REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPING AN UNDERGRADUATE CURRICULUM

Department: School of Kinesiology
College: Human Sciences & Education
Name of Curriculum/Major: Sport Administration
Type of Degree: B.S.

Date: 2/24/12

Has this change been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )

ATTACH JUSTIFICATION for all actions: Use separate sheet.
ATTACH RESPONSE from any departments affected [i.e. any department whose course(s) are to be added.]
ATTACH FORM D ADDENDUM for all new curricula or changes involving General Education courses.

ACTION (check appropriate box):

( ) ADDING: Show the entire new curriculum by year (freshman, sophomore, etc.) using catalog format. Use plain sheets and attach.

( X ) CHANGING: On a separate sheet of paper, include the current curriculum outline (all four years) which is to be changed in the left column and the proposed changes in the right column. In proposed column, use strikeout and bold to identify deletions and additions. Explain all changes adequately on attachment.

( ) SUSPENDING: Provide an adequate explanation for suspending the curriculum on plain sheets and attach.

( ) DROPPING: Provide an adequate explanation for dropping the curriculum on plain sheets and attach.

CURRICULUM

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total semester hours in current curriculum: 120</td>
<td>Total semester hours in proposed curriculum: 120</td>
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</table>

APPROVALS:

Department Faculty Approval Date: 3-2-12
Department Chair's Signature: [Signature] 3-2-12

College Faculty Approval Date: 9-12-12
College Dean's Signature: [Signature] 9-26-12

Chair, FS C & C Committee: [Signature] 10/17/12
Academic Affairs Approval: [Signature] 1/30/12

Effective: 1/5/2014
GENERAL EDUCATION REQUIREMENTS

When a department adds a new curriculum or makes changes in an existing one, a Form D Addendum must also be submitted. This form is simply a list of those courses in the curriculum that satisfy the General Education requirement. Include course rubric, number, and credit hours when curricula differ from the default values. Indicate the curriculum year for all General Education courses.

<table>
<thead>
<tr>
<th>General Education Requirement</th>
<th>Course(s)</th>
<th>Credit Hours</th>
<th>Curriculum Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition (6 hrs.)</td>
<td>ENGL 1001 or 1004</td>
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<td>(X) 1&lt;sup&gt;st&lt;/sup&gt;</td>
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<td>( ) 4&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
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<td>(At least 3 hours credit must be from a MATH course)</td>
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<td>3</td>
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<td>( ) 4&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Humanities (9 hrs.)</td>
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<td>3</td>
<td>(X) 1&lt;sup&gt;st&lt;/sup&gt;</td>
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<td>( ) 4&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Natural Sciences (9 hrs.)</td>
<td>General Education humanities course</td>
<td>3</td>
<td>(X) 1&lt;sup&gt;st&lt;/sup&gt;</td>
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<tr>
<td>(If 2 course sequence is taken in the physical sciences, the additional 3 hour course must be from the life sciences, and vice versa.)</td>
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<tr>
<td>(If 2 course sequence is taken in the physical sciences, the additional 3 hour course must be from the life sciences, and vice versa.)</td>
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<td>( ) 2&lt;sup&gt;nd&lt;/sup&gt;</td>
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<td>( ) 4&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td>Social Sciences (6 hrs.)</td>
<td>General Education social science course</td>
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<td>(At least three hours at or above the 2000-level.)</td>
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<td>120</td>
<td>Total semester hours in proposed curriculum.</td>
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<td>ENGL 1001 or 1004 ..................................3</td>
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<td>General education art course ..................................3</td>
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<td>KIN 2501, 2502, <strong>2513</strong>, 2530 ..................................9</td>
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<td>KIN 3800, 3801, 3802 ..................................9</td>
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<td>Area of concentration courses ..................................12</td>
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<td>Free electives ..................................9</td>
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<tr>
<td>SENIOR YEAR</td>
<td>KIN 3804, 4513, 4517, 4835 ..................................15</td>
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<td>KIN 3804, 4513, 4617, <strong>4518</strong>, 4835 ..................................15</td>
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<td>Free electives ..................................6</td>
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</tbody>
</table>
Justification for changes in Sport Administration Degree:

KIN 2513 is a course designed to meet the professional development needs of the sophomore level student. The addition of this course will better prepare students as they navigate through their academic career for work in private enterprise and athletic administration settings. This change in the core curriculum is a result of exit interviews and program assessment. Students have indicated the need for an introductory course that focuses on professional development and potential career paths as opposed to a semester long field experience. This course will provide the student with a greater variety of experiences in order to help them determine which area best compliments their goals and skill sets.

KIN 4517 (Sports Administration) will be removed from the Sport Administration Core and replaced with KIN 4518 (Governance and Policy Development in Sport). KIN 4517 (Sports Administration) will be moved to Sport Leadership required courses. Students in the Sport Leadership concentration are not required to take MGT 3200 (Principles of Management) so we feel it necessary that the students continue to take KIN 4517 (Sports Administration) to get the appropriate management content. Adding KIN 4518 (Governance and Policy Development in Sport) to the Sport Administration core will enrich the content within the degree.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING AN UNDERGRADUATE CURRICULUM

Department: School of Human Resource Education & Workforce Development
College: Human Sciences and Education
Name of Curriculum/Major: Business Education
Type of Degree: B.S.
Date: 9/21/12

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (x)

ATTACH JUSTIFICATION for all actions: Use separate sheet.
ATTACH RESPONSE from any departments affected [i.e. any department whose course(s) are to be added.] ATTACH FORM D ADDENDUM for all new curricula or changes involving General Education courses.

ACTION (check appropriate box):
( ) ADDING: Show the entire new curriculum by year (freshman, sophomore, etc.) using catalog format. Use plain sheets and attach.
( ) CHANGING: On a separate sheet of paper, include the current curriculum outline (all four years) which is to be changed in the left column and the proposed changes in the right column. In proposed column, use strikeout and bold to identify deletions and additions. Explain all changes adequately on attachment.
( ) SUSPENDING: Provide an adequate explanation for suspending the curriculum on plain sheets and attach.
( x ) DROPPING: Provide an adequate explanation for dropping the curriculum on plain sheets and attach.

CURRICULUM

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<tr>
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</tr>
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<tbody>
<tr>
<td>Total semester hours in current curriculum:</td>
<td>Total semester hours in proposed curriculum:</td>
</tr>
</tbody>
</table>

APPROVALS

Department Faculty Approval Date: 9/19/12
Department Chair's Signature: [Signature] 9/26/12
Chair, FS C & C Committee: [Signature] 11/26/12

College Faculty Approval Date: 11-14-12
College Dean's Signature: [Signature] 11-14-12
Academic Affairs Approval: [Signature] 11-20-12

College Contact: ____________________________
(Please print name.)
College Contact E-mail: ____________________________
Justification
The School of Human Resource Education and Workforce Development faculty have conducted a detailed strategic review of all concentrations and majors in the School in an effort to focus more limited resources on our strongest program areas. This major was identified as having had very few students in the last five years, very few graduates and to be unlikely to grow in the future. Furthermore, we are unlikely to obtain new faculty lines to devote to growing this major. Thus, the faculty decided to drop the major from our offerings.
<table>
<thead>
<tr>
<th>Obs</th>
<th>NAME</th>
<th>LSU_ID</th>
<th>COLLEGE</th>
<th>curric</th>
<th>CONCENT</th>
<th>YRCLASS</th>
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<td>ROBICHAUX, JOLIE MICHELE</td>
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REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING AN UNDERGRADUATE CURRICULUM

Department: Biological Sciences
College: Science
Name of Curriculum/Major: Biological Sciences
Type of Degree: BS
Date: 9/7/2012

Has this change been discussed with and approved by all departments/colleges affected? Yes (x) No ( ) N/A ( )

ATTACH JUSTIFICATION for all actions: Use separate sheet.
ATTACH RESPONSE from any departments affected [i.e. any department whose course(s) are to be added]
ATTACH FORM D ADDENDUM for all new curricula or changes involving General Education courses.

ACTION (check appropriate box):

(x) CHANGING: Show the entire new curriculum by year (freshman, sophomore, etc.) using catalog format. Use plain sheets and attach.

ACTION (check appropriate box):

(x) SUSPENDING: Provide an adequate explanation for suspending the curriculum on plain sheets and attach.

ACTION (check appropriate box):

(x) DROPPING: Provide an adequate explanation for dropping the curriculum on plain sheets and attach.

CURRICULUM

PRESENT

PROPOSED

Total semester hours in current curriculum: 120

Total semester hours in proposed curriculum: 120

APPROVALS:

Department Faculty Approval Date: 10/9/2012

College Faculty Approval Date: 11/13/12

Department Chair's Signature: 10/9/2012

College Dean's Signature: (Date)

Chair, FS C & C Committee: 11/10/12

Academic Affairs Approval: 11/13/12

College Contact: Kimberly Kubicek

College Contact E-mail: kkubicek@lsu.edu
### Present

**CURRICULUM IN BIOLOGICAL SCIENCES**

**TOTAL SEM. HRS. • 120**

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<tr>
<th>FRESHMAN YEAR</th>
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<td>BIOL 1201, 1202, 1208, 1209</td>
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<td>CHEM 1201, 1202, 1212</td>
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<td>MATH 1550, 1552 or 1564 or EXST 2201</td>
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<tr>
<td>CHEM 2261, 2262, 2364</td>
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<td>Foreign language courses</td>
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<td>ENGL 2000</td>
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<td>PHYS 2001, 2002, 2108, 2109</td>
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<td>Approved electives or area of concentration courses</td>
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<td>Approved electives or area of concentration courses</td>
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<td><strong>Total</strong></td>
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Approved biological sciences electives (17 hrs. required) are BIOL courses numbered 3000 and higher and must include at least one course from the following courses: 1) molecular and cellular biology: BIOL 3999, 3116, 4001, 4104, 4105, 4104, 4124, 4132, 4165, 4177, 4190, 4215, 4286, 4285, 4400, 4450, 4596, 4753; 2) physiology, anatomy, and development: BIOL 3115, 3126, 3156, 4110, 4155, 4157, 4158, 4160, 4165, 4167, 4200, 4444 (PLHL 4444); 3) ecology and evolution: BIOL 4115 (ENTM 4015), 4084 (GEOL 4084), 4090 (AGRC 4056/EMS 4056), 4262, 4299, 4308 (AGRC 4056), 4600 (RNR 4600); 4) organismal diversity: BIOL 4002 (ENTM 4002), 4026 (RNR 4020), 4031, 4053, 4054 (PLHL 4054), 4084 (GEOL 4084), 4105, 4125, 4126, 4141, 4142, 4145 (RNR 4145), 4146, 4154, 4162 (FSC 4162), 4163 (FSC 4163), 4600 (RNR 4600).

