

LaGuardia Community College
College Senate Meeting
November 9, 2022
2:15-4:30 pm
E-501 and Zoom

Present and Voting

Asad Ali (Student), Cristy Bruns (English), Jean Buckley-Lockhart (Counseling), Cindy Busch (Division of Institutional Advancement), Aimeelyn Calandria (Division of Institutional Advancement), Loretta Capuano-Vella (Enrollment Management), J. Elizabeth Clark (At-Large Instructional), Erika Correa (Division of Adult & Continuing Education), Claudette Davis (Natural Sciences), Donniece Davis-Cooper (Division of Student Success), Douglas DiCarlo (At-Large Instructional), Dianne Gordon Conyers (Library), Gentjana Gurraj (Student), Sumanth Inukonda (Humanities), Rochell Isaac (Faculty Council), JongWook “Ryan” Jhin (SGA President), Rebekah Johnson (ELA), Karamvir Kaur (Division of Administration), Jill Kehoe (Social Sciences), Margaret O’Sullivan (Non-Instructional Staff), Anthony Pappas (Alumni Association), Arianna Pena (Student), Susan Ranjitkar (Student), Eneida Rivas (At-Large Instructional Staff), Sabine Rospide (President’s Office), Chrajapod Saiyaara (Student), Tara Scales (Health Science), Leslie Scamacca (Business and Technology), Patricia Sokolski (Division of Academic Affairs), Sandra Sze (MEC)

Present Non-Voting

Evelyn Carrasco, Misun Dokko, Debra Engel, Paul Fess, Albert Jimenez, Marta Kowalczyk, Jaime Riccio, Derek Stadler, Julio Torres, Lilla Toke, Charis Victory

I. Call to Order

The meeting was called to order at 2:39pm by Chairperson Cristy Bruns.

II. Approval of Agenda

Senator Rivas moved to approve the agenda with the minor revision of correcting the date at the top of the page. This was seconded by Senator Busch. The Senate unanimously approved the agenda for the November 9, 2022 Senate meeting with the aforementioned change.

III. Approval of Minutes from the October 26, 2022 Meeting

Chairperson Bruns requested that the draft minutes be revised to better reflect the conversation at the President’s Cabinet meeting. The minutes should state that Chairperson Bruns emphasized that work on the Senate should be considered an important contribution to the college in reappointment, promotion, tenure, *and performance evaluations*. This revised statement better reflects that Senate work should be valued for both faculty and staff.

IV. Vote on Curriculum Committee Consent Calendar Items from October 27, 2022

A motion to approve the curriculum committee consent calendar items from October 27, 2022 was made by Senator Pappas. This was seconded by Senator Davis-Cooper. **Vote:**

Aye-29, Nay-0, Abstain-1. The Curriculum Committee consent calendar items from October 27, 2022 were approved.

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

Parliamentarian Scamacca delivered a Rules Refresher Series presentation entitled "The Power of the Membership." Parliamentarian Scamacca reviewed the chair and parliamentarian positions, making motions and amendments, calling the question, raising points of personal privilege, requests for information, points of parliamentary inquiry, and points of order.

VI. Invitation of Manuel Romero, Vice President of Communications and External Affairs

Vice President of Communications and External Affairs Manny Romero attended the meeting to introduce himself and update the Senate on changes to his area. The Division of Communications and External Affairs will now operate as its own division, instead of as a part of the Division of Institutional Advancement. VP Romero and his team will focus on advertising campaigns, including amplifying and promoting student, staff, faculty achievements internally and externally. The weekly Campus Update newsletter will serve as a more centralized communication tool for all campus news and information. VP Romero encouraged college personnel to highlight on-campus events by submitting content, including photographs, for the newsletter. The Campus Update will be shared with LaGuardia faculty and staff as well as CUNY Presidents, CUNY Central, alumni, and donors. Senate news was included in the last Campus Update and will be included in the future. Student Affairs may revamp their student newsletter in the future. The Division of Communications and External Affairs is also developing a new website with a new content management system. Departments will be consulted to develop and update content on their respective webpages.

VII. Vote on the Revised Governance Plan

Chairperson Bruns thanked the Governance Plan Revision Committee including Loretta Capuano-Vella, Nancy Santangelo, Anthony Pappas, Fay Butler Patricia Sokolski, Gary Vollo, Steven Ovadia, Douglas DiCarlo, Preethi Radhakrishnan, and Chair Leslie Scamacca. As no concerns were submitted prior to the November 9th meeting, the Senate voted on the Governance Plan in its entirety. Senator Correa moved to approve the Governance Plan as revised. This was seconded by Senator Davis-Cooper. **Vote: Aye-29, Nay-0, Abstain-1.** The motion to approve the revised Governance Plan was approved. The body will vote on the Governance Plan again at the November 30th meeting.

VIII. Committee on Committees Election

As stated in the Governance Plan, the Committee on Committees requires seven members, two of whom must be students. Senator Capuano-Vella nominated Alternate Senator Victory. Alternate Senator Victory nominated Senator Capuano-Vella. Senator Gordon Conyers nominated herself. Senator Buckley-Lockhart nominated herself. Senator Scales nominated herself. All five nominees accepted their nominations. Senator Isaac moved to elect the five nominees. This was seconded by Senator O'Sullivan. The Senate unanimously elected Senator Capuano-Vella, Gordon Conyers, Buckley-Lockhart,

Scales, and Alternate Senator Victory to serve on the Committee on Committees. Elections for student members will take place at the November 30th meeting of the Senate. Chairperson Bruns charged the newly staffed Committee on Committees to recruit members for the Committee on Elections and the Committee on Campus Affairs.

