



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

Minutes for September 3, 2024 Meeting 11 AM
252 Marshall Hall

Voting members present: Ann Moore, Emanuel Carter, Ruth Owens, Erika Blair, Jess Fenn,
Jamie Shinn, Avik Chatterjee, Eddie Bevilacqua

Non-voting members present: Zora Thomova, Erin Tochelli, Spencer Berg, Beth Minard,
Darshini Roopnarine, Leslie Rutkowski, Terrance Caviness (voted on behalf of EB)

1. Call to Order 11:08- Thanks to CNS for trying to help us connect!
2. Introductions
3. Committee Charge
 - a. 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.
 - b. FYI there is a gen ed assessment subcommittee of this group
 - i. New core competency- Civic Education and Engagement, Jean Yang of LA is one of the fellows on Civil Discourse
 - c. SUNY policies that need to be approved/reviewed/developed this year
 - i. Posthumous degrees
 - ii. Credit for prior learning
4. Proposal Deadlines:
 - Curriculum- January 17, 2025
 - Course- March 3, 2025
5. Administrative Approvals
 - a. [Revision to Academic Minor, Biotechnology](#) (6/4/2024)- change to reflect credit change in a required course
 - b. [Course Revision ERE 335 and ERE 550, Numerical and Computing Methods](#) (5/10/2024)- change to prerequisite
 - c. [Course Revision ERE 339, Fluid Mechanics](#) (5/10/2024)- change prerequisite to corequisite
6. Updates from the Associate Provost
 - a. Accessory Instruction took a lot of time/review this summer. New course development is in the hands of the departments.
 - b. MSCHE report due next August, this committee may contribute in some way.
7. Old Business
 - a. [Grade Forgiveness Policy](#)

- i. Registrar was able to test this in Banner, and it may be possible, but there are questions about how this would be reviewed or tracked. Language needs to be reviewed to make sure we have clear guidelines on this.
- ii. Question regarding why there is a limit to only one time ask for forgiveness.
 - 1. Common theme across comparable campus policies that were reviewed.
 - 2. As a resolution, we talk about the policy but need resources from the college to make this operational.
- b. Need follow up on Math Placement exam. Participation was up, but output was still based on program not student performance on the exam.

8. New Business

- a. [Microcredential Policy](#)
 - i. 2018, SUNY introduced this idea to upskill learners, on short-term, mostly online format.
 - ii. Many students start with a microcredential and move on to complete a degree or certificate
 - iii. ESF was awarded over \$400K to implement this
 - iv. Wide range of campus partners, campus constituencies, SUNY leaders have helped shape this policy.
 - v. Questions:
 - 1. What are shareable student artifacts?
 - a. A project, assignment, or another item that can be displayed to show mastery of a subject eg. A course in Photoshop would show an image that has been edited with Photoshop. This would be something people could add to their resume, like a portfolio. Working with Credly, as part of the badging, and the Library to house these.
 - b. Follow-up, in the noncredit microcredential policy the word shareable is not included. This needs to be fixed.
 - c. Follow-up, if there is a grant writing microcredential with shareable artifacts, how do you handle the protection of intellectual property or other protected information?
 - i. Working through what is allowed and how to deal with this. Students may use an old grant instead of something which would be presented with protected information
 - 2. There are a lot of proposals in the works. Is there any thought to starting with a few and growing, rather than developing all of these at once?
 - a. There is not a lot of time to recruit and we are already behind. We will not have a large population of students in any one program so developing multiple microcredentials, with lower enrollment will help to offset that and hopefully bring in revenue.
 - b. There is a lot of interest and OA does not want to turn people away when they have excitement over this.

3. Since we are losing access to SU, is there any thought for the credit-bearing microcredentials making up some of the difference for matriculated students?
 - a. OA is hoping that there is interest from our students as well as new populations for these courses.
 - b. Follow-up, will students be able to see this on Degree Works audits? OA says yes, but there was commentary from the body that we can't say that so definitively since we don't truly know that we are able to do that and very likely will not be able to do that for non-matriculated students at least at the beginning. Maybe in a future phase this will be possible.
4. How is the microcredential fee/tuition determined?
 - a. Credit bearing will follow the same billing as our regular classes.
 - b. Non-credit, getting guidance from SUNY on what is appropriate for these options.
 - c. SUNY is also working on a forward-facing enrollment look through Banner that we would be able to engage with.
5. How do we resolve the idea that these are supposed to be open to anyone, but there are some that may have prerequisite knowledge required and some that are post-baccalaureate?
 - a. Bootcamp to prep students may be possible
 - b. Now that we can use extra service for faculty to develop these further, OA will work with the faculty to evaluate what a student needs to be successful in their microcredential.
6. Note: Environmental Studies would be the host of the Leadership/decision making MC, not Science.
7. Proposals will need the MC proposal as well as any associated course proposals.
8. What is the minimum grade for successful completion?
 - a. Credit- 2.0
 - b. Non-credit- satisfactory
9. Policy doesn't say how the MCs are stackable or if they all would be.

vi. Approved 7-0-0

- b. [Microcredential Proposal Form- Tabled.](#)

**Next meeting:
Tuesday, October 1
252 Marshall Hall**