

**LaGuardia Community College Minutes for the
College Senate
Meeting April 10, 2019
Room C-446**

Present and Voting

Anthony Pappas (Alumni Association), Douglas DiCarlo (At-Large Instructional Staff), Anita Baksh (At-Large Instructional Staff), Hara Bastas (Faculty Council), Rochell Isaac (Faculty Council), Cheryl McKenzie (At-Large Instructional Staff), Anxhela Bahja (Student Senator), April Cardena (Student Senator), Vergel Reyes (Student Senator), Loretta Capuano-Vela (At-Large Instructional Staff), Anthony Hargraves (At-Large Adjunct), Gail Mellow (College President), Martina Mazalova (Student Senator), Pema Thinle Mahataura Khamba (Student Senator), Abraham Tapia (Student Senator), Diana Zheng Li (Student Senator), Marina Nechayeva (Math, Engineering & Comp. Sc.), Leslie Scamacca (Business and Tech), Patricia Sokolski (Division of Academic Affairs), Evelyn Lowmark (Div. of Admin), Eneida Rivas (Division of Institutional Advancement), Nancy Santangelo (Division of Student Affairs), William Kurzyna (Education and Language Acquisition), Tara Scales (Health Sciences), Cristy Bruns (English), William Fulton (Humanities Dept), Dianne Gordon Conyers (Library), Ana Lucia Fuentes (Natural Sciences), Maria Cook (President's Office),

Guests Members

John Toland, Preethi Radhakrishnan, Alexandra Rojas, Chris McHal, Jenny Palios, Deborah McMillan-Coddington

I. Call to Order

Meeting was called to order by Chair Sokolski at 2:20.

II. Approval of the Minutes of March 27th, 2019

Senator Rivas moved to approve the minutes, with amendments, of March 27th 2019; Senator Cardena seconded. Motion passed unanimously.

III. Chair's Report

Change in agenda.

Next CUNY Faculty Senate will be taking up the issue regarding bullying, which is mostly unspoken for. Chair Sokolski explained that Oswald Fraser was unable to come after he was invited in order to clarify the process of election of Chairs; President Mellow met with Chair Sokolski and offered to come and explain her decision to appoint an interim Chair in the Dept. of Natl. Sciences

CUNY is trying to standardize the credits for prior learning. LaGuardia is already doing this, but it needs to be standardized. Associate University Provost for Planning will oversee this standardizing effort.

IV. Committee Reports:

Academic Standing Committee:

- Martina Mazalova is now the student rep.
- Made presentation at New Faculty Colloquium in March where topics related to policies around academic standing were outlined. Web site is up and running.
- minutes by august
- last meeting: topic regarding academic appeals was discussed

Professional Dev:

- Service training: personal tax form
- substance abuse
- geometry and beauty
- for May, teaching hybrid online
- Question regarding interpreters for meetings:
- Opening sessions committee is actively preparing for Fall (Sept 9th): both faculty and staff
 - Action Equals Change: Response to environmental crisis
 - Suggestion: have an in-memorium to acknowledge
- Global Learning through Diversity sub-committee: name has been changed to Professional development on Diversity and Inclusion.
 - Follow up event on micro-aggressions
- EDIT: 20 application were reviewed; now reviewing 30 applications
- Research Colloquia: presenters were given certificates, encourage to do the same for other activities
- Faculty and Staff Notes sub-committee : Eric Chadler: work re: formatting citations

Ad-hoc exploratory Committee on Mentorship

Ad-hoc Committee on Transfer**Sub-Committee of food and security:**

Coordinated effort with Institutional advancement around food drive.

Ronda Mutton sent out a thank-you note (\$5000 in cash and donations in food).

Looking forward to new members that would like to join the committee.

Committee of Students

Spring-Fest was a success, collected emails and phone numbers in order to keep in touch with interested students.

Committee of Committees:

Seeking members for several committees; make announcement

V. Presentation by President Gail Mellow

President Mellow came in to give context and her perspective on election of Chairs at LaGuardia. The Senate is presently revising the Governance Plan, and President Mellow presented her perspectives regarding the election of Chairs and asked that the Senate consider these perspectives when revising the section dealing with Chair elections. President Mellow clarified that, according to the CUNY bylaws, Departments elect a Chair and make a recommendation to the President of the College who ultimately approves the Chairperson.

