

**LaGuardia Community College
Minutes of the College Senate Meeting
March 28th, 2018, Room E-500**

Present and Voting:

Anthony Pappas (Alumni Association), Reem Jaafar (At-Large Instructional Staff), Fay Butler (At-Large Instructional Staff), Christopher Carozza (At-large Instruction Staff Alternate), Aerith Chen (At-large Student Senator), Lope Jan Williams (At-large Student Senator), Destiny Gabriel (At-large student Senator), Priya Thapa (At-Large Student Senator), Leslie Scamacca (Business and Technology), Patricia Sokolski (Division of Academic Affairs), Maritza Pritsos (Div. of Adult and Continuing Ed.), Eneida Rivas (Institutional Advancement), Cristina Bruns (English), Dianne Gordon Conyers (Library), Ana Lucía Fuentes (Natural Sciences), Pablo Avila (At Large- Instructional Staff), Loretta Capuano Vela (At Large- Instructional Staff), Lama Tamang (At-large Student Senator), Jean Buckley-Lockhart (Counseling Dept), Nancy Santangelo (Division of Student Affairs), Laurie Gluck (Ed. & Lang Acquisition Dept), Francine Egger-Sider (Faculty Council), Marina Nechayeva (Math, Engineering & Comp), Leonore McShane (Non-Instructional Staff), Maria Cook (President's Office), Mike Luppi , Camila Gelpi (Social Science Dept)

Guests members: Debra Engel (Senate College-Wide Curriculum Committee), Charles Keyes (Library)

1. Meeting called to order

Meeting was called to order by Chair Patricia Sokolski, at 2:20 pm.

2. Approval of minutes:

Senator Eneida Rivas moved to approve the minutes for March 7th

Senator Lenore McShane seconded

1 abstention 23 in favour

Motion passed

3. Consent Calendar Curriculum

Senator Loretta Capuano moved to approve the Curriculum items passed by the Senate CWCC on March 15, 2018

Seconded, Francine Egger-Sider

Motion to approve the Consent Calendar passed unanimously

4. Chair's Report:

Chair Sokolski reported that Senate Committees have been working; committee reps will give report later in the term.

Senator Butler is scheduled to report on the Budget Committee in today's agenda.

Website: The Senate's website is being re-designed, all the links to the Committees will be in one spot. Idea is that everyone knows what the Senate is doing through the different committees.

Chair Sokolski asked that Committee minutes be sent to vice Chair (Senator Fuentes), who will oversee coordinating with the technology office to upload the minutes on the Senate's website.

To facilitate communication between Senate Committees and Senate reps, and to keep a smooth flow of information, from next Fall on, every October, a meeting of Senate Committee Chairs with the Executive Committee will be held.

Ideally, this meeting will take place every year at a set time, for example, after Senate elections.

Chair Sokolski also spoke about the college's working group researching the 30 credit alternative (promoting students to take 30 credits/year). The role of the Senate in this initiative is unclear; Chair Sokolski and Provost Arcario will have a meeting to discuss the role of the Senate in determining policies around curriculum.

Chair Sokolski noted there is a problem with the tardiness with which the Senate received the Academic Calendar (has not been approved by the Senate yet everyone is working with the "draft"). The calendars should go through the approval process before they are widely distributed through the college.

5. CUNY employee self-identification survey

Christopher Carozza, Office of Compliance and Diversity made a presentation explaining the nature of the self Identification survey.

CUNY as a Federal contractor, is required to do a survey in terms of (OFCC): ethnicity, gender, ancestry, disability status, veteran

Some aspects are voluntary, but ethnicity and gender have high rates of responses

April 2nd, email requesting to fill the survey will be sent

Also collect additional data such as age, marital status, children

Options: gender, only two options

Ethnicity: latino will override other options

Ancestry: 56 categories

Data will be aggregated

Both self identification of veteran status and disability (condition) are very low.

6. Draft of CUNY Cloud Policy and Academic Works

Charles Keyes, Library and UFS

University Senates Library and Technology Committee

-Memo was sent regarding cloud policy which was coming out of CUNY

Stipulated certain cloud platforms faculty should not be using in their courses.

Pushback from many faculty, policy was scrapped.

A new policy will be drafted.

Asking all faculty Senators to go back to their departments and ask if anyone is interested in joining the working group which will decide on the nature of the CUNY wide policy.

Faculty should contact Professor Pecorino if interested in participating; he is putting together a committee to draft a new policy. It is important to participate in this committee.

Other Library information:

Open Access Policy: Academic works, is an online, open access repository where faculty can make the work available to a wider audience. At the moment, CUNY does not have an open-access policy.

In other institutions, faculty are required to post their work. Faculty can opt out of the copy-write agreement

Library -Technology Committee will be working on a survey to determine how many faculty have uploaded they work to Academic works, as well as published this work in another journal. Survey to find out how faculty have uploaded their articles and their work.

7. Proposed 2018-2019 Senate Calendar

Motion to approve the College Senate Meeting Schedule for the 2018-2019

Academic year Senator: Senator Pappas moved the motion, Senator Egger-Sider seconded.

Motion approved unanimously.

8. Committee Reports:

Senator Alex Rojas: Senate Academic committee, expressed concerns regarding lateness of calendar coming to the Senate for approval

Senator Fay Butler: Budget Committee, in response to questions presented by Senate members in previous meeting, Senator Butler informed:

1. Q. Student activities fees, ex. Athletics, what happens when funds go unused?

A. Deposited in LaGuardia College's Association Account. Campus Life overseas several of these accounts.

2. Q. What does it take to eliminate a fee?

A. In order to eliminate a fee, there has to be student referendum in order to change the fee structure or create a new account

Unused money: central account use, as seen fit. Reserve money, 3 reps
1.19 million presently

Fees:

2016: 1.52 million

2017 1.48 million

2. General inquires about CUNY audit: Inspector General has not found much at CUNY, nothing major, have not found any issues so far, nothing at La Guardia Business offices get audited all the time, CUNY is going through a lot of pressure due to the inquiries going on by the AG.
3. Discretionary fund: does not exist.

CUNY has published a series of policies and procedures related to the use of funds.

Red team of College of Operational Effectiveness Project: Increase the enrolment of students with 15 credits/semester from 15% to 30%. This team is analyzing data to see how this initiative could improve success and graduation rates.

Look at what 11 people have put together, build templates, looking at cross campus major initiative (example center for student success, basketball team)

Looking at gaps in opportunities, better synthesize energy.

9. Unfinished (old) business

Senator Maria Cook informed she will be having a meeting with reps from PSC-CUNY, to discuss the change in commencement day; issue is whether it will detract reduce the number of days for annual leave

PSC-CUNY want to examine across campuses to compare the number of annual leave days in those campuses where this initiative was implemented.

Senator Capuano did research, every single college holds graduation after exams.

10. New business

Senator Egger-Sider: End of June to first week of August, Fridays off. Decision has not been made.

Campus affairs:

Issue if you have a student in the C building, there is no access to a nurse.

There used to be a room, a quiet space, where they could wait for the EMT to come, it's no longer there.

This is Shahir's business or Students affairs.

11. Announcements

Senator Pappas: Tickets are available for Baseball season Kiwanis club , Sunday June 10th

Student commencement speaker, application has been extended until April 13th.

Wellness Center April 19, open house

12. Adjournment

Senator Rivas moved motion to adjourn the meeting, Senator Bruns seconded.

Motion passed unanimously.

Meeting adjourned at 4:05 pm

Respectfully submitted,
Lucía Fuentes, Senate Vice Chair
Acting Senate Secretary
Natural Sciences Senator