

LaGuardia Community College — Academic Standing Committee April Meeting Minutes

Co-Chairs: Lilla Toke (English Department) & Caterina Almendral (Education & Language Acquisition)

Present: Marta Kowalczyk and Maureen Drennan (Academic Appeals), Sandra Ribeiro (Health Sciences), Sungsoo Lee (Natural Sciences), Maribel (Business & Tech), Andrew McFarland (Humanities), Erica Correa (ACE), Alexandra Rojas (Library), Vera Albrecht (Academic Affairs), Cynthia Vasquez (Community Health and Wellness), Abdul Hashim (Registrar), Renee Daniel (Admissions)

Guests: Ben Rohdin (VP, Enrollment Management), Randy Changoo (Student Financial Services)

Meeting began at 2:30PM/

1. SAP, Academic Standing, and the Appeals Timeline

Ben Rohdin provided an overview of Satisfactory Academic Progress (SAP), the federally mandated standard students must meet to retain Title IV financial aid. He distinguished SAP from academic standing, noting the two are closely aligned at LaGuardia but not identical.

Key concerns raised:

- Approximately 25% of students are flagged annually for not meeting SAP, yet only about 10% of those students file an appeal, resulting in hundreds losing aid with little opportunity for intervention.
- Notifications currently go out in late August, when students are already registered for fall classes and often miss communication, leaving little time for meaningful action.
- LaGuardia's 12-6 calendar (two sessions per term) creates particular challenges. Evaluations happen at the end of the full term rather than after Session 1, limiting the window available to reach and support students.

Proposed procedural changes (Enrollment Management/Registrar):

- Run SAP evaluations at the end of Spring Session 1, giving students and advisors all of July and August to prepare appeals before the fall term begins.
- Begin early outreach to at-risk students through the Nest and peer ambassadors, supplementing standard email and text notifications already sent via CUNY First.

Discussion:

The current catalog language effectively allows a one-semester delay in applying suspensions — a provision that may have made sense operationally years ago but creates confusion and financial harm for students today. Committee members discussed the logic and unintended consequences of this language. The committee reached a general understanding that the catalog's academic probation/suspension language should be revised to:

- Replace "semester" with specific "session" and "term" language, consistent with the 12-6 calendar.
- Remove or revise the clause that effectively delays suspension by one semester.
- Clarify that once suspended, students should not be permitted to register for a new term (though they may complete a session already in progress).
- Remove language that acknowledges calendar-related processing delays, as those delays will be resolved procedurally.

The committee will review the current probation policy, discuss revisions at the May meeting, and — once consensus is reached — bring a proposal forward to the College Senate.

2. Approval of March Meeting Minutes

Minutes were reviewed and approved by majority vote.

3. Updated Academic Calendar

Abdul Hashim summarized changes to the updated academic calendar. The new calendar was reviewed and approved by majority vote.

4. Committee Website Update

Co-chairs noted the committee website has been updated to include the current member list, recommended syllabus checklist (in-person and online versions), and updated minutes. The FAQ section remains outdated and will be addressed at the May meeting. Members were asked to share the website with their departments.

5. FAQ Document — Deferred to May

Discussion of the website FAQ document was postponed. Members were assigned to read the document before the May meeting and come prepared with notes and suggested revisions.

Next meeting: May 18, in person, C Building, Room C701 / J2, 10KCB Education Center.

Meeting adjourned at 4:00PM

Respectfully submitted,

Lilla Toke