

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

December 1, 2021

Everyone attended except:

Fareedat Abubakar
Nana Wiafe Addae Owusu
Anthony Bishop
Arthur Cain
Ivanoba Castillo
Rayon Chan
Cheryl Christopher
Cheryl Comeau-Kirschner
Yvonne Devers
Kathleen Dreyer
Erik Freas

Lisa Grace
Deborah Lane
Camerie Mazreku
Yolanda Medina
Anthony Munroe
Margaret Claire Pamplin
Janet Sarpong
Mohamed Sofaini
Ali Syed
Anthony Watson

- I. Provost Wong called the meeting to order at 2:03 pm.
- II. APPROVAL OF MINUTES:
 - A. The October 27th, 2021 College Council minutes were unanimously approved.
- III. STANDING COMMITTEE REPORTS/UPDATES
 - A. **The Campus life and Student Issues Committee**
The committee discussed and analyzed data on the role of support services in student success.
 - B. **Technology Committee**
The committee continued the ongoing discussion about Hi-Flex classrooms.

Questions/Comments

- a. Were faculty included in the High-Flex planning? Discussion groups will follow that will include a wider group.
- b. There are still challenges with understanding the new phones. Tutorials are available, and personal help will be provided on request.
- c. Faculty should have been involved in High-Flex planning already. The Instruction Committee of the Academic Senate should

participate and provide names of Faculty to contribute to planning Hi-Flex.

- d. Some college computers do not have cameras. Faculty are encouraged to ask for a replacement.
- e. Wi-Fi unstable message has been popping-up on college computers. Help is available from the helpdesk.
- f. Eliminating or making telephones in offices optional is suggested.

C. Budget Committee

Report is available below

Questions/Comments

- a. Reminder that the College Council voted to have presentations available to the College Community ahead of time.
- b. How were students notified that they could apply for funds? The letter was prepared by CUNY; it was complex. Students may need help. Extensions are not possible. All students received the funds; the decision whether to apply the award against receivable or keep it had to be made in a 10 day period.
- c. \$2.5 million from CUNY central was given to BMCC to apply to hardship applications; there were not many applications because students were not able to provide documentation.
- d. Students complain about confusion about the money awarded. Students received different amounts and did not understand why.
- e. We appear to be asking students to perform hardship. Not so, students are asked to document hardship experienced to inform help needed.

D. Facilities and Security Committee

The committee discussed renovations to improve air distribution and classroom comfort. Also there are capital projects related to the replacement of the cooling tower on the main campus, the renovation of the library, the replacement of the fire alarm system and the opening of the athletic facilities.

Questions/Comments

- a. New tiles on 199 Chambers entrance are not set properly. There is a request to have CUNY fix it again.
- b. Mouse droppings have been seen in many locations; exterminators are available. Report through the Achibus system.

IV. PRESIDENT'S REPORT

Report is provided below.

Questions/ Comments

- a. Online classes are filling and in person classes are not. Can we adjust and increase online enrolment? Yes. Departments will be contacted.
 - b. Student claims students would rather remain online, allegedly for convenience and fear of infection risks.
 - c. Is the labelling of course modality on CUNYFirst clear? It has been updated.
- V. Provost Wong adjourned the meeting at 3:08 pm.

FISCAL YEAR 2020-2021 YEAR-END FINANCIAL REPORT



I am presenting to your attention recently issued Fiscal Year 2021 Year-End Financial Report prepared by the University Budget Office in collaboration with BMCC Budget Office.

Last fiscal year was very challenging. The college experienced an unprecedented student enrollment decline, the NYS and NYC funding reduction and decrease in tuition revenue.

