

LaGuardia Community College
Agenda for the College Senate Meeting
March 9, 2022
2:15-4:30 pm (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), Catherine Cortes (Student), Claudette Davis (Natural Sciences), Crystal Franklin (President's Office), Dianne Gordon Conyers (Library), Nick Hetherington (Student), Sumanth Inukonda (Humanities), Rochell Isaac (Faculty Council), Jayashree Kamble (At-Large Instructional), Jill Kehoe (Social Sciences), Anthony Pappas (Alumni Association), Eneida Rivas (At-Large Instructional Staff), Leslie Scamacca (Business and Technology), Phonpiboon (Juneau) Srimak (Student), Sandra Sze (MEC), Charis Victory (Division of Student Affairs)

Present Non-Voting

Gail Baksh Jarrett, Laura Bartovics, Randy Changoo, San San Chow, J. Elizabeth Clark, Maria Cook, Ron Edwards, Debra Engel, Janet Gonzalez, Rebekah Johnson, Neetu Kaushik, Charles Keyes, Marta Kowalczyk, Olivia Mayer, Dionne Miller, Madelyn Nieves, Margaret O'Sullivan, Karen Pinckney, Maritza Pritsos, Nancy Santangelo, Tara Scales, Akiana Smith, Patricia Sokolski, Derek Stadler

I. Call to Order

The meeting was called to order at 2:17pm by Chairperson Cristy Bruns.

II. Approval of Minutes from the February 9, 2022 Meeting

Chairperson Bruns asked if there were any modifications to the February 9, 2022 minutes. Hearing none, the minutes were approved.

III. Vote on Curriculum Committee Consent Calendar Items from February 10, 2022

A motion to approve the curriculum committee consent calendar items from February 10, 2022 was made by Senator Rivas. This was seconded by Senator Isaac. **Vote: Aye-20, Nay-0, Abstain-0.** The Curriculum Committee consent calendar items from February 10, 2022 were approved.

IV. Invitation of Executive Director of Human Resources Ron Edwards: Discussion of Staff Return to Campus

Executive Director of Human Resources Ron Edwards came to the Senate to discuss LaGuardia's Spring 2022 70% on-campus work goal for staff. Similar to the workshops held in Fall 2021, a series of information sessions will be held this Spring to facilitate the return to campus. Starting April 4th, staff will be asked to work seven out of every ten days on campus. The college will use the same remote work agreement form from prior semesters, but remote agreements will likely end on August 31st.

Executive Director Edwards acknowledged Senator Pappas's concerns about faculty/staff equity and emphasized how LaGuardia pushed back the implementation of the 70% on-campus goal to April 4th as evidence of the college's flexibility. Senator Sokolski questioned why the college is trying to go back to the way things were before COVID, as many personnel showed that they could work just as effectively from home. Senator Buckley-Lockhart added that risk level (office size, type of student interaction, etc.) should be taken into consideration when planning staff return to campus.

V. Invitation of Interim Executive Director of Development Laura Bartovics: Presentation of Recent Fundraising Efforts

Interim Executive Director of Development Laura Bartovics came to the Senate to discuss the college's fundraising efforts as well as the recent reorganization of the college's fundraising offices under President Adams. Development Operations and the Grants Office will now be housed together in the Division of Institutional Advancement. The college is looking to hire a new Executive Director for the Foundation by May or June of 2022 to lead its fundraising efforts. The Foundation's Tomorrow Campaign is almost at its goal of raising \$10 million, which will unlock a \$5 million dollar gift from an anonymous donor. Money will be spent on student scholarships (including part-time students, new students, and Adult and Continuing Education students), student emergency aid, on-campus employment opportunities, and stipends for internships and experiential learning. The Grants Office will continue to offer assistance to those applying for grants. This year LaGuardia brought in \$21 million in grant money.

VI. Chair's Report

Chairperson Bruns acknowledged the war in Ukraine, telling Senators to look out for an upcoming letter to the campus expressing heartfelt sympathy and offering links to resources and opportunities to get involved in aid efforts.

The rainbow flag missing from the M Building's Hall of Flags display will be replaced. A previous Senate resolution led to the flag's installation and it will be proudly displayed once a new flag is purchased.

A resolution from CUNY's Faculty Governance Leaders on course modality was approved unanimously. The resolution asks for course modality to be a faculty decision made by chairpersons and not the result of CUNY-wide mandates. Chairperson Bruns indicated that President Adams intends to allow department chairs to make modality decisions moving forward as long a minimum level of in-person classes is met.

Senate meetings will continue to be held online at the start of the Spring 2022 semester. The Executive Committee agreed that this was the best option to maximize Senate attendance. Space on campus is already limited and a suitable room may not even be available. The Executive Committee can reassess later in the semester and consider a HyFlex option if there is sufficient interest in attending on-campus Senate meetings.

The work of the Governance Plan Revision Committee exposed the need for additional transparency regarding the Personnel Review Committee (PRC) and HEO-Labor-

Management Committee. Chairperson Bruns followed up with VP for Administration Shahir Erfan about putting more information on the LaGuardia website. He agreed to (1) announcing the results of the elections for the PRC's three rotating positions to those divisions who voted, (2) posting a description of the PRC and its processes, and (3) listing HR Director Ron Edwards as the contact for any related questions. The HEO-Labor-Management Committee has a very small role as compared to the PRC, so the importance of transparency in the PRC is more crucial, making this change to improve transparency significant.

