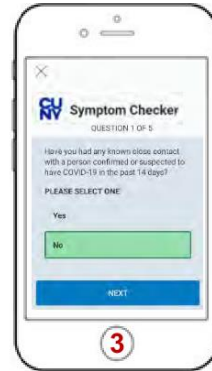
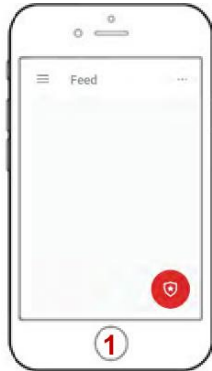
Reminder: Personal Responsibility



Anyone who visits the BMCC campus must complete a daily health screening using the Everbridge App or the Everbridge Email Option. Questions must be answered **ACCURATELY** and **HONESTLY** in order to prevent exposures to the Coronavirus.

For those who do not have a smartphone, go to the Everbridge Member Portal and sign up, using your CUNY login credentials to receive email notifications.

BE PREPARED: If you plan to come to the BMCC Campus, fill out the Everbridge App at home and/or before you arrive to campus to avoid any errors.



COVID-19 Updates

Planning for a Gradual Increase in Occupancy for Summer and Fall 2021

The Campus Reopening Committee had their Update Meeting (#6), on Tuesday 2/23/21 to discuss the challenges and opportunities presented by the new task of developing an increased occupancy plan for Summer and Fall 2021. The proposed plan will be grounded and Informed by the following principles:

- Protecting the Health and Well-being of all members of our BMCC Community with the ultimate goal of improving the educational experiences of our students.
- Maintaining all Existing Safety Protocols (Health Screening/Face Coverings/ Physical Distancing / Handwashing).
- Continue to Improve the Quality of Indoor Air within the limitations of the existing HVAC equipment as it relates to % of Outside Air and impact to thermal comfort.
- Developing the criteria for determining the academic In-Person programs that can offer the greatest benefit to our students.
- Applying the lessons learned from the In-Person programs of prior semesters
- Limited density in all areas of campus with emphasis on avoiding congestion in common areas
- Managing and working within the constraints of our vertical campus (Limited Elevator Use/Capacity)
- Managing the complexities of enforcing the Daily Health Screening requirement and internal tracking/tracing of positive cases on a larger population
- Remaining Flexible in the way Services are Provided and Being Prepared to Adjust to New Set of Circumstances Including Going Back to Remote Instruction

COVID-19 Updates

Reminders: Resources

All New Yorkers can receive a free COVID-19 virus test. Diagnostic tests are available through NYC COVID Express sites or through other public and private sites (search via the COVID-19 Test Site Finder).

- Visit the Reimagining BMCC website for resources.
- We need to remain vigilant and careful regarding community spread and must adhere to the safety protocols.
- Remember to wash your hands, practice social distancing, and wear a mask.

CUNY in THE HEIGHTS

CUNY in the Heights (CITH), administered by BMCC, brings more educational opportunities to neighborhoods by creating multiple pathways to degrees and careers with family-sustaining wages.

During Spring Semester 2021, CITH, remains closed for renovation in order to improve its facilities and learning environment. The renovation is part of BMCC's on-going efforts to bring more educational opportunities to neighborhoods by creating multiple pathways to degrees and careers with family-sustaining wages.

We look forward to welcoming students in Fall 2021!



Zoombombings

- “Zoombombing” incidents that have impacted Afrikan Heritage Month events at BMCC and events at other CUNY schools.
- College community is encouraged to exercise best practices when using Zoom.
- Offices and departments that need assistance with scheduling and hosting virtual events can visit the **Virtual Events website** to learn about Zoom best practices that include:
- NOTE: The BMCC community is **discouraged** from publicly posting Zoom events (links) without the protective features of passwords or pre-registration, as those may be more prone to Zoombombing attacks.
- Questions or need assistance contact the Virtual Events team at: **virtualevents@bmcc.cuny.edu**.