These trends continue through the current fiscal year, and it is a result of Federal stimulus funds that the college's budget was balanced in FY20-21 and will be balanced in current fiscal year as well.

| 2020-2021 Year-End Financial Report BMCC | Prior Year Actuals | Q3 Projection | Year-End Actuals | Latest Quarter vs Prior Year Year [\$] | Latest Quarter vs Prior Year Year [%] |
|---|-----------------------|------------------|---------------------|---|--|
| Campus based Allocation ¹ | 188,493 | 159,191 | 164,442 | (24,051) | -13% |
| Pending Allocations | 1,562 | 3,401 | - | (1,562) | -100% |
| Current Budget | 190,055 | 162,592 | 164,442 | (25,613) | -13% |
| Tuition Revenue Above Target | (7,695) | (1,500) | 1,078 | 8,773 | -114% |
| Total Campus Based Resources | 182,360 | 161,092 | 165,520 | (16,840) | -9% |
| Centrally Administered Resources | 74,754 | 73,613 | 72,533 | (2,221) | -3% |
| Total Resources (\$000) | 257,115 | 234,706 | 238,054 | (19,061) | -7% |
| PS Regular | 112,016 | 111,421 | 111,341 | (676) | -1% |
| Adjuncts | 30,447 | 28,300 | 28,108 | (2,339) | -8% |
| Temporary Services | 11,861 | 9,274 | 9,216 | (2,645) | -22% |
| Total PS | 154,324 | 148,995 | 148,665 | (5,660) | -4% |
| OTPS | 31,402 | 32,505 | 30,846 | (556) | -2% |
| Total Campus Based Expenditures | 185,726 | 181,500 | 179,510 | (6,216) | -3% |
| Centrally Administered Expenditures | 74,754 | 73,613 | 72,533 | (2,221) | -3% |
| Total Expenditures (\$000) | 260,480 | 255,113 | 252,044 | (8,437) | -3% |
| Fringes | 63,205 | 66,197 | 64,772 | 1,567 | 2% |
| Energy | 3,987 | 3,987 | 3,733 | (254) | -6% |
| Building Rentals | - | - | - | - | 0% |
| Financial Aid | 7,563 | 3,430 | 4,028 | (3,534) | -47% |
| Total Centrally Administered Funds (\$000) | 74,754 | 73,613 | 72,533 | (2,221) | -3% |
| Balance (\$000) | (3,366) | (20,408) | (13,990) | (10,624) | 316% |
| Estimated Tax-Levy CARES ² | - | 12,756 | - | - | 0% |
| Estimated CRRSAA/ARPA Tax-Levy Alloc | - | 7,652 | - | - | 0% |
| Stimulus Funds for Pandemic Related Exp | - | - | 5,737 | 5,737 | 0% |
| Stimulus Funds for Revenue Loss | - | - | 8,253 | 8,253 | 0% |
| Prior Year CUTRA and Reserves ³ | 8,220 | 5,576 | 5,576 | (2,644) | -32% |

RESOURCES

Resources include total tax levy allocations which were reduced by \$25.6Mil from the prior fiscal year or 13% and tuition revenue overcollections, which were less by \$8.7Mil or 114%. As a result, total campus based resources were \$16.8Mil. or 9% lower than in the prior year.

Resources also include Federal stimulus funds used to cover pandemic related expenses and revenue losses.

EXPENSES

Expenditure levels are actuals from CUNYfirst. Personnel services expenses include collective bargaining accruals related to the deferred November 2020 increase, which were paid in November 2021.

Full-time cost was reduced by 1%, teaching adjunct cost reduced by 8% and temporary services by 22%. OTPS expenses in FY20-21 were lower by 2% than in the prior year. OTPS expenses include \$5,7 Mil of pandemic related expenses covered by stimulus funds.

