****

**College-Wide Senate General Meeting**

**Savoy Multi-Purpose Room**

**Thursday, October 17, 2019**

**Senate Meeting Minutes**

**Present:**

* **Allied Health:** Professors Sandra Castellanos, Ronette Shaw
* **Behavioral and Social Sciences:** Professors Ernest Ialongo (Chairperson), Hector Soto, Karen Steinmayer
* **Business:** Professors Sandy Figueroa, Claude Fernandez
* **CLT:** Mr. Marino Corniel
* **English:** Professors Louis Bury, Alexandra Milsom
* **Education:** Professors Jacqueline DiSanto, Elys Vasquez-Iscan, Michael Gosset, Iris Mercado
* **Gittelson:** Ms. Melanie Garcia
* **Humanities:** Professors Natasha Yannacañedo, Humberto Ballesteros, Weldon Williams, Victor Torres-Velez, Catherine Lewis
* **Language & Cognition:**Professors Thomas Mencher
* **Library:**  Professor Jorge Matos
* **Mathematics:** Professors Alexander Vaninsky, Lauren Wolf
* **Natural Sciences:** Professors John Gillen
* **Higher Education Officers (HEO):** Mr. Terrence Brown, Ms. Safiya Faustin, Ms. Yvette Luyando, Ms. Alba Lynch, Ms. Daliz Perez Cabezas, Mr. Iber Poma, Ms. Elizabeth Wilson, Ms. Carmen Sosa
* **University Faculty Senate (UFS):** Professors Julie Trachman, Gail August
* **Professional Staff Congress:** Professor Lizette Colon
* **Senate At-Large Faculty Representatives:** Professors Andrew Connolly, James Kennis, Sanjay Arya, Clara Nieto-Wire, Diana Macri, Nancy Genova, Mathew Moses
* **Adjunct Representatives:** Professors Ruben Worrell, Christopher Paskoff
* **Public Safety/Maintenance:** PS Officer Clara Albino
* **Student Government Association Representatives (SGA):** President Kelvin Pineda, Vice President Student Affairs Khalifa Diao, Vice President Academic Affairs Leana Santana, Budget and Finance Comm. Alex Essiamah, Campus Affairs Comm. Muiz Agbaje, Executive Secretary Rosina Asiamah, Campus Affairs Comm. Evening and Part-Time Brian Carter, and Senators America Rahimee, Leyddy Ogando, Andre Thompson, Golvis Tavarez, Salimatou Bah, Lusleidy Perez, Nicole Rodriguez.

**Excused Absences:**

**Allied Health**: Professor Manuel Livingston

**Education**: Professor Sherese Mitchell

**English**: Professor Tram Nguyen

**Humanities**: Professor Thomas Beachdel,

**Language** **and Cognition**: Professor Isabel Feliz

**Natural Sciences**: Professor Debasish Roy

**At Large Faculty**: Professor William Casari, Library

**HEOs**: Ms. Cynthia Morales-Delbrun, Mr. Carlos Guevara, Ms. Mercedes Moscat, Mr. Fabian Wander

**UFS**: Professor Ana Ozuna

**Absent**

* Ms. Somaya Nasher, SGA

**Vacant:**

* **Counseling (1)**

**Visitors:**

* Professor Linda Miles, Library
* Ms. Ann Mester, Associate Dean
* Ms. Catherine Hilyard, Counselor
* Mr. Carlos Rivera, Admissions Director
* Ms. Maria Cano, Director CD
* Professor William Suarez, Education
* Mr. Sam Byrd, CEWD
* Mr. Raymond Perez, ARC
* Sara Rodberg, ASAP Advisor

***1. Call to Order***

* Quorum established at 3:36 PM.
* Senate called to order at 3:37 PM.

***2. Acceptance of the Agenda***

* A motion was made to add to the agenda, under new business:
	+ Clarification of the role and scope of parliamentarian
	+ Revisions of Charter of Governance
	+ There were no objections
* There being no further discussion, upon motion duly made and approved, the October meeting agenda was accepted by acclimation.

