



College Council Meeting Minutes
October 11th, 2016

TO: COLLEGE COUNCIL

SUBJ: COLLEGE COUNCIL MEETING MINUTES FOR OCTOBER 11th, 2016

Council Members Present: Timothea Larr (Chair), Thomas Higgins, Mark Bronson
Christopher Deddo and Joseph Conway

Council Members Not Present: William Garry

Also Present: Michael Alfultis, Joseph Hoffman, Scott Dieterich, Mark Woolley, Rohan
Howell, Will Imbriale, and Chris Monasch

Public Attendance Count: 0

Open Session: Convened at 5:00 PM. 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.

A quorum was not initially available, with only four Council members in attendance. The
agenda was changed and those items requiring a quorum to vote were moved to the
end of the meeting to allow a quorum to be established, which occurred at
approximately 5:10 with the arrival of a fifth member.

New Business:

1. Enrollment Management: Rohan Howell (Dean of Admissions), Mark Woolley
(Director of Institutional Research and Assessment), and Capt Richard Smith
(Commandant of Cadets) provided an update regarding new student enrollment, overall
enrollment, program enrollment, and the results of the College's goals to:

- Increase diversity (Female and URM)
- Increase quality of students
- Increase enrollment in under-subscribed programs (Marine Environmental
Science (MES), Maritime Studies, International Trade and Transportation (ITT))
- "Right-size" number of students in license program in order to optimize training
experience during Summer Sea Term (SST) and in simulators/labs
- Increase graduate student enrollment

A summary and discussion of progress toward these goals took place:

- The entering class is one of the most diverse (15% female and 23% under-
represented minority (URM)) and with an increased mean GPA and SAT scores

(GPA =88; SAT M (Math) = 579; SAT V (Verbal/Critical Reading) = 549). This is evidence that you can increase diversity and quality concurrently.

- Progress has been made regarding the overall diversity of the student body. The College will continue efforts to increase further. The college is now 14 % female and 21 % URM. These are the highest percentages in history
- Progress made in increasing enrollment in two of the three undersubscribed programs (MES and ITT). These had about a 15% and 10% growth respectively. We purposely decreased the size of our Engineering and Marine Transportation (MT) majors which were over-subscribed.
- Need to continue to grow:
 - Graduate Programs (especially online)
 - Non-license programs
- Graduation rates trending in right direction. Maritime College has done a lot to improve our graduations rates including:
 - Scheduling courses every semester instead of just fall or spring
 - New Academic Skills Center
 - Improving academic advising (with both a freshman advisor and major advisor assigned to all freshmen). Also the new Degree Works program now allows students and advisors to better track how a student is progressing toward graduation
 - Changing the registration process to keep students on track early on and opening up extra sections if needed by juniors and seniors
 - Reviewing class scheduling to spread out times classes are offered
 - Increasing the number of faculty so more courses can be offered
 - Moving more courses online to allow flexibility in scheduling courses
- There was a discussion regarding SUNY Maritime's graduation rates compared to other State Maritime Academies. While ours are lower, it is not necessarily an even comparison since a larger percentage of our students are in the license program which involves substantially more credits (about 158 compared to 128 for non-license). A discussion also took place regarding if the license programs should be classified as 5 year programs and the difficulty in doing so.
- We are on track to meet enrollment goals for 2020 articulated in our Performance Improvement Plan. Our undergraduate numbers are close. We must concentrate on increasing graduate enrollment and balancing undergraduate degree programs.
- Enrollment Management is complicated

2. Development: Mr. Alan Greene, Executive Director for Development provided an update regarding development efforts.

- \$1.9 million raised 2015-2016
- \$1.4m scholarships awarded
- \$230,000 – FSMAA (Fort Schuyler Maritime Alumni Association) SST
- \$138,000 – FSA Faculty Student Association (FSA) SST
- Over 500 scholarship recipients

Types of donations included

- Scholarship donations – \$1,460,000
- \$730,000 – from general scholarship donations

- \$730,000 – from Admiral’s Scholarship Dinner
- Unrestricted donations - \$270,000
- Restricted - athletics, library, waterfront, etc. \$170,000

Completion Administration has decided that completion of the Strategic Plan is required prior to moving forward with the Foundation and any type of capital campaign effort.

