



**DARE TO DO MORE**

**President's Cabinet Meeting Notes**  
**Monday, August 31, 2020**  
**10:00 a.m. – 11:00 a.m.**

**Participants:**

Kenneth Adams, President

Paul Arcario, Provost and Senior Vice President for Academic Affairs

Nireata Seals, Vice President of Student Affairs and Associate Provost

Janet Corcoran, Vice President of Institutional Advancement/Foundation

Henry Saltiel, Vice President of Information Technology

Robert Jaffe, Senior Advisor to the President

Oswald Fraser, Executive Director of Human Resources

Maria Cook, Executive Counsel to the President

- I. Welcome/CUNY Update:** President Adams noted the following: 1) appreciation for the service to LaGuardia of Oswald Fraser; 2) asked Cabinet members to notify Robert Jaffe prior to meeting if not able to attend a Cabinet meeting; 3) recognized the Division of Information Technology for implementation of Everbridge screening app; 4) reviewed protocols for “closing and claiming tasks”; and, 5) noted that CUNY will be supporting new presidents with coaching support (President Adams coach to be Dr. Shirley Pippins).
- II. Review of President's Cabinet Mission Statement** Robert Jaffe reviewed the President's Cabinet Mission Statement. The Mission Statement was reviewed and approved by the President.
- III. Review of Minutes of Meetings of August 19, 2020 and August 24, 2020:** Minutes reviewed by Cabinet and approved by the President.
- IV. Fall 2020 Enrollment Update:** Vice President Seals reviewed the most recent Fall 2020 enrollment numbers which showed an 11% decline compared to last year. Provided an update on the process for suspending bursar cancellations and the status of recruitment of volunteers to support the Student Information Center and Student Advising Center. Noted that direct admission is still available to students and will continue to push for increased enrollment for Fall 2 2020. President Adams asked the Cabinet for input on “late start”, allowing students to enroll past the first day of classes. Provost Arcario expressed concerns that faculty will be concerned about late registrants joining class and that studies have shown student success is compromised for “late start” students. Provost Arcario discussed examining other models to allow students to enroll past enrollment

deadlines for “short sessions” similar to what was implemented previously for the Fall 2 sessions. President Adams asked Provost Arcario and Vice President Seals to examine this approach.

**V. FY 20-21 ACE Budget Update:** President Adams reviewed the challenging financial situation facing ACE as revenues have plummeted for many programs.

**VI. Fall 2020 Opening:** Vice President Saltiel noted his work to create a workflow plan for implementing a system to identify and notify individuals potentially exposed to COVID-19. Noted that Counsel Maria Cook must review to ensure compliance with appropriate laws. Provost Arcario noted that a limited number of courses that will require in-person classes. Work continues with Chairs and appropriate staff to ensure student, faculty and staff health and safety. President Adams addressed the need for student-driven communication to shape health and safety communications. Provost Arcario and Vice President Corcoran will examine the feasibility of creating an internship within certain majors to allow students to receive academic credit for participating in marketing and design efforts.