The meeting was called to order at 1508 in Science & Engineering Room 2-49.

The minutes of the Faculty Meeting of 24 February 2010 were approved with minor spelling correction on the acronym “PHEEA”.

**President’s Report**

The President received the Governor’s proposed budget without firm numbers. It appears that the cut to SUNY could be as much as 138 million dollars. Our share of that, plus the cut we took earlier this year is a little over $800,000. On top of this, there are negotiated salary collective bargaining pay raises of a little over $800,000 – with no provision in the Governor’s budget to pay for this increase. Other fees will cost us, notably the expenses of the 90 day summer sea term, increased fuel costs, and increased salaries. All of this leads to a estimated shortfall of about 4 million dollars.

To make up this shortfall, we intend to increase the number of students in the classroom where we can accommodate them, eliminating other class sections, eliminating as much overtime as possible, minimizing supplies. We’re looking to offset the majority of this by using “sutra” tuition dollars from classes taught during the summer and outside the normal academic year.

Dr. Olszewski asks what the summer construction projects will be. The Admiral replies that the pier project will continue, a package has been submitted for roadwork. New $30 million academic building where admissions is currently located precludes finishing up all roadwork. Also contract for new lighting has been submitted to Albany for lights along the sea wall by the pier. We will finish all the renovations of all the bathrooms on the campus, with only three or four left to completion. We will also finish up the engineering lab for the flow channel, the new diesel simulation room where the reactor used to be, new windows in Baylis Hall, fire alarm upgrades in all the dorms. We are hopeful we will be able to expand Heritage Hall,

Dr. Traub asks about the potential for cuts to approved or previously approved capital items. The Admiral states that they have held up spending on all except what has been previously approved.

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

The Provost indicates that Prof. Yahalom is heading up a “China Initiative” – we are about to sign a memorandum of agreement with several Chinese institutions - hopefully for more graduate students than undergraduate. Ernie Fink has been named to the US delegation to the I.M.O., representing the six maritime academies. Bob Wolf and Larry Howard are working on a grant with Florida State University, looking particularly to us for expertise on port and terminal security. On the state level, the provost is on the S.U.N.Y provost’s search committee. Interim Provost Lavalle has done much work in moving items forward, but looks forward to his relief. Locally Dr. Loftus of middle states visited the school and we are preparing for our self study and future middle states visit, which carries a 30 month lead time. Dr. Loftus was impressed with how many of our plans and assessments are nicely “tied together”. We are now in the “Self Study Design Phase” and we presented Dr. Loftus with a draft of the design. The actual design is due on 01 September 2010. Subcommittees will find out just “how involved” each of us is in the project at that time regarding specific working groups. We will be using standing committees of the faculty and
the administration for much of this work. The draft of the self study report is due the following September 2011. The visit itself will be February of 2012.

- Graduation, awards night and the faculty reception in the library are all being planned and set up. Graduation will take place at 1100 and at 1600, commissioning will take place down at the Intrepid.
- There are two “healthy and vibrant” summer ashore terms. Thanks are given to the chairs and the faculty who are teaching these classes. Money from these classes stays here on campus, and does not get recycled through Albany.
- Dr. Traub announces to us that the final exam schedule is now online. We took last spring’s schedule and adjusted as necessary. We are told to expect an increase in conflicts, students with three on the same day. Any serious specific needs for changes in the schedule should be addressed to Dr. Traub. Registration had few conflicts for fall and summer. The “waitlist” feature has some conflicts. A “blast” will be issued with directions on how to deal with exam conflicts for students.

Presiding Officer

Prof. Burke

- A great deal of effort has been going on this past four months regarding Chancellor Zimpher’s Strategic Planning Initiative. The effort is concluded and a draft of the plan has been produced. It has a focus on economic development within the state of New York. There is a comment period on this draft - submit and suggestions or ideas. Dr. Markoe is one of the “ghost writers” on this plan, so she would be a good person to contact regarding the strategic plan.
- Much discussion continues on PHEEIA - Public Higher Education Empowerment and Innovation Act. Senator Keefe will discuss this in more detail.
- Dr. Burke opens the floor to the reports on the standing committees.

