

LaGuardia Community College
Minutes of the College Senate Meeting
May 27, 2015
E242

Present and Voting:

Liang Chen (Student), Francine Egger-Sider (Faculty Council Seat), Monika Ekiert (Education and Language Acquisition), Ana Lucia Fuentes (Natural Sciences), Md Sakib Geshan (Student), Natalie Havlin (At-Large Instructional), Rosann Ippolito (At-Large Instructional), André Keeton (Social Science), Evelyn Lowmark (Administrative Services), Charles Keyes (Library), Mahdi Majidi-Zolbanin (MEC), Allia Matta (English Department), Kevin Nunez (Student), Michael Philogene (Business & Technology), Eneida Rivas (Institutional Advancement), Feng Rong (Student), Suzanne Rosenberg (Health Science), William Rosenthal (At-Large Instructional), Leslie Scamacca (At-Large Instructional), Young-Min Seo (At-Large Adjunct), Burhan Siddiqui (Student Affairs), Patricia Sokolski (Academic Affairs), Lynne Teplin (Counseling), Tiancheng Zhou (Student),

Visiting:

Linda Chandler, English

Meeting called to order at 2:30p.m.

I. CONSIDERATION OF MINUTES FROM THE 3/18/15 AND 4/29/15 MEETINGS OF THE SENATE

Senator Lynn Teplin made a motion to approve the minutes; 2nd by Senator Rosann Ippolito.

(i) Yea-19; No-0; Abstention-2

(ii) MINUTES APPROVED

II. CONSIDERATION OF CONSENT CALENDAR

Senator Natalie Havlin made a motion to approve the minutes; 2nd by Senator Eneida Rivas.

(i) Yea-22; No-0; Abstention-0

(ii) CALENDAR APPROVED

III. ACADEMIC STANDING COMMITTEE PRESENTATION-Jose Plasencia, Registrar and Linda Chandler, Chair, Academic Standing Committee

Senators debated the recommendations for the Senate by the Academic Standing Committee. Among the proposed recommendations:

- a. *W and WU-Grades of W and WU can be changed by instructors with the Chairperson's approval. The change must accompany a reasonable explanation. A grade of W and WU can also be changed by appealing to the Academic Standing Committee. Grades of A,B,C,D,F,FIN,INC,R,Z or @ may*

be changed by the instructors with permission from the department chairperson...

- b. ATTENDANCE POLICY**-*The attendance record is a public legal document. Instructors are required to keep an official record of student attendance using web attendance. On web attendance, for each class meeting, instructors must indicate whether a student is present, absent, excused, or late. A student is to be marked present if the student attends the class period. A student is to be marked absent if the student attends no portion of the class period. A student may be excused from an absence at the discretion of the instructor, and will then be marked as excused. A student is to be marked late if the student attends any portion, but not all, of the class period. Therefore, to mark a student as absent, the student must be absent from the entire class. The option of 'late' is provided to indicate that a student did not attend the entire class, but was not absent.*
- c. ACADEMIC CALENDAR**-*When developing the calendar, please consider the various populations that are affected.*

 - 1. Please consider student schedules for work and family commitments. Thus irregular days should match the corresponding day for classes. For example, an irregular Monday should fall on a Wednesday since most classes follow a Mon-Wed schedule. The same is true for Tues-Thurs classes, so an irregular Tuesday would fall on a Thursday.*
 - 2. Please consider the staff and the time and work needed to end the semester and begin a new semester. Thus please allow at least 5 business days between the day grades are due and the start of the next semester.*
 - 3. Reading day is an invaluable day for students to study for exams and/or work on final papers and projects. Thus Reading Day should be built into the calendar for each semester.*
 - 4. Please consider faculty and faculty workload; thus allow 48 hours between the last day of finals and submission of grades.*
- d. READING DAY**-*The ASC has defined Reading Day as "a day for students to prepare for finals week." There are no meetings or college events that day. It should fall after the last day of regular classes and before the first day of final exams. The ASC recommends that the College designate a Reading Day each semester and lists it on the College calendar along with its definition.*

 - i. Senators discussed the proposed changes by the ASC.*
 - ii. Jose Plasencia and Linda Chandler provided information clarifying issues raised by the Senators.*
 - iii. Senator André Keeton suggested that the issues not be considered as a package and be voted on individually.*
- e.** Senator Hugo Fernandez made a motion to approve the Academic Calendar Guidelines and Reading Day; 2nd by Senator Eneida Rivas.

(i) Yea-21; No-0; Abstention-0

(ii) Academic Calendar and Reading Day Recommendations approved

f. Senator Hugo Fernandez made a motion to refer W/WU and Attendance Policy to the ASC; 2nd by Senator Kevin Nuñez

(i) Yea-17; No-4; Abstention-1

(ii) Referral not approved

g. Senator Francine Egger-Sider made a motion to refer Attendance Policy to the ASC; 2nd by Senator Eneida Rivas

(i) Yea-17; No-2; Abstention-3

(ii) Referral not approved

h. Senator Hugo Fernandez made a motion to refer W/WU to the ASC; 2nd by Senator Kevin Nuñez

(i) Yea-22; No-0; Abstention-1

(ii) Referral approved

i. Secretary Keeton made a motion to postpone until the next meeting of the College Senate consideration of the Attendance Policy; 2nd by Senator Hugo Fernandez.

(i) Yea-21; No-0; Abstention-2

(ii) Referral approved

IV. GOVERNANCE MEETING SCHEDULE

a. Senate considered the 2015-2016 Calendar. Senate agreed to postpone consideration of annual calendar and consider the next meeting date.

b. Chairperson Charles Keyes made a motion to hold the next meeting of the College Senate on September 9, 2015; 2nd by Secretary Keeton.

(i) Yea-21; No-0; Abstention-0

(ii) Meeting Date (Motion) Approved

V. AD-HOC COMMITTEE ON STUDENT TRANSFER

a. Senate considered the recommendations of the Committee on Student Transfer.

b. Senator Eneida Rivas made a motion approve the recommendations of the Transfer Committee; 2nd by Senator Rosann Ippolito.

(i) Yea-21; No-0; Abstention-0

(ii) Motion Approved

VI. OLD BUSINESS

None

VII. NEW BUSINESS

The Senate considered the issue of whether to endorse moving the rainbow flag, during June Gay Pride month, to fly adjacent to the NYS Flag going starting in Spring 2016.

(i) Yea-17; No-0; Abstention-2

(ii) Motion Not Approved

VIII. ADJOURNMENT

Senator Hugo Fernandez made a motion to adjourn; 2nd by Eneida Rivas.

Adjournment at 4:47p.

Respectfully submitted,



André Keeton
College Senate Secretary &
Senator, Social Science Department