

COMMITTEE ON INSTRUCTION

7 April 2010

Meeting Minutes

Present: J. Brunner, P. Crovella, D. Daley, K. Doelle, J. Blankenship, D. Jager, M. Lin (USA representative), C. Nowak for Lianjun Zhang, J. Williamson

Ex-officio: Scott Shannon, S. Vandeburg

Others in Attendance: E. Carter, K. Tiss, G. Scott

The meeting came to order at 2:07 p.m.

1. *Call to Order/Welcome*

2. *Approval of minutes from 3/3/2010. It was noted that J. Blankenship was present at last meeting. C. Nowak sat in for L. Zhang. Minutes were approved with those two minor revisions.*

3. *New Approvals:*

Comments from CoI committee members should be submitted at least a week in advance.

C. Nowak had several questions related to learning outcomes, institutional inconsistencies, shared resources, course content. S. Shannon indicated he raised important points, especially outcomes objectives and make sure they are framed in course descriptions. Conditional approval is difficult if learning outcomes are not clear.

D. Daley asked that the course proposal changes include a brief narrative in description that should be included in the course description or changes in catalog description. Proposals sent with missing narratives should be sent back to departments for the additions.

J. Brunner asked for consensus on general guidelines for getting through today's meeting.

- **MLA Program Schemes** – Listed as 12-15 credit hours, why not 15? 15 is not required. Tabled for clarification on credit hours.
- **LSA 632 Plants and Landscapes** – C. Nowak commented on contact hours not justifying the two credit hours. Because it is a context of a professional degree, it is designed as a “professional” level course. Enrollment can be limited to professional degree-seeking students. Make sure it justifies the two credit hours. Approved pending minor edits.
- **LSA 640 Research Methods** - Approved pending minor edits
- **LSA 606 History of Landscape Architecture II** – Approved with minor edits.
- **LSA 700 Design Studio V** - submitted in old format-does not include learning objectives. Needs to be put in the new format. E. Carter will need to add measureable learning outcomes and bring back to special session of CoI. How long has it been on the books? This will come up with Middle States review anyway. Tabled pending additional information.

- **LSA 651 Comprehensive Land Planning** - Submitted in old format- does not include learning objectives. Needs to be put in the new format. Learning outcomes need to be clarified. Approved pending minor revisions.
- **CLL 390 Literature of Nature** - Lacking the course description and no library resources listed. Course modifications may need new resources included as well. Approved pending minor edits.
- **CLL 490 Contemporary Literature of Nature** - Approved pending minor edits.
- **CLL 410 Writing for Environmental Professionals** - Approved pending minor edits.
- **CLL 405 Writing for Science Professionals** –need to be formatted following guidelines, streamlined catalog descriptions. Approved pending minor edits.
- **CLL 311 Urban Environmental Literature** – needs updated course description, missing institutional impact. Approved pending minor edits.
- **CLL 290 Writing, Humanities, and the Environment** – Currently an approved General Education course for humanities not a basic communication course. Need clarification if it should be a basic communication course. Formatting issues with course description. Tabled until approved by General Education.
- **CLL 190 Writing, and the Environment** – Approved for basic communication requirements. Box for humanities is checked, but it has not been approved by General Education Committee. Tabled until approved by General Education. In addition, the learning outcomes are not clear. S. Shannon indicated he does not have a problem sending proposals back to the departments for major revisions.

D. Daley wanted to be sure that by voting on the courses does not mean they will be automatically added to the General Education List. The CoI does not approve General Education courses.

- **EST 321 Government and the Environment** - Course description needs updated. Tabled.
- **EST 221 Introduction to American Government** - Course description needs updated. Tabled.
- **ENS 601 Water Resources Management** - Needs minor revision. Tabled.
- **GNE 160 Computing Methods for Engineers and Scientists** - Has no prerequisites listed. It is an entry level course. The prerequisites or co-requisites need to be added. Tabled pending approval of the prefix and revision of prerequisites/co-requisites in the catalog description.
- **PSE 132 Orientation Seminar: Paper Science and Engineering** - Identical description with BPE 132, and offered by the same department. S. Liu discussed reason for having two separate courses even though they are the same description and. From resource stand point it makes more sense to keep separate. Credits cannot be granted for both PSE 132 and BPE 132. Tabled until making two distinct courses or move to one course.
- **BPE 132 Orientation Seminar: Bioprocess Engineering** - Identical description with PSE 132. Tabled until making two distinct courses or move to one course.
- **BPE 300 Introduction to Industrial Bioprocessing** - Course description needs to be updated. D. Jager asked if the health and safety box need to be checked for field trips. Revision made to require field trips. Approved.

- **Graduate Program in Paper & Bioprocess Engineering and Revisions to Graduate Program in Division of Engineering DoE** - Tabled by a motion. Moved by Brunner and seconded by Crovella to table.
- **FCH 360 Physical Chemistry I** - Approved.
- **EFB 445 Plant Ecology and Global Change** - Approved pending minor changes.
- **EFB 480 Principles of Animal Behavior** - Approved pending minor changes.
- **EFB 645 Plant Ecology and Global Change** - Approved pending minor changes.
- **CME 422 Composite Materials for Sustainable Construction** - Tabled pending additional information.
- **WPE/CME 404 Applied Structures** - Course proposal not complete: no catalog description and missing information. Tabled.
- **WPE 255 Plan Interpretation and Quantity Takeoff** - Approved pending minor revisions.
- **CME 580 Microtechnique of Wood**. Tabled.

