

**Academic Senate General Meeting
Minutes of Meeting on September 7, 2005**

Meeting called to order at 1145
Senate Members present: 25 (32% participation)

Representation by Department:

Business Department	0%
Engineering Technology Department	12%
Global and Maritime Studies Department	54%
Marine Transportation Department	44%
Maritime Operations Department	13%
Mechanical Engineering Department	66%
Naval Science Department	0%
Science and Mathematics Department	44%
Student Services Professionals	0%
Athletic Department	11%
Administration Representatives: S. Kreta, D. Zingale	

1. Chairperson T. Nordenholz introduced himself as sitting chair of the Academic Senate. He then reminded the faculty that there is an election in process to fill the vacancy on the Executive Committee.
2. Corps Tutoring Program: Cadets Joel Barnecut and Andrew Nottberg made a presentation to announce the Integrated Tutoring Initiative (ITI), which is designed to provide mutually supportive tutoring and academic support for those students in need of and/or desiring such assistance. They welcomed feedback from the faculty, and the chair endorsed the project.
3. Vice-chair B. Schmid announced a call for volunteers to fill those standing committees which are appointed by the Executive Committee of the Academic Senate. There was discussion about the status and role of the Budget Committee. The Executive Committee will research this item and report back to the General Senate.
4. The chairperson announced the Academic Senate agenda for the 05-06 term. The primary agenda items are as follows:
 - a. RTP Policy Review to examine the current policy and its implementation. The chair also announced two discussion formats for this agenda item:
 - i. Special General Senate Meetings to be held at different occasions, and
 - ii. The development of a CMA WebCT on-line discussion board.
 - b. Bylaw Revision/Amendments
 - c. Post-Tenure Review Policy. It was noted this policy is a high priority because it is a mandate under our collective bargaining agreement.
 - d. Other Policy Completion.

- e. Regular Senate Business (Standing Committees)
 - f. Ad-hoc Committees
5. The chair announced there are other campus-wide activities requiring faculty participation, even though the responsibility for addressing these issues emanates from the Office of the President. These activities include:
- a. Strategic Planning
 - i. Leadership Development (J. Keever)
 - ii. Student Expectations (C. Krzak)
 - iii. Creativity (G. Cho)
 - iv. Capacity (J. Coyle)
 - v. Quality (L. Kerschner)
 - b. Business Program Review
 - c. Program Review
 - d. Ongoing development of Leadership Program
6. G. Cho announced the committee work being performed by our CSU Academic Senate representatives. Jim Wheeler is Chair of the CSU Academic Senate Teacher Education and K-12 Relations Committee, Chair of the Entry Level Mathematics Test Development Committee, member of the CSU General Education Advisory Committee, member of the CSU Early Assessment Program Steering Committee, and CSU Academic Senate Liaison to the California Commission on Teacher Credentialing. Greg Cho is a member of the CSU Academic Senate Teacher Education and K-12 Relations Committee, the CSU Academic Senate Liaison to the Committee of Services to the Students with Disabilities, and the CSU Academic Senate Liaison to CSU Math Council.
7. The chair announced that the Academic Senate has materials and discussion board capabilities on CMA's WebCT page. There are currently three open discussion boards, and faculty were encouraged to participate in this medium.

Meeting adjourned 12:30 pm.

**Academic Senate General Meeting
Minutes of Meeting on October 5, 2005**

Meeting called to order at 11:45

Senate Members present: 26 (33% participation)

Representation by Department:

Business Department	20%
Engineering Technology Department	13%
Global and Maritime Studies Department	38%
Marine Transportation Department	56%
Maritime Operations Department	27%
Mechanical Engineering Department	56%
Naval Science Department	0%
Science and Mathematics Department	56%
Student Services Professionals	0%
Athletic Department	0%
Library	100%

Administration Representatives: S. Kreta, D. Zingale

1. Committees. Chairperson T. Nordenholz announced that several Academic Senate appointed committees, and the Academic Integrity Committee in particular, still have vacancies. A call for service from the Executive Committee will be sent out via email, and the Chair encouraged all Senate members to volunteer.
2. Post-Tenure Review. Chairperson T. Nordenholz introduced a draft of the Post-Tenure Review Policy. It was noted that a Post-Tenure Review policy is mandated by the Collective Bargaining Agreement, and the Chair asked for endorsement of this policy from the Senate. In one week's time, if there are no issues raised or concerns voiced by tenured or tenure-track colleagues that would compel fundamental revisions to the document, the Policy will be put to a vote for endorsement to the tenured and tenure-track members of the Senate.
3. New Program. J. Wheeler introduced a potential new baccalaureate degree program currently being developed by the Department of Science and Mathematics. This program is being designed to create a seamless transition to teacher credentialing programs at sister campuses of the CSU. The B.S. in Science and Mathematics plus passage of the California Subject Examination for Teachers (CSET - administered by the California Commission on Teacher Credentialing i.e., CCTC) will ensure acceptance in 5th-year teacher credentialing programs. The need for such a program was presented, as well as a semester-by-semester curriculum guide.

