

## Senate Executive Committee Meeting (12/1/2022)

Attendees: Elizabeth McNie (Chair), Sarah Senk (Vice Chair), Matthew Fairbanks (Secretary), Victoria Haller (Student Rep), Frank Yip, Wil Tsai, Christine Isakson, Ariel Setniker, and Provost Lori Schroeder.

- Minutes Review and Approval
  - *Minutes from 11/22/2022 were reviewed and approved by unanimous consent after small adjustments for accuracy.*
  
- Chair's Corner
  - McNie encouraged everyone to go to the Art&Sci report discussions and encourage their fellow faculty to do so. There were very few faculty in attendance yesterday. McNie enjoyed her experience and thought it was useful.
  - Academic Calendar – the committee is considering where to locate a non-instructional work day.
  - Senk advocated for having it coincide with Indigenous Peoples' Day instead of adding it to the Veterans' Day weekend ahead of Thanksgiving. There was concern that two four days weekends close together in November is quite disruptive. So, perhaps a counterproposal - 10/9 for the non-instructional day. The second option is extending Thanksgiving break instead.
  - Setniker asked about full week for Thanksgiving - why don't we do this? We could start the semester earlier instead of going later. The academic calendar committee was concerned this would cause learning loss over this break and/or that students would leave earlier in the previous week.
  - Haller said she, as a student, would value a long break to see family, etc. The schedule, particularly when summer cruise is considered, is very light on breaks of any significant length.
  - McNie said she would take all this back to the committee.
  - Fairbanks asked – why no Sunday finals? His college had Sunday finals. He also noted that his Jewish friends would love to have no Saturday finals. Skipping that day and then having Monday final exams seems weird.
  
- Discussion of Watchstanding (Guests: David Taliaferro and Craig Hennike)
  - Taliaferro outlined the current situation. There's a need to communicate, especially to first years, that class takes priority over watchstanding. He noted an issue with a math class scheduled during watchstanding hours – they've been in contact with Registrar to sort issues like this out ahead of time. He thinks that the Captain Bannister will help with this. He also thinks getting scheduling conflicts sorted out in advance is promising and is making progress.
  - Other issue – watchstanding equity. The target for cadets is 12 watches per year. There's some variance, but that's the goal for all students. There's a watch conflict form that is meant to avoid scheduling watch for students who have class or other commitments. He described the process as sometimes working well and other times not. They spend a lot of time in orientation trying to work with cadets to help them understand the primacy of class schedule over watch schedule. So, there's a process for these things, but it needs to be working better, and he thinks next semester will improve.

- Some watch issues have arisen from the oddities of recent Coast Guard dispensations on sea time. He noted that engineers can get credit (sea time) for more watches, which they will sometimes do to have some buffer or make up sea time.
- Craig Hennike was briefly introduced and is the new MPM commandant. He's sitting in mostly to observe and learn.
- Yip noted that he has a student who's had 12 watches in a *semester*. Yip - What does your office do to make sure that watchstanding is equitable?
- Taliaferro says they are reviewing the schedules and watchstanding conflict forms. He said that 12 watches per year is the ideal. This larger number of watches sometimes happens. He noted that there are challenges – some cadets can't stand watch for various reasons (mental health issues, physical injuries, etc.), which does sometimes raise the load on other students.
- Haller – there's also a more subtle way for inequity to arise. The same individuals seem to get the undesirable assignments. For example, Halloween weekend (undesirable for social reasons) or near final exams (undesirable for academic reasons). Is there a way for noting which students are getting these and making sure they don't have these assigned them more than once or twice?
- Taliaferro said that all holiday weekends (for example, Veterans' Day) are secure watches, which students are paid for. He also noted that some students will load up on watches, which then might make them not available for the general watch pool. This can make scheduling very complicated.
- Isakson – how does the record keeping for watch work? Taliaferro – we have a database that we maintain. Sign-in sheets are collected and inputted daily. They're looking to upgrade to Microsoft Forms for easier data collection. Isakson – are the students filling out the log books for watch? Taliaferro – yes, they are, and they're reviewed by ship officers. Isakson – who oversees the schedule making process? Taliaferro – myself and Commandant Moore oversee the schedule. Isakson – do they receive training on making the schedule? Taliaferro – yes, and we regularly follow up on that. Isakson – what are you using for the record keeping? Taliaferro - Microsoft Teams currently. Excel and Google Forms have been used in the past.
- Isakson – I have heard reports that there are ongoing equity issues in watch. Additionally, a lot of friction occurs in these conflicts with academic classes. She gave an example of a student asking if he could leave early because the Chief Mate wanted him to report to watch early. There need to be procedures and policies on assigning watches, buying out people's watches, etc, etc, to prevent inequities such as these. For example, it has been reported that some students are repeatedly being assigned undesirable watches (e.g., midnight to 0400 or 0400-0800 on weekends, holidays, or busy academic periods).
- Haller – I'd call it hazing, personally. Isakson – thanks, that's the word I was looking for.
- Isakson/Senk - Can there be a maximum number of watches? Taliaferro – we haven't had that in the past. Students often volunteer for secured watches, which can make them some money.
- The discussion transitioned to watch learning outcomes. McNie noted that some of the outcomes seem quite difficult to assess properly.

