

LaGuardia Community College  
**Agenda for the College Senate Meeting**  
January 12, 2022  
2:15-4:30 pm (Zoom)

**Present and Voting**

Cristy Bruns (English), Jean Buckley-Lockhart (Counseling), Cindy Busch (Division of Institutional Advancement), Loretta Capuano-Vella (Enrollment Management), San San Chow (Student), Erika Correa (Division of Adult & Continuing Education), Catherine Cortes (Student), Claudette Davis (Natural Sciences), Douglas DiCarlo (At-Large Instructional Staff), Crystal Franklin (President's Office), Dianne Gordon Conyers (Library), Nick Hetherington (Student), Rochell Isaac (Faculty Council), Rebekah Johnson (ELA), Jayashree Kamble (At-Large Instructional), Jill Kehoe (Social Sciences), Juan (Yoyo) Lin, Theresia Litvay-Sardou (Division of Information Technology), Evelyn Lowmark (Division of Administration), Margaret O'Sullivan (Non-Instructional Staff), Anthony Pappas (Alumni Association), Eneida Rivas (At-Large Instructional Staff), Tara Scales, (Health Science), Leslie Scamacca (Business and Technology), Allana Sinelov (Student), Patricia Sokolski (Division of Academic Affairs), Phonpiboon (Juneau) Srimak (Student), Sandra Sze (MEC), Charis Victory (Division of Student Affairs)

**Present Non-Voting**

Kenneth Adams, Gail Baksh-Jarrett, Claudia Baldonado, Laura Bartovics, Cheri Carr, Randy Changoo, Maria Cook, Ramon De Los Santos, Shahir Erfan, Hugo Fernandez, Sunil Gupta, John Hunt, Liz Iannotti, Neetu Kaushik, Charles Keyes, Sharon Long, Ian McDermott, Dionne Miller, Jessica Perez, Maritza Pritsos, Alex Rojas, Nancy Santangelo, Burhan Siddiqui, Derek Stadler, Nayelli Valencia Terrent

**I. Call to Order**

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

**II. Approval of Minutes from the December 1, 2021 Meeting**

Chairperson Bruns asked if there were any modifications to the December 1, 2021 minutes. Hearing none, the minutes were approved.

**III. Vote on Curriculum Consent Calendar Items from December 2, 2021 and January 6, 2022**

A motion to approve the curriculum committee consent calendar items from December 2, 2021 and January 6, 2022 was made by Senator Rivas. This was seconded by Senator Capuano-Vella. **Vote: Aye-26, Nay-0, Abstain-1.** The Curriculum Committee consent calendar items from December 2, 2021 and January 6, 2022 were approved.

**IV. Invitation of Registrar Director Burhan Siddiqui: Vote on the 2022-2023 Academic Calendar**

Senator Isaacs motioned to approve the draft 2022-2023 academic calendar. It was seconded by Senator Busch. Cheri Carr asked whether asynchronous classes would be allowed in Fall 2022. Burhan predicted that they probably would be offered, but he has

not yet received any specific information regarding online course instruction for Fall 2022. Senators Kamble, Johnson, and Capuano-Vella asked for additional details to appear on the schedule regarding the start date and definition of different modalities. Senator Isaac moved to amend her original motion and approve the draft 2022-2023 academic calendar with additional clarification as to the start date of different course modalities. The motion to approve the amended draft 2022-2023 academic calendar passed unanimously.

Additionally, Senator Sokolski asked if Blackboard maintenance could be rescheduled so that it does not occur right before the start of the semester when faculty are preparing their course webpages. Burhan informed the Senate that they are looking for a new vendor so we do not need to have maintenance cycles.

#### **V. Vote on Governance Plan Revision Timeline Proposals**

The current schedule for reviewing, discussing, and voting on the revised Governance Plan does not allow for time to reflect upon the final Middle States Report. As the report may contain content that could influence the Governance Plan, Chairperson Bruns suggested that the Senate consider postponing the Governance Plan review until after the Middle States report is received by the college. Governance Plan Revision Committee Chair Scamacca presented two timelines. Timeline #1 dictates that we continue on our original course and vote on the Governance Plan at two consecutive meetings at the end of Spring I 2022. Timeline #2 pushes the vote to the last two meetings of the Senate calendar year in Fall I 2022 allowing for consideration of the Middle States report.