### Proposed

**CURRICULUM IN BIOLOGICAL SCIENCES**

**TOTAL SEM. HRS. • 120**

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<tr>
<th>FRESHMAN YEAR</th>
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<tr>
<td>BIOL 1201, 1202, 1208, 1209</td>
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<td>CHEM 1201, 1202, 1212</td>
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<td>CHEM 2261, 2262, 2364</td>
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<tr>
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<td>Foreign language courses</td>
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<td>Approved electives or area of concentration courses</td>
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Approved biological sciences electives (17 hrs. required) are BIOL courses numbered 3000 and higher and must include at least one course from the following areas: 1) molecular and cellular biology: BIOL 3999, 3116, 4001, 4097, 4104, 4124, 4132, 4165, 4177, 4190, 4215, 4286, 4285, 4400, 4450, 4596, 4753; 2) physiology, anatomy, and development: BIOL 3060 (PLHL 3060), 3152, 3156, 4110, 4155, 4157, 4158, 4160, 4165, 4167, 4200, 4444 (PLHL 4444); 3) ecology and evolution: BIOL 4115 (ENTM 4015), 4084 (GEOL 4084), 4090 (AGRC 4056/EMS 4056), 4262, 4299, 4308 (AGRC 4056), 4600 (RNR 4600); 4) organismal diversity: BIOL 4002 (ENTM 4002), 4026 (RNR 4020), 4031, 4053, 4054 (PLHL 4054), 4084 (GEOL 4084), 4105, 4125, 4126, 4141, 4142, 4145 (RNR 4145), 4146, 4154, 4162 (FSC 4162), 4163 (FSC 4163), 4600 (RNR 4600).
Addition of BIOL 4097, Biochemistry of Aging, to the group 1 (molecular and cellular biology) approved biological sciences electives. BIOL 4097 is a new course.
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<th>Curriculum Year</th>
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<td>Social Sciences (5 hrs.)</td>
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<td>General Education social science course (2000-level or above)</td>
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<td>(X) 1st</td>
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<td>(4th)</td>
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</table>
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING AN UNDERGRADUATE CURRICULUM

Department: Biological Sciences
College: Science
Name of Curriculum/Major: Biochemistry
Type of Degree: BS
Date: 9/2012

Has this change been discussed with and approved by all departments/colleges affected? Yes (x) No ( ) N/A ( )

ATTACH JUSTIFICATION for all actions: Use separate sheet.
ATTACH RESPONSE from any departments affected i.e. any department whose course(s) are to be added.
ATTACH FORM D ADDENDUM for all new curricula or changes involving General Education courses.

ACTION (check appropriate box):
( ) ADDING: Show the entire new curriculum by year (freshman, sophomore, etc.) using catalog format. Use plain sheets and attach.
(x) CHANGING: On a separate sheet of paper, include the current curriculum outline (all four years) which is to be changed in the left column and the proposed changes in the right column. In proposed column, use strikeout and bold to identify deletions and additions. Explain all changes adequately on attachment.
( ) SUSPENDING: Provide an adequate explanation for suspending the curriculum on plain sheets and attach.
( ) DROPPING: Provide an adequate explanation for dropping the curriculum on plain sheets and attach.

CURRICULUM

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
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<tr>
<td>Total semester hours in current curriculum: 120</td>
<td>Total semester hours in proposed curriculum: 120</td>
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</table>

APPROVALS:
Department: Faculty Approval Date 10/9/2012

Department Chair's Signature: 10/9/2012
Chair, FS C & C Committee: 11/20/12

College Faculty Approval Date 11/13/12

College Dean's Signature: (Date)
Academic Affairs Approval: 11/30/12

College Contact: Kimberly Kubicek
College Contact E-mail: kkubicek@isu.edu
### CURRICULUM IN BIOCHEMISTRY

<table>
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<th>TOTAL SEM. HRS.</th>
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#### FRESHMAN YEAR

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<tr>
<td>BIOL 1201, 1202, 1208, 1209</td>
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<tr>
<td>MATH 1550, 1552 or 1554</td>
<td>9</td>
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<tr>
<td>General education arts course</td>
<td>3</td>
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#### SOPHOMORE YEAR

<table>
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<tr>
<th>COURSE</th>
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<tbody>
<tr>
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<tr>
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<tr>
<td>PHYS 2001, 2002, 2108, 2109</td>
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#### JUNIOR YEAR

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<tbody>
<tr>
<td>BIOL 3040, 4001, 4093, 4094</td>
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<tr>
<td>Approved biochemistry elective</td>
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<tr>
<td>Foreign language courses</td>
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<td>Six hrs. chosen from 2000 level or above ENGL or HNRS courses from the general education humanities list</td>
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#### SENIOR YEAR

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<td>General education social science elective</td>
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Approved biochemistry electives must come from the following list, must include at least one laboratory course, and must include at least one course from Group 1 and at least two courses from Group 2. Courses from any of the groups can be used for the remainder of the 12-hour requirements:

- **Group 1**: BIOL 4596; CHEM 4150 (ENVS 4101), 4160, 4552, 4561, 4562, 4563, 4564, 4570
- **Group 2**: BIOL 3060 (PLHL 3060), 3090, 3156, 4110, 4132, 4158, 4160, 4163, 4177, 4246, 4400, 4450, 4573
- **Group 3**: Ecology and Evolution course or Organismal Diversity course (courses in this group are listed as areas three and four at the end of the curriculum in Biological Sciences)

BIOL 3999 can also be taken as a biochemistry elective but does not count as a laboratory course.

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### Proposed

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#### FRESHMAN YEAR

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<td>General education social science elective</td>
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<td>Approved electives</td>
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Approved biochemistry electives must come from the following list, must include at least one laboratory course, and must include at least one course from Group 1 and at least two courses from Group 2. Courses from any of the groups can be used for the remainder of the 12-hour requirements:

- **Group 1**: BIOL 4596; CHEM 4150 (ENVS 4101), 4160, 4552, 4561, 4562, 4563, 4564, 4570
- **Group 2**: BIOL 3060 (PLHL 3060), 3090, 3156, 4097, 4110, 4132, 4158, 4160, 4163, 4177, 4246, 4400, 4450, 4573
- **Group 3**: Ecology and Evolution course or Organismal Diversity course (courses in this group are listed as areas three and four at the end of the curriculum in Biological Sciences)

BIOL 3999 can also be taken as a biochemistry elective but does not count as a laboratory course.
Addition of BIOL 4097, Biochemistry of Aging, to the group 2 approved biochemistry electives. BIOL 4097 is a new course.
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<thead>
<tr>
<th>General Education Requirement</th>
<th>Course(s)</th>
<th>Credit Hours</th>
<th>Curriculum Year</th>
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<td></td>
<td>( ) 4\textsuperscript{th}</td>
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<tr>
<td></td>
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<td>3</td>
<td>( ) 1\textsuperscript{st}</td>
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<tr>
<td></td>
<td>2000-level or above English or Honors courses from the Gen Ed Humanities list</td>
<td></td>
<td>( ) 2\textsuperscript{nd}</td>
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<td></td>
<td></td>
<td>(X) 3\textsuperscript{rd}</td>
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<td>( ) 1\textsuperscript{st}</td>
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<td>2\textsuperscript{nd} part of a Foreign Language sequence from the Gen Ed Humanities list</td>
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<td>(X) 2\textsuperscript{nd}</td>
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<td>( ) 3\textsuperscript{rd}</td>
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<td>General Education natural science course</td>
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<td></td>
<td>( ) 4\textsuperscript{th}</td>
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<td>General Education natural science course</td>
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<td>(X) 1\textsuperscript{st}</td>
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<td></td>
<td>BIOL 1201</td>
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<td>( ) 1\textsuperscript{st}</td>
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<td></td>
<td>(2000-level or above)</td>
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<td>(X) 2\textsuperscript{nd}</td>
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<td></td>
<td>( ) 4\textsuperscript{th}</td>
</tr>
</tbody>
</table>
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE CONCENTRATION

Department: Chemistry

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (x)

ATTACH JUSTIFICATION for all actions. Use separate sheet.

ATTACH RESPONSE from any departments affected [i.e., any department whose course(s) are to be added.]

ACTION (check appropriate box):

( ) ADDING
( ) CHANGING
( ) SUSPENDING:
( ) DROPPING:

CONCENTRATION

<table>
<thead>
<tr>
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<tr>
<td>Total semester hours in current concentration: 23</td>
<td>Total semester hours in proposed concentration: 21</td>
</tr>
<tr>
<td>Students completing this concentration will receive American Chemical Society certification. BIOL 2083; two semester hours of CHEM 3900 in an approved polymer research project. CHEM 4010, 4011, 4552, 4553, 4564; three-hour CSC programming course.</td>
<td>Students completing this concentration will receive American Chemical Society certification. BIOL 2083; two semester hours of CHEM 3900 in an approved polymer research project. CHEM 4010, 4011, 4552, 4553, 4564; three-hour CSC programming course.</td>
</tr>
</tbody>
</table>

APPROVALS:

Department Faculty Approval Date 05/05/2012
Department Chair's Signature

College Faculty Approval Date 11/10/12
College Dean's Signature

Chair, FS C & C Committee 11/10/12
Academic Affairs Approval 11/30/12

College Contact: Kim Kubicek
College Contact E-mail: kkubicek@lsu.edu
JUSTIFICATION for CHANGES in CHEMISTRY CONCENTRATION of POLYMERS

The two courses CHEM 4010 (Macromolecular System I) and CHEM 4011 (Macromolecular System II) are each changing from 4 credit hours to 3 credit hours. (See Form C, Proposed Changes to CHEM 4010 and CHEM 4011). There are no changes in the required courses for this concentration, only the total number of hours required by the concentration. The change in credit hours in CHEM 4010 & 4011 lowers the total number of hours in the Polymer Concentration from 23 to 21 hours.
<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Hrs</th>
<th>Semester 2</th>
<th>Hrs</th>
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</thead>
<tbody>
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<td>CHEM 1201/1421</td>
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<td>CHEM 1202/1422</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 1201</td>
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<td>ENGL 1001</td>
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<td>BIOL 1202</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1550</td>
<td>5</td>
<td>MATH 1552</td>
<td>4</td>
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<tr>
<td>Gen. Ed. Art</td>
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<td>Approved Free Electives</td>
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<td><strong>Total hrs</strong></td>
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<th>Semester 4</th>
<th>Hrs</th>
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<td>CHEM 2262/2462</td>
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<tr>
<td>CHEM 2002</td>
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<td>PHYS 2108</td>
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<td>ENGL 2000</td>
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<td>MATH 2057</td>
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<td>CSC (1240 or 1253)</td>
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<td>Approved Free Electives</td>
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<td>CHEM 3492</td>
<td>3</td>
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<tr>
<td>BIOL 2083</td>
<td>3</td>
<td>CHEM 3493</td>
<td>3</td>
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<td>Foreign Lang. I</td>
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<td>Foreign Lang. II or English Literature</td>
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<td>Gen. Ed. Social Science (2***)</td>
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<td>English Literature</td>
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<td>CHEM 4564 [Spring only]</td>
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<td>CHEM 4552 [Fall only]</td>
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<td>CHEM 4553</td>
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<td>CHEM 4011</td>
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<tr>
<td>CHEM 4010</td>
<td>4-3</td>
<td>Approved Free Electives</td>
<td>4-6</td>
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<td>Gen Ed Social Science</td>
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<td></td>
<td></td>
<td><strong>Total hrs</strong></td>
<td>13</td>
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</table>

|                |     | **Total hrs**               | 14  |
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE CONCENTRATION

Department: School of Human Resource Educ  College: Human Sciences & Education  Type of Degree: B.S.

Date: 9/21/12

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (x)

ATTACH JUSTIFICATION for all actions: Use separate sheet. ATTACH RESPONSE from any departments affected [i.e., any department whose course(s) are to be added.]

ACTION (check appropriate box):

( ) ADDING: List the entire catalog description of the new concentration. Use plan sheets and attach, if necessary.

( ) CHANGING: List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column, use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.

