

LaGuardia Community College
Minutes for the College Senate
Meeting: January 13, 2021
(Zoom Meeting) 2:15-4:30pm

Present and Voting

Efran Ahmad (Student), Shawn Blackman (Student), Allie Brashears (Natural Sciences), Cristy Bruns (English), Jean Buckley Lockhart (Counseling), Cindy Busch (Division of Institutional Advancement), Fay Butler (At-Large Instructional Staff), Loretta Capuano Vela (At-Large Instructional Staff), Gabriela Concepcion (Student), Erika Correa (Adult & Continuing Education), Eva Espinoza (Student), Bukurie Gjoci (MEC), Dianne Gordon Conyers (Library), William (Joonyoung) Hur (Student), Rochell Isaac (Faculty Council), Rebekah Johnson (ELA), Jayashree Kamble (At-Large Instructional), Jill Kehoe (Social Sciences), Evelyn Lowmark (Division of Administration), Lenore McShane (Non-Instructional Staff), Shoma Nahar (Student), Anthony Pappas (Alumni Association), Yasmeen Qureshi (Student), Eneida Rivas (At-Large Instructional Staff), Justin Rodriguez (Student), Tara Scales (Health Sciences), Leslie Scamacca (Business and Technology), Patricia Sokolski (Division of Academic Affairs), Dana Trusso (Humanities), Charis Victory (Division of Student Affairs), Ariana Villanueva (Student).

Present Non-Voting

Debra Engel, Ana Lucia Fuentes, Andy Kai-Chun Chuang, Cheryl McKenzie, Margaret O’Sullivan, Alexandra Rojas

Guests and Visitors (non-voting)

President Kenneth Adams, Gail Baksh-Jarrett

I. Call to Order

The meeting was called to order at 2:19pm by Chairperson Cristy Bruns.

II. Approval of Minutes of December 9, 2020

Chairperson Bruns asked if there were any modifications to the December 9, 2020 minutes. Senator Kamble noted the misspelling of Andy Kai-Chun Chuang’s name. With the aforementioned modification, the minutes were approved.

III. Vote on Curriculum Committee Consent Calendar Items from December 10, 2020

A motion to approve the curriculum committee consent calendar items from December 9, 2020 was made by Senator Rivas. This was seconded by Senator Pappas. Vote: Aye-30, Abstain-0, No-0. The Curriculum Committee consent calendar items from December 9, 2020 were approved.

IV. Chair’s Report

Advisement

Chairperson Bruns continues to explore the membership and function of the Advising Council as to determine whether a Senate advising committee is necessary or if there is a way to work with the existing Advising Council. In a preliminary conversation with Advising Council’s Leah Richards, Chairperson Bruns suggested adding a Senate

representative to the council to strengthen communication and recommended a greater presence on the college's website to aid in transparency.

President Adams's "Talk with the President"

President Adams offered to attend Senate meetings regularly, suggesting the inclusion of a "Talk with the President" item on the Senate's agenda. He hopes that this, along with the participation of Senate Chairperson Bruns and Faculty Council President Isaac on the President's Cabinet, will form a closer alignment with governance.

President Adams offered to provide additional clarity regarding the reorganization of staff in the Division of Student Affairs. While the specifics of the reorganization are still being thought out and need to be approved by the Personnel Review Committee, President Adams explained that they are being done to prioritize enrollment and retention. Senator Fuentes questioned whether the staffing changes and the focus on incoming/current students would result in the neglect of students transferring out to four-year colleges. President Adams reassured the Senate that retention of credits for students transferring out of LaGuardia was also a priority.

Middle States

Chairperson Bruns will email a list of Middle States standards to Senate members. For those who would like to participate, please consider which standard you would like to work on. You will be asked to read relevant materials and offer feedback before the Spring townhall meetings.

HR Director

Chairperson Bruns asked the Senate representative on the HR Director Hiring Committee to offer an update. Senator Johnson relayed that the committee completed its work, forwarding three recommendations for consideration.

VP of Adult Continuing Education

A new Vice President of Adult Continuing Education was hired. Chairperson Bruns will extend an invitation to come to the Senate to introduce him/herself and share his/her vision for ACE.

V. Invitation of Gail Baksh-Jarrett, Senior Director Enrollment & Student Financial Services

Senior Director Baksh-Jarrett gave a presentation on the potential impact of the Credit/No Credit policy on financial aid. She explained how recipients of federal aid are required to meet satisfactory academic progress according to both the qualitative measure (GPA) and quantitative measure (course completion rate). With regard to the qualitative measure, neither the CR nor the NC is included in the calculation of the GPA. With regard to the quantitative measure, the Federal CARES Act allows colleges to exclude attempted credits that were not successfully completed. Students must provide documentation that a withdrawal (W, WA, WD, WU) was a direct result of COVID-19 in order for it to be excluded from the quantitative calculation. Senior Director Baksh-Jarrett added that grades of WU or FIN cannot be converted to NC.