Senator Sokolski motioned to vote on timeline #2. This was seconded by Senator Scamacca. Senator Capuano-Vella appreciated that timeline #2 allowed more time for discussion and review. Senator Sokolski stated that if we pass the revised Governance Plan in Spring 2022 without consulting the Middle States report, we might approve a plan that is not in compliance with Middle States. Senator Pappas cautioned that implementing the newly revised Governance Plan may take more time than anticipated as it needs to be approved by the Board of Trustees. The Board of Trustees' last meeting in Spring 2022 is on June 27<sup>th</sup>, so the Governance Plan would need to be provided to them by early June. As timeline #1's second vote is scheduled for June 8<sup>th</sup>, this does not allow for enough time to get the plan to the Board.

Senator Sokolski motioned for a roll call vote, which was seconded by Senator Scamacca. The Senate voted unanimously to approve the request for a roll call vote. **Vote: Aye-28, Nay-0, Abstain-1.** The motion to adopt Governance Plan revision timeline #2 passed.

#### **VI. Chair's Report**

Chair of the Auxiliary Enterprises Board VP Henry Saltiel agreed to provide regular reports to the Senate's Budget and Finance Committee to increase transparency around the board's work.

In Spring 2022, the college will reinstate the practice of Bursar holds. Students with outstanding balances of over \$500 will have a hold placed on their account rendering them unable to register for classes. Holds were posted on December 9, 2021. Students were notified via text message if they had a Bursar hold and will continue to receive follow up notifications.

The Governance Plan stipulates Senate involvement in Vice Presidential Searches. Senator and President of Faculty Council Rochell Isaac will serve on the Provost Search Committee.

**VII. Invitation of VP of Adult and Continuing Education Sunil Gupta: Discussion of Changes to Career Services**

VP Gupta gave a presentation on the critical role of career services, showing national data reflecting how many colleges are moving college career service units away from their traditional homes in student affairs divisions to diverse administrative destinations. VP Gupta stressed how aligning career services with continuing education could maximize the benefits of the relationships ACE has already built with local employers. Senator Kamble voiced concerns about how moving career services might impact ongoing efforts such as the regular visits of career services personnel to First Year Seminar courses. Senator Pappas was concerned about how the move would impact the Alumni Association. Senator Sokolski questioned if staff was consulted on the change and inquired whether there would be any staffing changes due to the wider scope of the job description. VP Gupta assured the Senate that conversations will be held on how best to phase in the change as to maintain cross-campus relationships and not disrupt existing services.

**VIII. Invitation of President Kenneth Adams and VP of Administration and Finance Shahir Erfan: Discussion of New and Continuing COVID Policies**

VP Erfan discussed the recent increase of COVID cases due to the omicron variant. Senators asked for clarification regarding faculty who test positive for COVID, specifically the timeline for return to campus, use of sick leave, and the possibility of temporary online teaching. VP Erfan said that such question regarding teaching should be directed to department chairs as they have this type of information. To answer additional questions regarding the use of sick leave, VP Erfan will consult New York labor laws and report back with additional information.

President Adams informed the Senate that at the current time, there will be no change to course modalities. Despite enrollment numbers indicating a preference for online courses, the college needs to maintain the 70/30 ratio as mandated by CUNY. To address the preference for online courses, the college is reconsidering the use of e-permits and is debating the possibility of creating a wait list for online courses. LaGuardia is implementing a targeted social media campaign to increase enrollment. Hopefully our March start date will work in our favor as well.

Senators voiced concern over the college's inability to meet student needs if the 70/30 ratio is maintained, questioning if students would take time off or leave LaGuardia and

go to other campuses with online course availability. Student Senator Hetherington astutely wondered, “Can you force the experience that you think would be best for the students?” Despite recognizing the value of in-person instruction for many students, Senators noted that there are still many reasons why students would reasonably prioritize online learning including COVID safety concerns, the flexibility of online classes and their ability to accommodate busy schedules, and familiarity with online education. Senators also questioned whether data ostensibly indicating lower student performance during remote learning is a reflection of poor pedagogy or student comprehension difficulties, but may be a reflection of the global pandemic and its domino effect on various aspects of life.

