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**College-Wide Senate General Meeting**

**Savoy Multi-Purpose Room**

**Thursday, December 20, 2018**

**Senate Meeting Minutes-**

**(Revised and Accepted, February 21, 2019)**

**Present:**

* **Allied Health:** Professors Sandra Castellanos, Manny Livingston
* **Behavioral and Social Sciences:** Professors Ernest Ialongo (Chairperson), Héctor Soto
* **Business:** Professors Sandy Figueroa, Claude Fernandez
* **English:** Professors Alexandra Milsom, Tram Nguyen (Vice-Chairperson), Louis Bury
* **Education:** Professors Jacqueline DiSanto, Elys Vazquez-Iscan
* **Humanities:** Professors Natasha Yannacañedo, Catherine Lewis, Victor Torres-Velez
* **Language & Cognition:**Professor Thomas Mencher
* **Library:**  Professor Jorge Matos
* **Mathematics:** Professors Alexander Vaninsky, Lauren Wolf, A.J. Stachelek
* **Natural Sciences:** Professors John Gillen, Debasish Roy
* **Higher Education Officers (HEO):** Mr. Terrence Brown, Ms. Faustin Safiya, Mr. Carlos Guevara, Ms. Cynthia Morales-Delbrun, Ms. Daliz Perez-Cabezas, Mr. Fabian Wander, Ms. Elizabeth Wilson, Mr. Iber Poma, Ms. Mercedes Moscat, Ms. Carmen Sosa
* **University Faculty Senate (UFS):** Professors Julie Trachman, Gail August
* **Professional Staff Congress:**  Professor Lizette Colon
* **Senate At-Large Representatives:** Professors William Casari, Andrew Connolly, James Kennis, Clara Nieto Wire, Sanjay Arya, Sherese Mitchell, Nancy Genova, Mathew Moses
* **Senate Adjunct Representative:** Professor Pamela Stemberg
* **Student Government Association Representatives (SGA):** President Denise Herrera, Executive Secretary Kelvin Pineda, Campus Affairs Comm., Destini Mitchell-Murray, Budget and Finance Comm. Oumar Diaby and Senators Kaniah Aljamal, Farhana Hussen, Stephan Kena, Ronaldo Williams, Jacqueline Lloyd

**Absent**

* **Language & Cognition:** Professor Isabel Feliz
* **Humanities:**  Professor Isaac Goldemberg
* **Public Safety:** P.O. Johanna Powell
* **University Faculty Senate:** Professor Felipe Pimentel
* **Student Government Association:** Senators Ines P. Alejandro Soriano, Foulemata Camara, Leyddy Ogando

**Absent (Excused)**

* **Allied Health:**  Professor Roland Ramdass
* **Behavior & Social Sciences:** Professor Karen Steinmeyer
* **CLT:** Mr. James Luhan
* **Education:** Professor Iris Mercado
* **Humanities**: Professor Ana Ozuna
* **HEOs:** Ms. Yvette Luyando, Ms. Alba Lynch
* **At-Large Representatives:** Professors Diana Macri, Thomas Beachdel
* **Adjunct Representative:** Professor Camilo Almonacid
* **Student Government Association:** Senator Sarata Hydara,

**Vacant:**

* **Counseling (1)**
* **Gittleson (1)**

**Visitors:**

* + - Beverly Tatham (Parliamentarian)
		- Adjunct Professor Ruben Worrell, Math Department
		- Professor Damaris-Lois Lang, Natural Sciences Department
		- Professor Ronette Shaw, Allied Health/Nursing Department
		- Ms. Johana Rivera, Registrar’s Office (SDEM)
		- Mr. Sam Byrd, Tech Staff

***1.  Call to Order***

* Quorum established at 38
* Senate called to order at 3:34 PM.

***2.  Approval of the Agenda***

* Upon motion duly made and approved the December meeting agenda, as proposed by the Chair, was accepted.

***3.  Approval of Thursday, November 15th College-Wide Senate Minutes***

* There being no revisions necessary, upon duly made motion, the Minutes of the November 15, 2018 College-Wide Senate Meeting, as submitted, were

 accepted by acclamation.