VI. Changes to the Transfer Office

Chairperson Bruns tasked the Senate's Transfer Committee with minding the staffing changes to the Transfer Office and evaluating the impact on student services.

VII. Personnel Review Committee: Transparency and Compliance

Chairperson Bruns tasked the Committee of HEO/Alumni/Civil Service with providing clarity with regard to the committees that handle staff personnel evaluations such as the PRC. Matters for inquiry include committees' responsibilities, functions, membership, contract compliance, and presence on the college website. Senator Scamacca asked the Committee of HEO/Alumni/Civil Service to keep the Governance Plan Revision Committee aware of any information gathered.

VIII. Council of CUNY Faculty Governance Leaders' Statement on Class Size

In light of budget constraints, the Council of CUNY Faculty Governance Leaders issued a resolution asking for class size decisions to be made within departments/programs, not by administrative personnel. Senator Sokolski made a motion for the Senate to support the Council of CUNY Faculty Governance Leaders' resolution. The motion was seconded by Senator Rivas. Senator Capuano Vela reminded the Senate that we should be realistic due to the seriousness of the budget deficit. Senator Kehoe reinforced that faculty knowledge of course details is important to making thoughtful decisions with regard to class size. Vote: Aye-27, Abstain-1, No-0. The motion to support the Council of CUNY Faculty Governance Leaders' resolution was approved.

IX. Senate Engagement with Large Constituencies

Due to limited time, the discussion on Senate engagement with large constituencies was postponed until the following meeting.

X. Committee Reports

a. Standing Committees

i. Committee on Committees (Charis Victory, Chair)

Nothing to report.

ii. Curriculum Committee (Debra Engel, Chair)

Chairperson Debra Engel gave an overview of the Curriculum Committee's Sharepoint. Department Chairs, Department Committee Members, and Department Committee Alternates currently have access to the Sharepoint. Additional individuals can request access by contacting Chairperson Engel. The Committee is currently updating its available documents which include recently passed curriculum items and course proposal forms.

iii. The Academic Standing Committee (Alexandra Rojas, Chair)

Chairperson Rojas stated that the Academic Standing Committee, along with representatives from Academic Appeals and the Registrar, met with Department Chairs and Provost Arcario to discuss the possibility of a P/NC policy for Spring 2021. The

Committee recently received the academic calendar from the Registrar's Office and will vote on it soon.

iv. Committee on Campus Affairs (Eneida Rivas, Chair)
Nothing to report.

v. The Committee of Faculty (Leslie Scamacca, Chair)
Chairperson Scamacca informed the Senate that the Committee of Faculty would be meeting with Provost Arcario during its January 13th meeting.

vi. Committee on Professional Development (Deborah McMillan-Coddington and Christopher McHale, Co-Chairs)
Nothing to report.

vii. Budget and Finance Committee (Fay Butler, Chair)
Nothing to report.

viii. Committee of HEO/Alumni/Civil Service (Erika Correa and Eneida Rivas, Co-Chairs)
Chairperson Rivas informed the Senate that those involved with the Employee Engagement Survey will be meeting in January and February to discuss the results of the survey and eventually present to leadership and the college at large.

ix. The Committee of Students (Justin Rodriguez, Chair)
Nothing to report.

x. The Committee on Elections (Seurette Bazelais, Chair)
Nothing to report.

xi. The Executive Committee (Cristy Bruns, Chair)
Update included in the Chair's report.

xii. Transfer Committee (Andy Kai-chun Chuang and Ana-Lucia Fuentes, Co-Chairs)
Update included agenda item VI.

b. Ad Hoc Committees

i. Food Insecurity and Community Need Committee (Nicolle Fernandes and Rebekah Johnson, Co-Chairs)
Chairperson Johnson reiterated that the Food Insecurity and Community Need Committee is continuing to work on redrafting its mission statement.

XI. Unfinished Business

None

XII. New Business

None

XIII. Announcements

Senator Capuano Vela informed the Senate that electronic and paper diplomas were distributed to Spring II 2020 graduates. The paper diplomas of Fall 2019 and Spring I 2020 graduates are still on campus, but staff hope to distribute these soon.

Senator DiCarlo announced the release of the new Wagner Archives 2021 calendar. Those who wish to receive a copy should contact Stephen Weinstein.

XIV. Adjournment

A motion to adjourn the meeting was made by Chairperson Bruns. This was seconded by Senator Rivas. The meeting was adjourned at 4:10pm.

Next Meeting: February 10, 2021