



## Minutes – August 8, 2022 9:00-10:30am, Topp Room Provost Council

<b>MEMBERS</b>	Lori Schroeder, Graham Benton, Dinesh Pinisetty, Steve Browne, Michele Van Hoeck, Natalie Herring, Julia Odom, Priscilla Muha, Katie Hansen, Mike Kazek, Veronica Boe, Rhonda Pate, Christopher Brown, Jase Teoh
<b>GUESTS</b>	
<b>ABSENT</b>	Dinesh Pinisetty, Natalie Herring, Julia Odom, Katie Hansen

<b>1. Approve Minutes from July 25, 2022</b>	
	Approved
<b>2. Updates from the Provost (Schroeder)</b>	
	<ul style="list-style-type: none"> <li>• 25 Live – Reminded to place events in 25 Live so they appear in the Calendar of Events portion.</li> <li>• Executive Assistant search has started. Preliminary zoom interviews followed by campus interviews. Hope to have someone in place by September.</li> <li>• Website Update – Please review and update your department/school/program websites. Check that all hyperlinks work.</li> <li>• CLC meetings restarting soon. CLC retreat postponed until fall due to the Cabinet Retreat being postponed.</li> </ul>
<b>3. Academic Technology Goals (Teoh)</b>	
	<ul style="list-style-type: none"> <li>• Introduction to the Provost Council and highlighted goals.</li> <li>• Transition from Brightspace to Canvas. Will collaborate with Academic Senate on a transition timeline.</li> <li>• Would like to establish a process for changes in Brightspace and review naming conventions.</li> <li>• Simulation – New but excited to learn about it. Review how it ties into the strategic plan. Would like to see how CSUM compares to other Maritime Academies.</li> </ul>
<b>4. Tutoring Program Goals (Nelson)</b>	
	<ul style="list-style-type: none"> <li>• Introduction to the Provost Council and highlighted goals.</li> <li>• Focus to include training, outreach, data collection and resources.</li> <li>• Updating the tutoring website and providing some academic workshops. Will also be collecting feedback from tutors.</li> <li>• Increase the SI Program</li> </ul>
<b>5. Policy Formation and Revision List for 22/23 (Schroeder/Benton)</b>	
	<ul style="list-style-type: none"> <li>• Address policy needs and how to prioritize the revision list</li> <li>• Benton to recirculate memo on the process and request for policies that should be worked on</li> </ul>
<b>6. Emergent Topics</b>	
	<ul style="list-style-type: none"> <li>• Q: Any Changes to Covid Protocol? Refer to campus Covid-19 webpage but will check if any changes have occurred.</li> </ul>
<b>Upcoming Events/Activities</b>	
	<ul style="list-style-type: none"> <li>• Orientation Training, August 18</li> <li>• Move-in for First Year and Transfer Cadets, August 21</li> <li>• Orientation, August 21-27</li> <li>• Academic Year Begins, August 22</li> <li>• New Faculty Orientation, August 22</li> <li>• Faculty Retreat, August 23</li> <li>• MARAD Cruise Returns, August 24</li> <li>• Convocation/All Hands, August 25</li> <li>• Move-in for Returning Cadets, August 28</li> <li>• First Day of Classes, August 29</li> <li>• TSGB Turnover, August 30</li> </ul>

	<ul style="list-style-type: none"> <li>• Sailing Home Opener, September 10-11</li> <li>• Men’s Soccer Home Opener, September 13</li> <li>• Benefits Fair, September 21</li> <li>• Cal Maritime Athletics Golf Tournament, September 24</li> <li>• Women’s Soccer Home Opener, September 27</li> <li>• Academic Awards, September 29</li> <li>• Keelhauler Week, October 3-9</li> <li>• MSSl Sealift Symposium 2022, October 4-6 <i>tentative</i></li> <li>• Clean Air Day, October 5</li> <li>• Family Weekend, October 8-9</li> <li>• Day on the Bay, October 9 <i>tentative</i></li> <li>• Career Expo/Alumni Reception, October 11</li> <li>• Alumni/Reunion Weekend, October 14-15</li> <li>• Golf Home Opener, October 15-18</li> <li>• 3<sup>rd</sup> Annual Glen Cove Fire Anniversary Bridge Walk, October 27</li> <li>• Etiquette Training Dinner, Fall TBD</li> <li>• Cal Maritime Preview Day, October 29</li> <li>• Veterans Dinner, November 9</li> <li>• USCG Audit, November 14-18</li> <li>• PNW Dinner, November 19</li> <li>• Holiday Party, December 9</li> <li>• Finals Feast, December 14</li> <li>• Final Exams, December 15-19</li> <li>• Fall Trustee Visit, TBD</li> <li>• TSGB Dry Dock, Summer 2023</li> </ul>
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Action Item	Responsible Person(s)	Comments/Status
Recirculate AA Policy Procedure memo	G. Benton	Sent via email 8/8/22