



Executive Council Meeting
Wednesday, April 15, 2015
1:00 p.m. - 3:00 p.m. in E-518

Minutes

Present: Gail O. Mellow, Paul Arcario, Michael Baston, Shahir Erfan, Susan Lyddon, Henry Saltiel, Jane MacKillop and Yasmin Nunez

Excused: Rosemary Talmadge and Jane Schulman

1. Presentation on Mainstage Theater (Kenneth Campanelli, Executive Director of Facilities, Management & Planning and Diane Colon, Director of Administrative & Support Services)

Presentation on planned improvements to the Mainstage Theater which will begin in Summer 2015 and are anticipated to be completed by November 30, 2015. Faculty coordinating 2015 Faculty and Staff Opening Sessions have been informed that Theater will not be available; President's Office to coordinate with them on alternatives Other potential users need to be informed as well. Once project completed will hold an event to celebrate new Theater and invite community leaders and project supporters.

2. Review of LAGCC Recommendation from Middle States 2012 Self Study Report

Reviewed recommendations from 2012 Self-Study Report to ensure appropriate progress. **Action:** Complete review and assign appropriate Division leads to ensure implementation is on track.

3. Evaluation process

President asked for feedback from the Vice Presidents on how best to proceed with evaluation for the President. Value of current system was discussed and system will be modified to have President Mellow do a self-evaluation and then receive feedback and evaluation from the Vice Presidents.

4. Findings from the Real-Time Office Satisfaction Survey

Discussed the Hively platform which solicits student satisfaction from select offices in the College. S. Erfan feels that the survey is been very helpful for him and his team. Discussed ways to increase survey participation, including having staff proactively provide the surveys to students.

Action: President Mellow will speak directly to Howard Wach before the Front Line staff training on April 30th to make this part of the training. **DONE**

5. Key highlights

A LAGCC student, Anastassiya Neznanova, was one of the 20 students nationally selected to the All-USA Community College Academic Team, awarded with a \$2,500 scholarship at the American Association of Community Colleges (AACC) Convention.

G. Mellow went to the White House to testify before a congressional committee on March 2015.

Goldman Sachs Contributes \$2 Million to LaGuardia Community College.

6. Divisional Reports

IT/H. Saltiel

The pilot phase of the replacement of GroupWise e-mail with Microsoft Outlook has been completed. Campus will be alerted to changes in campus-wide e-mail.

PO/R. Jaffe

Robert Jaffe, Claudia Chan, Jane MacKillop, Francesca Fiore are all working together with Kim Kendall to testify before the NY State Senate.

Interviewing the candidates to fill the new Tech position.

IA/S. Lyddon

Still in the final process of hiring a staff person that will be helping with large foundation projects.

SA/M. Baston

Currently interviewing finalist for the Dean of Enrollment Services position.

AA/P. Arcario

P. Arcario and M. Baston will be visiting the Social Science Department to talk about the Wellness Center on April 15th.

PO/G. Mellow

Wants to start publishing the Executive Council meeting minutes on the website.

Meeting adjourned at 3:00 p.m.