



State University of New York College of  
**Environmental Science and Forestry**

Academic Affairs Committee

Voting members present- Eddie Bevilacqua, Avik Chatterjee, Shijie Liu, Robin Hoffman, Valerie Luzadis, Andrea Parker, Ruth Owens, Kim Schulz, Wendong Tao

Non-voting members- Jeremy Coleman, Casey Duffy, Breath Hand, Mark Hill, Leslie Rutkowski, Elizabeth Minard, Erin Tochelli

Minutes for December 13, 2022 Meeting 11 AM

1. Call to Order- 11:05
2. Approval of Minutes- Approved by acclamation.
3. Updates from the Associate Provost
  - DEISJ courses are being created or revised. We need to know the timing of gen eds within programs so we can plan for the number of seats needed for each department/major.
  - Programs can use the gen ed title for their curriculum, rather than specific course names in their proposals
  - Any program that is simply changing gen ed information can submit their revisions as Admin Approvals
    - o Gen ed question- should EWP 220 be approved as a communication course? If we have a transfer student who has taken a course that is equivalent to EWP 190, but doesn't fulfill oral communication, how would they complete that requirement?
      - If it's on the TAG as equivalent then we should accept it. If there is an institution that splits writing/oral comm we could have them take EWP 220 to complete the requirement.
      - Is it beneficial to have EWP 220 considered as a SUNY gen ed so that students in that situation would not have to petition the course to cover oral comm? It would make sense, so we should connect with the writing program to figure out what works.
      - We need to update TAGs when we change curricula. Communication needs to happen after approvals so it gets to the right places.
      - Lingering questions on whether AP courses are truly equivalent with these changes.
4. Academic Year and Associated Course Scheduling Requirements- Mark Hill
  - For our fall/spring we have to have 15 weeks of instructional time. We are not able to have flexible semester courses. For internships, we need some sort of contact with students every week.
  - You can have shorter "parts of term" or "modules" for summer, but they need to fit in the dates of those established parts of term.
  - For courses that are field trip based, you can shift some work throughout the semester so it still fits the regulations of the 15-week semester.
  - We will have to look at how the proposed Fall break will impact these parameters.

5. Conversation around appointing a chair. We discussed the options available and decided that if no one stepped into the role by 1/3/2023 we would consult with Gary Scott about next steps.
6. General update- GSA and MOSA are launching a research mentorship program. Stay tuned for more information!

Spring Semester Meetings:

1/31/2023

2/28/2023

3/28/2023

4/11/2023

5/2/2023- if needed