

LaGuardia Community College
Minutes for the College Senate Meeting
March 29, 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), J. Elizabeth Clark (At-Large Instructional), Erika Correa (Division of Adult & Continuing Education), Claudette Davis (Natural Sciences), Donniece Davis-Cooper (Division of Student Affairs), Douglas DiCarlo (At-Large Instructional), Gentjana Gurraj (Student), Sumanth Inukonda (Humanities), Rochell Isaac (Faculty Council), Rebekah Johnson (ELA), Karamvir Kaur (Division of Administration), Jill Kehoe (Social Science), Theresia Litvay-Sardou (Division of Information Technology), Ian McDermott (Library), 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), Patricia Sokolski (Division of Academic Affairs), Sandra Sze (MEC), Charis Victory (At-Large Instructional)

Present and Non-Voting

Maria Cook, Alexa Duque, Hugo Fernandez, Sunil Gupta, Liz Iannotti, Lloyd Klein, Marta Kowalczyk, Evelyn Lowmark, Dionne Miller, Alex Rojas, Suraj Singh, Derek Stadler, Joseph Taveras, Lilla Töke, Phillip Torres,

I. Call to Order

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

II. Approval of Agenda

The Senate unanimously approved the agenda for the March 29, 2023 Senate meeting.

III. Approval of Minutes from the February 22, 2023 Meeting

Chairperson Bruns requested that the following changes be made to the February 22, 2023 minutes to offer additional clarity.

- The phrase “governance will be involved in the selection process” should be replaced with “a member of the UFS is coordinating these working groups and has contacted the chairs of academic departments to identify these faculty participants.”
- The term “CUNY-mandated” should be added to the discussion of LaGuardia’s budget cuts to clarify where these cuts are coming from.
- The name of the UFS member coordinating the transfer working groups is Lubie Alatraste.

Chairperson Bruns asked if there were any other modifications. Hearing none, the minutes were approved with the changes suggested by Chairperson Bruns.

IV. Vote on Curriculum Committee Consent Calendar Items from March 16, 2023

A motion to approve the curriculum committee consent calendar items from March 16, 2023 was made by Senator Pappas. This was seconded by Senator Correa. **Vote: Aye-23, Nay-0, Abstain-0.** The Curriculum Committee consent calendar items from March 16, 2023 were approved.

V. Recall of Student Senators

Chairperson Bruns spoke with Student Senators Susan Ranjitkar and Ali Asad about their continued participation. Both Student Senators indicated they needed to step down from the Senate. Senator Sokolski moved to officially recall the two Student Senators. This was seconded by Senator Busch. The motion was approved unanimously.

VI. Vote on Children on Campus Policy

Chairperson Bruns pointed out that the words “in the visitors log” were missing from the policy for employees, but were included in the policy for students. Committee on Campus Affairs Co-Chair Lowmark indicated she would make the change to incorporate the missing words. Co-Chairs Lowmark and Pappas summarized the comments from the most recent round of feedback. Six individuals submitted feedback – three requesting to clarify faculty responsibilities, two requesting additional language to make distinctions between the expectations surrounding children of different ages on campus, two requesting the removal of the phrase “not permitted” in reference to children on campus, and one requesting clarification on the login/logout process. The Committee on Campus Affairs discussed all comments submitted and made the decision to advance the current proposed policy to the Senate for approval.

Senator Inukonda raised concerns about whether the proposed policy could or would be used to sanction faculty and questioned if the policy should make distinctions between how older and younger children should be supervised on campus. Alternate Senator McDermott expressed concern that the policy was ambiguous enough to cause members of the college community to interpret it in different ways, leading to children needlessly being turned away. Senator Pappas clarified that policy implementation is not the purview of the Senate. Senators Scamacca, Isaac, and Clark spoke about how the revision process and the solicitation of feedback improved the policy and highlighted the importance of shared governance. **Vote: Aye-20, Nay-3, Abstain-1.** The Children on Campus policy was approved.

VII. Vote on Exemption Credit Policy

The proposed Exemption Credit policy stipulates that degree students and students enrolled in the Early College High School program are eligible to earn exemption credits. The current policy only allowed degree students to earn exemption credits. Senator Correa moved to accept the proposed Exemption Credit policy. This was seconded by Senator O’Sullivan. The Senate voted unanimously to approve the policy in a voice vote.

VIII. Vote on Attendance Policy

Chair Töke and the Academic Standing Committee sought feedback from Faculty

Council and the Committee of Faculty before drafting the proposed Attendance policy. The proposed policy intends to (1) include participation rather than only physical attendance; (2) use student facing language; (3) ensure that all faculty are in compliance with the policy; (4) give more flexibility to departments/programs; and (5) be more in line with other CUNY attendance policies. The Academic Standing Committee will draft model language for departments/programs to consider in developing their own policies. The committee will reinforce the importance of a clear and detailed syllabus that includes the attendance policy of the course.

Senator Pappas expressed concern about allowing departments/programs to develop their own policies as students may be confused with varying policies. He would like to see the model language drafted by the Academic Standing Committee before the policy is voted on. Senator Clark echoed the previous comments, fearing that implementing multiple policies will not set students up for success. She reminded the body about the relationship between attendance and retention. Chair Töke clarified that there are other policies that are department, or even course specific, such as grading. She added that the vast majority of colleges leave attendance decisions up to individual instructors. Senator Rospide stressed the importance of proper implementation, making sure students are aware of course policies. The Senate voted to approve the policy in a voice vote.

