



Academic Affairs

Borough of Manhattan Community College
The City University of New York
www.bmcc.cuny.edu

199 Chambers Street
New York, NY 10007-1097
tel. 212-220-8320
fax 212-220-8319

MEMORANDUM

To: Full-time Teaching Faculty

From: Erwin Wong, Provost and Senior Vice President 

Subject: Support for First-time Presenters

Date: November 2021

Since the spring semester of 1999, the college has provided supplemental funds to support faculty development.

Support for First-time Presenters

In addition to the current \$750 reimbursement to conference attendees, the college supports up to \$500 (\$1,250 maximum) for first-time presenters (during their employment at BMCC) who speak at professional conferences in their field. Full-time faculty members must seek and obtain prior approval from the Provost/Senior Vice President of Academic Affairs.

Please note the following:

- Funds are limited and are allocated on a first-come, first-served basis.
- Documentation of first-time presentations are required for reimbursement.
- Support for First-time Presenters and Support for Professional Leadership Activities cannot be used for the same trip.
- Standard travel regulations and policies must be followed

EW:ej