



## ACADEMY POLICY MANUAL

<b>Policy Title:</b>	TSGB Cruise Access by Faculty, Staff, and Students from Other Campuses and Institutions
<b>Policy Number:</b>	MP 04-002
<b>Policy Administrator:</b>	Provost/Captain of Training Ship
<b>Policy Initiator:</b>	Provost, Dr. Gerald S. Jakubowski
<b>Authority:</b>	Marad Contract MA-12062, Amendment No. 1
<b>Effective Date:</b>	Immediately
<b>Revised Date:</b>	January 9, 2012
<b>Approved:</b>	President William Eisenhardt
<b>Approval Signature</b>	/s/

**Purpose:** The purpose of this policy is to establish Cal Maritime's Training Vessel as a resource not only of the California Maritime Academy, but also a potential resource to faculty of other Cal State University campuses as well as institutions outside the CSU.

**Scope:** This policy applies to all faculty interested in the unique capabilities provided by the TS GOLDEN BEAR.

**Accountability:** The Provost/ VPAA and the Captain of the Training Ship.

**Policy:** While the T.S. GOLDEN BEAR's (TSGB) first priority is to the educational experience of students enrolled in the specialized curricula of the California Maritime Academy (Academy), access to this unique resource by personnel from other California State University campuses and institutions/agencies outside of the CSU may be arranged as defined in the procedures of this policy.

Please note that the above statement is intended for general guidance only and does not constitute an agreement, in whole or in part, between the Academy and persons from other campuses within the CSU or from other institutions and agencies. These guidelines may be altered or amended at any time. Prior to beginning a cruise, appropriate documents will be executed between participants and the Academy.

**Procedures for Allowing Access to the TSGB**  
**By**  
**Faculty, Staff, and Students from Other Campuses and Institutions**  
**The California Maritime Academy**

Faculty from campuses outside the California Maritime Academy may present proposals for using the TS GOLDEN BEAR either while the Training Ship is on Cruise, or tied along the pier at the Vallejo Campus. Proposals must meet the following guidelines and will need to be approved by the Captain of the Training Ship, and the Provost/VPAA of the California Maritime Academy.

1. Space must be available - Program and graduation requirements dictate that Academy unlimited US Coast Guard license students must be accommodated first. Remaining spaces will be allocated by the Academy administration to other Cal Maritime students and those from other maritime academies, CSU campuses, then from other institutions and agencies. Experience to date indicates that on any scheduled summer training cruise there may be space for persons not associated with the Academy but whose educational/research activities are compatible with those already scheduled on the T.S. Golden Bear.
2. Course Enrollment at the Academy - Students must be in good academic standing at their home campuses or institutions, be pursuing undergraduate or graduate degrees, and be enrolled in (and paying fees for) the basic Academy course(s) while on the TSGB. Other campuses and institutions are encouraged to develop coursework and/or programs to enhance the basic Academy course, emphasizing aspects of the voyage.
3. Faculty and staff from other campuses, institutions or agencies should submit a request for cruise participation to the Academy president. The request should include a description of the proposed relationship, if any, between the Academy and another CSU campus or other institution, and an outline of the education planned. Billing instructions for payment of the training cruise fee should be included. A supporting letter from the appropriate academic department chair or other unit head should also be attached.
4. Expenses. A training cruise fee, to help cover the costs of lodging, food, and incidentals will be charged. In addition, students enrolled in courses will pay the customary fees for instruction.
5. Health certification. A physical examination must be taken and passed by all cruise participants from other campuses, institutions and agencies. Persons taking part in training cruises are advised that the standard of health care on board the vessel and in certain foreign countries is below that found normally in large U.S. cities. A doctor and nurse are brought aboard for standard clinic-level daily medical needs. No capability exists for treating chronic conditions. Major medical occurrences may result in individuals being placed in a shore-side medical facility and/or repatriation to the U.S.
6. Acknowledgement. - Any publication based in whole or in part on research conducted on or with assistance by the TSGB and the California Maritime Academy must include appropriate acknowledgment.
7. Liability. Although efforts are made to meet or exceed safety and other standards, there is always the possibility that hazardous situations will be encountered either on board ship or at sea that may place life, limb, and/or property at risk of harm. Any person traveling the TSGB pursuant to these guidelines is therefore advised of, and must voluntarily agree to assume, all such potential risks, up to and including death. Prior to embarking, all participants shall be

required to sign a full waiver and release, by which the California Maritime Academy, its employees, representatives, and students are to be held harmless for any and all injuries suffered by virtue of participating in the training cruise, except those directly caused by the California Maritime Academy's own gross negligence or intentional wrongdoing.

8. Applicable Law. All personnel traveling on the TSGB are subject to accepted maritime law, federal and state statutes, and the rules and regulations of the California Maritime Academy. In certain circumstances, participation in training cruises on the TSGB by personnel from other CSU campuses and from institutions and agencies not affiliated with the CSU may be subject to approval of the U.S. Maritime Administration.