

LaGuardia Community College  
**College Senate Meeting**  
June 8, 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), Maria Cook (President's Office), Erika Correa (Division of Adult & Continuing Education), Claudette Davis (Natural Sciences), Douglas DiCarlo (At-Large Instructional), Laurie Gluck (ELA), Dianne Gordon Conyers (Library), Nick Hetherington (Student), Sumanth Inukonda (Humanities), Jayashree Kamble (At-Large Instructional), Jill Kehoe (Social Sciences), Anthony Pappas (Alumni Association), Eneida Rivas (At-Large Instructional Staff), Tara Scales (Health Science), Leslie Scamacca (Business and Technology), Allana Sinelov (Student), Akiana Smith (Student), Sandra Sze (MEC), Charis Victory (Division of Student Affairs)

**Present Non-Voting**

Heather Barikmo, J. Elizabeth Clark, Tara Coleman, Alexa Duque, Debra Engel, Hugo Fernandez, Janet Gonzalez, Lloyd Klein, Marta Kowalczyk, Alex Rojas, Derek Stadler

**I. Call to Order**

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

**II. Approval of Minutes from the May 11, 2022 Meeting**

Chairperson Bruns asked if there were any modifications to the May 11, 2022 minutes. Hearing none, the minutes were approved.

**III. Vote on Curriculum Committee Consent Calendar Items from May 20, 2022**

A motion to approve the curriculum committee consent calendar items from May 20, 2022 was made by Senator Rivas. This was seconded by Senator Kamble. **Vote: Aye-22, Nay-0, Abstain-0.** The Curriculum Committee consent calendar items from May 20, 2022 were approved.

**IV. Vote on Senate Calendar for Academic Year 2022-2023**

A motion to approve the Senate calendar for academic year 2022-2023 was made by Senator Pappas and seconded by Senator Busch. The notes appearing on the document will not remain on the official calendar. The Senate calendar passed unanimously.

**V. Vote on Proposed Repeat Course Policy**

Senator Busch moved to approve the proposed repeat course policy as proposed. This was seconded by Senator Inukonda. The policy will go into effect in Fall 2022. Upon request from Senator Capuano-Vella, Academic Standing Committee Chair Gonzalez will include additional information addressing the policy's implications for transfer. The proposed repeat course policy was approved unanimously.

## **VI. Vote on Proposed Battery Powered Personal Transportation Policy**

The Committee on Campus Affairs revised the battery powered personal transportation policy to focus on e-powered devices. The policy will be overseen by public safety with those that violate the policy being escorted off campus. The policy will be posted on the college website, building entrances, in the parking lot, and emailed collegewide. Two members of the committee raised suggestions after the committee approved the policy, which is why it was presented to the Senate in draft form. As communicated by the Committee on Campus Affairs, the finalized policy will incorporate the following:

- (1) E-bikes cannot be parked in the Van Dam entrance bike rack as it is too close to the building if a fire occurs. There will be ample room in the college lot for e-bike parking.
- (2) Batteries should not be removed from e-powered devices and brought on campus.

Senator Rivas moved to accept the policy as written with the two additional suggestions. This was seconded by Senator Capuano-Vella. Senator Capuano-Vella then moved to amend the original motion, requesting to add the stipulation that the Executive Committee review the final version of the policy. This was seconded by Senator Pappas. **Vote: Aye-15, Nay-7, Abstain-0.** Surpassing the 2/3 necessary, the amendment passed. Senator Pappas asked who will fund the parking lot structure created to house e-powered devices. Committee on Campus Affairs Chair Rivas clarified that it will be funded by auxiliary enterprises. Senator DiCarlo questioned whether having e-powered devices stored near vehicles in the parking lot was safe. Chair Rivas replied that the details of structure are not yet fleshed out as vendors are still being considered, but will undoubtedly take safety and protection of personal property into consideration. The Senate voted unanimously to pass the battery powered personal transportation policy with the Executive Committee providing a final review of the policy's full text.

