



**DARE TO DO MORE**

**President's Cabinet Meeting  
Tuesday, January 25, 2021  
9:00 – 10:00 a.m.**

**Meeting Notes**

**Participants:**

Kenneth Adams, President

Paul Arcario, Provost

Nireata Seals, Vice President of Student Affairs and Associate Provost

Shahir Erfan, Vice President of Administration and Finance/Interim Vice President of Adult and Continuing Education

Henry Saltiel, Vice President of Information Technology

Robert Jaffe, Senior Advisor to the President

Cristy Bruns, Chair, College Senate

Rochell Isaac, President, Faculty Council

Taejong Kim, Legal Counsel/Labor Relations Manager

- I. Welcome/Campus Update:** VP Erfan discussed the rising caseload of Covid cases in NYS and indicated he is closely monitoring campus data. President Adams requested VP Erfan to present at the next meeting on the establishment of criteria for ramping down in-person campus activities. Senate President Bruns discussed a resolution (attached) regarding class size that was approved by the College Senate. It was acknowledged that decisions regarding class size at LaGuardia do engage faculty and departments and this has not been an issue at our campus. President Adams discussed that he will bring back to the Cabinet next week a proposed mission for the Enrollment Solutions Working Group.
- II. Review 1/19/2021 Cabinet Meeting Notes:** Meeting notes were reviewed and no changes noted.
- III. Enrollment (Nireata)**
  - a. Weekly Enrollment Dashboard: VP Seals reviewed the attached dashboards. Indicated that two sweeps of PAR-registered students will occur on 2/5 and 2/12 and this will impact the student enrollment numbers.
  - b. Update on Use of Auxiliary Funding to Assist Students with Outstanding Balances: VP Seals reviewed a memorandum (attached) describing protocols for issuing auxiliary funding to students with outstanding balances. Faculty Council Chair indicated a hope that all students indicating challenges in maintaining academic progress could be identified and receive assistance for both financial and academic support. VP Seals indicated the importance of having a balance between imposing conditions on students to receive the funds and timely release of the funding so students can actually enroll. VP Saltiel recognized the solid approach being taken and requested that we track student outcomes to assess the impact of this investment. President Adams indicated

the college should explore ways to use Auxiliary funding to meet the needs of international students many of whom are often ineligible for financial aid.

- c. **Update on Enrollment of Volunteers to Support Student Advising and Enrollment:** VP Seals reviewed a list of 40 faculty/staff volunteers that have indicated interest in supporting student advising and information sharing efforts.

**IV. Student Affairs Redesign:** VP Seals reviewed outreach to Student Affairs staff affected by the planned redesign. Outreach efforts are continuing and few concerns have been raised. President Adams indicated that he will continue to engage the Senate's Committee on Transfer to discuss ongoing questions and concerns regarding support for students transferring from LaGuardia. President Adams indicated he would be interested in understanding other models and approaches to how transfer functions are handled at other CUNY campuses.

**V. LaGuardia and Covid Vaccination:** VP Erfan indicated that LaGuardia is still being considered as a potential vaccination site. Materials are being shared with students, faculty and staff regarding vaccine availability.

**VI. Update on Planning for Fall 21:** Provost Arcario reviewed potential membership of the Fall 21 Planning Committee and the charge and membership will be finalized at the next Cabinet meeting.