Meeting adjourned 12:30 pm.

**Academic Senate General Meeting
Minutes of Meeting on December 7, 2005**

Faculty joined Cadet formation for presentation of Dean's List and President's List Awards.

Meeting called to order at 12:00

Senate Members present: 23 (28% participation)

Representation by Department:

Business Department	20%
Engineering Technology Department	12%
Global and Maritime Studies Department	38%
Marine Transportation Department	33%
Maritime Operations Department	13%
Mechanical Engineering Department	66%
Naval Science Department	50%
Science and Mathematics Department	55%
Student Services Professionals	0%
Athletic Department	0%
Library	0%

Administration Representatives: S. Kreta

1. Announcements:

T. Nordenholz announced:

- A. The Post Tenure Review Policy had been signed by the President.
- B. General Senate meetings in the Spring Semester will be scheduled on Tuesdays from 11:00 am to 12:30 pm to allow for more discussion.

Paine-Clemes announced:

- C. Faculty Development workshops will be held next month on the 4th and 6ths of January.

- 2. Presentation of Proposal for new Masters Degree: D. Nincic presented a proposal for a new Master of Science Degree in Global Supply Chain Management and Security. This would be a joint degree combining CMA, CSU Long Beach, and Dalian University.
- 3. Agenda for Faculty Retreat: T. Nordenholz distributed a draft and discussed the proposed agenda for faculty retreat at the Bay Conference Center, Tiburon, on January 5th, 2005.

Meeting adjourned 12:30 pm.

**Academic Senate General Meeting
Minutes of Meeting on December 7, 2005**

Faculty joined Cadet formation for presentation of Dean's List and President's List Awards.

Meeting called to order at 12:00

Senate Members present: 23 (28% participation)

Representation by Department:

Business Department	20%
Engineering Technology Department	12%
Global and Maritime Studies Department	38%
Marine Transportation Department	33%
Maritime Operations Department	13%
Mechanical Engineering Department	66%
Naval Science Department	50%
Science and Mathematics Department	55%
Student Services Professionals	0%
Athletic Department	0%
Library	0%

Administration Representatives: S. Kreta

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Meeting adjourned 12:30 pm.

Academic Senate General Meeting
Minutes of Meeting on January 24th, 2006

Meeting called to order at 11:30

Senate Members present: 21 (26% participation)

Representation by Department:

Business Department	0%
Engineering Technology Department	25%
Global and Maritime Studies Department	38%
Marine Transportation Department	33%
Maritime Operations Department	13%
Mechanical Engineering Department	50%
Naval Science Department	0%
Science and Mathematics Department	22%
Student Services Professionals	0%
Athletic Department	22%
Library	100%

Administration Representatives: D. Zingale

1. Announcements: T. Nordenholz announced that the faculty lounge was now open and encouraged people to visit; faculty Trustee Craig Smith will visit CMA on February 15, and a time will be found to meet with him on that day; the next General Senate meeting will take place on February 14. B. Paine-Clemes announced the upcoming faculty development presentations.
2. FDC Restructuring Proposal. T. Nordenholz gave a history of the previous faculty development committee and the reasons needed to restructure at this time. After initial suggestions were proposed, the floor was opened to discussion. Many senate members stressed the need of participation by the department chairs, as they are the ones who best recognize the individual needs of their departments and also control department budgets.
3. Committee Re-structuring. Discussion centered on how best to restructure in order to reduce workload, with associated issues of quantifying committee work for indirect WTUs, questions of available manpower to staff committees, and how advising loads might be assessed into this project.
4. RTP Discussion: Tabled until next meeting

Meeting adjourned 12:25 pm.

