



DARE TO DO MORE

**President's Cabinet Meeting
Monday, February 07th, 2022
9:00 – 10:30 am via ZOOM**

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
Maria Cook, Executive Counsel to the President/Labor Designee
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
Rochell Isaac, President, Faculty Council
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

I. Advising presentation

- a. Provost Arcario and Interim Associate Dean Butler presented the proposed Advising model to the Cabinet.
- b. Some comments after the presentation:
 - i. Professor Burns mentioned that the student's senators will present their wish list at Senate, and one item is that the student is assigned a consistent peer advisor.
 - ii. As of now, Advising will stay in Student Affairs.

II. Social Distancing presentation

- a. VP Erfan presented the requirements for social distancing when coming back to Campus.
 - i. CUNY Central lets the decision to each College to determine, except for large gatherings.
 - ii. Social distancing for classroom occupancy limits has disappeared, given the vaccination status. If a student is not vaccinated, they must keep six feet distance. Everybody (vaccinated or not) should be wearing a mask.

- iii. Once food serving is involved in any gathering, the rules change, and the social distancing rules apply. All those events need to be vetted by Denise and her team.
- iv. The good news is that close to 96% of people on Campus are vaccinated.
- v. If staff is concerned by social distancing at their office, they should contact VP Erfan, and he will talk to his team to accommodate their request and change the office set up.
- vi. President Adams would like to communicate to RF employees on this Campus about a vaccine mandate. He asked Counselor Cook if she could make sure we could do that.
- vii. ED Jaffe mentioned that signage would be valuable, and the messaging should be "if you are unvaccinated, please practice social distancing."

III. Campus Updates

- a. President Adams gave a couple of updates on the COPS meeting:
 - i. President Adams mentioned that the CUNY Trustees approved the vaccination mandate for all PSC Faculty and Staff a week ago.
 - ii. The Chancellor announced that for Fall 22, the modality mix would be up to each Campus.
 - iii. The CUNY Trustees voted to extend the optional test policy for admissions thru Spring 2025.
 - iv. There was a lengthy presentation on Title IX, and we will have this conversation back once we hire our coordinator.
 - v. They presented SPS services that aim to help colleges create online programs.
 - vi. The CUNY Trustees agreed to eliminate the power of campuses to withhold a student transcript for failure to pay a bill.
 - vii. Enrollment is down all across the system.

IV. Review 1/31/22 Cabinet Meeting Notes (Nayelli):

- a. Interim Associate Dean Baksh-Jarrett had one correction under **V.a** items. The first sentence should read: *"Interim Associate Dean Baksh-Jarrett mentioned that we are currently at 58.8% of our target for Spring 22"*.

V. Enrollment

- a. Interim Associate Dean Baksh-Jarrett mentioned that we are currently at 63.8% of our target for Spring 22. We didn't see the same number of students we registered last week.
- b. For spring 2022, in-person seats are 58.4%, hybrid seats are 68.4%, and online seats are 72%.
- c. President Adams wanted to point out that of those 4,000 students we need to register, 73% of them are returning students.
- d. Interim Associate Dean Baksh-Jarrett said that all hands are on deck at this moment. We have been messaging, texting, and calling students, and the volunteer call-in campaign is on its way.
- e. Provost Arcario mentioned that we had 51 volunteers already as of Friday and that he would add a second call to recruit more. He believes each volunteer will have between 20 to 25 students on the list to call.
- f. Provost Arcario asked ED Jaffe if Marketing was doing something on TikTok. That he has heard it is a successful tool to communicate with students. ED Jaffe said that not much because of capacity, and the issue here is to create good content to put on the platform.

- g. President Adams wanted to bring back the conversation about MetroCards because Gutman is getting students MetroCards paid for a whole year. President Adams would like to know if we can give away a 3-month MetroCard to students, not as an inducement (because there are regulations) but as a nice thing to do.
- h. Interim Associate Dean Baksh-Jarrett thinks we can use the MetroCards as a retention tool for Fall 22, and she believes we should wait until after the semester starts to implement a project like this.

VI. Middle States. Website review

- a. ED Jaffe mentioned to the Cabinet that the top administrators have to go over the website in their respective areas and make sure they are up to date for Middle States purposes. It will be great to submit all the corrections by the close of business Wednesday.

II. Other

- a. President Adams said to the Cabinet that we will resume meeting in person starting Tuesday, February 22nd