

**LaGuardia Community College
Minutes for the College Senate**

Meeting: Jan 22, 2020

Room E501

Present and Voting

Hara Bastas (Faculty Council), Ana Lucia Fuentes (Natural Sciences), Cristy Bruns (English), Jean Buckley-Lockhart (Counselling), Cindy Busch (Institutional Advancement), Fay Butler (Student Affairs), Nancy Santangelo (Student Affairs), Loretta Capuano-Vella (At-Large Instructional Staff), Erika Correa (Adult & Continuing Education), Douglas Dicarolo (At-Large Instructional Staff), William Fulton (Humanities), Dianne Gordon Conyers (Library), Jill Kehoe (Social Sciences), William Kurzyna (Education and Language Acquisition), Evelyn Lowmark (Administration), Fawad Rahmani (Administration), Cheryl McKenzie (At-Large Instructional Staff), Lenore McShane (Non-Instructional Staff), Margaret O'Sullivan (Non-Instructional Staff), Anthony Pappas (Alumni Association), Eneida Rivas (At-Large Instructional Staff), Tara Scales (Health Sciences), Patricia Sokolski (Academic Affairs).

At-Large Student Members Present and Voting

Brian Anderson, Lobsang Dolma, Meron Girma (Alternate) Priyanka Koirala, Casey Larsen, Christina Wong.

Present Non-Voting

Deborah Engel, Alexandra Rojas, Chris McHale.

Guests and Visitors (non-voting)

Reem Jaafar, Justin Rogers-Cooper, Shahir Erfan, Tom Hladeck

I. Call to Order

The meeting was called to order at 2:15 pm by Chairperson Sokolski.

II. Approval of Minutes of Dec 11, 2019

A motion to approve the minutes from Dec 11, 2019 was made by Senator Rivas and seconded by Senator Busch. Hearing no objection the minutes were approved.

III. Vote on Curriculum Committee Consent Calendar Items approved Dec 4, 5, 12, 2019.

A motion to approve the College-Wide Curriculum Committee consent calendar items from Dec 4, 5 and 12, 2019 was made by Senator Rivas and seconded by Senator Pappas. Vote: 22 Aye, 0 No, 0 Abstain. Motion passed.

IV. Chair's Report

Chairperson Sokolski reported on the MBJ price increases. She was informed, after the senate vote on the issue, that MBJ pricing is not within the purview of the Senate. MBJ price negotiations are handled by the College's Auxillary Board. The MBJ price increases have therefore gone through. Several questions were raised by senate members about senate

representation on the Auxillary Board and the role that Campus Affairs and the College Senate may have had in the past in such decisions. Chairperson Sokolski will research these questions.

Chairperson Sokolski then spoke about the presidential search committee. She and Senator Bastas were asked to nominate sixteen members of governance to represent governance in the proceedings. Eight staff and eight faculty members were selected. Six of the staff members that were selected are HEOs. There will also be a general forum that will happen for further input on the presidential search for those not nominated. Hara Bastas encouraged all to attend.

Chairperson Sokolski also spoke about the upcoming HEO survey. She described that originally Oswald Frasier was appointed to Chair the HEO Survey Committee by President Mellow. Evelyn Lowmark will now be the Chair of this committee.

Chairperson Sokolski sent a follow-up email about PAR to Bart Grachan asking for data on W, WU and retention comparing PAR vs. regular students.

Chairperson Sokolski reminded all committees to submit minutes to the Senate from all meetings. She announced that the Senate secretary will soon be responsible for managing all of these committee minutes. She also announced that senator Anthony Hargarves will no longer serve as a senator. His alternate, Thomas Gleisner, will be moved to full-senator. Finally, she announced that Senator Cristy Bruns will chair the February meeting in her absence.

V. Middle States presentation by Reem Jaafar and Justin Rogers-Cooper

Welcome remarks were made by Chairperson Sokolski to both Reem Jaafar and Justin Rogers-Cooper. Reem and Justin briefed the group on the Middle States self-study purpose and process to date. They also shared the names of the nominated members of the steering committee. Questions were raised from the body about this nomination process. For those not selected Reem and Justin described that an application to be part of a “working group” would be an option. This application, they described, would be coming this week. Reem Jaafar confirmed that alumni will be invited to participate in the working groups as well.

