

Minutes – January 15, 2019 9-10:30am, Topp Room Provost Council

MEMBERS	Sue Opp, Graham Benton, Don Maier, Kevin Mandernack, Francelina Neto, Michele Van Hoeck, Julia Odom, Priscilla Muha, Marc McGee, Katie Hansen, Mike Kazek, Gary Moser, Veronica Boe, Matt Tener, Tom Nordenholz, Sam Pecota, Rhonda Pate
GUESTS	Jessica McGinley
ABSENT	Don Maier, Michele Van Hoeck, Veronica Boe

1. Approve Minutes from November 6, 2018	
	Approved
2. USCG Licensing Exams (Kazek)	
	<ul style="list-style-type: none"> • Due to the Government shut-down, Licensing Exams cannot take place • Aiming for Spring break (week of March 4th), Plan B: After finals, Plan C: Over the Summer • 6 Cadets in danger of not graduating if exams are not completed in time <ul style="list-style-type: none"> - Degrees cannot be conferred w/o licensing exams • Sophomores also affected: cannot receive entry level credentials required to sail on commercial cruise • Working with Housing & Dining Center to remain open during testing
	All we can do is wait
3. 2019 Cruise (Pecota)	
	TENTATIVE Cruise Schedule – 62 days (5/1-7/1): <ul style="list-style-type: none"> • Long Beach (reception), through Panama Canal, Barbados, Lisbon, Azores, Miami (reception), Galveston (turn ship over to Texas)
	Subject to change
4. Class of vs. Class Standing vs. Corps Levels (Opp)	
	<ul style="list-style-type: none"> • Trying to stop using the term “class of” – doesn’t work, too many changes • Working with the Commandant’s office to make changes • “Corps Levels” – different than at other institutions, defined in handbook • “Class Standing” – calculated by PeopleSoft, only calculates units completed, not units left to take • Catalog Rights – must maintain same curriculum from student’s 1st year to their last
	Work in progress
5. Academic Probation from First Term at Cal Maritime (Opp)	
	<ul style="list-style-type: none"> • 59 students on academic probation, 39 = 1st term • Large spike in GSMA students on academic probation (could these be late applicants?) • Idea: Should we create an academic “care” team?
	Gary & Marc will work together to look for a pattern for those failing Sue will speak with Stan Hebert & David Taliaferro about organizing an academic care team/graduation initiative committee
6. Shared Governance Consulting: Gary Reichard (Opp)	
	<ul style="list-style-type: none"> • Gary Reichard coming to campus on Jan 22-25, 2019 • Will meet with numerous individuals and groups on campus to help improve our shared governance, large focus on Academic Senate practices
	Gary Reichard will submit a report of his findings and recommendations on improved communication and best practices. He is willing to return, if needed.

7. Other Policies to Revise (Opp)	
	<ul style="list-style-type: none"> • Last year we completed 8 policies • Still to be completed: <ul style="list-style-type: none"> - Open University – w/ Cabinet - Program Discontinuation – Need to draft - Emerita/Emeritus – Needs revision - Baccalaureate Degree Requirements – Needs revision - Minor Policy – w/ Provost Council - Academic Standing – Needs revision