



SUNY Applied Learning Campus Plan
Campus Applied Learning Plan Part II

Data Collection and Reporting

Due April 15, 2016

Campus Name:	Maritime College
Date:	4/1/2016
Narrative Compiled by:	Dr. Timothy Lynch, Provost and Vice President for Academic Affairs
Summary	<p>On May 6th, 2015, the SUNY Board of Trustees passed a resolution stating that SUNY shall develop a plan to make approved applied learning activities available to SUNY students enrolled in the 2016/17 academic year, and that this plan will include individual campus plans. The resolution follows from language in the 2015-16 Enacted State Budget (in an “Article VII” bill). Based on this language the Applied Learning Steering Committee has broken campus plans into VII parts.</p> <p>This assignment represents Part II of VII of campus applied learning plans and focuses on your campus plan for data collection. Part II should be submitted as a descriptive narrative regarding your campus-level collection of data on approved applied learning activities. Develop a campus plan for the collection and reporting of data on students engaged in approved applied learning activities. Specify how you intend to collect and measure numbers of students and programs. The submission of your first round of data will be due alongside the final documents on May 1, 2017, not with this report. At that stage campuses may submit student data through SIRIS or other method (e.g. a separate survey). The data requested will be at the student unit-record level and include number of students engaged in approved applied learning activities, broken down by specific activity as well as information about number of faculty engaged in applied learning.</p> <p>Please refer all questions to AppliedLearning@suny.edu.</p>
Question 1	<p>Share your campus plan for data collection and reporting here. Specify how your campus will collect data on number and type of approved applied learning activities.</p> <ul style="list-style-type: none"> • First we will identify all programs, courses, and student experiences (both academic and non-academic) which are applied learning activities. These include but are not limited to: <ul style="list-style-type: none"> ○ Courses: Just as we identify online and traditional courses, we

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	<p>should be able to add a data column that identifies courses that meet the criteria (developed with the faculty) of being an applied learning activity. This will include all courses not only internships.</p> <ul style="list-style-type: none"> ○ Activities across campus that facilitate opportunities for applied learning such as leadership opportunities within the regiment, SGA, resident assistants, admissions assistants, club leadership positions, leadership positions on athletic teams, etc.. ○ Work related activities related to program majors. We will investigate attaching a short survey to the registration process that asks students if they were employed in a job related to their major. For example, if a student is a marine transportation major and had a job with a maritime industry company (that was not part of a credit bearing course) then we will count this as an applied learning activity <ul style="list-style-type: none"> ● Once programs, courses and activities are identified we will collect data on number of students who participate in these on an annual basis.
Question 2	<p>What is your campus plan for designating activities/sections/courses/programs as having or requiring approved applied learning activities?</p> <p>We will review on an annual basis the aforementioned courses and activities and data related to these activities to ensure that we are capturing all programs, activities and courses.</p>
Question 3	<p>What is your plan for using these data to measure student success and institutional outcomes (such as persistence, retention, graduation rate, student engagement, student employability)?</p> <p>The aforementioned data can be compared to retention, graduate rates, time to graduation, and student employability. We view this entire process as a “stair step” process whereby we assess the quality data and adjust the data collection and metrics annually. Maritime College is unique among the SUNY system we have nearly 100% employment within six months after graduation. Working with SUNY system we would like to measure the relationship between starting salary and student participation in applied learning experiences.</p>

NOTE: Forward all materials to AppliedLearning@suny.edu no later than April 15th, 2016



