

LaGuardia Community College
Agenda for the College Senate Meeting
May 5, 2021
3:15-4:45 pm (Zoom)

Present and Voting

Shawn Blackman (Student), Cristy Bruns (English), Jean Buckley Lockhart (Counseling), Cindy Busch (Division of Institutional Advancement), Loretta Capuano-Vella (At-Large Instructional Staff), Gabriela Concepcion (Student), Erika Correa (Adult & Continuing Education), Douglas DiCarlo, (At-Large Instructional Staff), Eva Espinoza (Student), Crystal Franklin (President's Office), Ana-Lucia Fuentes (Natural Sciences), Thomas Gleisner (At-Large Adjunct), Dianne Gordon Conyers (Library), William (Joonyoung) Hur (Student), Rochell Isaac (Faculty Council), Rebekah Johnson (ELA), Jayashree Kamble (At-Large Instructional), Jill Kehoe (Social Sciences), Evelyn Lowmark (Division of Administration), Lenore McShane (Non-Instructional Staff), Shoma Nahar (Student), Anthony Pappas (Alumni Association), Eneida Rivas (At-Large Instructional Staff), Patricia Rivera (Division of Information Technology), Suzanne Rosenberg (Health Sciences), Leslie Scamacca (Business and Technology), Patricia Sokolski (Division of Academic Affairs), Sandra Sze (MEC), Dana Trusso (Humanities), Charis Victory (Division of Student Affairs), Ariana Villanueva (Student)

Present Non-Voting

Kenneth Adams, Gail Baksh-Jarrett, Fay Butler, J. Elizabeth Clark, Debra Engel, Janet Gonzalez, Vanessa Gonzalez, Robert Jaffe, Christopher McHale, Cheryl McKenzie, Margaret O'Sullivan, Karen Pinckney, Alexandra Rojas

I. Call to Order

The meeting was called to order at 3:16pm by Chairperson Cristy Bruns.

II. Approval of Minutes from the April 7, 2021 Meeting

Chairperson Bruns asked if there were any modifications to the April 7, 2021 minutes. Hearing none, the minutes were approved.

III. Vote on Curriculum Committee Consent Calendar Items from April 22, 2021

Parliamentarian Scamacca informed the Senate that there is no need for a roll call vote to approve curriculum. Based on past practice, if a Senator wishes to pull an item for discussion, it should be done 24 hours in advance. The procedure for Senate curriculum approval will be discussed at the next Executive Committee meeting and will be reflected in the revised Governance Plan. No items were pulled and the Curriculum Committee consent calendar items from April 22, 2021 were approved.

IV. Invitation of President Kenneth Adams: Division of Student Affairs Changes

President Adams came to the Senate meeting to discuss the recently announced changes to the Division of Student Affairs. He explained that Student Affairs (with 25 departments and 350 people) had become unmanageable, characterized by blended functions and obscured accountability. The college's low enrollment also necessitated

concentrated focus on recruitment efforts. Consequently, President Adams decided to divide the Division of Student Affairs into two parts: A Sub-Division of Enrollment Management led by Interim Associate Dean Gail Baksh-Jarrett and a Sub-Division of Student Success led by Interim Associate Dean Fay Butler. The Enrollment Management Planning Group (formerly the Enrollment Solutions Working Group) and the Student Success Planning Group, will help design the optimal structure of these sub-divisions. Senator Kehoe will continue to serve on the Enrollment Management Planning Group. The Student Success Planning Group will have Senate representation as well. Once the sub-divisions are properly configured, job descriptions for new Vice President hires will be crafted. Despite the hiring freeze, the interim appointments of Associate Deans Baksh-Jarrett and Butler were approved. While not yet approved, CUNY Central is also aware of LaGuardia's intention to hire two new Vice Presidents. President Adams hopes that these changes will increase enrollment, improve student success, and enhance staff employment satisfaction.

Senator Kamble questioned whether the college would continue its Proactive Advising and Registration (PAR) initiative and if the college would be able to hire more advisors. President Adams stated that there will be a rethinking of PAR. Despite the clear need for more advisors, President Adams did not see the hiring of new advisors in the short term. Questions remain regarding whether we can use stimulus money for this purpose. President Adams suggested the possibility of hiring more student advisors as a cost-effective solution.

J. Elizabeth Clark asked how our enrollment targets will be set, reflecting upon previous pressures to maintain enrollment numbers and questioning if demographic trends will be factored in. President Adams responded that Interim Associate Dean Baksh-Jarrett is currently working on enrollment numbers. The strategy will be to stabilize our numbers and rebuild semester by semester. We have a sizeable budget focusing on advertising and social media efforts and we are looking to improve upon the timing and content of our student communications.

