

LaGuardia Community College  
**College Senate Meeting**  
September 14, 2022  
2:15-4:30 pm  
E-111 and Zoom

**Present and Voting**

Cristy Bruns (English), Jean Buckley-Lockhart (Counseling), Cindy Busch (Division of Institutional Advancement), Loretta Capuano-Vella (Enrollment Management), Erika Correa (Division of Adult & Continuing Education), Claudette Davis (Natural Sciences), Douglas DiCarlo (At-Large Instructional), Crystal Franklin (President's Office), Dianne Gordon Conyers (Library), Nick Hetherington (Student), Sumanth Inukonda (Humanities), Rochell Isaac (Faculty Council), Rebekah Johnson (ELA), Jayashree Kamble (At-Large Instructional), Jill Kehoe (Social Sciences), Theresia Litvay-Sardou (Division of Information Technology), Margaret O'Sullivan (Non-Instructional Staff), Anthony Pappas (Alumni Association), Karen Pinckney (Division of Administration), Eneida Rivas (At-Large Instructional Staff), Tara Scales (Health Science), Leslie Scamacca (Business and Technology), Patricia Sokolski (Division of Academic Affairs), Sandra Sze (MEC), Charis Victory (Division of Student Affairs)

**Present and Non-Voting**

Gian Castro, Randy Changoo, J. Elizabeth Clark, Alexa Duque, Debra Engel, Janet Gonzalez, Gentjana Gurraj, Marta Kowalczyk, Ian McDermott, Madelyn Nieves, Alexandra Portillo Najera, Maritza Pritzos, Susan Ranjitkar, Jaime Riccio, Alex Rojas, Sabine Rospide, Derek Stadler, Lilla Toke,

**I. Call to Order**

The meeting was called to order at 2:30pm by Chairperson Cristy Bruns.

**II. Resolution to Allow Videoconferencing**

Senator Capuano-Vella motioned to approve the LaGuardia Community College Senate Resolution for Videoconferencing. This was seconded by Senator Pappas. The Senate unanimously voted to approve the resolution. Following the vote, videoconferencing was enabled allowing for remote Senate attendance.

**III. Approval of Minutes from the September 14, 2022 Meeting**

Chairperson Bruns asked if there were any modifications to the September 14, 2022 minutes. Hearing none, the minutes were approved.

**IV. Invitation of Executive Director of Diversity, Equity, and Inclusion Wendy Nicholson to Discuss the Social Equity Project**

Executive Director of Diversity, Equity, and Inclusion Wendy Nicholson attended the Senate to discuss her upcoming Social Equity Project. Since her last presentation on the project, there have been changes to its proposed methodology. Executive Director

Nicholson originally planned to elicit campus-wide feedback regarding social equity via survey. However, as the college already carried out the Collaborative on Academic Careers in Higher Education (COACHE) and Employee Engagement surveys, and is planning to conduct the COACHE survey again next year, another set of surveys may not be the best course of action. Currently, Executive Director Nicholson and collaborators Rachel Boccio and Nathan Tosh, are discussing how to utilize existing data and gather new data to gain perspective on how to better create a diverse, equitable, and inclusive community at LaGuardia for students, faculty, and staff.

**V. Vote on Curriculum Committee Consent Calendar Items from September 29, 2022**

A motion to approve the curriculum committee consent calendar items from September 29, 2022 was made by Senator Sokolski. This was seconded by Senator Busch. **Vote: Aye-23, Nay-0, Abstain-0.** The Curriculum Committee consent calendar items from September 29, 2022 were approved.

**VI. Governance Plan Open Forum**

Governance Plan Revision Committee Chair Scamacca requested any additional feedback be sent to the committee as soon as possible so that revisions can be made before the upcoming November vote. Senators reviewed several potential changes to the Governance Plan.

*Article III: Composition of the Senate, Section I: Distribution of Membership*

Currently, the Governance Plan dictates that instructional staff shall elect a total of four Senators-at-Large. The proposed changes dictate that there shall be two Senators elected by instructional and non-instructional staff to represent the community at-large, one Senator elected by CLTs, one Senator elected by HEOs, and one elected by faculty. Changes to at-large Senate seats to align more with specific constituencies are intended to improve communication between Senators and those that they represent as well as to potentially increase interest in serving on the Senate.

