

The College Senate of LaGuardia Community College  
2022 – 2023 Year-end Report (October 2022 – August 2023)  
*Approved by the College Senate on September 13, 2023*

In 2022-2023 the College Senate of LaGuardia Community College, through the work of its committees, carried out its responsibilities, which are enumerated in the Governance Plan (2009), as follows:

A. Establish and protect the academic standards of the College.

*Academic policies approved*

- The Academic Standing Committee revised the Attendance policy which the Senate reviewed and approved on March 29, 2023.
- The Academic Standing Committee revised the Exemption Credit policy which the Senate reviewed and approved on March 29, 2023.

B. Set qualifications for degrees, requirements for matriculation, and scholarship standards; the faculty, however, shall reserve the right to confer degrees.

*Certification of Degrees*

The Senate's Committee of Faculty certified degrees on November 30, 2022, for Spring 2022 graduates and on June 7, 2023, for Fall 2022 graduates.

C. Review the operations of the College curriculum, approve new curricula and courses, and review modifications of existing curricula.

*Curriculum review and approval*

During the academic year, the College Senate reviewed and approved all Consent Calendar items submitted by the College Senate Curriculum Committee.

D. Determine and review all policies dealing with instruction, with the academic calendar, and with faculty and student welfare and development consistent with academic freedom and professional standards.

- Senate reviewed and approved the Academic Calendar for 2023-2024 on February 22, 2023.
- The Ad Hoc Online Learning Committee produced a final report consisting of 43 recommendations for online learning at LaGuardia, which the Senate voted to approve on October 12, 2022.

E. Formulate policy governing the conduct and behavior of members of the college community consistent with individual rights and democratic principles.

The Campus Affairs Committee developed a Children on Campus policy after multiple revisions which were informed by feedback from members of the Senate and the college community. The Senate reviewed and voted to approve the policy on March 29, 2023.

F. Review information from the Administration on budgetary appropriations and disposition, and all other available information as is necessary to implement the functions of the Senate.

The Senate's Committee on Budget and Finance carried out reviews of the college budget throughout the year. On April 26, 2023, the Committee gave a presentation to the Senate as part of their effort to educate the college community about budgets and foster a culture of transparency. Committee members presented an overview of the college's budget and its finance structure including the tax-levy, self-funded (Technology Fee, ACE), non-tax levy (Auxiliary Enterprises, College Association, Alumni Association, Early Childhood Learning Center, Education Fund), LaGuardia Foundation, and Research Foundation budgets. They also took questions from members of the Senate and guests.

G. Determine policy with respect to facilities of the College.

See E. above regarding the new Children on Campus policy which involves campus facilities as well as behavior of members of the college community.

H. Consult with the President on nominations to a search committee in the event of a vice presidential vacancy.

On behalf of Senate, Chairperson Bruns consulted with President Adams on the formation of search committees for the Vice President of Enrollment Management and the Vice President of Student Affairs and recommended the following senators for participation:

- Senator Loretta Capuano-Vella, senator for the Division of Enrollment Management, served as the Senate representative on the search committee for Vice President of Enrollment Management.
- Senator Charis Victory, at-large senator for instructional staff who works in the Division of Student Affairs, served as the Senate representative on the search committee for Vice President of Student Affairs.

I. Create a search committee that includes faculty representatives in the event of a presidential vacancy, subject to approval by the CUNY Board of Trustees.

Not relevant in the 2022 – 2023 Senate year

J. Create bylaws for its own operations consistent with its governance plan and the policies and bylaws of the CUNY Board of Trustees.

*Resolution for Videoconferencing*

On October 12, 2022, the Senate voted to approve the LaGuardia Community College Senate Resolution for Videoconferencing that allows senators and guests to join Senate meetings by videoconference. Meetings of the Senate for the year were conducted with in-person quorum while additional senators and guests joined virtually. Subsequently the CUNY Board of Trustees passed their own version of this resolution, and so to comply with the Board of Trustees' version the Senate approved amendments to its Resolution for Videoconferencing at its next meeting on October 26.

*Filling Senate Vacancies*

Because too few candidates stood for Senate elections resulting in numerous vacancies, on October 26, 2022, the Senate approved the Executive Committee's request to fill vacancies without elections only for this Senate year and only to serve for one-year terms on Senate. Chairperson Bruns sent a college-wide email asking for volunteers willing to fill Senate vacancies and received responses from ten individuals. One was not eligible to serve, but the other nine filled vacancies for senator and alternate senator seats.

