



State University of New York
College of Environmental Science and Forestry

Committee on Curriculum

Agenda for September 6, 2018 Meeting

324 Bray Hall, 11:00 am

Voting members present: Amberg, Bevilacqua, Meyer, Miller (for Robin Hoffman), Owens, Schulz, Stavenhagen, Tao, Teece

Guests and others present: Collins, Duffy, Minard, Rowe, Sanford, Shannon, Spuches, Tochelli

- 1) Call to Order (Teece) Meeting was called to order at 11:00 AM
- 2) Approval of Minutes from May 10, 2018 - Friendly amendment for SRE 498, should be limited to SEM students not SCM. **Unanimously approved.**
- 3) Announcements (Teece)
 - i. Welcome to new members- Introductions
 - ii. Committee Charge
This committee, composed of faculty members only, in order to exercise its responsibility for the conduct of the College's instructional program, shall be concerned with:
 - the policies regarding instructional development, support and administration including the library and instructional technology;
 - the structure, content, and interrelationship of courses, curricula and degree requirements;
 - the compliance with the General Education policies as set for by the Board of Trustees;
 - the review and approval of petitions for course replacements by students.

Important that all members, even those without a vote, make their voices heard!

There was a question regarding instructional technology, now that it has its own committee. We also discussed last year that we do not look at individual petitions. **Mark will review the charge re: instructional tech item and student petitions**

- iii. Committee website
All proposals are available for review on the website <http://www.esf.edu/coc/>
Submissions should all be sent to curriculum@esf.edu
- iv. Deadline for proposed courses: suggested March 1, 2019
- v. Deadline for proposed Curriculum Program: suggested February 1, 2019-
New majors- suggestion based on Beth's input October 1, 2018

Beth- Banner implementation issues. Beginning in January 2019 there will data migration starting and any brand new majors should be submitted well ahead of then. In fall there may be a complete freeze of additional majors/curriculum changes

4) Old Business

Chuck- the online Sustainability Mgmt has moved on to SUNY with limited issue. Course Proposals are forthcoming.

Eddie- question on summer internship policy. How is the registration being dealt with?

Scott- if you do an internship during the summer, you have to be actively registered during the semester that it occurs. If a department has a lot of summer requirements they may have to reconsider the number of credits associated with those courses. If it is not required to be taken in the summer, then it's the student issue on how to deal with it.

Kim- EFB, ENS will be considering a pre-req of professional experience for seminars, students who have gone through it can then offer mentorship to sophomore

There is concern that if students are registered for a '0' credit there is no tuition generated and so faculty can't be compensated. There may be a way to look at financial aid differently for summer as well (Chuck, Mark Hill, Barb Newman are discussing). For liability reasons, the student may have to register for something. We need more detail on this issue.

Departments may be able to call this something else, or change the way we look at internship requirements. This may have negative impacts because it could appear that our students are not doing internships.

Each department should reflect on what solutions there may be for this issue.

5) New Business

Mark will be stepping down at the end of the year. Be prepared to step up!

6) Continuing Business

- i. 500-level Courses

Current course-numbering System:

Course-numbering System

Courses at ESF are numbered according to the following system:

- 100-499 Undergraduate courses for which no graduate credit may be given.
- 500-599 Graduate courses designed expressly for areas of specialization in post-baccalaureate programs. Qualified undergraduate students may enroll with permission of the instructor.
- 600-699 Graduate courses designed expressly for advanced levels of specialization. Undergraduate students with a cumulative grade point average of 3.000 or better may enroll in these courses with an approved petition.
- 700-999 Advanced graduate level courses for which no undergraduate students may register.

Proposal:

See attached PowerPoint for wording that will be presented to Academic Governance 9/18/18

We can chose to define 500 level courses as undergrad and grad level courses so any student could take them for graduation requirements.

Current split resource courses will be grandfathered in. If they come to the committee we will look at them through the lens of the 500 and consider they should be combined.

You can have up to 12 credits from your undergraduate program major count towards your graduate degree.

Move to approve: 8-0-1

Adjourned 12:00 PM