



**DARE TO DO MORE**

**President's Cabinet Meeting  
Monday, December 6, 2021  
9:00 – 10:30 a.m. in E-500**

**Meeting Notes**

**Participants:**

**Present:**

Kenneth Adams, President  
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  
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  
Wendy Nicholson, Executive Director of Diversity, Equity, and Inclusion  
Cristy Bruns, Chair, College Senate  
Rochell Isaac, President, Faculty Council  
Laura Bartovics, Interim Executive Director of Development  
Nayelli Valencia Turrent, Chief of Staff

**On the phone:**

Paul Arcario, Provost  
Maria Cook, Executive Counsel to the President/Labor Designee

**Not Present:**

Fay Butler, Interim Associate Dean for Student Success

**I. Campus/CUNY Updates (President Adams)**

- a. President Adams gave his report regarding COPS meeting:
  - i. Attendance in person for staff. Decisions have to be driven by what is best for students. In some cases, this may require staff to be on campus 100% of the time and for others, a more flexible approach may be warranted. President Adams posited the idea of looking at the overall department or division and achieving an average of 70% time across all employees in a department or division. More guidance is needed from managers, LaGuardia's HR Department, and staff to inform the decision on how to approach the return of staff to campus. Provost Arcario indicated that he had heard from CUNY that the requirement of 70% in-person staff will take effect by January 28<sup>th</sup>. Because of our schedule, that is too early. An inquiry is needed to clarify the implementation date.

- ii. Lecturer Hiring Initiative. The Chancellor has a \$400 million request in Albany to give the University new funds to create new lecturer lines. The goal would be to improve the ratio of full-time faculty to contingent faculty. There is an emphasis on undergraduate education, and potentially lines would go more to Community Colleges. The long-term financial obligations borne by the community colleges under the plan are a consideration.
  - iii. Upgrading the PeopleSoft Interaction Hub 9.2. (CUNYFirst). CUNY Central will roll it out soon. The demo looks good, more user-friendly. They made a lot of improvements. It is more interactive, created with tiles like a home screen page from your phone. President Adams noted the importance of allowing the college to retain some to allow messages and announcements from the College.
  - iv. CUNY ONLINE. CUNY Central is creating a non-profit Online Program Development organization overseen by the School of Professional Studies. It will be the go-to place for CUNY Colleges to develop online programs as a permanent service. It will be a University-wide resource for the development of high-quality online programs. Once the initial money to fund the program goes away, if we use the service, there is a formula where we will need to pay back a certain amount (depending on enrollment) as a financial mechanism to support CUNY Online.
  - v. The CUNY Central Enrollment Dashboard. A new website within CUNY that allows researching looking at enrollment data. You find it by going to insight.cuny.edu, and it is excellent the data they are making available.
  - vi. A mandate for Faculty and Staff Vaccination. No news there.
- b. President Adams mentioned that he read the report on E-permit, prepared by Dr. Renée Freeman-Butler, and that it is fascinating. He asked Dr. Butler to give a presentation to the Cabinet in January to explain. It is user-friendly for students and allows them to look for other classes that they cannot take here. It is not used often because we don't even know if our advisors know about it, so they don't offer that solution to our students. It's worth mentioning that once the student uses the e-permit, there is a tuition split. 70% goes to the college delivering the course, and 30% stays at the student's home institution.

## II. Review 11/29/21 Cabinet Meeting Notes:

- a. Notes were reviewed, and President Adams mentioned that the amount on the notes should read, "\$1,000,000", not "\$100,000".

## III. Grant Recovery Investment Program (GRIP)

- a. Presentation by ED Bartovics explaining the new program and the new distribution of the Ledger 9 account.

## IV. Enrollment

- a. Interim Associate Dean Baksh-Jarrett mentioned that the last three weeks in Fall enrollment have not significantly changed.
- b. An actual and projected headcount and FTE enrollment Fall 16-Spring 24 (CUNY CENSUS DATA) was presented, and Interim Associate Dean Baksh-Jarrett wanted to highlight the Fall to Spring reduction. This document highlights a pattern that shows that every Spring, our headcount enrollment is less than the Fall semester (overall is a 5% drop). Traditionally when we do enrollment charts, we compare Fall to Fall and Spring to Spring. Interim Associate Dean Baksh-Jarrett decided to revise our Spring 2022 enrollment goal using this information.
- c. Currently, we have 3,435 students enrolled for the Spring 2022 Semester. The breakdown on the enrollment is 61.9% in person, 12.8% hybrid, and 25.3% online.

**V. Spring Enrollment and Course Modality**

- a. Professor Bruns mentioned that last week they had the Committee meeting and that the issue on course modality came. Conclusion: there is a concern because faculty are watching the online classes fill faster and are afraid of late cancellation of in-person classes.
- b. Another reminder from faculty is to address both the challenges and possibilities of online teaching. They noted there may be classes in which students perform equal to or better than in-person. Is there data to demonstrate how students performed in online classes? President Adams also noted the need to understand what advisors are hearing from students.
- c. President Adams mentioned that having the conversation was difficult without the Provost at the meeting. He indicated we should bring the item back for our next Cabinet meeting. Also, we have a third of the Spring semester enrolled, and we still need to see how students will choose in January.

**VI. Other:**

- a. Professor Bruns mentioned that she thinks there will be a concern among the faculty with the Lecturer Hiring Initiative. She doesn't see it eliminating disparities that have long existed between adjunct and full-time faculty.