#### *Governance Plan Revision*

After an opportunity during the month of October for members of Senate to provide feedback, the Senate approved the revision of the Governance Plan in two votes, the first on November 9 and the second on November 30, 2022. The revision undertaken by the Ad Hoc Governance Plan Revision Committee increased the terms of non-student senators from two to three years, specified constituent groups for some at-large Senate seats, articulated a process for removal of a senator, and clarified ambiguous language. Work on a revision of "Article VIII: Personal and Budget Committees" of the Governance Plan continues through the ad hoc Personnel and Budget Committee tasked with this revision.

#### *Governance Leaders Council*

One recommendation of the Governance Plan Revision Committee was the creation of a Governance Leaders Council who will meet with the College President once a semester. This Council had its first meeting on June 2, 2023. It consists of the President of Faculty Council, the President of the Student Government Association, the Chair of the newly formed Chairs Council, a staff representative (or the President of the Staff Council once it is formed), and the Chair of the Senate.

K. Create such additional standing and ad hoc committees as are deemed necessary to carry out the functions enumerated herein.

On January 11, 2023, the Senate created the ad hoc Senate Review & Assessment Committee to continue the work of the Governance Plan Revision Committee and, in accordance with the recommendations of Middle States, develop a more formalized assessment of Senate. Chairperson Bruns named Senator Scamacca chair of the committee.

L. Inform itself on College programs and operations. In the course of carrying out its responsibilities, the Senate, through its Executive Committee, shall be fully advised of, shall routinely receive, and shall be free to seek information from the College's administrative officers on all matters germane to the programs and operations of the College.

#### *Communication with the administration*

- Chairperson Bruns continued to serve as a member of the President's Cabinet and participated in its weekly meetings.
- In October 2022 Chairperson Bruns gave a presentation on shared governance at the President's Cabinet meeting, emphasizing the important role of staff on the Senate.

- President Adams discussed pressing issues and new initiatives with members of Senate and addressed questions and concerns at two Senate meetings during this year, November 30, 2022, and April 26, 2023.
- In response to a resolution passed by the CUNY Council of Faculty Governance Leaders asking for more faculty governance participation in CUNY Central's Vacancy Review Board as well as the Vacancy Review Boards of individual CUNY college, Chairperson Bruns requested Senate representation on LaGuardia's VRB and was invited to join that group and began attending its weekly meetings in March 2023.

#### *Senate participation on non-Senate committees*

Senator Jean Buckley-Lockhart, senator for the Counseling department, represented Senate on the Advising Council.

#### *Invited presentations or discussions to keep Senate informed*

- Executive Director of Diversity, Equity, and Inclusion Wendy Nicholson discussed her proposed Social Equity Project on October 12, 2022.
- New Vice President of Communications and External Affairs Manny Romero introduced himself and updated the Senate on changes to his area on November 9, 2022.
- Provost Billie Gastic-Rosado discussed developments in Advising and the implementation of the new student-evaluation-of-teaching instrument on January 11, 2023.
- The new Vice President of Enrollment Management Benjamin Rohdin introduced himself to members of the Senate and took questions from senators on April 26, 2023.
- New Registrar Abdul Hashim introduced himself to the College Senate and took questions from senators on June 7, 2023.

## **ELECTIONS**

*In accordance with Article III of the Governance Plan Senate elections were conducted.*

#### *Elections for senators and alternate senators*

Elections were conducted in September 2022 for student senators, at-large senators, and departments and divisions with vacancies.

*In accordance with Article IV of the Governance Plan elections were conducted for Senate officers.*

#### *Elections for Senate officers and at-large Executive Committee members*

Elections were held at the Senate meeting on October 26, 2022. Senator Cristy Bruns was elected chair, Senator Leslie Scamacca elected vice chair, Senator Jill Kehoe elected secretary, Senators Douglas DiCarlo and Anthony Pappas were elected as at-large members of the Executive Committee, and Senator Gentjana Gurraj elected as a student member. On November 30 Senator Ariana Pena was elected the second student member of the Executive Committee.

*In accordance with Article V (Section 1, Part E), Elections for members of the Committee on Committees were conducted.*

The Senate elected Senators Loretta Capuano-Vella, Diane Gordon Conyers, Jean Buckley-Lockhart, Tara Scales, and Alternate Senator Charis Victory to serve on the Committee on Committees on November 9, and elected Senators Susan Ranjitkar and Ariana Pena as student members of the committee.

## **OTHER SENATE ACCOMPLISHMENTS**

### *Educating Members of Senate on Meeting Procedures*

Senate Parliamentarian Leslie Scamacca gave two instructional presentations to Senate, *Robert's Rules Refreshers*, one on actions senators are empowered to take in meetings on November 30, 2022, and one on the use of the categories old business, unfinished business, and new business on February 22, 2023.