

**College Council Meeting  
Wednesday, October 24, 2018  
Meeting Minutes**

**TO:** College Council

**SUBJ:** College Council Meeting Minutes for October 24, 2018

**Convened Open Session:** 4:30 PM at the Welcome Center. In accordance with section 103 (f) of the Public Officers' Law, the meeting was broadcast live over the internet which was available through the SUNY Maritime College website, College Council webpage. The Chair opened the meeting with welcoming remarks.

**Council Members Present:** Timothea Larr, Joseph Butterworth, Joseph Conway

**Council Members Not Present:** (3) Thomas Higgins, William Garry and Mark Brosnan

**Also Present:** Michael Alfultis, Joseph Hoffman, Mark Woolley, Rohan Howell, William Imbriale, Eric Johannsson, Douglas Hasbrouck, Captain Catie Hanft, Kris Schnatz, Scott Dieterich, Lu-Ann Plaisance, Claudine Tavin-Warkenthien

**Public Attendance Count:** 0

**Old Business:**

Approval of the March 28, 2018 minutes was postponed due to no quorum. Minutes will be approved at the next meeting at which a quorum is met.

**New Business:**

1. Newly elected SGA President, Joseph Butterworth was welcomed to the College Council by chair Timothea Larr
2. President Alfultis welcomed new staff member Douglas (Doug) Hasbrouck, Executive Director of Development
3. The President, RADM Alfultis, provided an update on the following topics (see attached President's Report):
  - a. Strategic Plan Update. The Planning, Budgeting, and Assessment Committee (PBAC) organization and process for 2019-2020. He also presented the prioritized list of strategic actions for 2018-2019.
  - b. Enrollment and Budget:
    - The entering class is the largest enrolled. Even though this is the largest entering class, quality has not been compromised as evidenced by increasing SAT scores. The percentage of

engine/deck and license students remains about the same as the previous academic year.

- Total enrollment is down by 2.7%% from 2017. Even though we are enrolling record numbers of new students, our total enrollment continues to decline. There are two reasons for this. We are graduating more students. We had our largest graduating class in 2018 (500 graduates). In addition to graduating more students, our spring term new student and total enrollment have consistently declined over the past three years.
  - The College is looking to increase spring new student enrollment with a new program: JStart (January Start) for license program. This will enable students to enroll as license students in the spring.
  - With decreasing enrollment, we have a decrease in tuition and fees (revenue) to compensate for this the following actions have been taken:
    - Mandated 10% reduction in all department non-payroll budgets for 2018-2019,
    - Review of personnel vacancies
    - Strategic Sourcing (Contract review and renegotiations)
    - Grants, Philanthropy increase of importance. Major Grants
- c. Donor Outreach Initiatives. The Admiral discussed recent donor outreach initiatives including Quarters1 Dinners and trips to the Midwest, Houston, and Panama to meet with donors and alumni.
- d. Foundation Update, The purpose of the Foundation is to raise money for college. The board held a meeting on campus this fall. An accounting system is now in place for compliance and control. The boat donation program has moved from the SUNY Research Foundation to the Maritime College Foundation. Planning for a fundraising campaign is moving forward. A feasibility consultant will be hired, and a needs list is being developed.
- e. Alumni Update: The first Alumni Association Maritime College magazine was published. All College Council members were provided copies. Magazines have also been mailed to them. Our next joint initiative is to merge the database of alumni. We plan to hire a consultant for this task. Joint alumni and college events this summer/fall included: Yankee's Game, Ship Return, Houston alumni gathering, Homecoming, and Panama alumni events.

- f. Upcoming events that may be of interest to College Council Members:
- Distinguished Leadership –Scott Kelly November 6<sup>th</sup>
  - Maritime Security Conference November 8th
  - Winter Commencement Ceremony 3 PM January 25<sup>th</sup>
4. Review and discussion of the schedule for College Council meetings for the 2018-2019 academic year: Claudine Tavin-Warkenthien to send out invitations for the following dates: 11/29, 1/29, 3/27
5. SGA Update: The SGA President, Joseph Butterworth reviewed SGA events, initiatives, and major accomplishments for the fall semester. See the attached summary.

**Adjournment of Open Session:** The motion was made and seconded to adjourn the open session and move to executive session. The motion was approved unanimously. Open session adjourned at 5:36 PM.



