



State University of New York
College of Environmental Science and Forestry

Committee on Curriculum

Minutes March 3, 2020 Meeting

324 Bray Hall, 11:00 am

Voting members present: Bevilacqua, Dibble, Hoffman, Kristiansen, Liu, Owens, Schulz, Shannon (for Amberg), Tao

Guests and others present: Armani, Collins, Hill, Johnston, Meashaw, Minard, Sanford, Sonnenfeld, Tochelli

- 1) Call to Order (Bevilacqua)
- 2) Approval of Minutes from 1/28/2020- Approved
- 3) Updates from the Dean (Shannon)-
 - Keep alert on emails about COVID-19 in the coming weeks, and over spring break. What are our options if there is an outbreak? Would online be a possibility? Have it in the back of your mind that you may need to accommodate students, particularly graduating students.
 - Blackboard would be a good starting point. There are no limits to use, but you may need to ask for more contacts.
 - What is the solution for lab component courses? There may not be a uniform policy per se, but individual instructors may make their own decisions.
 - If the governor declares a state of emergency, there may be more leeway on contact hours for courses. -
 - Is USA involved in this conversation? Not at this point.
- 4) New Business
 - i. Proposals for Action (Bevilacqua)
 - i. Course Proposal ESF 321 (new)
 - Question about the number of credit hours (1-25), if this is a place holder, should this be a zero credit class? No, because this needs to trigger billing and financial aid. This enables them to transfer their FA to the institution they are actually attending. The high number is in an abundance of caution to accommodate potential differences in credit hours (non-Carnegie or other). **Approved 9-0-0**
 - ii. Course Proposal SUS 499 (new)
 - Question, are students needing this as an option? Short answer is yes, but this is simply optional for those who want it. Snaps to Doug for his SLOs. **Approved 9-0-0**
 - iii. Policy Proposal New Course Description Requirements for Independent Courses
 - Essentially we need to correct this in some way because for federal financial aid there needs to be credit assigned during the time they have their internship. Without set sessions we would have to do individual aid assessments for each student, which is not feasible.

-USA has concerns because they don't usually record their internships when it actually occurs. The summer internships create a financial burden on the students. 4 majors require internships, 10 have optional internship/research.

-Due to the remoteness of certain locations, weekly check-ins may be difficult and most faculty are 10-month appointments. The on-site/field supervisor of the internship can potentially be someone to report to. There are not specific designations on who the instructor is and how much time the weekly check-in has to be, so this could work.

-Could there be a pre-internship seminar and post-internship seminar, rather than summer internship required? This might be a dicey because how to you ensure the results of the work experience if we haven't been engaged in the internship itself. Can we require something that they don't earn credit for?

-You could do the 1-credit in summer and 2-credit follow up course, but 1-credit will likely not qualify most students for any summer aid (minimum is 6, unless a student is on Pell)

-Could there be a scholarship? We'd need funds. Kim has heard from the Development office that you can't create a fund for this sort of thing. Mark says that from what he understands, to make an endowment fund there is a minimum number to start an account.

-Students will not be allowed to sign up for credits later than the add/drop deadline if they are not already full-time (e.g. If an undergraduate student is signed up for 12 credits, but signs up for an independent study 5 weeks into the semester, they would be allowed because it doesn't change their aid status).

-“Students shall report their activities on a weekly basis for the duration of the course”
X98 fix “or”.

Tabled

- ii. Inclusion, Diversity & Equity in Environmental Education Course
 - There is a syllabus being generated by OIDE right now which could fulfill Other World Civ general education. See attached flyer for info on EST 296.
- 5) Continuing Business
- i. PhD Policy Proposal- The only department we heard from to add Form 3 to their defense options was ERE.

Next meeting:

Tuesday, April 14 in 217 Bray Hall