

LaGuardia Community College
Minutes of the College Senate Meeting
Oct. 11th, 2018
E-500

Present and Voting:

Anthony Pappas (Alumni), Anthony Hargraves (At-Large Adjunct), Reem Jaafar (At-Large Instructional Staff), Rebekah Johnson (At-Large Instructional Staff), Leslie Scamacca (Business and Technology), Jean Buckley-Lockhart (Counseling), Evelyn Lowmark (Division of Administration), Maritza Pritsos (Adult and Continuing Education -Alternate), Eneida Rivas (Institutional Advancement), Cristina Bruns (English), Francine Egger-Sider (Faculty Council), Diane Gordon-Conyers (Library), Ana Lucía Fuentes (Natural Sciences), Fay Butler (At-large Instructional Staff), Habiba Choudry (Student Senator), Jireh Garcia (Student Senator), Rojan KC (Student Senator), Sandhya Lama Tamang (Student Senator), Theresa Licari (Health Sciences), Lilian Pinzon (Student Senator), Theresia Litvay-Sandu (Informational Technology Div), Christopher Sorrentini (Student Senator), Marina Nechayeva (Math Dept.)

Guest Members:

Debra Engel (Senate College-Wide Curriculum Committee),

Meeting called to order at 2:17 PM by A. Lucia Fuentes, Vice-Chairperson.

I. Approval of the Minutes:

Deferred for next meeting

II. Introduction of new senators:

Senator Fuentes welcomed and invited new elected Senators to introduce themselves. Senator Fuentes briefly explained that the main purpose of the meeting would be to have an overview of the role of the Senate in governance, as well as a brief description of Senator's responsibilities.

III. Curriculum Committee Orientation:

Debra Engel, Chair of the Senate College-wide Curriculum Committee, gave an orientation to introduce the process involved in the approval of revisions or new proposals for courses and programs. Debra explained the different levels and college bodies involved in the revision and approval process, as well as some of the terminology used when describing proposals. Debra also explained that Faculty initiate curriculum items at the department level, and after approval at the Dept. Curriculum Committees, proposal go to the Senate Curriculum Committee. The final step in the approval process is when the proposals come for a vote in the Senate.

Debra explained that a role call vote takes place, and each Senator's vote is recorded and kept in the record; this information is public. After the senate approves the curriculum, the new item is included in the chancellor's report. Once it is there it can be offered to the students' body.

Debra opened floor for questions and further clarified the approval process.

It was pointed out that all information pertaining to the Senate and the Committees of the Senate, can be found in the LaGuardia's Senate webpage.

IV. Senator's Roles and Responsibilities -orientation for new Student Senators-:

Senator Fuentes asked the rest of Senators to introduce themselves. Senator Fuentes, together with members of the Executive, Senators Rivas and Johnson, proceeded to explain the role of the Senate in governance as well as the way Senate meetings are conducted, following Robert's Rules of Order.

Senator Fuentes underlined the importance of punctuality, as meetings start at 2:15, normally run until 4:15, and all Senators are expected to remain for the duration of the meeting. Senator Pappas pointed out that Student Senators must ask one of three alternates to attend in the case where they are unable to attend. Senator Rivas also explained that Senators unable to attend a meeting must inform the Chair as two unexcused absences are justification for removal from the Senate.

Senator Rivas and Senator Johnson also asked students to get together and agree on candidates to run as reps on the Executive (Executive members hold a separate meeting, usually a week before Senate meetings).

Senator Rivas reminded all Senators that there are several positions available in various Senate Committees. The lists will be distributed to all Senators; Senators are asked to bring this to their constituencies and encourage people to join.

V. Old Business

No old business.

VI. New Business

- Senator Egger-Sider announced that the Library will have a book sale in E Atrium Oct 23 & 24. Donate your books! Money will be used to buy more books.
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VII. Adjournment

- Motion to adjourn by Senator Egger-Sider, seconded by Senator Rivas. Senate adjourned at 3:20 pm.

Respectfully submitted,
A. Lucía Fuentes, Vice Chair
Natural Sciences Senator
For Andre Keeton
College Senate Secretary