Homecoming this year was a very successful event. Over \$130,000 was raised by three homecoming classes ('46, '61, and '66) and one individual donor.

3. Academics: Dr. Joseph Hoffman, Provost and Vice President for Academic Affairs provided an overview of significant events with regard to Academics for the 2016-2017 Academic Year:

- 14 New Full-Time Faculty were hired this year, 10 of which went to Engineering and Marine Transportation
- Center for Teaching Excellence is up and running. Provost demonstrated the webpage and displayed calendar of events
- Academic Success Center & Academic Coach
- ABET Self-Study Visit will occur October 23 – 25.
- International Maritime Security Conference will be hosted by GBAT on campus November 10th 2016.
- USCG STCW Audit by Transport Canada will take place on November 14. This is essentially the IMO’s audit of how the USCG performs audit. We were nominated to be the U.S. Maritime Academy reviewed.
- Middle States Commission on Higher Education (MSCHE) Periodic Review Report is due June 1. We have no outstanding items and are in good shape.

The Chair asked what initiatives we had to retain faculty members. Provost mentioned the following examples:

- New position of Senior Associate Professor that a faculty member would be eligible for if they were on a tenured track and about half-way through their seven-year tenure period
- Designate housing units for new faculty to allow them the option of living on campus for up to a year.
- With more faculty members class size can decrease thereby freeing faculty members up for research
- Letting them pursue interests (e.g. developing online courses, conferences, research).

4. Priorities for 2017-2017: RADM Alfultis provided a detailed overview of College’s priorities for the 2016-2017 Academic Year. These include:

- Completing the Strategic Plan through an inclusive process that involves faculty, industry, alumni, students, and staff. A Strategic Planning Committee has been established and will meet for the first time on Thursday 20 October. The list of members was provided. The committee has received their charge which outlines expectations and responsibilities. Council members were provided a copy of the charge. The President believes a more realistic time

line for the Strategic Plan is to have a draft to the faculty by April and Approval during the September meeting in fall 2017.

- National Security Multi-Mission Vessel (NSMV) Funding: The President will continue to work with the State Maritime Academies (SMAs) and our lobbyists to get strong authorization language. Lessoned learned is that we must work with DOT, the Administration and OMB to ensure the Administration's budget includes a line item for funding to start construction. There is concern that with the election and change of administration we could lose momentum for funding the NSMV.
- Alumni Engagement: The Admiral's periodic email to all alumni has been well received. They appreciate getting information about how the school is doing. We are continuing outreach events in conjunction with travel and other events. We believe we are close to a tentative agreement with the FSMAA. Once we agree on the draft language in the MOA it must go to SUNY, the State Attorney General's Office and the State Controller for approval. Then the FSMAA can bring it to vote with their board and membership.
- Build a Culture of Integrity & Respect: There are several initiatives underway including:
 - Integrity Working Group Recommendations
 - Faculty Workshops
 - Faculty Conversations
 - Student Affairs/Regiment
 - Guest Speakers
 - Full-time Title IX Coordinator
- Student Professional Development. Key components to this include:
 - Improving the Summer Sea Term experience
 - Cadet Shipping – Increasing the quality and quantity of Cadet Commercial Shipping Opportunities
 - Internships – Increasing the quality and quantity of internship opportunities for non-license students
 - Leadership – Development of a leadership program for all students
 - Industry Awareness – Increasing the industry awareness of our students beyond their initial job. Next Thursday 17 October we will have our first Industry Awareness Series, with a set of three panel run twice followed with a net working social event in the Maritime Academic Center. This is the night before the Career Fair.
- Faculty Engagement. Based on the results of a 360 survey, the President wants to engage the faculty more in a number of ways:
 - Faculty involvement in the Strategic Plan (as previously discussed)
 - Focus Groups & Town Halls with the faculty
 - Faculty Conversations on Renewal, Promotion, Continuing Appointment and Course Scheduling
 - Faculty Recognition and awards.

Old Business: The motion was made and seconded to vote on the approval of the previous Council minutes of April 12th and August 29th, 2016. The minutes were approved unanimously.

Adjournment: The motion was made and seconded to adjourn the open session and move to executive session. The motion was approved unanimously.