Standing Committees:

- CAP - Committee on Appointments and Promotions: Prof. Mathieson
  
  o Dr. Mathieson indicates that CAP submitted the recommendations for re-appointment, promotion and tenure etc, this week. The CAP Chair hope the administration will move ahead and get back to the committee by graduation.

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

  o CONE chair Prof. McMillan announces that four chancellor’s awards nominations were submitted – with two nominations for distinguished professor. Thanks to Robert Black for doing much work in this regard.
  
  o Campus wide elections to take place, a copy of which was distributed electronically, which you should have now. The document reads as follows:

Below is a list of campus-wide committee vacancies along with nominations that have already been made for each committee. The fact that there are already nominees for positions on these committees should in no way discourage you from placing other
names, including your own, in nomination. Nominations may be made from the floor today, but the end of today’s faculty meeting is the final deadline for nominations.

If necessary, elections will be conducted by CONE beginning next week, with a final deadline of Wednesday, April 21 for all ballots to be received.

Faculty Officers: 1 year appointment

Current nominees:
- Presiding Officer: Professor R. Burke
- Assistant Presiding Officer: Professor K. Olszewski
- Faculty Secretary: Professor P. Vecchio

Faculty Policies Committee: 3 year appointment

Two openings

Current nominees:
- Professor B. Warkentine
- Professor A. Palmiotti

Representatives to SUNY Faculty Senate: 3 year appointment

Alternate: Current Nominee
- Professor C. Delo

Representatives to Faculty Student Association: 1 year appointment

Four openings

Current nominees:
- Professor E. De Falco
- Professor J. McKoy
- S. Fazal
- Professor E. Tassinari

Faculty Representative on Athletic Academic Review Board: 3 year appointment

One opening

Current nominee:
- Professor L. Howard

- Prof. McMillan invites nominees for any of the above campus-wide positions. No additional nominations for the above positions are heard. There will be an election for a position on the faculty polices committee, as there are three nominations for two positions.
- The Faculty Secretary casts a single vote for all the uncontested positions as listed, thereby confirming their election.

- **CC** – Curriculum Committee

Prof. Levy

The CC moves that the following 8 items, individually, be approved by the faculty:

1. New graduate courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Class Hours</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>TMGT 8491</td>
<td>The Terrorist Threat Today</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>TMGT 8499</td>
<td>Special Topics in International</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transportation Management</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TMGT 8465  Advanced Topics in Shipping
  3 class hours, 3 credits.

THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

2. Course description revisions:
   ENGR 452  Digital Controls (was Controls)
   ENGR 454  Vibrations

THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

3. Curriculum Revisions:
   a. Facilities Engineering and Marine Engineering
      Delete:  ENGR 452  Digital Controls
      Add:    ENGR 350  Analog Controls
             7th semester for ME, 8th for Facilities Engr.

THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

b. Mechanical Engineering – Engine License and Intern
   Delete:  ENGR 311  Kinematics
   Add:    ENGR 454  Vibrations
           6th semester
           7th semester
   Move courses:
   ENGR 348  8th to 5th semester
   ENGR 443  7th to 8th semester
   ENGR 345  5th to 6th semester
   ENGR 390  6th to 7th semester
   ENGR 341  7th to 6th semester
   Engine License only
   NAUT 308  6th to 5th semester
   ENGR 371  8th to 7th semester
   Eng/Sci elective  7th to 8th semester

Upper division curriculum attached. New courses and changes in the spreadsheet are in boldface.

THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

c. Electrical Engineering – Engine (E), Deck (D), Intern (I)
   Delete:  ENGR 380  Electrical Engineering II,
            CS 480-490  Computer Engineering I-II
   Add:    ENGR 345  Engineering Statistical Analysis  5th
           semester (E&I), 7th semester (D)
           ENGR 350  Analog Controls  6th semester (E&I)
                    7th semester (D)
           ENGR 384  Power Electronics  6th semester
ENGR 484  Electric Drives  7th semester

Move courses
ENGR 452
ENGR 443

Upper division curriculum attached. New courses and changes in the spreadsheet are in **boldface**.

A question is raised as to the increase in credits; one of the curricula has a 4-credit raise, 3 credit raise on all the others. **THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT**

4. New swimming course for license students and revision of old course

PE 100  **Swimming** (revisions)
PE 103  **Water Safety and Survival for Mariners**

PE 103 is to replace PE 100 as a requirement in all license and engineering intern curricula and is a STCW course.

**Discussion:** Can either course be substituted for the other? Yes, except if you are a license candidate, you must take PE 103, as this is the assessment based course linked to the Training Record Book. **THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT**

5. General Education

Given the change in SUNY general education requirements, the curriculum slots labeled **General Education: Humanities** and **General Education: The Arts** are no longer needed to satisfy minimum general education requirements. It is therefore proposed that:

- These two curriculum slots be replaced by “Humanities or Social Science elective” in all the curricula where these gen. ed. designations appear.
- In the one curriculum without these designations (Marine Business and Commerce), it is proposed that two (of ten) slots labeled “Humanities SAC Elective” be replaced by “Humanities or Social Science elective” to bring this curriculum into conformity with all the others.

**THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT**

6. Double Majors – A student may have a second major transcripted and appear on the diploma under the following conditions:

i. Academic departments shall publish “Double Major Guidelines” specific to the second major defining requirements. All courses in the second curriculum must be completed within the guidance of the Double Major Guidelines of the second major.
ii. Any plan for a second major must be approved in advance by both department chairs and the Provost.

iii. If the additional required courses necessary to complete the second major are less than a total of 18 credits, additional courses must be taken so that at least 18 credits are taken in the second major. These additional required courses must not be in common with the first major. These credits are to be in upper division courses approved in advance by the chair of the second major department. For the purpose of this paragraph 2, upper division courses are defined to be courses with a number of 300 or higher not including license courses.

iv. Students must adhere to the Double Major Guidelines of both departments.

v. An overall GPA of 2.7 for BE students and 3.0 for BS students must be achieved.

vi. There will be no mixed degrees, e.g. B.S and B.E

Discussion: Dr. Markoe asks what the rationale is as to the different GPA requirements. Dr. Levy replies that it was the sentiment of the Chairs, particularly the Engineering Department Chair. The GPA is intended to be the cumulative GPA, not the major GPA.

AMMENDMENT MOTION - Dr. Markoe moves that the proposal be amended such that the GPA is 2.7 for all curricula – both at the time of application to the program AND at the time of graduation. The motion is SECONDED by Dr. Olszewski.

Discussion: Dr. Howard states that in the CC, Dr. Burke felt that the 2.7 GPA in the BE curricula is equivalent to a 3.0 in the BS curricula. Dr. Burke counters that in fact, he feels that 2.7 is the median GPA in engineering, and the being in the “upper half” was sufficient for this program. Dr. Hoffman adds that mixed BS / BE curricula would require State approval. The question is posed asking what the medial GPA for the BS curricula is. The answer is not known, but was discussed in the CC. The Chair and the Provost have to approve the application for the double major – it is not automatic.

Upon voting by aye / nay – the vote is split, in the opinion of the chair, the aye’s have the winning vote.

MOTION – a call is made for a count; which is approved by the chair.

