



DARE TO DO MORE

**President's Cabinet Meeting
Monday, November 1st, 2021
9:00 – 10:30 a.m. in E-500**

Meeting Notes

Participants:

Kenneth Adams, President

Paul Arcario, Provost

Shahir Erfan, Vice President of Administration and Finance

Sunil Gupta, Vice President of Adult and Continuing Education

Henry Saltiel, Vice President of Information Technology

Gail Baksh-Jarrett, Interim Associate Dean for Enrollment

Fay Butler, Interim Associate Dean for Student Success

Robert Jaffe, Senior Advisor to the President/Interim Executive Director of Marketing and Communication

Cristy Bruns, Chair, College Senate

Rochell Isaac, President, Faculty Council

Laura Bartovics, Interim Executive Director of Development

Maria Cook, Executive Counsel to the President/Labor Designee

Wendy Nicholson, Executive Director of Diversity, Equity, and Inclusion

Nayelli Valencia Turrent, Chief of Staff

- I. Campus/CUNY Updates:** President Adams and the members of the Cabinet welcomed Executive Counsel Cook back to the College. Chief of Staff Valencia Turrent begins her work at LaGuardia and was welcomed to the Cabinet. President Adams noted that he is reviewing with the Central Office the opportunity to begin a search for Vice Presidents of Enrollment Management and Student Success. President Adams noted that under the existing scope of work designed by the Central Office he is able to have a 360 degree evaluation. The President asked for members of the Cabinet to recommend staff or faculty that should be included in the evaluation process. Suggestions should be sent to Senior Advisor Jaffe. President Adams noted that he received communications from two students disappointed that their required classes were only being offered in-person. He noted that the CUNY e-Permit system can be a mechanism for a student to earn LaGuardia credits by taking a class, online or in-person, at another campus. He noted that a “point person” will be needed since the issue is a complicated one and intersects with the work of various offices. He requested that Associate Dean Butler take the lead in identifying an person that can take the lead in reviewing the e-Permit system and determine next steps. Provost Arcario noted that the use of independent study as a vehicle to address a student course need is limited and better utilization of e-Permit is warranted. President Adams noted the visit from the Dr. Donald Guy Generals, Chair of the Middle States accreditation team, is scheduled for 1/9/21. He will be meeting with various campus stakeholders, including the Cabinet. President Adams noted that it will be important, with the final submission, to ensure all links are operable and the evidence inventory includes all referenced

information. Associate Dean Butler spoke of her experience with Middle States visits and reaffirmed the need for a highly accurate and responsive process.

II. Review 10/25/21 Cabinet Meeting Notes: Notes reviewed and no changes noted.

III. Enrollment

a. Weekly Enrollment Update: Associate Dean Baksh-Jarrett discussed the weekly enrollment chart (attached). She noted that the WA grading process for students taking in-person/hybrid classes that have not met vaccination requirements continues. She indicated that this will continue to lead to fluctuations in enrollment. Executive Director Nicholson noted the need to allow entry into C-111 to allow students to verify vaccination status. Senate Chair Bruns noted that it will be important for faculty and staff to better understand the rationale behind LaGuardia's efforts to increase in-person course offerings in Spring 2022. She noted that the CUNY Central Office requirement that a minimum of 70% of classes in Spring 2022 be offered in-person should not be perceived as the rationale for why LaGuardia successfully reached a 76% in-person course offering level. She indicated that the rationale must be campus-focused. Provost Arcario indicated that what has always driven LaGuardia's actions in offering in-person courses was the desire by many students to have in-person classes and a growing recognition that student learning is more successful in an in-person modality. Provost Arcario indicated that it was not the mandate from CUNY that was the rationale. He indicated that it also was necessary to emphasize and show the college's unwavering commitment to health and safety. President Adams noted that the Town Hall scheduled for 11/12/21 will provide an opportunity to further discuss these issues. He also noted that we need to recognize that we also are part of the CUNY system and meeting requirements that the Chancellor and Board of Trustees establish is not optional. He noted that it is beneficial to the college to be responsive to the Central Office. Senate Chair Bruns noted the importance of communicating the underlying rationale to the college community.

