Minutes of the Faculty Executive Committee Meeting of 03 NOV 2010

The meeting was called to order at 1603 in Room 2-5 of the Science and Engineering Building.

- The minutes of the Faculty Executive Committee Meeting of 03 SEPT 2010 were approved without amendment.
- Present: Dick Burke, Kathy Olszewski, Joe Hoffman, Chris McMillan, John Mathieson, Bill Massano, Alison Romain, Linda Sturges, Joe Levert.
- The purpose of this meeting is to set the agenda for the FACULTY MEETING of 17 NOV 2010
- This meeting was preceded by a SPECIAL MEETING OF THE FACULTY at 1500 on this day.

President's Report

Vice Admiral Craine

The Admiral is not present but Dr. Hoffman notes that the Admiral will be at the faculty meeting and will give a (budget) update of no longer than five minutes or so. Dr. Sturges notes that at the SUNY Graduate Center, information was disseminated regarding the nature of the budget and its cuts and made everyone aware.

Vice-President for Academic Affairs (VPAA)/ Provost Report

Prof. Hoffman

The Provost will give a report regarding ABET and Middle States and defer each topic to Drs. Burke and Sturges respectfully. Additionally the Provost will mention D.S.I. (Discretionary Salary Increases) and early reappointments.

Presiding Officer

Prof. Burke

Dr. Burke apologies for the inconvenience of the Special Meeting of the Faculty but does not want the faculty to appear as “dragging their feet” in the process of the presidential search. Secondly, Prof. Burke felt that it would distract from the regular business of the faculty if it were conducted at a scheduled faculty meeting. It is hoped that the faculty’s actions will motivate the College Council to proceed in a timely fashion, given the large task ahead of them.

Prof. McMillan asks to review some of the proceedings of the Special Meeting of the Faculty. He mentions that Capt. Driscoll of the NROTC unit wants to know why they were excluded from the presidential search. Dr. Burke replies that in the past meeting of the Executive Committee to discuss the Presidential Search, that there were two reasons brought up – first, the Naval Science department staff is NOT here voluntarily, the second being that they are transient. Dr. Burke explains he means that their stay at the Maritime College is limited to either two years for staff and four years for the commanding officer. Dr. Burke continues that there was other discussion presented at the past Executive Committee meeting regarding the status of the library department regarding the presidential search. The committee at that time noted that the library did not meet the definition of “full time teaching faculty” as described in the parameters set for the presidential search.

Dr. Mathieson notes that the State had drawn the line in determining what title would cover a librarian, and it had been decided that it would be that – “Librarian”. According to Prof. Mathieson, the school decided they would follow the titles as professors would, with Asst. Librarian, Associate Librarian, etc.
Dr. Hoffman notes that per these guidelines, it does not note that the librarians are “full time teaching faculty” as is presented in the presidential search guidelines. Additionally, Prof Romain notes that given the relatively small number of classes taught by the Naval Science Department, it would give them a disproportionately large voice in the search – the same being said for the library, remarks Dr. Burke.

Despite the disappointment of the Naval Science and Library departments, the “weak link” in the process may be the College Council, who failed to have a quorum at their previous meeting.

Dr. Burke will not be presenting a report at the faculty meeting.

**Standing Committees:**

- **Faculty Senator:** Prof. Keefe

  Prof. Keefe is not present at the meeting, however Dr. Burke indicates that there has been a University Faculty Senate meeting and Prof. Keefe will most likely be giving a report.

- **CAP - Committee on Appointments and Promotions:** Prof. Mathieson

  Prof. Mathieson will make a brief announcement regarding faculty and staff up for promotion or reappointment should get their vitae in.

- **CONE - Committee on Nominations and Elections:** Prof. McMillan

  Prof. McMillan will announce that all nominations for excellence awards must be submitted to the C.O.N.E. by 10 DEC 2010.

- **CC – Curriculum Committee:** Prof. Levert

  The Curriculum Committee’s chair, Dr. Joseph Levert, announces that there will be two small items up for vote at the next Faculty Meeting. Dr. Hoffman notes that regarding middle states, there will be some curriculum questions that the committee will be required to answer. It has a due date sometime in January.

- **FAC – Faculty Assessment Committee:** Prof. Sturges

  Prof. Sturges will make clarifications on the committee and faculty charges for Middle States. It is also noted that Dr. Sturges has charged Debbie Yuster with updating information on assessment on the faculty webpage. Dr. Sturges hopes the internet connection is working, as it will make explanation of the location of the information easy.

- **FPC – Faculty Policy Committee:** Prof. Massano

  No report.
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- **SPC – Student Policy Committee:** Prof. Romain

SPC has a quick announcement regarding use of the old forms in this fall semester's student course evaluations. Dr. Olszewski asks if it would be useful to use the *new* forms even though we do not have the ability to scan them yet. Prof Romain replies that it may be useful, but could be confusing. This would be most notable if we tried to use a standard Scranton form. Another suggestion is to place it in on Angel course format. Dr. Mathieson feels that any way that we force students to give answers or force a response to a survey gives us bad data. He feels that if a student has nothing to say, then why they should be forced to give a survey. Dr. Burke and Dr. Sturges feel that we will get “hit hard” in the middle states evaluation if we do not have a assessment process in place and are utilizing the data. Dr. Matheson proposes utilizing the “rebel” alumni association to purchase the equipment necessary for the school. Dr. Burke feels that this would not be well-regarded by the admiral, in spite of our good intentions.

The discussion continues around how many Scranton machines are on campus, seeing if we could somehow gather data. Another suggestion might be to just gather sample data, instead of all the data, which is allowed by ABET.

**Old Business:**

No old business pending.

**New Business:**

It is asked the results of the special meeting of the faculty be presented at the next faculty meeting. Dr. Burke notes he will ask that the information be included in the minutes.

The meeting was adjourned at 1647

Submitted;

Mate Peter Vecchio,
Faculty Secretary 2010-2011