



**DARE TO DO MORE**

**Executive Council Meeting  
Friday, October 11, 2019  
10:30 a.m. – 12:00 p.m.  
E-501**

**Minutes**

**Present:** Paul Arcario, Janet Corcoran, Shahir Erfan, Oswald Fraser, Bartholomew Grachan, Robert Jaffe, Nava Lerer, Nireata Seals, Henry Saltiel, Patricia Sokolski, Jessica Mendoza

**Absent:** Hara Bastas

**I. Review minutes from meeting on September 20, 2019**

The Executive Council reviewed and approved the minutes from the September 20, 2019 meeting.

**II. Review and consider approval of Executive Council Mission Statement**

Interim President Arcario asked the Executive Council members to please review the revised Executive Council mission statement. The mission has been reviewed and modified by Robert Jaffe and Interim Provost Nireata Seals. The following statement was added to the mission “*Monitor progress and ensure effective implementation to achieve strategic and short-term goals and initiatives*”.

Patricia Sokoloski suggested that a statement be added stating that college governance always be a present at the Executive Council meetings. Interim President Arcario decided that the topic of college governance be revisited at the June Executive Council meeting.

**III. Review and consider approval of 2019-24 strategic plan goals and outcomes and Institutional Effectiveness Measures)**

Nava Lerer discussed LaGuardia’s institutional effectiveness measures documents. Nava stated that at the Senate meeting an issue came up regarding the 15% scholarly/creative works increase. Interim President Arcario suggested that the percentage be lowered to 10. Nava will make the small changes to the documents and send the final documents to Interim President Arcario and Robert Jaffe by 3 pm today for submittal to the Chancellor’s office.

The Executive Council approved the 2019-2024 Strategic Plan goals, outcomes and measure and the Institutional effectiveness measures.

**IV. Review Presidential Search Process**

Robert Jaffe stated that he will be the liaison with the central office contact in regards to the Presidential search process. He stated that the search will be conducted by CUNY Central

and then went on to discuss the Presidential Search Process guidelines and steps. Robert mentioned that the search committee will consist of the following: Trustee, faculty, senior level administrator and/or representatives of external constituencies, students, alumni, a college president and outside consultants. LaGuardia will have to put forward the names of the faculty members, students and external constituents to CUNY Central by the end of the month.

Bart Grachan and Patricia Sokoloski will take the leads in sending student names to the President's Office from Student Government Association and the College Senate. Janet Corcoran will take the lead in sending names of Alums to the President's Office.

Robert Jaffe will be working on compiling a draft profile of the college that will be used by the search committee. The document will consist of quantitative information about our budget and faculty and also details who we are as a college. He mentioned that he will circulate it to the Executive Council for comment.

V. **Review and Identify Next Steps for Strategic Recruitment Plan**

Interim Vice President Bart Grachan discussed the Strategic Recruitment Plan report that was submitted by the recruitment team to Interim President Arcario. The recruitment plan supporting actions were designed to draw back on the strategic objectives that were developed by the Implementation team. The plan consists of specific activities, responsible parties, measurable milestones, deadlines, and projected costs. The recruitment plan is to directly affect the enrollment of fall 2020.

Interim President Arcario thanked Interim Vice President Grachan and the Recruitment team for all their work on this plan. The Executive Council approved the actions of the recruitment plan and IVP Grachan will start working with the responsible individuals on the actions to be taken.

The next Executive Council Meeting will be on Friday, November 1<sup>st</sup> from 10:30 – 12:00 p.m. in Room E-501