IV. Update for Division of Adult and Continuing Education: Vice President Gupta reviewed ACE enrollment data (attached). He noted the continuing need to create the right mix of online and in-person offerings. President Adams inquired as to the breakdown of courses. Vice President Gupta indicated that approximately 40% of classes are online and 60% in-person/hybrid. He anticipates growth in the in-person offerings. He indicated that the ACE scholarship program, supported by the LaGuardia Foundation, has been extremely important in allowing students to afford and access classes. He indicated that the rising enrollment is a positive sign and indicated optimism for the future. Faculty Council President Isaac raised concerns about complex hiring processes for students employed by the college in certain experiential learning projects. Executive Director Bartovics indicated that if these are Research Foundation-supported positions the paperwork requirements are extensive. President Adams noted that Executive Directors Bartovics and Edwards should consider training to assist faculty and staff in understanding the hiring process.

V. Unity Celebration: Executive Director Nicholson discussed the upcoming week of activities that will be offered under the title, Unity: Celebrating our Shared Humanity. She indicated that the activities, previously offered under the title "Diversity Week" is intended to strengthen and further the college's commitment to diversity, equity and inclusion. She noted that, in part, the idea of the name change was to move away from a week of activities to a broader set of offerings. She indicated that events will be sponsored by various sponsors, including the Faculty and Staff of Color Collective, SURJ, Program for Deaf Adults and the Office of Accessibility. She indicated announcements detailing the planned events are forthcoming. Executive Director Nicholson requested members of the Cabinet attend sessions as it is important to listen and learn and to show support for the college's equity and inclusion efforts. President Adams urged all members of the Cabinet to attend

these events and asked Cabinet members to encourage their Divisional employees to also attend.

LaGuardia Community College
 Weekly Enrollment Dashboard
 10/29/2021
 Prepared by: Jeffrey Weintraub

Fall 2021 Weekly Enrollment Dashboard

| | | | | | | | Average CC Snapshot |
|---|-----------------------|-----------------------|---------------|---------------|-------------------|---|---------------------|
| | Fall 2021 snapshot | Fall 2020 snapshot | Fa21- Fa20 | % change | Budget Targets | Fa21 as % of Target (CN excluded) | Fa21-Fa20 % change |
| | 10/29/2021 | 10/29/2020 | | | | | |
| THC | | | | | | | |
| Freshmen | 2,168 | 2,678 | -510 | -19.0% | 3,150 | 68.8% | -19.7% |
| Transfers | 1,038 | 1,143 | -105 | -9.2% | 1,850 | 56.1% | -8.4% |
| Continuing | 8,230 | 9,397 | -1,167 | -12.4% | 10,958 | 75.1% | -14.4% |
| <i>**Re-Admit(Included in Continuing)</i> | 502 | 598 | -96 | -16.1% | | | |
| Non-degree | 788 | 876 | -88 | -10.0% | 1,100 | 71.6% | 7.0% |
| College Now | 2,401 | 1,465 | 936 | | | | |
| *Total LAGCC | 12,224 | 14,094 | -1,870 | -13.3% | 17,058 | 71.7% | |
| Total CUNY w/CN | 14,625 | 15,559 | -934 | -6.0% | | | -11.3% |
| FTEs | | | | | | | |
| Freshmen | 2,052 | 2,632 | -580 | -22.0% | 3,076 | 66.7% | |
| Transfers | 853 | 966 | -113 | -11.7% | 1,585 | 53.8% | |
| Continuing | 6,210 | 7,517 | -1,307 | -17.4% | 8,876 | 70.0% | |
| <i>**Re-Admit(Included in Continuing)</i> | 352 | 455 | -103 | -22.6% | | | |
| Non-degree | 449 | 505 | -56 | -11.1% | 622 | 72.2% | |
| College Now | 490 | 299 | 191 | | | | |
| Total | 10,054 | 11,919 | -2,056 | -17.7% | 14,160 | 67.5% | |