---

# President's Report

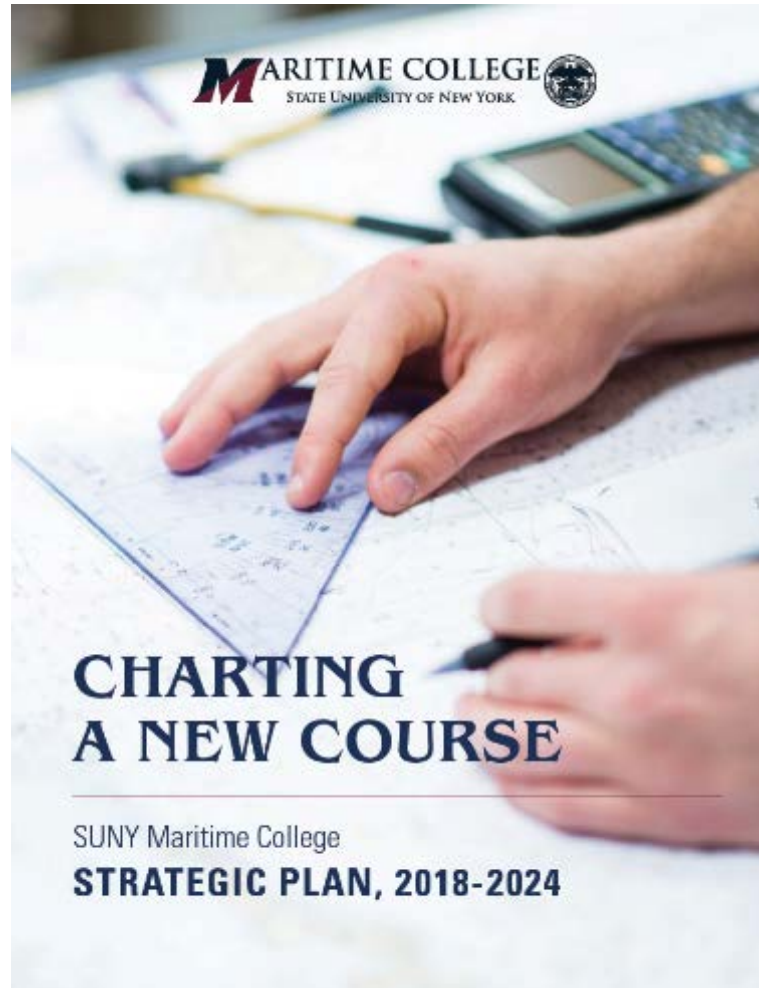
College Council Meeting  
Wednesday October 24, 2018

# Topics

---

- Strategic Plan Update
  - 2018-2019 Priorities
  - Planning, Budget, and Assessment Committee Process
- Enrollment and Budget Update
- Foundation Update
- Alumni Association Update
- Upcoming Events

# Strategic Plan



**ACHIEVE NEW HEIGHTS OF ACADEMIC EXCELLENCE**

**EMPOWER A MARITIME COLLEGE FACULTY FOR THE FUTURE**

**CULTIVATE STRONG EXTERNAL PARTNERSHIPS**

**CHAMPION DIVERSITY AND INCLUSION**

**FOSTER A VIBRANT STUDENT LIFE EXPERIENCE**

**REALIZE OUR FUTURE**

- Concurrently working 2018-2019 and 2019-2020 strategic actions:
  - 2018-2019 abbreviated process
  - 2019-2020 full Planning, Budgeting, and Assessment Committee Process

# The Planning, Budgeting, and Assessment Committee: Purpose

---

1. Implement, resource, monitor, and assess Maritime College's strategic plan
2. Provide a venue for resourcing requirements identified by departments and units, which cannot be resourced through the normal departmental budgetary process
3. Systematically align Maritime College's planning processes, resources, and structures

**MSCHE Standard VI: Planning Resources, and Institutional Improvement:**

*“The institution’s planning processes, resources, and structures are aligned with each other and are sufficient to fulfill its mission and goals, to continuously assess and improve its programs and services, and to respond effectively to opportunities and challenges.”*

# The Planning, Budgeting, and Assessment Committee: Organization

---

- Executive Steering Group (7)
  - President, VPs, Presiding Officer of the Faculty, and Vice Provost for Institutional Effectiveness
- PBAC (24)
  - Cabinet – Administration
  - Academic Council – Faculty (Department Chairs, Deans, Associate/Vice Provosts)
- Subcommittees (18-30)
  - Six sub committees aligned to six Strategic Goals
  - Chair: PBAC member; Faculty/Staff Co-chair
  - Membership: 3-4 additional (non-PBAC) faculty/staff