Senator Bruns asked the team about the assessment of governance itself as part of the Middle States process. It was confirmed that governance and the Senate would have an opportunity to evaluate itself. Justin Rogers-Copper confirmed that evidence of Senate function and effectiveness will be important for Middle States. This will include the evaluation of agendas and minutes.

VI. Budget Update by Vice President of Administration Shahir Erfran and Executive Director of Finance and Business Tom Hladeck

Shahir Erfan presented on the 2019-2020 budget, outlining the deficits, offsets and savings estimates at the College for the current fiscal year.

VII. Recall of Student Senator

A motion was presented to recall Student Senator James Wu. Vote unanimous. Motion passed.

VIII. Committee Reports

- a. Committee of Committees (Will Fulton, Chair)
Senator Fulton described that committee members are still required for the Transfer Committee, Committee of Faculty and Food Insecurity Committee.
- b. Curriculum Committee (Debra Engel, Chair)
Debra Engel announced that a summary of the Committee's activity will be presented at end of the academic year including minutes.
- c. The Academic Standing Committee (Alexandra Rojas, Chair)
A copy of the draft of the 2020-2021 academic calendar was handed out to all senators. Chairperson Sokolski clarified that the vote on this calendar will be made by the Senate at the next meeting (Feb) to give all senator time for review. Alexandra Rojas reported that this calendar was recently approved unanimously, without changes by academic standing at their last meeting.
- d. Committee on Campus Affairs (Eneida Rivas, Chair)
No updates.
- e. The Committee of Faculty (Leslie Scamacca, Chair)
Chairperson Sokolski announced, on behalf of Senator Scamacca, that the next meeting for this committee will be in February to discuss the wish list and academic freedom workshops.
- f. The Committee on Professional Development (Christopher McHale and Deborah McMillan-Coddington, Co-Chairs).
Chris McHale announced that subcommittees are currently planning events and asked that these be promoted in department meetings. He also reminded faculty and staff that the Provost recently sent out a call for the reporting of scholarship.
- g. The Budget and Finance Committee (Fay Butler, Chair)
No updates.
- h. The Committee of HEO/Alumni/Civil Service (Evelyn Lowmark and Cindy Busch, Co-Chairs)

The committee reported that the HEO survey contract is going through and reiterated that Evelyn Lowmark will be now chairing the group. Sub-committees will be created to develop the messaging encouraging HEOs to take the survey.

i. The Committee of Students (Casey Larson, Chair)

Casey Larson reported that this committee is finalizing wish list.

j. The Committee on Elections (Seurette Bazalais, Chair)

No report.

k. The Executive Committee (Patricia Sokolski, Chair)

No further report.

l. The Committee on Transfer (Ana-Lucia Fuentes, Chair)

Senator Fuentes described that two recent meetings were held. The group has confirmed the responsibilities of this committee for inclusion into the governance plan. Senator Scamacca was given this language. Senator Fuentes described that she would like to bring representatives of the Transfer Committee into the different departments in order to get feedback from faculty. The committee also wants to follow-up with students that have transferred to other Colleges to poll their transfer experiences. Rene Butler is working on the statistics on transfer. This committee needs members including: faculty, staff and students.

m. Ad Hoc Committee on Food insecurity (William Kurzyna and Nicolle Fernandes, Co Chairs)

Senator Kurzyna reported that the group is preparing for food month. An event will be held the first week of March.

IX. Revision of the Governance Plan- Articles 2 and 3

Chairperson Sokolski reported that Senator Scamacca is absent and therefore no revisions to the governance plan were presented. The team will meet in February for further article review.

X. Unfinished Business

None

XI. New Business

Senator Capuano Vela raised a question about low enrollment at the College and the initiatives that the College was undertaking to address this issue. It was reported that the College has hired the firm "FUSE" to reach out to students and that a social-media marketing plan for whole College has been created. Patricia Sokolski will ask at Executive Council how governance can play a role in supporting enrollment.

XII. Announcements

An announcement was made reminding all senators about the memorial for Judith Gazzola which will be held on January 27th at 11am in the M building -main lobby. RSVPs are requested.

XIII. Adjournment

A motion to adjourn the meeting was made by Senator Butler. This was seconded by Senator Rivas. All senators were in favor. The meeting was adjourned at 4:31 pm.

Next Meeting Feb 19, 2020.