



## Minutes – September 19, 2022, 10:30am-12:00pm, Topp Room Provost Council

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

<b>1. Approve Minutes from August 22, 2022</b>	
	Approved
<b>2. Updates from the Provost (Schroeder)</b>	
	<ul style="list-style-type: none"> <li>Michele Van Hoeck will be retiring in December.</li> <li>A taskforce is being assembled that includes all stakeholders to assess the reconfiguration of a dean’s role.</li> <li>COS - Strategic planning roll out of invitations for working groups</li> <li>Art &amp; Science consultants will be presenting a data driven, marketing position study this fall which will wrap up the Academic and Student Affairs’ Enrollment Management Initiative.</li> <li>Reiterated a need for change in policy workflow processes. Suggestions: policy format, project management software.</li> </ul>
<b>3. Updates from Enrollment Management (Herring)</b>	
	<ul style="list-style-type: none"> <li>Recruitment 2023-2024 – Mayra Escobar has been hired as EM Associate Director for transfer students.</li> <li>Preview Day – reviewed plans for Preview Day being held on October 29</li> <li>Natalie presented a handout and provided an overview of the Strategic Enrollment Management Plan.</li> </ul>
<b>4. Leave of Absence (LOA) and Withdrawal Health Documentation Policy (Hansen)</b>	
	<ul style="list-style-type: none"> <li>The policy reviewed, updated, and finalized.</li> <li>Discussion occurred of policy being housed in Academic Affairs or cross listed.</li> <li>The finalized version of the policy will be forwarded to CLC.</li> </ul>
<b>5. CLC Updates</b>	
	<ul style="list-style-type: none"> <li>Graham asked that we note CLC meets tomorrow (9-20-22)</li> <li>Working with President’s office to streamline policy flow processes.</li> <li>Tour of Mayo Hall</li> <li>Chief Gordon gave a presentation on safety</li> </ul>
<b>6. Emergent Topics</b>	
	<ul style="list-style-type: none"> <li>Enrollment Management Town Hall – October 15</li> <li>Katie announced the recent Dean of Cadets search has failed.</li> <li>Julia provided handouts with Office of the Registrar hours of availability.</li> </ul>
<b>Upcoming Events/Activities</b>	
	<ul style="list-style-type: none"> <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>MSSI Sealift Symposium 2022, October 4-6</li> </ul>

	<ul style="list-style-type: none"> <li>• Clean Air Day, October 5</li> <li>• Family Weekend, October 8-9</li> <li>• Day on the Bay, October 9 tentative</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