



State University of New York  
College of Environmental Science and Forestry

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Committee on Curriculum

### **Minutes September 26, 2019 Meeting**

**217 Bray Hall, 11:00 am**

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

**Guests and others present:** Armani, Collins, Duffy, Johnston, Minard, Rutkowski, Sanford, Tochelli, Triano

- 1) Call to Order (Bevilacqua) 11:00 AM
- 2) Approval of Minutes from August 29, 2019 (all) **Unanimously approved**
- 3) Announcements (Bevilacqua)
  - i. Proposals posted for CoC and faculty review
  - ii. Proposals submitted for CoC completeness review
    - MCR 570-Medical and Industrial Applications of Electron Microscopy (Course Deactivation)
    - MCR 682-Transmission Electron Microscopy for Nanoparticle Research (Course Deactivation)
    - MCR 685- Transmission Electron Microscopy (Course Deactivation)There was a question about these courses being deactivated, and why they are being removed, what impact there would be on other programs (in particular SEM was mentioned). We briefly discussed the fact that there were issues with some contracts associated with
  - iii. Administrative Approvals (with approval date)
    - FOR 692- Capstone in Resources Management (9/12/2019)
    - FOR 797- Seminar (9/12/2019)
- 4) Updates from the Dean (Shannon)
- 5) Old Business
- 6) New Business
  - i. Proposals for Action (Bevilacqua)
    1. Course Proposal- SRE 796 (new)- Wording in learning outcomes: will be able to, not should be able to. These are outcomes and they need to be written to reflect what demonstrable skills may be achieved. This is an issue in all of the proposals that needs to be corrected. Please also check spelling on sustainable/sustainability throughout proposals. On this proposal only, it is written as SE faculty under catalog description. To be consistent, please change to FNRM faculty. **Rejected 8-0-0**
    2. Course Proposal- SRE 797 (new)- **Rejected 8-0-0**

3. Course Proposal- SRE 798 (new) **Rejected 8-0-0**
4. Course Proposal- SRE 898 (new) **Rejected 8-0-0**
5. Course Proposal- SRE 899 (new) **Rejected 8-0-0**
6. Course Proposal- SRE 999 (new) **Rejected 8-0-0**
7. Course Proposal- ESF 899 (new)- These courses are being developed for students who need to graduate in the summer, without incurring additional costs. Students who do not complete their degree in the summer, would then register in the fall without issue. There would be no “rolling” of credit into the fall semester. Students could register for summer credit if they need it, but they otherwise will be directed to this course. Each spring, OIGS will notify faculty/advisers/grad students that they need to enroll in this course. Minor issue, 2.1 initial caps needed on sentences. **Approved 8-0-0**
8. Course Proposal- ESF 999 (new)-Same comment as above for 2.1. **Approved 8-0-0**

ii. Other

**Grading Policy** (Rutkowski/Minard)- Suggested policy:

Students may repeat any course previously taken either to earn a higher grade or because of a previous failure. Courses taken at ESF or Syracuse University that contribute to the GPA may be repeated. Ability to repeat a course may be limited to available space, providing priority for first time registrants.

Repeated courses will be reported as follows: a) the original and the repeated grade(s) appear on the transcript; b) only the higher (or highest) grade is included in the calculation of the cumulative grade point average. When a student earns the same grade in a repeated course a) the grade is calculated once in the cumulative grade point average and b) the credits and quality points are applied to the most recent term or semester in which the grade was earned. Credit hours for the repeated course may be counted only once toward meeting graduation requirements.

Comments: With the implementation of Banner/Degreeworks, we will have to amend our policy. There may need to be a line added about the financial aid implications of re-taking a course and that it won't count towards full-time status. We will have to find out how it will actually appear on the transcripts, 'R' will likely not be an option, but we don't yet know what it will look like. It may be an 'E' or 'I'. Beth and Leslie will give us more information and a reworded document. We need this policy in place for Fall 2020. **Tabled**

**Academic Spaces** (Bevilacqua)- With relation to the Marshall Renovation, the architects are looking for faculty input on the structure of the classrooms. It relates to CoC in that proposals reflect what tech needs are required for a space. Many groups are already having this conversation, including tech/web accommodations.

**ESF Accessibility Content** (Bevilacqua)- Drawing attention to the need to make digital content accessible across platforms. This also could be an opportunity to ask different questions on a course proposal to help faculty to think about how accessible their course is (in the field/are there alternative activities that can be made to increase access). Helping faculty to take a more universal design perspective on coursework. Making proactive choices, rather than reactive. Consider adding a section aimed at this in the new proposal. We need to identify what the standards would be. If we require this, how do we actually provide the accommodation?

7) Continuing Business

**Course Proposal Form** (Tochelli)- Add a line on the first page about checking course numbers with the Registrar. There were questions on what really constitute a major/minor change. If the process is the same, do we need to distinguish this? Make some fields radial so you can only select one.

**Adjourned 12:10**