



Program Revision Proposal: Changes to an Existing Program

Form 3A

Version 2016-10-13

SUNY approval and SED registration are required for many changes to registered programs. To request a change to a registered program leading to an undergraduate degree, a graduate degree, or a certificate that does not involve the creation of a new program,¹ a Chief Executive or Chief Academic Officer must submit **a signed cover letter and this completed form** to the SUNY Provost at program.review@suny.edu.

Section 1. General Information	
a) Institutional Information	Institution's 6-digit SED Code : 240500
	Institution's Name: State University of New York College of Environmental Science and Forestry
	Address: 1 Forestry Drive, Syracuse NY 13210
b) Program Locations	List each campus where the entire program will be offered (with each institutional or branch campus 6-digit SED Code):
	List the name and address of off-campus locations (i.e., extension sites or extension centers) where courses will offered, or check here ☐ if not applicable :
c) Registered Program to be Changed	Program Title: M.S. in Environmental Science
	SED Program Code : 77224
	Award(s) (e.g., A.A., B.S.): M.S.
	Number of Required Credits: Minimum [30] If tracks or options, largest minimum [30]
	HEGIS Code : 0420.00
	CIP 2010 Code : 030104
	Effective Date of Change: January 1, 2026
	Effective Date of Completion ²
d) Campus Contact	Name and title: Zora Thomova, Associate Provost and Dean of Graduate School
	Telephone and email: 315-470-6599 zthomova@esf.edu
e) Chief Executive or Chief Academic Officer Approval	Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation, and the institution's commitment to support the proposed program. <i>E-signatures are acceptable.</i> Name and title: Lindi Quackenbush, Interim Provost and Vice president for Research
	Signature and date:  October 3, 2025
	If the program will be registered jointly³ with one or more other institutions, provide the following information for <u>each</u> institution:
	Partner institution's name and 6-digit SED Code :

¹ To propose changes that would create a new program, Form 3B, [Creating a New Program from Existing Program\(s\)](#), is required.

² If the current program(s) must remain registered until enrolled students have graduated, the anticipated effective date by which continuing students will have completed the current version of the program(s).

³ If the partner institution is non-degree-granting, see SED's [CEO Memo 94-04](#).

	Name, title, and signature of partner institution's CEO (or append a signed letter indicating approval of this proposal):
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Section 2. Program Information

Section 2.1. Changes in Program Content

☐ No changes in program content. *Proceed to Section 2.2.*

a) Check all that apply. Describe each proposed change and why it is proposed.

- ☐ Cumulative change from SED's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits for associate degree programs, 40 credits for bachelor's degree programs)
- ☐ Changes in a program's focus or design
- ☒ Adding or eliminating one or more options, concentrations or tracks
- ☐ Eliminating a requirement for program completion (such as an internship, clinical placement, cooperative education, or other work or field-based experience). Adding such requirements must remain in compliance with SUNY credit cap limits.
- ☐ Altering the liberal arts and science content in a way that changes the degree classification of an undergraduate program, as defined in [Section 3.47\(c\)\(1-4\) of Regents Rules](#)

MS in Environmental Science is robust program that attracts many students. We are adding new culminating/capstone experience to allow students more flexibility in completing the program. The current program requires the completion of Master thesis and successful defense and a minimum of 6 credits of ENS 899 Master's research (renamed from Master Thesis research). The additional culminating experiences would be completion of 3 credits of ENS 899 Master's Research with a presentation or completing ENS 898 Professional Experience (3 cr) with a presentation.

- b) Provide** a side-by-side comparison of all the courses in the existing and proposed revised program that clearly indicates all new or significantly revised courses, and other changes.
- c)** For each new or significantly revised course, **provide** a syllabus at the end of this form, and, on the **SUNY Faculty Table** provide the name, qualifications, and relevant experience of the faculty teaching each new or significantly revised course. NOTE: *Syllabi for all courses should be available upon request. Each syllabus should show that all work for credit is college level and of the appropriate rigor. Syllabi generally include a course description, prerequisites and corequisites, the number of lecture and/or other contact hours per week, credits allocated (consistent with [SUNY policy on credit/contact hours](#)), general course requirements, and expected student learning outcomes.*
- d)** What are the additional costs of the change, if any? If there are no anticipated costs, explain why.

There are no additional costs to include these options. Same faculty members will continue to advise and mentor students who pursue Master thesis options or those who pursue only 3 credits of Master research option or Professional experience.

Section 2.2. Other Changes

Check all that apply. Describe each proposed change and why it is proposed.