SUNY Applied Learning Campus Plan
Campus Applied Learning Plan Part III

Faculty Engagement

Due April 15, 2016

Campus Name:	Maritime College
Date:	4/1/2016
Narrative Compiled by:	Dr. Timothy Lynch, Provost and Vice President for Academics
Summary	<p>On May 6th, 2015, the SUNY Board of Trustees passed a resolution stating that SUNY shall develop a plan to make approved applied learning activities available to SUNY students enrolled in the 2016/17 academic year, and that this plan will include individual campus plans. The resolution follows from language in the 2015-16 Enacted State Budget (in an “Article VII” bill). Based on this language the Applied Learning Steering Committee has broken campus plans into VII parts.</p> <p>This assignment represents Part III of VII of campus applied learning plans and focuses on faculty engagement in applied learning. This plan should be submitted as narrative with questions answered in the spaces provided.</p> <p>The University Faculty Senate has passed a resolution regarding the role of faculty in credit-bearing applied learning experiences. The Faculty Council of Community Colleges has developed a position statement on faculty purview over curriculum. Documents are available in the Dropbox folder.</p> <p>Please refer all questions to AppliedLearning@suny.edu.</p>
Question 1	Faculty who are engaged in the approved Applied Learning opportunities (outlined in Part 1 of this Plan) are responsible for assessing these by reviewing student surveys and by reading/grading all papers and projects associated with the various activities. The development of new Applied Learning opportunities is encouraged though the curriculum committee and is largely, though not exclusively, handled by the Departments of Career Services and Cadet Shipping.
Question 2	Faculty who grade the approved Applied Learning activities associated with Cadet Ship or with commercial internships are compensated at a rate of \$300 per project. Faculty are encouraged to submit proposals and seek funding associated with

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	professional development opportunities related to Applied Learning activities.
Question 3	Faculty initiatives related to developing new or modified Applied Learning opportunities are encouraged via course release or extra service compensation. Again, owing to the specialized nature of our curricula, we generally see more of the same as opposed to different types of applied learning activities.
Question 4	At current there is no formalized plan to recognize faculty who are engaged in applied learning activities.

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SUNY Applied Learning Campus Plan
Campus Applied Learning Plan Part IV

Student Engagement

Due April 15, 2016

Campus Name:	Maritime College
Date:	4/1/2016
Narrative Compiled by:	Dr. Timothy Lynch, Provost and Vice President for Academic Affairs
Summary	<p>On May 6th, 2015, the SUNY Board of Trustees passed a resolution stating that SUNY shall develop a plan to make approved applied learning activities available to SUNY students enrolled in the 2016/17 academic year, and that this plan will include individual campus plans. The resolution follows from language in the 2015-16 Enacted State Budget (in an “Article VII” bill). Based on this language the Applied Learning Steering Committee has broken campus plans into VII parts.</p> <p>This assignment represents Part IV of VII of campus applied learning plans and focuses on student engagement in applied learning. This plan should be submitted as narrative with questions answered in the spaces provided. When answering the questions please include and explanation of the roles and responsibilities of students/facilitators.</p> <p>*The Student Assembly and Faculty Council of Community Colleges have passed resolutions regarding student roles in unpaid internships. Both are available in the Dropbox folder.</p> <p>Please refer all questions to AppliedLearning@suny.edu.</p>
Question 1	There are two full-time offices dedicated in whole or in part to Applied Learning activities: the Office of Career Development assists with internship placement and cooperative educational experiences, while the Office of Cadet Shipping handles

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	all requests for commercial sea time in lieu of our summer sea terms. Additionally, support for applied learning can be found in our Office of International Programs, as well as in the various academic departments that require/offer applied learning opportunities, including those related to our Summer Sea Terms. New or proposed activities must be vetted and approved by the above offices, as well as the curriculum committee, as appropriate.
Question 2	Applied Learning activities are promulgated via multiple media and fora: email blasts, web announcements, mandatory meetings and the use of our Student Government Association and Regiment of Cadets are the most popular. Information relative to applied learning activities is likewise communicated via student handbooks, and in the cadet shipping manual, developed and maintained by the Cadet Shipping Office.
Question 3	<p>What is your campus plan for formally incorporating student feedback into each approved applied learning activity? What process does or will a student follow if they have a grievance with an off-campus site?</p> <p>Student feedback regarding applied learning will incorporate:</p> <ul style="list-style-type: none"> • Tailored surveys for applied learning courses • Separate detailed surveys for our two largest applied learning experiences: Summer Sea Term on Board our Training Ship Empire State or the Cadet Commercial Shipping onboard commercial ships • Informal town hall type meetings hosted by the provost <p>Since Maritime College has the largest applied learning program in the system, we have incorporated grievance procedures into our summer sea term, cadet commercial shipping and study abroad experiences. These are easily adaptable for internships ashore. Grievance procedures are already in place for applied learning experiences that take place on campus.</p>
Question 4	<p>Students play a central and pivotal role in applied learning by assessing their experiences in summative and formative fashions: their responses to surveys generate data that can be analyzed and applied to all such activities, and their responses to free-form questions generate food for thought about the validity of our current exercises.</p> <p>See answer to Question 3.</p>