( ) SUSPENDING: Provide an adequate explanation for suspending the concentration on plan sheets and attach.

( ) DROPPING: Provide an adequate explanation for dropping the concentration on plan sheets and attach.

CONCENTRATION

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total semester hours in current concentration:</td>
<td>Total semester hours in proposed concentration:</td>
</tr>
</tbody>
</table>

APPROVALS:

Department Faculty Approval Date: 9/19/12

[Signature] 9/21/12  (Date)

Department Chair’s Signature:  [Signature] 11/20/12  (Date)

Chair, FSCC Committee:  [Signature]

College Faculty Approval Date: 11/14/12

[Signature] 11/14/12  (Date)

College Dean’s Signature:  [Signature] 11/30/12  (Date)

Academic Affairs Approval:

[Signature] 11/30/12  (Date)
Justification
The School of Human Resource Education and Workforce Development faculty have conducted a detailed strategic review of all concentrations and majors in the School in an effort to focus more limited resources on our strongest program areas. This concentration was identified as having had very few students in the last five years, very few graduates and to be unlikely to grow in the future. Furthermore, we are unlikely to obtain new faculty lines to devote to this concentration. Thus, the faculty decided to drop the concentration from our offerings.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE CONCENTRATION

Department: School of Human Resource Educ
College: Human Sciences & Education
Name of Concentration: Career Development
Name of Curriculum/Major: Human Resource Education
Type of Degree: B.S.
Date: 9/21/12

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (x)
ATTACH JUSTIFICATION for all actions: Use separate sheet. ATTACH RESPONSE from any departments affected [i.e., any department whose course(s) are to be added.]

ACTION (check appropriate box):

( ) ADDING:
List the entire catalog description of the new concentration. Use plain sheets and attach, if necessary.

( ) CHANGING:
List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column, use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.

( ) SUSPENDING:
Provide an adequate explanation for suspending the concentration on plain sheets and attach.

( ) DROPPING:
Provide an adequate explanation for dropping the concentration on plain sheets and attach.

CONCENTRATION

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total semester hours in current concentration:</td>
<td>Total semester hours in proposed concentration:</td>
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</tbody>
</table>

APPROVALS:

Department Faculty Approval Date: 9/19/12
Department Chair's Signature: 
Date: (9/21/12)
Chair, FSC C & C Committee: 
Date: (11/20/12)

College Faculty Approval Date: 11/14/12
College Dean's Signature: 
Date: (11/14/12)
Academic Affairs Approval: 
Date: (11/30/12)

College Contact: 
(Please print name.)
College Contact E-mail: 

Justification
The School of Human Resource Education and Workforce Development faculty have conducted a detailed strategic review of all concentrations and majors in the School in an effort to focus more limited resources on our strongest program areas. This concentration was identified as having had very few students in the last five years, very few graduates and to be unlikely to grow in the future. Furthermore, we are unlikely to obtain new faculty lines to devote to this concentration. Thus, the faculty decided to drop the concentration from our offerings.
From: Anna M Castrillo
Sent: Thursday, November 15, 2012 12:43 PM
To: Casey H Bennett
Subject: RE: ADEXIE and CARDEV

Anna, these students are being transferred into the HRLD concentration.

From: Anna M Castrillo
Sent: Thursday, November 15, 2012 12:14 PM
To: Casey H Bennett
Subject: RE: ADEXIE and CARDEV

Anna, these students are being transferred into the HRLD concentration.

From: Casey H Bennett
Sent: Thursday, November 15, 2012 11:58 AM
To: Anna M Castrillo
Subject: FW: ADEXIE and CARDEV

Anna, enrollment numbers are provided below. Let me know if you need anything else. cb
From: Ed Holton  
Sent: Thursday, November 15, 2012 11:57 AM  
To: Casey H Bennett  
Subject: RE: ADEXIE and CARDEV

Can you answer this question? Thanks!

---

From: Casey H Bennett  
Sent: Thursday, November 15, 2012 11:24 AM  
To: Ed Holton  
Subject: FW: ADEXIE and CARDEV

LSU  Human Sciences & Education  
http://www.lsu.edu/chse

From: Anna M Castrillo  
Sent: Thursday, November 15, 2012 11:17 AM  
To: Casey H Bennett  
Subject: ADEXIE and CARDEV

Casey,

The only thing I need now is the enrollment numbers of ADEXIE and CARDEV. I have BUED already.

Anna Castrillo  
Coordinator  
Office of the University Registrar  
Louisiana State University  
112 Thomas Boyd Hall  
Phone: (225)578-4111  
Fax: (225)578-9991

LSU
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department Architecture
College Art+Design
Name of Minor Architectural History

Has this change been discussed with and approved by all departments/colleges affected? Yes (x) No ( ) N/A ( )

ATTACH JUSTIFICATION for all actions. Use separate sheet.
ATTACH RESPONSE from any departments affected (i.e. any department whose course(s) are to be added).

ACTION (check appropriate box):
(x) ADDING: Show the entire new minor using catalog format. Use plan sheets and attach.
( ) CHANGING: List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.
( ) SUSPENDING: Provide an adequate explanation for suspending the minor on plain sheets and attach.
( ) DROPPING: Provide an adequate explanation for dropping the minor on plain sheets and attach.

MINOR

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total semester hours in current minor: 18</td>
<td>Total semester hours in proposed minor: 18</td>
</tr>
<tr>
<td>Architectural History</td>
<td>Architectural History</td>
</tr>
<tr>
<td>To graduate with a minor in architectural history, students must complete at least 18 hours of designated courses. To complete the minor, students are required to take ARCH 3005 and 3006. In addition, students must take at least two architecture courses from the following list: ARCH 2401, 4051, 4052, 4062, 4090, 4145. Finally, to complete the required number of credits, students may select additional courses from the following list: ANTH 4440; ARTH 4404, 4405, 4406, 4412, 4422; LA 2141, 2142, 2143, 2145.</td>
<td>To graduate with a minor in architectural history, students must complete at least 18 hours of designated courses. To complete the minor, students are required to take ARCH 2401, 3005 2007, 2008 and 3006 4007. In addition, to complete the required number of credits, students may select additional courses from the following list: ARCH 4051, 4052, 4440, 4155, 4062, 4090, 4145; ANTH 4440; ARTH 4404, 4405, 4406, 4412, 4422; LA 2141, 2142, 2143, 2145.</td>
</tr>
</tbody>
</table>

APPROVALS:
Department Faculty Approval Date 9.15.12
Department Chair's Signature (Date) 9.18.12
Chair, FS C & C Committee (Date) 11.20.12
College Contact: Thomas Sofranko (Please print name.)
College Contact Email: tsosfran@lsu.edu

College Faculty Approval Date 9.21.12
College Dean's Signature (Date) 10.10.12
Academic Affairs Approval (Date) 11.30.12
FORM F  Changing Undergraduate Minor: Architectural History

Justification:

This minor is being revised to reflect changes in the course offerings by the various units whose courses contribute to the minor (Architecture, Landscape Architecture, and Interior Design).

Arch 3005 and 3006 are in the process of being changed to comply with the 2012 Gen Ed requirement that all Gen Ed courses be 2000 level. The new course numbers, submitted as part of this package, will be Arch 2007 and 2008. These courses, with their new numbers, will be part of the minor.

Since the minor’s last revision:

The School of Architecture changed the course content of ARCH 2401, Architecture Appreciation, to be historically based. It is added to the minor as a required course.

The School of Architecture developed the course ARCH 4007, Architectural History 3. It is added to the minor as a required course.

The School of Architecture dropped from the catalog ARCH 4090 and 4145. They are removed from the minor.

The School of Architecture now offers ARCH 4155, Recording Historic Structures, and 4440, Vernacular Architecture and Material Culture frequently. They are added to the minor as approved elective courses.

The School of Landscape Architecture dropped from the catalog LA 2141, 2142, 2143, 2145. These courses are dropped from the minor. In place of these courses, LA 2201 and 3201, Landscape History 1 and 2 respectively, are added to the minor.

The Department of Interior Design developed the course ID 4741, Interior Design History. It is added to the minor as an approved elective course.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: School of Art
College: Art and Design
Name of Minor: Photography
Date: August 3, 2012

Has this change been discussed with and approved by all departments/colleges affected? Yes (X) No () N/A ()

ATTACH JUSTIFICATION for all actions: Use separate sheet.
ATTACH RESPONSE from any departments affected (i.e. any department whose course(s) are to be added).

ACTION (check appropriate box):

( ) ADDING: Show the entire new minor using catalog format. Use plain sheets and attach.
( ) CHANGING: List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.
( ) SUSPENDING: Provide an adequate explanation for suspending the minor on plain sheets and attach.
( ) DROPPING: Provide an adequate explanation for dropping the minor on plain sheets and attach.

MINOR

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total semester hours in current minor: 18</td>
<td>Total semester hours in proposed minor: 18</td>
</tr>
<tr>
<td>Photography</td>
<td>Photography</td>
</tr>
<tr>
<td>To graduate with a minor in photography, students must complete ART 2995, 2996, 3994, 3996, 4941, and three credit hours from: ART 3997, 4994, 4996, or 4997.</td>
<td>To graduate with a minor in photography, students must complete ART 2995, 2996, 3992, 3994, 3996, 4941, and three credit hours from: ART 3997, 4992, 4994, 4996, or 4997.</td>
</tr>
</tbody>
</table>

APPROVALS:
Department Faculty Approval Date: August 15, 2012
Department Chair's Signature: [Signature] (Date): 11/6/12
College Faculty Approval Date: 10/5/12
College Dean's Signature: [Signature] (Date): 10/11/12
Academic Affairs Approval Date: 11/20/12
(Please print name.)

College Contact Email: [Email]
Justification for Changing the Photography Minor

The School of Art requests that the following courses be dropped or added to the eighteen credit hours required for the minor in photography within the Studio Art curriculum.

**Drop ART 3997, 3996, and 4996**

Some years ago, Art 3997 had been dropped altogether and removed from the Photography Concentration for the BFA in Studio Art, but the course had never been removed from the photography minor. This move corrects this longstanding omission. Both Art 3996 and 4996 are being dropped due to changes in technology where color printing has shifted entirely from a chemical-based print processor to "inkjet" printers. The color theory and practice aspect of these courses has been folded into the content of ART 3992 and 4992.

**Add ART 3992 and 4992**

ART 3992 and 4992 are being added to the photography minor to introduce students to the ever advancing critical practices of digital photography.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department  FIN  
Name of Minor  Personal Investing (PINVE)  
College  E. J. Ourso College of Business  Date  Oct 12 2012

Has this change been discussed with and approved by all departments/colleges affected?  Yes (X)  No ( )  N/A ( )

ATTACH JUSTIFICATION for all actions. Use separate sheet.
ATTACH RESPONSE from any departments affected (i.e. any department whose course(s) are to be added).

ACTION (check appropriate box):

( ) ADDING: Show the entire new minor using catalog format. Use plain sheets and attach.

(X) CHANGING: List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.

( ) SUSPENDING: Provide an adequate explanation for suspending the minor on plain sheets and attach.

( ) DROPPING: Provide an adequate explanation for dropping the minor on plain sheets and attach.

