

LaGuardia Community College
Minutes for the College Senate Meeting
February 22, 2023
2:15-4:30 pm
E-500 and Zoom

Present and Voting

Cristy Bruns (English), Jean Buckley-Lockhart (Counseling), Cindy Busch (Division of Institutional Advancement), Aimeelyn Calandria (Division of Institutional Advancement), Loretta Capuano-Vella (Division of Enrollment Management), Erika Correa (Division of Adult & Continuing Education), Claudette Davis (Natural Sciences), Donnice Davis-Cooper (Division of Student Success), Douglas DiCarlo (At-Large Instructional), Dianne Gordon Conyers (Library), Gentjana Gurraj (Student), Sumanth Inukonda (Humanities), Rebekah Johnson (ELA), Karamvir Kaur (Division of Administration), Jill Kehoe (Social Science), Daniel Mann (At-Large Adjunct), Ryan Mann-Hamilton (At-Large Instructional), Lucie Mingla (At-Large Instructional), Margaret O’Sullivan (Non-Instructional Staff), Anthony Pappas (Alumni Association), Arianna Pena (Student), Sabine Rospide (President’s Office), Leslie Scamacca (Business and Technology), Suraj Singh (Division of Information Technology), Patricia Sokolski (Division of Academic Affairs), Sandra Sze (MEC), John Toland (Faculty Council), Charis Victory (At-Large Instructional)

Present and Non-Voting

Maritza Acero, Judi Anderson, Habiba Boumlik, Fay Butler, Ken Campanelli, Cheri Carr, Maria Cook, Stefania Dinu, Hugo Fernandez, Bukurie Gjoci, Lori Hughes, Sophia Lopez, Ruben Mercier, Cristina Natale, Wendy Nicholson, Bindu Pillai, Maritza Pritsos, Alex Rojas, Lilla Töke

I. Call to Order

The meeting was called to order at 2:22pm by Chairperson Cristy Bruns.

II. Approval of Agenda

Alternate Senator Singh moved to approve the agenda for the February 22th meeting. This was seconded by Senator Correa. The Senate unanimously approved the agenda for the February 22, 2023 Senate meeting.

III. Approval of Minutes from the January 11, 2023 Meeting

Chairperson Bruns asked if there were any modifications to the January 11, 2023 minutes. Senator Pappas called attention to mistakes in the heading and committee list. The minutes were approved with these minor revisions.

IV. Recall of Student Senators

Secretary Kehoe sent letters of recall to two Student Senators – Chariapod Saiyaara and Gian Castro Manco. Senator Pappas moved to officially recall all three Student Senators. This was seconded by Senator Mann. The motion was approved unanimously.

V. Chair's Report

At the President's Cabinet meeting, Faculty Chair Isaac asked whether administration would be responding to the email regarding safety concerns in the B Building. VP Shahir Erfan said that he sent out a response the previous week. Chairperson Bruns followed up with LaGuardia PSC Chapter Chair Lara Beaty and she distributed VP Erfan's response email.

Faculty Governance Leaders unanimously passed a resolution asking for more faculty governance participation in CUNY Central's Vacancy Review Board as well as the Vacancy Review Boards of individual CUNY college. The resolution recommended public notification of summary data of Vacancy Review Board actions. The Vacancy Review Board at LaGuardia includes VP Shahir Erfan, Provost Billie Gastic Rosado, and HR Director Marta Clark. Chairperson Bruns will meet with Vacancy Review Board members and President Adams to discuss moving forward with the resolution's recommendations. Chairperson Bruns will also request Senate representation on the board. LaGuardia's searches for new VPs and a new Registrar must go through CUNY Central's Vacancy Review Board as they were not far enough along to be exempt from review.

Faculty Governance Leaders also addressed CUNY's new online and transfer initiatives. The online learning initiative is focusing on developing new courses for adult learners, especially those utilizing an asynchronous modality. Potential problems include maintaining the integrity of course curriculum, ownership of curriculum and other intellectual property issues, and competition between CUNY campuses. The transfer initiative is establishing six disciplinary working groups for targeted majors tasked with working toward a goal of universal transfer. An expert faculty member will be assigned to each group. Lubie Alatraste of the UFS is coordinating these working groups and has contacted the chairs of academic departments to identify these faculty participants.

Chairperson Bruns reminded Senate attendees of the importance of letting everyone participate during meetings. Try to restrict your participation to one question/comment, until everyone has had a chance to speak.

VI. Committee Reports

a. Standing Committees

- i. Committee on Committees (Charis Victory, Chair)**
Nothing to report.
- ii. Curriculum Committee (Dilrukshan Wijesinghe, Chair)**
Nothing to report.
- iii. The Academic Standing Committee (Lilla Töke, Chair)**
The Exemption Credit and Attendance policies are still tabled. Revised policies will hopefully be ready for the March 29th Senate meeting. The

Academic Standing Committee appreciated the feedback provided by the Committee of Faculty and Faculty Council regarding the Attendance policy.

The Registrar's Office provided the Academic Standing Committee with a draft calendar for approval. The Academic Standing Committee provided feedback, which the Registrar's Office tried to accommodate.

Senator Sze requested that irregular days be scheduled earlier in the semester to minimize absences late in the term. Chairperson Töke informed the Senate that certain aspects of the schedule are mandated by CUNY and cannot be changed, but she would inquire about whether irregular days fall into this category.

Alternate Senator Cook raised the issue that June 19th is not listed as a holiday under the Spring II section. She also questioned whether this day should be designated as the last day to apply for readmission for Session II and the last day to drop for 100% tuition refund if it is a holiday. Staff clarified that the applications for readmission and dropping a course are electronic activities and therefore can be scheduled on a holiday.

