The meeting was called to order at 15:11 in Room 2-49 of the Science & Engineering Building.

The minutes of the Faculty Meeting of 21 February 2007 were approved without objection.

**President’s Report:**

Vice Admiral Craine expressed his thanks for the daily work of faculty and staff at Maritime College. He acknowledged Prof. Olszewski for receipt of the Chancellor’s Award for Excellence in Teaching, Ms. Constantinou for receipt of the Chancellor’s Award for Excellence in Professional Service and Prof. Vecchio as recipient of the teaching excellence award given by the students. Also, 323 students were recognized for academic excellence.

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

Dr. Hoffman made remarks concerning the recent Education Conference hosted by California Maritime, including recognition of presentations made by Maritime participants (Prof. Palmiotti, Mr. Fazal, Ms. Constantinou, Prof. Markoe). The VPAA of all six maritime academies were in attendance and discussed issues of common interest. Another conference is expected in two years.

The IAMU Conference scheduled for Odessa in September of this year is still accepting abstracts; the administration will pay for travel to this venue.

There are currently 57 Turkish students at Maritime College as part of ITUMF; approximately 2000 in the SUNY system). SUNY is actively seeking more American students interested in studying in Turkey as part of this program.

There is activity underway to set up a Maritime Institute in Dubai, and discussions are underway for cooperation or other input from Maritime College.

Re: the recent Middle States Review: there are three ‘areas of concern’; Prof. Mijares will be helping with the review report.

All department chairs have submitted budget proposals to the College Budget Committee. The committee is expected to respond to the proposals prior to graduation, particularly regarding personnel actions.

Prof. Hoffman met with CAP, department chairs and DACs to discuss personnel and mentoring issues and will prepare a ‘best practices’ document to help guarantee consistency across departments.

New faculty orientation in the coming fall semester will take place during cadet indoctrination, and will be conducted by Prof. Johansson. All tenure-track assistant professors are to generate a development plan for tenure and promotion.

Graduation is required as a component of faculty’s academic duties. Proper academic attire is strongly preferred. Please notify department chair if not attending.

Prof. Hoffman expressed his condolences concerning the recent untimely passing of Dottie Person. For information on an upcoming fundraising event being conducted in her memory, please contact Sandy Champlin or Pat Norman.
Presiding Officer: Prof. Johansson

- Campus governance webpages are now online. Campus-wide and departmental committees each have a webpage; content will include committee listings, documents for public inspection, by-laws, meeting schedules, etc. The main governance webpage is accessed from the Maritime College homepage, under the ‘Faculty & Staff’ heading.

- At future faculty meetings, the administration will be invited to give presentations on topics of general interest to the faculty. Anticipated schedule: Sept. 2007 V.P. of enrollment to speak re: incoming class; Nov. 2007 Dean of Students/Commandant of Cadets; Feb. 2008 College budget; April 2008 Development and fundraising.

- Meeting dates for the faculty for the 2007-2008 academic year were distributed – the dates are also available on the campus governance main webpage.

- Governance has a budget, which in addition to providing refreshments during the faculty meetings will be used to acquire some file storage facilities for necessary record-keeping.

- Prof. Johansson will attend the upcoming Plenary meeting at SUNY Brockport and provide a report of activities at the September faculty meeting.

Discussion: Prof. Levy commented on the difficulty of accessing the undergraduate and graduate course catalogs from the Maritime College homepage. He requests that an effort be made to ‘unbury’ them, so they are available for easy referral by faculty and students.

Standing Committees:

- CAP - Committee on Appointments and Promotions: Prof. Mathieson
  o Recommendations for reappointments and promotions have been submitted; CAP will meet during Final Exam week and publish results afterward.

- CONE - Committee on Nominations and Elections: Prof. McMillan
  o Departmental elections have been completed; listings of committee memberships will be posted on the faculty governance webpage.
  o The following uncontested nominations for campus-wide positions were received; by rule, the faculty secretary cast the sole vote needed to elect the nominees to their respective positions:
    ▪ Presiding Officer: Prof. Johansson
    ▪ Assistant Presiding Officer: Prof. Olszewski
    ▪ Faculty Secretary: Prof. Delo
    ▪ FSA (4 pos): Mr. Fazal; Prof. Mijares; Prof. Tassinari; Prof. McKoy
  o The following nominations for campus-wide positions were received; elections for these positions will be held in the near future:
    ▪ FPC (1 pos): Prof. Drogan; Prof. Burke
    ▪ SPC (1 pos): Prof. Fallen; Prof. Marchese
    ▪ Senator-Alternate: Prof. Keefe; Ms. Gluckman
• **FPC – Faculty Policy Committee:** Prof. Massano
  - 1st reading of proposed amendment to the by-laws re: the dissolution of the Faculty Budget Committee and faculty representation on the College Budget Committee.

