ESF Minor Curriculum Change Proposal Form

Committee on Curriculum - ESF Faculty Governance

Office of Instruction & Graduate Studies

**Date: 2024.12.30**

**Department: Chemical Engineering**

**Curriculum Title: Paper Engineering Minor**

***For Minor Changes in existing curriculum (check all that apply):***

[ ]   revised courses

[ ]  new course sequence

[ ]  new courses added

[ ]  change in total cr. hrs.

[ ]  new program objectives\*

[ ]  new accreditation/assessment

 requirements

Change of Name

**\***See SUNY Guidelines

**1. Rationale for Change**

 Please provide an explanatory narrative outlining the rationale for the change, and the impacts of this change on the learning outcomes of the curriculum:

The request is to change the name of the **Paper Science Minor** to the **Paper Engineering Minor**.

A review of similar minors offered through engineering departments at other institutions (e.g., Syracuse University, Cornell University, etc.), shows the use of the term “engineering” to describe minors mirroring the engineering majors. This change in name would bring this minor into common practice amongst institutions offering these programs and provide a name more reflective of the minor’s content. The name change would make the minor more attractive to potential students.

**2. Institutional Impact:**

 **Changes from existing condition**:

Anticipated Enrollment or Enrollment Change: No change

Faculty or Staffing Requirements: No change

Technology, Computing Resources, and Classroom Resource Demands: No change

Change in Accreditation Requirements: No change

Changes to Assessment Plan: No change

Library Resource Requirements: No change

**3. Catalog Narrative:**

Please attach to this proposal form a copy of the current catalog description in MS Word format, with revisions shown in “track changes”.

**4. Curriculum Transition Plan:**

Please provide a narrative description of your plan for transitioning from your existing curriculum to the proposed new curriculum. Please provide specific dates for implementing curriculum changes, overlap periods where old and new curricula may exist simultaneously, and final phase out of old curricula. Please also include impacts and mitigating considerations for transfer students and students in mid-program during implementation, impacts of changes in semester delivery of existing courses, addition of new courses within a particular semester, etc.

Transcripts of students entering the minor under the 2025-2026 catalog will reflect the updated name of the minor.

**Paper ~~Science~~ Engineering Minor**

Coordinator: Dr. Gary Scott

The paper and related industries (including pulp, mineral, chemical and machinery suppliers) continually seek knowledgeable and skilled employees. Each year, companies hire numerous graduates of chemical, mechanical and environmental engineering programs as well as chemists and other environmental professionals in addition to paper science and engineering graduates. Salaries for new hires are among the highest for all fields of study at the bachelor’s degree level. This minor gives students a basic understanding of the paper industry that will allow them to apply their major field of study to this growth industry. The paper science engineering minor is available to all ESF undergraduate students (except students in paper engineering programs) who maintain a minimum cumulative grade point average of 2.70. Waivers to prerequisites of courses will be favorably considered in increase access to the minor across campus. Fifteen credit hours in paper science courses are required.

**5. Approval Signatures:**

Signatures below, or attached letters, indicate that the affected departments, programs or units have been notified of this proposal and have had an opportunity to assess the impact of the proposal on their respective units. If departments did not respond to your notification, you may wish to document your effort to contact them.

**Affected Academic Department(s) or Program(s):**

CHEMICAL ENGINEERING

     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_DR. BANDARU V RAMARAO\_\_\_\_\_\_\_\_\_\_\_

Department/Program 1 Name of Chair/Program Director



\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 1/14/2025\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ]

Chair Signature Date

     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Program 2 Name of Chair/Program Director

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ]

Chair Signature Date

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Department/Program 3 Name of Chair/Program Director

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ]

Chair Signature Date

*[if more/ess than three Departments/Programs, please add/delete lines as appropriate.*

**Other Units**

     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ]

Library Director Date

     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ]

Computing and Network Services Date

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Physical Plant Date

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Forest Properties Date

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Environmental Health and Safety Date

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Admissions Date

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Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

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Otjer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

**Office of the Provost**

Signature below, or attached letter, indicates that the Provost either a) agrees that that there is no need for additional resources from the College; or b) indicates willingness to provide the extra support to the department.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ] Provost Signature Date

**6. Proposer Information and Department Chair Affirmation:**

Contact Person:

Name:     \_DR. GARY SCOTT\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department:     CHEMICAL ENGINEERING

Email:     \_gmscott@esf.edu\_\_\_\_\_\_\_\_\_\_\_\_ Phone:     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This proposal has been reviewed and approved by the sponsoring Department. Affected departments have been notified and given the opportunity to provide feedback. Department resources are or will be made available to support this curriculum revision, or a plan is in place to meet the resource needs as identified in the Institutional Impacts section of this proposal (see Section 2, above) .

Name:     \_DR. B. V. Ramarao\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:1/14/2025\_\_\_\_\_\_

Department Chair (or designated curriculum representative)

Signature:\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_ Or letter attached [ ]

Department Chair (or designated curriculum representative)

**7. Final Approvals:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Curriculum Committee Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Faculty Governance Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Provost Date**