***3. Approval of Thursday, September 19 College-Wide Senate Minutes***

* Ms. Garcia was marked absent, but she was present (Gittelson)
* HEO, Iber Poma is listed twice, remove one
* A question was raised regarding the approval process of a Charter amendment. The Chair ruled the point was out of order, as the Senate was correcting the recollection of what was said at the last meeting.

***4. Chair’s Remarks***

 **Greetings**

* New Senators-Marino Corniel (CLT), Profs. Ruben Worrell (Math adjunct) and Christopher Paskoff (Natural Sciences adjunct) were greeted by the Chair

**Middle States**

* The Chair thanked all Senators who volunteered for Middle States, and encouraged more students and faculty to volunteer
* The Chair will be meeting with the Provost and co-chairs of Middle States to finalize Senate representation on the standard committees

**Search Committee to replace Associate Dean of Student Development and Enrollment Management Johana Rivera**

* The Chair announced that the Senate will have representation on that committee, as per the Charter, and will have updates as the process develops

***5. President’s Remarks:***

The President thanked all those that came out to the Middle States session, and noted he wanted to have as inclusive a process as possible. Additionally, he spoke of the productive working relationship he has with the SGA.

***6. SGA President’s Remarks:***

As concerns the SGA President assuming his new office:

Acknowledged and thanked the SGA for their continued and most valued efforts.

Introduced his 3 latest senators Salimatou Bah, Lusleidy Perez, Nicole Rodriguez. This brings them closer to completing the Cabinet.

Stated that it has been a busy few weeks since he last had the pleasure and honor of addressing the College-Wide Senate. Thanked the Senate for their continued efforts and progress they have made; nothing goes unnoticed and stated he is grateful.

“In the past few weeks we have:

* Participated during the Climate Change March.
* Facilitated our very own Leadership Development Day Workshop.
* Participated in the Brides March.
* Collaborated with empowering student parents on 2 financial literacy workshops.
* Collaborated with student success coaching unit in the Freshman Pledge and School Hacks (for studying) workshop.
* Collaborated with the scholarship department and the Student Leadership Academy along with various other guest speakers to facilitate a scholarship orientation to show students how to effectively apply for scholarships.
* First event this semester for nighttime students which was called the Night Owl /GPA watch. This showed that we are not just here for the daytime students and that we recognize their efforts and struggles and want to help them with tips on how to maintain a strong GPA.”

He stated personally one of his favorites of the year, an event which occurred yesterday, the Multicultural Day. This is an event in which we celebrate all the wonderful nationalities we have here at Hostos.

SGA raised $58.60 today at the breast cancer awareness event on the bridge in collaboration with Health and Wellness and the Nursing department.

SGA also sponsored the creation of a chapter for SHPE here at Hostos for engineering majors.

SGA has also opened their own scholarship again this semester; he urged all faculty to tell their students about it. A total of $12,000 is being given away in scholarships with an added twist: SGA usually does a merit and need based scholarship, but with the help of his team they were able to create a new scholarship titled the SGA Hardship fund which allows SGA to reach a different demographic of students--those struggling on a different level.

Later this month SGA will be Hosting Dr. Kafui Kaukou for an emotional intelligence workshop for Hostos students. Faculty is also welcome to come. There will also be a Dia de los Muertos celebration.

The SGA President outlined some of the initiatives that his administration expects to address during his term. He states:

* We are doing our part in trying to complete what we set out to do which was focus on financial literacy, leadership development and civic engagement. Focusing on these issues will improve the student graduation rate and retention which he believes is most important.
* We are trying to redefine what it means to be a Hostos student. “We are trying to give every student the same feeling of pride when they walk through these doors. Not only does that motivate us but me personally and I’ve said this before am proud to be able to come to an institution that makes history without even knowing it.”
* “Not only are we trying to enrich the experience of Hostos students but we are also trying to properly equip them with the tools necessary to succeed outside of Hostos.”

Ended his remarks by expressing that his intent is to maintain open communication and be open to suggestions to facilitate working collaboratively with his fellow students, the faculty and the administration.

