Minutes of the Executive Committee Meeting of 14 September 2005

The meeting was called to order at 15:05 in the President’s Conference Room at Fort Schuyler.

• Prof. Delo was installed as Faculty Secretary without objection.

• The minutes of the Executive Committee Meeting of 29 March 2005 were accepted with the following modification:
  o Standing Committees/FAC: The date of submission mentioned in the final sentence of the paragraph is to be changed from “1 March” to “1 May”.

• The next Faculty Meeting is scheduled for 28 September 2005 at 15:00 in Engineering Room 2-49.

President’s Report:  Vice Admiral Craine

Vice Admiral Craine was not in attendance at the meeting, therefore no report was presented. However, at the President’s discretion, a report may be submitted at a dedicated meeting with time and place to be determined.

Dr. Gehring stated that he is not certain whether Admiral Craine is the interim or acting Admiral. Nor is he certain of the specifics of Admiral Ryan’s situation. The SUNY Board of Trustees announced that they want a permanent chancellor by July. If Admiral Ryan is selected as the Chancellor, a search would commence for the position of President at Maritime College.

Vice-President for Academic Affairs (VPAA) Report:  Dr. Gehring

Dr. Gehring provided an agenda for his portion of the upcoming faculty meeting: he will invite the department chairs to introduce their new faculty members; give updates on ITT and Maritime Studies programs; introduce Prof. Howard and Prof. Drogan for information on the Graduate Program; discuss Mission Review (MRII) and Strategic Planning; enrollment goals. The status of the pier renovation, related waterfront issues and the Reserve Center are tentatively planned to be included in the President’s Report.

Presiding Officer:  Prof. Johansson

The Presiding Officer will not require floor time at the 28 September Faculty Meeting. He plans to yield his floor time to Ms. Whitman. Prof. Johansson will ask that she present the profile of the incoming class.
Standing Committees:

- **CAP** - Committee on Appointments and Promotions: Prof. Mathieson  
  CAP plans to meet on 20 September, and will prepare an annual report for distribution. Prof. Mathieson stated that CAP never met with the VPAA or with the Admiral last year regarding promotions and appointments.

- **CONE** - Committee on Nominations and Elections: Prof. McMillan  
  CONE will distribute an annual report. No floor time will be needed. At the Executive Committee Meeting, a detailed listing of committee members was provided. The listings were updated at the meeting to reflect new members, revised appointment serve-to dates, and in some cases, revisions to the composition of the committees. The finalized committee listing with corrections will be distributed by Prof. McMillan. For committees that include students (CC, SPC, FSA), it was noted that the correct nomenclature for students who are not in the regiment is to be “degree student.” According to the by-laws, the cadet student representatives are to be elected by their class. Degree students collectively elect their representative. However, it is not clear how the students currently listed as committee members were chosen. Also note that an alternate representative must be specified for the SUNY Faculty Senate due to the retirement of Prof. Youngren.

- **CC** – Curriculum Committee: Prof. Levy  
  The CC will electronically distribute an annual report; no floor time will be needed.

- **FAC** – Faculty Assessment Committee: Prof. Sturges  
  An annual report was submitted at the Executive Committee Meeting. Prof. Sturges noted that an Alumni Survey will go online soon. The issue of faculty evaluation of the administration was raised, although no specific mechanism to undertake the evaluation has been chosen. It was suggested that the Presiding Officer look into how other SUNY campuses are conducting this type of evaluation (e.g. New Paltz), with the caveat that an ad-hoc committee may need to be formed to carry out this function. The proposal to rename the committee “Assessment Committee” to emphasize the full scope of its work was revisited.

- **FBC** – Faculty Budget Committee: Prof. Martin  
  The FBC will not require floor time at the 28 September Faculty Meeting, and no annual report will be distributed. It was noted that the FBC does not have a clearly defined function in the budget process at Maritime. Initially, the FBC was formed to acquire budget information from the College Budget Committee. However, it was noted that this information is not always forthcoming, and that when it is acquired, there is no mechanism for feedback from the faculty and the FBC to the college. It was suggested that the FBC ask the Chief Budget Officer of the college for input on the budget review process and how the committee can contribute. Also, that the FBC
could look into the budgeting process at other SUNY campuses to see if there is an improved model that could be used.

- **FPC – Faculty Policy Committee:** Prof. Massano
  The FPC will submit their annual report electronically, and plan to hold a meeting on 20 September. Depending on the outcome of that meeting, they may or may not need floor time at the 28 September Faculty Meeting.

- **SPC – Student Policy Committee:** Prof. Mathieson
  The SPC is currently trying to schedule their first meeting in three years. It was noted during the CONE review that the composition of the SPC has changed significantly, which was contributing to the difficulty in meeting. No floor time will be needed at the 28 September Faculty Meeting.

- **Faculty Senator:** Prof. Warkentine
  Prof. Warkentine was not present at the Executive Committee meeting due to travel. However, it is expected that she will need floor time at the 28 September Faculty Meeting.

**New Business:**

- Ms. Owen requested that time at the beginning of the 28 September Faculty Meeting be allotted to a representative from USA Today to present information on the Collegiate Readership Program. The Executive Committee agreed to allow five minutes for this presentation at the beginning of the meeting, rather than in the New Business section at the end of the meeting.

- The Executive Committee asked the FPC to consider revising the charge for the position of Faculty Secretary. The Assistant Presiding Officer has formulated a draft proposal to share the current duties of the Faculty Secretary between the Faculty Secretary and the Assistant Presiding Officer. The proposal will be forwarded electronically to the FPC for their review and evaluation.

The meeting was adjourned at 16:25.

Respectfully submitted,

Carl Delo
Faculty Secretary 2005-2006