

LaGuardia Community College  
**Minutes of the College Senate Meeting**  
January 25, 2012  
E500

**Present and Voting:**

Richa Agarwal (Student), Haider Ali (Student), Paul Anderson (Student), Fahad Anis (Student), Claudia Baldonado (Adult and Continuing Education), Jermaine Brewer (Student), Loretta Capuano Vella (At-large Instructional), Ye Chen (Student), Monica Ekiert (Education & Language Acquisition), Hugo Fernandez (Humanities), Marcia Glick (At-large Instructional), Xiachen Guo (Student), Yuese Han (Student), Thoughn Huynh (Student), Rosann Ippolito (At-large, Instructional), Rija Iqbal (Student), Robert Kahn (At-Large Instructional), Charles Keyes (Library), Johnny Lee (Student), Lu Liu (Student), Anthony Lugo (Division of Administration), Sally Mettler (Faculty Council), Pressian Nicolov (Division of Student Affairs), Farhod Nozirov (At-Large Adjunct), Adhiambo Okomba (Communication Skills), Anthony Pappas (Alumni Association), Eneida Rivas (Division of Institutional Advancement), Rochelle Spencer (English), Lynne Teplin (Counseling), Jennifer Wynn (Social Science), Burl Yearwood (Natural Sciences), Jenny Zhu (Division of Information Technology)

**Present and Non-voting:**

Donavan Borington (SGA President)

**Guest Speakers:**

Matthew S. Joffe, Senior Director, Senior Director, Office for Student Guidance and Disabled Students Programs and Jhony Nelson, Director, Disabled Student Programs

***Nota Bene:** For each action summarized in these minutes, the set consisting of those senators who participated in the action forms a subset of those listed as "Present". The specific vote of each senator that participated in an action is contained in the summaries.*

Meeting called to order at 2:30 p.m. by R. Kahn, Chairperson

**I. Approval of Minutes**

Minutes from previous Senate meeting on January 11, 2012, with corrections, unanimously approved.

**II. Curriculum Committee Report**

The curriculum items approved at the January 12, 2012 meeting of the College-wide Curriculum Committee were approved unanimously by roll-call vote. The items were:

**Health Sciences Department**

- **Informational Item (no vote):**
  - Addition of Studio Hour for Health Sciences capstone courses
- **Revised Course Proposal:**

- o SCR 110: Fundamentals of Nursing
- o SCR 150: Perspectives of Nursing

### Studio Hour

L. Capuano Vella raised the issue of adding a studio hour as a reg hour to capstone courses. Her concerns focused on the following:

- Students question why many of the hours they need to register for offer no credit.
- The way students are made aware of this requirement if it doesn't appear in the College Catalog.
- The scheduling conflicts that adding extra hours into courses can lead to.
- The unexpected time Studio Hours add to courses.

L. Teplin stated that studio hours do not appear in eSIMS but they do appear on LaGuardia's Web based *Schedule of Classes*. Students are often confused if they use eSIMS to register without consulting the Schedule of Classes because the system tells them they need a prerequisite (the studio hour) that does not appear in eSIMS.

L. Teplin also questioned value of these hours because the trend is that almost every course will have them.

A. Pappas called for the issue to be brought before the College-wide Curriculum Committee for further review.

H. Fernandez stated that the ePortfolio is the underlying reason for the studio hour. College will not pay faculty for the extra hour. Studio hours are run by an ePortfolio Consultants, not faculty. Without the studio hour being part of the course most students will not work on their ePortfolios. ePortfolio becomes important for transfer, students' career advancement, and institutional assessment.

B. Yearwood and S. Mettler expressed concern that the work in the studio hour becomes part of the grade but explicit statements as to what the studio hour is and how many hours it adds to the course are missing from catalog descriptions. Explicit statements about studio hour in terms of time requirements, description of content, and purpose should appear in course descriptions.

Discussion tabled. No action taken

### **III. Chairperson's Report**

#### Brainstorming list items

All constituencies urged to clarify their items in the list.

#### Services for extended day and weekend students and adjunct faculty

Senators asked to think about:

- Standard policies for extended day and weekend hours.
- Extra hours during important periods during the semester, e.g. withdrawal dates, opening of registration for upcoming semester.

The former Office of Extended Day Services

- History of extended day services at the College recalled.

- Role of coordination across all divisions that the office played

Website reviewed

- Issues of usability and user friendliness discuss in terms of locating information on services.
- Everyone urged to leave comments about their Web site experience through clicking on the comments button on the College's home page.

#### **IV. New Business**

At the invitation of the Chair, Matthew S. Joffe, Senior Director, Office for Student Guidance and Disabled Students Programs and Jhony Nelson, Director, Disabled Student Programs addressed Senate issues as outlined in Student Item #3 of the Senate's 2011-2012 brainstorming list (see addendum to the November 30, 2011 minutes and/or the Senate Website.)

##### The Office for Students with Disabilities (OSD)

The OSD provides the following services:

- Learning disability evaluations.
- Tutoring on a one-on-one basis in selected subjects.
- Assistive technology, e.g. dictation software and screen readers.
- Counseling, advisement, and registration.
- Advocate for and liaison between the student and faculty.

The OSD functions under the philosophy of putting the person first and on the premise of 'reasonable accommodation,' which is informed by Sections 504 and 508 of the Rehabilitation Act, and the Americans with Disabilities Act legislation. The OSD represents LaGuardia on the CUNY Council on Student Disability Issues (COSDI.)

The OSD assists the College to meet its legal requirements of providing equal access for all students that are accepted.

Factors that can limit the amount of service, e.g. accessible bathrooms, are things like budget and the College's design and space features that cannot be changed.

Matthew S. Joffe is the Chair of the College's 504 ADA Committee and invited any Senator or member of the College community to contact him if they have suggestions or questions regarding accessibility.

D. Borington suggested that student government funds could be used to assist with projects that could improve accessibility.

#### **V. Old Business**

No old business.