***4.  Chair’s Remarks***

 *The Chair prefaced his remarks by thanking the members of the Senate for their attendance,*

 *engagement and support during the semester.*

* As concerns new members of the Senate:
	+ Welcomed Professor Isabel Feliz of the Language & Cognition Department as its newly elected Senate representative.
	+ Welcomed Professor Diana Macri of Allied Health as the newly elected At-Large Representative to the Senate.
* As concerns Senate accomplishments during the semester:
	+ Cited the following achievements of the Senate:
		- Upgrade and upkeep of Senate website for college informational and transparency purposes.
		- Approval of 25 curricular items:
			* 21 curriculum revisions
			* 2 new courses
			* 1 new program
			* 1 Pathway’s submission
		- Approved the revision and adoption of the new P.O.I.N.T. observation form:
			* The Chair acknowledged and thanked the members of the Senate Instructional Evaluations Committee and its Chair, Professor Sherese Mitchell, for their work on this important matter.
			* The Chair also acknowledged and thanked the members of the P.O.I.N.T. Committee and its Chair, Professor Diana Macri, for their work and collaboration with the Senate.
		- Elections conducted:
			* The Chair acknowledged and thanked the members of the Senate Elections Committee and its Chair, Professor James Kennis, for their work.
			* To fill last vacancy on the College-Wide P&B
			* To elect new UFS representatives:
				+ Conducted for first time as per stated calendar and procedure in UFS Charter.
				+ The Chair thanked and acknowledged current Hostos UFS representatives, Professors Julie Trachman, Gail August and Felipe Pimental for their past work representing the interests of the college.
			* To fill Senate Adjunct Representative vacancy.
		- Senate Committees:
			* The Chair cited Senate efforts to reorganize and revitalize the Senate Committees and their functioning:
				+ Meeting held with Committee Chairs at start of semester.
				+ Standardization of Committee meeting process (Robert’s Rules) and minutes format.
				+ Posting of Committee meeting minutes on Senate website.
			* The Chair acknowledged and thanked the members and Chairs of the Senate Committees for their work during the semester and in particular the:
				+ Committee on Committees regarding filling any committee vacancies
				+ Budget & Finance Committee regarding enhancing the college budget process transparency
				+ Academic Standards Committee regarding appeals concerning student discipline
				+ Affirmative Action Committee for keeping the Senate abreast of changes and challenges regarding AA and related matters
				+ Disability Committee regarding proposed walk through of college for areas of concern
				+ Library Committee regarding the maintenance of Librarian links with each Department and the expansion of OER.

***5.  President’s Remarks:***

*The President prefaced his remarks by thanking the members of the Senate for their work and collaboration done in the spirit of civility and shared governance, and always from the perspective of putting the students first.*

* As concerns particular Senate collaboration:
	+ Acknowledged and thanked the Grants Committee working group for its recent work.
	+ Acknowledged and thanked the Scholarship and Awards Committee for its yearlong work.
	+ Acknowledged and thanked the Senate Executive Committee for its work and collaboration during the semester.
* As concerns the CUNY Chancellor search:
	+ Reported that there would likely be an announcement by January 1st.
		- Followed by information regarding the makeup of the central CUNY office

 *The President closed his remarks by again thanking the members of the Senate and*

 *its leadership for their work and collaboration. He also thanked the entire faculty,*

 *the students and the student leadership, the staff and all who worked every day to*

 *support Hostos. He also stated that he was proud to be its President. Wished all*

 *Happy Holidays.*

***6.   SGA President’s Remarks:***

*The Chair introduced SGA President Denise Herrera as this would be her*

*valedictorian presentation as she graduates in the Spring. The Chair congratulated the SGA President, thanked her for her work and achievements. And on behalf of the Senate, the Chair wished her well in her future endeavors.*

* As concerns improvement of the 149 Street subway station:
	+ Acknowledged and thanked Professor Lizette Colon for creating a movement of Hostos student activism that will result in the installation of an elevator at the station as well as getting Hostos the recognition it deserves as we will soon hear “the next stop is 149 Street – Hostos Community College”. Without the activism this would not have happened.
* As concerns SGA activities:
	+ Announced that the SGA merit and need scholarship application deadline has been extended to January 13, 2019. SGA scholarships are awarded in amounts up to $500 based on need and merit.  The SGA asked for further dissemination of the information by faculty.
	+ On November 21st the SGA hosted its GPA Watch activity. This event was meant to provide students with information regarding resources and support services offered by the college.  This is important in regard to graduation rates as effective utilization of the available resources and services can potentially help improve a student’s academic standing.
	+ The SGA also conducted a Night Owl Appreciation activity through which the SGA served food and hung out with the evening students who barely have access to the cafeteria and other departments. The SGA wanted to show support for the evening students.
	+ On November 26th the SGA sponsored a panel discussion concerning immigration issues. The goal was to inform and educate students concerning their rights when dealing with immigration and what to do if confronted by ICE.
	+ The SGA conducted a Toy Drive during December for the children of Hostos students who are parents, and on December 16th the SGA gave gifts to all the children at the Hostos Children’s Center Day Care in recognition of its successful work.
* As concerns collaboration with the Hostos administration:
	+ One of the biggest highlights for the SGA has been the meetings with the Administration during the semester. The administration gave us due recognition and actually gave us the opportunity to express student concerns. The conversations sparked ideas and solutions that led to agreement on many things. I expect that many of the stated SMART goals will be accomplished with help of the administration in efforts of increasing graduation rates.