*College Now is not included in the totals

**Re-Admits are shown separately for comparison purposes. Re-Admits are included in the Continuing Student count for CUNY comparison

Continuing Students consist of Continuing and Readmits

THC is the unduplicated count of Session 1 and Session 2 students

FTEs are the sum of Session 1 and Session 2. % change excludes CN

Non-degree CUNY comparison (cell H18) includes both Non-degree and College Now

CUNY Data:

Term: Fall 2021 Current Term Run Date: 10/28/2021 Prior Term Run Date: 10/29/2020

UPDATES FOR THE DIVISION OF ADULT CONTINUING EDUCATION

November 1, 2021



Community College

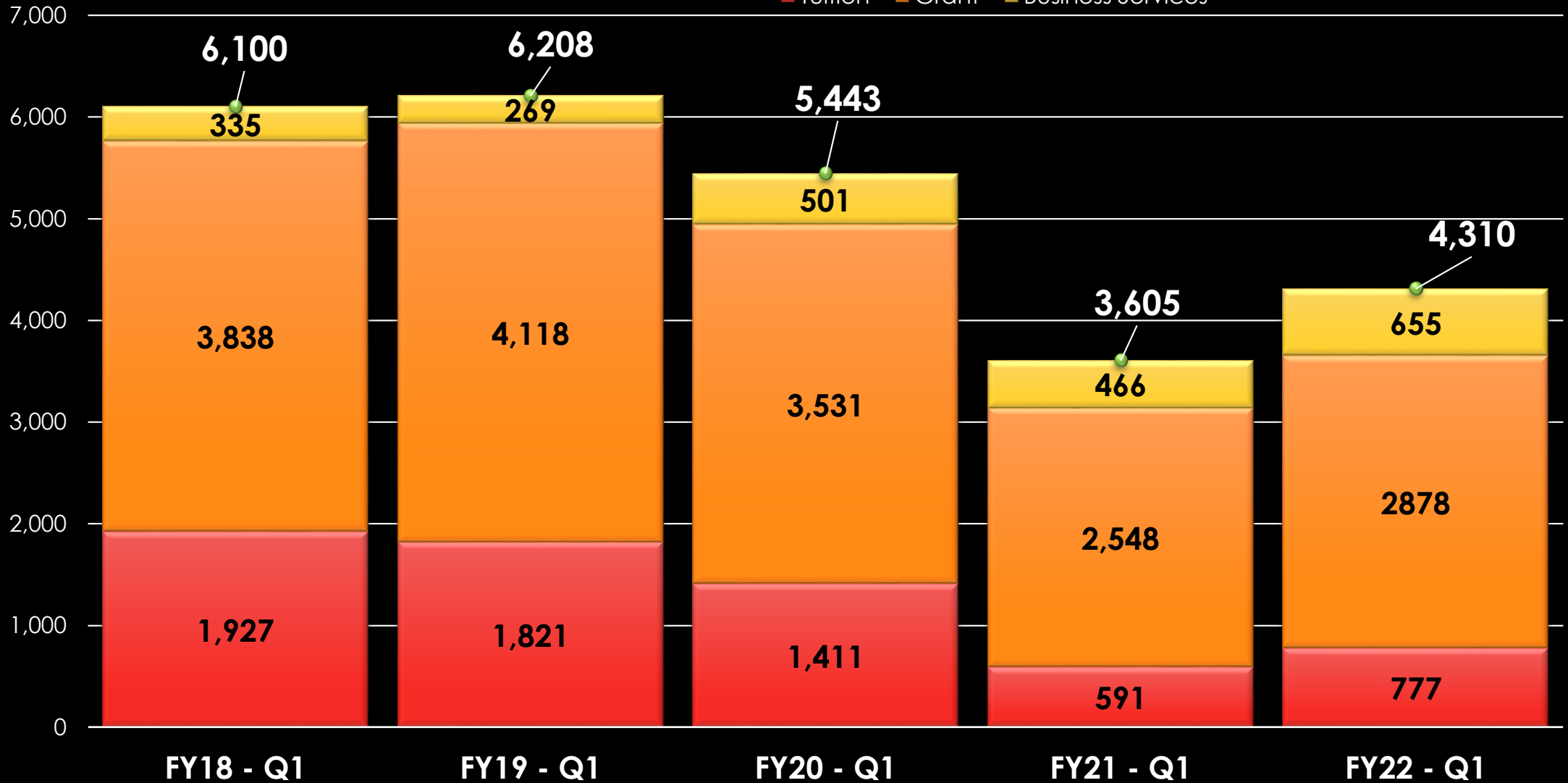
**Continuing
Education**



Continuing Education