Natural Sciences had a three-month opening due to the leaving of Burl Yearwood. President explained that, during the election that took place last month in the Natl. Sciences Dept., a chair was not elected since a majority + 1 was not reached by any one of the candidates.

Due to the revisions being made to the governance plan by the Senate, President Mellow stated that it was important to clarify the process by which she decided to appoint an interim chair in the Natl. Sciences.

President Mellow explained that she felt that it was essential to appoint someone, in the interim three months, who was, in her view, impartial and had not taken sides with one of the candidates during the elections. President Mellow expressed that she was surprised to hear that there was some uneasiness around this interim appointment. President Mellow stated that a motivating factor that lead her to appoint someone who was not on either side of this election was to allow time for those faculty wishing to run for Chair to have open discussions and present their views to all members of the department. President Mellow expressed her view that a divided department that is not in support of the Chair makes the position very difficult. President Mellow reminded those present that

the position of Chair is not an administrative position and that, in this sense, Chairs are the same as all faculty; she re-iterated that making the various decisions that must be made is difficult when a department is divided.

President Mellow recommended that the Senate, when reviewing the governance plan, ensure that the required voting majority is significant in order to ensure support.

President Mellow expressed that she wanted to explain her views to all Senate members.

Questions from Senators and guests:

Q: Was the HRs decision of four rounds based on his own judgement?

A: Senator Maria Cook: Past practice is two rounds as the standard (from past practice).

Q: Thoughts or advice regarding the practice, what were the ramifications of the final vote. What is the mechanism for when the people voting don't know what the dynamics are going to be? Is it ok to request clarification about the procedure?

A: Maria Cook, people should know how elections are conducted (see below for more information provided by Senator Cook).

Q: Having served as an interim Chair, does that disqualify that person from running for the permanent Chair position?

A: No

Final comment by President Mellow: Senate may want to think about what would constitute the number of votes required to win an election -President Mellow recommended 60%.

Presentation by Senator Maria Cook (President's office)

Senator Cook presented various documents relating to Chair elections; the documents Senator Cook brought were the templates given to her by HR (Oswald Fraser, who was the person originally invited to make a presentation about the election process but excused himself due to a prior engagement), as well as a Personnel Advisory Memorandum (which is non-binding). -if anyone would like copies of these documents, please let me know- Senators comments regarding the documentation: the generic nature of the forms does not give room to clarify the voting process or the eligibility to vote for Chair.

Q: regarding number of ballots, is it expected that for the next Natural Science election we should expect two rounds?

A: yes, two rounds

It could be at the HRs member discretion to do more rounds, in many departments four rounds has been past practice. These elements of practice should be known by faculty.

Senator Capuano-Vela made a clarification regarding past practice; during P&B elections there have been up to 10 rounds of voting.

Other Senators made the same observations regarding Chair elections. Several Senators pointed out that in Chair and P&B elections there have been up to 10 rounds of voting.

It was also pointed out that many people in HR are fairly new (hired within the last four years or less) and may not be fully aware of what past practice.

Q: Regarding majority and CUNY bylaws *see my note below

A: Senator Cook pointed that the bylaws are left open for interpretation and the majority can be considered 50% or 50% + 1.

VI. Deborah McMillan-Coddington: Tabletop Training

Members of Campus Security explained the main elements of the table top emergency plan.

After the presentation, suggestion regarding how students can also be trained. Possibility of including a safety training session or direction in the syllabus; this could be part of First-Year Seminar or through the new Ap for LaGuardia students.

Recommendations will be considered, campus security's main objective is the safety of all members of the LaGuardia Community

Posters exist in every room showing the emergency exit from that room.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

LaGuardia App; please take a few minutes: there is a faulty-staff version with maps and procedures

IX. Announcements

Please RSVP for commencement otherwise you will not be able to attend.

X. Adjournment

Motion to adjourn was moved by Senator Rivas Senator Reyes seconded.

Unanimously passed.

Meeting was adjourned at 4:21 pm

Respectfully Submitted by

Senator A. Lucia Fuentes

Secretary of the LaGuardia Community College Senate