*SGA President Herrera ended her report by thanking the Senate, the SEC, all committee Chairs and members for working with her and the SGA. She then introduced the new incoming SGA President, Raziel BenReuben, who she expects will continue the legacy.*

***7.   Curricular Items:***

 ***Professor Sandy Figueroa, Chair of the College-Wide Curriculum***

 ***Committee, coordinated the Curricular Items presentations.***

* **Action 1:** **Humanities Department/ Game Design Unit**
	+ Proposed new course DD215: Portfolio I
		- Proposed new course will explore the process of branding and portfolio development for design professionals. Meant to meet the needs of academia and employers.
		- Professor Catherine Lewis of the Humanities Department/Game Design Unit presented the rationale and explanation for the proposed course.
	+ There being no questions or comments regarding the proposed course, the Chair made a motion to end debate and call the question, which motion was duly seconded and approved, and thereafter a secret ballot vote was taken.
	+ **Action 1 Results**:  **Item passed**.
		- **Yes: 50   No: 0 Abstain: 0   Invalid: 0**

[NB: The next curricular item could not be considered by the Senate unless the first curricular item, Action 1, was approved. Pending the vote tally in Action 1, the Senate undertook consideration of the first of the Non-Curricular Voting Items, the proposed President’s List, as Action 2.]

* **Action 3: Humanities Department/ Game Design Unit**
	+ Proposed DDA Design Unit Sequence Program Change
		- Based on approval of the new DD215 course, the proposed Unit Sequence Program Change would be necessary to accommodate the new course.
		- Professor Catherine Lewis of the Humanities Department/Game Design Unit presented the rationale and explanation for the proposed course.
	+ There being no questions or comments regarding the proposed program sequence change, the Chair made a motion to end debate and call the question, which motion was duly seconded and approved, and thereafter a secret ballot vote was taken.
	+ **Action 3 Results**:  **Item passed**.
		- **Yes: 53   No: 1 Abstain: 0   Invalid: 0**

**8**.   ***Non-Curricular Voting Items***

* + **Action 2: Creation of an Hostos College President’s List**
		- Proposal by Scholarship and Awards Committee for the college to create of a President’s List to recognize students, which would be similar to the Dean’s List for students who achieve a 4.0 GPA. Students will receive a monetary award and a Letter. The President’s List would be in addition to the Dean’s List.
		- Professor Damaris-Lois Lang of the Committee presented the rationale and explanation for the proposal.
		- Debate and discussion ensued on the proposal. Questions were raised regarding the need for the list and regarding what students would receive.
		- There being no further questions or comments regarding the proposed program sequence change, the Chair made a motion to end debate and call the question, which motion was duly seconded and approved, and thereafter a secret ballot vote was taken.
	+ **Action 2 Results**:  **Item passed**.
		- **Yes: 51   No: 0 Abstain: 0   Invalid: 0**
	+ **Action 4: Senate Resolution on Food Labeling (Amended and further considered then tabled at November 15, 2018 Senate meeting)**
		- Professor August Gail, who introduced the Resolution during the November Senate meeting, was asked to re-initiate the debate and discussion of the resolution.
			* The Chair as a point of information updated the Senate regarding the measures already undertaken by Senior VP Esther Rodriguez-Chardavoyne concerning having the cafeteria and other Hostos food suppliers label and identify foods presented for consumption at the college. The labeling will commence with the Spring 2019 semester.
			* Proposed resolution as amended at November Senate meeting presented to Senate for further debate and discussion.
				+ Amendments, as well as amendments to those amendments, were presented during the ensuing debate and discussion regarding changes to the wording of the resolution to best express the sense of the Senate regarding the intensity and severity of the Senate’s statement of concern.
				+ Two amendments were duly proposed and seconded and brought to a vote. By hand votes both amendments failed: Yes 18 to No 26, and

Yes 20 to N0 21 respectfully.

* + - * + Motion duly made to end debate and discussion on the Resolution as amended. By hand vote the motion passed.
		- There being no further debate or discussion on the resolution as amended, the Chair called the question and a secret ballot vote was taken on the resolution as stated hereafter:

Senate Resolution Concerning Food Labeling at Hostos:

Whereas, Hostos is a multi-cultural institution that strives to include students of all ethnicities and religions;

Whereas, Hostos recognizes that certain foods can be dangerous to students with dietary allergies;

Whereas, Hostos is aware that some students have specific dietary restrictions due to religious commitments, health requirements, and personal choices;

Be it hereby resolved, that the Senate strongly supports the following policy: that Hostos food vendors clearly label food items, providing information about basic ingredients as well as any additions that might contain potentially dangerous allergens.

