



State University of New York  
College of Environmental Science and Forestry

## Administrative Approval Form – Curriculum\*

Academic Affairs Committee - ESF Academic Governance

**Date:** April 22, 2024

**Department:** Environmental Biology

**Curriculum Title:** Biotechnology Minor

**Name of Requestor:** Christopher Whipps

Attach to this form a copy of the ESF Minor Curriculum Change Proposal Form with all sections completed. Send the completed documents to [curriculum@esf.edu](mailto:curriculum@esf.edu)

### Description of the Change:

Change the number of credits required for the minor because one of the required classes changed from 4 to 3 credits. The catalog description text is also updated, and additional directed elective options added to broaden student choice.

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*For AAC and OAA use Only*

Approve

Deny (Explanation if denied): \_\_\_\_\_

*Erin Tochelli*

6/4/2024

Date

Associate Provost for Academic Affairs

\*Form to be used for minor changes only. "Minor" curriculum changes appropriate for administrative approval should be limited to **ONE** of the following examples: 1) Adding a new course to a curriculum's list of required courses; 2) Adding a new course to a curriculum's list of directed elective courses; 3) Revising an existing course that is a part of a curriculum's list of required courses (i.e. number, prefix, or title change); 4) Revising an existing course that is a part of a curriculum's list of directed elective courses (i.e. number, prefix, or title change); 5) Adjusting course sequencing within a curriculum that does not change lists of required courses or directed electives or total credit hours, and has no impact on students outside of the major; or 6) Minor changes to curriculum description/language in the college catalog that does not change course tables or total credit hours required for a major.

If two or more of the above changes are proposed, the proposal should be submitted to the Academic Affairs Committee as a minor curriculum change and will not be considered for administrative approval.

Approvals will be posted on AAC website.