Shared Governance  
Structure



# Requests for Funding – Two Processes

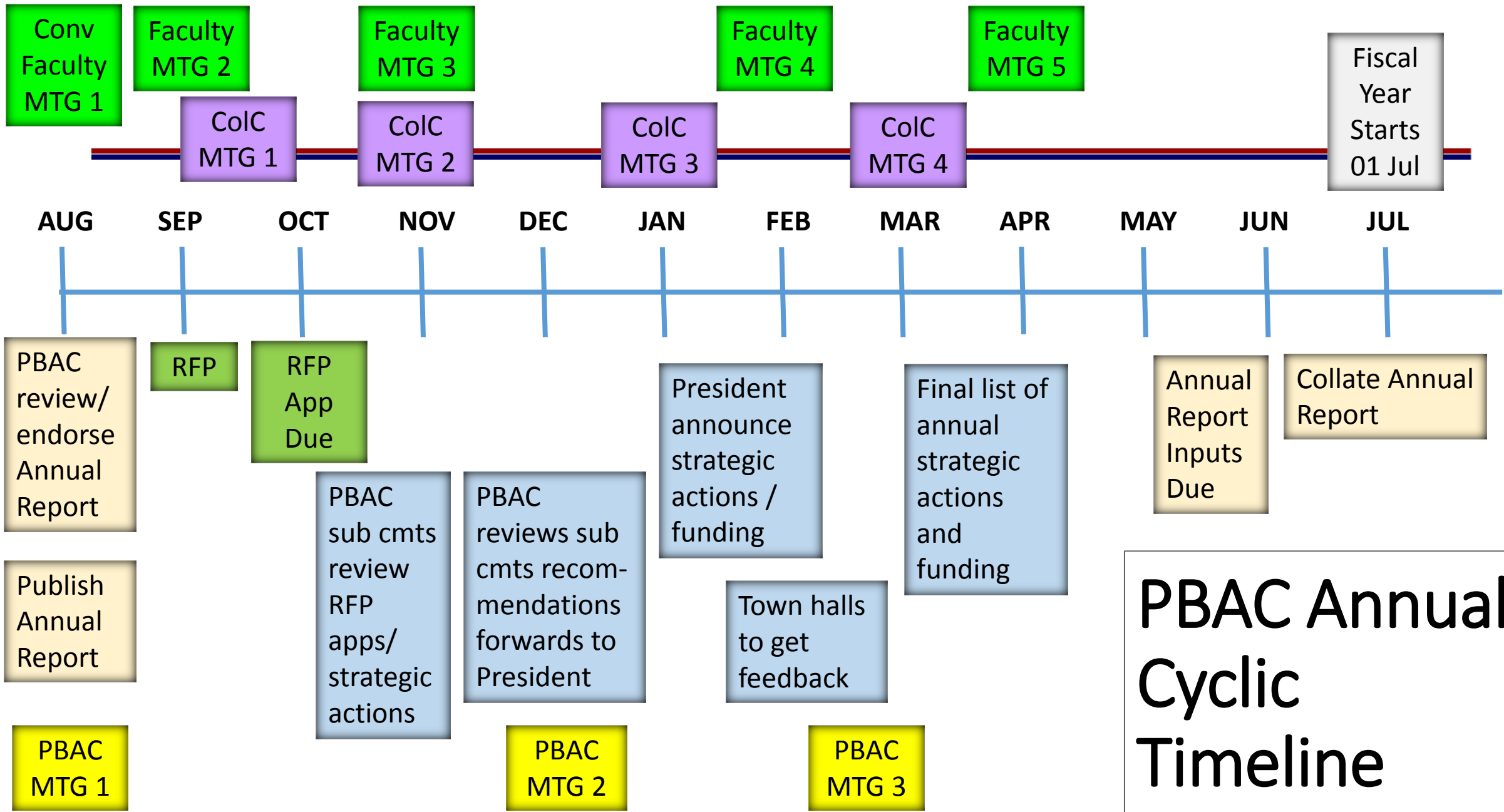
---

## 1. Strategic Funding

- Request for funds for the following budget year
- Support strategic goals / annual actions
- Does not circumvent other processes or standing committees
- PBAC provides recommendation to President (Highly recommended; Recommended; or held in reserve for further consideration)

## 2. Emergent Operational Funding

- Contingent funding for current budget year
- Abbreviated process
- PBAC ESG makes recommendation to President (recommended; held in reserve for further consideration)



# PBAC Annual Cyclic Timeline

# Achieve New Heights of Academic Excellence



- Program Accreditation/Approval (ABET, IACBE, License Program)
- Mariner Training Review
- Initiate Academic Portfolio Review Planning
- Review of Associates Program
- Increase Support for Internships
- Marine Engineering Lab Renovation

# Empower A Maritime Faculty for the Future



- Establish New Faculty Mentoring Program
- Increased Support and Recognition for Faculty Scholarly Activities:
  - Publishing, Scholarship and Research
  - Instructional Innovations
  - Conference Presentations (e.g. IAMU)
  - Grant Activity (e.g. LNG ; Offshore; IITG; REDC)
- Promote Faculty Led Conferences and Symposia
  - Blue Highway
  - Maritime Security
  - Towing Forum
- Develop plans to increase housing for new faculty

# Cultivate Strong External Partnerships



- Increased Outreach to Industry
  - Reimagine Industry Advisory Boards
  - Advance New York Maritime Innovation Center (NYMIC)
  - LNG Center of Excellence (COE)
  - Advance Off-Shore Energy COE
  - Continue to grow and advance speaker series (e.g. Industry Panels, Library Lecture, Distinguished Leadership Speaker Series)
- Increased Engagement with Alumni
- Educational Partnerships
  - Horizons National Affiliation
  - Increased Faculty and Student Exchanges

# Champion Diversity and Inclusion



- Increase Programming
  - Story – Policy Connection
- Infuse a Culture of Diversity and Inclusion Appreciation
  - Faculty Conversations
  - Student Conversations
  - Incorporate Across Curricula
  - Campus Messaging
- More diverse pool of applications
  - Faculty; Staff; Admissions
- Shape the Future Student Body
  - STEM Programs
  - Fleet Week
  - Horizons

# Foster a Vibrant Student Life Experience



- Student Union (finalize design plans)
- Review of Regiment (including INDOC)
- Review of Leadership Programs
- Enhanced Residence Life Programming
- Increased Community Service Opportunities
- Enhanced Student Life Experiences
  - Club Programing
  - Athletic Programing
  - Intermural and Club Sports
  - Events on Contemporary Issues
  - New York City Experiences