HAND VOTE: THE CHAIR CALLS FOR ALL IN FAVOR OF THE MOTION TO SIGNIFY BY RAISING THEIR HAND

IN FAVOR – 29
OPPOSED – 20

AMMENDMENT MOTION IS APPROVED

Discussion (continues): Is it possible to revert to the second major, if the grades are not high enough to graduate with the first major or both major? The answer is yes, provided all the course requirements are completed. As the discussion continues, there is a motion to “call the question”
CALL THE QUESTION MOTION - Dr. Traub; SECONDED - Dr. Markoe. Dr Burke calls a voice vote for all in favor of ceasing discussion – THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

THE VOTE ON THE ORIGINAL AMMENDMENT IS CALLED – THE GUIDELINES FOR DOUBLE MAJORS (AS AMMENDED) - THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

7. Add PE 103 Water Safety and Survival for Mariners
   As a prerequisite for ENGR 510 and MT 510 (Summer Sea Term I courses).

   Delete requirement of ENGR 102 Introduction to Engineering (1 credit)
   This course is no longer being offered.

Discussion: The content of this course has been passed on to other upper level courses. THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT

• FAC – Faculty Assessment Committee
  Prof. Sturges
  o Faculty Assessment Day is Tuesday 04 May 2010. Notices are sent to chair’s regarding where they are, and where they should be. There should be “Learning Objectives” for every single course. Dr. Hoffman has copies of “creating learning outcomes” if anyone is interested.

• FPC – Faculty Policy Committee
  Prof. Massano
  o First Reading – Motion to create the position of “Faculty Webmaster”, a person to take care of the faculty website. The position is not elected, it is appointed by the Executive Committee, and serves at the pleasure of the Executive Committee. Discussion – Dr. Howard would like to elect the position, as opposed to appoint the person. Dr. Burke indicates that this is only the first reading; discussion will take place at the time of the vote. Dr. Burke notes that this is not a policy making position in any way.
  o The Faculty Policies Committee has approved a FOURTH graduation date to be set into the Academic Calendar, which will be 01 July, effective this year. The faculty at large does not vote on this issue. Only the FPC, which has approved this motion. There is discussion on the difficulty in reporting data on graduation surveys. Dr. Levy notes that there is not to be a ceremony concurrent with this ceremony. Carol Roth notes that you pay the $50 graduation fee once. If you fail to graduate on a given day, it rolls over to the next graduation date you apply for.
• **SPC – Student Policy Committee**

  Prof. Romain states the SPC circulated a copy of a new student evaluation form. The rationale being that our existing form is a series of 5 or 6 open-ended questions which does not capture any quantifiable data. The form is a Scantron form with a Likert Scale.

  Additionally we feel it will be a more useful tool for faculty.

  Whereas it has been agreed in the SPC that the College should create a new Students’ Course Evaluation form because the existing evaluation form yields no quantifiable data, and Whereas valid course assessment procedures are a requirement for Middle States and ABET accreditation, and Whereas it has been agreed in the SPC that the new form should be used as a tool by instructors to assess teaching effectiveness, **Be it resolved that:** The Student Policies Committee recommends approval of the attached set of survey questions to be administered at the end of each semester on pre-printed Scantron forms, and The Student Policies Committee recommends that the resulting data will be compiled and disseminated to faculty and department chairpersons by the Office of Institutional Research & Assessment for purposes of improving teaching effectiveness, but not for purposes of tenure and promotion decisions.

  The questions are as follows: (these questions reflect all subsequent friendly amendments made during the course of this faculty meeting – secretary)

**About the instructor:**

**Strongly disagree – Disagree - Slightly disagree - Slightly agree – Agree - Strongly agree - N/A**

Is well prepared for class.

Demonstrates a thorough knowledge of the subject.

Explains complex ideas clearly.

Stimulates my interest in the core subject.

Is receptive to questions.

Is available to help me outside of class.

Encourages me to think analytically.

Identifies objectives and major points in the course.

Deals fairly and impartially with me.

Presents the material in an organized and logical order.

Overall, is an effective teacher.

**About the course**

Very low or Never                               Very high or Always                               N/A

My interest in the subject before the course

------
My interest in the subject after the course

Difficulty (relative to other courses)

Workload (relative to other courses)

Usefulness of the texts

Usefulness of homework assignments

Usefulness of lab assignments

Usefulness of class discussions

Usefulness of technology/supplemental materials & activities

Exams reflect course objectives.