Senators raised the issue of class size, expressing concerns that low enrollment numbers, especially for in-person classes, makes adhering to faculty workload requirements increasingly difficult. President Adams said he recognized the implications of class cancelations for student scheduling and faculty workload.

Senators also questioned how the new faculty vaccine mandate and the new booster mandate for students will work. President Adams said that the Chancellor is still grappling with the details and will inform campuses of specific policies soon.

President Adams introduced Nayelli Valencia Turrent, his new chief of staff, who expressed her enthusiasm for working with the Senate and the entire LaGuardia community.

## **IX. Committee Reports**

- a. Standing Committees
  - i. Committee on Committees (Charis Victory, Chair)  
Nothing to report.
  - ii. Curriculum Committee (Debra Engel, Chair)  
See above curriculum vote.
  - iii. The Academic Standing Committee (Janet Gonzalez, Chair)  
Nothing to report.
  - iv. Committee on Campus Affairs (Eneida Rivas, Chair)  
Nothing to report.
  - v. The Committee of Faculty (Leslie Scamacca and Dianne Gordon Conyers, Co-Chairs)  
The Committee of Faculty discussed online courses and online pedagogy, giving careful thought on how online guidelines should be developed. Questions were raised regarding the new Student Evaluation Instrument, addressing professional development for faculty and implementation methods. The committee will meet following the conclusion of the Senate meeting.

- vi. The Committee on Professional Development (Deborah McMillan-Coddington and Derek Stadler, Co-Chairs)  
Opening Sessions for faculty and staff will be held on Thursday, March 3<sup>rd</sup>.  
The Ruhma Choudhury Colloquium will be held on Friday, May 13<sup>th</sup>.
- vii. The Budget and Finance Committee (Patricia Sokolski, Interim Chair)  
The Budget and Finance Committee received its first update from the Auxiliary Enterprises Board. CUNY is requesting college budgets with zero deficit.
- viii. The Committee of Staff and Alumni (Eneida Rivas and Evelyn Lowmark, Co-Chairs)  
The Committee of Staff and Alumni will meet following the conclusion of the Senate meeting.
- ix. The Committee of Students (Akiana Smith, Chair)  
Nothing to report.
- x. The Committee on Elections (Seurette Bazalais, Chair)  
Nothing to report.
- xi. The Executive Committee (Cristy Bruns, Chair)  
See Chair's report.
- xii. Transfer Committee (Ana-Lucia Fuentes and Jayashree Kamble, Co-Chairs)  
Nothing to report.
- xiii. Food Insecurity, Justice, and Community Need Committee (Nicolle Fernandes and Rebekah Johnson, Co-Chairs)  
Nothing to report.

b. Ad Hoc Committees

- i. Governance Plan Revision Committee (Leslie Scamacca, Chair)  
See above for vote on the Governance Plan timeline.
- ii. IT Advisory Committee (Jaime Riccio and Ian McDermott, Co-Chairs)  
Department Chairs were contacted about the availability of CARES Act funds as well as the parameters for how these funds can be used. Funds will be put toward new faculty computers, software for teaching, and software for training faculty.
- iii. History Committee (Loretta Capuano-Vella and Charles Keyes, Co-Chairs)  
Nothing to report.
- iv. Online Learning Committee (J. Elizabeth Clark and Sandra Sze, Co-Chairs)  
The Online Learning Committee met with Provost Arcario and

representatives from the Registrar's Office to agree upon a timeline for the committee's work. Any changes we propose will be effective Spring I, 2023.

c. Non-Senate Committees

- i. Advising Council (Jean Buckley Lockhart, Senate Representative)  
Senator Buckley Lockhart reminded the Senate to use the text feature on C2C.

**X. Unfinished Business**

None.

**XI. New Business**

None.

**XII. Announcements**

ACE is hosting a "What to Know When Buying Your First Home" event on Thursday January 20<sup>th</sup> at 5:30pm. The workshop will address topics including costs of home purchase and ownership, applying for a mortgage, home equity, and how to value a home purchase.

**XIII. Adjournment**

A motion to adjourn the meeting was made by Senator Victory. This was seconded by Senator Correa. The meeting was adjourned at 4:33pm.

**Next Meeting:** February 9, 2022