



CAL MARITIME Provost Council

Minutes – February 20, 2023

10:30am-12:00pm, Topp Room

MEMBERS	Lori Schroeder, Graham Benton, Dinesh Pinisetty, Steve Browne, Rick Robison, Bets McNie, Natalie Herring, Julia Odom, Priscilla Muha, Katie Hansen, Veronica Boe, Rhonda Pate, Christopher Brown, Jase Teoh, Erika Nelson, Julie Leeth
GUESTS	AVP Facilities Management Michael Murray
ABSENT	Graham Benton, Chris Brown, Katie Hansen, Bets McNie
1. Guest – Michael Murray, AVP Facilities Management	
	<p>QR code adds another layer – it’s a Microsoft form that initiates a work order/request in Metabim. Metabim.com used correctly can add an acknowledgement. Murray stated that completed work will be acknowledged going forward.</p> <p>Deans should email him directly if something needs to be prioritized.</p> <p>There is a charge-back system in most campuses. We do not have a charge-back in place at CSUM. This issue tends to put classic maintenance on the back burner, such as painting the SIM Center.</p> <p>We need to address it and a system needs to be put in place.</p> <p>Deans should put in a work order to paint the SIM center.</p> <p>The process of deferred maintenance was discussed.</p> <p>There is a deferred maintenance report online.</p> <p>Murray encouraged members to complete work orders and expect acknowledgement and follow-up. Improvements will be made in the process to address needs on campus.</p>
2. Approval of Minutes – February 6, 2023, attached	
	<p>Corrections made and approved:</p> <p>My Major – mymajor.com</p> <p>Cal Maritime Day – April 22, 2023</p>
3. CLC Updates	
	<p>Career Services reminder for the Career Fair February 28, 2023.</p> <p>Director of Inclusion Initiatives Megan Nance provided a presentation for the upcoming CommUNITY Day, Thursday, February 23, 2023.</p> <p>HR acknowledged Juneteenth as state holiday in 2023.</p> <p>Chancellor’s office is rolling out an early retirement incentive for cost savings.</p> <p>Cadet Leader Alicia Porter was recognized for Basketball.</p>
4. Updates from Provost (Schroeder)	
	<p>Feedback requested on Town Hall meeting held February 7, 2023. Discussion surrounded the possibilities of having meetings more often with various topics and forms of communication (panels, experts, etc.).</p> <p>Follow-up on the TIX coordinator search.</p> <p>Presidential transition – President Cropper is speaking with Chancellor about our transition.</p> <p>CommUnity day is Thursday – come out and support.</p> <p>WASC report coming due in a week.</p> <p>Dean of Students search is ongoing. Two candidates will be on campus this week.</p> <p>Director of Career Services search is ongoing. One candidate has dropped out and another will be on campus this week.</p> <p>Associate Director for Financial Aid has been hired.</p> <p>Oceanography candidates will be on campus soon.</p> <p>The USCG Director of Licensing position is not a full-time position; that may change. Robyn Christopher is currently in the position.</p> <p>RIO’s search for a Grant Writer is ongoing.</p>
5. Not an Impacted Campus for 2023-24 (Herring)	
	<p>We are not an impacted campus for 23-24, for any of the previously impacted. programs: Mechanical Engr., Facilities Engr. Tech., Marine Engr. Tech, and Marine Transportation.</p> <p>We have contracted with Liaison, the company behind Cal State apply.</p> <p>Natalie shared personalized marketing flyers for interested students.</p>
6. Potential Policy on Commercial Cruise Selection (Browne)	

	<p>There is a need for putting into policy the criteria of earning points towards commercial cruise selections. Faculty and cadets are looking for consistency with points based on leadership activities and community service. Cadets need to know that how the list develops is consistent. Currently, students are not getting credit for tutoring.</p> <p>The Provost will investigate the policy adopted in the fall as compared to what is being published now. A future developed policy will fall under Academic Affairs.</p> <p>This comes at a time when tutors are much needed. Erika Nelson has asked all departments to support the need and recruit cadets.</p>
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10. Upcoming Events/Activities

	<ul style="list-style-type: none"> • Immersive Onboarding, February 22 • New Employee Capping Ceremony, February 22 • CommUNITY Day, February 23 • Super Sunday, February 26 • Spring Career Fair, February 28 • WiML, March 1-2 • Spring Break, March 6-10 • Harbor Cup, March 10-12 • CMAF Gala, March 25 • Athletics Giving Day, April 4 • Donor Appreciation Event, Spring (Senior Project Presentation Date) • Earth Week, April 17-22 • Cal Maritime Day, April 22 • Spring Athletics Banquet, April 25 • Commencement, May 6 • Cruise 2023 • Juneteenth, June 19 • 2023 Transpac, June
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11. Emergent Topics

Action Item	Responsible Person(s)	Comments/Status