IX. Vote on 2023-2024 Senate Calendar

Senators were presented with the draft Senate calendar for 2023-2024. Chairperson Bruns explained that the additional meeting scheduled in October is intended to be used as an onboarding meeting for new Senators. This meeting is important for Senator training and for getting to know Executive Committee candidates prior to elections. Senator Pappas moved to accept the draft 2023-2024 Senate Calendar. This was seconded by Senator Correa. The Senate voted unanimously to approve the calendar in a voice vote.

X. Chair's Report

Chairperson Bruns and Faculty Council President Isaac signed on to a letter from CUNY Chairs raising concerns about CUNY Central's Vacancy Review Board. Soon after, potentially as a result of the letter, CUNY Central made changes to the VRB process. Key changes include that CUNY Central VRB submission is not required for positions that are either budget-neutral or result in cost-savings. Even though it is not required, LaGuardia intends to submit budget-neutral and cost-saving hires to CUNY Central's VRB. As the college is in a significant deficit, LaGuardia administration views submitting all hires to the VRB as a demonstration of financial accountability.

Faculty governance leaders would like to see more governance input regarding the CUNY Central Vacancy Review Board (VRB) and local college VRBs. Chairperson Bruns raised this issue with LaGuardia's administration and, in the interest of transparency, invited her to join the LaGuardia VRB. As she serves on the President's Cabinet and is already privy to confidential information, her joining the VRB made sense. Chairperson Bruns reported that LaGuardia has 122 fewer staff members now as compared to 2019. The college community can help by noticing shortcomings and using the Senate as a locus on communication.

An insulting Student Profile from 2018 was found on the college's website. Its discovery prompted a scrubbing of the website and President Adams to issue a public apology.

LaGuardia welcomed Benjamin Rohdin as new Vice President for Enrollment Management. The Senate will invite him to a future meeting to introduce himself.

Alternate Senator Ryan Mann-Hamilton offered to serve as the Senate representative on the Greenway Project Planning Committee. He was the only Senator to volunteer. He has previous involvement with the Greenway project through his work with the President's Society Environment.

VP Manny Romero hosted a discussion at the President's Cabinet around campus identity, specifically if we want to be referred to as LaGuardians or Red Hawks.

XI. Committee Reports

a. Standing Committees

- i. Committee on Committees (Charis Victory, Chair)
Please let Chair Victory know of any committee membership needs, she has volunteers waiting to join.
- ii. Curriculum Committee (Dilrukshan Wijesinghe, Chair)
See above for curriculum approval.
- iii. The Academic Standing Committee (Lilla Toke, Chair)
See above for votes on Exemption Credit and Attendance policies.
- iv. Committee on Campus Affairs (Evelyn Lowmark and Anthony Pappas, Co-Chairs)
See above for vote on Children on Campus policy.
- 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)
The Ruhma Choudhury Research Colloquium will be held May 26 from 1:00-3:00 p.m. Opening Sessions is scheduled for September 6, 2023. They are still working on a theme/keynote speaker at this time. In-Person workshops to be offered this semester will be on: skin cancer (Health Sciences faculty), math games (MEC faculty), and writing and publishing an academic monograph (English faculty). Most of these workshops will take place in April and May.

A new subcommittee will be created and charged with developing an awards event to be held annually starting in Spring 2024 for both faculty and staff. This Spring the College will only honor faculty and staff for years of service. The initial task of the new subcommittee will be to develop an awards program, the criteria, and selection process. The criteria and selection process will be different for faculty and for staff, but the hope is that the process and standards can be ready by the fall and the awards given in Spring of 2024.

- vii. The Budget and Finance Committee (Patricia Sokolski, Chair)
The committee is meeting this week and is interested in doing a budget presentation for the Senate at an upcoming meeting.
- viii. The Committee of Staff and Alumni (Cindy Busch and Donniece Davis-Cooper, Co-Chairs)
The committee continued to discuss the Employee Engagement Survey and are awaiting a quote to include part-time employees in the survey. They also discussed the hiring freeze and strategies for addressing concerns.
- ix. The Committee of Students (Gentjana Gurraj and Susan Ranjitkar, Co-Chairs)
The Committee of Students helped provide feedback at the Online Learning Committee meeting.
- x. The Committee on Elections (Seurette Bazalais, Chair)
The Committee on Elections will start its work now that the Senate approved the 2023-2024 calendar. Everyone's help is needed for recruitment.
- 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 is working to help the LaGuardia Humanitarian Initiative with their May 24th student conference.

b. Ad Hoc Committees

- i. IT Advisory Committee (Jaime Riccio and Ian McDermott, Co-Chairs)
The committee updated the website with information for students needing IT equipment. Remote printing will be available at the college soon. LinkedIn Learning will be discontinued on April 18th. There are changes to Blackboard, please consult your chair for details.
- 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 should have a draft article by the end of Spring 2023.

v. Senate Assessment & Review Committee (Leslie Scamacca, Chair)
Nothing to report.

c. Non-Senate Committees

i. Advising Council (Jean Buckley Lockhart, Senate Representative)
Advisement 3.0 is up and running. Emails to students informing them of their mentors were sent out on March 22nd.

XII. Unfinished Business

None.

XIII. New Business

None.

XIV. Announcements

Evelyn Lowmark announced the LaGuardia 5k run will be held in October. Volunteers and runners are needed.

XV. Adjournment

The meeting was adjourned at 3:56pm.

Next Meeting: April 26, 2023