MINOR

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
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<tbody>
<tr>
<td>Total semester hours in current minor: 15</td>
<td>Total semester hours in proposed minor: 15</td>
</tr>
<tr>
<td>To graduate with a minor in personal investing, students must complete 15 hours consisting of the following courses: FIN 1060, FIN 2060, FIN 3715 or 3716, three hours chosen from: FIN 3351, 3352, 3353 or a departmentally approved real estate elective; three hours chosen from FIN 3440, 3441, 3442, 3460 or a departmentally approved insurance elective, three hours chosen from FIN 3625, 3635, 3718 or a departmentally approved institutions elective, and FIN 4090 (1 hr. capstone). All courses must be completed with a grade of ‘C’ or better. At least nine semester hours must be taken on this campus. This minor is not available to finance majors.</td>
<td>To graduate with a minor in personal investing, students must complete 15 hours consisting of the following courses: FIN 1060, FIN 2060, FIN 3715 or 3716, three hours chosen from: FIN 3351, 3352, 3353 or a departmentally approved real estate elective, three hours chosen from FIN 3440, 3441, 3442, 3460 or a departmentally approved insurance elective, three hours chosen from FIN 3625, 3635, 3718 or a departmentally approved institutions elective, and FIN 4090 (1 hr. capstone). Students must have a 2.0 GPA in the courses used to satisfy the minor. At least nine semester hours must be taken on this campus. This minor is not available to finance majors.</td>
</tr>
</tbody>
</table>

APPROVALS:

Department Faculty Approval Date  10/10/12  
Department Chair's Signature  (Date)  
Chair, FS C & C Committee  11/10/12  
College Contact  Ashley Junek  
College Contact Email  CVjuneklsu.edu  

College Faculty Approval Date  11/9/12  
College Dean's Signature  (Date)  
Academic Affairs Approval  (Date)  

FORM F  USE ONLY  
REV. 3/2012  
Effective  1/5/2014  

Table of Contents  
1. Title Page  
2. Request Form  
3. Approval Process  
4. Supplemental Information  
5. Appendices  
6. Back Cover
Justification:

At the present time, students who major in Finance only have to complete the required FiN courses with a “D” or better, but must have a 2.0 overall and business GPA to graduate. The department faculty felt that it was unfair to require that students with a PINVE minor have more rigorous standards than students who are majoring in Finance. This change will put all students (minors and majors) on an equal footing in FiN courses.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: Interdepartmental  
College: E. J. Ourso College of Business  
Name of Minor: Business Administration (BADM)  
Date: Oct 12 2012

Has this change been discussed with and approved by all departments/colleges affected?  
Yes (X)  No ( )  N/A ( )

ATTACH JUSTIFICATION for all actions: Use separate sheet. ATTACH RESPONSE from any departments affected (i.e. any department whose course(s) are to be added).

ACTION (check appropriate box):

( ) ADDING: Show the entire new minor using catalog format. Use plain sheets and attach.

(X) CHANGING: List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.

( ) SUSPENDING: Provide an adequate explanation for suspending the minor on plain sheets and attach.

( ) DROPPING: Provide an adequate explanation for dropping the minor on plain sheets and attach.

MINOR

PRESENT

Total semester hours in current minor: 18

To graduate with a minor in business administration, students must complete 18 hours consisting of the following courses: ACCT 2000 or ACCT 2001; ECON 2030; FIN 3715; ISDS 1100; MGT 3200; MKT 3401. All courses must be completed with a grade of 'C' or better. At least nine semester hours must be taken on this campus and, of the nine hours, three must be at the 3000 or 4000 level. This minor is NOT available to students in the E. J. Ourso College of Business.

PROPOSED

Total semester hours in proposed minor: 18

To graduate with a minor in business administration, students must complete 18 hours consisting of the following courses: ACCT 2000 or ACCT 2001; ECON 2030; FIN 3715; ISDS 1100; MGT 3200; MKT 3401. Students must have at least a 2.0 GPA in the courses used to satisfy the minor. At least nine semester hours must be taken on this campus and, of the nine hours, three must be at the 3000 or 4000 level. This minor is NOT available to students in the E. J. Ourso College of Business.

APPROVALS:

Department Faculty Approval Date  
10/12/12

Department Chair's Signature  
11/20/12

Chair, FS C & C Committee  
(Please print name.)

College Contact  
College Contact Email  
(juneke@lsu.edu)

College Faculty Approval Date  
11/9/12

College Dean's Signature  
11/14/12

Academic Affairs Approval  
11/20/12
Justification:

At the present time, students who major in the E. J. Ourso College are required to complete the majority of their business courses with a "D" or better, but must have a 2.0 overall and business GPA to graduate. The department faculty felt that it was unfair to require that students with a BADM minor have more rigorous standards in some courses than students who are majoring in the business college.
REQUEST FOR ADDING, CHANGING, OR DROPPING UNDERGRADUATE MINOR
PLEASE SUBMIT 16 COPIES OF EACH REQUEST

Department  ISDS  College  E. J. Ourso College of Business  Date  08/21/12

Name of Minor  Information Technology Management

Has this change been discussed with and approved by all departments/colleges affected?  Yes (x)  No ( )  N/A ( )

ATTACH JUSTIFICATION for all actions: Use separate sheet.
ATTACH RESPONSE from any departments affected (i.e., any department whose course(s) are to be added).

ACTION (check appropriate box):
(x) ADDING: Show the entire new minor using catalog format. Use plain sheets and attach.

(x) CHANGING: List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column, use strikeout and bold to indicate changes. Explain all changes adequately on attachment.

( ) SUSPENDING: Provide an adequate explanation for suspending the minor on plain sheets and attach.

( ) DROPPING: Provide an adequate explanation for dropping the minor on plain sheets and attach.

MINOR

PRESENT

Total semester hours in current minor: 21

To graduate with a minor in Information Technology Management, students must complete 21 hours Consisting of the following courses: ISDS 1100 or ISDS 1101, or ISDS 1102; 3100; 3107; 3110; 4113; 4120: and three additional hours to be chosen from an ISDS elective course at the 3000 level or above. All courses must be completed with a grade of "C" or better. At least nine semester hours must be taken on this campus and, of the nine hours, at least three must be at the 3000 or 4000 level. The Information Technology Management minor is NOT available to students majoring in ISDS.

PROPOSED

Total semester hours in proposed minor: 21

To graduate with a minor in Information Technology Management, students must complete 21 hours Consisting of the following courses: ISDS 1100 or ISDS 1101, or ISDS 1102; 3100; 3107; 3110; 4113; 4120: and three additional hours to be chosen from an approved ISDS elective course at the 3000 level or above. Students must have at least a 2.0 GPA in the courses used to satisfy the minor. At least nine semester hours must be taken on this campus and, of the nine hours, at least three must be at the 3000 or 4000 level. The Information Technology Management minor is NOT available to students majoring in ISDS.

APPROVALS:

Department Faculty Approval Date  AUG  03 2012

Robert [Signature]  AUG  08 2012

Department Chair’s Signature

James [Signature]  11/10/12

Chair, FS C & C Committee

College Faculty Approval Date  11/9/12

R. D. [Signature]  11/4/12

College Dean's Signature

[Signature]  11/3/12

Academic Affairs Approval

[Signature]  11/3/12
Justification:

At the present time, students who are majoring in ISDS only have to complete the required ISDS courses with a “D” or better, but must have a 2.0 gpa to graduate. The department faculty felt that it was unfair to require that students with an ITM minor have more rigorous standards than students who are majoring in the subject. This puts all students (ITM minors and ISDS majors) on an equal footing in the ISDS courses.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: Rucks Department of Management  
College: E. J. Ourso College of Business  
Name of Minor: Entrepreneurship (ENSH)  
Date: Oct 12 2012

Has this change been discussed with and approved by all departments/colleges affected? Yes (X)  No ( )  N/A ( )

ATTACH JUSTIFICATION for all actions: Use separate sheet. 
ATTACH RESPONSE from any departments affected (i.e. any department whose course(s) are to be added).

ACTION (check appropriate box):

( ) ADDING:  
Show the entire new minor using catalog format. Use plain sheets and attach.

(x) CHANGING:  
List present catalog description which is to be changed (left column) and the changes proposed (right column). In proposed column, use strikeout and bold to indicate deletions and additions. Explain all changes adequately on attachment.

( ) SUSPENDING:  
Provide an adequate explanation for suspending the minor on plain sheets and attach.

( ) DROPPING:  
Provide an adequate explanation for dropping the minor on plain sheets and attach.

MINOR

<table>
<thead>
<tr>
<th>PRESENT</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total semester hours in current minor: 18</td>
<td>Total semester hours in proposed minor: 18</td>
</tr>
</tbody>
</table>

To graduate with a minor in entrepreneurship, students must complete 18 hours consisting of the following courses: MGT 2000, MGT 3111, MGT 4113 and nine additional hours to be chosen from: MGT 4120, MGT 4114, MGT 4115, or departmentally approved electives. All courses must be completed with a grade of C- or better. At least nine semester hours must be taken on this campus and at least three must be the 3000 or 4000 level. The entrepreneurship minor is NOT available to students majoring in Finance with an Entrepreneurship concentration.

To graduate with a minor in entrepreneurship, students must complete 18 hours consisting of the following courses: MGT 2000, MGT 3111, MGT 4113 and nine additional hours to be chosen from: MGT 4120, MGT 4114, MGT 4115, or departmentally approved electives. Students must have at least a 2.0 GPA in the course used to satisfy the minor. At least nine semester hours must be taken on this campus and at least three must be at the 3000 or 4000 level. The entrepreneurship minor is NOT available to students majoring in Management with an Entrepreneurship concentration.

APPROVALS:

Department Faculty Approval Date: 10/15/12

Department Chair's Signature: 11/20/12

Chair, FS C & C Committee: Ashley Junck

College Faculty Approval Date: 11/19/12

College Dean's Signature: 1/30/12

Academic Affairs Approval: 1/30/12

College Contact: Ashley Junck

College Contact Email: xjunck@lsu.edu
Justification:

At the present time, students who major in the E. J. Ourso College are required to complete the majority of their business courses with a “D” or better, but must have a 2.0 overall and business GPA to graduate. The department faculty felt that it was unfair to require that students with a BADM minor have more rigorous standards in some courses than students who are majoring in the business college.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education
Course Title: Teaching Internship in Human Resource Education

CURRENT course rubric & no.  HRE 4807
PROPOSED course rubric & no.  AEA 4807

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
280

NOTES:
* This form may only be used to change a course number and/or rubric.
* New course numbers cannot have been used for any other course during the previous 10 years.
* The first digit of a course number may not be changed. For example, a 4000-level course cannot be given a number at any level other than the 4000-level.
* This form CANNOT be used to make changes to course titles, descriptions, contact or credit hours, prerequisites, or any other substantive characteristics of a course.
* This form authorizes the replacement of the old course rubric and number with the new course rubric and number wherever the old rubric/number appears, including all:
  Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012

M. Barrett (Date)
Department Chair’s Signature

Graduate Dean’s Signature (for 4000 level and above)

COA: Jennifer Neal
HRE/AEA: Joe Kotrlik

College Contact: (Please print name.)
COA: Jennifer Neal: jshew1@lsu.edu
HRE/AEA: Joe Kotrlik: kotrlik@lsu.edu

College Contact E-mail: 

College Faculty Approval Date  11/14/12

Laura Lindsey (Date)
College Dean’s Signature

Chair, FS C & C Committee (Date)

Academic Affairs Approval  11/30/12

(For 4000 level and above)

Date:
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Agriculture

Course Title: Teaching Internship in Human Resource Education

CURRENT course rubric & no. HRE 4807
PROPOSED course rubric & no. AEA 4807

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
280

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  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date  9/26/2012
Department Chair's Signature  10/22/12

