

**LEHMAN COLLEGE**  
**GOVERNANCE COMMITTEE MEETING MINUTES**

November 1, 2017

- The meeting began at 2pm with the following committee members in attendance: Jose Acevedo, Joseph Fera, Maria Feliz, Jose Magdaleno, Marie Marianetti, Susan Markens, Duane Tananbaum, and Suzanne Yates.
- Provost Harriet Fayne also attended the meeting to discuss enrollment and admission concerns.
- Donald Garcia-Dwyer, Governance Committee member and secretary, will no longer serve. Committee members will now take turns recording the meeting minutes.
- Duane Tananbaum clarified to the committee that, according to governance documents, students are to serve in an advisory capacity to department P&Bs with said service to be decided by each department. Students must have representation and voting rights on all other existing department committees.
- The committee discussed student involvement in other areas of departmental business, as well. This included the scheduling of classes.
- Provost Fayne commented that administration will be asking departments to modify current scheduling practices in an effort to increase graduation rates. These modifications may include scheduling 1-2 years of courses at a time (rather than by semester), working more closely with enrollment management, and creating curriculum maps.
- Duane Tananbaum announced that he met with VP Renee Sarmiento regarding admissions. During this meeting, he explained that the governance committee's focus is to ensure that the rights and prerogatives of the Senate are being observed in the admissions process. Towards this end, VP Sarmiento will work more closely with CAEAS.
- Provost Fayne informed the committee that the administration plans to continue to grow the College's enrollment – at a rate of roughly 5-7% each year. The Provost provided the following information regarding the 7% enrollment growth the college experienced this academic year:
  - There are 3 main pipelines for student enrollment at Lehman College: SEEK, regular admits, and OSS.
  - SEEK admissions are capped at roughly 200 students. OSS admissions are capped at 10% of the total number of regular student admissions.
  - Students admitted through the OSS program need not meet all of the regular admission requirements.
  - The increase in enrollment is due to an increase in OSS admits.

- Provost Fayne said that the admissions process used this past year did not go against any of the existing policies. In particular, she maintained that there was no infringement on shared governance. The committee noted, however, that it has been past practice that any and all changes to the admissions process, no matter how small, have been brought to the Senate floor for discussion.
- Provost Fayne agreed that the admission strategies used were not clearly explained. Although, she asserted that the idea of utilizing OSS admits to grow enrollment was mentioned by President Cruz in a Faculty P&B meeting in February or March of 2017.
- The committee discussed that the role of the Governance Committee on the issue of enrollment and admission is a question of process and not of policy. The Governance Committee is concerned that the Senate be well informed of the admissions process and that proper conversations, debates, and voting on admissions policies be held when appropriate.
- The committee agreed that more information, especially on OSS admissions, is needed. The committee will ask CAEAS to continue to investigate the situation, to gather additional information, and to meet with VP Sarmiento to clarify admissions policy. This clarification must happen soon so that both the Senate and admissions office is clear on the policy before admissions for Fall, 2018 is underway.
- The next meeting of the Governance Committee is Tuesday, November 21<sup>st</sup> at 12:45pm in CA-201. (This is a change as the original meeting was scheduled for November 22<sup>nd</sup>.)
- The meeting adjourned at 3:15pm.