*Article III: Composition of the Senate, Section II: Changes to Senate Composition*

The revised Governance Plan includes a new section on adding to the Senate membership and offers clarity for removal of membership. Section II stipulates that a Senate seat may be considered for addition or removal to the College Senate, outlining who may make the request, and documenting the procedure for approving the addition or recall.

*Article III: Composition of the Senate, Section VI: Term of Office*

The current Governance Plan specifies that non-Student Senators shall have two-year terms. The revised Governance Plan proposes that non-Student Senators should instead serve three-year terms. The rationale for the change includes allowing for additional time for Senators to get adjusted to working in governance, being able to see through Senate initiatives to their completion, and streamlining the work of the Committee on Elections.

The revised Governance Plan includes an amendment restricting the number of consecutive terms a Senator can serve for a particular constituency to three. Limiting consecutive terms encourages new voices on the Senate. Senators considered how term

limits might impact filling Senate seats, especially in smaller departments/divisions and interest in Senate leadership positions.

#### **VII. Vote on Final Report of the Ad Hoc Online Learning Committee**

Senator Pappas moved to accept the report of the Ad Hoc Online Learning Committee. This was seconded by Senator Inukonda. The motion was approved unanimously. The 43 recommendations are not policy enacting, but will be considered by relevant parts of the college for future implementation.

#### **VIII. Chair's Report**

At the meeting of the CUNY Council of Faculty Governance Leaders, CUNY's Executive Vice Chancellor and University Provost Wendy Hensel attended to discuss the CUNY Strategic Plan. Chairperson Bruns stressed community college representation due to differences in teaching. Chairperson Bruns also broached the issue of four-year colleges attempting to dictate the curriculum of two-year colleges in articulation agreements.

The college will be changing learning management systems, transitioning from Blackboard to D2L Brightspace. Members of the committee that chose the new system are not made public so that businesses cannot lobby to be selected. Unfortunately, LaGuardia was not represented on this committee.

Chairperson Bruns gave a presentation on shared governance at the President's Cabinet meeting, emphasizing the important role of staff on the Senate.

Craig Greene was appointed new Executive Chief Diversity Officer and Title IX Coordinator. He will be welcomed at a Senate meeting in the near future.

The COACHE survey will be disseminated in early 2023, chaired by Faculty Council President Isaac. Chairperson Bruns is on the committee as well.

Fall 2022 enrollment numbers were alarmingly low, even compared to other CUNY institutions.

Chairperson Bruns reminded Senators that there are approximately 300 Research Foundation employees working at the college. This constituency does not have its own Senator, so it is important that Senators make sure they communicate with this segment of the LaGuardia community.

At the October 26<sup>th</sup> meeting of the Senate we will elect new Senate leadership. The Executive Committee will meet on Monday October 17<sup>th</sup> to discuss how best to conduct the secret ballot for in-person and online meeting attendees.

## **IX. Committee Reports**

### **a. Standing Committees**

#### **i. Committee on Committees (Charis Victory, Chair)**

The Committee on Committees is continuing its work bringing awareness to the Senate by improving marketing efforts and building future governance leaders.

#### **ii. Curriculum Committee (Debra Engel, Chair)**

The Curriculum Committee met twelve times during the 2021-2022 year, approving 58 items including eight articulation agreements. The committee created a template for information items and designed and approved a more user friendly course proposal form.

#### **iii. The Academic Standing Committee (Lilla Toke, Chair)**

The Academic Standing Committee passed the stand alone no credit policy and the repeat course policy. They conducted its workshop on academic policies and updated the college catalog and Academic Standing website. Newly elected Chairperson Lilla Toke looks forward to working on online learning policies based on the recommendations of the Online Learning Committee.

#### **iv. Committee on Campus Affairs (Eneida Rivas, Chair)**

The committee drafted and passed the new Battery Powered Personal Transportation Policy. Chairperson Brunns filled in for Committee Chair Rivas to oversee a meeting of the Committee on Campus Affairs with HR Director Clark and other college stakeholders to discuss potential clarifications to the children on campus policy. Currently, children are allowed on campus for family events or for brief visits up to 30 minutes. The group considered utilizing a form granting children access to campus for up to two hours.

#### **v. The Committee of Faculty (Leslie Scamacca and Dianne Gordon Conyers, Co-Chairs)**

The Committee of Faculty focused on ensuring both a safe return to campus and high quality online education, addressing topics including vaccination requirements, registration, enrollment numbers, course modalities, and extracurricular activities. Other initiatives included an academic freedom resolution, degree certification, and the new student evaluation measure.

