



## MINUTES OF THE MEETING BOARD OF TRUSTEES May 1, 2015

A regular meeting of the Board of Trustees was held on May 1, 2015 at Maine Maritime Academy, Castine, Maine. Chair Peacock and Trustees Arntzen, Cianchette, Gilman, Morrison, Oney, Pingree, Samway, Sawyer, Shipway, Somerville and Wellington were in attendance. Trustees Greenleaf and Mattimore attended via conference call. President Brennan, Vice Presidents Donahue, Gardner, Soucie and True, members of the faculty and staff, members of the Board of Selectmen of the Town of Castine, members of the public and members of the press were also present.

Chair Peacock brought the meeting to order at 2:30 p.m.

### 1. MINUTES OF FEBRUARY 20, 2015 MEETING

**On a MOTION by Trustee Sawyer and seconded by Trustee Wellington, the Board voted to accept the minutes of the meeting of February 20, 2015 as distributed.**

### 2. ALUMNI ASSOCIATION REPORT

In the absence of Jim Proulx, President of the Alumni Association, Paul Mercer, Director of Alumni Affairs announced that the Alumni will be participating in cruise receptions this summer. There will also be a get-together on May 31<sup>st</sup> and a couple of golf tournaments the dates of which will be announced later.

### 3. CHAIR'S REMARKS

Chair Peacock noted that there were many good discussions at the meetings earlier in the day, especially that on the offshore program. He noted that administration put together a very good overview report and that he will be in touch with Board members to discuss an ad-hoc committee to further explore this issue.

### 4. PRESIDENT'S REPORT

- President Brennan began by saying that in the interests of time, he would not present his usual report but noted that since he began his time here, the challenges surrounding the ABS building were sometimes quite daunting and that although he always envisioned that

there would be a successful conclusion, he was not at all sure what the extent of that success would be. He went on to thank everyone who had a role in making this happen noting that this is a significant milestone for the Academy and personally, it was a significant challenge for him as a new president and he is delighted at this successful conclusion. He ended by saying that once the dedication ceremony to be held later today is behind us, the building will be used as another great asset for the Academy and once more extended his most sincere thanks to all concerned.

## **5. PRESIDENT'S ACTION**

- President Brennan stated that in many ways this is the most important meeting of the year as we seek the Board's authorization to confer degrees. He went on to ask for a motion as follows:

“Upon the recommendation of the faculty I present to the Board of Trustees the following candidates (included in the Trustees folders and appended here as Attachment A) for the Master of Science, Bachelor of Science and Associate in Science degrees and ask for Board authorization to confer said degrees upon successful completion of degree requirements.”

**On a MOTION by Trustee Shipway and seconded by Trustee Sawyer, the Board voted unanimously to authorize the conferral of said degrees as set forth in Attachment A.**

President Brennan remarked that two of the students on the list for degree conferrals were in attendance and congratulated both Eliza and Chris for their achievement.

## **6. STANDING COMMITTEE REPORTS**

### **a. Education Committee**

- Trustee Sawyer reported that the Education Committee met earlier and heard an update on NEASC. There was a discussion on the STCW audits, and a report on the Maritime Advisory Council which is a consortium of state maritime academies regarding a request for the GAO to analyze the impact of STCW.
- The Committee was then informed of two retirements, one of whom had been here for 31 years and the other was here for 30 years. There are three promotions to associate professor, three to full professor, and two new full-time faculty members have been hired in the arts and science department.
- Trustee Sawyer noted that the presentation on the offshore technology program was very exciting.
- He then presented a resolution as follows:

### **RESOLUTION#1**

**BE IT RESOLVED that the Board of Trustees accept with pleasure the list of faculty promotions listed in RESOLUTION#1 included with these minutes.**

**On a MOTION by Trustee Sawyer and seconded by Trustee Shipway, the Board voted unanimously to accept RESOLUTION #1 included with these minutes**

Trustee Shipway then commented that some members of our senior administration have taken on leadership roles outside the school: Dr. Gardner on the Maritime Advisory Council and Dr. True in her field of expertise. He thanked them both for their service and for representing the Academy in such a commendable way.

b. **Operations Committee**

- Trustee Cianchette reported that the Committee received a brief update on all of the various departments within the operations division. One item that was not addressed at that time was the capital project priority list which is included in the Trustees' binders under the Operations tab.
- Vice President Donahue has been working on defining the list of priorities and emphasized the need to continue fundraising efforts in order to support these ongoing needs. He also pointed to the notes on the offshore project and BIW which intertwine and stressed the fact that there are many items that need to be addressed.
- Trustee Cianchette once again thanked all who were involved in seeing the ABS building through to completion and gave special thanks to Bill Walsh who could not be present but was integral to getting the job done as he was the catalyst in reducing costs by working closely with the architectural firm.

c. **Advancement Committee**

- Trustee Samway reported that the Committee reviewed the campaign progress reports and the five-year plan which is included in the Trustees' binders and noted that the figures indicate that we are ahead of where we were last year.
- President Brennan then brought the Committee up to date on the search for a new Vice President for Advancement noting that we are hopeful that the search will be brought to closure next week.
- Trustee Samway then read the following RESOLUTIONS and asked for Board approval of each individually as follows:

**RESOLUTION #2.**

**BE IT RESOLVED** that the Board hereby accepts with gratitude all gifts and grants of \$1,000 or more and all donated property as set forth in RESOLUTION 2 attached to these minutes.