President Adams stated that we are still waiting on announcements from New York State officials and CUNY Central that will impact our Fall reopening plan including whether vaccines will be mandatory and what type of testing protocol will be in place. Currently, our plan is still to have 25% of classes (500 sections) in person or hybrid, but President Adams would like to see more. Survey data shows that 58% of students want to have their classes in person or hybrid.

V. Chair's Report

Middle States

Synchronous and asynchronous Middle States town halls will continue throughout the month of May. Chairperson Bruns encourages Senate participation in all town halls, specifically for Standard VI: Planning, Resources, and Institutional Improvement and Standard VII: Governance, Leadership, and Administration.

Final Senate Meeting

The final Senate meeting of the academic year is scheduled for May 26th. The meeting will feature year-end reports from the various Senate and non-Senate committees. Chairperson Bruns requests that committee chairs and representatives should send their 1-page written document ahead of the meeting for deposit in the Senate Sharepoint. These written documents should be the basis of the oral reports given at the meeting.

Faculty Unresponsiveness

In light of Student Senators raising the issue of faculty unresponsiveness during distance learning, the Committee of Faculty will take up the issue. Chairperson Bruns reminded the Senate that students who have a problem with an unresponsive faculty member should first contact the Department Chair and then the campus ombudsman.

LaGuardia Website

The college is developing a new website with a planned launch date of June 2022. The existing website will continue to function and be updated accordingly. There will be opportunities for input on how to improve the website.

Statement Against Anti-Asian Violence

The following statement against anti-Asian violence was developed by Senator Inukonda with assistance from Chairperson Bruns and Senator Sokolski:

Anti-Asian Violence has rocked the United States during the pandemic with increased attacks, verbal and physical, against Asians including the devastating killings at Atlanta. The wide array of issues faced by the Asian American Community that have been magnified during the pandemic need to be recognized. These include racism, anti-immigrant bias, misogyny, and model minority myth. Apart from hate crimes related to xenophobia and bigotry, there are some unique challenges faced by Asians arising out of the model minority myth. Asians are often seen as more successful than other minority populations thus making them targets of robberies even though many of us especially in the NYC area are in precarious financial situations. It is time to understand, speak up, and provide emotional and psychological support to our communities as well as to ensure a safe and supportive campus for all LaGuardia students, staff, and faculty, including those of Asian descent.

VI. Executive Committee Election to Fill Senator Butler's Vacant Seat

Senator DiCarlo will replace Senator Butler as she is no longer eligible to serve due to her new position as Interim Associate Dean of Student Success. Her seat on the Executive Committee is now vacant and requires a replacement. As the Senate year ends with the September meeting, there will be two required meetings for the candidate to attend. The candidate must be a full Senator and not an alternate. Senator Pappas expressed his interest in running for the position. Senator Rivas made a motion to install Senator Pappas to the Executive Committee for the remainder of the Senate year. Senator Sokolski seconded the motion. The motion passed with a vote by acclamation. Of note, Senator Butler will provide the year-end report as her final responsibility with the Chair of the Budget and Finance Committee, but will remain on the Governance Plan Revision Committee as membership does not require maintaining a Senate position.

VII. Committee Reports

a. Senate Standing Committees

- i. Committee on Committees (Charis Victory, Chair)
Nothing to report.
- ii. Curriculum Committee (Debra Engel, Chair)
See above for curriculum consent items.
- iii. The Academic Standing Committee (Janet Gonzalez, Chair)
The Academic Standing Committee is still in the process of discussing the inclusion of A+ in the grading scheme.
- iv. Committee on Campus Affairs (Eneida Rivas, Chair)
Campus Affairs is meeting on May 24th to review on-line parking lot applications for summer and moving forward.
- v. The Committee of Faculty (Leslie Scamacca, Chair)
The Academic Freedom Subcommittee (Allie Brashears, Chair) of the Senate Committee of Faculty reports that it has successfully conducted a faculty-wide survey on the faculty's understanding of academic freedom and perception of issues of academic freedom at LaGuardia. Seventy-seven faculty responded to the survey, the results of which will be analyzed and presented in the following report. The subcommittee also met with Dr. Steve Leberstein, the Chair of the PSC Committee on Academic Freedom in order to better understand the PSC's current involvement and handling of issues related to academic freedom.
- vi. The Committee on Professional Development (Deborah McMillan-Coddington and Christopher McHale, Co-Chairs)
Co-chairs met with Chairperson Bruns to introduce the work of this committee and discuss a potential new mentorship program that is in an exploratory phase of development.
Opening Sessions:
Progress is being made on planning the Fall Opening Sessions. There will be a call for proposals sent before summer begins.
The In-Service Training Committee:
Hosted its final Spring workshop Substance Abuse and Opioid Crisis Training on Tuesday, April 20th
Ruhma Choudhury Research Colloquium:
The Spring 2021 Ruhma Choudhury Research Colloquium will be held virtually on Friday, May 14 from 1:00 p.m. to 3:00 p.m. Presentations include: "On the Folk Narrative Tradition of the Dungans, the Chinese-Speaking Muslims of Central Asia" (Kenneth Yin); "The Persistence of Exclusion in Developmental Math Courses in Higher Education: The Search for Equity and Justice in Math Education" (Dora Trujillo); "Gaslighting as Crossroads: In the

Dream House by Carmen Maria Machado” (Suzanne Uzzilia); and
“Displaced: An Autoethnography” (Andrea Francis).