- ☐ Program title
- ☐ Program award
- ☐ [Mode of delivery](#)

NOTES: (1) If the change in delivery enables students to complete 50% or more of the program via distance education, submit a [Distance Education Format Proposal](#) as part of this proposal. (2) If the change involves

adding an accelerated version of the program that impacts financial aid eligibility or licensure qualification, SED may register the version as a separate program.

- [] [Format change\(s\)](#) (e.g., from full-time to part-time), based on SED definitions, for the **entire** program
 - 1) State proposed format(s) and consider the consequences for financial aid
 - 2) Describe availability of courses and any change in faculty, resources, or support services.
- [] A change in the total number of credits in a certificate or advanced certificate program
- [] Any change to a registered licensure-qualifying program, or the addition of licensure qualification to an existing program. **Exception:** Small changes in the required number of credits in a licensure-qualifying program that do not involve a course or courses that satisfy one of the required content areas in the profession.

Section 3. Program Schedule and Curriculum

- a) For **undergraduate programs**, complete the **SUNY Undergraduate Program Schedule** to show the sequencing and scheduling of courses in the program. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.

NOTES: The **Undergraduate Schedule** must show **all curricular requirements** and demonstrate that the program conforms to SUNY's and SED's policies.

- It must show how a student can complete all program requirements within [SUNY credit limits](#), unless a longer period is selected as a format in Item 2.1(c): two years of full-time study (or the equivalent) and 64 credits for an associate degree, or four years of full-time study (or the equivalent) and 126 credits for a bachelor's degree. Bachelor's degree programs should have at least 45 credits of [upper division study](#), with 24 in the major.
- It must show how students in A.A., A.S. and bachelor's programs can complete, within the first two years of full-time study (or 60 credits), no fewer than 30 credits in [approved SUNY GER courses](#) in the categories of Basic Communication and Mathematics, and in at least 5 of the following 8 categories: Natural Science, Social Science, American History, Western Civilization, Other World Civilizations, Humanities, the Arts and Foreign Languages
- It must show how students can complete [Liberal Arts and Sciences \(LAS\) credits](#) appropriate for the degree.
- When a SUNY Transfer Path applies to the program, it must show how students can complete the number of SUNY Transfer Path courses shown in the [Transfer Path Requirement Summary](#) within the first two years of full-time study (or 60 credits), consistent with SUNY's [Student Seamless Transfer policy](#) and [MTP 2013-03](#).
- Requests for a program-level waiver of SUNY credit limits, SUNY GER and/or a SUNY Transfer Path require the campus to submit a [Waiver Request](#)—with compelling justification(s).

EXAMPLE FOR ONE TERM: Undergraduate Program Schedule

Term 2: Fall 20xx		Credits per classification						
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Prerequisite(s)	
ACC 101 Principles of Accounting	4			4	4			
MAT 111 College Mathematics	3	M	3	3			MAT 110	
CMP 101 Introduction to Computers	3							
HUM 110 Speech	3	BC	3			X		
ENG 113 English 102	3	BC	3					
Term credit total:	16	6	9	7	4			

- b) For **graduate programs**, complete the **SUNY Graduate Program Schedule**. If the program has separate tracks or concentrations, complete a **Program Schedule** for each one.

NOTE: The **Graduate Schedule** must include all curriculum requirements and demonstrate that expectations from [Part 52.2\(c\)\(8\) through \(10\) of the Regulations of the Commissioner of Education are met](#).

SUNY Undergraduate Program Schedule (*OPTION: You can paste an Excel version of this schedule AFTER this line, and delete the rest of this page.*)

Program/Track Title and Award: _____

a) Indicate academic calendar type: ☐ Semester ☐ Quarter ☐ Trimester ☐ Other (describe): _____

b) Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

c) Name of SUNY [Transfer Path](#), if one exists: _____ See [Transfer Path Requirement Summary](#) for details

d) Use the table to show how a typical student may progress through the program; copy/expand the table as needed. Complete all columns that apply to a course.

Term 1: See KEY.								Term 2: See KEY.									
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites	Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites		
Term credit totals:								Term credit totals:									
Term 3: See KEY.								Term 4: See KEY.									
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites	Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites		
Term credit totals:								Term credit totals:									
Term 5: See KEY.								Term 6: See KEY.									
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites	Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites		
Term credit totals:								Term credit totals:									
Term 7: See KEY.								Term 8: See KEY.									
Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites	Course Number & Title	Cr	GER	LAS	Maj	TPath	New	Co/Prerequisites		
Term credit totals:								Term credit totals:									
Program Totals (in credits):		Total Credits:		SUNY GER:		LAS:		Major:		Elective & Other:		Upper Division:		Upper Division Major:		Number of SUNY GER Categories:	