The following ERFEG Course Drops were approved for removal from the course catalog:

ERE 225 Engineering Graphics
ERE 310 Environmental Measurements and Spatial Information
ERE 450 Introduction to Geographic Information Systems
ERE 550 Introduction to Geographic Information Systems
ERE 552 Fundamentals of Remote Sensing
ERE 563 Photogrammetry I
ERE 580 Coordinate Systems for GIS
ERE 652 Remote Sensing Interpretation
ERE 664 Photogrammetry II
ERE 760 Analytical Photogrammetry 1
FEG 350 Introduction to Remote Sensing for Engineers
FEG 352 Introduction to Remote Sensing
FEG 363 Photogrammetry I
FEG 420 Harvest Systems Analysis

Proposal made by K. Tiss to expand character limit from 500 to 1000 in the description section of the course proposal form. Change in limit was approved administratively.

K. Tiss requested removal of 16 WPE/ERE proposals from CoI vote as they are all administrative changes, namely updates to descriptions. Changes will be made using the updated proposal form that will allow for 1000 characters instead of 500.

- **WPE 303 Sustainable Construction Management and Engineering Internship** – Approved.
- **WPE 331 Construction Safety (Shared resource with ERE 531)** - Approved.
- **WPE 335 Cost Engineering (Shared resource with ERE 535)** - Approved.
- **WPE 343 Construction Estimating (Shared resource with ERE 543)** - Approved.
- **WPE 350 Construction Methods and Equipment (Shared resource with ERE 525)** - Approved.
- **WPE 376 Decay of Wood Products** – Approved.
- **WPE 453 Construction Planning and Scheduling (Shared resource with ERE 653)** - Approved
- **WPE 454 Construction Project Management (Shared resource with ERE 654)** - Approved.
- **WPE 455 Construction Contracts and Specifications (Shared resource with ERE 658)** - Approved.
- **Urban Forestry Minor** - Approved.
- **FOR 481 Introduction to Arboriculture** – Confusion on perquisites. Approved with minor edits.
- **APM 671 Map Accuracy Assessment** - Approved.
- **APM 510 Statistical Analysis** - Approved.
- **APM 620 Experimental Design and ANOVA** - Approved.
- **APM 625 Sampling Methods** - Approved.
- **FOR 523 Tropical Ecology** - Approved.
- **FOR 530 Studies in Silviculture** - Approved pending minor edits.
- **FOR 607 Restoration Ecology** - Approved.
- **FOR 685 Business and Managerial Law** - Approved.

- **FOR 690 Integrated Resources Management** - Approved pending minor edits.
- **FOR 692 Capstone in Forest and Natural Resources Management** Approved pending minor edits.
- **FOR 694 Writing for Scientific Publication** - Approved.
- **FOR 330 Studies in Silviculture** - Approved.
- **FOR 485 Business and Managerial Law** - Approved.
- **ERE 525 Construction Methods and Equipment (Shared resource with WPE 350)** - Approved.
- **ERE 531 Construction Safety (Shared Resource with WPE 331)** - Approved.
- **ERE 535 Cost Engineering (Shared resource with WPE 335)** - Approved.
- **ERE 543 Construction Estimating (Shared Resource with WPE 343)** - Approved.
- **ERE 653 Construction Planning and Scheduling (Shared Resource with WPE 453)** – Approved.
- **ERE 654 Construction Project Management (Shared Resource with WPE 454)** - Approved.
- **ERE 658 Construction Contracts and Specifications (Shared resource with WPE 455)** – Approved.
- **ERE 530 Numerical and Computing Methods** - Approved.
- **ERE 540 Engineering Hydrology and Hydraulics** – Approved with administrative changes.
- **ERE 553 Introduction to Spatial Information** - Approved.
- **ERE 566 Introduction to Global Positioning Systems** - Approved.
- **ERE 612 River Form and Process** - Approved.
- **ERE 621 Spatial Analysis** - Approved.
- **ERE 622 Digital Image Analysis** - Approved.
- **ERE 643 Water Pollution Engineering** - Approved.
- **ERE 644 Hydro-Meteorology** - Approved.
- **ERE 645 Hydrologic Modeling** - Approved.
- **ERE 650 Environmental Hydraulics** - Approved.
- **ERE 674 Methods in Ecological Treatment Analysis** - Approved.
- **ERE 675 Ecological Engineering for Waste Management** - Approved.
- **ERE 692 Remote Sensing of the Environment** - Approved.
- **ERE 693 GIS-Based Modeling** - Approved.

- **ERE 797 Research Methods in ERE** - Approved.
- **CMN 220 Public Presentation Skills** - Missing updated course description. Approved pending minor revisions.
- **WPE 255 Plan Interpretation and Quantity Takeoff** - Approved.
- **APM 395 Probability and Statistics for Engineers** - Approved with edits.
- **APM 595 Probability and Statistics for Engineers** - Approved with edits.
- **ERE 440 Water Pollution Engineering** - Approved with edits.
- **ERE 444 Hydro-Meteorology** - Approved with edits.
- **ERE 445 Hydrologic Modeling** - Approved with edits.
- **ERE 450 Environmental Hydraulics** - Approved with edits.
- **FEG 335 Numerical and Computing Methods** - Approved with edits.
- **FEG 340 Engineering Hydrology and Hydraulics** - Approved with edits.
- **FEG 412 River Form and Process** - Approved with edits.
- **FEG 489 Forest Engineering Planning and Design** - Approved with edits.
- **ERFEG Curriculum Proposal** – name change and proposal - Approved.
- **BS Environmental Resources Engineering Curriculum** - Approved.

Meeting Adjourned at 4:00 pm. Final meeting for the academic year is scheduled for Wednesday, May 5, 2010, 2:00-4:00 p.m., 217 Bray Hall.