Climate of the class is conducive to learning.

My level of effort in the course (including attendance, note-taking, reading, homework, studying, participation)

Year in school: Freshman Sophomore Junior Senior Graduate Other

What requirements does this course fulfill?

Major
Minor
General Education
Naval Science
Coast Guard license
Elective

Current grade in this course: A B C D F P Don’t know

My estimate of the average number of hours per week outside of class, I spent on this course, including reading, reviewing notes, studying, writing papers, preparing presentations, etc.
0-2 3-5 6-8 9-11 12+

What aspects of the course (lectures, labs, materials, etc.) did you find MOST valuable?

What aspects of the course (lectures, labs, materials, etc.) did you find LEAST valuable?

Would you take another course with this instructor or recommend her/him to other students? Why or why not?

(Instructor’s own question)
Discussion on the items indicating a need for an effectiveness of technology question, including use of PowerPoint. Dr. Howard asks how we will move forward in putting this in the online environment. Prof. Romain indicates the survey is ready for this; however our technology is not ready for that yet. Discussion on the virtues of a 5 point or 6 point surveys was pursued. The SPC feels that the 6 point survey forces the student to make a decision, either slightly agree or disagree. Dr. Hoffman indicates that a new scantron machine will be used to along with a custom made survey form. Two friendly amendments were approved regarding adding a “usefulness of technology and supplemental materials” and an “instructor’s question”.

**THE MOTION IS APPROVED BY THE FACULTY WITHOUT DISSENT**

- **Faculty Senator**
  - Prof. Keefe
  - Dr. Keefe left to teach a class and will send any information via a Maritime Blast

**Old Business:**

- None Pending

**New Business:**

- Dr. Hoffman makes a motion that the faculty expresses its support for PHEEIA - Public Higher Education Empowerment and Innovation Act. Dr. Levy seconds the motion.

  Dr. Markoe asks for a written ballot – and it is passed around room. a YES vote signifies support of PHEEIA, a NO vote opposes support of PHEEIA

  YES Votes - 34
  NO Votes - 13
  ABSTAIN - 2

**THE MOTION IS PASSED**

- The Registrar, Carol Roth, thanks us for our support and will pass a blast with the dates needed for dates on Monday at noon. Contact your chair, Dr. Hoffman, and Dr. Traub if there are any problems.

- Dr. Yahalom comments on faculty conversations on 21 April, and the speaker will be Dr. Barbara Warkentine.

- Dr. Howard and Dr Weiss are co-hosting a symposium on “the role of women in the business of shipping”, in the TIV on 15 April.

- Dr. Markoe wrote a poem dedicated to the retirement of our esteemed colleague, Dr. Paul Levy which she read aloud:
Paul Levy Has a Heart (?)

Paul Levy if truth be told there were times you were the campus scold.
When the curriculum was discussed, you were known to fume and fuss.
A Talmudic scholar of our classes, you often made us feel like asses.
Surely, you were mostly right.
But always you enjoyed the fight.
Pau Levy could it be you have no heart that we can see?

But some of us recall the time you befriended a student without a dime.
Asked us all to write a check.
A hundred bucks but what the heck!
The young man graduated, bills all paid.
Paul Levy you really made the grade.

And on bright days in spring and fall you’re on your bike oblivious to all
But the sum glistening off the Sound
As you ride round and round

And there’s your passion for ballet
You and Susan can’t keep away.
You, she and the dance
All around a great romance.

And just last week on April 1st
You made fools of most of us
Pretending that revisionist history
Had passed muster with the Curriculum Committee.

And now a baby girl will do her part
To win away your smitten heart.
It’s only in fun that you were dissed
Grandpa Paul you will be missed.

With good wishes and great affection from your colleagues
Karen Markoe

The meeting was adjourned at 1705

As submitted by,

Peter Vecchio
Faculty Secretary