

October 19th, 2021 | 3:30-5 pm |

Recording: <https://drive.google.com/file/d/1PybL4UygIN_8Barhrrd0J9kJZwpdh3Et/view>

**Minutes**

1. **Roll Call**
   1. **Present:** Speaker Amy Handfield, First Deputy Speaker Tim Ward, Second Deputy Speaker Lina Baroudi, Secretary Nicole Rodi, Senator Sonny Ago, Senator Esmilda Abreu, Senator Steven Shreiner, Senator Karen Nicholson, Senator Michael McEneney, Senator Min Jung Kim, Senator Enrico Forti, Senator William Merriman, Senator Trace Lahey, Senator Swaminathan Krishnan, Senator Maeve Adams, Senator Michael Quinn, Senator Richard Gustavson, Senator Sarah Wacker, Senator Syrita Newman, Senator Kevin Nipal, Senator Pat Brady, Senator Isabel Frazza, Senator Marin Bultena
   2. **Absent:** Senator James Washington, Senator Michael Carrigy, Senator Juliette Rodrigues, Senator Emma Piazza
2. **Approval of the Agenda**
   1. The agenda was approved by a quorum
3. **Approval of Previous Minutes** 
   1. The minutes were approved by a quorum
4. **Reading from the “Green Book”**
   1. “Take care that your school runs well” Saint John Baptiste de La Salle
5. **Speaker’s Report**
   1. Speaker Handfield reported that there will be a virtual Middle States meeting on November 3rd with Fr. Mayer, the leader of our Middle States visiting team. This will be an all-day virtual event at which Fr. Mayer will be meeting with various bodies and groups on campus. The Senate is slotted for that day from 3:30 to 4:15. If you wish to participate please contact Speaker Handfield. The co-chairs suggest that those who occupy different positions should choose to only attend one virtual meeting.
6. **Reports from the Standing Committees:**
   1. Educational Affairs Committee (EAC): Senator Schreiner
      1. Senator Shreiner spoke on items discussed at the October 5th meeting
         1. The College-Wide Curriculum Committee is looking at a procedure to produce a college-wide course. Discussion is happening and there will be a report back to the EAC
         2. The College Technology Committee had a discussion about Enterprise data and infrastructure support. ITS is trying to learn from the Covid year and improve data issues. There is an Adirondack system delay. At the infrastructure and Support Committee meeting, a review of ITS Chatbox was discussed to be scaled campus-wide
         3. The College-Wide Library Committee reported that a self-study and external review 5-10 year plan is in the process of being drafted.
         4. Registrar Office- Carlos Tonche reported that academic calendars through 2025 were presented and will be voted on at the next EAC meeting.
         5. Senator Wacker made a request that a specific recommendation be included in the EAC minutes. Senator Shreiner noted that this topic will be discussed at the next EAC meeting for further clarification. Senator Shreiner is referring to the self-directed working groups. Functional and structural groups across campus are composed of people who are at the front lines of these issues. For example, a group looking at the graduate administration structure that is using input from different sects to make improvements. Because there are structural things at hand there are personal issues involved thus they want to remain sensitive with certain topics while also maintaining as much transparency as possible with the community. Senator Shreiner apologized for the confusion and the EAC is asking for clarity.
         6. Senator Wacker stated that the College Technology Committee had wanted this issue brought to the Senate. Senate Shreiner stated however that the formal statement needs clarification. The CTC wanted to make sure their issues are being heard. The CIO has oversight of all the teams
   2. Campus Life Committee (CLC): Senator Ago
      1. Senator Ago spoke on items discussed at the October 15th meeting
         1. The committee met in spurts given the Midterm exam schedules
         2. The need to address parking specifically in the student commons parking lot during early morning hours. Due to the Higgins building, there is a parking shortage on campus and thus spots are hard to come by. Public Safety is in the process of exploring the possibility of limiting or eliminating the Community Parking Program, which would free approximately 100 spots in the main garage.
         3. Dr. William Walters will respond to the CLC’s questions regarding library hours
         4. The bridges to Lee and Horan residence halls will remain closed due to limited staffing and existing One Manhattan protocols.
         5. In terms of HVAC regulation temperatures in the student commons, many offices and student spaces have been extremely cold. Aramark conducted an HVAC study, the CFC is waiting for the results of that. In the meantime, the CFC chairs are in the process of surveying areas to determine which specific areas need to be addressed.
         6. Although there has been an increase in outdoor fitness opportunities to accommodate community members who do not have access to the Fitness Center, members of the CLC are concerned that these opportunities will soon become limited as the weather gets colder. The CLC suggested that the College explore discounted online gym memberships or free access to online fitness classes for those who cannot use the Fitness Center due to vaccination status. The CLC Chair will meet with the Director of the Fitness Center to discuss.
7. **Old Business**
   1. None
8. **New Business** 
   1. Discussion on Green Pass and Mask Mandate Policies
      1. Senator Shreiner to field questions
         1. The policy right now is that everyone wears a mask indoors. It is important to conduct the symptom tracker every day, there are certain locations at which they are checked. Teachers should check their student’s green pass status before class is in session.
         2. Second Deputy Speaker Baroudi asked if it is the faculty’s responsibility to check students’ green passes for every class.