IX. Chair's Report

At its October 31st meeting, the Executive Committee elected Senator Scamacca to serve as Parliamentarian.

The full text of the videoconferencing resolution is now available on the Senate's website, in accordance with New York State law. Video recordings of Senate meetings will be posted soon.

After the Senate approved the vacancy policy at the October 26th meeting, Chairperson Bruns sent an email looking for Senate volunteers. She received ten responses. The Executive Committee will appoint new Senators, selected from these ten volunteers.

Senator Capuano-Vella and Alternate Senator Victory are representing the Senate on the search committee for the Vice President of Enrollment Management. There will also be an upcoming search for a new Vice President of Student Success.

Chairperson Bruns spoke at the New Faculty Colloquium, informing new faculty about the Senate including opportunities for involvement in shared governance.

The Committee on Campus Affairs is in need of student members. Currently, the committee is working with HR Director Marta Clark on the children on campus policy. Chairperson Bruns reminded Senators that feedback on the children on campus policy should come through Senate representatives. Both the Committee on Campus Affairs and the Senate should emphasize open communication, transparency, and respecting diverse opinions during this process. Significant confusion regarding the procedure to address policies/issues such as this prompted the suggestion of reminding the college community about how the Senate functions. Visits to departmental and divisional meetings for a "Senate101" presentation may be helpful. The new LaGuardia Senate YouTube channel may also be a good place for educational videos on shared governance and/or parliamentary procedure.

X. Committee Reports

a. Standing Committees

- i. Committee on Committees (Vacant, Chair)
See above for Committee on Committees election.
- ii. Curriculum Committee (Debra Engel, Chair)
See above for curriculum approval.

- iii. The Academic Standing Committee (Lilla Toke, Chair)
The Academic Standing Committee is looking for a student representative who can attend Monday meetings from 2:00-4:30pm. The committee will be tackling the attendance and exemption credit policies next.
- iv. Committee on Campus Affairs (Eneida Rivas, Chair)
Nothing to report.
- v. The Committee of Faculty (Dianne Gordon Conyers and Claudette Davis, Co-Chairs)
The Committee of Faculty elected Senators Gordon Conyers and Davis to serve as co-chairs. Senator Davis will also serve as secretary.
- vi. The Committee on Professional Development (Deborah McMillan-Coddington and Derek Stadler, Co-Chairs)
The Committee on Professional Development will hold its Fall meeting on Tuesday November 15th at 1:00pm.
- vii. The Budget and Finance Committee (Patricia Sokolski, Chair)
The Budget and Finance Committee is hosting a townhall on Tuesday November 15th from 4:00-5:30pm in C-103 and on Zoom. Look out for an upcoming email announcement with the information and Zoom link.
- viii. The Committee of Staff and Alumni (Cindy Busch and Donniece Davis-Cooper, Co-Chairs)
The Committee of Staff and Alumni elected Senators Busch and Davis-Cooper to serve as co-chairs. Senator Rospide will serve as secretary. The committee will meet on November 17th.
- ix. The Committee of Students (Vacant, Chair)
Nothing to report.
- x. The Committee on Elections (Seurette Bazelais, Chair)
Nothing to report.
- xi. The Executive Committee (Cristy Bruns, Chair)
See Chair's report.
- xii. Transfer Committee (Alexa Duque and Misun Dokko, Co-Chairs)
The Transfer Committee is restructuring the committee, establishing a plan of action, and exploring how the committee can contribute to AcMo 2.0.
- xiii. Food Insecurity, Justice, and Community Need Committee (Madelyn Nieves and Rebekah Johnson, Co-Chairs)
LaGuardia's winter self-care drive is welcoming toiletries and monetary donations. Donations can be dropped off at C-107.

b. Ad Hoc Committees

- i. Governance Plan Revision Committee (Leslie Scamacca, Chair)
See Vote on the Revised Governance Plan
- 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)
Nothing to report.
- v. Personnel & Budget Article Committee (Patricia Sokolski, Chair)
The Personnel & Budget Article Committee had its first meeting and members began reviewing relevant documents.

c. Non-Senate Committees

- i. Advising Council (Jean Buckley Lockhart, Senate Representative)
Nothing to report.
- ii. Enrollment Management Planning Group (Jill Kehoe, Senate Representative)
The EMPG continues to meet and discuss faculty's role in recruitment, advisement, registration, and retention.

XI. Unfinished Business

None.

XII. New Business

Members discussed making modifications to the existing Senate agenda structure including:

- Having an open forum for community to directly engage with the Senate
- Moving committee reports to earlier in the meeting to accommodate non-Senator colleagues
- Adding Faculty Council and Student Government Association reports

XIII. Announcements

Faculty Council's Tenure and Promotion Forum is November 10th at 2:00pm on Zoom.

XIV. Adjournment

A motion to adjourn the meeting was made by Senator Pappas. This was seconded by Senator Rivas. The meeting was adjourned at 4:35pm.

Next Meeting: November 30, 2022