At 3:56pm the Chair asked for a five minute recess to add new senators to the attendance sheet and to give them voting ballots. 4:02pm the meeting restarted

Senators requested that the SGA involve itself in the issue of naming the 149th St subway stop with Hostos in the name. The SGA President expressed his willingness to meet with the interested Senators

***7. Curricular Items***

* None

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

**Second presentation and vote of Part I of proposed Charter amendments**

Mr. Terrence Brown of the SEC presented Part I of the proposed amendments, which would be divided into three groups:

Group A:

Item 1: (on chart in Appendix, as below): Functions of the Senate, Article I, Section 1C9: Revision of scope of the Affirmative Action Committee; amended to include Equity, Diversity and Inclusion

Item 4: Membership in the College Senate, Article II, Section 9, Timetable B-Timing of Adjunct elections

Item 5: Membership in the College Senate, Article II, Section 9, Timetable C-Names of Hostos Association, etc.

Item 6: Membership in the College Senate, Article II, Section 11-Eliminating Corresponding Secretary

Item 7: Membership in the College Senate, Article II, Section 11 The Executive Committee, Functions of the Officers: Duties of the Chairperson, section 11-Duties of the Chair of Senate

Item 8: Membership in the College Senate, Article II, Section 11 The Executive Committee, Functions of the Officers, Duties of the Corresponding Secretary-Eliminating duties of Corresponding Secretary

Item 11: Article VII, Senate Committees, Section 5, B, Academic Standards Committee-Adding to the duties of this committee

Item 12: Article VII, Senate Committees, Section 6, A, Admissions and Retention Committee—Clarifying wording of membership

Chair reviewed the rules for debate: Senators can comment twice on any item under discussion. A Senator can speak for up to 10 minutes. If you have a question that needs clarification, or parliamentary procedure, ask at any time. Raise your hand, wait to be recognized by the Chair and the comment/question must be germane to the item. Anyone can make a motion to end debate (2/3 of Senators signed in needed to end debate).

No questions/comments. Move to vote on Action 1.

**Vote results**
Yes 58

No 1

Abstention 2

The item passed.

Group B:

Item 3: (of the chart in the Appendix, as below): Article II: Membership in the College Senate, Section 2, F, Full Time Faculty Membership-Attendance requirements of UFS Senators

Item 10: Article VII Senate Committees, Section 3 Attendance at Standing Committees Meetings-Updating attendance requirements at Senate committees

A motion was made to amend Item 2. “… any member who is absent more than three times per academic year….” Strike the words “more than” so that the sentence reads:

 “Any member who is absent three times per academic year…..”

Motion carries, the item is amended prior to the vote.

Debate continues on items 3 and 10 (of Group B), and center on concerns with what a “reasonable excuse” means when communicating one’s absence from a Committee meeting, and what happens if one is asked to resign from a committee because of their excessive absences and that Senator chooses not to.

A motion was made to replace the words “will be removed” with “will be asked to resign” in both items. The motion was seconded and debate ensued. The Senator who made the original motion then asked to have the amendment withdrawn. There was no objection from the Senate

A motion was raised to remove the words “full time faculty” from item 3. The Chair ruled the motion out of order as the UFS only technically has full time faculty members at the moment.

After further debate motions were made to send both items 3 and 10 back to the Senate Executive Committee to reconsider the wording “reasonable excuse”. Both were seconded and approved. A motion to reconsider sending item 10 back to the SEC was made, and seconded, but failed to pass. Both items 3 and 10 were sent back to the SEC.

At 5 pm a motion was made to extend the Senate meeting to 5:15pm. The motion was seconded, and the motion did not pass a Senate vote.

