

COMMITTEE ON CURRICULUM

March 26, 2014

254 Baker

Meeting Minutes

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

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

Unable to attend: Benza, Spuches, Wheeler, Cohen,

1. The meeting was called to order at 1:46 pm
2. Approval of Minutes of March 5th meeting. The minutes from the March 5th meeting were approved unanimously as submitted.
3. Announcements
 - a. The following proposals are currently posted on the CoC website for general faculty review:
 - i. ERE 488 Engineering Project Management
 - ii. ERE 489 Environmental Resources Engineering Planning and Design
 - iii. ERE 545 Environmental Soil Physics
 - iv. ERE 640 Water Pollution Engineering
 - v. FOR 458 / 658 Advanced GIS
 - vi. ERE Curriculum Revision
 - vii. Environmental Studies Curriculum revision (topic change)
 - b. The following proposal is currently under completeness review prior to submission to the full committee review process:
 - i. ENS 470 Environmental Risk Assessment
 - c. Updates from the Dean. Dean Shannon reported on the status of General Education submissions. SUNY has changed the General Education course submission process and the response to the Dean's recent submissions was approximately a week. Four new General Education course have recently been approved by SUNY. The Dean will initiate the process to have the local ESF table of General Education classes updated to conform to the current SUNY table.

There were no announcements from faculty governance or the registrar.
4. Old Business
 - a. Generic catalog and course descriptions for each level of *96 course. Dean Shannon reported that he had put together generic descriptions for special topics courses (*296, *496, *596, *696, *796). He has forwarded these for review to Committee Chair Doug Daley. Once approved by Daley he (Shannon) will distribute them to all department chairs for the addition of appropriate prefixes and any necessary local modifications. The Chairs will then return them to the Dean/Committee on Curriculum using the course submittal forms or administrative approval forms. Daley reported that he has the descriptions but

has not yet had time to appropriately review them. He is attempting to make the descriptions even more generic. He asked for a Committee volunteer to help review the forms. Chatterjee volunteered to help. Shannon noted that a major point he had tried to make in the first draft of the descriptions was to differentiate the course objectives and outcomes using Blooms taxonomy. Wagner asked how the health and safety issues are being treated in this generic proposal if the *96 class is field-based. The Committee agreed that this should be addressed in the course syllabus. Daley stated that, with Chatterjee's help, he should have his review completed "soon." Daley also suggested that the Committee should suspend its rules that each new *96 course would have a unique course proposal. Instead, the Committee would use a generic course proposal for each division (e.g., 296, 496, 596, 696 and 796) and then provide a program prefix after Faculty review and adoption by the Committee.

- b. Report on the feasibility of creating an ESF*** generic course for study abroad. Dean Shannon reported that he will need to sit down with the Registrar and Emily Quackenbush to discuss this.
- c. Contacts for minors. Dean Shannon reported that he needs to complete a revision of the Minor Enrollment Form, using this to query departments on the departmental contact for their minors.

5. New Business

a. Proposals for Action.

- i. FOR 454 *Renewable Energy Finance and Analysis*. Chatterjee pointed out that there was an "of" missing in Section 3.4 of the form. Newman was authorized to add this. There was no further discussion and the proposal was approved unanimously.
- ii. FOR 499 *Internship in Forest and Natural Resources Management*. There had been no comments on this proposal during the review period. Hassett noted that this is a minor course revision. Chatterjee pointed out that the catalog description lacked a title. Newman was authorized to add this. There was no further discussion and the proposal was approved unanimously.
- iii. FOR 333 / 533 *Natural Resources Managerial Economics*. There had been no comments on this proposal during the review period. Chatterjee noted that the section on learning outcomes should begin with the phrase "After completing..." Newman was authorized to add this. After minimal discussion on the differences between the graduate and undergraduate courses, the proposals were approved unanimously.
- iv. CME 387 / 587 *Renewable Materials for Sustainable Construction*. During the review period there had been a comment on learning outcomes, which was addressed by the proposer. There were no further comments from the Committee and the courses were approved unanimously.

- v. *CME 422 / 622 Composite Materials for Sustainable Construction.*
Comments during the review period had been addressed. Approved unanimously with no discussion.
- vi. *Computer and Information Technology Minor*
Scott was present to affirm that all comments during the review period had been addressed. Hassett commented that these minors depended heavily on SU courses. Shannon pointed out that ESF has many math courses. Daley suggested that students would now be able to take courses at other SUNY institutions and transfer them in to complete a minor. The Committee approved the motion that this minor be forwarded to Faculty Governance with a recommendation for adoption.
- vii. *Physics Minor.* This new minor had been revised so that the Minimum GPA for eligibility was 2.7, to conform to College standards. There were no further comments from the faculty or the Committee. The Committee approved the motion that this minor be forwarded to Faculty Governance with a recommendation for adoption.
- viii. *Math Minor.* This new minor had been revised so that the Minimum GPA for eligibility was 2.7, to conform to College standards. There were no further comments from the faculty or the Committee. The Committee approved the motion that this minor be forwarded to Faculty Governance with a recommendation for adoption.
- ix. Environmental Studies Environmental Writing and Rhetoric Minor revision
- x. There had been no comments from the faculty or the Committee. The Committee approved the motion that this minor be forwarded to Faculty Governance with a recommendation for adoption.

There was some discussion on the scheduling of the next meeting, as the undergraduate “Spotlight” event was to take place the same day. After some discussion the meeting on April 16 was moved to noon on April 24th, with the meeting location to be determined.

Daley noted that there were not a lot of proposals this year. Whitmore expressed appreciation for Newman’s work on previewing the proposals before submission. Daley hoped that any remaining time on the CoC schedule not taken up with proposal approval could be used to get to “big thinking things” such as matters of academic policy, etc. He noted that attendance has been good during this year and participation has been great. The position of Chair may be available in Fall 2014, as it is a one-year renewable appointment.

Donaghy announced that there will be a series of “encouraging creativity” lunches at Nifkin starting the first week of April and running for about three weeks. The President will be providing lunch for all those who attend. The aim

is to encourage conversation across disciplines, and increase faculty collaboration and appreciation of the work of other faculty.

The meeting was adjourned at 1:29.

The next meeting of the Committee will take place on April 24, at 12:00, location TBD.

Summary of action items:

1. Dean Shannon to initiate the process of aligning the ESF General Education course listings with that of SUNY.
2. Daley and Chatterjee to continue to work with the special topics descriptions and forward them to Shannon for distribution to the departments.
3. Dean Shannon to meet with the Registrar and Emily Quackenbush to discuss a college-wide study abroad special topics class.
4. Dean Shannon to initiate the revision of the Minor Enrollment Form to include the faculty contact for the minor.
5. Newman to address various friendly amendments that need to be made to several proposals approved today.