Review of "Recommended Projects"

Chairperson Bruns asked Senators for brief reports detailing how they engage with their constituencies to foster better communication practices.

Chairperson Bruns will work with the Committee on Committees to collect lists of responsibilities of committee chairs and other procedures to facilitate succession of leadership and full functioning of committees.

The election for Student Senators occurs in the Fall, soon after the start of the semester. Senators discussed how to increase student interest, offering the following ideas:

- Creating a webpage with important information including a description of Student Senator responsibilities and quotes/testimonials about rewarding Senate experiences
- Distributing flyers with information or a link to the aforementioned webpage at tabling events, during classes, or in other campus offices
- Advertising on LaGuardia's social media accounts
- Including Senate information in First Year Seminar classes

The effort to differentiate Senator roles in curriculum review and approval is ongoing.

IX. Committee Reports

- a. Standing Committees
 - i. Committee on Committees (Charis Victory, Chair)
Nothing to report.
 - ii. Curriculum Committee (Debra Engel, Chair)
Chairperson Bruns reminded the Senate of the search for a new Curriculum Committee Chair. A replacement will be named by May so that they can train under current Chair Debra Engel before they assume the position. Chairperson Bruns encouraged faculty to remind their constituencies and to consult her previous email for additional information.
 - iii. The Academic Standing Committee (Janet Gonzalez, Chair)
Nothing to report.
 - iv. Committee on Campus Affairs (Eneida Rivas, Chair)
The Committee on Campus Affairs will meet soon due to an upcoming project.

- v. The Committee of Faculty (Leslie Scamacca and Dianne Gordon Conyers, Co-Chairs)
The Committee of Faculty continued to discuss the future of online learning at LaGuardia including how campus experiences could be offered to online students. Regarding the return to campus, the committee suggested adding additional questions to the COVID FAQ webpage, addressing topics such as sick days, substitute instructors, and temporary changes to course modalities.
- vi. The Committee on Professional Development (Deborah McMillan-Coddington and Derek Stadler, Co-Chairs)
The Ruhma Choudhury Colloquium will be held on Friday May 20th instead of the original date of May 13th.
- vii. The Budget and Finance Committee (Patricia Sokolski, Interim Chair)
The Budget and Finance Committee will meet this month.
- viii. The Committee of Staff and Alumni (Eneida Rivas and Evelyn Lowmark, Co-Chairs)
The Committee of Staff and Alumni is meeting following the Senate session to discuss the Employee Engagement Survey and alumni outreach efforts.
- ix. The Committee of Students (Akiana Smith, Chair)
The Committee of Students will meet on Thursday March 10th.
- 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 (Jayashree Kamble and Alexa Duque, Co-Chairs)
Nothing to report.
- xiii. Food Insecurity, Justice, and Community Need Committee (Nicolle Fernandes and Rebekah Johnson, Co-Chairs)
The LaGuardia Self-Care Drive is seeking toiletry donations that can be dropped off at the C Building donation box as well as money donations. The FIJCN Committee is partnering with the Food Insecurity, Inequality, and Justice CTL seminar for a March 23rd club hours event to bring awareness to food insecurity.

b. Ad Hoc Committees

- i. Governance Plan Revision Committee (Leslie Scamacca, Chair)
The Governance Plan Revision Committee reminded the Senate of the upcoming Middle States virtual visits.

- 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)
The History Committee decided on an interview process and developed a set of draft questions for its inaugural project. The committee plans to collaborate with Hugo Fernandez and the LaGuardia radio station to broadcast related content.
- iv. Online Learning Committee (J. Elizabeth Clark and Sandra Sze, Co-Chairs)
Subcommittees are currently doing research on key areas related to the future of online learning at LaGuardia.

c. Non-Senate Committees

- i. Advising Council (Jean Buckley Lockhart, Senate Representative)
Senator Buckley Lockhart clarified that bounce back messages from C2C are because students are not verifying their email accounts. Please consult the C2C checklist for how to best use the platform.

X. Unfinished Business

None.

XI. New Business

Senator Rivas raised the issue of visitors wanting to bring electrical vehicles into campus buildings. These vehicles are not allowed inside campus buildings as they are fire hazards. There is a need for a formal policy regarding the appropriate use and parking of these vehicles. The Committee of Campus Affairs will research the issue and report back.

Some students mistakenly lost their Cleared4 access to campus for not having a booster. Staff are available in the E-Lobby to assist with COVID-related documentation issues and manually clear students if needed. Students were texted and emailed with this information. All students with full COVID-19 vaccination status (initial full vaccination of one or two doses and waiting period) are welcome on campus. Booster shots are not required for campus access for the Spring I 2022 session, but booster shots will be required to register for Spring II 2022 and Fall 2022.

XII. Announcements

None

XIII. Adjournment

A motion to adjourn the meeting was made by Senator Pappas. This was seconded by Senator Capuano-Vella. The meeting was adjourned at 3:43pm.

Next Meeting: April 13, 2022