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SUNY Applied Learning Campus Plan
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Feasibility Study

Due May 1, 2017

Campus Name:	Maritime College
Date:	4/24/2017
Narrative Compiled by:	Dr. Joseph C. Hoffman, Interim Provost & VPAA
Summary	<p>Language in the 2015-16 Enacted State Budget (in an “Article VII” bill) directed the SUNY Board of Trustees and SUNY to develop a plan to make approved applied learning activities available to SUNY students on this language the Applied Learning Steering Committee has broken campus plans into VII parts.</p> <p>Based enrolled in the 2016/17 academic year. This plan will include individual campus plans.</p> <p>The relevant part of the language is as follows:</p> <p>“Such plan shall define approved experiential or applied learning activities, methods of faculty oversight and assessment, responsibilities of the business, corporate, non-profit or other entities hosting students, and include a requirement for collecting and reporting data associated with such experiential or applied learning activities.</p> <p>Such plan shall have each college examine the feasibility of including such experiential or applied learning activities as a degree requirement.</p> <p>Such college shall examine its ability to administer and provide such opportunities to students; the local community’s capacity to support such experiential or applied learning activities; the impact such a requirement would have on the local workforce, if any; potential for such a requirement to enhance learning outcomes for students; and whether adding such a requirement would cause potential delays in graduation for students.”</p> <p>This assignment represents Part V of VII of campus applied learning plans and asks questions to describe campus capacity to support applied learning. Similar to Parts I-IV, Part V should be submitted as a descriptive narrative regarding your current campus-level processes and policies relating to approved applied learning activities, your future plans, and campus ability to include approved applied learning activities as a local graduation requirement.</p>

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	<p>All parts of the Campus Applied Learning Plans must follow local campus governance processes and be approved by campus governance leaders.</p> <p>Please refer all questions to AppliedLearning@suny.edu.</p>
Question 1	<p>Do you currently measure any impacts of campus-approved applied learning on the local community and workforce? If so, what impacts do you measure and what methods do you employ?</p> <p>One of the hallmarks for SUNY Maritime College is the applied learning aspect of our degree programs. Central to applied learning are our training ship, simulators, laboratories, and internships. Our graduates enjoy nearly 100 percent employment within three months of graduation. Our campus is unique in that it offers job opportunities with some of the highest starting salaries and since 2014 we have been the number one state public college in terms of initial and mid-career salaries (<i>PayScale.com</i>: http://www.payscale.com/college-salary-report/bachelors). This is largely due to our summer sea term and internship programs that provide students with the opportunity to practically apply classroom knowledge.</p> <p>Economic Impact</p> <p>SUNY Maritime’s impact on the metropolitan region and the State of New York is significant:</p> <ul style="list-style-type: none"> • Annual spending related to SUNY Maritime College is over \$46 million. This includes \$23 million in salaries which generates indirectly \$32 million for the regional economy. • Maritime College employs over 350 people and another 100 contracted employees support the college on a daily basis. • Per year, this impact generates nearly \$10 million in tax revenue. <p>Even greater—SUNY Maritime graduates are in demand by the transportation, engineering, and business sectors and have among the highest starting and mid-career salaries according to PayScale.com. With 70% of our student population from New York State, this is good news for New York State and its economy.</p> <p>SUNY Maritime Works:</p> <p>All Maritime College undergraduates are required to complete an internship prior to graduation. Each summer over 900 students pursuing a US Coast Guard Merchant Mariner License as part of their degree program participate in summer cruises onboard our training ship TS Empire State VI or onboard commercial vessels. Students not seeking a US Coast Guard license participate in internships with a large variety of companies. These internships and summer cruises are part of our applied learning focus, makes our graduates attractive to future employers, and contributes to the high employment rates for our students after graduation.</p>

