



**Financial Planning Subcommittee**

**Meeting Agenda**

**February 7, 2023**

**4:00-5:00pm – Zoom**

**(details are in the calendar invite)**

1. Approval of Minutes for November 8, 2022 meeting (attached)
2. Presentation of Updated Budget for FY2023 and FY2024
3. Collection Rates

**FPS**  
**Minutes**  
**November 8, 2022**

**Attendees:** Mark Flower (FPS Chair), Allison Pease, Karen Kaplowitz, Ajisa Dervisevic, Kinya Chandler, Cat Alves, Robert Till, Maki Haberkfeld, Ned Benton, Erez Lenchner, Yusuf Khaled, Kelvin Pineda, Robert Garot, Alena Ryjov.

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1. **Approval of Minutes for 11/8/2022:** The minutes were approved unanimously.
  
2. **Updated Budget for FY2023 and FY2024:** Mark started the discussion by overviewing the CUNY memo announcing the \$175M in total cuts for 2023 and 2024 budgets, translating into 5%-6% target for each campus. The plan is due to CUNY by 3/31/23. An emergency BPC will be scheduled in February to approve the plan. In addition, the CUNY re-established the Vacancy Review Board for all positions to be hired to be reviewed by CUNY, excluding the 500 faculty lines as part of \$53M NYS allocation. The memo also asks to establish an internal VRB. Allison P. said that we don't expect the full-time faculty lines that were previously budgeted for to be rejected. Cat asked if there will be a HEO rep on the VRB. Mark said the memo didn't mention one, but he'd find out. He also added that HEOs will still have the HEO screening committee process and there's a rep on that committee. New positions will have to go to the VRB twice, once to be able to post the position, and then to be able to make an offer for the position. Mark will share the VRB guidelines for hiring/rejection of the positions. Yusuf asked how the budget will affect students. Mark said that all will depend on what target CUNY will give us. If we are looking at a 6% budget cut, that's \$7.5M. 93% of our expenses are related to staff and 7% is OTPS. We'll have to see if there's any room to cut OTPS but we've already made major cuts to OTPS over the years. The challenge then becomes where the cuts come from on the PS side and how does that impact the overall service of the college. Mark said that currently filled positions will be protected, but the new vacancies is where we have the challenge. Kim proposed to send a message to the JJ community to share the budget news high-level.
  
3. **Collection Rates:** We are not hitting our current revenue target with collection rates. The analysis shows that uncollected balances skyrocketed when the pandemic started. One of the reasons is that CUNY enacted a policy stating that transcripts or diplomas can no longer be withheld from graduating seniors. Another reason is that in Fall 2021, CUNY didn't allow us to put Bursar holds on student accounts, permitting them to register for subsequent semesters without paying their outstanding balances. In the Fall of 2022, we were able to close the gap with HERRF money, but those money will no longer be available soon. Mark said he's very concerned about the collection rates; collection is something that would certainly help us close the budget gap. That's a major area that we should focus on. Mark explained what BIH and BUR holds are. He then shared a graph showing that Seniors and Juniors account for more than 50% of the holds for Fall 2022, and explained potential reasons for these two groups' non-payment. Looking forward, for Spring 2023 semester, we have 6,941 students with outstanding balances. After deducting any anticipated aid that they have, this totals to \$16M. How do we encourage students to pay their balances? Mark opened the floor for feedback. Student members of the committee said that they are waiting for their aid to come in to apply it to payment. Mark explained how Pell and Tap is applied to accounts, and there could be other factors affecting payment (dropping of classes or dropping below 12 credits). Financial counseling for students is something that we need to do more of, to help

them understand their financial obligations. Kelvin recommended offering a financial literacy classes and educating them on subsidized loans, timelines, etc. Many students may not understand the complexity of payment process. Ned asked if a possibility of tuition increase is planned as part of budget initiatives for next year. Mark said yes, and the NYS authorized 3% increase can be found in the Chancellery memo, as well as the increase in TAP amount. From a FT student perspective, it's good news. Kelvin and Cat reiterated an importance of providing students with financial information that can be distributed through various groups, clubs, programs and by academic advisors in a form of a flyer and a one-on-one approach to the populations that traditionally fall into the group of having trouble getting to the finish line in terms of paying. Cat asked if there will be a re-consideration of the transcript policy; Mark said no, because it's already been put into the State law. Bob T asked if there's a webpage dedicated to financial information for students. Mark said that currently, no, because we need to figure out how to tailor this information to different groups. There's an upcoming meeting of cross-departmental subject matter experts to discuss the messaging/communication to students. Yusuf and Kelvin suggested enhancements to the website to include links to scholarships and work opportunities like work study program. Going back to the budget discussion, Allison said that the college is putting the CRJ B's online in Fall 2023 but we will start with modest numbers to make sure all students have adequate support, and we will grow gradually. Maki said that we are losing students because our recruitment capabilities have been scaled down, and also, we no longer have an open house. She said that we used to recruit a lot more students through a proactive outreach and open house. Allison said that the International CRJ program shares the same experience. She also explained why we don't do a traditional open house any more. Yusuf asked if we go to high schools to recruit students, Mark said yes. In conclusion, Mark asked the committee to share their thoughts and ideas on the topics at hand. Yusuf proposed a raffle for a Nintendo Switch for students who haven't paid their bills. Mark proposed JJ merchandise. Karen proposed extra tickets for Barkley Commencements. The meeting was adjourned.