



**Agenda for the March 9<sup>th</sup>, 2011 COI Meeting,  
1:00 - 3:00 pm, 217 Bray Hall.**

**Agenda topics**

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| <b>1 Call to Order/Welcome</b>                                                                                                                                                                           | Doelle  |
| <b>2 Approval of previous meeting minutes</b>                                                                                                                                                            | Doelle  |
| <b>3 New Approvals</b><br>Please see attached reviewer list<br><a href="http://www.esf.edu/coioca/cp.asp?u=doelle&amp;f=b&amp;utype=F">http://www.esf.edu/coioca/cp.asp?u=doelle&amp;f=b&amp;utype=F</a> | All     |
| <b>4 Reports from Subcommittees:</b> <ul style="list-style-type: none"><li>• General Education</li><li>• Instructional Quality</li><li>• Academic standards</li></ul>                                    | Chairs  |
| <b>5 Update from the Dean</b>                                                                                                                                                                            | Shannon |
| <b>6 Other COI Business Topics</b>                                                                                                                                                                       | All     |
| <b>7 Adjourn by 3:00 pm</b>                                                                                                                                                                              |         |

**Guest:** S. Anagnost, P. Crovella, K. Donaghy, R. Germain, S. Liu, G. Scott

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**Committee on Instruction**

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<b>Representative</b>	<b>Phone (470)</b>	<b>Email</b>	<b>Representing</b>	<b>Reviewing</b>
Klaus Doelle, Chair	6531	<a href="mailto:kdoelle@esf.edu">kdoelle@esf.edu</a>	PBE	-
John Hassett	6827	<a href="mailto:jphasset@syr.edu">jphasset@syr.edu</a>	Chemistry	EFB/SCME
Paul Crovella	6839	<a href="mailto:plcrovel@esf.edu">plcrovel@esf.edu</a>	SCME	LA/ERE
Christopher Whipps	4762	<a href="mailto:cwhipps@esf.edu">cwhipps@esf.edu</a>	EFB	SCME/Chem
Doug Daley	4760	<a href="mailto:djdaley@esf.edu">djdaley@esf.edu</a>	ERE	PBE/ES
Janine DeBaise	4776	<a href="mailto:jdebaise@esf.edu">jdebaise@esf.edu</a>	ES	FNRM/PBE
Lianjun Zhang	6558	<a href="mailto:lizhang@syr.edu">lizhang@syr.edu</a>	FNRM	Chem/EFB
Robin Hoffman/ Richard Hawks	4918	<a href="mailto:rehoffma@esf.edu">rehoffma@esf.edu</a> <a href="mailto:rshawks@esf.edu">rshawks@esf.edu</a>	LA	ERE/FNRM
James Williamson	6723		Moon Library	assign as needed
Bandaru Ramarao	6513	<a href="mailto:bvramara@esf.edu">bvramara@esf.edu</a>	PBE	ES/LA

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### Faculty Reviewer Matrix For March 9, 2011 COI Meeting

Reviewer	Description	Unit	Deadline for Response
John Hassett Christopher Whipps	<b>Cover Memo - CME 532</b>  CME 532 Mechanical and Electrical Equipment	CMWPE	Please respond with questions or comments to P. Crovella at <a href="mailto:plcrovella@esf.edu">plcrovella@esf.edu</a> no later than March 7, 2011
John Hassett Christopher Whipps	<b>Cover Memo - SCME Curriculum Changes</b>  SCME Construction Management Curriculum Changes	CMWPE	Please respond with questions or comments to S. Anagnost at <a href="mailto:seanagno@esf.edu">seanagno@esf.edu</a> no later than March 4, 2011
<b>Paul Crovella</b> Lianjun Zhang	<b>Cover Memo - FCH 290</b>  FCH 290 Chemistry Teaching Assistant Experience for Undergraduates	FCH	Please respond with questions or comments to K. Donaghy at <a href="mailto:kdonaghy@esf.edu">kdonaghy@esf.edu</a> no later than March 4, 2011
<b>Bandaru Ramarao</b> Robin Hoffman/ Richard Hawks	<b>Cover Memo - FOR ERM MPS Curriculum &amp; Course Proposals (4)</b>  Master of Professional Studies in Environmental Resources Management  FOR 501 Introduction to Environmental Resources Management  FOR 601 Environmental Resources Management Workshop  FOR 610 Environmental Resources Business	FNRM	Please respond with questions or comments to R. Germain at <a href="mailto:rhgermai@esf.edu">rhgermai@esf.edu</a> no later than March 4, 2011
Doug Daley Janine DeBaise	<b>Cover Memo - 2 Curriculum Proposals &amp; 7 Course Proposals for PBE</b>  (BS) Bioprocess Engineering Curriculum	PBE	Tabled until March meeting. Modified proposals submitted 2/18/2011. Please respond with questions or comments to S. Liu at <a href="mailto:sliu@esf.edu">sliu@esf.edu</a> no later than March 7, 2011

	<p>Proposal</p> <p>(BS) Paper Engineering Curriculum Proposal</p> <p>PSE 210 Introduction to Lignocellulosics</p> <p>GNE 330 Professional Engineering Skills Seminar</p> <p>GNE 530 Professional Engineering Skills Seminar</p> <p>BPE 435 Unit Process Operations</p> <p>BPE 635 Unit Process Operations</p> <p>PSE 468 Papermaking Processes</p> <p>BPE 638 Introduction to Biorefinery Processes</p>		
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