



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

Minutes for October 29, 2024, Meeting 11 AM  
252 Marshall Hall

Voting members present- Ruth Owens, Michael Schummer, Zora Thomova (votes only in tied decisions), Erika Blair, Jamie Shinn, Christine Georgakakos, Eddie Bevilacqua, Avik Chatterjee, Jess Fenn, Ann Moore, Emanuel Carter, Robert Meyer

Non-voting members present- Terrance Caviness, Erin Tochelli, Elizabeth Minard, Leslie Rutkowski, Sue Sanford, Tania Ploumi, Dan Collins

1. Call to Order 11:03 AM
2. Updates from the Associate Provost
  - a. Special topics and new course page for Spring on Registrar's website
3. Discussion Items
  - a. EPH prefix use
    - i. Can we post this course for spring, without having first approved the course.
    - ii. EPH= Environmental Physics
    - iii. There was a question about why there is a new prefix instead of embedding them in the department.
    - iv. Should FOR 110, Environmental Physics be moved? That will be up to the department
    - v. We have had other required courses that have used 296 courses before being approved, so why should we allow this to happen now? This is the central question. Are we comfortable allowing this for this situation only, or should we continue with the 296 special topics
    - vi. Generally considered that this would cause less confusion for students and advisors. **Approved 9-0-2**
  - b. Committee charge-
    - i. Time for bylaws review. Request to review charge  
This committee is charged with all matters of the College's instructional program. The committee shall assess the College curriculum; set standards for evaluating student academic performance and academic integrity; create, review and assess academic policies from matriculation through graduation; promote, support, and evaluate instructional quality; provide consultation in areas of academic technology and instructional spaces; review and consult on changes to academic programs, including creation and discontinuation of programs; and consult with ad hoc committees to review petitions, probations, academic suspensions, and dismissals.
4. Old Business
  - a. [Grade Forgiveness Policy](#)

- i. This is the resolution to create the policy, so the actual language and operationalization will be further developed.
- ii. What is the timeline that a student could request this? In the resolution it is suggested that it would be within the semester of the major change
- iii. Process would be for AG to support the resolution, then the policy would be written and reviewed again at this group, and then it would go back to AG.
- iv. Concern about the degradation of standards of what it means to be an ESF student, and that this would further diminish the quality of our education. We should be careful about how liberally this policy is applied.
- v. Guidance should be provided so that there is a limit on when can occur and how many credits can be “removed”
- vi. If advisors have to sign off on the change of major, could you catch the students who are trying to abuse this? There are no barriers created in our current process.
- vii. Could we have an application process involved in this where students reflect on their previous experience and why they are better suited to their new program? **Approved 10-0-1**

#### 5. New Business

- a. [Course Revision, APM 105 Survey of Calculus and its Principles](#)- **Tabled**
- b. [Course Revision, APM 485 Differential Equations for Science Engineers](#)- **Tabled**
- c. Microcredential, Sustainable Design
  - i. Courses are not new, just being bundled together in the MC
  - ii. The MC learning outcomes, are they for the courses or the MC? There doesn't seem to be a greater picture of what the SLOs for the MC are and what tie these courses together. Unclear who would be doing the program SLO assessments.
  - iii. The classes are still stand alone, but the SLOs should be geared towards how we combine this knowledge to connect to a program. There should be fewer. **These comments apply to all three proposals.**
  - iv. Indicated as extra service. What is the sustainability of this program? Unsure with the departure of the Provost, but we are hoping to get more courses “on load”
  - v. Is there a benefit to having an asynchronous online test for the assessment of the MC?
  - vi. Retroactive MC, how far back can we go? Registrar is opposed to going back in time to approve something that didn't exist when students were enrolled. This idea came from SUNY.
    - 1. Brings up the question of currency of knowledge and the timeline.
  - vii. Revisions need to be emailed to the group as soon as possible. Erin will post new files as she is able.

**Tabled**
- d. Microcredential, Spatial Data Analysis for Sustainability **Tabled**
- e. Microcredential, Data and Systems Analysis **Tabled**
- f. [New Course Proposal, SUS 385 Green Building](#)

- i. 4.7 doesn't include two items of contact. This item is on only one aspect, 4.8 covers additional forms of contact with students.
  - ii. Students will be able for SLO **Approved 11-0-0**
- g. [New Course Proposal, SUS 345 Solar Power](#)
  - i. Is Photovoltaic one word or two? Inconsistent in document **Approved 11-0-0**
- h. [New Course Proposal, SUS 205 Sustainable Ecology](#)
  - i. This is a prerequisite for the program, but not everyone is able to take it prior to enrolling. This helps us to offer a needed course and keep more students at ESF for their courses
  - ii. Students will be able to... **Approved 11-0-0**

**Adjourned 12:14**