

**Minutes of the Faculty Meeting of 11 November 2009**

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- The meeting was called to order at 1508 in Science & Engineering Room 2-49.
- The minutes of the Faculty Meeting of 07 October, 2009 were approved with minor typing errors corrected by the Secretary.

**President's Report**

Vice Admiral Craine

VADM Craine

- The President was unable to attend this meeting. His remarks will be conveyed to the faculty by the Provost.

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

Prof. Hoffman

- The Admiral sends his greetings and his regrets, as conveyed by the Provost – he is on the search committee for a new SUNY asst. counsel and is attending that meeting.
- A ninety million dollar cut to SUNY turned out not as bad to Maritime as anticipated. The actual cut comes in at \$548,100. Because of our over-enrollment, we have a surplus \$600,000 in tuition dollars.
- There will be no layoffs, and will be hiring the additional engineering faculty necessary for ABET. Additionally the search for a Director of Institutional Research and Assessment has been re-opened. Natalie Caesar's position will also be opened to hire – she served as the International Student Services Coordinator. The faculty position held by the late Harry Fleureton in the Marine Transportation Department will also be opened to hire.
- For the Provost's own report, Faculty Assessment Day (FAD) preparations will include a meeting for FAD committee members and department chairs. This meeting will be held tomorrow (12 November 2009) in the President's conference room at 1500.
- Faculty Assessment Day will be Tuesday 22 December 2009 – all day.
- Prof. Linda Sturges and Dr. Hoffman attended the Middle States Self Study Institute as co-chairs. This is in preparation for 2010 ABET, 2011USCG audit and 2012 Middle States mid-year visit and self-study. Maritime, using FAD, has already meet the requirement for a "continued, consistent assessment effort".
- A steering committee will be put together. Back in 2002 a committee was formed consisting of 12 to 14 members. The committee used existing faculty committees as working groups. The intent is that it will be put together and run in a similar manner.
- There will most likely be a Special Meeting of the Faculty, some time in the Spring. The Presidents of all the colleges that are in Middle-States complained that they are not getting anything for their money from Middle-States. Consequently, one of the Vice-Presidents of Middle-States will be coming to visit us in the Spring.
- Regarding the Convocation of Industry Advisory Boards, the Provost sent all of the Chairs the agenda for the date, Wednesday 02 December 2009.
- There will be January graduation ceremony, which may be one-time-only, on Friday 29 January 2010, 1600 in the lecture hall. This will be coordinated with the Commissioning Ceremony, which is being held onboard the Intrepid Air-Sea-Space Museum at noon the same date.
- Dr. Hoffman asks for any questions, Dr. Losonsky asks if the cuts were proposed by the Governor or the Legislature. Dr. Hoffman replies that it was proposed by the Governor and

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there is not much the Legislature can do about it. One of our state senators was here last week, we believe she is on the Higher Education Committee, said there is no stopping this.

**Presiding Officer**

Prof. Burke

- Dr. Burke reports that Chancellor Zimpher has started a University-wide strategic planning effort. This effort is being driven by a steering committee of about 20 distinguished individuals, including our Dr. Markoe. The main committee consists of about 200 individuals from every unit of the State University. There are **four** people from Maritime on this committee, Dr. Burke being one of them. The others are Dean Eric Kneubuehl and Prof. Hartley Spatt and Tom Maglioca who is a member of the College Council. There have been 2 meetings of this committee of 200 persons; Prof. Burke attended the first one in Troy, NY at Hudson Valley Community College. There has been a subsequent one in Buffalo NY. The next one will be the day before the Convocation of Advisory Boards at Fashion Institute of Technology in New York City. There will be 4 subsequent meetings elsewhere in the state after the New Year.
- The State of New York is in a very serious financial crisis. This crisis is driven by a significant decrease in tax revenues, largely related to the fact that the financial services industry has suffered so badly in the last year and one half. The State of New York is very heavily dependent on the health of the financial services industry. It is a loss of revenue that is driving the crisis we are in. The only **response** is cutting costs, which is why the Governor and others have been engaged in this program of cuts in previously budgeted items. The Chancellor has made the case that SUNY has to become something different than it has been in the past. Quoting, "we need to re-negotiate our relationship to the legislature to become something they can vote for and support".
- The Chancellor's approach focuses on three things:
  - Economic development within New York State
  - Job creation
  - Community development
- Numerous rumors were dispelled, including one regarding a significant financial reserve that SUNY possesses
- This strategic planning effort is running in parallel with Maritime College's own strategic planning initiative. The Maritime College is well-positioned in this SUNY strategic plan.

