Meeting Minutes
Committee on Instruction
College of Environmental Science and Forestry
Thursday, 3 October 2002
323 Walters Hall

Present: T. Amidon, M. Bennett, C. Davis, J. Ellis, R. Frey, R. Hanna, D.S.

Meeting called to order at 1:00 pm
I. Minutes of the 13 April 2002 meeting stand approved.

II. Steve Keller will be the chair of the Subcommittee on Instructional Quality;
Craig Davis will be the chair of the Subcommittee on Academic Standards.

III. Curriculum and Course Proposals: New BS in Biotechnology - Approved

IV. Course changes must be submitted to COI by 1 March 2003; Curriculum
changes must be submitted to COI by 1 February 2003 in order to be
included in the 2003-2004 catalog.

V. General discussion of topics for 2002-2003
   a) Graduate student policies -- as per previous year's proposal - Accepted
      as agenda item for 7 November 2002 meeting of COI
   b) AP credit policy - as per memo from T. Fletcher -- request to review and
      update ESF policy on acceptance of AP credits for transfer students.
      Accepted as agenda item for future COI meeting
   c) Policy direction for General Education - R. Frey recommended
      standardization of how courses are approved, how exceptions are made
      and who will make these decisions. Accepted as agenda item for future
      COI meeting.
   d) Individualized Studies Program (ISP) - discussion per proposal by J.S.
      Turner. COI will take action if a formal proposal is put forth. Comments
      included:
      • Does an ISP make sense for a specialized college?
      • An ISP will stretch limited resources, especially in coursework and
       will likely increase demand for accessory instruction
• The newly-approved BS in Environmental Science is the ISP and has been approved by NYS.

• An alternative to an ISP is the concept of minors.

VI. Other business -- ABET was critical of the ESF catalog and the variety of formats for curricula, especially with the numerous footnotes and "special cases." Discussion of how the development and evolution of the format came about as a result of changes in policies and practices related to transfers and freshmen. Not a governance (COI) issue - an Academic Council issue

VII. Next COI meeting scheduled for 7 November 2002, 1:00-2:30 pm in 229 Bray Hall.

Meeting adjourned at 2:29 pm.