# Realize our Future



- Identify NSMV Outfitting Requirements
- Build on REDC and SUNY Grants
- Generate a Prioritized Needs List for Donors
- Start Comprehensive Campaign Plan
- Conduct Market Study for Second Vessel
- Achieve Optimal Enrollment (1850)
  - Maintain program balance
  - Increase Spring new enrollments
  - Grow graduate programs





---

# Enrollment and Budget

# Entering Freshman Academic Profile:

	2016	2017	2018
<b>Enrolled</b>	306	342	358
<b>SAT</b>	1128	1138	1174
<b>ACT</b>	25	25	25
<b>GPA</b>	88/3.3	88/3.3	88/3.3

# Entering Undergraduate Profile (Freshmen + Transfer)

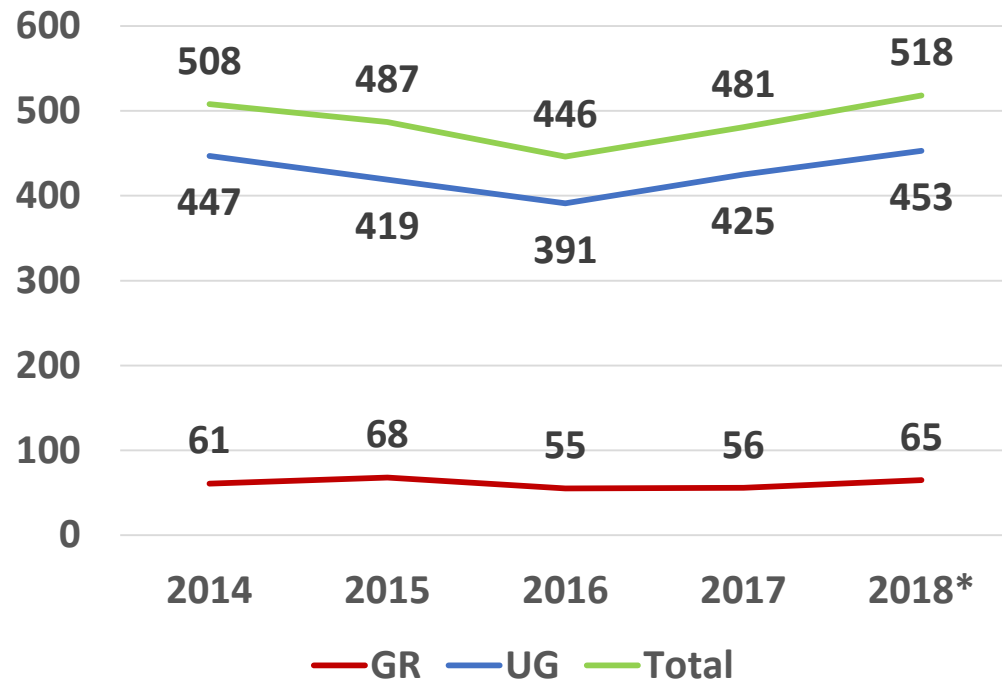
Professional	2016	2017	2018
<b>Deck</b>	152/39%	161/38%	167/37%
<b>Engine</b>	95/24%	108/25%	112/25%
<b>Intern</b>	145/37%	156/37%	174/38%

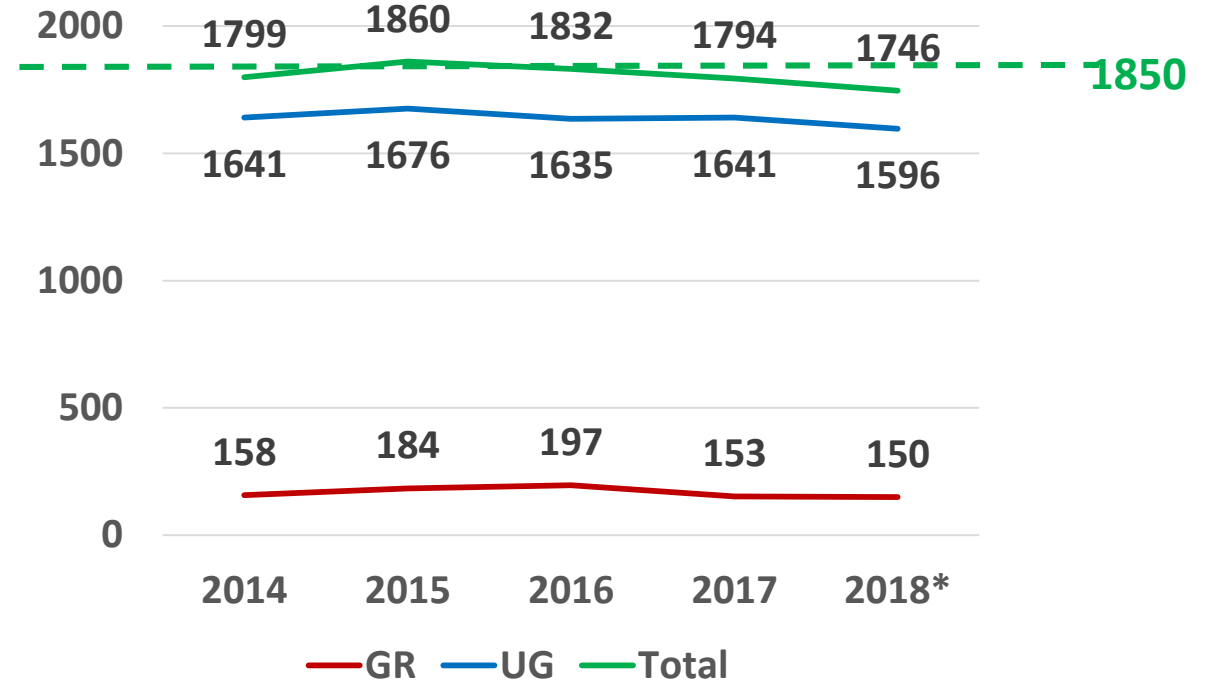
Life Style	2016	2017	2018
<b>Regiment</b>	262/67%	290/68%	300/66%
<b>Civilian</b>	130/33%	135/32%	153/34%