**Standing Committees:**

• **Faculty Senator**

Prof. Keefe

- Dr. Keefe shares with us the proceedings of the University Senate, having met in Ithaca, NY. It was voted in Executive Committee, to change the usual sequence of the faculty meeting to put Senator Keefe's presentation first. The Presiding Officer felt the information from this committee was significant.
- The Chancellor's Report at the University Senate Meeting.
  - SUNY's Critical Importance to Workforce Development– a vital step into the Future and to improving quality of life in NY State.
  - Budget Cuts pose significant challenge to the system. Chancellor will work

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- with legislators.
- Senator Keefe reports that Senate President Ken O'Brien report followed at the meeting in Ithaca: His report centered on tuition, new hires and the budget.
- Tuition
  - 80/20 and 70/30 splits will proceed
  - Difficulty: As we raise tuition above TAP level, we lose
  - Problem: by 2011-2012--\$5 billion deficit
  - Legislature needs to act: K-12 + CUNY have federal stimulus money. SUNY does not.
  - Higher Ed and CUNY are in dialog
  - Chancellor has created a Budget Task Force
- New Hires
  - Mitch Leventhal (from U. Cincinnati) Vice-Chancellor for Global Affairs
  - Joanna Duncan-Poitier: deputy for education pipeline
  - David K. LaVallee : Interim Provost
  - Monica Rimai: Senior Vice-Chancellor and Chief Operating Officer
- Budget
  - \$400,000,000 SUNY IFR account is not a reserve: Some stays on campus; some goes to SUNY
  - Early retirement incentives
  - Retrenchments
  - Cuts will be tailored to individual campuses: some will win, some lose
- Standing Committee Reports followed:
  - Graduate Programs and Research, Ethics Committee, Operations Committee, Student Life Committee, Special Committee on Diversity and Cultural Competence, and Student Mobility.
- SUNY Assessment Initiative
  - FCCC (community college faculties) endorses Provost's Advisory Group's recommendations to streamline assessment thereby facilitating accreditation and achieving seamless transfer
- Economic Vitality and Quality of Life. How to promote?
  - SUNY: an Economic Powerhouse (0.5 million students, range of educational programs
  - Educate +
  - Train workers
  - Create jobs
  - Promote public-private partnerships
- SUNY = Major Catalyst
  - We are New York's lifeblood
  - We are recognized world-wide for our accomplishments
  - Major responsibility to slash energy consumption
- Core Infrastructure Issues
  - 5-year budgeting process
  - Brand prestige
  - Information Technology
  - Leadership development
  - Library access

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- Enrollment management
- Student mobility/Transparency-accountability
- Under-represented populations
- Undergraduate Scholarly Poster Session—Feb. 1-3
  - SUNY Undergraduates: Shaping New York's Future: A Showcase of Scholarly Posters at the Capitol
  - Opportunity to showcase student research and boast SUNY successes and impact across the State
  - 3 submissions needed from our Campus
- Dr. Karen Markoe names the SUNY strategic planning email address as [strategicplanning@suny.edu](mailto:strategicplanning@suny.edu) . She continues that by getting online one can read that the strategic planning process is “transparent, collaborative and progressive, we welcome your input”. She points out that input is needed and welcomed and several avenues are available. The next strategic planning meeting will have an “open mike” from 0800 – 1000, so one can speak freely. A recent presentation included someone from the Bill and Melinda Gates Foundation.
- Dr. Burke comments that poster projects are underway; the engineering department has two such projects underway and invites other departments to get involved.
- Dr. Burke continues that SUNY announced the fall enrollment numbers, and is at a record level – 484, 000 students throughout the system. The increase this year alone was approximately 25,000 students. The 4-year comprehensive colleges are not growing.
- **CAP** - Committee on Appointments and Promotions: Prof. Mathieson
  - Dr. Mathieson indicates that all discretionary information has already been received by those who are to receive it. He continues that at the beginning of next semester, the committee has to evaluate all promotion recommendations and tenure. Those interested should get their information to their respective DAC's. They will be adhering to a schedule given to the committee by the Provost.
- **CONE** - Committee on Nominations and Elections: Prof. McMillan
  - CONE chair Prof. McMillan announces that they are still soliciting announcements for the chancellor's awards. Some applicants are in, but they can use more. The categories are:
    - Excellence in Faculty Service
    - Excellence in Librarianship
    - Excellence in Professional Service
    - Excellence in Scholarship and Creative Activity
    - Excellence in Teaching
  - There is no updated information regarding the deadlines, but should be similar to last year
  - Looking for a volunteer to run for the position as the faculty athletic representative to the Athletic-Academic Review Board. The election will be held in the spring, we are currently looking for an interim person.
  - Dr. Larry Howard volunteers as Interim Faculty Athletic Representative to the Athletic-Academic Review Board.