• **CC – Curriculum Committee:** Prof. Levy
  - A change was proposed to the Maritime Studies curriculum, re: ecology, oceanography and history of science, law electives, advanced technical writing. The proposal was approved without objection.
  - A proposal was made to revise the hours, credits, course descriptions and prerequisites for ENGR 441, ENGR 451 and ENGR 504. The revision was approved without objection.
  - Two new courses, ENGL 408 Modern Poetry and ENGL 478 Asian Cinema were proposed; the courses were approved without objection.
  - Two new courses, TMGT 9201 Thesis I and TMGT 9202 Thesis II were proposed for the GBAT MS degree; the courses were approved without objection. A new core requirement for the degree, TMGT 7060 Systems Analysis and Operations Research was approved without objection.
  - Three new courses were proposed for the Certificate in Supply Chain Management: TMGT 8501 Principles of Supply Chain Management I, TMGT 8502 Principles of Supply Chain Management II and TMGT 8510 System Design and Control. The courses were approved without objection.
  - A clarification of the credit distribution for the Certificate in Supply Chain Management was submitted. The curriculum for the certificate was approved without objection to begin in Fall 2007.
  - Changes were proposed to course number, credits and prerequisites for several courses in the MT department. The changes were approved without objection: MT 249 becomes MT 250; NAUT 305 becomes NAUT 315; NAUT 304 Maritime Law becomes NAUT 314 Rules of the Road; MT 229 to be replaced in the curriculum with MT 250; ENGR 523 was eliminated from the Marine Operations curriculum.
  - Changes in hours to OCEA 402 and the addition of OCEA 416 as the lab component of (and previously included in) OCEA 415 were approved without objection.
  - A curriculum for the proposed creation of a Master of Science in Facilities Engineering program was presented to the faculty. Prof. Burke requested preliminary approval of the curriculum by the faculty prior to submission of the proposal to the New York State Department of Education. Faculty approval of the proposal is sought by the engineering department to speed the approval process in Albany. The curriculum was approved without objection.
  - Limits on earning credits were proposed for addition to the course descriptions of ENGR 446, ENGR 551, ENGR 552, ENGR 354 and ENGR 530. The additions were approved without objection.
It was proposed that CS 480 and CS 490 be replaced with ENGR 443 and an engineering/science elective in the Computer and Information Technology minor in the B.S. in General Engineering. The proposal was approved without objection.

Two new freshman courses were proposed: LEAD 101 Leadership and the Maritime Experience and LEAD 102 Exploring Leadership. Objections were raised to the creation of the courses. It was remarked that there is no ‘home department’, as such for the courses. After further discussion, the question was called and the proposal was passed with five objections. An earlier proposal to include the courses as part of Student Life was restated as a friendly amendment.

A proposal on deletion of a course from the catalog was presented. The impetus was the current lack of any formal procedure for such removal. Prolonged discussion followed concerning both the details of the removal mechanism specified in the proposal itself, as well as the philosophical underpinnings of the proposal. Numerous alternate schemes were proposed, none to general approval. Significant sentiment was voiced to leave such decisions in the hands of individual departments. In due time, the question was called and the proposal was defeated, 14 in favor, 23 opposed.

- **FAC** – Faculty Assessment Committee: Prof. Sturges
  - Results from the graduating senior exit survey were presented in both summary and spreadsheet format. The data was based on 92 completed surveys summarized statistically using SPSS. Numerous useful suggestions from the surveys were identified.

- **FBC** – Faculty Budget Committee: Prof. Nadolny
  - No report.

- **SPC** – Student Policy Committee: Prof. Vecchio
  - All departments except GBAT/MT have received student assessment forms at the time of the meeting. The forms are divided by faculty course assignment. The form are the same as used in the previous semester, but changes are planned for the next round of assessments.
  - Elections for student membership on the relevant committees in the fall are to be held prior to the end of the current semester. However, freshman members will not be selected until after the incoming class arrives in the fall.

- **Faculty Senator**: Prof. Warkentine
  - No report.
• **Old Business**
  None outstanding.

• **New Business**
  o The Registrar announced that the final examination schedule is available online and requests faculty to check the schedule for conflicts. Conflicts should be reported ASAP. Grades will be due April 30\(^{th}\); the Academic Board will meet May 2\(^{nd}\); awards reception May 5\(^{th}\); graduation is May 6\(^{th}\).
  o Prof. Mathieson raised the possibility of providing extended study time prior to finals (a reading period), or a 2-week final examination period. He requested that ideas be forwarded to the FPC which controls the academic calendar. Prof. Traub, Prof. Howard both voiced support based on the high percentage of final grade that final exams typically determine.
  o Prof. Johansson announced opportunities available for participation on SUNY-wide committees, e.g. awards, governance, etc. Nomination forms are available from him directly.

• The meeting was adjourned at 17:07.

  Respectfully submitted,

  **Carl Delo**
  Prof. Carl Delo
  Faculty Secretary 2005-2008