Graduate Dean's Signature (for 4000 level and above)  (Date)

College Contact: COA: Jennifer Neal
HRE/AEA: Joe Kotlik

College Contact E-mail: COA: Jennifer Neal: jenney@louisiana.edu
HRE/AEA: Joe Kotlik: kotlik@lsu.edu

College Faculty Approval Date  11/13/12
College Dean's Signature  11/13/12

Chair, FS C & C Committee  (Date)

Academic Affairs Approval (Date)

Tris P. Raines  11/30/12
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agiscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education
Course Title: Communications in Extension Education

CURRENT course rubric & no.  HRE 4011
PROPOSED course rubric & no.  AEA 4011

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 120 CHSE Minor in Vocational Education, 279

NOTES:
* This form may only be used to change a course number and/or rubric.
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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012

[Signature]  11/14/12  (Date)
Department Chair's Signature

[Signature]  11/14/12  (Date)
Graduate Dean's Signature
(for 4000 level and above)

[Signature]  11/14/12  (Date)
Chair, FS C & C Committee

COA: Jennifer Neal
HRE/AEA: Joe Kotrlrik
College Contact:  [Please print name.]
COA: Jennifer Neal: shewel@lsu.edu
HRE/AEA: Joe Kotrlrik: kotrlrik@lsu.edu
College Contact E-mail:

[Signature]  11/30/12  (Date)
Academic Affairs Approval
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev Date: 9/26/2012
College: Agriculture

Course Title: Communications in Extension Education

CURRENT course rubric & no. HRE 4011
PROPOSED course rubric & no. AEA 4011

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 120 CHSE Minor in Vocational Education, 279

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  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

[Signature]
10/22/12
Date

[Signature]
11/13/12
Date

College Dean’s Signature

Graduate Dean’s Signature
(for 4000 level and above)

COA: Jennifer Neal
College Contact: HRE/AEA, Joe Kotlik

College Contact E-mail: COA: Jennifer Neal: jhane1@lsu.edu
HRE/AEA: Joe Kotlik: jkotlik@lsu.edu

Chair, FSC & C Committee

Academic Affairs Approval

(Date)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RE NUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education
Course Title: Informal Education Programs for Youth

CURRENT course rubric & no. HRE 4026
PROPOSED course rubric & no. AEA 4026

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 279

NOTES:
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  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
Department Chair's Signature
Graduate Dean's Signature (for 4000 level and above)
College Contact: COA: Jennifer Neal
HRE/AEA: Joe Kotrlík
College Contact E-mail: COA: jneal1@lsu.edu
HRE/AEA: kotrlik@lsu.edu

College Faculty Approval Date 11/14/12
College Dean's Signature
Chair, FS C & C Committee

Academic Affairs Approval (Date)
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Agriculture
Course Title: Informal Education Programs for Youth

CURRENT course rubric & no. HRE 4026
PROPOSED course rubric & no. AEA 4026

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 279

NOTES:
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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
Department Chair’s Signature
Kenneth L. Koontz 11/13/12
College Faculty Approval Date 11/13/12
College Dean’s Signature
Chair, FSC & C Committee
Graduate Dean’s Signature (for 4000 level and above)
COA: Jennifer Neal
College Contact HRE/AEA: Joe Kotlik

(Please print name.)
COA: Jennifer Neal: jrneal@lsu.edu
HRE/AEA: Joe Kotlik: kotlik@lsu.edu

College Contact E-mail:
Academic Affairs Approval (Date)
P. Scott C. MacRae 5/18/12
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education
Course Title: Topics in International Development

CURRENT course rubric & nc. HRE 4039
PROPOSED course rubric & no. AEA 4039

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
125 CHSE Sport Leadership, 279

NOTES:
* This form may only be used to change a course number and/or rubric.
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  - Curricula, descriptions of curricula and degree audits.
  - Concentrations, descriptions of concentrations and degree audits.
  - Minors, descriptions of minors and degree audits.
  - The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

[Signature] 11/14/12 (Date)
Department Chair's Signature

Graduate Dean's Signature (for 4000 level and above)
COA: Jennifer Neal
HRE/AEA: Joe Kotrlík

College Contact: [Please print name.]
CDA: Jennifer Neal; bsherrl@lsu.edu
HRE/AEA: Joe Kotrlík; kotrlík@lsu.edu

College Contact E-mail: [Please print name.]

College Faculty Approval Date 11/19/12

[Signature] 11/19/12 (Date)
College Dean's Signature

Chair, FS C & C Committee 11/20/12 (Date)
[Signature]

Academic Affairs Approval 11/30/12 (Date)
[Signature]
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: School of Human Resource Educ & Workforce Dev. Date: 9/26/2012
College: Agriculture

Course Title: Topics in International Development

CURRENT course rubric & no. HRE 4039
PROPOSED course rubric & no. AEA 4039

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
125 CHSE Sport Leadership, 279

NOTES:
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  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
Department Chair's Signature: [Signature] (Date)

College Faculty Approval Date 11/13/12
College Dean's Signature: [Signature] (Date)

Graduate Dean's Signature: [Signature] (Date)
(for 4000 level and above)

College Contact: HRE/AEA: Joe Kotrlik
College Contact E-mail: joekotrlik@lsu.edu

COA: Jennifer Neal
Academic Affairs Approval: 11/30/12

REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education
Course Title: Special Topics in Agricultural Education

CURRENT course rubric & no. HRE 4819
PROPOSED course rubric & no. AEA 4819

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)

280

NOTES:
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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
M. Bennett /sk/ 11/14/12
Department Chair’s Signature

Graduate Dean’s Signature (for 4000 level and above)

COA: Jennifer Neal
HRE/AEA: Joe Kotlik

College Contact: (Please print name.)

College Contact E-mail:

COLLEGE FACULTY APPROVAL

College Faculty Approval Date 11-14-12
Laura A. Lindsey /sk/ 11-14-12
College Dean’s Signature

CHAIR, FS C & E COMMITTEE

Chair, FS C & E Committee
11/20/12

ACADEMIC AFFAIRS APPROVAL

Academic Affairs Approval 11/30/12

REV. 3/2011
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Agriculture
Course Title: Special Topics in Agricultural Education

CURRENT course rubric & no. HRE 4819
PROPOSED course rubric & no. AEA 4819

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
280

NOTES:
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  Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

Department Chair’s Signature 10/22/12

College Faculty Approval Date 11/13/12

College Dean’s Signature 11/3/12

Chair, FSC & C Committee 11/10/12

Graduate Dean’s Signature (for 4000 level and above) (Date)

College Contact: COA: Jennifer Neal
                HRE/AEA: Joe Kotlik

(Please print name.)
COA: Jennifer Neal jennwil1@lsu.edu
HRE/AEA: Joe Kotlik kotlik@lsu.edu
College Contact E-mail: 
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
Joe W Kotriik

From: Dorothy Jacobsen <djacob6@tigers.lsu.edu>
Sent: Wednesday, November 07, 2012 9:06 AM
To: Joe W Kotriik
Subject: curriculum changes

Joe,

I am aware of the change in the rubric for HRE 4039 and HRE 4504 to AEA 4039 and AEA 4504. These two courses are electives in the B.S. in Sport Administration - leadership concentration. I approve of the changes being made to these courses.

Dee

Dee Jacobsen, Ph.D.
Assistant Professor, Professional Practice
Undergraduate Sport Administration Coordinator
School of Kinesiology
Louisiana State University
112 H.P. Long Fieldhouse
225-578-3548
djacob6@lsu.edu
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education
Course Title: Cooperative Extension Work


CURRENT course rubric & no. HRE 4010
PROPOSED course rubric & no. AEA 4010

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
279


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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012

M. Bennett  11/4/12
   (Date)
   Department Chair's Signature

Graduate Dean's Signature
   (for 4000 level and above)
   (Date)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotrlak
   (Please print name.)
   CoA: Jennifer Neal, jn@lsu.edu
   HRE/AEA: Joe Kotrlak, kotrlak@lsu.edu

College Contact E-mail:

College Faculty Approval Date  11/14/12

Laura F. Lindsay  11/14/12
   (Date)
   College Dean's Signature

Chair, FS C & C Committee
   (Date)

Academic Affairs Approval  11/14/12

T. J. Rehm  11/14/12
   (Date)
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Agriculture
Course Title: Cooperative Extension Work

CURRENT course rubric & no.:
HRE 4010

PROPOSED course rubric & no.:
AEA 4010

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
279

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  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

Kenneth P. Knutson 11/13/12
Department Chair's Signature (Date)

College Faculty Approval Date 11/13/12

Kenneth P. Knutson 11/13/12
College Dean's Signature (Date)

Chair, FSC & C Committee (Date)

Graduate Dean's Signature (for 4000 level and above) (Date)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotlik

(Please print name)
COA: Jennifer Neal: tehew1@lsu.edu
HRE/AEA: Joe Kotlik: kotlik@lsu.edu

College Contact E-mail:

Academic Affairs Approval (Date)

11/13/12

11/13/12

11/13/12

11/30/12
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

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REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education

Course Title: Management of Human Resource Education Laboratory Experiences

CURRENT course rubric & no. HRE 4201

PROPOSED course rubric & no. AEA 4201

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 122 CHSE Career Development Minor, 123 CHSE Business Education, 260

NOTES:
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  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

M. Bennett
Chair’s Signature

College Faculty Approval Date 11/14/12

Laura J. Lindsay
Dean’s Signature

Graduate Dean’s Signature

COA: Jennifer Neal
HRE/AEA: Joe Kotrlk

College Contact: 

College Contact E-mail: Jennifer Neal: jnn@lsu.edu
HRE/AEA: Joe Kotrlk: kotrlk@lsu.edu

Chair, FS C & C Committee 11/14/12

Academic Affairs Approval 12/13/12
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Agriculture

Course Title: Management of Human Resource Education Laboratory Experiences

CURRENT course rubric & no.: HRE 4201
PROPOSED course rubric & no.: AEA 4201

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 122 CHSE Career Development Minor, 123 CHSE Business Education, 280

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  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date: 9/26/2012

[Signature]
Date: 10/22/12

College Faculty Approval Date: 11/13/12

[Signature]
Date: 11/13/12

Graduate Dean's Signature (for 4000 level and above)

[Signature]
Date: 11/20/12

[Signature]
Date: 11/20/12

Chair, FS C & C Committee

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotlik

(Please print name)

College Contact E-mail: shewit12@lsu.edu

Academic Affairs Approval:
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Agriculture
Course Title: Youth Leadership Development

Date 9/26/2012

CURRENT course rubric & no. HRE 4504
PROPOSED course rubric & no. AEA 4504

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
120 CHSE Vocational Education Minor, 125 Sport Leadership Concentration, 280

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  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

Department Chair’s Signature
10/22/12
(Date)

Graduate Dean's Signature
(Date)
(for 4000 level and above)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotrilka
(Please print name.)
College Contact E-mail: HRE/AEA: Joe Kotrilka

College Faculty Approval Date 11/14/12

College Dean’s Signature
(Date)

Chair, FS C & C Committee
11/20/12
(Date)

Academic Affairs Approval 11/20/12
(Date)
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Agriculture

Course Title: Youth Leadership Development
CURRENT course rubric & no.: HRE 4504
PROPOSED course rubric & no.: AEA 4504

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
120 CHSE Vocational Education Minor, 125 Sport Leadership Concentration, 280

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ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date: 9/26/2012

College Faculty Approval Date: 11/13/12

Department Chair's Signature: [Signature] (Date)

College Dean's Signature: [Signature] (Date)

Graduate Dean's Signature (for 4000 level and above): [Signature] (Date)

College Contact: COA: Jennifer Neal
                HRE/AEA: Joe Kostlik

(Please print name.)