KEY Cr: credits GER: [SUNY General Education Requirement](#) (Enter Category Abbreviation) LAS: [Liberal Arts & Sciences](#) (Enter credits) Maj: Major requirement (Enter credits) TPath: [SUNY Transfer Path](#) Courses (Enter credits) New: new course (Enter X) Co/Prerequisite(s): list co/prerequisite(s) for the noted courses Upper Division: Courses intended primarily for juniors and seniors SUNY GER Category Abbreviations: American History (AH), Basic Communication (BC), Foreign Language (FL), Humanities (H), Math (M), Natural Sciences (NS), Other World Civilizations (OW), Social Science (SS), The Arts (AR), Western Civilization (WC)

SUNY Graduate Program Schedule *OPTION:* *You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.)*

Program/Track Title and Award: **M.S in Environmental Science – Professional Experience option or Project option** _____

a) Indicate **academic calendar** type: [X] Semester [] Quarter [] Trimester [] Other (describe):

b) **Label each term in sequence**, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

c) Use the table to show **how a typical student may progress through the program**; copy/expand the table as needed.

d) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1:Fall semester				Term 2:Spring Semester			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
FOR545 Introduction to Soil Science	3		Chemistry	FOR538 Meteorology	3		
FOR642 Watershed Ecology & Management	3			FOR796 Natural Hazards	3		
ENS796 GPES Seminar	1			FOR689 Natural Resources Law&Policy	3		
APM510 Statistical Analyses	3						
Term credit total:	10			Term credit total:	9		
Term 3:Fall Semester				Term 4:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
ENS or FOR or EB or CHE elective	2-3						
ENS or FOR or EB or CHE elective	3						
ENS or FOR or EB or CHE elective	3						
ENS 898 Professional Experience or ENS 899 Master's Research	3						
Term credit total:	11-12			Term credit total:	0		
Term 5:				Term 6:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Term 7:				Term 8:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Program Total:	Total Credits: 30-31	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: ENS 898 Professional Experience (3cr) or ENS 899 Master Research (3 cr)					

New: X if new course Prerequisite(s): list prerequisite(s) for the listed courses

SUNY Graduate Program Schedule *OPTION:* *You can insert an Excel version of this schedule AFTER this line, and delete the rest of this page.)*

Program/Track Title and Award: M.S in Environmental Science – Master Thesis option _____

e) Indicate **academic calendar** type: [X] Semester [] Quarter [] Trimester [] Other (describe):

f) **Label each term in sequence**, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)

g) Use the table to show **how a typical student may progress through the program**; copy/expand the table as needed.

h) Complete the last row to show program totals and comprehensive, culminating elements. **Complete all columns that apply to a course.**

Term 1: Fall semester				Term 2: Spring Semester			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
FOR545 Introduction to Soil Science	3			FOR538 Meteorology	3		
FOR642 Watershed Ecology & Management	3			FOR689 Natural Resources Law&Policy	3		
ENS796 GPES Seminar	1			APM 620 Analysis of Variance	3		
APM510 Statistical Analyses	3			ENS 899 Master's Research	1		
ENS 899 Master's Research	1						
Term credit total:	11			Term credit total:	10		
Term 3: Fall Semester				Term 4:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
ENS 899 Master's Research	2			EST 899 Master's Research	2		
ERE 520 Stormwater Management	3			FOR796 Natural Hazards	3		
Term credit total:	5			Term credit total:	5		
Term 5:				Term 6:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Term 7:				Term 8:			
Course Number & Title	Credits	New	Co/Prerequisites	Course Number & Title	Credits	New	Co/Prerequisites
Term credit total:				Term credit total:			
Program Total:	Total Credits: 31	Identify the required comprehensive, culminating element(s), such as a thesis or examination, including course number(s), if applicable: ENS 899 Master Research at least 6 credits and completing Master Thesis					

New: X if new course

Prerequisite(s): list prerequisite(s) for the listed courses

Section 4. SUNY Faculty Table

- a) If applicable, provide information on faculty members who will be teaching new or significantly revised courses in the program. Expand the table as needed.
- b) **Append** at the end of this document position descriptions or announcements for each to-be-hired faculty member

(a) Faculty Member Name and Title and/or Rank at the Institution (Include and identify Program Director.)	(b) % of Time Dedicated to This Program	(c) Program Courses Which May Be Taught (Number and Title)	(d) Highest and Other Applicable Earned Degrees (include College or University)	(e) Discipline(s) of Highest and Other Applicable Earned Degrees	(f) Additional Qualifications: List related certifications and licenses and professional experience in field.
PART 1. Full-Time Faculty					
Part 2. Part-Time Faculty					
Part 3. To-Be-Hired Faculty (List as TBH1, TBH2, etc., and provide expected hiring date instead of name.)					