



DARE TO DO MORE

**President's Cabinet Meeting
Monday, February 28th, 2022
9:00 – 10:30 am**

Meeting Notes

Participants:

Present:

Kenneth Adams, President

Paul Arcario, Provost

Gail Baksh-Jarrett, Interim Associate Dean for Enrollment

Laura Bartovics, Interim Executive Director of Development

Cristy Bruns, Chair, College Senate

Fay Butler, Interim Associate Dean for Student Success

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

Shahir Erfan, Vice President of Administration and Finance

Sunil Gupta, Vice President of Adult and Continuing Education

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

Nava Lerer, Dean for Institutional Effectiveness

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

Henry Saltiel, Vice President of Information Technology

Nayelli Valencia Turrent, Chief of Staff

On the phone:

Maria Cook, Executive Counsel to the President/Labor Designee

Rochell Isaac, President, Faculty Council

I. Preliminary Social Equity Plan (SEP) Process presented by ED Nicholson

a. Discussion:

- i. Dean of Institutional Effectiveness Lerer commented that it would be good to align the plan with our new Strategic Plan, and they should go together. We should start our Strategic Plan in 2023, and it should be based on the results of Middle States. The new Strategic Plan will be for 2024 to 2029.
- ii. Interim Associate Dean Butler asked if ED Nicholson would work closely with Professor Reem Jaafar and Justin Rogers-Cooper while meeting with different groups? There was a question about inclusiveness and equity in one session, and the response was 30 seconds of silence.
- iii. Professor Bruns commented that she doesn't see Senate represented in the preliminary SEP process presentation and that she would like to know where the participant could fit in the plan. There is a Standard Professional Development Committee that has been working on diversity.

- iv. ED Jaffe wanted to highlight two things:
 - 1. Having the strategic plan and the social equity plan process simultaneously can be challenging. It will require deep thinking to ensure that we don't have something apart from our strategic plan.
 - 2. The SEP should be used to inform how we have a Strategic Plan process that is inclusive.
- v. Provost Arcario mentioned that he assumes that students will be involved in the process as well as teaching and learning.
- vi. President Adams had a couple of comments:
 - 1. A critical part of the process includes students, Faculty, and staff in non-credit programs.
 - 2. He has a concern with the timeline. Two and a half years doesn't feel like there is a sense of urgency to this issue.
 - 3. How can we plan ahead regarding the new standard that it looks like Middle States will add around EDI?
 - 4. If during Middle States site visit, a question of why we don't have a plan in place yet, the answer should be that we wanted to finish the Middle States process and after the site visit will start recruiting the SEP process.

II. Campus Updates

- a. President Adams asked the Cabinet about their opinion on issuing a statement on the conflict in Ukraine.
- b. There will be a series of communications in the next following weeks to the Campus. First will be a memo announcing the class cancellations and enrollment; then we will have the Opening Sessions, and the third will be the Town Hall.
- c. We got a significant contribution from a donor of over \$300,000 for the Tomorrow Campaign. That means that we only have \$140,000 to go. This news will be the leading piece for the Newsletter.
- d. President Adams wanted to recognize Interim Associate Dean Butler and her team for organizing the device distribution for the Spring semester. There are seven slots in the next two weeks.

III. Review 2/22/22 Cabinet Meeting Notes (Nayelli):

- a. No comments or edits.

IV. Enrollment

- a. Interim Associate Dean Baksh-Jarrett reported that we are now at 76.2% of our target.
- b. Regarding modality, for spring 2022, in-person seats are 71.3%, hybrid seats are 81%, and online seats are 88.5%.
- c. Interim Associate Dean Baksh-Jarrett pointed out that last Friday was the deadline for submitting grades for fall session II, and we hope that those students start registering.
- d. This week has several challenges that can fluctuate enrollment numbers: Class cancellations, BURSAR cancellations, and vaccination deadlines.
- e. On a positive note, Fall 2022 enrollment started, and the applications are up 2% compared to last year.
- f. 700 SPARC holds were temporarily removed to allow students to register.

V. Return to Campus # 40

- a. President Adams reminded the Cabinet that he would have COPS meeting on Wednesday and probably get a better sense of mask mandates and other things going on.
- b. Professor Bruns recommended that we include all the services on Campus, food service, hours of operation, Library hours, etc.
- c. Professor Isaac also said to include a general reminder that the College is a safe, clean environment.

VI. Other

- a. Provost Arcario mentioned that Faculty from the English department are looking for webcams and microphones. VP Erfan said that the computers coming in for Faculty are all in one and would have cameras and microphones integrated.
- b. CoS Valencia reported the purchase of computers for Faculty and Staff that needed to be replaced.
- c. ED Nicholson asked about clear masks for our Faculty. VP Erfan said that he had not received any request for it. But that he will accommodate in case there are requests. President Adams mentioned that some of the Faculty feels comfortable removing the mask to teach.
- d. Provost Arcario talked about class cancellations and mentioned that we would have a final number by the end of the day. He also said that we will run several classes with 7 or 8 students. But that Fall schedule is also done, and we based the schedule on 12,000 students.