



DARE TO DO MORE

**President's Cabinet Meeting
Monday, February 22th, 2022
9:00 – 10:30 am**

Meeting Notes

Participants:

Present:

Kenneth Adams, President
Paul Arcario, Provost
Gail Baksh-Jarrett, Interim Associate Dean for Enrollment
Cristy Bruns, Chair, College Senate
Fay Butler, Interim Associate Dean for Student Success
Ronald Edwards, Executive Director of Human Resources / Interim Chief Diversity Officer/
Affirmative Action Officer/Title IX Coordinator/504-ADA Coordinator
Shahir Erfan, Vice President of Administration and Finance
Sunil Gupta, Vice President of Adult and Continuing Education
Robert Jaffe, Senior Advisor to the President/Interim Executive Director of Marketing and
Communication
Henry Saltiel, Vice President of Information Technology
Nayelli Valencia Turrent, Chief of Staff

On the phone:

Laura Bartovics, Interim Executive Director of Development
Maria Cook, Executive Counsel to the President/Labor Designee
Rochell Isaac, President, Faculty Council
Wendy Nicholson, Executive Director of Diversity, Equity, and Inclusion

Not Present:

Nava Lerer, Dean for Institutional Effectiveness

I. Budget presentation

- a. Anthony Garafola, the Director of Budget and Financial Planning, presented the Budget Financial Statements and Tax Levy Budget process.

II. Campus Updates

- a. President Adams reminded the Cabinet that Spring opening sessions will be on Thursday, March 3rd at 9:30 am. The session format will be President Adams giving a short update on enrollment and class cancellations and then a conversation with the panel formed by various VPs.

- b. The composition of the Search Committee for the new Provost had some changes. The reason was that not all the departments had representation. Bojana Blagojevic from Social Science stepped down, Vera Albrecht from Humanities took that spot, and Tom Cleary from the Library was added.
- c. President Adams wanted to highlight that 17 people worked on recruitment last holiday weekend. He wanted to thank Interim Associate Dean Baksh-Jarrett, and Interim Associate Dean Butler for getting the staff.
- d. Provost Arcario mentioned that also during the weekend, volunteers called 470 students and left messages to 600.

III. Review 2/14/22 Cabinet Meeting Notes (Nayelli):

- a. Professor Bruns wanted to clarify that in the comments about the athletics presentation, the notes from her referring to "the Faculty" should read "Some Faculty members."
- b. Professor Isaac mentioned that an item not reflected on the notes was her question about some faculty asking about using sick days if sick of COVID 19? ED of HR Edwards clarified that faculty who have tested positive are entitled to up to two weeks of sick leave from New York State.

IV. Enrollment

- a. Interim Associate Dean Baksh-Jarrett reported that we saw an increase of 5.2% from last week and are now at 72% of our target. We saw an increase in enrollment of 609 students.
- b. Interim Associate Dean Baksh-Jarrett mentioned that having staff during the long weekend working on enrollment helped tremendously.
- c. Regarding modality, for spring 2022, in-person seats are 65.6%, hybrid seats are 75.9%, and online seats are 82.1%.
- d. Interim Associate Dean Baksh-Jarrett pointed out that when she sees the barriers preventing our students from registering, the majority is because they haven't completed or submitted certain information. We have 4,000 students that can register for spring, but they cannot because of the holds. So staff is making a heroic effort to help all of them.
- e. VP Erfan asked for clarification on MMR vaccinations because he had received questions. Interim Associate Dean Baksh-Jarrett answered that the MMR doesn't stop the student from getting registered, but they do have 30 days to comply, as it is a New York State law; if not, the College can get a fine of \$2,000 per student.
- f. Interim Associate Dean Baksh-Jarrett will have staff working on enrollment next weekend.
- g. President Adams said that he was impressed with Advisors' work. He met with Ramon, Jessica, and Interim Associate Dean Butler to talk about what they were doing. They gave him full confidence that every advisor is doing the outreach work in the caseload model.
- h. President Adams asked people on the Cabinet who volunteered to call students about their experience:
 - i. Chief of Staff Valencia said that she called 21 students. 1/3 of the numbers were not in service, 1/3 of the students will come back until Fall 22, and 1/3 said that they were not going to come back anytime soon because of work or family issues.
 - ii. Professor Isaac called students, and in her experience, some of the students were thinking of coming back but not until fall. She recommended looking into the data gathered and following up with the students who said they would return later.

- iii. Professor Bruns mentioned that her group of students was mixed. She was able to talk to 2/3 of the students. Some of them haven't gotten around the process yet; some of them transferred already, a couple were looking to take online classes that they couldn't schedule because of work.
- iv. ED Jaffe said that his experience was similar to the Chief of Staff; 1/3 of the numbers didn't work, he left messages to 1/3, and the remaining students he talked to were struggling with their GPS or looking to transfer.
- v. The general consent was that students were really appreciative of the calls and made a difference in their thinking. It was important to make an effort.

V. Implementation of Staff Returning to Campus

ED Edwards explained that he reached out to Doriane K. Gloria, the VP of Human Resources at CUNY Central, to ask if they will allow LaGuardia staff to start the 70% in-person mandate until April 4th. The reasoning behind the request is that March will be a busy month with Middle States site visits.

The new date will allow HR to train managers for an easier transition and hit the goal. Marketing and Communications will work with HR to release an official communication.

VI. Recommendations on new PSC contract

Executive Counsel Cook shared with Cabinet that the PSC contract will expire in 2022 and that they are negotiating the contract as we speak. The Office of Legal relations would like to ask the Campus for suggestions on what they would like to see in the contract and receive feedback on the last pilot programs that have been implemented in the previous round. Please speak to the people in your department and ask them to send back their suggestions by March 25th.

VII. Other

- a. Professor Bruns wanted to mention that many students come to LaGuardia for the Health Sciences program, and many of them cannot get in. It is difficult for her because she doesn't know how to advise them, and she is the one that has to say to the student: Do you have a plan B? She is not questioning the value of a rigorous standard but wanted to know if there are more schools where they can join that are not that strict.
- b. President Adams clarified that Health Science is a rigorous program because all the schools need to meet some standards. If the College goes below a certain threshold, the program will be shut down. It is a conversation that requires more time to clarify and explore, but plan B can be to advise students to focus on OTP, physical therapy, community health, healthcare management.
- c. ED Nicholson reminded Cabinet that there are still programs running for Black History Month and encouraged the administration to attend.