College Contact E-mail: COA: Jennifer Neal jsnev@lsu.edu
                        HRE/AEA: Joe Kostlik kstrick@lsu.edu

Chair, FS C & C Committee: [Signature] (Date)

Academic Affairs Approval: [Signature] (Date)
Rationale for Rubric Change  
from HRE (Human Resource Education)  
to AEA (Agricultural, Extension and Adult Education)

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Joe,
I am aware of the change in the rubric for HRE 4039 and HRE 4504 to AEA 4039 and AEA 4504. These two courses are electives in the B.S. in Sport Administration – leadership concentration. I approve of the changes being made to these courses.

Dee

__________________________________________________________

Dee Jacobsen, Ph.D.
Assistant Professor, Professional Practice
Undergraduate Sport Administration Coordinator
School of Kinesiology
Louisiana State University
112 H.P. Long Fieldhouse
225-578-3548
djacob6@lsu.edu
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: School of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education
Course Title: Workforce Education Learner Assessment

CURRENT course rubric & no.  HRE 4601
PROPOSED course rubric & no.  AEA 4601

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 120 Leadership Development, 280

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  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012
Department Chair's Signature  [Signature]
Graduate Dean's Signature  [Signature]
(for 4000 level and above)
COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotrluk
College Contact E-mail: (Please print name.)
  COA, Jennifer Neal: jnwalker1@lsu.edu
  HRE/AEA, Joe Kotrluk: kotrluk@lsu.edu

College Faculty Approval Date  11/14/12
College Dean's Signature  [Signature]
Chair, FS C & C Committee  [Signature]
Academic Affairs Approval  [Signature]
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Agriculture
Course Title: Workforce Education Learner Assessment

CURRENT course rubric & no.  HRE 4601
PROPOSED course rubric & no.  AEA 4601

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
65 AGED, 120 Leadership Development, 280

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ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012

[Signature]  10/22/12 (Date)
Department Chair's Signature

College Faculty Approval Date  11/13/12

[Signature]  11/13/12 (Date)
College Dean's Signature

[Signature]  11/20/12 (Date)
Chair, FS C C Committee

Graduate Dean's Signature (for 4000 level and above)  (Date)
COA: Jennifer Neal
College Contact:  HRE/AEA: Joe Kotlik

(Please print name.)
COA: Jennifer Neal; sheny1@lsu.edu
HRE/AEA: Joe Kotlik; kotlik@lsu.edu

College Contact E-mail:

Academic Affairs Approval  11/30/12

[Signature]  11/30/12 (Date)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

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REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education
Course Title: Student Teaching in Human Resource Education

CURRENT course rubric & no. HRE 4806
PROPOSED course rubric & no. AEA 4806

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 123 BUED, 280

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ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
College Faculty Approval Date 11.14.12

Department Chair's Signature
(Date)

College Dean's Signature
(Date)

Graduate Dean's Signature
(Date)
(for 4000 level and above)

College Contact: Jennifer Neal
HRE/AEA: Joe Kotlik

College Contact E-mail: Jennifer Neal janneal@lsu.edu HRE/AEA: Joe Kotlik kotlik@lsu.edu

Effective 11/12
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  
College: Agriculture
Course Title: Student Teaching in Human Resource Education

CURRENT course rubric & no.  
HRE 4806

PROPOSED course rubric & no.  
AEA 4806

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
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ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval  Date: 9/26/2012

Department Chair's Signature (Date)

College Faculty Approval Date: 11/13/12

College Dean's Signature (Date)

Graduate Dean's Signature (for 4000 level and above) (Date)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotlik

Please print name.)
COA: Jennifer Neal jenew1@lsu.edu
HRE/AEA: Joe Kotlik kotlik@lusu.edu

College Contact E-mail:
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education

Course Title: Teaching in Human Resource Education Content Areas

CURRENT course rubric & no.  HRE 4200
PROPOSED course rubric & no.  AEA 4200

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 123 BUED, 279

NOTES:
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Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
Curricula, descriptions of curricula and degree audits.
Concentrations, descriptions of concentrations and degree audits.
Minors, descriptions of minors and degree audits.
The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date  9/26/2012

Colleen Bennett  11/4/12 (Date)
Department Chair's Signature

Graduate Dean's Signature
(for 4000 level and above) (Date)

College Contact: COA: Jennifer Neal
HRE/AEA: Joe Kotrlik

College Contact E-mail: COA: jeneal@lsu.edu
HRE/AEA: jkotrlk@lsu.edu

College Faculty Approval Date  11/15/12

Laura Lindsey  11/15/12 (Date)
College Dean's Signature

Chair, FSC & C Committee  11/20/12

Academic Affairs Approval  11/30/12 (Date)
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Agriculture

Course Title: Teaching in Human Resource Education Content Areas

CURRENT course rubric & no.  HRE 4200

PROPOSED course rubric & no.  AEA 4200

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 123 BUED, 279

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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date  9/26/2012

Department Chair's Signature  10/22/12

Graduate Dean's Signature  (Date)
(for 4000 level and above)

College Contact: COA: Jennifer Neal
HRE/AEA: Joe Kotrik

COA: Jennifer Neal: jneal1@lsu.edu
HRE/AEA: Joe Kotrik: kotrik@lsu.edu

College Contact E-mail:

College Faculty Approval Date  11/13/12

Kenneth D. Toomey  (Date)

College Dean's Signature
Chair, FS C C Committee

Academic Affairs Approval  11/20/12

(please print name.)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  
College: Human Sciences and Education  
Date: 9/26/2012

Course Title: Field Experiences in Human Resource Classroom Management  
CURRENT course rubric & no.  
HRE 3605  
PROPOSED course rubric & no.  
AEA 3605

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)  
95 AGED, 122 Career Development, 123 BUED, 279

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  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date: 9/26/2012  
Department Chair's Signature:  
(Date)

College Faculty Approval Date:  
College Dean's Approval:  
(Date)

Graduate Dean's Signature:  
(Date)

College Contact:  
COA: Jennifer Nea!  
HRE/AEA: Joe Kertlak

College Contact E-mail:  
COA: Jennifer Nea! jnea1@lsu.edu  
HRE/AEA: Joe Kertlak kertlak@lsu.edu

Academic Affairs Approval:  
(Date)

Effective: 15/2012
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev   Date: 9/26/2012
College: Agriculture

Course Title: Field Experiences in Human Resource Classroom Management

CURRENT course rubric & no. HRE 3605
PROPOSED course rubric & no. AEA 3605

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 122 Career Development, 123 BUED, 279

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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012

Department Chair's Signature

College Faculty Approval Date

College Dean's Signature

Graduate Dean's Signature
(Graduate Dean's signature is required for courses above 4000 level)

College Contact:

COA: Jennifer Neal
HRE/AEA: Joe Kedrlik

(Please print name.)

College Contact E-mail:
COA: Jennifer Neal: jhrew@lsu.edu
HRE/AEA: Joe Kedrlik: jkedrlik@lsu.edu

Chair, FS C & C Committee

(Chair's signature)

Academic Affairs Approval

(Date)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
Date: 9/26/2012
College: Human Sciences and Education
Course Title: Classroom Management in Human Resource Education
Current course rubric & no.: HRE 3603
Proposed course rubric & no.: AEA 3603

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 123 BUED, 279

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  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
M. Bennett 11/14/12
Department Chair’s Signature (Date)

Graduate Dean’s Signature (for 4000 level and above)
(Date)
COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotrik

College Contact E-mail:
COA: Jennifer Neal: jhew1@lsu.edu
HRE/AEA: Joe Kotrik: kotrik@lsu.edu

College Dean’s Signature (Date)
Chair, FSC C & C Committee (Date)

Academic Affairs Approval (Date)

RE. 3/2011

Effective 5/2014
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College Agriculture
Course Title: Classroom Management in Human Resource Education

CURRENT course rubric & no.  HRE 3603
PROPOSED course rubric & no.  AEA 3603

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
S5 AGED, 123 BUED, 279

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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012

[Signature]  10/22/12  (Date)

Department Chair’s Signature

College Faculty Approval Date  11/13/12

[Signature]  11/13/12  (Date)

College Faculty Approval

Graduate Dean’s Signature  (for 4000 level and above)

[Signature]  11/20/12  (Date)

Chair, FSC C & C Committee

COA: Jennifer Neal
HRE/AEA: Joe Kotrlik

College Contact: HRE/AEA: Joe Kotrlik

COA: Jennifer Neal

[Signature]  11/30/12  (Date)

Academic Affairs Approval
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education
Course Title: Human Diversity in Learning in Human Resource Education
CURRENT course rubric & no. HRE 3604
PROPOSED course rubric & no. AEA 3604

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 123 BUED, 279

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  - Minors, descriptions of minors and degree audits.

The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

M. Barnett/EST 11/14/12
Department Chair's Signature (Date)

College Faculty Approval Date 11-14-12

Jane E. Ridgley 11-14-12
College Dean's Signature (Date)

Chair, FS C & C Committee 11/20/12
(For 4000 level and above)

College Contact: HRE/AEA: Joe Kotlik
COA: Jennifer Neal

(Please print name.)
COA: Jennifer Neal shew11@lsu.edu
HRE/AEA: Joe Kotlik kotlik@lsu.edu

College Contact E-mail:

Academic Affairs Approval (Date)

Rev. 3/2011
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev    Date: 9/26/2012
College: Agriculture

Course Title: Human Diversity in Learning in Human Resource Education

CURRENT course rubric & no.  HRE 3604
PROPOSED course rubric & no.  AEA 3604

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 123 BUED, 279

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ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012
Department Chair’s Signature (Date) 10/2/12

College Faculty Approval Date  11/13/12
College Dean’s Signature (Date) 11/20/12

Chair, FS C & C Committee (Date)  11/20/12

Graduate Dean’s Signature (for 4000 level and above) (Date)

College Contact:  JMK V. Crotts, SSB 102
College Contact E-mail:  jmkv@lsu.edu

COA:  Jennifer Neal
HRE/AEA:  Joe Kotlik

(Please print name.)

Academic Affairs Approval (Date)  11/13/12
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education

Course Title: Presentation Methods in Human Resource Education

HRE 3201

CURRENT course rubric & no.

PROPOSED course rubric & no.

