

COMMITTEE ON INSTRUCTION
8 December 2010
Meeting Minutes

Present: J. Blankenship, D. Daley, K. Doelle, J. Hassett, J. Swass (USA), C. Whipps, J. Williamson, L. Zhang

Others in Attendance:

Ex-officio: R. Blaskiewicz, S. Shannon, S. Vandeburg

1) *Call to Order/Welcome*

The meeting came to order at 12:15 p.m.

2) *Minutes from the November 10, 2010 meeting.* Motion made by J. Hassett to approve, seconded by C. Whipps. Minutes were unanimously approved.

3) *Curriculum and Course Proposals: None to report*

4) *New Policy Initiatives- continuation from October meeting.*

Minimum GPA Requirements for Minors and Study Abroad - S. Shannon indicated there is no strong justification for differentiation of minimum gpas for students pursuing minors, which seem to range from 2.3 to 2.75. Most departments offering minors do specify a minimum gpa in the catalog.

It was noted that students can also take courses leading up to a minor and graduate with a minor as long as their gpa is above a 2.0 within their major--with the exception for the Whiteman management minor--they must first be approved by SU. Thus, there is nothing preventing students from getting a minor at ESF if they want to take such courses as electives.

In situations where the gpa is below the minimum threshold, and a decision to waive it is requested, the petition should be signed off by the sponsoring department as well. D. Daley thought we should be striving for excellence and not mediocrity. D. Daley would discourage any students with low gpas from applying for a minor. J. Hassett thinks that students meeting requirements should be allowed to get a minor.

Setting the threshold too high will cause self-selection and some students may not apply. For students applying for SU minors, the gpa minimum should be set at 3.0.

The current minimum gpa range for study abroad is 2.3 to 3.0. OIGS sees many petitions from students who have less than the minimum gpa set by the department. Such petitions are approved by students who have at least a 2.0 gpa. However, before petitions can be approved, students need to be formally accepted into the study abroad program. Financial aid and coordination of the courses students would take abroad play a role in determining acceptance in the study abroad program.

After continued discussion, CoI passed the following resolutions related to minors and study abroad:

Resolution 1:

Set minimum gpa across departments at 2.7 for ESF minors

Set minimum gpa across departments at 3.0 for SU minors

Resolution 2:

Set study abroad entry requirement gpa across departments at 2.5

J. Hassett made a motion to pass the resolutions, and it was seconded by D. Daly. Resolutions passed unanimously. It was recommended that the catalog include the following language for minors and study abroad: "exceptions may be granted by petition."

It was suggested that these resolutions be shared with faculty governance for further discussion.

SUNY Flexibility Regarding Gen Education Requirements - Writing skills at ESF are valuable to the curricula and the departments. All programs require CLL 190 and CLL 290. CLL 290 was required more for covering the humanities component. Even though SUNY has relaxed the general education requirements, ESF programs should still require both CLL 190 and CLL 290 in the general education requirements.

College wide, SUNY has asked us to adopt in principle what they suggest, however, ESF can set higher requirements. Departments are still figuring out what the minimum requirements should be. If departments change the requirements, they need to send forth curriculum changes to the CoI. Currently, the college standard is the same as the new SUNY guidelines.

ABET requirements may need to be taken into consideration if any changes are made. CoI will allow departments to submit curriculum changes until March 1, 2011 for this academic year. Careful deliberation should be given by departments before making changes.

S. Shannon plans to draft a college-wide statement regarding minimum requirements for general education with the new guidelines.

Emeriti Faculty Serving as Co-Major Professors- clarification needed from November minutes regarding retired faculty serving as co-major professors.

Any current faculty retiring who are currently serving as major professor for any students, will continue to keep serve in that role after retirement.

It was noted that not all retired faculty become emeriti faculty. It is something conferred upon the faculty upon mutual agreement.

J. Hassett was against the idea of having emeriti faculty serving as co-major professors. He wondered why we just don't allow emeriti to serve as members of a committee. There is no

institutional or quality control over emeriti serving on student committees. Allowing emeriti to serve as co-major professor should be an exception to the rule. Co-major professors can give direction, while steering committee members give advice. CoI made a suggestion for S. Shannon to leave the process as it stands and allow emeriti to serve as co-major professor on a case by case basis through a petition, memo or letter.

Item not discussed: Adding Time Limit for Degree Completion for Students who stop attending ESF before they complete their degree requirements. Tabled for future meeting.

5) Other CoI Business Topics:

Meeting dates/times for the spring semester:

Wednesdays 1-3 p.m. Feb.9, March 9, April 13.

Meeting adjourned at 1:20 pm. Next meeting to be held Wednesday, February 9, 2011, 1:00 pm-3:00pm, 217 Bray Hall.