



DARE TO DO MORE

**President's Cabinet Meeting
Monday, January 18, 2022
3:00 – 4:30 p.m. via ZOOM**

Meeting Notes

Participants:

Present:

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

Laura Bartovics, Interim Executive Director of Development

Fay Butler, Interim Associate Dean for Students Success

Ronald Edwards, Executive Director of Human Resources / Interim Chief Diversity Officer/
Affirmative Action Officer/Title IX Coordinator/504-ADA Coordinator

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

Nayelli Valencia Turrent, Chief of Staff

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

Maria Cook, Executive Counsel to the President/Labor Designee

Rochell Isaac, President, Faculty Council

Cristy Bruns, Chair, College Senate

I. Campus/CUNY Updates

a. COPS meeting:

- i. There were a lot of questions regarding the Governor's new policies, like requiring students to get their boosters shots, COVID, reopening, courses modality. Unfortunately, he couldn't answer them because he was also waiting for clarification and guidance from the State and the City.
- ii. Last Thursday, University Provost Dan Lemons announced a change of modality lowering the in-person classes to 55%.
- iii. Another news was the announcement of the retirement of Matt Sapienza, which is a significant loss. He has been the CFO for 17 or 18 years and has always been helpful to LaGuardia.

b. Invitation to join the Cabinet.

- i. President Adams asked the Cabinet if all would favor asking the Dean of Institutional Effectiveness Nava Lerner to join. The Cabinet agreed.

- c. ECP Evaluations
 - i. President Adams mentioned that all should have received the forms and a paper to read. It is meant to be simple. It is a good process to write the goals down, use it as a guide when meeting with the President, and re-visit it every six months to update them.
- d. Provost Search
 - i. President Adams mentioned that we are close to forming the Search Committee and thanked all Cabinet to submit their proposed candidates.
 - ii. The Chairs will also nominate a representative to be part of the Search Committee.
- e. New VP of Communications and External Affairs
 - i. President Adams thanked ED Ron Edwards for moving the paperwork and submitting that job description to get CUNY approval.
- f. La Guardia Greenway Pathway
 - i. President Adams gave a quick update on La Guardia Greenway Pathway, and he mentioned that we met with the Commissioner and DOT to present the project.
 - ii. President Adams mentioned that we have two dates for the pop-up plazas: April 6 and May 11 from 12 pm to 5 pm, and we will have a day full of activities. We need many people to show up and make the events successful to demonstrate that the space can be used as we envision.
- g. Middle States
 - i. President Adams asked the Cabinet to go over the Middle States document sent via e-mail and make any necessary comments, edits, etc. The deadline is Friday, January 21.

II. Website Redesign Project Update Presentation made by Teresa Saljanin, Web Services Manager, and Caridad Munoz, Digital Marketing/Social Media Manager

III. Review 1/18/22 Cabinet Meeting Notes (Nayelli): No corrections on minutes notes for 1/10/2022 Cabinet meeting. One clarification regarding Commencement: Professor Bruns commented that the date is correct, and the Academic Calendar that she was looking at was an old version.

IV. Enrollment

- a. Interim Associate Dean Baksh-Jarrett compared the numbers with other colleges from a CUNY report. She mentioned that her concern is that we are not doing well when looking at Spring 2022 total headcount enrollment against other institutions. To be specific, the problem lies in the registered students.
- b. Provost Arcario suggested having some volunteers make phone calls to students to help with the enrollment, and Interim Associate Dean Baksh-Jarrett mentioned that they are doing all those things.
- c. President Adams asked ED Jaffe what things Marketing is doing to help are. ED Jaffe mentioned that more money was put into search advertising, and we have bought ad space through I Heart Media on digital advertising, digital streaming, and radio. And finally, working with Interim Associate Dean Baksh-Jarrett on a more concise communication to students.

V. Senate Update

- a. Professor Bruns said that there are several matters that Senate asked to bring to the President's attention.
 - i. When could faculty know if the in-person classes could be canceled and open more online courses?
 - ii. The Senate has been working on revising the governance plan and decided to postpone the timeline to October and wait for the Middle States and accreditation to happen first.