* + - **Action 4 Results**:  **Item passed**.
			* **Yes: 52   No: 0 Abstain: 2   Invalid: 0**

***9.  Reports of Senate Standing Committees***

* Scholarship and Awards Committee
	+ Professor Damaris-Lois Lang presented the report for Senate consideration.
	+ Funds needed for scholarships and other monetary awards
		- Sponsors lost during the year
		- Two options presented for consideration:
			* Each Department to raise its own award funds
			* Create new accounts for funding purposes
	+ Discussion ensued including concern regarding continuation of the tradition, however raising funds is not an obligation of faculty or staff.

***10.  University Faculty Senate (UFS) Report***

* + Professor Trachman began her report by presenting an addendum to her last (November) UFS report

***UFS Report****for Dec. 11, 2018 Plenary Session*

* + Several reports were presented at the plenary.
	+ I)From Kerin Coughlin, UFS Parliamentarian: Regarding changes to UFS Charter, the intention is to: a) clarify language or to remove unnecessary language, b)bring into conformity with current and long-standing practices c)loosen or remove restrictions in order to increase participation in governance.
	+ II)From various committee chair reports:
		- a)Status of Faculty: the resolution regarding changes to CUNY’s Policy  on Faculty Tenure and Reappointment will be going to the Chancellor’s Office (this in part has to do with a campus president’s ability to make recommendations for promotion).
		- b)Library and Information Technology: included in the items the committee will be looking at are CUNY-site licenses, the e-mail system use by faculty, the OER initiative.  They also will be running a survey on the Academic Works site.
		- c)Academic Freedom: they are addressing the Freedom of Expression Policy concerns.  They met with the Univ. Student Senate and others to try to resolve differences in opinion regarding the language to be included.  They are also setting up a protocol if asked to arbitrate cases dealing with Academic Freedom (there is one pending at QCC).  They have been surveying CUNY campuses to see how many campuses have an Academic Freedom Committee.  At the Senate session, we were able to ascertain that Hostos does not have an Academic Freedom Committee at this time.
		- d)Enrollment Management: There are a number of issues they are looking at: i)Academic Momentum initiative effectiveness including the push to have students take 30 credits / year, the use of Degree Maps and gateway courses ii)Student financial issues which includes looking at the “nudge” system to get students to complete FAFSA forms, student loans, and the experiment where CUNY would help pay off student fees of less than $175 (cited as a benchmark monetary value)  iii)Development of an enrollment management dashboard which would serve as an information clearing house.  They are also looking at the modification of the remedial course placement procedures whereby application materials would be used instead of exams.  Additionally, they would like to develop a more adult-friendly portal.  This would be primarily for students who had previously dropped out of school and were close to finishing.  They hope these students can be encouraged to come back to school to finish their degrees.
	+ III)UFS Chair, Martin Burke:
		- a)The search for the new chancellor is still on-going.
		- b)The Board of Trustees resolution just passed regarding use of an external review process to evaluate faculty at senior colleges going for promotion.  Some of the senior college campuses were already using this process.  A similar process was suggested to be used in the future at the community colleges.  A letter of concern was drafted by Prof. P. Pecorino (QCC) with some input from the Community College Caucus and others pointing out that are considerable differences in expectations for the faculty at the community colleges vs. the faculty at the senior colleges with respect to teaching, research, etc. Faculty Governance Leaders (FGLs) will be meeting to discuss this in the near future.
		- c)A new CUNY- formatted CV template will be in use this coming spring.
	+ IV)Mentioned also in this presentation are 2 points that did not get covered at the last HCC Senate session:
		- i)There will be some changes to Bylaw 6.4 dealing with full-time instructional staff approval and to Bylaw 9.1 dealing with department organization.
		- ii)Relating to NYS changes to policies on sexual violence, the SPARC online training for students is expected to roll out in fall 2019 prior to registration and shortly thereafter, there should be a roll out of e-SPARC, which is the online training program for faculty and staff. (Note: In the previous report, this was misidentified as SHARP.  SPARC stands for Sexual and Interpersonal Violence Prevention and Response Course).
	+ Chair again recognized and thanked Professor Trachman and the two other UFS representatives for their excellent UFS attendance and zealous representation as the voice of Hostos.

***11.  Old Business***

* None

***12.  New Business***

* Prof. August requested OAA brief the Senate regarding a recent drive by CUNY that students take a full-time course load to complete college more quickly, and expressed concern this may not be feasible for many students.
* A motion was made to request the Provost brief the Senate on this issue.
* The motion passed by acclimation.

***13.  Adjournment***

* Motion to adjourn duly made. There being no discussion or debate, Chair called the question and a vote was taken. Motion passed by acclimation.
* Meeting adjourned at 4:43 PM

***Minutes Prepared by Professor Hector W. Soto, Public Policy and Law Unit, Behavioral and Social Sciences Department, Senate Recording Secretary.***