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Question 2	<p>SUNY Maritime Serves: SUNY Maritime improves life in the metropolitan region and beyond through community service. Each year our entering cadre of students in the Regiment of Cadets, which comprises approximately 70% of our student body, organizes and participates in several community projects as part of their first year experience which instills a sense of service as part of their ethos. For the past three years our students have supported both after-school programs and summer STEM programs aimed at introducing high-school students to STEM related careers through maritime themes. The College has also received acknowledgement for its student led community blood drive, winter coat donation program, food drives, and support for domestic violence prevention and victim support programs.</p> <p>SUNY Maritime Discovers: SUNY Maritime College supports and is engaged with faculty and student based scholarship. Our faculty, in partnership with maritime, energy, and transportation sectors, are called upon to provide expertise regarding issues in their field of expertise. Our students are consistently recognized for their scholarly work at major events such as the International Association of Maritime Universities and Connecticut Maritime Association Shipping conferences.</p> <p>Based on your work on the Applied Learning Initiative to date, please describe the opportunities and challenges the campus would face in including approved applied learning activities as a local graduation requirement. Please describe implications for general student learning outcomes, advising, staff and fiscal implications, and other relevant information.</p> <p>All of our undergraduate programs have had applied learning activities as a local graduation requirement since 1948 when we became a charter member of SUNY. So, we continue to realize the opportunities and address the challenges of requiring applied learning activities for graduation, but we do so with decades of experience behind us.</p> <p>Since this is not a new requirement, the College is not facing any significant implications due to the implementation of the local graduation requirement. However, the Curriculum Committee just completed a review of every applied learning course to ensure that the student learning outcomes for each of these courses are mapped to both the program learning outcomes and the new Faculty-approved institution-wide student learning outcomes.</p>

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The State University
of New York

SUNY Applied Learning Campus Plan
Campus Applied Learning Plan Part VI

Collaboration Plan

Due May 1, 2017

Campus Name:	Maritime College
Date:	4/24/2017
Narrative Compiled by:	Dr. Joseph C. Hoffman, Interim Provost & VPAA
Summary	<p>Language in the 2015-16 Enacted State Budget (in an “Article VII” bill) directed the SUNY Board of Trustees and SUNY to develop a plan to make approved applied learning activities available to SUNY students enrolled in the 2016/17 academic year. This plan will include individual campus plans. Based on this language the Applied Learning Steering Committee has broken campus plans into VII parts.</p> <p>This assignment represents Part VI of VII of campus applied learning plans and focuses on collaborations in applied learning. This plan should be submitted as narrative with questions answered in the spaces provided.</p> <p>Please refer to language about facilitators included in the Criteria for Approved Applied Learning Activities.</p> <p>All parts of the Campus Applied Learning Plans must follow local campus governance processes and be approved by campus governance leaders.</p> <p>Please refer all questions to AppliedLearning@suny.edu.</p>
Question 1	<p>Please provide an overview of the various types of on- and off- campus collaborators/facilitators who engage in Applied Learning. These may include any business/corporate, non-profit, state/municipal and other hosts/facilitators. Be sure to note the general roles and responsibilities for each type of partner identified.</p> <p>On-Campus:</p> <ul style="list-style-type: none"> • Facilities Department – Operations and Design internships for: <ul style="list-style-type: none"> ○ Bachelor of Engineering (BE) students in Electrical Engineering, Facilities Engineering, Marine Engineering and Mechanical Engineering • Fort Schuyler Maritime Industry Museum Internships <ul style="list-style-type: none"> ○ Bachelor of Science (BS) in Maritime Studies