ENROLLMENT

Enrollment figures reflect the average of fall 2020 and spring 2021.

| | FY19 Fall/Spring Average | FY20 Fall/Spring Average | FY21 Fall/Spring Average | Latest Quarter vs Prior Year Year [#] | Latest Quarter vs Prior Year Year [%] |
|------------|--------------------------------|--------------------------------|--------------------------------|--|--|
| Enrollment | | | | | |
| FTE | 19,061 | 18,388 | 16,067 | (2,995) | -16% |
| Headcount | 25,208 | 24,110 | 21,402 | (3,807) | -15% |

STAFFING

Staffing figures reflect the staff numbers as of April 2021.

| | Prior Fall | Spring (March) | Spring (April) | Latest Quarter vs Prior Year Year [#] | Latest Quarter vs Prior Year Year [%] |
|---------------------------------|--------------|-------------------|-------------------|--|--|
| Faculty Teaching | 574 | 566 | 566 | (8) | -1% |
| Faculty Support | 177 | 170 | 172 | (5) | -3% |
| Academic Support | 44 | 45 | 44 | - | 0% |
| Student Services | 172 | 169 | 169 | (3) | -2% |
| Maintenance & Operations | 139 | 131 | 132 | (7) | -5% |
| General Administration | 76 | 76 | 76 | - | 0% |
| General Institutional Services | 157 | 147 | 144 | (13) | -8% |
| SEEK/CD | 8 | 8 | 8 | - | 0% |
| Total Full-Time Staffing | 1,347 | 1,312 | 1,311 | (36) | -3% |

FEDERAL STIMULUS FUNDS DISTRIBUTION

Our students received the following amounts of Federal emergency grants:
CARES - \$13,2Mil –direct payments to students.

CRRSAA - \$13,2Mil –direct payments to students.

\$14.4 – debt forgiveness for outstanding tuition in four semesters: spring 2020, summer 2020, fall 2020 and spring 2021. Based on eligibility criteria \$12.0 Mil was applied to student receivable and \$2.5 Mil is available for additional allocations pending the instructions from CUNY.

ARPA – student’s portion of this round of stimulus funds is \$48.2Mil.

FEDERAL STIMULUS FUNDS DISTRIBUTION

ARPA will be distributed in three stages:

Fall 2021 student disbursement - \$24.6 Mil.

Fall 2021 Comeback - \$4.3Mil.

Spring 2022 student disbursement- \$19.3Mil

Award Details:

- The fall 2021 award amount will vary by student
 - BMCC average award for non-fulltime student is \$475
 - BMCC average award for fulltime student is \$1319
- Grant posted – 11.17.21
- Disbursement Date – Tuesday 11.30.21
- Refund posted to a customer account - Wednesday 12.02.21
- Refund Issue date – Monday 12.06.21 (direct deposit or snail mail)
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Student Population and Eligibility Criteria:

- Any students actively enrolled for Fall 2021 as of 11.17.21 (all students including undocumented, no FAFSA required or verification completion)



President's Report College Council

December 1, 2021

Erwin J. Wong

BMCC Provost and Senior Vice President for Academic Affairs

Focus on Student Retention

How is BMCC addressing the issue?

- **DFWI Initiative (e.g., Probation initiative)**
- **Freshmen Year Experience Initiative**
- **Creating Cohort experiences (e.g., Academic Advisement Pilot for freshmen, UMLA Business Academy and Healthcare Academy)**
- **Faculty Development (e.g., spring 2022 ACUE initiative)**

Enrollment Update

- **Spring 2022** : – 5,234 headcount vs 7,380 last year (-10.6% as of Friday November 26th)
- Unvaccinated SP22 students – 1,998 (38.2%)
- **Winter 2022** : – 1,165 headcount vs 1,985 last year (-32.0% as of Friday November 26th)
- Unvaccinated WI22 students – 453 (38.9%)

- There will be 2 mini sessions. Dates are:
 - **Spring 2: February 7–March 23**
 - **Spring 3: March 28–May 24**

Vaccination Information

- Unvaccinated students enrolled for in-person and hybrid classes will be dropped from their classes before the semester begins.
- Drop Dates
 - Winter: December 20
 - Spring: January 14
- Communication plan for informing students of this vaccination guidance
 - Emails, texts, phone calls, hard copy letters, social media and classroom announcements
 - We currently have 400 unvaccinated students that are scheduled to meet in-person during final exam week (December 15-21)

Repopulation and COVID Mitigation Measures

The NYC Mobile Vaccination bus came to BMCC on Oct. 28, Nov. 17 and 19. The **Panther Pantry** and **Information Resources Technology** provided on-site services with food distribution and helped students upload their vaccination verification on CUNYfirst.

