



**Executive Council Meeting**  
**Tuesday, September 19, 2017**  
**1:00-3:00 pm in E-518**  
**Minutes**

**Present:** Gail Mellow, Paul Arcario, Janet Corcoran, Shahir Erfan, Susan Lyddon, Jane Schulman, Nireata Seals, Henry Saltiel (via phone) and Jessica Mendoza

**Guest:** Eric Hoffman and Oswald Fraser

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Starting time 1:10 pm

**1. Evaluation**

The Executive Council discussed President Mellow's Evaluation.

**2. Operational Effectiveness**

President Mellow and the Executive Council discussed the kick-off meeting that was had with the HR&A consultants. Everyone agreed that they are happy with the approach and direction the consultants are using. HR&A asked the right questions and even attended the Provost Cabinet meeting on Monday, September 18<sup>th</sup>.

**3. Leadership Development Inquiry**

Eric Hoffman, Associate Dean for Center for Teaching and Learning and Oswald Fraser, Executive Director of Human Resources discussed their findings and recommendations from the Leadership Development Inquiry report. They stated that the assessment of the ECP-level personal, team and systemic leadership development needs were based on responses to a short set of questions in an anonymous, online survey from 21 members of the Leadership Team and comments in a dozen group or one on one conversations with all team members in the six divisions outside of the President's Office. President Mellow thanked both Eric and Oswald for their hard work.

**Action:** *President Mellow wants the Executive Council to think about the findings and recommendations and discuss this again in November*

**4. Divisional Reports**

AF/AA- Invited VP Seals and her staff to their first Academic Chairs Meeting. The search for the Director of Institutional Research is now open.

JC/PO-Working with Susan Lyddon and Nireata Seals on how to creative in supporting DACA Students. Next week on September 28<sup>th</sup>, the New York Immigration Coalition will be having on campus an Immigration Navigator training. Mayor's Office of

Immigrant Affairs will be on campus on Friday hosting a legal clinic for DACA students, event is open to the community. Helping the Foundation Board be in compliance with CUNY revised guidelines for Foundations.

NS/SA- Enrollment as of yesterday is at 103%. We are at 106% for Fall I, overall 103%. Bart Grachan's team is working hard on increasing our session II numbers. The Student Affairs division re-design is finished. Interim Vice Chancellor Christopher Rosa will be coming to LaGuardia next week to speak about the Veterans program.

SE/ADM- The north side of the c-building façade, Thompson Avenue has started. Public safety officers and construction workers are blocking the sidewalk and directing students to safety. Back of the building is coming along well. Would like to have a big celebration once it is all complete. About to do the kick-off design for Phase 2 of the Library. Has started to do interviews for architects for the C-building, 9th floor career services.

SL/IA- Institutional Advancement will be having lots of events. The Women's Forum Orientation is tonight. Will be sending all Executive Council DACA flyer to be distributed to your divisions.

JS/ACE- The Upward Bound program will not be running this year due to budget issue.

RJ/PO- None

HS/IT-None

GM/PO- September 27<sup>th</sup>, the first roundtable with the HR&A consultants will take place in E-501. Provost Arcario's presentation regarding his study leave was amazing. Going away on vacation, the October 4th, Executive Council meeting has been canceled.