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	<ul style="list-style-type: none"> • Science Department STEM Academies Internships for BS students <ul style="list-style-type: none"> ○ Maritime High Schools Summer Program ○ NYC High Schools “We Build Boats” Year-Long Program • Training Ship Empire State Summer Sea Terms <ul style="list-style-type: none"> ○ 600 students spend 55 – 110 days “at sea” in the classroom, watchkeeping, and performing maintenance and repair ○ Students in USCG License programs must participate in one to three Summer Sea Terms as part of their graduation requirement • Waterfront Summer Programs for BS in Marine Environmental Science students <p>Off-Campus</p> <ul style="list-style-type: none"> • Aquariums and Wildlife Rescue Summer Internships for BS in Marine Environmental Science students • Engineering Firms, Power Companies, Hospitals, etc. – Operations and Design internships for: <ul style="list-style-type: none"> ○ BE students in Electrical Engineering, Facilities Engineering, Marine Engineering and Mechanical Engineering • Environmental Agencies (local, State and Federal) and Companies Summer Internships for BS in Marine Environmental Science students • CUNY Lehman Summer Environmental Research – internships for BS in Marine Environmental Science students • Design Firms and Shipyards - internships for BE in Naval Architecture Students • Maritime-Related Companies – internships for all majors • Shipping Companies <ul style="list-style-type: none"> ○ Cadet Shipping for select USCG License students onboard various vessels (tugboats to cruise ships) where they serve as Cadet Observers for 67 to 120 days ○ Shore-side internships for students in all majors • Williams (College) – Mystic (Seaport) – semester long “study and sail” internship program for BS in Maritime Studies students
Question 2	<p>Describe any existing methods used to support intentional and reciprocal relationships on and off campus. Please identify the offices, departments or other structures on campus currently supporting these relationships.</p> <p>The Office of Career Planning & Development and the Office of Cadet Shipping, located in Student Affairs, each have a full-time Assistant Director or Coordinator and are charged with finding internships and cadet shipping opportunities.</p>
Question 3	Describe how your campus engages new community partners in applied learning.

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	<p>Both the Office of Career Planning & Development and the Office of Cadet Shipping rely heavily on companies that routinely hire our graduates to engage industry partners.</p> <p>The Office of Admissions and the Office of Sponsored Programs Administration – along with the Science Department - teamed up for the STEM Academies</p> <p>In addition, the academic departments use their networks to develop relationships with (for the most part) maritime-related companies and university partners.</p>
Question 4	<p>Based on your answer to questions 1-3, please describe your campus plan for supporting current and future intentional and reciprocal partnerships.</p> <p>Applied Learning has been part of the Maritime College culture since 1874, so the support for these programs has always been part of our budgeting process.</p> <p>However, we are looking for additional opportunities to partner with international institutions higher education for study abroad programs. Our first student exchange with National Taiwan Ocean University will begin Fall 2017, and it includes free room-and-board for students on both sides of the exchange.</p> <p>We plan to expand the STEM Academies to include summer leadership programs for Bronx High Schools and a revival of a successful program for students from the Bahamas enrolled in the Bahamian Maritime Cadet Corps.</p> <p>We are looking to continue to add university partners for student research, similar to our CUNY Lehman program. This summer we hope to have students selected to engage in research activities at SUNY Stony Brook and Stevens Institute of Technology. This Fall we will have 3 students participating in the Williams-Mystic program (largest number to date).</p>

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The State University
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SUNY Applied Learning Campus Plan
Campus Applied Learning Plan Part VII