***9. Adjournment***

* Meeting adjourned at 4: 56 pm

Prepared by Professor Diana Macri, Senate Recording Secretary

**Appendix: Proposed Charter Revisions, 2019-2020, Part I**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Current** | **Proposed** | **Rationale** |
|  |  |  |  |
| **1** | **Article I: Functions of the Senate, Section 1, C., 9.** |   |   |
|  | Affirmative Action/504 Compliance | Affirmative Action/504 Compliance, Equity, Diversity, and Inclusion | The formerly named Affirmative Action Committee has been renamed the Committee on Affirmative Action, Equity, Diversity and Inclusion. This change in the functions of the Senate reflects the expanded role of the formerly named Affirmative Action Committee. |
|  |  |  |  |
| **2** | **Article II: Membership in the College Senate, Section 2, Full-Time Faculty Membership, D.** |   |   |
|  | Departments without units (which for the purpose of representation on the Senate will include Counseling) shall be represented in proportion to their faculty members: one representative per every ten (10) faculty members or fraction thereof, who shall be elected by the members of their department. | Departments without units ~~(which for the purpose of representation on the Senate will include Counseling)~~ shall be represented in proportion to their faculty members: one representative per every ten (10) faculty members or fraction thereof, who shall be elected by the members of their department. | Counseling was once predominantly faculty. This is no longer the case. It is now overwhelmingly staffed with licensed practitioners, and there are no plans to hire faculty for the Counseling unit. There is only one faculty member left, who is eligible for the Hostos Senate as an At-Large Senator or as a UFS Senator. HEOs in Counseling were never elected to the Senate on this line. They were elected as HEOs. The Counseling line has been vacant for a number of years. |
|  |  |  |  |
| **3** | **Article II: Membership in the College Senate, Section 2 Full -Time Faculty Membership, F.** |   |   |
|  | Full-time faculty who are College representatives to the UFS are automatically members of the College Senate. They shall be elected according to the same procedures and criteria that apply to all other Senators. | Full-time faculty who are College representatives to the UFS are automatically members of the College Senate. They shall be elected according to the same procedures and criteria that apply to all other Senators. UFS Senators are expected to attend all UFS Plenary meetings, in addition to Hostos Senate meetings. UFS Senators who are absent from UFS Plenary meetings more than three (3) times per academic year without a reasonable explanation sent in writing to the Chairperson of the Hostos College Senate, will be removed from office and another representative shall be elected in their place. Having communicated with the Chairperson of the Hostos College Senate that they will be absent from a UFS Plenary meeting, the UFS Senator is also responsible for informing a duly elected Hostos UFS Alternate Senator of such absence so the latter can attend in their stead. | The UFS does not have a mechanism to ensure attendance. We need to guarantee that Hostos is fully represented at UFS meetings. This language mirrors the attendance requirements for Senators at the Hostos.  |
|  |  |  |  |
| **4** | **Article II: Membership in the College Senate, Section 9 Timetable, B. For adjunct faculty members: 1.** |   |   |
|  | Regular elections shall be conducted in May of each year, after academic appointments have been made for the Fall semester. | Regular elections shall be conducted ~~in May~~ before the first Senate meeting of the Fall semester ~~of each year~~, after academic appointments have been made for the Fall semester. | Adjunct appointments continue through the summer, and up to the beginning of classes. As such, an elections list cannot be finalized until the beginning of classes in the Fall. |
|  |  |  |  |
| **5** | **Article II: Membership in the College Senate, Section 9 Timetable, C.** |   |   |
|  | On the last meeting of the Spring semester, the Senate shall hold annual elections to nominate a pool of faculty representatives to serve on the Hostos Association, Auxiliary Services, and Discipline committees. These names will be forwarded to the President, who will appoint members to the committees/bodies from the list. | On the last meeting of the Spring semester, the Senate shall hold annual elections to nominate a pool of faculty representatives to serve on the Hostos Association, Auxiliary ~~Services~~ Enterprise Corporation, and Faculty Student Disciplinary Committee ~~Discipline committees~~. These names will be forwarded to the President, who will appoint members to the committees/bodies from the list. | The names of the latter two committees have changed to the proposed changes. |
|  |  |  |  |
| **6** | **Article II: Membership in the College Senate, Section 11 The Executive Committee, A. Membership: 3.** |   |   |
