

LaGuardia Community College

Minutes for the College Senate Meeting April 25, 2018

2:15 p.m.in E500

Present and Voting:

Anthony Pappas (Alumni Association), Anthony Graves (At Large Adjunct), Reem Jaafar (At-Large Instructional Staff), Loretta Capuano-Vela (At Large Inst. Staff), Rebekah Johnson (At large Instruct. Staff), Fay Butler (At-Large Instructional Staff), Lope Jan Williams (At-large Student Senator), Priya Thapa (At-Large Student Senator), Rojan KC (At Large Student Senator), Lama Tamang (At-large Student Senator), Susana Alvis (At-large Student Senator), Leslie Scamacca (Business and Technology), Jean Buckley-Lockhart (Counseling Dept), Patricia Sokolski (Division of Academic Affairs), Evelyn Lowmark (Division of Administration), Claudia Baldonado (Div. of Adult and Continuing Ed.), Eneida Rivas (Institutional Advancement), Nancy Santangelo (Division of Student Affairs), William Kurzyna (Ed. & Language Acquisition Dept.), Theresia Litvay-Sardou (Div. Ed Tec), Cristina Bruns (English), Dianne Gordon Conyers (Library), Ana Lucía Fuentes (Natural Sciences), Francine Egger-Sider (Faculty Council), Marina Nechayeva (Math, Engineering & Comp), TaeJong Kim (President's Office), Camila Gelpi (Social Science Dept)

Guests members: Debra Engel (Senate College-Wide Curriculum Committee), Charles Keyes (Library), Ann Feibel (VP Academics) Bartholomew Grachan (Associate Dean for Progress & Completion), Jeanine Molah (Executive Associate), Bret Eynon (Associate Provost and Assistant Vice-President for Academic Affairs)

- I. **Call to Order** : The meeting was called to order by Chair Sokolski at 2:20 pm
- II. **Roll Call**
- III. **Approval of the Minutes of the March 28, 2018 meeting:** Senator Egger-Sider moved to approve the minutes of the March 28th Senate meeting, Senator Jafar Seconded the motion. The motion was approved unanimously.

IV. **Chair's Report**

I. Revision of Governance Plan: Chair Sokolski asked Senators to consider the initiative to Revise the Governance Plan; Chair Sokolski explained there are many areas where duties of the Senate are very vague and the Senate would benefit if there was more clarity I in relation to its function as a governing body at the college. Some examples – the Senate Academic Standing and Academic Appeals Committees have no specifications regarding rules and responsibilities. Senators were asked to read

governance plan to identify areas which could be clarified through amendments.

Website: All Minutes should be sent to Georgina Taraskuich; Senate committees should send all minutes as soon as possible

Informing the Senate about issues arising at the college: Chair Sokolski reminded Senators that as members of the Senate, it is important that any information pertinent to the Senate's duties is brought for discussion to the Senate, regardless of whether these are Departmental issues or other.

V. Transfer Policy Rewrite

Vice President Ann Feibel and Associate Dean Bart Grachan presented updates to the 2018-2019 College Catalog, which were made by their offices. After the presentation and discussion of the updates, it was pointed out that the policies regarding students transferring into LaGuardia were changes to the policy, not just re-writes. According to governance, changes to policies of this nature should be discussed with Senate representatives, in this case, with members of the Senate Academic Standing Committee, then brought back to the Senate for feedback, and then presented for approval by the Senate body. In view of this situation, the Senate did not vote on the policy, instead, will ask the Academic Standing Committee to hold an emergency meeting to review the policy changes.

VI. Strategic Plan and Advisement 2.0

Advisement: Vice President Enyon presented an overview of the Advisement 2.0 initiative, including the foundations by using a prototype with three Departments that volunteered to participate in the initiative: Business, Health Sciences and Natural Sciences.

Strategic Plan:

Based on CUNY's top strategic priorities. CUNY has not outlined the strategic plan for 2018-2019, so the college is assuming that the priorities for 2017-2018 will remain.

Senate will participate in the development of the Strategic Plan.

VII. Committee Reports

Academic Standing:

I. Proposed audit report

Senator Johnson moved to approve the proposed policy on auditing courses;
Senator Buckley Lockhart seconded

Discussion:

Senators presented questions regarding grading policies and attendance of students auditing a course. Associate Dean Grachan explained it is at the discretion of each Program whether the Instructor needs to give feedback and grade papers when a student is auditing the course.

The motion was passed unanimously

II. Rules for hybrid online courses

A motion to approve hybrid on-line rules was moved by Senator Pappas, seconded by Senator Egger-Sider.

Discussion: rules can be written for CUNY first. This policy has been unofficially practiced.

Although 2.0 GPA is minimum requirement, Departments can decide if they want to add requirements for upper-level courses

There was discussion regarding the pre-requisite of one semester as opposed to 12 credits. The reason it is a semester limit instead of a credit limit is for students who may only take 2 courses in a semester and may be good candidates for a hybrid course.

Motion passed unanimously

Chair Sokolski extended a thank you to Michele De Goeas-malonee for all the work done.

Report Budget Committee

Senator Butler: The main topic in the last Budget Committee meeting was shared governance; this topic was brought up by the Vice Chancellor.

Role of the Senate in Budget Approval, thank you to Senator Capuano Vella and Senator Rivas

Quorum was lost at 4:16 pm

Auxiliary enterprises Committee: Senator committee Ed Goodman

College did not apply financial aid bills. College did not bill students that dropped courses and so this bill was paid through the auxiliary funds.

HACS Committee Report: have identified a company to do the employee satisfaction survey. This company has done surveys in other places. HACS reps

have a meeting with Provost Arcario tomorrow. Want to deploy the survey before June 30th.

Ad-hoc Committee Food Security: very good attendance and information given by Ronda Mutton, only has 500 vouchers/year. Challenge to increase efficacy. Need to write a statement of need, which will be brought to the Senate for Approval.

Senator Johnson suggested the Senate may want to think of a way to support single stop with some type of food donation.

VIII. Unfinished Business

No unfinished business

IX. New Business

Charles Keyes reported on the last USF meeting: Budgetary plan, Mathew Sapienza is changing memo to encourage Presidents at all CUNY campuses to discuss the budget with different governance bodies.

Executive of UFS would like to see where all the funds are, including separate non-budget entities

Presentation on Pathways: students in community colleges, have increased in transfer.

Resolution Regarding Faculty Email Access, this resolution affected other colleges with limited email access.

X. Announcements: Senator Buckley-Lokhart announced the Wellness Center day will be on May 3rd. 2-6 in C-249

Survey "Designing for all" will be taking place

XI. Adjournment : Motion to adjourn Senator Scammacca moved, Seconded Senator Capuano-Vela . Meeting adjourned at 5:07 pm

Respectfully Submitted by

Senator A. Lucia Fuentes

Vice-Chair and Acting Secretary

