



State University of New York
College of Environmental Science and Forestry

Committee on Curriculum

Minutes August 29, 2019 Meeting

217 Bray Hall, 11:00 am

Voting members present: Bevilacqua, Dibble, Johnston (for Hoffman), Kristiansen, Meyers, Owens, Schulz, Tao

Guests and others present: Armani, Minard, Tochelli, Triano

1) Call to Order (Bevilacqua) 11:00 AM

2) Announcements (Bevilacqua/Tochelli)

i. Welcome to new members!

Questions raised on meeting conflicts. **Please let Erin know what meetings you will not be able to attend and if you are able to find an alternate!**

Discussion on whether another day/time would be necessary for spring semester.

ii. Committee Charge

iii. Committee website

Erin will add Mary Triano to the website as a staff rep. USA/GSA and additional staff rep have not yet been identified.

Proposals are due at least two weeks before the next CoC meeting to be considered for discussion/vote/comments.

iv. Deadline for proposed courses: suggested March 1, 2019

v. Deadline for proposed Curriculum Program: suggested **October 31, 2019**

Based on conversations with the Registrar, curriculum changes must be complete by the end of fall semester for the Banner implementation.

vi. Administrative Approvals:

Motion to reject proposals: 8-0-0

The committee has voted to override the administrative approval of these courses. They will be resubmitted for full committee review. Students currently enrolled in these

courses will not be de-registered, but the course will have to go through the official process. **The department needs to submit a curriculum proposal to reflect the suggested changes.**

BPE 304- Professional Internship (Approved 5/7/2019)

BPE 306- Professional Synthesis (Approved 5/7/2019)

PSE 304- Professional Internship (Approved 5/7/2019)

PSE 306- Professional Synthesis (Approved 5/7/2019)

3) Old Business

4) New Business

Department representatives from CoC should be gatekeepers for proposals coming for review. Quality of proposals needs to be consistent. Poorly written, or unprofessional proposals will not be considered by the committee. There was a motion to include a CoC rep signature line on the proposal form prior to submission. **Approved 8-0-0.**

This raised a question about whether or not Open Academy and Environmental Science should have voting privileges at these meetings. As they do not have representatives, their proposals would not have that extra level of review. There was a motion to give voting right to those areas (which was **approved 8-0-0**). After consultation with Doug Daley, this would require a change to the AG Bylaws, as neither area is currently designated as an academic department, but rather divisions. The AGECE plans to review the bylaws this year, and would be open to allowing a motion for OA and ENS to have voting rights at CoC.

Meeting adjourned 11:56 PM

Fall Meeting Dates:

September 26, 2019- Illick 12

October 24, 2019

November 14, 2019

December 5, 2019