|  | The Committee will elect a Vice Chairperson, a Recording Secretary, and a Corresponding Secretary from among its members. The term of the Recording Secretary shall be one year. | The Committee will elect a Vice Chairperson and a Recording Secretary~~, and a Corresponding Secretary~~ from among its members. The term of the Recording Secretary shall be one year. | The Executive Committee can no longer use a Corresponding Secretary, whose functions can only be done by the Chair who has access to the college-wide email list. |
|  |  |  |  |
| **7** | **Article II: Membership in the College Senate, Section 11 The Executive Committee, C. Functions of the Officers: 1. Duties of the Chairperson shall include but not be limited to the following:** |   |   |
|  |   | (g) The distribution of minutes and agendas to appropriate committees or individuals. | The Chair will formally assume the duties of Corresponding Secretary with the change above. |
|  |  |  |  |
| **8** | **Article II: Membership in the College Senate, Section 11 The Executive Committee, C. Functions of the Officers: 4** |   |   |
|  | Duties of the Corresponding Secretary shall include the distribution of minutes and agendas to appropriate committees or individuals. | ~~Duties of the Corresponding Secretary shall include the distribution of minutes and agendas to appropriate committees or individuals.~~ | As above, the position of Corresponding Secretary is being eliminated as their duties can only be performed by the Chair. |
|  |  |  |  |
| **9** | **Article V: College-Wide Personnel and Budget Committee, Section 4 Election of At-Large Faculty** |   |   |
|  | A. Each academic Department and the Division of Student Development and Enrollment Management shall nominate one candidate. | A. Each academic Department ~~and the Division of Student Development and Enrollment Management~~ shall nominate one candidate. | Consistent with the changes below, SDEM no longer hires faculty, it no longer creates or teaches courses, nor does it have a Curriculum Committee, or a Personnel and Budget Committee. It no longer has a pool of faculty or fulfills faculty functions for the purposes of representation on the College-Wide P&B.  |
|  |  |  |  |
| **10** | **Article VII: Senate Committees, Section 3 Attendance at Standing Committees Meetings** |   |   |
|  | Any member who is absent from three (3) meetings without written notification shall be asked to resign and will be replaced by the Committee on Committees. | Any member who is absent more than three (3) times per academic year without a reasonable explanation sent in writing to the chairperson of their committee will be removed from office and replaced by the Committee on Committees, in cases in which the Committee on Committees appoints members, and by the relevant electing bodies in cases in which committee members are elected. ~~who is absent from three (3) meetings without written notification shall be asked to resign~~ ~~and will be replaced by the Committee on Committees.~~ | This change standardizes attendance requirements for the Senate and Senate Standing Committees. Language that is already being used for attendance requirements for Senators is now being proposed for attendance at Senate Standing Committees. |
|  |  |  |  |
| **11** | **Article VII: Senate Committees, Section 5 Academic Standards Committee, B. Function:** |   |   |
|  |  | 3. Adjudicate grade appeals that have been denied at the departmental level, and submit a change of grade on behalf of the student when necessary. Specific procedures are outlined in the Hostos Community College Catalog. | This addition formally recognizes work that the committee has already been doing for some time. |
|  |  |  |  |
| **12** | **Article VII: Senate Committees, Section 6 Admissions and Retention Committee, A. Membership:** |   |   |
|  | 2. Office of the Registrar | 2. A representative from the Office of the Registrar. | This clarifies what the Charter requires. |
|  | 3.Vice President for Student Development and Enrollment Management | 3.Vice President for Student Development and Enrollment Management, or their designee. | This allows for broader recruitment if the VP is unavailable to serve on the committee, but keeps the same expertise from that office. This also standardizes VP membership criteria across the Charter. |
|  |  |  |  |
| **13** | **Article VII: Senate Committees, Section 10 Curriculum Committee, A. Membership:** |   |   |
|  | 2.The representatives shall be elected by each Department from its Curriculum Committee and by the Division of Student Development and Enrollment Management, and their names submitted to the Committee on Committees for final approval. | 2.The representatives shall be elected by each Department from its Curriculum Committee ~~and by the Division of Student Development and Enrollment Management~~, and their names submitted to the Committee on Committees for final approval. | Membership in the Curriculum Committee, as per the Charter, is the following: "1. The membership of the Curriculum Committee shall be composed of one tenured or CCE representative from each academic Department of the College, one (1) 13.3B HEO, and two (2) elected Student Senate representatives duly certified by the Vice President for Student Development and Enrollment Management." As such, the Division of Student Development and Enrollment Management is not responsible for any component of the Curriculum Committee, and this reference to SDEM should be eliminated. |