Professional Development for Diversity and Inclusion:

Anti-Racists Teach- In - Friday May 7th, 10:00a.m.-12:00p.m.

Faculty-Staff Meet and Greet - Organized in the style of a mixer, encouraging participants to share what they do at LaGuardia and learn more about the work of their colleagues. We ask participants to register in advance:

- vii. The Budget and Finance Committee (Fay Butler, Chair)
Nothing to report.
- viii. The Committee of Staff & Alumni (Erika Correa and Eneida Rivas, Co-Chairs)
The Committee of Staff & Alumni will meet after our next Senate meeting. The Employee Engagement Committee is meeting with HR this Friday to discuss the creation of a college-wide task force that is charged with monitoring, achieving, and reporting improvements. The committee will ask for a Senate representative to serve on the task force.
- ix. The Committee of Students (Shoma Nahar, Chair)
Nothing to report.
- x. The Committee on Elections (Seurette Bazalais, Chair)
Nothing to report.
- xi. The Executive Committee (Cristy Bruns, Chair)
See Chair’s report.
- xii. Transfer Committee (Ana-Lucia Fuentes and Jayashree Kamble, Co-Chairs)
The Transfer committee held two events this past month: a Transfer Alumni panel on April 7 (hosted by Senator Kamble and in collaboration with Transfer Services) for students to understand how to advocate for maximum course credit at a transfer school; and a FYS training workshop on April 23 (led by Poppy Slocum, a member of the committee) to help faculty integrate transfer conversations into FYS courses in the Liberal Arts and Social Sciences.
- xiii. Food Insecurity and Community Need Committee (Nicolle Fernandes and Rebekah Johnson, Co-Chairs)
We had a successful SNAP I’m Hungry event on April 28th with 316 participants and several speakers.

b. Senate Ad Hoc Committees

- i. Governance Plan Revision Committee (Leslie Scamacca, Chair)
Nothing to report.

- ii. IT Advisory Committee (J. Elizabeth Clark, Chair)
Since our convening, we have held 2 meetings. So far, we have had an opportunity to hear about pressing issues from IT including planning for HyFlex classrooms, Web Attendance, online testing issues, needs for specific software from various departments / areas, training, IT resources available to faculty & staff, and Open Education Resources. We've provided an opportunity for faculty & staff to get updates and information from IT and an opportunity for IT to get information and some needs assessment from faculty & staff. We also had a lengthy discussion about the use of multiple platforms across the college and the pros and cons for faculty, staff, and students. We will be discussing at our next meet the feasibility of a faculty/staff and separate student technology survey to ascertain what accommodations and support are still needed, particularly if we will be 75% online in the fall. We also plan to meet with the Committee of Faculty and with Provost Arcario. We will be working on an official mission and vision statement for the committee to share with Senate, but that may happen in Fall 2021 if we decide to proceed with the surveys, which are time-sensitive.

c. Non-Senate Committee Reports

- i. Enrollment Solutions Working Group (Jill Kehoe, Senate Representative)
The ESWG is currently in transition. The composition and leadership of the committee is changing due to the Student Affairs transition. New committee leader Gail Baksh-Jarrett is asking for additional time to consider the work already completed by the committee and will host her first meeting with the group next week.
- ii. Advising Council (Jean Buckley Lockhart, Senate Representative)
Today's meeting reviewed enrollment data. While bad, it seems to reflect the same percentages as last year. Representing the Wellness Center, I (Jean Buckley Lockhart) presented on how to make an effective referral in a virtual environment.

VIII. Unfinished Business

IX. New Business

X. Announcements

Student Senators will meet today at 4:30pm with Chairperson Bruns and Committee of Students Chair Shoma Nahar. President Adams will join the meeting at 5pm.

Committee of Faculty Chair Scamacca announced that faculty would be meeting at 4:30pm to certify degrees.

Senator Rivas announced that virtual commencement will be held on June 17th at 1pm. She made note that communications from the Registrar's Office are sent to students' preferred email accounts, so students should be reminded to check these accounts regularly.

XI. Adjournment

The meeting was adjourned at 4:28pm.

Next Meeting: May 26, 2021