



State University of New York College of  
**Environmental Science and Forestry**  
Committee on Curriculum

Minutes for September 15, 2020 Meeting

Voting Members present: Eddie Bevilacqua, Silje Kristiansen, Shijie Liu, Mark Lomolino, Ruth Owens, Gary Scott, Scott Shannon, Wendong Tao, Fran Webster

Non-voting members present: Monica Blaisdell, Tom Carter, Tondelaya George, Beth Minard, Leslie Rutkowski, Sue Sanford, Erin Tochelli

1. Call to Order (Bevilacqua) 11:00 AM
2. Announcements (Bevilacqua)
  - a. 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: All matters that pertain to the development, modification and removal of courses and curricula at the College including:  
Support and administration  
Content and interrelationship of courses and curricula  
Instructional methods  
Degree requirements  
Outcomes and compliance with College and SUNY policies that pertain to curriculum
  - b. Committee Website:  
<https://www.esf.edu/coc/>  
Proposals will be posted there for your comments/review.
  - c. Deadline for Course proposals: **March 1, 2021**
  - d. Deadline for Curriculum proposals: **January 15, 2021**
3. Old Business
4. New Business
  - CoC voting rights for Environmental Science and Open Academy-  
As areas that develop curriculum, we feel it is important to have ENS and OA on the committee. Both areas would like to have voting rights on this committee.  
**Motion:** Should the Committee on Curriculum make a recommendation to the AGEC of changing the bylaws to include both the Division of Environmental Science and the Open Academy as voting members of this committee?  
Gary pointed out that the bylaws state that only faculty can be voting members on this committee, so we may need to be more explicit about who gets a vote.

AGEC would have to vote to approve, along with the full body of AG. We would need to develop the language on what specifically we want to have the change say before moving this forward. **Approved 8-0-0**

- Office of International Education as non-voting member

**Motion:** Should there be a representative from OIE as a non-voting member present at our meetings?

Tom- OIE would like to know more about the curriculum procedures, problems and trends, to apply to the study abroad realm, as well as understanding for international students.

Gary- there is space for 3 staff representatives on the committee and only 2 are filled, can you just have Tom serve in one of those roles?

Erin- Those positions are connected to the pro staff with voting rights to AG. We can't assign a specific person/department to one of those positions. He could run for an open position and use his assignment to a committee to be a non-voting observer on the committee.

Gary- There is nothing in the rules that would block this, so there is no need for a change.

- Question on the time of the meeting-

Is there anyone who cannot meet during the former Common Hour? Let Erin know. LA may need a different rep for this semester.

**Next Meeting is:**

Tuesday, October 13, 2020