



DARE TO DO MORE

**President's Cabinet Meeting
Monday, August 9, 2021
9:00 – 10:30 a.m. in E-500**

Meeting Notes

Participants:

Kenneth Adams, President
Sunil Gupta, Vice President of Adult and Continuing Education
Henry Saltiel, Vice President of Information Technology
Gail Baksh-Jarrett, Interim Associate Dean for Enrollment
Fay Butler, Interim Associate Dean for Student Success
Robert Jaffe, Senior Advisor to the President/Interim Executive Director of Marketing and Communication
Ronald Edwards, Executive Director of Human Resources / Interim Chief Diversity Officer/
Affirmative Action Officer/Title IX Coordinator/504-ADA Coordinator
Cristy Bruns, Chair, College Senate
Rochell Isaac, President, Faculty Council
Laura Bartovics, Interim Executive Director of Development
Taejong Kim, Legal Counsel/Labor Relations Manager
Denise Gomez, Chair, LaGuardia Return to Campus Operational Committee

- I. Campus/CUNY Updates:** President Adams provided an update on CUNY and campus items, including: 1) the development of policies by the Central Office concerning name change requests and gender identification; 2) work being done to provide updated information to campuses about Title IX changes and developments in case law; 3) cannabis policy; 4) reiterating that college personnel may not ask personnel to disclose their vaccination status; 5) reporting to the Central Office on campus developments with improving diversity, equity and inclusion; 6) city budget update noting that cuts were restored, but the community colleges are incurring reduced funding due to efficiency savings; 7) indicating that until further notice the only employees that can seek COVID testing are those that have not been vaccinated; 8) an update on the University Provost's efforts to define areas of focus for the University; 9) indicated that the college has submitted the Fiscal Year 2022 financial plan to the University and will request a presentation to the Cabinet in the near future; 10) noted that the College has submitted a revised Return to Campus plan to the Central Office; 11) noted the PSC will be holding an information picket outside the college on 8/16/21 and that we will work with the union to ensure safety for those picketing and for those entering the college; and, 12) discussed steps being taken by the University to address student with tuition and fee balances that prevent registration or restrict graduates from obtaining their diploma. President Adams also addressed a question raised by Senate Chair Bruns at the 8/2/21 meeting regarding registration into courses based on course modality. He noted that the college is offering 42,154 classes with 27,735 offered remote; 10,514 offered as hybrid and 3905 offered fully in-person. Approximately 34% of classes are offered either hybrid or in-person. At this

time, course registrations indicated that of the fully in-person classes 51.6% of the seats have been claimed, 53.2% of the hybrid seats have been claimed and 70% of the remote seats have been claimed. It was noted that the volume of remote classes is considerably larger and the supply may impact demand.

II. Review 8/2/21 Cabinet Meeting Notes: Meeting notes reviewed and no changes noted.

III. Enrollment: President Adams discussed efforts to create a clearer reporting of enrollment numbers to ensure consistency. He noted that CUNY numbers include College Now. He indicated that the college's largest enrollment (excluding College Now) was Spring 2013 with 18,355 students. In Fall 2019, prior to the pandemic, enrollment was 15,798. In Spring 2019, the College's enrollment was approximately 12,000 students. He noted this is a loss of approximately 25% of students since Fall 2019. Associate Dean Baksh-Jarrett reviewed the weekly enrollment dashboard (attached) and noted a continuing decrease in the gap between Fall 21 and Fall 20 enrollment. She noted the initiatives undertaken in July are showing an impact, including outreach to prospective students through telephone calls and the use of merit scholarships. She indicated that the enrollment numbers are still "inflated" because they include approximately 749 students that have not committed to their schedule. President Adams discussed a memo being prepared to highlight efforts being undertaken by LaGuardia to assist with paying for college. These include: merit scholarships; the CUNY Comeback Program; federal stimulus aid to students; ACE scholarships; and, the potential for removal of registration holds for students with outstanding balances. Associate Dean Baksh-Jarrett noted that approximately \$10.4 to \$10.8 million in relief may come to students due to the CUNY Comeback program. It was noted that students with no outstanding balance that are registered for classes, and attended at any time during the pandemic, will be eligible to receive \$200 in assistance. President Adams noted that the Student Financial Services office is also undergoing an annual audit by the federal government. This is a regular audit, but it imposes additional work on an already busy staff. Faculty Council President Isaac inquired about how students receive information about the various efforts to help students afford college. It was noted that this information is being sent via email (to students preferred and LaGuardia address), texting, phone calls, and through the website.

IV. Fall 2021 Return to Campus

- a. Update on Fall 2021 Return to Campus Planning: Denise Gomez, Chair of the Return to Campus Operational Committee reported on protocols for verification and entrance of vaccinated and non-vaccinated (or non-reporting) individuals. She indicated that there will be two separate lines for entrance. It was noted that only vaccinated students will be able to attend ACE classes. Research Foundation employees will be handled through a system being built to verify vaccination or testing status. Chairperson Gomez noted that young children entering the school for the Early Childhood Learning Center (ECLC) and parents are subject to Department of Education guidelines and will be exempt from requirements for CUNY students. Under the current protocol, visitors for a short period of time (less than 15 minutes)—for example, delivery people—will be exempt from requirements. It was reiterated that mask wearing will apply to anyone on the campus in a shared space. Physical distancing will be encouraged, but not mandated.
- b. Holding of In-Person and/or Remote Student Activities and Events: Associate Dean Butler discussed the holding of in-person student activities. She noted that sports teams will be active at other campuses. President Adams indicated that we should ask students what they want to do for their clubs and activities. Faculty Council President Isaac indicated that these should be considered on a case-by-case basis. Senate Chair Brunns noted the importance of having available study spaces. Operational Committee Chair Gomez noted that discussions regarding the opening of the Library spaces is

forthcoming. It was indicated that Associate Dean Butler will work with Chair Gomez on campus requests for in-person student events.

- c. Opening of Student-Facing Offices: Senior Advisor/Executive Director Jaffe reported on the development of communications to students regarding hours of operation for student-facing offices. He also noted a FAQ is being developed for the return of staff to inform staff on a safe return. It was noted that the NYC testing sites included in the NYC Department of Health list will be provided to individuals not eligible for testing at the Applied DNA campus site. All students, prospective or current, coming to campus will need to show evidence of vaccination or a recent test.
- d. Remote Work: Executive Director Edwards indicated that he's requested CUNY guidance on 100% remote work. It was noted that changing conditions with the COVID variant may require continued examination of requests. It was noted that approximately 500 staff have been verified for vaccination. It was noted that staff, until verified, should bring hard copies of their vaccination card.
- e. Discussion on Topics for Return to Campus Update #12: Senior Advisor/Executive Director Jaffe reported on the development of communications to students regarding hours of operation for student-facing offices. He also noted a FAQ is being developed for the return of staff to inform staff on a safe return. It was noted that the NYC testing sites included in the NYC Department of Health list will be provided to individuals not eligible for testing at the Applied DNA campus site. All students, prospective or current, coming to campus will need to show evidence of vaccination or a recent test.