**Senate Executive Committee Meeting (10/29/2024)**

**Attendees:** Sarah Senk (Chair), Taiyo Inoue (Vice Chair), Ariel Setniker (Secretary), Christine Isakson, Julie Chisholm, Keir Moorhead, Maggie Ward, Executive Dean Dinesh Pinisetty, guest Elizabeth McNie.

**Absent:**

 **STCW Compliance and Curriculum Adjustments with Cal Poly Merger**

* Senator Senk initiated the meeting with a focus on STCW (Standards of Training, Certification, and Watchkeeping) compliance and the potential need for an STCW information primer for Cal Poly colleagues unfamiliar with Cal Maritime’s unique program demands.
* Elizabeth McNie, Senator Moorhead, and other licensed faculty discussed the complexities of STCW compliance, including contact hour requirements and the implications of shifting to a 14-week semester. McNie explained that any changes to STCW course structures would require Coast Guard approval, a potentially lengthy process.
* Senator Chisholm suggested forming a task force to draft the STCW primer, including CFA representatives, to maintain compliance with faculty agreements.

**Semester Length and Operational Constraints**

* The committee reviewed concerns over transitioning from a 15-week to a 14-week semester, specifically how it impacts contact hours and STCW certification. Senator Ward and Senator Moorhead detailed the risks of reducing class time, such as insufficient “buffer” days for emergencies, which could lead to students failing to meet attendance requirements.
* The discussion covered the option to condense certain classes or alter unit loads, which would require Coast Guard recertification, further complicating the curriculum adjustment process. The committee recognized that without additional resources or faculty hires, adapting to a reduced semester could strain faculty workloads.

**Development of a Centralized STCW FAQ Resource**

* Senator Inoue proposed creating a comprehensive STCW FAQ document to inform both Cal Poly faculty and broader stakeholders, explaining terminology and requirements. This resource would help unify understanding across departments, especially on topics like KUPs (Knowledge, Understanding, Proficiency) requirements and afloat time.
* Senator Senk, McNie, and Moorhead agreed to collaborate on the document. The FAQ would outline baseline definitions, such as the purpose of licensure, contact hour obligations, and compliance with international STCW standards.

**Year-Round Calendar Changes**

* Senators discussed potential benefits of moving to a year-round academic calendar, emphasizing opportunities for better compensation for faculty who participate in summer terms. Senator Chisholm highlighted that a year-round calendar might provide flexibility for faculty to take time off during non-summer months.
* Executive Dean Pinisetty noted that a year-round schedule would also increase operational costs, requiring additional hires or a workload adjustment for existing staff to prevent burnout. Senator Senk proposed framing the calendar shift as a negotiation opportunity to secure more resources for Cal Maritime.

**Administrative and Coast Guard Approval Timeline Concerns**

* Several committee members expressed concern over the timing of changes, noting that the Coast Guard would require 8-9 months to approve any significant curriculum alterations. The committee acknowledged the importance of communicating this constraint to Cal Poly administration and emphasized that changes could not be implemented unilaterally without jeopardizing licensure.
* A decision was made to notify Cal Poly of these constraints formally and to request a transparent discussion on proposed timelines for the merger and curriculum adjustments.

**Compensation Equity for Licensed Faculty**

* Senator Ward and other licensed faculty members raised the issue of compensation disparities within licensed departments, noting that current pay does not adequately account for the extensive paperwork, tracking, and reporting associated with STCW compliance.
* The committee discussed strategies to advocate for equitable pay adjustments, especially if faculty workloads increase due to new academic calendar requirements or additional STCW certifications.

**Preparation for Future Engagements**

* The committee will continue collaborating on the STCW FAQ and ensure the document is ready for distribution to faculty and administration at Cal Poly.
* Additional meetings are planned to address compensation equity and to communicate the specific needs of Cal Maritime’s licensed programs to Cal Poly leadership ahead of the formal merger timeline.