

LaGuardia Community College

Academic Standing Committee

Meeting Minutes

May 17, 2021

2:30-4:00pm (Zoom)

Present: Janet Gonzalez (Chair), Alexandra Rojas (Library), Lee Boyar (Business and Technology), Caterina Almendral (ELA), Lilla Töke (English), Kyle Hollar-Gregory (Social Science), Andrew McFarland (Humanities), Louise Butironi (Counseling), Erika Correa (ACE), Glenn Henshaw (Mathematics), Derwent Dawkins (Registrar)

Absent

Valencia Mchpherson

Amish Khalfan

Annette Gonzalez (SGA Representative on ASC),

The meeting ensued at 2:30pm.

1. The meeting began discussing the A+ grade policy to be potentially included in our grading policies. The committee decided not to ask the President Adams about his perspective on the A+ grade policy during the May 18th Faculty Council meeting. A committee member stated, “I don’t think this is such an urgent or wide spread conversation to bring it up with the President. Plus we don’t have enough information on it ourselves” and the several committee members agreed. Also, a committee member stated, “the college is facing many important issues. Respectfully, I don't think this is worth pursuing further.” The committee discussed middle states and conversations with Reem Jaafar on whether a syllabus is required for courses. A committee member stated, “Everyone knows they are supposed to have a syllabus. We can remind people aware of the requirement, but beyond that, there is little we can do.” On the other hand a member stated, “Some departments e.g. MEC have department-wide syllabi. They are not section specific”. The committee suggested inviting people from middle states to participate in the Academic Standing Committee’s workshop to address the aforementioned. The committee would like to draft a letter for each department that gives an overview of the issues being addressed by the committee.

2. Academic Standing Committee Workshop and Future Meetings

The committee discussed the Academic Standing Committee Workshop scheduled for October. The committee decided to send e-mails about the planning of the Academic Standing Committee Workshop. The Committee plans to create a video for the workshop to be sent in October. The committee decided that the first meeting for the fall would be scheduled for 9/27/21. The committee tentatively decided on Monday October 4th as the potential date for the workshop. Members suggested

that we address new issues regarding policies at the ASC workshop. The committee members decided to continue our normal workshop for the fall semester. Additionally, the committee agreed that it would be beneficial to discuss new updates to policies implemented at the college. The members suggested covering the issues we have in the past during the first half of the workshop and new issues regarding Academic policies during the second half of the workshop. It was recommended that we discuss contemporary issues regarding syllabus requirements, new grading policies, and any changes to Academic policies. Members agreed stating we should include middle states, new governance plans and additional contemporary issues that may be affecting the college. The ASC plans to draft an outline for the Workshop in order to address new issues affecting the college.

Potential Meeting with President Adams

The Chair will send dates for upcoming meetings. Also, the committee recommended we invite President Adams to one of our meetings. The Committee plans to send a letter to Mr. Adams inviting him to one of our meetings. In the letter, members proposed we address our goals for the upcoming school year and send a letter to President Adams outlining the aforementioned.

Microsoft Teams and Future Meetings

It was proposed that the ASC utilize Microsoft teams in order to communicate effectively over the summer. Members agreed that teams would be a better platform to communicate than e-mail. In addition, committee members discussed utilizing Coursera and Microsoft teams to conduct future meetings with ASC members. Members examined the unique features of Microsoft teams and possibly utilizing its features in the future. The committee was tasked with setting up an account and managing future communications. The committee informed group members to send their CUNY first log in information in order to set up a Microsoft Teams account moving forward for communication purposes.

3. Approving the minutes.

After a few comments and grammatical changes the committee approved the minutes from the meeting on March 22, 2021.

4. A+ Grade Policy.

The committee decided not to ask the President about his perspective on the A+ grade policy during the May 18th Faculty Council meeting. It was mentioned that faculty asked questions regarding the different grading criteria and points awarded for an A versus an A+ if a new policy is instituted. After some discussion committee members agreed to research this option and revisit the issue. A committee member voted against having an A+ grade policy.

5. Announcements

- a. Minute Taker on 5/17/21 was Kyle Hollar-Gregory. Committee members suggested to start working on a letter to be sent to departments addressing contemporary issues affecting Academic policies.
- b. It was mentioned that middle states members asked questions about whether a Syllabus is required for all departments. The committee is still not clear about the answer and the chair is looking into these matters. Once there is an answer the committee will be notified so they may share it with their respective departments. Alexandra will send out a draft letter to ASC members to be reviewed in order to inform departments about the Academic Standing Committee.
- c. Lee Boyar and Louise Butironi announced that they will be stepping down as ASC committee reps.

The meeting adjourned at 3:35PM.

Respectfully submitted,

Kyle Hollar-Gregory