Presidents Fund for Excellence and Innovation update

- BMCC is developing a process by which proposed projects can be formally submitted to a committee that will review all proposals and make recommendations to the President, who will make the final decision on projects that will be funded.
- This committee will be comprised of members of the BMCC community, including faculty, staff, students, and representatives from governance.
- All projects and initiatives supported with the President's Fund for Excellence and Innovation will be in alignment with the donor's intent, the mission and vision of the College, and our new Strategic Plan.
- Specific proposal criteria are currently being developed, and the process, including the establishment of the review committee, will be finalized (along with the website) by March/April 2021.

Rapid Response Enrollment Team Update

Spring 2 Express Semester

- March 19th to May 20th
- 55 sections; 1368 seats available; 657 seats filled (49%)
- 420 students have registered (49 Freshman and 37 Transfer)
- 178 students have only enrolled in Spring 2 (42%)
- 242 students are registered in both sessions (20 Freshman and 37 Transfer)

Pending Spring Initiatives

- Differentiate the BMCC experience in outreach campaigns
- Increase availability to high school demand course
- Improve responsiveness to community and focus on high demand program enrollments
- Outreach to engage non-traditional students via unions and continuing education
- Further exploration of block scheduling
- Consideration and Planning of Fall 2 and Fall 3 (7-week course blocks)
- Review of options to reduce the number of students on probation
 - Review of recommended changes to academic standing policies
 - Role of first year orientation
 - Identify ways to provide support to students earlier in the semester

Direct connection to resources: Advising, Financial Aid, Bursar, Registrar.

Study Buddies

Co-curricular options

24/7 access



Digital Pathways



New Student Orbit of Care



Panther Station Supported Care

My community: chats, virtual tables and zoom info sessions

Step-by-step Guides on the steps to enroll

Quick link to help if needed

Peer Coaching

Career Coaching

Orbit of Care – Peer Onboarding Network

What is BMCC's Orbit of Care model?

A peer coaching network to guide students through the enrollment process and critical first semester.

How are we building BMCC's Orbit of Care?

By utilizing available Federal Work Study funds, we can create a supportive network of peer coaches that assist incoming students with all of their BMCC onboarding questions.

Why is an Orbit of Care so vital for our students?

This model ensures that students will have a BMCC peer contact and will feel supported through the enrollment process and confident that BMCC cares about their student experience.

Why is an Orbit of Care so vital for our institution?

This model will allow us to build and enhance our enrollment knowledge base, give vital professional training to a large group of eligible work study students, minimize the need for higher level mediation, and leverage our large arsenal of existing technology tools.

Workforce Development

- In response to the initial COVID-19 outbreak in the Spring 2020, BMCC proactively sought out a partnership with Coursera to provide at no-cost access to online workforce training certificate programs to our communities in NYC who were in need of training.
- BMCC has partnered with Google to train 32 individuals in the Google IT Support Specialist certificate program. This initiative is under a Federal apprenticeship program and out of the 32 students in the program, five have been selected to be paid apprentices as part of Google's first Department of Labor-registered apprenticeship program.
- BMCC's Center for Adult Continuing Education and Workforce Development is working with BMCC Nursing and Paramedic Faculty to develop specialized training for 1199-SEIU. This training is for current 1199 CNA's who work in Nursing Home facilities across the 5 boroughs. The training is focused on providing CNA's with guidance on how to treat patients who are on ventilators.



New Appointments



Anthony Watson Appointed Acting Dean of Continuing Education

I want to take this opportunity to announce that Anthony Watson, Executive Director of the Manhattan Educational Opportunity Center (MEOC), has accepted the appointment of Acting Dean of Adult Continuing Education and Workforce Development (ACEWD) at BMCC. Mr. Watson began his role on February 8 and continues to serve as Executive Director of the MEOC in addition to his new role as Acting Dean.

News/Updates

BMCC is partnering with Excelencia in Education to share the release of “25 Years of Hispanic-Serving Institutions (HSIs),” a robust analysis designed to inform New York educational policy makers, academic researchers and elected officials about how best to serve Latino/a students in higher education. State University of New York (SUNY) University at Albany will host a public briefing on Thursday, Feb. 25 from 10 a.m. to 11:30 a.m. to discuss the report.

President Munroe will be featured in a discussion titled, "Rising to Meet the Moment," alongside Rockland County Community College President Michael Baston, which begins at 10:55 am. The event is free and open to the public. You can register through the article published on the BMCC homepage.



THANK YOU!

Questions?