Adult and Continuing Education Unduplicated Headcount Summer (Q1) FY18 – FY22

Tuition Grant Business Services

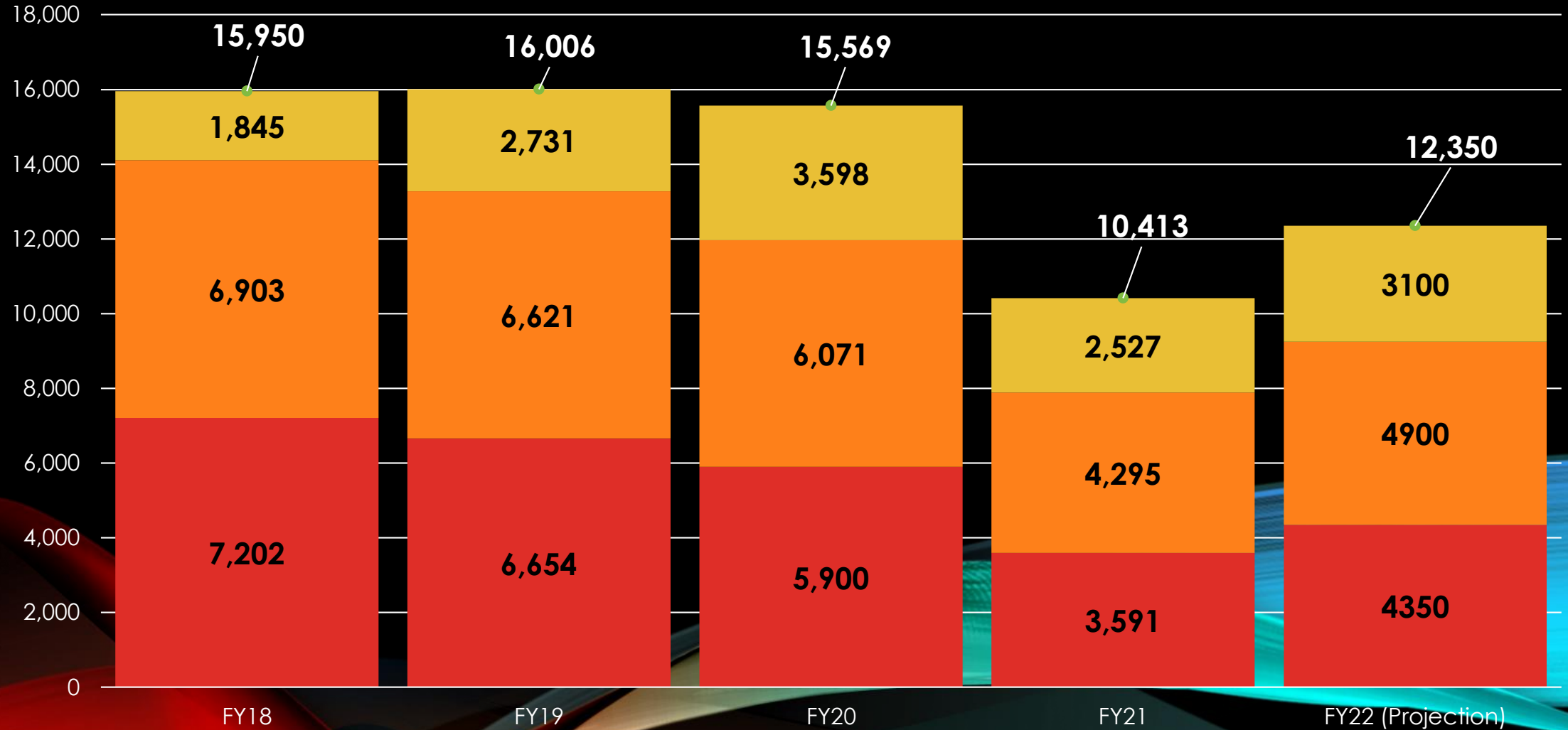




Continuing
Education

Adult and Continuing Education Unduplicated Headcount FY18 – FY22

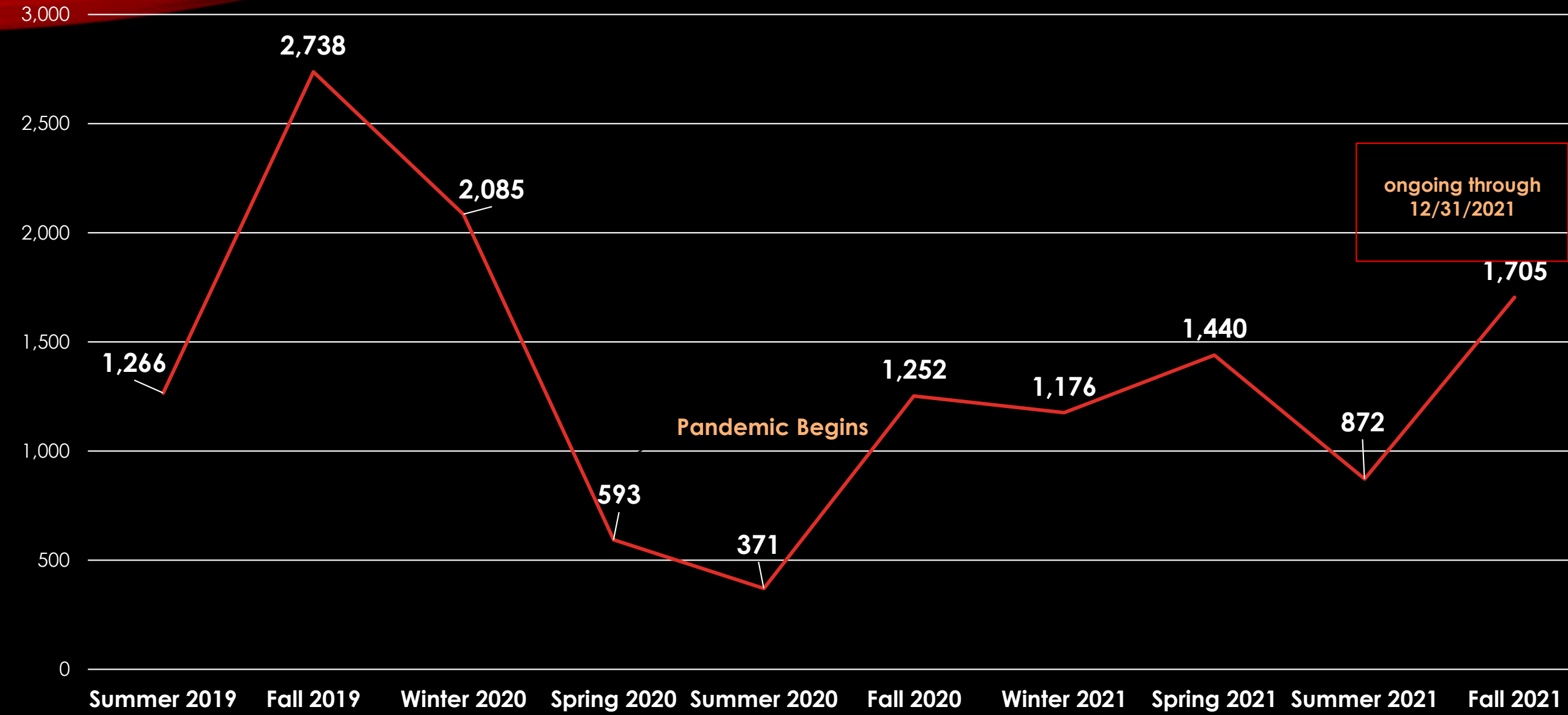
Tuition Grant Business Services





Continuing Education