## **VII. Vote on Budget and Finance Committee Resolution**

The Senate Budget and Finance Committee drafted a resolution requesting additional transparency surrounding budget and finance issues. Senator Rivas motioned to approve the Resolution Concerning the Communication and Understanding of LaGuardia's Budgets. This was seconded by Senator Busch. The Senate voted unanimously to approve the resolution.

## **VIII. Governance Plan Report and Proposal**

Based on its comprehensive review, the Governance Plan Revision Committee presented several recommendations for the Senate to consider and approve. They included the following:

### **1. Creation of LaGuardia Governance Leaders Council**

Included in this group would be leaders from the existing governing bodies at the College. At present, these constituencies include: The College Senate (Chairperson), Faculty Council (President), the Student Government Association (President). The President of LaGuardia would meet with these leaders three times per academic year to continue shared governance initiatives.

**2. Creation of a Chairs Council**

The Governance Plan Revision committee recommends the creation/ formalization of a Department Chairs Council. The Department Chairs serve as a decision-making, governing body. This Council would allow the voice and interests of the Chairs to be heard as part of the Governance Leaders Council.

**3. Creation of a Staff Council**

The committee also suggests the creation of a Staff Council (to mirror the Faculty Council). This body, if created, would work alongside the College Senate’s Committee of Staff and Alumni to address issues and concerns of LaGuardia Staff, such as working with VPs/Deans and HR to review new staff onboarding. and the PRC for requests for HEO reclassification and salary differentials.

**4. Creation of the “LaGuardia Charter of Governance”**

To reinforce the College’s commitment to shared governance, the committee recommends to the President (and the LaGuardia Governance Leaders Council), a proposal to create the LaGuardia Charter for Governance. The Charter would include the governance documents of all governing bodies at LaGuardia Community College. Each body would retain ownership of their document, in terms of revisions and updates. The proposed Charter may look something like this:

- Preamble for Shared Governance
- Overview of the Governing Bodies
- Chapter I LaGuardia Governance Leaders
- Chapter II The College Senate
- Chapter III The Faculty Council
- Chapter IV The Student Government Association (SGA)
- Chapter V The Chairs Council
- Chapter VI The Staff Council
- Chapter VII Divisional and Department Structure
- Chapter VIII Personnel Review Committee (PRC)
- Chapter IX Personnel and Budget Committee (P&B)
- Chapter X Revisions and Amendments
- Glossary

**5. Complete Review of P&B Article**

The Committee recommends holding a meeting, consisting of representation from the Department Chairs, the Senate Committee of Faculty, and Faculty Council. The goal of the working group is to review departmental organization and budget, duties and responsibilities of the Chair, and the current process of the Personnel and Budget Committee (including the creation of an Academic Review Committee). Recommendations from this meeting would be presented to the President and Provost.

Senator Rivas motioned to approve the Governance Plan Revision Committee’s recommendations. This was seconded by Senator Busch. The Senate voted unanimously

to pass the motion and approve the aforementioned recommendations.

Chairperson Bruns reminded Senators to review the Senate article revisions distributed by the Governance Plan Revision Committee for the September 2022 Senate meeting.

## **IX. Chair's Report**

Due to discussions at the previous Senate session, Chairperson Bruns instructed Senators Capuano-Vella and Rivas of the Campus Affairs Committee to provide clarity regarding the children on campus policy. The policy currently allows for short visits of children accompanied by an adult tending to business on campus or for family events held on campus. Children are not allowed in classrooms.

Chairperson Bruns, aided by the Committee on Committees, continues to collect lists of responsibilities of committee chairs and other procedures to facilitate succession of leadership and full functioning of committees.

Faculty Senator Gordon Conyers and Student Senators Hetherington and Smith will represent the Senate on the Student Tech Fee Committee.

The Resolution Defending Academic Freedom was affirmed by Provost Arcario and President Adams. The Executive Committee agreed that resolutions should be posted on the Senate website in the future.

Senators are reminded to make note of any issues or concerns to share with the new Provost at upcoming meetings.

