



State University of New York College of
Environmental Science and Forestry
Academic Affairs Committee

Minutes for October 1, 2024 Meeting 11 AM
252 Marshall Hall

Voting members present: Ruth Owens, Michael Schummer, Zora Thomova, Erika Blair, Jamie Shinn, Christine Georgakakos, Eddie Bevilacqua, Avik Chatterjee, Jess Fenn

Non-voting members present: Terrance Caviness, Erin Tochelli, Elizabeth Minard, Leslie Rutkowski, Spencer Berg

1. Call to Order 11:04
2. Approval of Minutes **Approved by acclamation**
3. Updates from the Associate Provost
 - a. Accessory Instruction form for spring, may require advisor approval. Hoping for the form to be through power automate or another electronic source.
 - i. Fall Waivers closed at the end of the drop deadline
 - b. Notes will be available in Degree Works Audits for advisors to utilize.
4. Old Business
 - a. [Grade Forgiveness Policy](#)
 - i. Continue to include until we are ready to review. Comments were received/answered by proposer. We will discuss at our next meeting.
 - ii. Conversation will focus primarily on how to operationalize the policy.
5. New Business
 - a. [Microcredential Proposal Form](#)
 - i. Question about whether we can even review non-credit MCs
 1. SUNY has said that the campus can decide how to govern and approve MCs, so we could assign a different group but that would have to be in the MC policy. Since we have no other group now, it should be reviewed by AAC based on the policy that was already approved.
 2. We have not historically offered non-credit bearing courses (like college prep courses), but those courses would normally go through the typical review of AAC
 3. As an academic activity, this should be reviewed here.
 - ii. 2.17 and 2.18- should we remove the instructor name from the table? If a faculty member separates or retires from the college, would that require an update to the paperwork if we leave it there?
 1. Include because for the construction of the program, you need the faculty attached to build it out. If or when someone leaves, their successor would be expected to follow the curriculum or revise if they are significantly changes this.

- iii. The form is focused on launching a program, but we will need a revision form as well.
- iv. Will this be in the catalog? There is not catalog narrative included in the form.
 - 1. Unclear where this will be published. Some campuses have it in the catalog, others do not.
- v. Should there be a history of the MC included, as in course proposals?
- vi. Signature page- update the reviewers, remove unnecessary approvals
- vii. Remove CIP

Approved

- b. [New Minor Plant Science](#)
 - i. Question about including LSA 233, and whether LA was contacted since the course is historically full.
 - ii. There is an issue with saying that only 6 credits can double count in the major and minor, because the system isn't "smart" enough to understand that free electives are scribed as being part of the core major. This will have to be addressed with the Registrar.

Approved

- c. [Posthumous Degree Policy](#)
 - i. There is a question about why the limitation of 75% and not allowing anyone who passing away while enrolled being awarded a degree. That would be more of an honorary degree, which we could consider.

Approved

- d. [Course Revision, EFB 306 Wildlife Field Techniques](#)
 - i. There was a question about approval process for students requesting admission. Since it is a CLBS course, they will control this.

Approved

- e. [New Course Proposal, EFB 433 Flora of CNY](#)
 - i. No comments, **Approved**

Remaining items tabled.

- f. [Course Revision, APM 105 Survey of Calculus and its Principles](#)
- g. [Course Revision, APM 485 Differential Equations for Science Engineers](#)
- h. [New Course Proposal, SUS 385 Green Building](#)
- i. [New Course Proposal, SUS 345 Solar Power](#)
- j. [New Course Proposal, SUS 205 Sustainable Ecology](#)

Meeting Adjourned at 12:14