



**Executive Council Meeting
Wednesday, March 2, 2016
1:15 p.m. - 3:15 p.m. in E-518**

Minutes

Present: Gail O. Mellow, Paul Arcario, Janet Corcoran, Towuanna Porter Brannon, Shahir Erfan, Susan Lyddon, Jane Schulman Robert Jaffe, Henry Saltiel, Jessica Mendoza

Absent: Michael Baston

Guest: Bret Eynon, Niesha Ziehmke

Starting time 1:06 p.m.

1. State Budget Update

President Mellow stated that Governor Andrew Cuomo is proposing a \$485 million cut to CUNY in his Executive Budget, which the governor has described as a cost shift to the City. President Mellow mentioned that we will need to start making a contingency plan if it goes through. We should have a state budget by April 1st.

2. Spring Enrollment Update

Asst. Dean Brannon spoke about spring enrollment. She handed out a handout with Session I and II FTE to date. We are close to reaching our FTE targets for Session I. Transfer student enrollment is seeing a lot of growth. She mentioned we may not reach the 100 percent target for continuing students, we are down by 4 percent. She has noticed a concerning trend that continuing students are not registering due to small inconveniences such as forgetting their password. Will be doing outreach to students who have not responded to Student Affairs questions via mail..

3. Leadership Retreat De-Brief

President Mellow asked the Executive Council for their feedback in regards to the leadership retreat. Was it informative? What did they take from it? Did they find the exercises useful? What issues do they see? Do they have any concerns? A discussion followed that noted the highlights and challenges of the retreat.

4. Strategic Planning update

Associate Dean Eynon spoke about how the strategic planning process has changed from previous years. At the moment they have not received the performance management process from CUNY. President Mellow has decided that we will move ahead with doing our strategic planning process. We will go on a step by step process on what we are trying to accomplish and make the necessary revisions that are needed. The Executive

Council will use 3-5 targets developed in the past as the starting off point and try to restructure them to develop better coherence and make them more applicable to the college. They need to be comprehensible so that the front line person will understand it. President Mellow will then give it back to Bret Eynon and Niesha Ziehmke and they will restructure the timeline.

5. Divisional Reports

There were no division reports.

Meeting adjourned at 3:15 p.m.