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- Dr. Hoffman notes that we also have two nominations for distinguished faculty, as well.
- **CC** – Curriculum Committee Prof. Levy
  - Curriculum Committee has five broad categories to recommend to the Faculty for approval:
    1. In the Marine Technology/Small Vessel Operations curriculum, allow **MT 520 - Ship Operation and Management II**, 6 credits, in place of **MTDO 524 Cadet Observer Limited Tonnage I**, 2 credits. Note that MT 520 has prerequisites of MT 510, METE 201 and NAVG 212.

The motion is passed, carried without discussion, without dissent.

2. New Course: **HIST 436 - Sports and American Society** - to be listed as a Humanities Track option in the Maritime Studies curriculum. An examination of the evolution of American society, through the prism of sports. Sports will be utilized as a means to analyze social and economic change, race relations, labor-management conflict and the emergence of player unions, the impact of war on sport, gender issues, and the impact of print and electronic media. Prerequisite: HIST 101 or 102.

The motion is passed, carried without discussion, without dissent.

3. New Course: **GBUS 526 - ITT Study Abroad** - This course is to be an alternative to GBUS 525 ITT Internship. 6 class hours, 6 credits. This intensive study abroad course is designed to provide undergraduate students with the opportunity to put their academic coursework, theory and concepts learned in the classroom into real time practices as found in the international and global commercial venues. Students in this study abroad program will have the opportunity to discuss critical 21<sup>st</sup> century topics and issues pertinent to global trade, commerce and transportation with academics, and practitioners in both the public and private sectors in each country visited. Among the issues and topics to be covered include: supply chain management, ports & terminals operations, importing & exporting, intermodal transportation, manufacturing, security, managing risk, fraud and ethics. Note: This course may be used as an alternative to GBUS 525 ITT Internship. Prerequisite: GBUS 100 and permission of the instructor.

The motion is passed, carried without discussion, without dissent.

4. New course: **ENGL 103 Freshman English II for Engineers** - for BE students to replace the requirement of ENGL 102. 3 class hours, 3 credits. Expository writing and analytic reading of selected texts: ENGL 103 emphasizes styles and formats needed for students and practitioners of engineering. Prerequisite: ENGL 101.

The motion is passed, carried without discussion, without dissent.

5. New Course: **LEAD 401 Leadership Seminar** - 1 class hour, 1 credit. The course is designed to be a blended nontraditional seminar class focused as a culminating leadership experience. Considerable introspection and exploration of your time both at

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Maritime College and within the SAIL Program is expected. The underlying theme is that every person can become a leader and that the ability to lead begins with the process of self-discovery (LEAD 101) and ends with self-actualization (LEAD 401). LEAD 401 has an experiential component where students are expected to assess past and present leadership experiences to identify their leadership style. Prerequisite: LEAD 201.

The motion is passed, carried without discussion, without dissent.

6. New Courses in Electrical Engineering:

**ENGR 302 Introduction to Renewable Energy Concepts**, 3 class hours, 3 credits. A study of the effects of carbon based fuel on environment and an introduction to basics of renewable sources of energy such as solar-thermal, solar direct, wind, wave, hydrogen fuel cell, bio-fuel, bio-mass and nuclear. Prerequisites: ENGR 299, MATH 211, PHYS 201.

**ENGR 350 Analog Controls**, 2 class hours, 2 laboratory hours, 3 credits. Students will be introduced to analog control systems. Students will learn the modeling and dynamic response of physical systems, and the application of feedback control techniques to these systems. Students will learn analysis techniques including transfer function models, stability analysis, root locus design techniques, and frequency-response design methods. Analysis will include the use of simulation tools. Students will be introduced to both state space models and state space design. Student work will include class projects. Prerequisite: ENGR 383.