**On a MOTION by Trustee Arntzen and seconded by Trustee Wellington, the Board voted unanimously to accept with gratitude all gifts and grants of \$1,000 or more as set forth in RESOLUTION 2.**

**RESOLUTION #3.**

**BE IT RESOLVED** that the Board hereby accepts with gratitude the Harold Alfond Engineering Scholarship Fund as set forth in RESOLUTION 3 attached to these minutes.

**On a MOTION by Trustee Arntzen and seconded by Trustee Sawyer, the Board voted unanimously to establish the Harold Alfond Engineering Scholarship Fund as set forth in RESOLUTION 3.**

**RESOLUTION #4.**

**BE IT RESOLVED** that the Board hereby accepts with gratitude the Frederick J. Grondin Sr. Scholarship Fund as set forth in RESOLUTION 4 attached to these minutes.

**On a MOTION by Trustee Arntzen and seconded by Trustee Sawyer, the Board voted unanimously to establish the Frederick J. Grondin Sr. Scholarship Fund as set forth in RESOLUTION 4.**

## **RESOLUTION #5.**

**BE IT RESOLVED** that the Board hereby accepts with gratitude the Trustee Scholarship for Diversity with the Amendment that the Scholarship may be renewed for four to five consecutive years depending upon major, as set forth in RESOLUTION 5 attached to these minutes.

**On a MOTION by Trustee Wellington and seconded by Trustee Arntzen, the Board voted unanimously to establish the Trustee Scholarship for Diversity as amended and set forth in RESOLUTION 5.**

## **RESOLUTION #6**

**BE IT RESOLVED** that the Board hereby accepts with gratitude the Captain Thomas H. Smith Seacoast Chapter Regimental Award, as set forth in RESOLUTION 6 attached to these minutes.

**On a MOTION by Trustee Arntzen and seconded by Trustee Somerville, the Board voted unanimously to establish the Captain Thomas H. Smith Seacoast Chapter Regimental Award as set forth in RESOLUTION 6.**

- Concluding the report of the Advancement Committee meeting, Trustee Samway seconded the comments regarding former Trustee Bill Walsh stating that he was a true gift to Maine Maritime Academy with his expertise, direction and very subtle manner. Without his input we would not have the ABS building.
  
- d. **Student Affairs Committee**
  - In Trustee Mattimore's absence, Dr. True reported on the Committee meeting held earlier today.
  - The Committee heard an Admissions update from Jeff Wright. We have 288 deposits as of this morning. There was a decrease in applications from out-of- state males, but we continue to see an increase in in-state applications which is encouraging given the decrease in numbers of college age students.
  - There was a discussion of financial aid and the need for it and this will be on the agenda for a future meeting so that it can be explored in greater depth.
  - Captain Gandy gave a brief update on the cruise itinerary and what the students will be doing for training at the center in Cobh, Ireland.
  - Finally, the Committee looked at the Game Changers article which we are required to submit to the legislature. Dr. True will continue to work with Dr. Gardner so that our response will be tendered prior to the July 1<sup>st</sup> deadline. A copy of the response will be sent to all Board members.
  
- e. **Finance Committee**
  - Trustee Shipway announced that this is Jim Soucie's last Board meeting and the last report he will submit prior to his retirement. Jim commented that he has enjoyed working with the Board. Both Chair Peacock and President Brennan expressed their gratitude for Jim's many years of service and support.
  - Jim then discussed his Chief Financial Officer's quarterly report which indicates that we are within \$400,000 of reaching our budget estimate for 2015. The budget update for 2016 was then discussed. Assumptions and significant changes from last year were addressed and it appears that we should be in balance for the budgeting process for next year.

- There was an update on the endowment fund. At the last Board meeting the results of the endowment fund through December was \$28.5 million and now, projecting through the end of March, we are at around \$30 million.
- Finally, the Committee discussed the next generation capital campaign. Trustee Shipway was pleased to report that at the end of the campaign, we will have fully paid for the ABS building, we will probably have enough for the endowment to keep it maintained in perpetuity and there will probably be funds available for other capital investments for the Academy as well.

**f. Governance Committee**

- Trustee Wellington reported that the meeting began with a short report from Paul Mercer on the Strategic Plan which is being incorporated into everyday plans by the Vice Presidents and is now part of Part B of the budgeting process. The Committee heard from Dr. Joceline Boucher that this should be a huge plus in terms of our NEASC accreditation.
- The Committee also discussed the revisions to the skills inventory worksheet and evaluation of effectiveness form and is recommending that the administration send these forms out by June so that Board members can fill them out by July and we can have that information compiled for the August meeting.

**g. Other Business**

Chair Peacock recognized two Selectmen of the Town of Castine, Gus Basile and Peter Vogel, who were in attendance. Gus Basile took the opportunity to thank the Board of Trustees for their kind and generous contribution to the Town which is now mentioned in the town report. He went on to say that the Selectmen have budgeted \$544,000 for public safety services and the Maine Maritime Academy contribution to that is \$99,000. Services include fire safety, first responder services, Peninsula Ambulance services, and Hancock County Regional Communication services (911 and police). The town also has a debt service of \$360,000 for Phase 1 of the downtown construction project which includes roads and services and Maine Maritime Academy's contribution to that line-item is \$35,000. Mr. Basile thanked the Academy again for their support and most particularly thanked President Brennan for all he has done. Mr. Basile then presented Chair Peacock with a copy of the town report.

There being no further business to address, Chair Peacock announced that the next meeting of the Board will take place on August 7<sup>th</sup>, 2015.

**On a motion by Chair Peacock and seconded by Trustee Somerville the Board moved unanimously to adjourn at 2.57 p.m.**

Respectfully Submitted,

Rhonda Varney  
Secretary to the Board of Trustees  
Maine Maritime Academy