



State University of New York
College of Environmental Science and Forestry

Committee on Curriculum

Minutes January 28, 2020 Meeting

324 Bray Hall, 11:00 am

Voting members present: Bevilacqua, Dibble, Owens, Schulz (in absentia), Shannon (for Amberg), Tao

Guests and others present: Caviness, Hill, Meashaw, Rutkowski, Tochelli

- 1) Call to Order (Bevilacqua)
- 2) Approval of Minutes from 11/14/19; 11/26/2019; 12/5/2019- **Approved**
- 3) Updates from the Dean (Shannon)
- 4) New Business
 - i. Proposals for Action (Bevilacqua)
 - i. Course Deactivation ERE 351- Has not been taught in 4-5 years. It was part of ENS as option, but that has been addressed. **Approved 6-0-0**
 - ii. Course Proposal ERE 520 (new)- 2.2/3.6 one of the following would make it clearer. Might want to remove which textbook is listed in 3.5- this may change and we might not want to have a certain text listed. There was a comment on the cost of the text, which is high. The library has a copy and the purchase of the text will not be required. The difference between 520/521, SLO 3 is the same which it should not be. Are the presentations graded in 520 or 521? Change to presentation AND discussion in 520. **Approved 6-0-0**
 - iii. Course Proposal ERE 521 (new)- Change 3.5 that has reference to presentations should be removed (should be preparation for presentation). Remove reference to textbook. **Approved 6-0-0**
 - iv. Policy Proposal PhD Candidacy Exam Procedure (revision)- Revise proposal to remove the reference to simple majority for approval; edit to not more than one dissenting vote. Form 2 may need some of the language of Form 3 to establish how long a student has between written/oral exams for review. Departments who wish to request the use of Form 3 should send memos to Dean Shannon to be included at a later time. **Approved 6-0-0**
 - v. Policy Proposal New Course Description Requirements for Independent Courses- Largely driven by the need to standardize these types of courses. The more critical component of this comes from Financial Aid (FA). Course descriptions cannot suggest that you can add a course at any time in the semester. For FA reasons, the semester must be a fixed period for all courses, or else we risk losing all federal aid for the whole semester.

There was a question on the wording of meeting on a “weekly basis”, could this be changed to regular basis? or should this be even more general? Essentially, there must be some form of weekly contact to fulfill the FA requirements. That does not necessarily mean a physical meeting, but some form of contact between student and faculty must occur, and should be scheduled.

Comment from a department about the fact that not all students who do summer internships register for them during that semester. They often push this to the fall. How do we police this? We need to shift how we present this to students and faculty. It has to be registered during the semester it was completed.

What is the absolute last date a student can be adding a class? FA says the add deadline should be the last day to fit the policy. A student would have to be participating in the activity from the beginning of the semester. This may mean the end of flex-short classes. This also impacts our summer because no uniquely scheduled classes are allowed because terms/modules cannot overlap.

This should also apply to Grad programs and students who are registered for research credit. **Tabled**

- ii. Presentation by Alumni Association on student textbooks
eCampus.com- Internet Dynamic pricing- checking prices across other platforms to change the price to be below the competitors/ price-match guarantee. They house books in warehouse, ship within 48 hours. They also have equipment such as hard hats/goggles available for purchase. Banner may be able to show students books after they register. They would be able to see the books ahead of registering. Can connect to Financial Aid. Buyback- if you apply to store credit you will get more than cash back. **On follow up with Debbie, this move is on hold for at least the next academic year.**