TO: COLLEGE COUNCIL
SUBJ: COLLEGE COUNCIL MINUTES FOR 24 FEBRUARY 2014 COUNCIL MEETING

Council Members Present: Timmy Larr, Pat Arnold, Tom Magliocca (Video), Mark Brosnan (Telcon) and William Garry (Telcon)

Council Members Not Present: Joseph Conway and Tom Higgins.

Also Present: Michael Cappeto, Tim Lynch, Elizabeth Praetorius, Rick Smith, and Mark Woolley.

Open Session Convened at 4:30 PM

Approval of Minutes (11 December): Approval of minutes for the 11 December 2013 College Council was tabled due to insufficient number of members present or on video conference.

Old Business

• None

New Business

• Introduction of New Provost and Vice President for Academic Affairs – Dr Timothy Lynch was introduced to the College Council. Dr Lynch briefed the Council on the progress of the report due back to Middle States regarding accreditation.

1. “Document steps taken to strengthen institutional capability to support institutional assessment activities and decision-making.”
3. “Document assessment of student learning and program outcomes relative to the goals and objectives of the graduate program, including expectations of student learning in the distance learning and online aspects of that program.”
4. “Document consistency of the offerings via distance education within the institution’s missions and goals, and the rationale for the distance education delivery.”

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5. “Document periodic assessment of the impact of distance education on the institution’s ability to fulfill its mission.”

Adequate progress has been made in the five areas outlined in the Middle States letter of July 2012. Dr Lynch foresees no problems with our Midterm Monitoring Report or Middle States response. The 75-page report contains data and outlines the steps taken to respond to each area of concern.

- **Strategic Plan Update** – The major undertakings and focus of the Administration leadership has been working toward meeting the objectives of the Strategic Plan. A progress on three of the 10 objectives was provided.

- **Attract and Retain High Quality Students**
  - Graduation Rate. The six year graduation rate for SUNY Maritime has improved over the last three years, moving SUNY Maritime College from the near bottom of the SUNY technical colleges to the top of the pack with a 50% retention rate.
  - The number of new students enrolling at SUNY Maritime improved 38% over Spring 2013. Total enrollment is at 1641, which is a decline of a little more than one percent compared to last spring. Most likely due to increased numbers at January graduation and increased number of academic disenrollments compared to last year (32 vs 15).
  - There was a significant improvement in the USCG License Examination results over last year. This was primarily due to the movement of the examination to right after final exams in December. In previous years cadets came back early from Winter Break in January to take the examination.
  - Applications for the fall are up 31% for undergraduates and 34% for the Graduate students.
  - The consultant hired by the Athletic Department to help develop an Athletic Strategic Plan is completing their work.

- **Modernized and Essential Capabilities:**
  - The Governor proposed budget includes $5.5 million for Critical Maintenance at SUNY Maritime College.
    - Dr Cappeto, along with other SUNY Presidents, appeared with the Chancellor before the Senate to show support for the Governor’s proposed budget.
    - Per SUNY’s request we have sent letters to our State elected officials supporting the Governor’s proposed budget.
    - Although this is an increase over the zero funding in last year’s budget. The President has appealed to the Chancellor for another $9.5 million for Critical Maintenance due to safety and

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operational concerns and requested a lifting of the distribution cap.

- **Training Ship Recapitalization:**
  - Dr. Cappeto continues to engage the acting Maritime Administrator and elected officials to determine the most effective way to get a replacement (recapitalized) training ship for Maritime College.
  - Has met with Congressmen Bishop and Crowley to date and we are in the process of hiring a lobbyist.
  - Chancellor has offered assistance of SUNY government relations officials.

- **Simulator Replacement Plan:**
  - Draft planning is in progress for procurement, upgrade, and replacement of simulators. This document will include a description of all simulators, what academic courses and STCW requirements they support and potential Continuing Education and Training revenue they can generate.
  - A recommendation by faculty/staff committee has been made to the President how to encumber $1.6 million and is under consideration.

- **Enhance Financial Management:**
  - **Budget:**
    - The President has been conducting budget reviews. As a result of these discussions, a letter has been sent by the President to the Chancellor requesting additional Critical Maintenance funds and will travel to Albany to meet with the Administration.
  - **College Budget Committee:**
    - This dormant committee is being revitalized.
    - Concept is that this committee will consist of three voting members from the faculty, three voting members from the administration, and one student. This is an advisory committee to the VP for Finance and Administration.
  - **Institutional Research Projects:**
    - Institutional research is conducting a “Cost Per Course/Class Section” to identify potential cost savings and efficiencies.
    - Institutional Research completed an analysis of academic class scheduling. Findings have been briefed to the Academic Council and Chairs are reviewing fall schedules to see if classes can be more evenly distributed over the week and day.

Adjournment of Open Session

Executive Session convened at 5:15 PM and adjourned at 6:15 PM