            1. It is up to the teacher’s discretion however it is recommended. If a student refuses to comply with their orange pass status they can be reported for behavioral misconduct. The same applies to faculty who can be reported to HR.
         3. Senator Gustavson asked which buildings check green pass status
            1. The library, residence halls, student commons are the locations stated by Senator Shreiner. All faculty are allowed to check.
         4. Senator Wacker: If students state they are sick will their daily symptom tracker correlate?
            1. Students should fill it out accurately, those who are exempt from receiving the vaccine may have an orange pass if they fail to get tested on time.
         5. Senator Krishnan asked can there be a monthly audit to report to the students how often they failed to fill out the daily symptom tracker and what penalties may apply.
            1. Meta-data analysis is being discussed. Senator Shreiner can find out more details.
         6. Senator Quinn asked when the removal of masks may occur
            1. There is no discussion of removing masks mandates at the moment At some point it will be lifted but that is forthcoming. Right now the administration is focused on keeping the community safe.
         7. Senator Quinn asked how the school is working to continue and increase compliance.
            1. Working to make the community as unified as possible whilst keeping it everyone safe and policies reasonable.
         8. Senator Krishnan stated that the students have been wonderful about wearing masks however placing them over the nose has been of concern. What can we do in the near future to keep the student body engaged in full compliance?
            1. Gentle reminders with compassion and kindness are key. If there is a problem brewing it can be brought to greater attention,
         9. Senator Gustavson asked if it is the faculty’s responsibility to check green passes before every class
            1. Senator Shreiner states that this step can be as easy as taking attendance. Faculty can glance over their roster and see which students are in compliance.
         10. Senator Gustavson asked if there can be staff at every entrance to check green passes
             1. It would be difficult to staff people at every entrance of every building. Faculty can check their student’s status prior to class and reach out when necessary. Students should be taking the necessary steps to contact their teachers if they are not in compliance and if they will be absent from class.
         11. Senator Gustavson asked if there was any consideration for reopening the south entrance to Kelly Commons to ensure greater access to those on the South campus.
             1. This has not been a topic of discussion, however, it does become a staffing issue. Public safety is working to hire more personnel. Senator Shreiner will bring this up at the next One Manhattan meeting.
   2. O’Malley Library Hours: Dr. William Walters, Executive Director, O’Malley Library
      1. Dr. Walters noted that since the changes to the library hours went into effect there have been many concerns. The library no longer maintains a 24-hour schedule mainly due to staffing and budget issues.
      2. It was determined that the most cost-effective solution was limiting the library’s hours.
      3. Dr. Walters displayed data detailing headcounts conducted during the 2017, 2018, snd 2018 academic years.
         1. Results showed that between the hours of 1 am and 7 am the number of people in the library was extremely low.
      4. This data was collected two years prior to Covid, thus their decision was mostly based on the pre-Covid numbers. They did look at last years headcounts and the results showed even lower numbers.
      5. Dr. Krishnan is concerned that if the library hours continue to shrink, it will result in a negative feedback loop. Giving access to students is crucial for their use of the library. It is important to think of the long-term effects of these changes and ensure that this is only temporary.
      6. Dr. Walter reiterated that this decision is very much due to the lack of staff available to keep the library open for extended hours. Fortunately, the library plans to open for extended hours during finals week. There is a demand from students to remain open after midnight however this demand does not occur in the early morning hours. Dr. Walters understands not giving students the impression that the library is not there for them. The data for this semester shows the headcounts are up in the later hours of the day. The interpretation i is that students are altering their schedule to fit the library’s hours.
      7. Senator Nipal made not of the layoffs and retirements that have recently occurred, how does this play a part.
         1. Staffing at the circulation desk is difficult as well as flexibility. They plan to replace two positions as soon as possible.
      8. Staffing at the circulation desk has always been two
      9. There have been savings in regard to energy, electricity, and housekeeping.
   3. Other?
      1. Senator Gustavson asked about the closure of the Scala room in Leo
         1. Deputy Speaker Ward stated that since the completion of the Higgins-Leo Complex the Scala room and Leo 236 do not meet code and so they can not be used for public assembly. This will cost between 1 and 2 million dollars to which the college does not have at the moment.
      2. Senator Gustavson asked whether or not there have been a discussion about bringing these room up to code
         1. Senator Schreiner stated that this is a topic of high priority and that it has been discussed, however, he does not have details to share at the moment.
         2. Senator Shreiner noted that the positive side is that we have a wonderful new building to be viewed by the community.
9. **Adjourn**
   1. The meeting was adjourned at 4:33 pm. The next Senate meeting will be held on November 16th.