Minutes of the Faculty Meeting of February 25, 2009

- The meeting was called to order at 15:05 in Science & Engineering Room 2-49.

- The minutes of the Faculty Meeting of November 19, 2008 were approved without modification.

**President’s Report**

Vice Admiral Craine

- The Admiral presented an update on the SUNY budget situation, including comments on the current budget shortfall and provisions of the national stimulus plan that will benefit New York education, although most of this funding is expected to go to K-12 education. The Admiral summarized ongoing cost-cutting measures that are being used to guarantee that the current local budget will be adequate for the college’s needs. He thanked the faculty for their help in this endeavor and requested input from all to reduce, streamline, standardize or consolidate programs to further reduce costs.

- The next SUNY budget is expected to be released on April 1st.

- The Admiral gave a short presentation detailing the process by which the college constructs its budget. He noted that the current SUNY Budget Allocation Process (BAP-II) it to be phased out. A new financial model is to be developed by Admiral Craine in association with the all Presidents, Provosts and budget officers from the SUNY campuses.

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

Prof. Hoffman

- The Provost expressed his thanks for well-wishes re: recent shoulder surgery.

- Recommendations for appointment and reappointment have been received from CAP, the department chairs and DACs, and are expected to be acted on by March 1st. Recommendations for promotion and tenure will be acted on as well.

- Faculty that have left are being replaced, as the funding is still available. The Provost emphasized that it is important to have full-time faculty do the majority of teaching even (or especially) at the ‘100’ level.

- There will be a campus open house this coming Sunday.

- Accepted Student Day will be held at the end of April just before final exams. The timing was a one-time situation which is not expected to be repeated.

- At the Provost’s invitation, the Registrar Ms. Roth addressed the following:
  - Deadlines for incomplete grades, application for graduation, etc. were announced.
  - Course schedules for Summer and Fall terms have been sent to department chairs for review, particularly for room requirements.
  - Courses in the Summer Ashore I term will be advertised to help generate revenue. It is expected that more courses than usual will be offered.

- At the Provost’s invitation, the Dean of Students, Mr. Kneubuehl spoke:
  - A brief outline of the procedure for dealing with student violations of the college academic integrity policy. The composition and procedures of the Judicial Board were discussed.
  - An overview of the newly created Maritime Intervention Team was presented.
The formation of the team was strongly encouraged by SUNY. The team is composed of faculty and staff and is expected to meet approximately biweekly to assess ‘students at risk,’ e.g. those observed to have ‘abnormal behavior’ or sudden drops in attendance. The team reviews cases and may refer students to campus health services or elsewhere. So far the team has met approximately once a month and has dealt with a few cases. In the future, notification of the team is expected to be by anonymous online or email notification to health services. The question of the reliability of anonymous input was raised, as well as privacy issues. The issue will be looked into, and for now the files of the team are to be kept confidential and not be part of the student’s academic record.

Presiding Officer

Prof. Burke

- The P.O. remarked that with reference to previous remarks on the low level of faculty involvement, the Admiral has been markedly inclusive of faculty in recent budget matters.
- Ms. E. Leschinsky, Cataloging Librarian and liaison to the Humanities and Science Departments is retiring after 19 years of service, including committee work; she will be missed.
- Prof. McCurdy has been promoted from adjunct to full-time Lecturer of Naval Architecture in the Engineering Department.

Standing Committees:

- CAP - Committee on Appointments and Promotions: Prof. Mathieson
  - Recommendations for appointment, promotion and tenure have been determined and should be complete by next week.

- CONE - Committee on Nominations and Elections: Prof. McMillan
  - One nomination for a Chancellor’s Award was submitted.
  - An updated listing of committee memberships was distributed for review and feedback on any errors was requested.
  - On the committee list, positions listed in bold face are due for reelection. Nominations for these positions will be accepted until and finalized at the next faculty meeting.