ACE Tuition and Fees Courses – Registration Totals Summer 2019 – Fall 2021

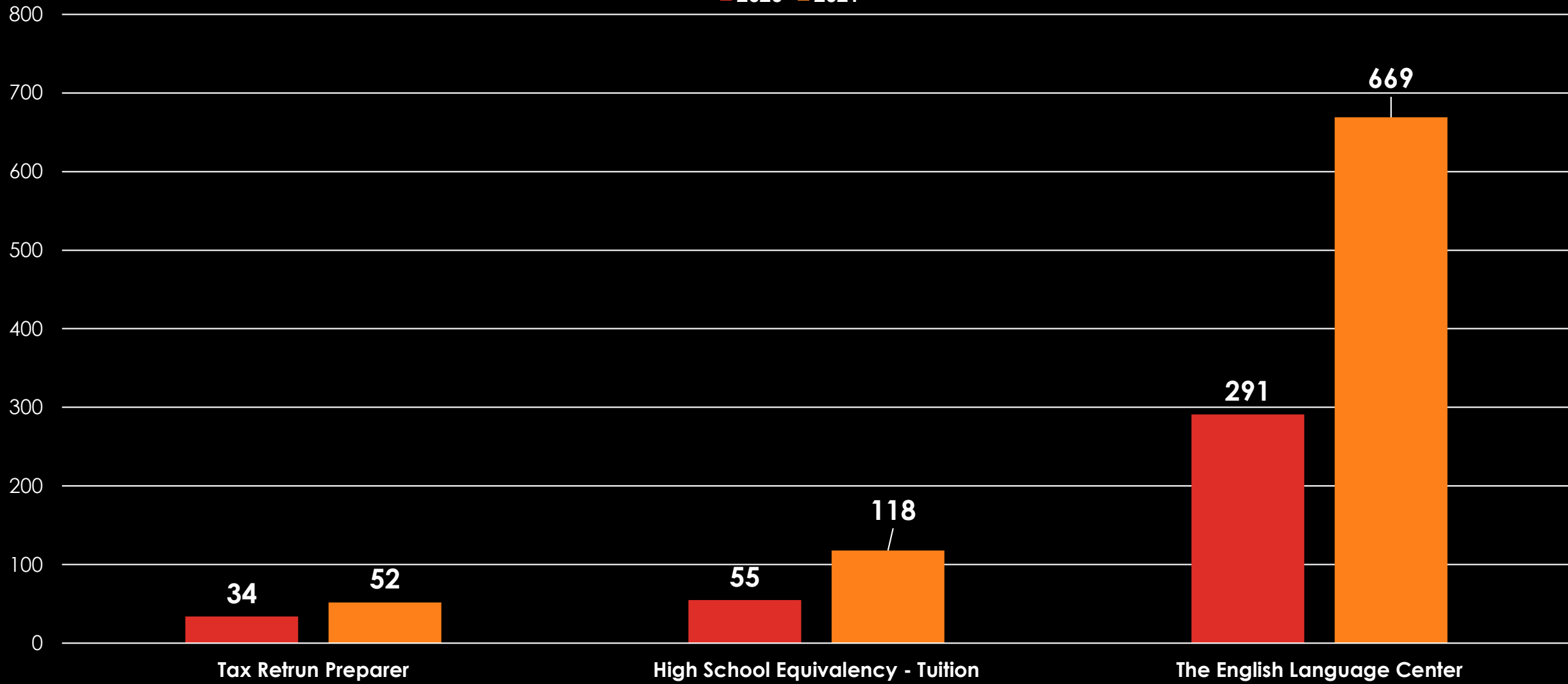




Continuing Education

Adult and Continuing Education Fall 2020 vs. Fall 2021 Registrations Sample of Programs with Increased Registrations

2020 2021



THANK YOU!



Community College

**Continuing
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