# Record Number of New Students

Fall New Entering Students Enrollment

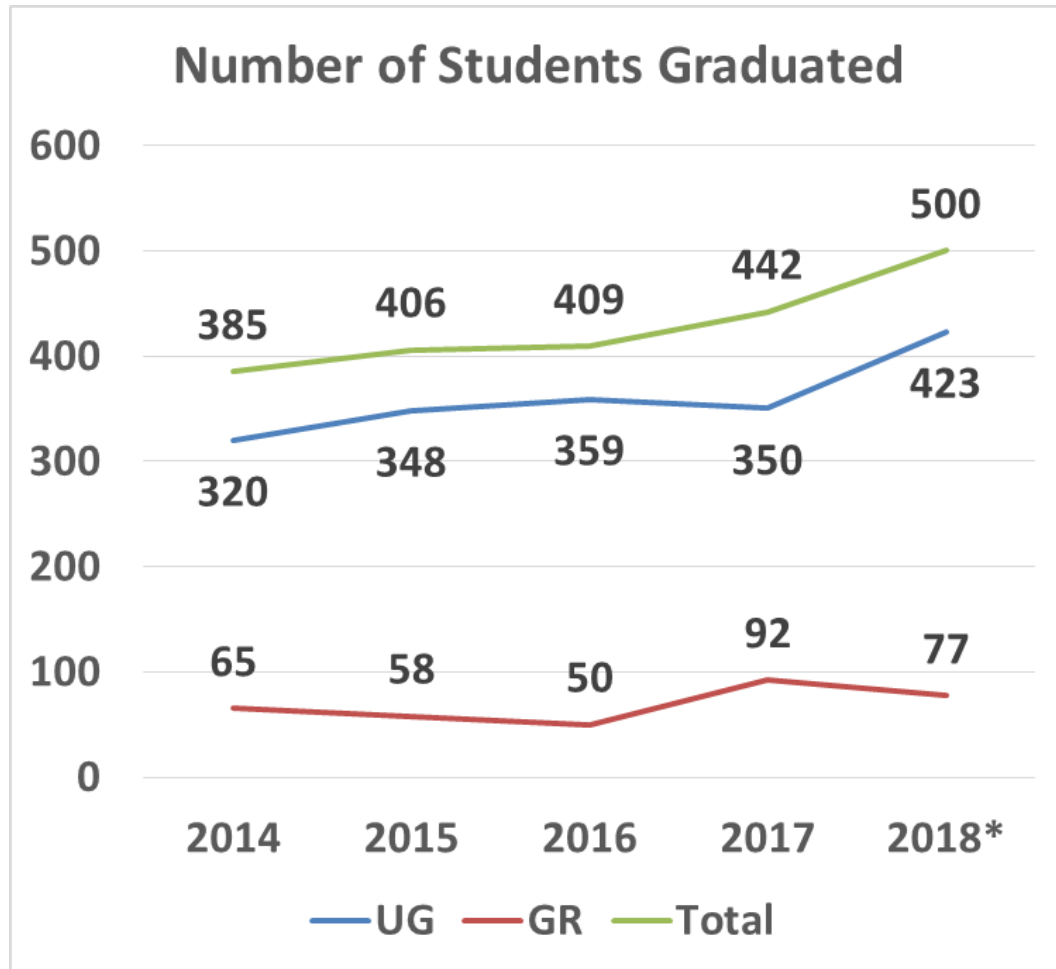


Fall Total Students Enrollment