**ENGR 484 Electric Drives**, 2 class hours, 2 laboratory hours, 3 credits. Students will learn a systematic design approach to motor drives using MATLAB and SIMULINK analysis simulation tools. Students will learn the fundamental principles of the subject, and extensive modeling, simulation, and analysis will be emphasized. Typical motor drives will be demonstrated for detailed industrial applications. Prerequisites: ENGR 384.

**ENGR 384 Power Electronics**, 2 class hours, 2 laboratory hours, 3 credits. Principles of power electronics, operating characteristics of bipolar junction transistors, IGBTs, MOSFETs and thyristors, power converters, basic switching circuits, AC/DC, DC/DC, DC/AC converters and their applications. A laboratory component requiring students to design, construct, diagnose and test power electronics converters is included. Prerequisite: ENGR 387.

The motion is passed, carried without discussion, without dissent.

7. Replace **Marine Electrical and Electronic Systems – Deck License** by **Electrical Engineering – Deck License**. There are changes to the upper level curricula, ENGR 394 Electromagnetic Fields, MT 250 Ship's Construction and Stability and ENGR 495 Marine Electrical Systems. There is to be no change in the lower division requirements.

The motion is passed, carried without discussion, without dissent.



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8. Delete courses:

- NAUT 307 - Nautical Operations: Legal**
- MT 510B - Cruise Practicum (for ITT majors only)**
- MT 523 - Cadet Observer in Limited Tonnage Operations**

These courses are not required in any curriculum.

The motion is passed, carried without discussion, without dissent.

9. Append to course description to read as indicated below:

- MATH 90 - Introduction to College Mathematics**  
"This course may not be taken for elective credit."

The motion is passed, carried without discussion, without dissent.

- **FAC** – Faculty Assessment Committee Prof. Sturges
  - FAC has no report
- **FPC** – Faculty Policy Committee Prof. Massano
  - FPC has no report
- **SPC** – Student Policy Committee Prof. Romain
  - Prof. Romain asks that if any faculty members class was asked to conduct or administer the "SOS", Student Opinion Survey, it is due tomorrow, Thurs, 12 November 2009. Please return it to your coordinator or directly to Iris in the Office of Institutional Effectiveness.
  - The Maritime College course assessments / evaluations will be distributed by the target date of Monday 16 November 2009. They should be in your mailbox, to be due back by the last day of classes.

**Old Business:**

- None outstanding.

**New Business:**

- The Registrar, Carol Roth, notes that submission of final exams time is approaching. Please examine the final exam schedule to make Dr. Traub aware of any problems as soon as possible. Fall Semester grades are due on Monday 21 December 2009, Noon. The computer system will be shut down at that time to process reports for the academic board, scheduled to meet that Wednesday. The Registrar also asks to check for any not attending / withdrawal students and let her know.

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- Dr. Hoffman notes that Dr. Olszewski, the Assistant Presiding Officer is not present, she is up at SUNY Binghamton attending a meeting for the Dual Diploma program for the Turkish students. Additionally, Dr. Gil Traub, the Associate Provost, is at Mercy College, at the NY State Transfer and Articulation Association meeting.
- Dr. Hoffman also notes that Dr. Traub asked if students find any conflicts in the scheduling of final exams, to let him know.
- The Chairs have received a early version of the final exam schedule. If as you look at it, you note any conflicts, please let you chair know. Dr. Traub hopes to have the final exam schedule published before we leave for Thanksgiving.
- Dr. Hoffman notes that part of our 2002 strategic plan was to raise the public profile of the College. Admiral Craine sits on the executive board of the International Association of Maritime Universities. He is also in charge of the Consortium of State Maritime Academies. In Boston, at the Maritime Academies Council, Ernie Fink was selected as chair of this council.
- Dr. Sam Yahalom notes Maritime College Faculty and Staff are invited to attend an afternoon of **Faculty Conversations**. This is an opportunity to share faculty research and develop interdisciplinary synergies for new research. **Wednesday, December 9 at 3:00PM, President's Conference Room**. Prof. Suleymen Hilimi Kal will be discussing Derivatives in Financial Markets and Some Applications in Freight Markets.
- Nominations are being accepted for nominations of students for the Chancellor's Awards. Nominations of seniors to go to Dean Eric Kneubuehl.
- The Registrar notes that registration has started with freshmen registering starting tonight at 1800. Closed courses may be added through the drop/add form signed by the faculty member. They can register for one class up to December 28, if not , they will have to pay a late fee of forty dollars.

The meeting was adjourned at 16:10

As submitted by,

Peter Vecchio  
Faculty Secretary