The Executive Committee agreed that the HyFlex model would be the best option for the Senate meeting modality at the start of the 2022-2023 academic year. The HyFlex model will allow for Senators to meet in person while others who are unable to attend in person can join online. Chairperson Bruns will check to make sure the HyFlex model is in accordance with open meeting laws come Fall 2022. Senators who can come to meetings on campus are encouraged to do so as it fosters collegiality and community.

Chairperson Bruns and Senator Sokolski will lead a shared governance roundtable event at the Modern Language Professional Association.

## **X. Committee Reports**

### **a. Standing Committees**

#### **i. Committee on Committees (Charis Victory, Chair)**

Committee on Committees Chair Victory is still collecting information from committee chairs detailing committee responsibilities and processes. This effort will ideally help facilitate succession of leadership and full functioning of committees. Please continue to recruit constituents to serve on Senate committees.

#### **ii. Curriculum Committee (Debra Engel, Chair)**

See above for curriculum approval.

- iii. The Academic Standing Committee (Janet Gonzalez, Chair)  
See above for vote on proposed repeat course policy.
- iv. Committee on Campus Affairs (Eneida Rivas, Chair)  
See above for vote on battery powered personal transportation policy.
- v. The Committee of Faculty (Leslie Scamacca and Dianne Gordon Conyers, Co-Chairs)  
Nothing to report.
- vi. The Committee on Professional Development (Deborah McMillan-Coddington and Derek Stadler, Co-Chairs)  
Opening Sessions will be held on Wednesday September 7, 2022 in-person.  
The theme is “Refresh and Restart: Cultivating a Culture of Kindness.”
- vii. The Budget and Finance Committee (Patricia Sokolski, Interim Chair)  
See above for vote on the Resolution Concerning the Communication and Understanding of LaGuardia’s Budgets.
- viii. The Committee of Staff and Alumni (Eneida Rivas and Evelyn Lowmark, Co-Chairs)  
Nothing to report.
- ix. The Committee of Students (Akiana Smith, Chair)  
Nothing to report.
- x. The Committee on Elections (Seurette Bazalais, Chair)  
The Committee on Elections asked Senators to talk to their colleagues and encourage Senate recruitment.
- xi. The Executive Committee (Cristy Bruns, Chair)  
See Chair’s report.
- xii. Transfer Committee (Jayashree Kamble and Alexa Duque, Co-Chairs)  
Nothing to report.
- xiii. Food Insecurity, Justice, and Community Need Committee (Madelyn Nieves 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 proposal.
- ii. IT Advisory Committee (Jaime Riccio and Ian McDermott, Co-Chairs)

Nothing to report.

- 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 and its subgroups generated a list of 45 recommendations that it will forward to administration. The committee agreed that there is a clear need for online learning due for equity and enrollment purposes. After implementing distance learning without sufficient time for preparation, there is a discernable need to step back and put into place structures that support faculty, students, and staff.

c. Non-Senate Committees

- i. Advising Council (Jean Buckley Lockhart, Senate Representative)  
The Advising Council is creating “advisement milestones” in an effort to inform advisors how to work with students. An Opening Sessions presentation may be forthcoming.

**X. Unfinished Business**

None.

**XI. New Business**

Senator Kamble asked if there was any further conversation regarding Fall 2022 course modalities. Without a CUNY-wide mandate, modality decisions will come from the president and provost. Senators questioned if administration could send out a message to clarify expectations.

**XII. Announcements**

Co-Chair Gordon Conyers announced that the Committee of Faculty would not be meeting following the Senate session. The next meeting will follow the September 14, 2022 Senate session.

Co-Chair Rivas announced that the Committee of Staff and Alumni would not be meeting following the Senate session. The next meeting will take place in summer.

Senator Rivas reminded everyone to register for commencement as the website closes next Thursday. All RSVPs will be sent to the campus COVID liaisons to verify vaccination status. Please see the commencement website to get your cap and gown.

**XIII. Adjournment**

A motion to adjourn the meeting was made by Senator Rivas. This was seconded by Senator Scamacca. The meeting was adjourned at 4:37pm.

**Next Meeting:** September 14, 2022