**Appendix: UFS Report** – Prof. Julie Trachman (Not Presented at Senate, as time expired. Included here for informational purposes)

UFS Report for Plenary Session Sept. 24, 2019

I. Remarks from Chancellor Félix Matos-Rodríguez and then some Q and A:

i) Brief remarks: He undergoing a learning curve. From Performance Management Process (PMP) – related conversations at different campuses, he hopes to gain a more in depth knowledge about assets and issues at the various campuses.

ii) Q and A / comments and responses:

a) re. the SUNY vs. CUNY gap of faculty / FTE ratio: this is under investigation by Vice

Chancellor of Budget, Matt Sapienza.

b) a Senator expressed concern that we are underfunded by NYS and CUNY in recent past did not ask for funding of Maintenance of Effort (MOE) – felt that we should be asking for more money. Investment in higher education is important but we also need to use our assets better / more efficiently.

c) re. the upcoming changes in testing of students with respect to remedial / developmental courses: starting this spring, CUNY will be combining testing with student GPA information in an algorithm – CUNY will be trying this strategy out and then will adjust as necessary

d) Prof. August, from HCC, prefaced her concern by saying that she recently became aware that a new CUNY group was just created called the Initiative for Development Education Reform. Among their tasks will be to research and recommend processes for students exiting ESL and entering English courses. Her concern has to do with the process in how this committee was created. She felt that relevant faculty such as faculty discipline councils should have been consulted. Departments such as hers (Language and Cognition) have working with the English Dept. on these very issues and the Discipline Council in that area has been working closely with CUNY on this issue for at least 2 years. She suggested that the lack of communication was non-productive and divisive and not the best way to work towards the common goals for the college. She was asked to send her prepared statement to VP Cruz.

e) Another Senator brought up her concerns re. the culture of the institution, especially in regard to diversity.

Faculty Satisfaction survey (COACHE) was mentioned / systemic vs. individual campuses. At the Chancellor appointee level, it has been intentionally diverse….the question then becomes how to get it to trickle down to everyone….

f) question was posed as to the differences in funding levels between SR vs community colleges. There was a rehash on how this is accomplished (NYS, NYC funding, etc.)

g) One Senator expressed a lament about the lack of funding to the humanities.

h) And another Senator expressed two concern: i) secrecy of searches – Chancellor felt that one gets a better pool of candidates when the candidate names are kept out of the public domain but understands the concerns on our parts ii) changes in Chancellor’s report format – we were reminded that their changes made a couple of years ago and some of the information is now posted on a new “dashboard.”

II. Chairs of UFS Committees gave brief presentations regarding some of the concerns for the upcoming year. Some of the presentation details are as follows: Status of Faculty: COACHE survey; campus climate, diversity, remediation;

Academic Freedom: revisit freedom of expression topic, student bill of rights;

Library and Information Technology: some charges likely to be considered include OER, possible replacement of Blackboard, may with respect to Academic Works (now controlled by Elsevier); Student Affairs: assessment of mental health services across CUNY campuses, look at how CUNY addresses homelessness issue among students (idea of temporary dormitories came up) as well as food insecurity and student health insurance, assess situation of Dreamers and DACA students

III) Chairs of UFS Advisory Committees:

Academic Affairs –developmental education reforms, second language learners, adult learners; Enrollment Management- number of campuses with drops in enrollment with some fluctuations. At least some of this is due to increased competition with SUNY, private and for-profit colleges. They are looking at ways to enhance enrollment including the idea of targeting new populations such as adult learners, changing remediation; Budget and Finance- looking for transparency and consultation; UFS Charter Review- will looking to do more revisions of the charter building on what was accomplished last year and will be getting started soon.