However, Total Enrollment Declining: Two Reasons

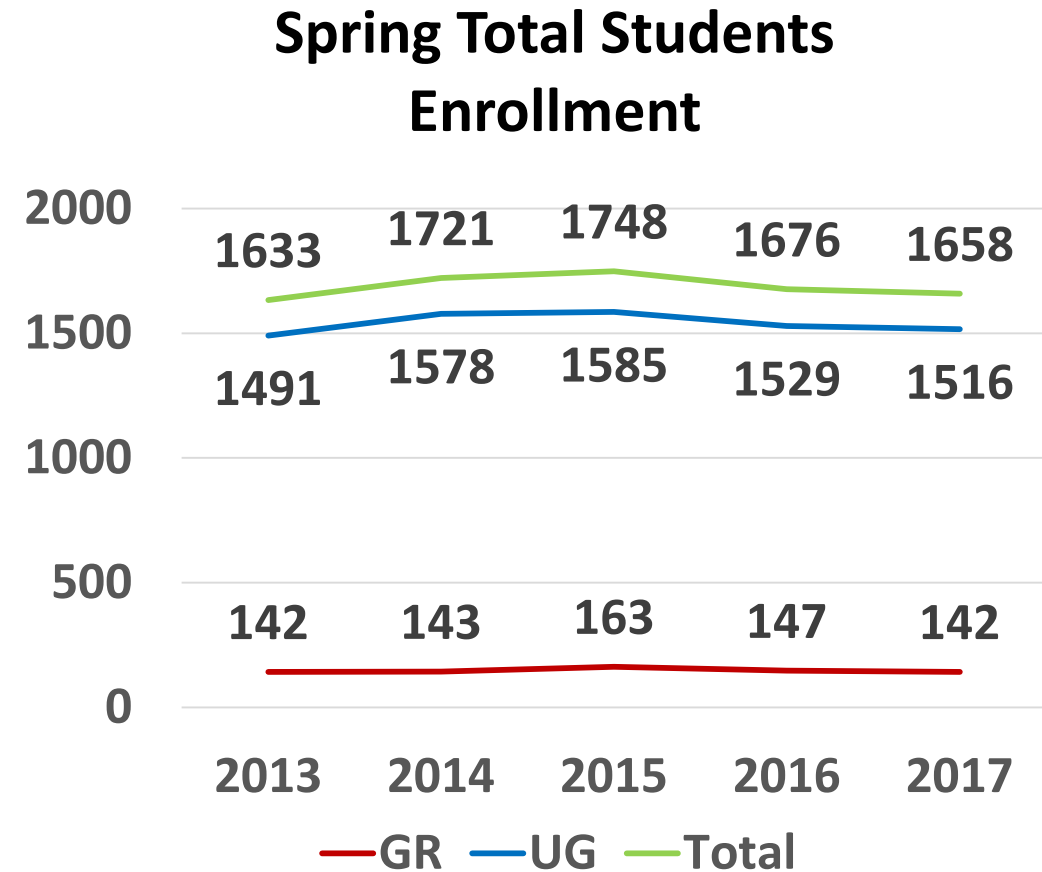
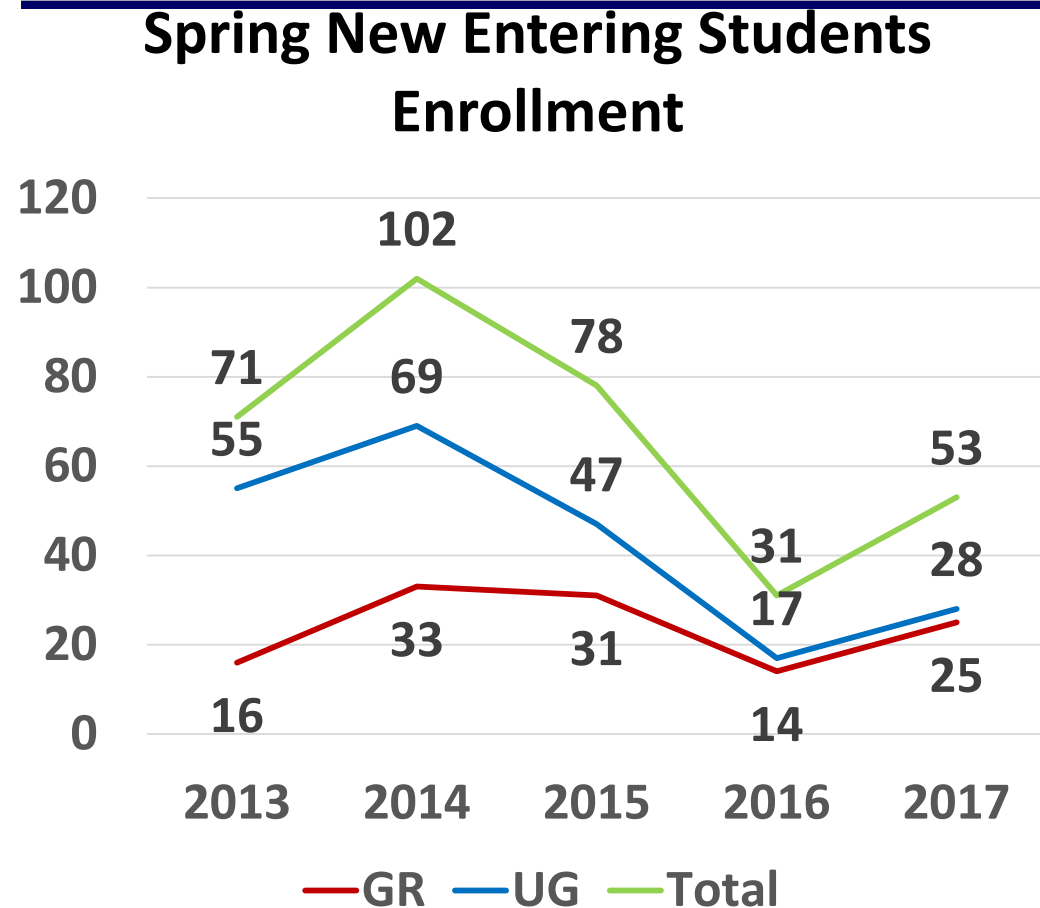
# 1. Record Number of Students Graduating:



