CAL MARITIME

Minutes – May 7, 2019 9-10:30am, Topp Room
Provost Council

MEMBERS	Sue Opp, Graham Benton, Don Maier, Kevin Mandernack, Francelina Neto, Michele Van Hoeck, Julia Odom, Priscilla Muha, Marc McGee, Katie Hansen, Mike Kazek, Gary Moser, Veronica Boe, Matt Tener, Dinesh Pinisetty, Sam Pecota, Rhonda Pate
GUESTS	Jessica McGinley
ABSENT	Marc McGee, Sam Pecota, Michele Van Hoeck, Mike Kazek

1. Approve Minutes from April 23, 2019	
	APPROVED

2. NSSE, BCSSE, FSSE (Benton/Moser)	
	- Chancellor's Office has offered to pay for BCSSE (Beginning College Student Survey of Student Engagement) – same concept as NSSE (gauges incoming student's expectations) - We receive results as they come in - For incoming Freshman as well as transfer students - Look at data several ways (by majors, by schools, etc.) - Next Steps: - Coordinate w/ Admissions (best vehicle for outreach) and pick a date - We should administer all 3 surveys - What's the best time for FSSE? (up to each individual campus)

3. Minors Policy (Opp)	
	- All minors in catalog need to be reviewed - First focus is minimum requirements (once requirements have been discussed, take to Chairs) - Suggested to require a timeline and cutoff to declare a minor (before Junior year) - Must allow double-counting, but how much? - Previous meeting we agreed on: - Minimum = 12 units, 6 upper division
	Work in progress

4. Infrequently Offered Courses (Odom)	
	- Handout provided of rarely used courses from PeopleSoft - Looking to cleanup courses that are no longer offered - Inactive courses can always be reactivated - Keep "study abroad electives" - Next Steps: - Draft policy, edit list, take to Chairs and Senate
	Work in progress

5. Deposit Data (Opp)	
	- Handout given w/ deposit breakdown - Business and GSMA are still admitting students - EOP and Athletic admits continuing over the summer - Document deadlines will increase the summer melt - ET needs more transfer students - Look at Faculty entitlements and course release time

Action Item	Responsible Person(s)	Comments/Status
Discuss w/ Senate – best time for FSSE?	Dinesh Pinisetty	
Gather data on minors	Gary Moser	
How successful are late admits?	Gary Moser	