Meeting Minutes  
Committee on Instruction  
College of Environmental Science and Forestry  
Tuesday 6 March 2001  
229 Bray Hall

Present: M. Bennett, S. Chatterjee, M. Duggin, R. Frey, A. Lewis, N. Murphy, B. Nordenstam, G. Scott, J. Verostak.

Meeting called to order at 1:06 pm

I. Minutes of the 30 January 2001 meeting stand approved with a correction to delete the attachment of the policies on graduate students use of human subjects.

II. Curriculum and Course Proposals:

  WPE proposal on curriculum on the undergraduate curriculum. CMWPE received comments to adjust the course descriptions which must be made prior to the meeting of the Faculty. Proposal approved pending corrections to the course descriptions and a final memo from G. Kyanka stating that the curriculum changes went through the appropriate review process.

  New course in Faculty of Chemistry - FCH 612 - Advanced Environmental Chemistry - Approved

  R. Frey reported that graduate students have expressed concern for an increase in the number of undergraduate students enrolling in shared resource courses. The graduate students wonder about the dilution of the course content to accommodate the undergraduates at the expense of the graduate component.

  Anticipated changes for the 10 April 2001 COI meeting include proposals from the Faculties of Environmental Resources and Forest Engineering, Forestry, and Environmental Studies.

III. Course Catalog Descriptions [& Curriculum Changes] – not yet ready for distribution.

IV. General Education -- A resolution of the Faculty regarding General Education is proposed for discussion and action at the 22 March 2001 Meeting of the Faculty. A.
Lewis distributed General Education Assessment information. C. Spuches and one other person will represent ESF on the Assessment Committee.

V. Policies on Academic Minors – R. Frey provided a background to approved terminology for academic minors. There was a discussion on who has authority to approve minors for students. G. Scott moved to forward the proposal to the Meeting of the Faculty. S. Chatterjee seconded the motion. Approved. The proposal on academic minors will be posted on the COI web site and forwarded as an action item for the 22 March 2001 Meeting of the Faculty.

VI. Graduate Policies Regarding Survey Questionnaires – B. Nordenstam reported that there have always been Policies regarding Use of Human Subjects. The COI recommended that the policy be posted on the web site and suggested forwarding it to President Murphy for campus-wide distribution.

VII. Quality of Instruction Subcommittee – no report

VIII. Academic Standards Subcommittee – no report

IX. Old Business - none

X. New Business – M. Bennett noted that the Faculty of Landscape Architecture will require graduate students to include a disclaimer statement in graduate theses. No need for college-wide policy. R. Frey and B. Elkins are exploring the potential for electronic distribution of graduate theses and dissertations.

XI. Next COI meeting scheduled for 10 April 2001, 1:00-2:20 pm in 229 Bray Hall.

Meeting adjourned at 2:19 pm.