



Executive Council Meeting
Thursday, February 8 2018
1:00-3:00 pm in E-518
Minutes

Present: Gail Mellow, Paul Arcario, Shahir Erfan, Carl Ferrero, Jane Schulman, Nireata Seals, Henry Saltiel, Janet Corcoran and Jessica Mendoza

Guest: Bartholomew Grachan

Starting time 1:04 pm

1. Staff Survey

Provost Arcario discussed that he has received requests asking for a staff survey to be conducted similar to the COACHE survey done for faculty.

2. Complete “Process Map”

President Mellow and the Executive Council has a discussion regarding the process map. The Executive Council realized that there isn't one simple process for students. The process depends on where they students is coming from such as High School, CUNY Start, ACE, etc. The Executive council decided that Bart Grachan will be the accountable person, he will pick tentative team and bring it to Executive Council for approval. The tentative team will work on Gaps & Opportunities and the Who's involved by Gaps. Once the Gaps & Opportunities and the Who's involved is completed it will then be brought to the Executive Council. The Executive Council will then select the potential action of the tentative team.

3. Planning Team Matters

The Executive Council has approved the Planning Team names suggested by Bart Grachan. The Executive Council decided that Janet Corcoran will schedule a kick-off and on-boarding meeting. The Red Team discussion will be held at the February 20th Executive Council meeting.