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 120 VED Concentration, 122 Human Resource Education, 123 BUED, 278 & Prereq for 4200, 280 Prereq for 4201

NOTES:

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  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
M. Bumett/ /Signature 11/4/12 (Date)

College Faculty Approval Date
Laura A. Lindsey/ /Signature 11/5/12 (Date)

Graduate Dean's Signature
(Date)
M. Bumett/ /Signature 11/20/12

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotnik
College Contact E-mail: jkotnik@lsu.edu

Chair, FS C & C Committee
(Date)

Academic Affairs Approval
(Date)
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Agriculture

Course Title: Presentation Methods in Human Resource Education

CURRENT course rubric & no.  HRE 3201
PROPOSED course rubric & no.  AEA 3201

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 120 VED Concentration, 122 Human Resource Education, 123 BUED, 279 & Prereq for 4200, 280 Prereq for 4201

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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date  9/26/2012


Kenneth J. Kooence  11/13/12
College Faculty Approval Date


College Dean's Signature


Chair, FS C & C Committee  11/20/12

Graduate Dean's Signature  (Date)
(for 4000 level and above)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotrlk

(Please print name.)
COA: Jennifer Neal: jhnw1@lsu.edu
HRE/AEA: Joe Kotrlk: kotrlk@lsu.edu
College Contact E-mail:  

Academic Affairs Approval  (Date)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

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REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Human Sciences and Education

Course Title: Instructional/Curriculum Design for Human Resource Education

CURRENT course rubric & no.  HRE 3101
PROPOSED course rubric & no.  AEA 3101

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 122 Human Resource Education, 123 BUED, 279, 280 Prereq for 4200/4201/4281

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  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date  9/26/2012
M. Burnett  11/14/12
      Chair's Signature
      (Date)

Graduate Dean’s Signature
(for 4000 level and above)

COA:  Jennifer Neal
HRE/AEA:  Joe Kotlik
College Contact:  

College Contact E-mail:  

College Faculty Approval Date  11/19/12
Laura Lindsey
      Dean’s Signature
      (Date)

Chair, FS C & C Committee
11/19/12

Academic Affairs Approval
11/30/12

REV 3/2011
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev    Date: 9/26/2012
College: Agriculture

Course Title: Instructional/curriculum Design for Human Resource Education    CURRENT course rubric & no.    HRE 3101
PROPOSED course rubric & no.    AEA 3101

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
95 AGED, 122 Human Resource Education, 123 BUED, 279, 280 Prereq for 4200/4201/4281

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* This form authorizes the replacement of the old course rubric and number with the new course rubric and number wherever the old rubric/number appears, including all:
  Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date    9/26/2012

Department Chair's Signature    10/22/12

College Faculty Approval Date    11/13/12

College Dean's Signature    11/13/12

Chair, FSC & C Committee    11/29/12

Graduate Dean's Signature    (for 4000 level and above)    11/29/12

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotrlik

(Please print name.)
COA: Jennifer Neal: jsnew1@lsu.edu
HRE/AEA: Joe Kotrlik: skotlik@lsu.edu

College Contact E-mail:

Academic Affairs Approval    11/30/12
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Human Sciences and Education
Course Title: Internship in Cooperative Extension Service

CURRENT course rubric & no.: HRE 3010
PROPOSED course rubric & no.: AEA 3010

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)

NOTES:
* This form may only be used to change a course number and/or rubric.
* New course numbers cannot have been used for any other course during the previous 10 years.
* The first digit of a course number may not be changed. For example, a 4000-level course cannot be given a number at any level other than the 4000-level.
* This form CANNOT be used to make changes to course titles, descriptions, contact or credit hours, prerequisites, or any other substantive characteristics of a course.
* This form authorizes the replacement of the old course rubric and number with the new course rubric and number wherever the old rubric/number appears, including all:
  - Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  - Curricula, descriptions of curricula and degree audits.
  - Concentrations, descriptions of concentrations and degree audits.
  - Minors, descriptions of minors and degree audits.
  - The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date: 9/26/2012

M. Barnett
Department Chair's Signature

College Faculty Approval Date: 11/4/12

Laura F. Lindsay
College Dean's Signature

Graduate Dean's Signature
(Date)
(for 4000 level and above)

Chair, FS C & C Committee
(Date)

College Contact:
COA: Jennifer Neal
HRE/AEA: Joe Kotrlik

College Contact E-mail:
COA: Jennifer Neal: shew1@lsu.edu
HRE/AEA: Joe Kotrlik: kotrlik@lsu.edu

Academic Affairs Approval
(Date)

Effective: 1/5/2014
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev  Date: 9/26/2012
College: Agriculture

Course Title: Internship in Cooperative Extension Service
CURRENT course rubric & no.  HRE 3010
PROPOSED course rubric & no.  AEA 3010

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
279

NOTES:
* This form may only be used to change a course number and/or rubric.
* New course numbers cannot have been used for any other course during the previous 10 years.
* The first digit of a course number may not be changed. For example, a 4000-level course cannot be given a
  number at any level other than the 4000-level.
* This form CANNOT be used to make changes to course titles, descriptions, contact or credit hours,
  prerequisites, or any other substantive characteristics of a course.
* This form authorizes the replacement of the old course rubric and number with the new course rubric and
  number wherever the old rubric/number appears, including all:
  Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:

Department Faculty Approval Date  9/20/2012
Department Chair’s Signature  10/22/12

College Faculty Approval Date  11/13/12
College Dean’s Signature  11/13/12

Graduate Dean’s Signature  (Date)
(for 4000 level and above)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Kotlik
(Please print name.)
COA: Jennifer Neal: sherw1@lsu.edu
HRE/AEA: Joe Kotlik: kotlik@lsu.edu

Chair, FS C & C Committee  (Date)

Academic Affairs Approval  (Date)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that AEA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev    Date: 9/26/2012
College: Human Sciences and Education
Course Title: Foundations of Human Resource Education

CURRENT course rubric & no. HRE 2001
PROPOSED course rubric & no. AEA 2001

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
88 Ag Minor, 95 AGED, 120 VED Minor, 122 HRE, 123 BUED, 279 Prereq for 4007/4200, 280 Prereq for 4201

NOTES:
* This form may only be used to change a course number and/or rubric.
* New course numbers cannot have been used for any other course during the previous 10 years.
* The first digit of a course number may not be changed. For example, a 4000-level course cannot be given a number at any level other than the 4000-level.
* This form CANNOT be used to make changes to course titles, descriptions, contact or credit hours, prerequisites, or any other substantive characteristics of a course.
* This form authorizes the replacement of the old course rubric and number with the new course rubric and number wherever the old rubric/number appears, including all:
  Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012

M. Burnett/Ed 11/14/12
Department Chair’s Signature (Date)

Graduate Dean’s Signature (for 4000 level and above) (Date)

College Contact: COA: Jennifer Neal
                HRE/AEA: Joe Kotrlik

(please print name.)
COA: Jennifer Neal: jsheer1@lsu.edu
      HRE/AEA: Joe Kotrlik: jkotrlik@lsu.edu

College Contact E-mail:

College Dean’s Signature (Date)
Laura A. Birdseye

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
T. A. Rain 1-30-12
REQUEST TO RENUMBER A COURSE OR CHANGE RUBRIC

Department: Sch. of Human Resource Educ & Workforce Dev
College: Agriculture
Course Title: Foundations of Human Resource Education

CURRENT course rubric & no. HRE 2901
PROPOSED course rubric & no. AEA 2001

List all pages in the LSU General Catalog where the course appears: (attach extra sheets if necessary)
88 Ag Minor, 95 AGED, 120 VED Minor, 122 HRE, 123 BUED, 279 Prereq for 4007/4200, 280 Prereq for 4201

NOTES:
* This form may only be used to change a course number and/or rubric.
* New course numbers cannot have been used for any other course during the previous 10 years.
* The first digit of a course number may not be changed. For example, a 4000-level course cannot be given a number at any level other than the 4000-level.
* This form CANNOT be used to make changes to course titles, descriptions, contact or credit hours, prerequisites, or any other substantive characteristics of a course.
* This form authorizes the replacement of the old course rubric and number with the new course rubric and number wherever the old rubric/number appears, including all:
  Course descriptions (prerequisites, co-requisites, cross-listings, etc.)
  Curricula, descriptions of curricula and degree audits.
  Concentrations, descriptions of concentrations and degree audits.
  Minors, descriptions of minors and degree audits.
  The General Education course list.

ATTACH JUSTIFICATION FOR REQUEST TO CHANGE COURSE NUMBER AND/OR RUBRIC

APPROVALS:
Department Faculty Approval Date 9/26/2012
Department Chair's Signature

Department Chair's Signature (Date)

College Faculty Approval Date 11/13/12
Kenneth S. Koontz
College Dean's Signature (Date)

Graduate Dean's Signature
(For 4000 level and above)

COA: Jennifer Neal
College Contact: HRE/AEA: Joe Korilik

(Please print name.)
COA: Jennifer Neal
HRE/AEA: Joe Korilik

College Contact E-mail: kbtok@email.lsu.edu

Chair, FS C & C Committee (Date)

Academic Affairs Approval
(10/23/12)
Rationale for Rubric Change
from HRE (Human Resource Education)
to AEA (Agricultural, Extension and Adult Education)

During the summer of 2012, the School of Human Resource Education and Workforce Development was moved to the new College of Human Sciences and Education as a part of a reorganization of academic units on campus. One aspect of this move was that the Agricultural Education program would remain in the College of Agriculture. Part of the FTE allocation for two faculty members remained in the College of Agriculture to support the Agricultural Education Program. The courses for which rubric changes have been requested are part of the Agricultural Education degree program. AEA was selected as the rubric because the Agricultural Education program contains two concentrations, namely, Teaching and Learning (teacher education), and Leadership and Communication. Graduates from the Teaching and Learning concentration will be prepared to teach agriscience in secondary schools. Graduates from the Leadership and Communication concentration will be prepared to pursue careers in Cooperative Extension, Farm Bureau, state and local government agricultural agencies, and other youth and adult education programs in the agricultural field. The reason AEA was selected for the rubric is that ABA is a common rubric used by universities across the nation for similar programs. Since all other teacher education programs have been terminated in HRE, these courses were not needed in HRE and they can be transferred easily to the new rubric.
REQUEST FOR DROPPING A COURSE

Department: Mathematics
College: Science

Course rubric & no.: Math 6300
Title: Topics in Mathematics for Secondary Teachers

Semester hours of credit: 1-3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Has been used in Master of Natural Sciences.

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)
If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric Course # Rubric Course #

Rubric Course # Rubric Course #

Is this course on the general education list? Yes ( ) No ( )
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

This course is being replaced because the role that it played in the past is being taken over by newly proposed courses, Math 6303 and Math 6893. The new courses are more specific than Math 6300 in their intent and description. Another reason for the replacement is the numbering of Math 6300 which has caused confusion in the past. This course is for secondary teachers, but related courses Math 6301 for elementary teachers and Math 6302 for middle-school teachers suggest a different number.

APPROVALS:

Department Faculty Approval Date: 10-25-2012
Department Chair’s Signature: Charles W. Nabeel
Graduate Dean’s Signature: (Date)
College Contact: Kim Kubicek
College Contact E-mail: kubicek@isu.edu

College Faculty Approval Date: 11/3/12
College Dean’s Signature: M. Carr
Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev. Date: 9/26/12
College: Human Sciences and Education

Course rubric & no. HRE 4080 Title: Teaching: Manufacturing Industries

Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No ( X)

If answer to above is yes, please list courses by rubric and course number:
(If additional space is needed, please attach a separate piece of paper.)

Rubric ______ Course # ______ Rubric ______ Course # ______
Rubric ______ Course # ______ Rubric ______ Course # ______

Is this course on the general education list? Yes ( ) No ( X)

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date: 9/26/12

M. Bennett 11/14/12

Department Chair's Signature (Date)

Graduate Dean's Signature (Date)

College Contact:
(Please print name.)

College Contact E-mail: cbenne5@isu.edu

College Dean's Approval Date: 11-14-12

Chair, FS C & O Committee (Date)

Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.  Date: 9/26/12
College: Human Sciences and Education

Course rubric & no. HRE 4070  Title: Teaching: Construction Industries

Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric: Course #  Rubric: Course #

Rubric: Course #  Rubric: Course #

Is this course on the general education list? Yes ( ) No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date: 9/26/12

M. Burnett / 8/24/12
Department Chair's Signature: (Date)

Graduate Dean's Signature: (Date)

College Contact: (Please print name.)

