

**Meeting Notes – Tuesday, June 2, 2015 – 2:30pm to 4:00pm – Topp Room
Provost’s Council**

ATTENDEES	Evelyn Andrews, Craig Yamamoto, Sue Opp, Marc McGee, Mike Holden, Michele Van Hoeck, Gary Moser, Steve Browne, Graham Benton, Sam Pecota, Mike Kazek and Jim Burns
ABSENT	Nael Aly, Donna Nincic, Julie Chisholm
GUESTS	

AGENDA ITEM	
1. “Campus Projects” Update – handout from VPAF	
DISCUSSION	<p>A handout was distributed listing ongoing and upcoming campus projects. Two projects were noted: 1. Renovation of classroom 105 will be delayed until a more complete plan can be developed for maximizing its usefulness. 2. The Topp room will be renovated from the last week of July through the first week of August (still being finalized).</p> <ul style="list-style-type: none"> ♦ Classroom #105 needs renovation, but holding-off for the moment ♦ Topp Room – will be dividable w/ smart boards at either end of room (will be unavailable for 4 to 6 weeks) ♦ Faculty offices – Registrar’s old office to be made into staff/faculty lounge ♦ Donna Nincic will be moving (Nael Aly has most up-to-date restructuring list)
CONCLUSIONS	Lots of changes to come
2. Review “Draft Strategic Planning Goals 2016-21” - handout	
DISCUSSION	<ul style="list-style-type: none"> ♦ Made changes to goals
CONCLUSIONS	Entire campus will be asked to develop large planning goals for the next 5 years.
3. “Cal Maritime Programs at a Glance” updates - handout	
DISCUSSION	<ul style="list-style-type: none"> ♦ A sample “At-A-Glance” summary was shared and updates were solicited. ♦ Is Athletics included among Faculty?
CONCLUSIONS	Each PC member would forward updates as appropriate within next 2 weeks.
4. Update on Summer Commercial Cruise Billet Issues – handout from Evelyn Andrews	
DISCUSSION	<p>Evelyn Andrews distributed a handout summarizing concerns/issues with Co-op and commercial cruise billet acquisition. EA described the inter-departmental efforts her office is initiating to ensure that students are enrolled by April 25 to satisfy reporting and Financial Aid requirements for the Summer term.</p> <ul style="list-style-type: none"> ♦ Must start registration earlier in the Summer ♦ No student should be w/o internship by next year ♦ Handout will be forwarded to VPSA
CONCLUSIONS	
5. All-Faculty Meeting Planning	
DISCUSSION	<p>Robert King will be consulted about helping to develop a web-based publication (The Cal Mari-times) to coincide with start of Fall term and faculty meeting. In the absence of the Academic Dean, traditional protocol for the Faculty Meeting will need revision.</p> <ul style="list-style-type: none"> ♦ “All-Hands Meeting” ♦ VP’s Speak & new Faculty introduced ♦ Senate Chairs speak ♦ All Staff/Faculty attend Rizza (9am-10:30am) ♦ All Faculty Meeting in Compass Room (11am-3pm) ♦ Department Meetings (3pm-4:30pm)

CONCLUSIONS	Further consideration is needed.
6. Academic Affairs Transitions/Planning	
DISCUSSION	<p>With the departure of Nael Aly – the current Academic Dean – the future structure of this administrative role should be considered. A Dean is needed quickly, so first consider an interim Dean. At least a year will be needed to find replacement Dean(s). A multi-school model each with their own Dean was proposed and received with some favor, although concerns about the impact on RTP process were raised. A multi-school model could also increase the burden on the Registrar’s office in regard to class scheduling (M. Kazek). Graham Benton suggested that a day should be organized for faculty to discuss these possible changes.</p> <ul style="list-style-type: none"> ◆ Need an Academic Dean ASAP ◆ Provost would like to transition into a multi-school (3 school) model ◆ How long the transition will take is unknown – not to be rushed ◆ How to transition smoothly? ◆ VP Kreta has a model to transition gradually – not in favor of gradual transition ◆ How will the different schools be set-up? ◆ At least a year to establish the structure of multi-school system ◆ Will impact all committees ◆ Will entail multiple schedules, etc. ◆ Each Dean would report to the Provost ◆ Pros and Cons to an interim Academic Dean ◆ Will the interim eventually want to apply for a permanent position of a position ◆ If we pull from the CSU pool of potential deans – there will be at least a 1-year learning curve to learn Maritime Industry ◆ Hoping to have a plan worked out by August ◆ Must keep an interim Dean until December (faculty promotion and tenure evaluation period) ◆ President is all for the multi-school model & understands it will take time to implement ◆ What would be the 3 schools? ◆ Our campus is now set-up more like a community college ◆ Faculty will have to provide input on structure ◆ Early next year permanent Dean(s) should be in place ◆ Need an interim until then
CONCLUSIONS	<ul style="list-style-type: none"> ◆ Pro - smaller groups for each department/Dean to manage ◆ Pro - each school can determine what works best for them ◆ Pro- specialists in each department

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email all of the main functions from each department to Sue & Jessica McGinley: jmcginley@csum.edu for next meeting’s structure model	All PC Members	June 12th
A farewell party for Nael was proposed - brainstorm	All PC Members	Revisit this as his departure nears
Send updates to Cal Maritime At-A-Glance to Provost	All PC Members	1-2 Weeks
S. Opp to discuss with faculty senate committee	Sue Opp	June 16th