- CC – Curriculum Committee Prof. Levy
  - Proposed revisions to the ITT curriculum and GBAT electives were presented and approved without dissent.
  - A proposed addition to the course descriptions of ENGL 90, ENGL 95 and MATH 80 was passed without dissent.
  - A new course, NAUT 101 was approved without dissent. This course is focused on safety prior to a student’s first Summer Sea Term. The existing course NVSC 103 will likely be dropped.
• **FAC** – Faculty Assessment Committee  
  Prof. Sturges  
  o The “Triennial Update of General Education Assessment Plans and Reports on Closing-the-Loop Activities for Maritime College” was distributed, with requests for corrections and comments.  
  o Faculty Assessment Day is scheduled for Tuesday, May 5th.

• **SPC** – Student Policy Committee  
  Prof. Vecchio  
  o No report.

• **FPC** – Faculty Policy Committee  
  Prof. Massano  
  o Prof. Massano gave a brief presentation re: voting faculty policies. The eligibility to vote as part of the faculty is laid out by the Board of Trustees Policy document. The document specifically gives the right to vote to the Chancellor, the Chief Academic Officer of the College, ranked faculty and any other party granted voting status by the faculty and documented in the by-laws.  
  o The second reading of a proposed by-law amendment concerning the voting status of adjunct faculty was conducted. There was a motion from the floor to divide the amendment into parts d) and i) of the original proposed amendment. The motion to divide was passed by a showing of hands, approximately 49 yea / 7 nay. Discussion and action on the separated proposals followed:
  ▪ The first part of the proposed amendment, to replace the existing Section A, subsection 3, item d) of the by-laws, “Adjuncts and personnel teaching half a load” with “Full-time Lecturers” was carried.
  ▪ The second part of the proposal was read. It was a proposal to amend Section A, subsection 3 to include part i) “Adjuncts who have taught a minimum of 12 credits per academic year for the past two consecutive years and are currently teaching will be considered voting members for as long as they maintain the minimum 12 credits per academic year. The assistant presiding officer shall check the voting status of all adjuncts at the beginning of each semester and present a list of those eligible to vote in the Spring election to the chair of CONE.” Discussion followed concerning quorum requirements at faculty meetings and the level of participation of adjunct faculty at recent faculty meetings. The question was called and the vote was conducted by written ballot. The vote was 35 yea / 23 nay / 3 abstentions and the motion failed to reach the 2/3 majority required for acceptance.

• **Faculty Senator**  
  Prof. Warkentine  
  o The report from Prof. Warkentine’s attendance at the Winter Plenary Meeting of the University Faculty Senate at Morrisville State College was distributed and she made brief remarks concerning the meeting.  
  o The Resolution on Assessment Streamlining which passed without dissent at the UFS meeting was read at the faculty meeting and was approved without dissent.  
  o The Resolution on Consultation and Collaboration which passed without dissent at the UFS meeting was at the faculty meeting and was approved without dissent.
• Prof. Warkentine noted that she will be stepping down as Senator, therefore her position will be open as of the end of the academic year.

• **Old Business:**
  None outstanding.

• **New Business:**
  o Prof. Yahalom announced upcoming Faculty Conversations to inform the campus at-large about faculty research: Prof. Wosk on March 11th and Prof. DeAngelis on April 6th. It is expected that talks will continue in the fall semester, approximately monthly, and solicits requests for a slot from any interested faculty.
  o Prof. Yahalom announced the institution of ‘release time’ awards to be given by the Research Group with the approval of the Provost. The release time will be exemption from 3 credits of teaching load in a semester; details of the program were circulated at the faculty meeting. Deadlines for consideration are Mar. 31st for the Fall 2009 and Nov. 15th for Spring 2010. Details are available from Prof. Yahalom.
  o Prof. Yahalom reiterated his request for input from faculty members for a catalog and a brochure being produced to publicize research being conducted at Maritime College.
  o Prof. Markoe announced a course on foreign policy to be conducted by Prof. Myrowitz.
  o The Library Program Review will be conducted in the coming month. Ms. Constantinou announced a reception to be held on March 25th at which faculty can give input to the assessment team.
  o Prof. Keefe announced the upcoming 60th anniversary of SUNY Conference.
  o Prof. Howard announced the upcoming panel of successful graduates from the ITT/ITM programs on April 2nd.
  o Prof. Howard announced “In Hot Pursuit of Pirates’, a panel discussion to be held on April 17th.

• The meeting was adjourned at 16:30.

Respectfully submitted,

**Carl Delo**
Prof. Carl Delo
Faculty Secretary 2005-2009