Meeting attendees questioned why Spring II is scheduled to begin before the tentative commencement date. As graduation cannot be scheduled before finals, there are a limited number of in which commencement can be held. The date of commencement is not yet finalized, as venue availability is still uncertain.

Senator Pappas moved to approve the calendar in its current form. This was seconded by Senator Mingla. Senator Mingla reinforced the importance of providing an academic calendar sooner than later. Senator Sokolski cautioned against rushing a vote. Senator Scamacca agreed with Senator Sokolski and requested a more explicit indication of the June 19th holiday. A voice vote was inconclusive. Senator Correa called for a division of the assembly. Chairperson Bruns counted 14 affirmative and 9 negative votes. The motion passed and the academic calendar was approved.

iv. Committee on Campus Affairs (Evelyn Lowmark and Anthony Pappas, Co-Chairs)

Co-Chairs Evelyn Lowmark and Anthony Pappas presented the revised Children on Campus policy. The committee reviewed 32 different policies for reference. They thanked Cheri Carr, Rebekah Johnson, and Thomas Cleary for help with additional revisions.

The current policy eliminates the requirement for students to get advanced approval from their professors in order to bring children into the classroom.

Children must be signed-in upon entrance to the college and instructors must give their approval for children to come into their classroom.

Senators and visitors expressed concern over the policy's requirement to maintain "line of sight or sound" supervision, questioning whether this type of supervision was necessary for children of all ages and if the language was offensive to the visually/hearing impaired.

Chairperson Bruns requested that Senators bring the revised policy back to their constituents. Feedback will be accepted until March 16th so there is time for a Committee on Campus Affairs meeting before the March 29th Senate session.

- v. The Committee of Faculty (Dianne Gordon Conyers and Claudette Davis, Co-Chairs)
Nothing to report.
- vi. The Committee on Professional Development (Deborah McMillan-Coddington and Derek Stadler, Co-Chairs)
Nothing to report.
- vii. The Budget and Finance Committee (Patricia Sokolski, Chair)
The Budget and Finance Committee is meeting more frequently than usual as they are consulting on CUNY-mandated budget cuts. The committee's plan for the budget cuts (2% this year and 5% next year) is currently being reviewed by various campus stakeholders.

The Budget Advisory Committee of the UFS sent out a survey to gauge how transparent each campus is being with regard to budget decisions. Chairperson Bruns and Budget and Finance Committee Chair Sokolski will reply that LaGuardia is appropriately transparent and is consulting with faculty governance.
- viii. The Committee of Staff and Alumni (Cindy Busch and Donniece Davis-Cooper, Co-Chairs)
The Committee of Staff and Alumni continues to follow up on its Employee Engagement Survey, specifically they will address how to include additional employees that did not take the initial survey.
- ix. The Committee of Students (Gentjana Gurraj and Susan Ranjitkar, Co-Chairs)
Nothing to report.
- x. The Committee on Elections (Seurette Bazalais, Chair)
The committee will start planning Fall 2023 Senate elections now that the Senate approved the 2023-2024 Academic Calendar.

- xi. The Executive Committee (Cristy Bruns, Chair)
See above for Chair's Report.
- xii. Transfer Committee (Alexa Duque and Misun Dokko, Co-Chairs)
Nothing to report.
- xiii. Food Insecurity, Justice, and Community Need Committee (Rebekah Johnson, Chair)
The FIJCN Committee will be working with the LaGuardia Humanitarian Initiative on a student/faculty conference at LaGuardia on Wednesday May 24th. There will be another Creative Build Project (formerly known as "Canstruction").

b. Ad Hoc Committees

- i. IT Advisory Committee (Jaime Riccio and Ian McDermott, Co-Chairs)
Nothing to report.
- ii. History Committee (Loretta Capuano-Vella and Charles Keyes, Co-Chairs)
Nothing to report.
- iii. Online Learning Committee (J. Elizabeth Clark and Sandra Sze, Co-Chairs)
Nothing to report.
- iv. Personnel & Budget Article Committee (Patricia Sokolski, Chair)
The committee is in the final stages of the revision process and hopes to be finished by Spring. They will be looking for a student to give perspective on the proposed revisions.
- v. Senate Assessment & Review Committee (Leslie Scamacca, Chair)
The committee is looking for volunteers, particularly staff and students.

c. Non-Senate Committees

- i. Advising Council (Jean Buckley Lockhart, Senate Representative)
Advising training has begun in department meetings.

VII. Senate Parliamentarian's Robert's Rules Refresher Series

Senate Parliamentarian Scamacca presented a Robert's Rules Refresher on old business, unfinished business, and new business. Senators and visitors were educated on the difference between old, unfinished, and new business and how these portions of the agenda let the Senate body reconsider matters already disposed of, continue with matters currently not completed, and introduce new items for consideration.

Parliamentarian Scamacca added that committee reports can either offer information about what the committee has been doing and/or ask Senators to decide a question by including a motion at the end of the report. She discussed the importance of respecting the work done by the committees of the Senate. If the Senate is asked to vote on a policy

already approved by a committee, it should presume that the committee reviewed the policy with the appropriate thoroughness and elicited sufficient feedback from all constituencies. As stated in Robert's Rules, meeting attendees should voice pros and cons of the stated motion, not attempt to make adjustments that are not included in the motion.

VIII. Unfinished Business

None.

IX. New Business

None.

X. Announcements

Senator Capuano-Vela is looking for volunteers to call new students. Volunteers will be assigned 20 students each and will be given guidelines on what to say during phone calls. Please email her if you are interested.

XI. Adjournment

A motion to adjourn the meeting was made by Senator Correa. This was seconded by Senator Capuano-Vella. The meeting was adjourned at 4:36pm.

Next Meeting: March 29, 2023