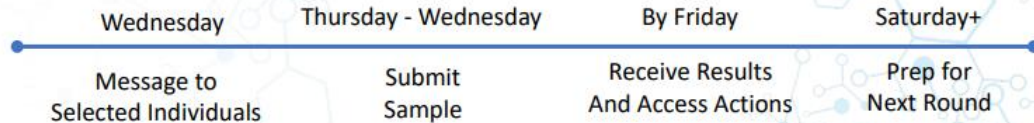
CUNY Random Surveillance Testing Program Started on Nov. 17th for vaccinated employees and student accessing CUNY facilities. Complements CUNY's mandatory weekly testing for employees who have not disclosed their vaccination and students who obtained a vaccination exemption.



- As developed with the CUNY School of Public Health and ADCL
- Statistically relevant sample for individuals with vaccine evidence
 - Campuses with <25% of population on campus:
 - 10% of on-campus population (testing every ~10 weeks)
 - Campuses with >25% of population on campus:
 - 5% of on-campus population (testing every ~20 weeks)
- On-campus population data sources in Cleared4
 - Includes CUNY Employees, Students
 - Includes Auxiliary, Athletics, Associations
 - ACE will be included in the future
 - Excludes Contractors and Visitors

Repopulation and COVID Mitigation Measures

- Sample timeline



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Repopulation and COVID Mitigation Measures

Improved Indoor Air Quality (UVC Disinfection) All instructional spaces scheduled for spring 2022 will have an in-room UVC unit installed. Started phase II at secondary areas with high occupancy. As of today over **600 in-room UVC units have been installed** by the Facilities team, with **600 more** scheduled to be installed in the coming months.



Announcements

Karen Wilson-Stevenson has been hired as Interim Vice President for Institutional Advancement. She brings a wealth of leadership, expertise, and hands-on experience in successful advancement department operations and relationship rebuilding and restructuring within the higher education and national non-profit communities.

On Nov. 17, BMCC partnered with **Trinity Church (Wall Street)** to host a Thanksgiving Food Distribution event on the BMCC campus. With the assistance from **Student Affairs**, more than **200** students went home with enough groceries to prepare a minimum of 15 meals (based on a family of four); a bag full of cleaning supplies; and, warm winter accessories (hats, gloves and a scarf).



Announcements

- At BMCC, advancing equity through the transformative power of education is the mission of many support programs designed to help Black and Latinx students achieve their goals. This year, BMCC is encouraging everyone to help fulfill this mission by contributing to the **#CUNYTuesday** fundraising campaign.
- #CUNYTuesday is a CUNY-wide initiative which coincides with National Giving Day, and BMCC is excited to welcome donations from employees, faculty, students, alumni and friends of the college to make a difference with our #CUNYTuesday funds. Contributing to #CUNYTuesday enables BMCC supporters to create impact with programs that have proven success and address significant needs.

Make a Difference.

Visit www.cunytuesday.org and find “BMCC” to make a donation.

Announcements

- For the fourth year in a row, a team of BMCC students has earned First Place in the Maiden Lane division of the College Fed Challenge, a college-level competition sponsored by the Federal Reserve Bank of New York. The 2021 BMCC team was mentored and led by Business Management Professors **Ioannis Tournas** and **Julian Schroeder**. This year's student participants included: **Sydney Mills** (Business Administration); **Carlene Nelson** (Small Business Entrepreneurship); **Jiyei Noh** (Accounting); **Bernard Primicias** (Financial Management); **Alejandra Rodriguez** (Financial Management); **Ursula Stando** (Business Administration); **Deep Sukhadwala** (Business Administration); **Yiyang Sun** (Business Administration); **Giovanna Tomasetti-Rivas** (Forensic Accounting); **Danielle Watson** (Communication); and **Demi Zhang** (Business Administration).

CONGRATULATIONS!

THANK YOU
QUESTIONS?