## Correlation to:

- Increasing Graduation Rate
  - 4-year rate increased from 25% to 44%
  - 6-year from 47% to 62%
- Decreasing Time to Graduation
- Strong First Year Retention Rates (85%)
- Increasing persistence beyond first year

## 2. Spring Term New Student and Total Enrollment



**Solution: Increase Spring Enrollment; New JSTART (January Start) for license program with goal of 75-100 students (license + intern)**

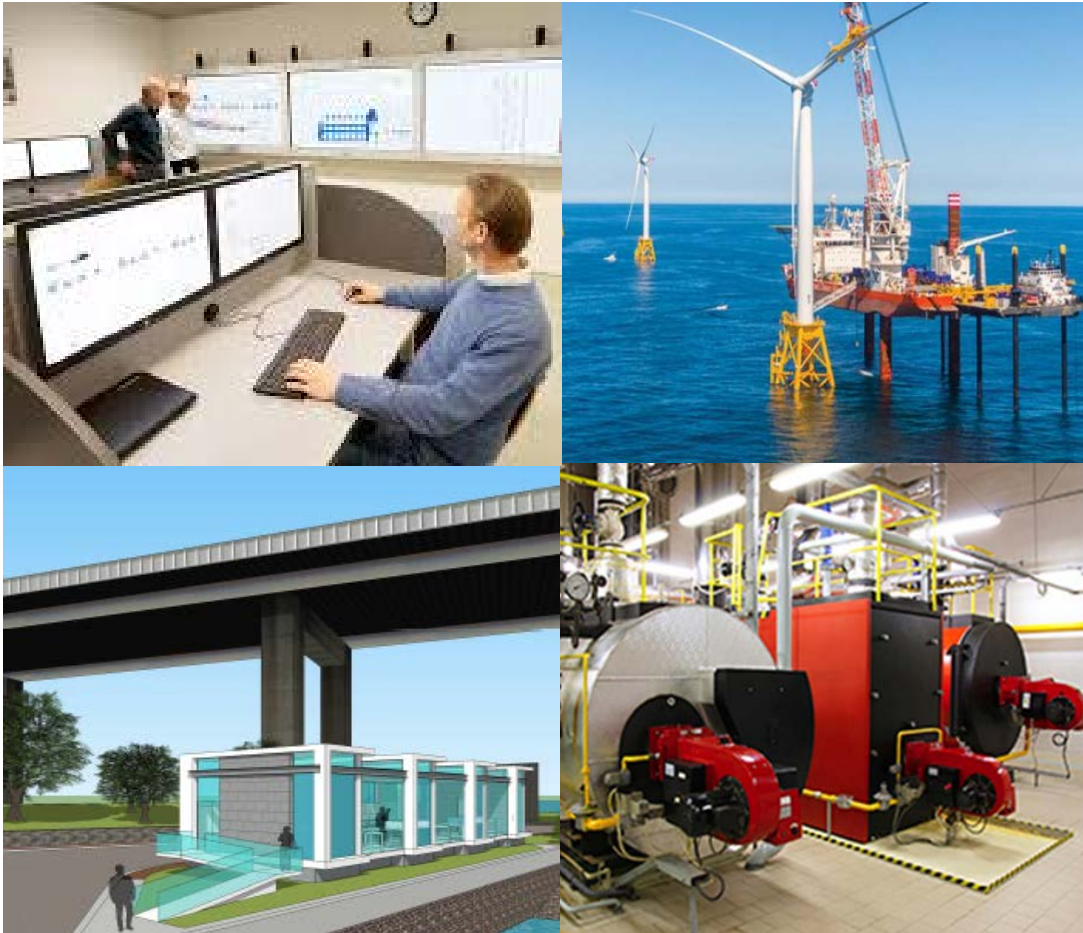
# Budget

---

- \$1.5 Million Decrease in Revenue (Tuition and Fees) as a result of Decreasing Enrollment
- \$1.1 Million Increase in Salaries Due to New Labor Contracts
- Reduction in State Support: \$11.2M (2009) to \$8.8 (2018)
- Mitigation:
  - 10% Reduction in all Departmental Non-Payroll Budget for 2018-2019
  - Personnel Review
  - Strategic Sourcing (Contract Review, Co-termining, Re-negotiation)
  - *JStart* Program
  - Increased Importance of Alternative Revenue Sources (New Programs, Grants, Etc.) and Philanthropy

# Major Grants

---



- SUNY Performance Improvement (\$460,000 Awarded):
  - Offshore Energy Work Force Training, Certification and Education Initiative
  - LNG Center of Excellence
- Regional Economic Development Corporation (\$3.0 million Requested)
  - Seamanship Training Center (\$1.0M)
  - Steam Operator Training Center (\$2.0M)



# Donor Outreach

---

- **Quarters 1 Dinners**

- 5 Dinners – Summer/Fall
- 25 Guests (Leadership Donors And Potentials)