#### **vi. The Committee on Professional Development (Deborah McMillan-Coddington and Derek Stadler, Co-Chairs)**

The Committee on Professional Development organized eight workshops through the In-Service Training Subcommittee, a “50 Years of Innovation, Excellence, & Ingenuity: Building a Bright Future Together” themed Opening Sessions, the Ruhma Choudhury Research Colloquium, and the “Return to Campus – What it Means to Me” themed Faculty, Staff and Student

interactive session through the Professional Development on Diversity and Inclusion Subcommittee.

- vii. The Budget and Finance Committee (Patricia Sokolski)  
The Budget and Finance Committee met every month, including during the summer. They passed a resolution to ensure a full budget report is given each year by the President as well as more specific departmental/divisional budgets. The committee offered recommendations on how to best use CARES Act money, but CUNY directed that the money was to be put toward the college's deficit.
- viii. The Committee of Staff and Alumni (Eneida Rivas and Evelyn Lowmark, Co-Chairs)  
The Committee of Staff and Alumni met with different departments and divisions to discuss results of the Employee Engagement Survey and any changes made since the administration of the survey.
- ix. The Committee of Students (Vacant, Chair)
- x. The Committee on Elections (Seurette Bazalais, Chair)  
The Committee on Elections completed the Fall 2022 elections despite low voting numbers and low interest in filling Senate seats. There are no At-Large Alternate Senators and no Adjunct Senator. Only 63 students voted for Student Senators, which is 0.6% of the student population. Two elected Student Senators have already stepped down and no Alternate Student Senators were elected due to limited candidacies.
- xi. The Executive Committee (Cristy Bruns, Chair)  
The Executive Committee drafted its year-end report detailing its accomplishments and how they reflect the various responsibilities of the Senate. A copy of the report was emailed to outgoing Senators.
- xii. Transfer Committee (Jayashree Kamble and Alexa Duque, Co-Chairs)  
Nothing to report.
- xiii. Food Insecurity, Justice, and Community Need Committee (Madelyn Nieves and Rebekah Johnson, Co-Chairs)  
The FIJCN Committee held successful drives for food and other necessities, participated in Spring fest, the Spring forum on food insecurity, and the can-structure contest on campus.

b. Ad Hoc Committees

- i. Governance Plan Revision Committee (Leslie Scamacca, Chair)  
Voting on the newly revised Governance Plan will take place on November 9<sup>th</sup> and 30<sup>th</sup>.

- ii. IT Advisory Committee (Jaime Riccio and Ian McDermott, Co-Chairs)  
The IT Advisory Committee met monthly to identify the IT needs of faculty, staff, and students, covering communication initiatives, securing campus space for virtual learning, equipment distribution, and printing resources. The committee advised on CARES Act spending and will conduct a survey this Fall to assess additional technology needs.
- iii. History Committee (Loretta Capuano-Vella and Charles Keyes, Co-Chairs)  
The History Committee began its effort to conduct radio interviews with past Senate members, conducting its inaugural interview with Charles Keyes. Look for an upcoming interview with long-time Senator Nancy Santangelo who recently retired from LaGuardia after over four decades of service.
- iv. Online Learning Committee (J. Elizabeth Clark and Sandra Sze, Co-Chairs)  
The Senate approved the Online Learning Committee's final report at its September meeting.

c. Non-Senate Committees

- i. Advising Council (Jean Buckley Lockhart, Senate Representative)  
Registration for Spring 2023 will begin on November 1<sup>st</sup>. Advisement 3.0 will be rolled out in Spring 2023.
- ii. Enrollment Management Planning Group (Jill Kehoe, Senate Representative)  
Previous efforts by the EMPG focused on student communications, timely responses to student requests for assistance, and providing personalized attention. In 2022-2023 the group will prioritize looking at faculty's role in recruitment, advisement, registration, and retention.

**X. Unfinished Business**

None.

**XI. New Business**

None.

**XII. Announcements**

Senator Capuano-Vella and Litvay-Sardou announced the re-opening of the B-333 computer lab, Monday through Friday from 9am-8pm.

Senator Rivas is retiring in December after 41 years at LaGuardia. The Senate will need to fill her vacant seat and her many leadership positions. We wish her well.

**XIII. Adjournment**

A motion to adjourn the meeting was made by Senator Franklin. This was seconded by Senator Victory. The meeting was adjourned at 4:37pm.

**Next Meeting: October 26, 2022**