



**Executive Council Meeting
Wednesday, March 8, 2017
12:00-3:00 pm in E-518 & E-500
Minutes**

Present: Gail O. Mellow, Jane Schulman, Robert Jaffe, Henry Saltiel, Shahir Erfan, Michael Baston, Susan Lyddon, Janet Corcoran, and Jessica Mendoza

Starting time 12:08 pm

1. Credit Student Success Framework

President Mellow discussed the phase two charges of the Credit Student Success. She also discussed the structure for the March 17th leadership meeting. Since each Executive Council member has met with their new groups, President Mellow asked for them to discuss how it went. A discussion was had by the Executive Council.

2. Plan for Leadership Meeting on March 17th

President Mellow and the Executive Council decided that the format for the March 17th meeting will be as follows:

- Start with a detailed path presentation by Michael Baston
- Question and Answer
- Break into groups regarding how to connect, measure, communicate, evaluate, responsible accountability
 - There will be an expert in each sub-group
- Group Analysis

3. Emergency Table Top Management

A presentation was made by LPP Consulting regarding the response action that the Executive Council would take if there was an active shooter on campus. A video from the Department of Homeland Security was shown. The consultant spoke about the Emergency Management Policy Group. The Emergency Management Policy Group is a senior policy-making body at LaGuardia. It is a group focused on strategy, not operations and conducts the following tasks prior to an emergency:

- Create and approve overall emergency management priorities and strategies
- Issue public information reports and instructions (e.g. updates to students and employees about emergency management)
- Liaise with government agencies and external organizations to receive critical updates

The Emergency Management policy Group reports to the President through the Executive Council. It delegates operational responsibility for emergencies through the Emergency Management Director to three standing Incident Command Teams: Public Safety Incidents, Buildings and Engineering incidents and Environmental Health & Safety.