Graduation Requirement

Due May 1, 2017

Campus Name:	Maritime College
Date:	4/24/2017
Narrative Compiled by:	Dr. Joseph C. Hoffman, Interim Provost & VPAA
Summary	<p>Language in the 2015-16 Enacted State Budget (in an “Article VII” bill) directed the SUNY Board of Trustees and SUNY to develop a plan to make approved applied learning activities available to SUNY students enrolled in the 2016/17 academic year. This plan will include individual campus plans. Based on this language the Applied Learning Steering Committee has broken campus plans into VII parts.</p> <p>This assignment represents Part VII of VII of campus applied learning plans and asks each campus to determine whether they can include approved applied learning activities as a local graduation requirement. The feasibility of requiring approved applied learning activities for all students includes a decision as to whether this academic methodology is sound and appropriate to include in curriculum, as well as determination of the local community’s ability to support the number of students enrolled. Having knowledge of the number of students currently engaged in approved and required applied learning activities may help campuses make an informed decision.</p> <p>All parts of the Campus Applied Learning Plans must follow local campus governance processes and be approved by campus governance leaders.</p> <p>Please refer all questions to AppliedLearning@suny.edu.</p>
Question 1	<p>Based on the data reported to SUNY System Administration in Parts I-VI of campus plans, will your campus include approved applied learning activities as a local graduation requirement?</p> <p>Since 1874 all of Maritime College’s “professional mariner credentialed” programs have had applied learning activities as a local graduation requirement. To this day, for the US Coast Guard Third Officer License programs, these required credit-bearing activities are delivered during summer sea terms (55 – 110 days in duration) onboard the College’s Training Ship or onboard commercial vessels of</p>

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	<p>appropriate tonnage or horsepower.</p> <p>In the early 1980's the first program that did not include the US Coast Guard License was offered, a Bachelor of Engineering in Naval Architecture degree with an Intern Option. This "non-license" program required the completion of two summer-long, credit-bearing, professional internships for graduation. This served as the model for every "intern" program that has followed.</p> <p>Therefore, every undergraduate degree program includes approved applied learning activities as a local graduation requirement.</p>
Question 2	<p>Describe the specific reasons for this decision. Please note which governance bodies and other campus stakeholders were consulted in the process and have approved the decision, including student governance.</p> <p>It has always been part of the College Mission. The current statement reads, "Maritime College programs and majors are infused with hands-on, experiential learning opportunities." The latest Mission was proposed to and approved by the Faculty, and then presented to and approved by the College Council.</p> <p>Maritime College places primary responsibility for the content, quality, and effectiveness of the curriculum with its faculty. The planning and development of all courses and academic programs begins at the department level. In order to be implemented, all courses and curriculum are approved at the department-level, presented and approved by the Curriculum Committee, and then presented to and approved by the Faculty (the College's faculty is its faculty senate – referred to as the Faculty).</p> <p>Student governance is well-heard and well-respected on the Campus. The Student Government Association (SGA) President is a voting member of the College Council. There are 4 student representatives, chosen by the SGA, who are voting members of the Curriculum Committee. There are 3 student representatives, chosen by the SGA, who are non-voting, but very engaged, observers at the Faculty Meetings.</p> <p>Every academic department has an Industry Advisory Board (IAB) that meets at least once each year and reviews curriculum for relevancy. The findings are shared with the College at the annual Convocation of Advisory Boards held each spring. The College Council, which may be considered the IAB to the College, meets at least four times each year and is invited to participate in this Convocation.</p>

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Question 3	<p>If your campus plans to move forward with a graduation requirement, which approved applied learning activities will be required? How will the requirement be verified, and who will oversee the requirement? When will the requirement become effective?</p> <p>Students must complete at least one of the following approved applied learning activities; Summer Sea Term, Cadet Commercial Shipping or Professional/Industry Internship.</p> <p>These approved applied learning activities are credit-bearing courses that appear as required course(s) in every undergraduate curriculum at the school. Students register for the course, and the instructor-of-record supervises the activities, evaluates the quality of the activities and assigns the appropriate grade. The course and grade appear on the student transcript, and are included as part of the College's graduation clearance processes.</p> <p>The graduation requirement has been in effect since 1948 when we offered our first SUNY degree program.</p>
Question 4	<p>If your campus does not plan to make approved applied learning activities a graduation requirement, what is your plan for sustaining current and future applied learning work?</p> <p>The Campus does not plan to make student service and student research a graduation requirement. However, these activities have been, and will continue to be, an integral part of the College's curricular and co-curricular programs.</p>

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