

COMMITTEE ON CURRICULUM

March 5, 2014

254 Baker

Meeting Minutes

Voting Members present: Chatterjee, Cohen, Daley, Donaghy, Hassett, Kyanka, Shannon (voting for President Wheeler), Verostek, Vanucchi, Wagner, Whitmore

Non-voting members and guests present: Chandler, Newman, Sanford, Schultz, Selfa

Unable to attend: Benza, Spuches, Wheeler

1. The meeting was called to order at 12:49 pm.
2. Approval of Minutes from January 29, 2014. The minutes from the January 29, 2014 meeting were approved unanimously as submitted.
3. Announcements
 - a. The following proposals are currently posted on the CoC website for general faculty review.
 1. FOR 333 / 533 Natural Resources Managerial Economics
 2. FOR 454 Renewable Energy Finance and Analysis
 3. FOR 499 Internship in Forest and Natural Resources Management
 4. CME 387 / 587 Renewable Materials for Sustainable Construction
 5. CME 422 / 622 Composite Materials for Sustainable Construction
 6. Environmental Writing and Rhetoric Minor
 7. Mathematics Minor
 8. Physics Minor
 9. Computer and Information Technology Minor
 - b. Proposals submitted for CoC completeness review. The following proposals are currently under completeness review prior to submission to the full committee review process.
 1. FOR 458 / 658 Advanced GIS
 2. ENS 470 Environmental Risk Assessment
 3. Environmental Chemistry BS curriculum
 4. Sustainable Polymer Chemistry BS curriculum
 5. Environmental Studies Curriculum revision – topic revision.
4. Old business:
 - a. FCH 110 *Survey of Chemical Principles* - tabled from January 29. This item had been tabled because the proposer had not provided sufficient information on the satisfaction of General Education requirements. The revised proposal was deemed sufficient and no further discussion ensued. Approved unanimously.
 - b. The Dean reported that slow progress was being made on the generic catalog and course descriptions and on the feasibility of creating an ESF*** generic course for study abroad. He would provide a further update at the next meeting. These items are to remain on the agenda.
5. New Business.

- a. Communication. After some discussion on the dissemination of information to Committee members and to faculty it was decided that a weekly communication would suffice to alert CoC and faculty to the proposals under review. Donaghy suggested that all policy issues should be removed from CoC review and sent to IQAS. If the policy is deemed to relate to curriculum or other CoC business then IQAS can refer it to CoC. Daley encouraged that any further thoughts on the matter be sent to him.
- b. Proposals for action.
 - i. EFB request to drop the following courses: EFB 301 *Latin for Scientists*, EFB 334 *Woody plants in the natural and built landscape*, EFB 403 *Microbiological diseases of fish and wildlife*, EFB 409 *Molecular basis of evolution*, EFB 443 *Plant Virology*, EFB526 *Intro/Plant Tissue Cult*, EFB 555 *Chemical Ecology/Vertebrates*, EFB 609 *Molecular basis of evolution*, EFB 641 *Phytopathology*, EFB 733 *Tech In Plant Physiology*. There were no comments from campus review . Approved unanimously.
 - ii. OIGS policy 2014.2. Proposed policy and procedures for ESF student use of SUNY Intra-system Cross Registration. There were no comments on this during the faculty review period. Donaghy stated that it may be that CoC needs a policy subcommittee to look specifically at policy. She had taken this to IQAS and received several comments. Committee members noted that this policy relates only to undergraduate students taking a full load during the Fall or Spring semesters. It does not apply during summer session. Donaghy suggested that the Committee table discussion for later or refer the policy to IQAS, since IQAS was already looking at it. Daley noted that the policy was not fully within the scope of CoC and may in fact be an administrative issue. Shannon moved that further review and discussion should be moved to IQAS. The motion to remove the review of this item to IQAS was approved.
 - iii. EST 255 *Research Methods for Environmental Studies*. There were no comments on this proposal during the review period. Chatterjee pointed out that the number of credit hours was missing in the catalog description. Sanford noted that transfer students will not have taken this required course and asked whether the cap accounted for the number of transfer students that might need it. Selfa stated that the cap of 60 would be enough to accommodate the transfer students and regular students. Approved with minor revision – adding number of credit hours to catalog description.
 - iv. EWP 407 *Writing for Environmental and Science Professionals*. There were no comments on this proposal during the review period. Approved without discussion.
 - v. EWP 444 *Professional Writing for Paper & Bioprocess Engineers*. There were no comments on this proposal during the review period. Approved without discussion.
 - vi. FOR 232 *Natural Resources Ecology*. Comments received during the review period were satisfactorily addressed. Approved. .
 - vii. FOR 740 *Advanced Watershed Hydrology and Biogeochemistry*. Chatterjee noted that the outcomes did not appear as a bulleted list, and that the course was neither a required nor an elective course. Approved.
 - viii. EFB *Marine Science Minor*. Daley noted that neither this minor proposal nor the Native Peoples minor proposal specified a minimum GPA. Schultz stated that these minors will follow the stated College policy regarding the GPA a student

requires to be eligible to take a minor. There was some discussion as to whether the College minimum GPA for eligibility to take a minor was 2.75 or 2.7. Donaghy confirmed that policy adopted by Faculty Governance on December 8, 2010 specified a 2.7 minimum GPA. CoC needs to bring the minor GPA requirements for all existing minors into line with this policy. Wagner asked if this could be done administratively. Daley suggested the CoC should contact each of the departments with minors that do not align. The Marine Science minor was approved as proposed and forwarded to Faculty Governance for approval.

- ix. *EFB Native Peoples and the Environment Minor*. Daley had made some comments that Schultz addressed at the meeting. Some of the 496 classes referenced in the proposal will eventually be formalized, so they should remain as proposed. A minor curriculum change can be made at the time of formalization. Since having a 496 special topics class as a requirement caused some discussion Schultz agreed to move this to an elective and have only two required courses. Daley noted that special topics classes can be used with special permission of the minor coordinator, and Schultz agreed to add wording to that effect. Donaghy stated that those with a GPA lower than the minimum can petition to take a minor, and Whitmore agreed that students are slipping through with a low GPA because of the petition process. It was confirmed that if a student slips below the minimum GPA while taking a minor he/she can still remain in the minor. Chandler asked if there was any way the minor coordinator could be listed on the minor's web page or in the catalog, as students are often asking for that information. Shannon was asked to look into getting current contact information for minors. *Native Peoples and the Environment Minor* was approved with revisions (removing a special topics course from the required courses; adding language allowing special topics to be included by petition) and forwarded to Faculty Governance for approval once the revisions are received.
- x. *Environmental Studies Curriculum revision – course changes*. Daley stated that this revision was a minor modification to add EST 255 to the program, dropping APM 255. There was some confusion concerning the reference to EST APM 255 in the justification narrative. Daley suggested that, if there were no objections, the Committee should approve this revision but not forward it to Faculty Governance until the revision currently under completeness review is also approved. Selfa wants to have this proposal go through this year. Donaghy stated that if the next revision is not approved by CoC then this current revision should be forwarded before April 30. Proposal approved by CoC but will be held for forwarding until next revision is approved, or April 30, whichever is sooner.

6. Updates from the Dean. There were no updates from the Dean.

The meeting was adjourned at 1:46 pm. The next meeting of the Committee on Curriculum will take place on Wednesday, March 26, at 12:45 pm in 254 Baker.

Summary of action items:

- 1 Dean Shannon is going to continue to work on the "Special Topics" generic catalog and course descriptions and on the feasibility of creating an ESF*** generic course for study abroad.
- 2 Dean Shannon is to look into obtaining a listing of current contact information for minors.