- **Mid-west Trip – August 6-9**

- 4 Leadership Donor Visits
- Three Company Visits (Great Lakes Towing, Interlake, McDonalds)
- Alumni

- **Houston Trip – Sept. 16 – 20**

- 6 Company Visits (Kirby, T&T Salvage, G&H Towing, Shell, BP, Wartsilla)
- 2 Alumni Gatherings
- 2 School Visits (San Jacinto CC; Stephen Austin H.S. For Maritime Studies)

- **Panama Trip – October 13 – 16**

- Dinner with Alumni

# Foundation Update

---

- Accounting system and business processes in place
- Boat Donation Program will be transitioned to the Foundation from SUNY Research Foundation
- Moving forward with fundraising campaign
  - Sent out RFP for feasibility consultant
  - Needs list in development

# Alumni Association Update

---

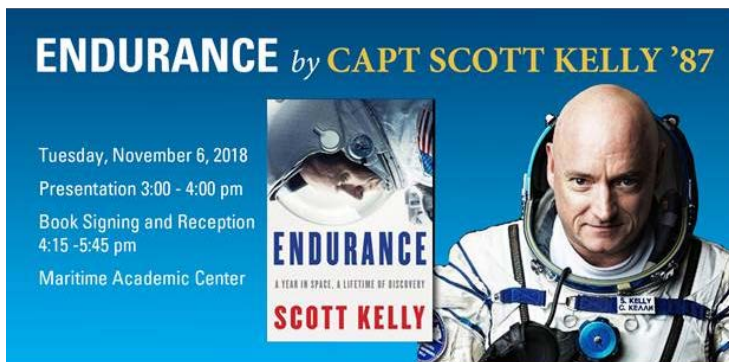


- New “Fort Schuyler Magazine”
- Merging Data Base – Next step
- Events
  - Ship Return
  - Yankees
  - Houston
  - Homecoming
  - Panama

# Upcoming Events

---

- Distinguished Leadership Speaker and Community Read with Scott Kelly: 3:00 PM, Tuesday November 6<sup>th</sup>
- Maritime Security Conference: 8:30 AM – 2:30 PM, Thursday, November 8<sup>th</sup>
- Winter Commencement Ceremony: 3:00 PM Friday, January 25<sup>th</sup>



# College Council Meetings 2018-2019

---

## Current Schedule:

- October 24, 2018 (Wednesday)
- November 29, 2018 (Thursday)
- January 29, 2019 (Tuesday)
- March 27, 2019 (Wednesday)

***Student Government Association Mid-Semester Update***  
*Joseph Butterworth - Student Government Association President*

***Campus Events***

*SUNY Student Assembly (SUNY SA) Visits Maritime College - September 14th*

- SUNY SA members hosted a table talk to gauge campus climate and concerns
- Toured facilities and laboratories to understand unique degree requirements

*Tunnels to Towers 5K Run & Walk - September 30th*

- Honors the sacrifice of firefighter Stephen Siller who perished in the attack on the World Trade Center
- About 500 students participated and volunteered in the event

*Student Government Association Second Class Dinner Cruise - October 26th*

- Hosted on the Cornucopia Destiny which features two party decks, one observation deck and a buffet style dinner
- The Cornucopia Destiny will depart from Maritime College, sail down the East River to the Statue of Liberty and return to Maritime College (5 hour event)
- Introduced an online ticketing and receipt service through Eventbrite

***Club Funding***

*Society of Naval Architects and Marine Engineers (SNAME) - \$2,800.00*

- 21 students will attend the SNAME Maritime Convention (SMC) on October 24th in Providence, RI
- 9 senior engineering and naval architecture students will travel to London for the RINA Education and Development Conference on November 14th

*National Society of Black Engineers (NSBE) - \$1,700.00*

- Travel and admission for the NSBE Regional Fall Conference - Danvers, MA
- 14 seniors and juniors will attend the three day conference
- Workshops and networking opportunities offered to students

*SUNY Maritime Pride - \$873.00*

- 10 students will participate in the SUNY Oneonta Pride Conference - Oneonta, NY
- Impactful approaches to diversity, inclusion, and wellness on college campuses

*Brazilian Jiu Jitsu Club (BJJ) - \$3,470*

- Jiu Jitsu Sensei Jarbem Pacheco will instruct lessons for 75 club members
- Sensei Pacheco will also host sexual assault self defense training for students

***Campus Topics***

*Campus Communication - Porthole & CORQ*

- Events and information are posted to single location making it easily accessible for students, faculty, and administration

*Honor Code Committee - Lieutenant Staton*

- Efforts to develop and enforce honor code for all students of Maritime College
- The system forces cadets and leaders alike to adhere to a code which will maintain integrity in aspects of campus life

*Closing of Bottom Line (TIV) for Lunch*

- Lower enrollment and raise in minimum wage put financial strains on Chartwells
- Dine out option now available on Mess Deck for lunch
- Efforts to adapt a casual physical training uniform are underway

*Campus Improvement Projects - SUNY, Maritime College, and SGA Funded Ventures*

- A student driven committee has been formed to work with architects on ideas for the new Student Union
- SGA ideas include NYC transit maps, 24-hour food service, improving mailroom technology, rugby field improvements, and club room renovations