Academic Senate General Meeting
Minutes of Meeting on February 14th, 2006

Meeting called to order at 11:30

Senate Members present: 21 (26% participation)

Representation by Department:

Business Department	0%
Engineering Technology Department	25%
Global and Maritime Studies Department	38%
Marine Transportation Department	33%
Maritime Operations Department	13%
Mechanical Engineering Department	50%
Naval Science Department	0%
Science and Mathematics Department	22%
Student Services Professionals	0%
Athletic Department	22%
Library	100%

Administration Representatives: D. Zingale, S. Kreta

1. Announcements. T. Nordenholz announced:
 - a. The upcoming visit of faculty Trustee Craig Smith, who will meet with faculty from 3:45 to 4:30 pm on February 15 in the Wardroom.
 - b. Elections will be held this semester to fill present or upcoming vacancies in the following positions: The Executive Committee of the Academic Senate, The CSU Statewide Senate, and the CMA RTP Committee.
 - c. The next meeting of the General Senate cannot be held on Tuesday; notice of a new time and place will be sent as soon as this meeting is scheduled.
2. Senate Activity. T. Nordenholz briefed the General Senate on the current work of the Executive Committee, which
 - a. Is still in negotiations to restructure of the Faculty Development Committee;
 - b. Will formally ask the department chairs to consider supplementary departmental guidelines as a way to address perceived shortcomings in the RTP policy.
 - c. Contemplates expanding the duties and responsibilities of the Curriculum Committee to include Program Review.

3. Discussion of RTP. In addition to discussing the merits of issuing supplementary departmental guidelines for the RTP policy, the possibility of implementing a department-level review in the process was debated. While some Senate members felt the responsibility of shepherding faculty through the RTP process rested on the department chair, others expressed frustration with the perceived ambiguity in the RTP language. It was also noted that resources should be available to match expectations.

4. Discussion of a Mentoring Program: Considerations were given to different models of mentoring programs, including having the department chairs serve as mentors and expanding the RTP orientation for new probationary faculty.

Meeting adjourned 12:25 pm.

**Academic Senate General Meeting
Minutes of Meeting on March 13th, 2006**

Meeting called to order at 11:45

Senate Members present: 14 (18% participation)

Representation by Department:

Business Department	0%
Engineering Technology Department	25%
Global and Maritime Studies Department	31%
Marine Transportation Department	22%
Maritime Operations Department	6%
Mechanical Engineering Department	16%
Naval Science Department	0%
Science and Mathematics Department	33%
Student Services Professionals	0%
Athletic Department	0%
Library	100%
Administration Representatives:	none

1. Announcements.

J. Chisholm announced that she is conducting workshops during April for faculty [interested in creating](#) their own professional websites.

B. Paine-Clemes announced that the deadline for [requesting](#) Faculty Development funds is March 15th.

T. Messer announced there will be a brown bag discussion on April 4th for those going on cruise (and anyone else who may be interested) to discuss advanced health care directives.

T. Nordenholz welcomed the newest member of the Senate Executive Committee, Dan Weinstock.

J. Wheeler reported that the CSU Senate has passed a resolution asking all campuses to vote on modifications to reduce the total number of [senators on the state-wide Senate](#).

The election [for one of the two CMA state-wide senate seats](#) will be conducted this month.

The elections for the next RTP committee will take place after the CSU state-wide senate election.

2. Discussion of Faculty Development Committee. A draft of the revised by-laws regarding the restructured FDC was distributed and discussed. Concerns were raised regarding the non-voting status of the Faculty Development Director, as well as the means by which a chair of this committee should be elected. The proposal will be revised by the Executive Committee before being distributed for a vote at the next meeting.

Meeting adjourned 12:25 pm.

**Academic Senate General Meeting
Minutes of Meeting on April 13, 2005**

Meeting called to order at 1145

Senate Members present: 30 (38% participation)

Representation by Department:	Business Department	33%
	Engineering Technology Department	20%
	General Studies Department	41%
	Marine Transportation Department	75%
	Maritime Operations Department	14%
	Mechanical Engineering Department	50%
	Naval Science Department	0%
	Student Services Professionals	0%
	Athletic Department	20%

Student Representative: None

Administration Representatives: None

What's on the Horizon: Bob, in his last meeting as Senate Chair, gave an overview of key future Senate issues and initiatives:

- *Continuing Strategic Planning:* The work of the five strategic planning groups (Leadership Development, Student Expectations, Creativity, Capacity, Quality) will continue with the purpose of shaping a future strategic plan. All faculty are invited to participate.
- *Post Tenure Review:* A post tenure review policy is being formulated. It is required (by whom again?) that we have one.

Richard Fish Award: Jim Wheeler presented this year's Richard Fish Award for *unwavering commitment to excellence in teaching* to Graham Benton.

Incoming Senate Chair's Remarks: Tom N. made a few remarks to the Senate. In summary, he:

- thanked the Senate and 03-05 Executive Committee (and especially Jim and Bob) for their service and dedication to faculty governance.
- expressed his own commitment to the ideals of faculty governance, including maintaining an open dialog within the Senate and between the Senate and Administration.

Meeting adjourned 12:15 pm