- Taliaferro – yes, agreed. He talked about some assessment instruments that are currently used in general terms. He said there was a need for learning outcomes first and then conversations of what we want to happen vs. what’s happening now.
  - Tsai –Amy Skoll has been given reassigned time to serve as the faculty liaison to ELDP. A major issue we’ve struggled with in IWAC is how to properly assess leadership. They can write an essay, but does that demonstrate leadership ability? ELDP has developed an instrument with the Center for Creative Leadership that can be found in the IWAC report on leadership that went out to Chairs this week. However it remains a big task moving forward.
  - Yip – these learning outcomes were developed last fall? Who was consulted in writing these? Students? Corps leaders? Ship staff? We have some criticisms. And faculty have been asking for learning outcomes for watch since 2018.
  - Taliaferro – criticism is welcome. They’re in draft form. No one outside of Commandant’s Office was consulted on the learning outcomes yet. He said that it was news to him that faculty had been asking for learning outcomes for that long.
  - Yip emphatically expressed profound indignation and followed by saying that we need something [in terms of watch] that’s functional, that works, and that is relevant to students.
  - Senk – given the Art&Sci report and thus the Corps structure perhaps being up in the air, we really need to get these learning outcomes sorted out very soon. And we need to have them show the academic purpose of the Corps. She also noted that leadership in different majors may look very different; if the primary goal is to teach leadership skills, we need an evidence-based approach to determine whether the Corps is the best way to do that for all students. Maybe it *is*, but we can’t make that argument because we’ve never been able to articulate what the point of something like watch *is* for students who aren’t training for a job in which they’ll have to stand watch; we hear things like “it teaches punctuality,” but there may be dozens of ways to teach punctuality that are more appropriate for some majors. She noted her own strong criticism of the current state of the learning outcomes, which are not only impossible to assess, but completely confusing/unclear (e.g. one of them includes “be vulnerable,” and it’s unclear what we’re trying to teach).
  - Taliaferro responds that darts are welcome. We’re all on the same team in terms of making this work well.)
  - Senk continued, saying that the university needs to identify the core skills we want students to develop and start working on assessable outcomes asap, since they are long overdue. Confirms Yip’s point that faculty have been asking for learning outcomes for Watch since 2018 and that IWAC has been asking the Commandant’s office for leadership assessment data since Senk joined the committee in 2016.
  - Taliaferro offered to come back in the spring to report on how things are going. Dialogue on the learning outcomes for watch will continue.
- Provost’s Report
    - Provost Schroder outlined some changes in licensing administration. She also noted that Career Services has been losing people, which has been disruptive. The idea currently is to have a Shipping Coordinator, a position that exists at other maritime academies, to stabilize things.

- The goal is to provide the best service to the students. They're examining the challenges in retaining people in career services – whether it's a structural problem, etc, and looking to improve the situation.
- Final Review of Revised Emeritus Policy
  - Some questions on the email account retention item in the policy. Senk - isn't this standard practice? Answer - Apparently not everywhere, and Provost Schroeder said that it's been a point of debate on every campus she's been on.
  - *Fairbanks, Isakson motioned to endorse. Endorsed by unanimous consent.*
- Faculty Office Hour Policy
  - The first look at this policy. Pinisetty has made a few changes based on feedback from other bodies.
  - Isakson asked to table the policy review. She stated that this should be seen by the full Senate.
  - *Isakson motioned to refer it to the full Senate. Seconded by Yip. All voted in favor.*
- Discussion of the President's Announcement
  - Isakson has a proposal that she's discussed with ASCSU Chair Beth Steffel about how our interim President (or permanent President) is chosen. Isakson suggested we might think about communicating the characteristics we would like to see in this new President via a letter to the Chancellor and/or Board of Trustees. She's not sure that it's something that's usually done, but our last two presidents were ex-military, which suggests that the CSU system thinks we're similar to a military academy, which isn't correct.
  - Yip spoke to this issue and supported Isakson's assertions. He would also like to see a track record of improving enrollment from a candidate. It feels like we need a proven academic administrator. We need stability and improved staff/faculty retention.
  - Yip asked questions to clarify the timeline. Answer: interim is appointed on 8/1, and the timeline for finding a permanent replacement is not known.
  - McNie – agreed, great ideas. Crafting the job description is key, and it would good to have faculty input on that. They're probably going with a search firm, but they will need direction.
  - Provost Schroeder said that the CLC has discussed these same things – what are we looking for? What vision do we have moving forward? Their impression is that it would be good to have everyone on the same page regarding what we as a campus want. The Provost thinks that the Art&Sci report and the current state of the University sets up a new President for an interesting opportunity.
  - Provost Schroeder also noted that that she's been in conversations with the President about his role in his remaining time on campus.
  - Yip appreciated Provost's comments. We need to be clear about what we want but also about who we are and who we really want to be as a University. He noted maritime is quite conservative, doesn't like change, but we need change. If there's no change, then we're a dinosaur. If we understand ourselves better, we're going to be better about crafting a job ad that will attract the kind of people we want as a leader. Widely disseminating that vision of who we are is important.
  - Tsai suggested we obtain the job ad and description for President Cropper's hire. That's an important starting point. The Chancellor's Office may have this information. Tsai

supported the previous points and suggested we have a one-pager that is a 'this is us' description for the Chancellor's Office, for the search firm, etc. We should also figure out who's writing this and when we should have it. We can't let this lag.

- Yip said we should see if any current faculty were on the last search committee and interview them about what that process looked like – the good, bad, and ugly.
  - Tsai – noted that the process is often a black box. However, he knows the Chancellor's Office is trying to improve that process given recent events with Castro. He's looking at CSU LA's current Presidential search committee from an ASCSU email, and it includes a lot of campus stakeholders.
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- Discussion of Senate Exec AY Goals
    - Postponed due to lack of time.
  
  - Meeting Adjourned