College Contact E-mail: cbenne5@lsu.edu

College Faculty Approval Date: 11-14-12

Laura E. Hedges / 11-14-12
College Dean's Signature: (Date)

Chair, F.S.C & C Committee: (Date)

Academic Affairs Approval: (Date)

Effective Date: 2/1/13
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev. Date 9/26/12

College Human Sciences and Education

Course rubric & no. HRE 4007 Title Organization and Administration of Home Economics Occupational Programs

Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes () No (x) N/A (x)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter.

(If additional space is needed, please attach a separate piece of paper.)

Home Economics Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes () No (x)

If answer to above is yes, please list courses by rubric and course number.

(If additional space is needed, please attach a separate piece of paper.)

Rubric ________ Course # ________ Rubric ________ Course # ________

Rubric ________ Course # ________ Rubric ________ Course # ________

Is this course on the general education list? Yes () No (x)

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date 9/26/12

M. Bennett /E/ 11/14/12

Department Chair's Signature (Date)

Graduate Dean's Signature (Date)

College Contact:

(Please print name.)

College Contact E-mail: cbenne5@lsu.edu

College Faculty Approval Date 11-14-12

Laura Linder /E/ 11-04-12

College Dean's Signature (Date)

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)

T. A. Ross 11/30/12
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev.  Date 9/26/12
College Human Sciences and Education

Course rubric & no. HRE 3500 Title Administrative Assistant Procedures
Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s).
Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Business Ed (Drop in process)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric _______ Course # _______ Rubric _______ Course # _______
Rubric _______ Course # _______ Rubric _______ Course # _______

Is this course on the general education list? Yes ( ) No ( )
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date 9/26/12
N. Bennett 09/26/12
Department Chair’s Signature (Date)

Graduate Dean’s Signature (Date)

College Contact: (Please print name.)

College Contact E-mail: cbennet@lsu.edu

College Faculty Approval Date 11-14-12
Laura F. Lindsay 11-14-12
College Dean’s Signature (Date)

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.  Date: 9/26/12
College: Human Sciences and Education

Course rubric & no.  HRE 3043  Title: Industrial Arts for Elementary Teachers

Semester hours of credit:  3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected?  Yes ( )  No ( )  N/A (X)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

________________________________________________________________________

Is this course a prerequisite or corequisite for any other courses?  Yes ( )  No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)
Rubric  Course #  Rubric  Course #
Rubric  Course #  Rubric  Course #

Is this course on the general education list?  Yes ( )  No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS

Department Faculty Approval  Date: 9/26/12
M. Bennett  11/14/12
Department Chair’s Signature  (Date)

Graduate Dean’s Signature  (Date)

College Contact:  (Please print name.)
cbenne5@lsu.edu

College Faculty Approval Date: 11-14-12

Laura F. Lindsey  11-14-12
College Dean’s Signature  (Date)

Chair, FS C & C Committee  (Date)

Academic Affairs Approval  (Date)

T. G. Roane  11/30/12
REQUEST FOR DROPPING A COURSE

Department: Mathematics
College: Science
Course rubric & no.: Math 4004
Title: Mathematics Education Capstone Course
Semester hours of credit: 3

Date: 10-10-12

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:

(If additional space is needed, please attach a separate piece of paper.)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric Course # Rubric Course #

Rubric Course # Rubric Course #

Is this course on the general education list? Yes ( ) No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE

Math 4004 was part of the old Geaux Teach program. In 2011, this course was replaced by Math 4019, which is the new program.

APPROVALS:

Department Faculty Approval Date: Aug. 30, 2011

College Faculty Approval Date: 10/30/12

Chair's Signature: Oct. 12, 2012

K. Cane, M. Chair

Graduate Dean's Signature: 11/3/12

Chair, FS C & O Committee

College Contact: Kim Kubicek

College Contact E-mail: kkubiecek@lsu.edu

Academic Affairs Approval: 11/30/12
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.
College: Human Sciences and Education

Course rubric & no.: HRE 2621  Title: Practicum in Distributive Education

Semester hours of credit: 2

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.
Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)
Business Ed (Drop in process)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)
If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)
Rubric ______ Course # ______  Rubric ______ Course # ______
Rubric ______ Course # ______  Rubric ______ Course # ______

Is this course on the general education list? Yes ( ) No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval Date 9/26/12
M. Burnett /S 11/14/12
Department Chair's Signature (Date)

Graduate Dean's Signature (Date)
College Contact:
(Please print name.)
cbhne5@lsu.edu

College Contact E-mail: cbenne5@lsu.edu

College Faculty Approval Date 11-14-12

Chair, FS C & C Committee (Date)
Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.  Date: 9/28/12
College: Human Sciences and Education

Course rubric & no.: HRE 2620  Title: Practicum in Business and Office Education

Semester hours of credit: 2

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)
Business Ed (Drop in process)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)
Rubric: _____ Course #: _____  Rubric: _____ Course #: _____
Rubric: _____ Course #: _____  Rubric: _____ Course #: _____

Is this course on the general education list? Yes ( ) No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date: 9/26/12
M. Barnett (Signature) (Date)

College Faculty Approval Date: 11/14/12
Laura F. Lindsay (Signature) (Date)

Department Chair's Signature: (Signature) (Date)
Graduate Dean's Signature: (Signature) (Date)
College Contact: ____________________________
(Please print name.)
College Contact E-mail: cbennet5@lsu.edu

College Dean's Signature: (Signature) (Date)
Chair, FSCC & Committee (Signature) (Date)
Academic Affairs Approval: (Signature) (Date)
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev. Date 9/26/12

College Human Sciences and Education

Course rubric & no. HRE 2045 Title Fundamentals of Air Conditioning and Refrigeration

Semester hours of credit: __________

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/collleges affected? Yes ( ) No ( ) N/A (x)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter.

(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other course? Yes ( ) No (x)

If answer to above is yes, please list courses by rubric and course number.

(If additional space is needed, please attach a separate piece of paper.)

Rubric __________ Course # __________ Rubric __________ Course # __________

Rubric __________ Course # __________ Rubric __________ Course # __________

Is this course on the general education list? Yes ( ) No (x)

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date 9/26/12

M. Barnwell/ES 11/4/12

Department Chair’s Signature (Date)

Graduate Dean’s Signature (Date)

College Contact: (Please print name.) cbenne5@lsu.edu

College Contact E-mail:

College Faculty Approval Date 11-14-12

Laura Purdy/ES 11/14/12

College Dean’s Signature (Date)

Chair, FSC & C Committee (Date)

Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev. Date 9/26/12
College Human Sciences and Education

Course rubric & no. HRE 2041 Title Industrial Crafts

Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X )

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)
Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X )

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric Course # Rubric Course #

Rubric Course # Rubric Course #

Is this course on the general education list? Yes ( ) No (X )

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date 9/26/12

M. Breland (Signature) (Date) College Faculty Approval Date 11-14-12

Graduate Dean's Signature (Date)

College Contact: (Please print name.)
cbenne5@lsu.edu

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
REQUEST FOR DROPING A COURSE

Department: School of Human Resource Education & Workforce Dev.
College: Human Sciences and Education

Course rubric & no. HRE 1001 Title: Industrial Engines: Maintenance and Repair
Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper)

Industrial Education concentration (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper)

Rubric ______ Course # ______ Rubric ______ Course # ______
Rubric ______ Course # ______

Is this course on the general education list? Yes ( ) No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval Date 9/26/12
M. Burnett /H 11/14/12 (Date)
Department Chair's Signature

College Faculty Approval Date 1-14-12
Laura T. Lindsey /H 11-14-12 (Date)
College Dean's Signature

Graduate Dean's Signature (Date)

College Contact:
(Please print name.)
cbenne5@lsu.edu

Chair, FS C & C Committee

Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.  Date: 9/26/12

College: Human Sciences and Education

Course rubric & no.: HRE 2008  Title: Individual Field Experience in Occupational Home Economics

Semester hours of credit: 1-3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected?  Yes ( )  No ( )  N/A (X)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Home Economics Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses?  Yes ( )  No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric ______ Course # ______ Rubric ______ Course # ______

Rubric ______ Course # ______ Rubric ______ Course # ______

Is this course on the general education list?  Yes ( )  No (X)

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:

Department Faculty Approval Date 9/26/12  College Faculty Approval Date 11-14-12

M. Barnett  11/14/12

Department Chair's Signature  (Date)

Graduate Dean's Signature  (Date)

College Contact:  (Please print name:)

College Contact E-mail: cbenne5@lsu.edu

Laura J. Lindsay  11-14-12

College Dean's Signature  (Date)

Chair, FSC C & C Committee  (Date)

Academic Affairs Approval  (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.
Course: HRE 2012
Title: Woodworking Technology
Year: 2012

Date: 9/26/12
Effective Date: 11/20/12

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes () No () N/A (X)

This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:

If additional space is needed, please attach a separate piece of paper.

Industrial Ed. (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes () No (X)

If answer to above is yes, please list courses by rubric and course number.

Rubric _____ Course # _______ Rubric _____ Course # _______
Rubric _____ Course # _______ Rubric _____ Course # _______

Is this course on the general education list? Yes () No (X)

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval Date: 9/26/12
M. Bennett/ST 11/14/12
Department Chair’s Signature (Date)

Graduate Dean’s Signature (Date)

College Contact: (Please print name.) cbenne5@lsu.edu

College Faculty Approval Date: 11-14-12

Laura J. Lindsay/ST 11-14-12
College Dean’s Signature (Date)

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department: School of Human Resource Education & Workforce Dev.  Date: 9/26/12
College: Human Sciences and Education

Course rubric & no.: HRE 2022  Title: Advanced Metals
Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected?  Yes ( )  No ( )  N/A (X)
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses?  Yes ( )  No (X)
If answer above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric: Course #:  Rubric: Course #:
Rubric: Course #:  Rubric: Course #:

Is this course on the general education list?  Yes ( )  No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval:  Date: 9/26/12
M. Burnett/Ed 11/14/12  Department Chair's Signature (Date)

College Faculty Approval:  Date: 11/14/12

Laura J. Lindsay 11/14/12  College Dean's Signature (Date)

Graduate Dean's Signature:  (Date)

Chair, FSC & C Committee:  (Date)

College Contact:  (Please print name.)

College Contact E-mail:  

Academic Affairs Approval:  (Date)
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev. Date 9/26/12
College Human Sciences and Education

Course rubric & no. HRE 2630 Title General Electricity

Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.
Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X)

If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric _____ Course # _____ Rubric _____ Course # _____
Rubric _____ Course # _____ Rubric _____ Course # _____

Is this course on the general education list? Yes ( ) No (X)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval Date 9/26/12

M. Bennett 11/14/12
Department Chair’s Signature (Date)

College Faculty Approval Date 11/14/12

College Dean’s Signature (Date)

Graduate Dean’s Signature (Date)

College Contact:

College Contact E-mail:

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev. Date 9/26/12
College Human Sciences and Education

Course rubric & no. HRE 2031 Title Basic Electronics
Semester hours of credit: 

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X )
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (X )
If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)
Rubric Course # Rubric Course #
Rubric Course # Rubric Course #

Is this course on the general education list? Yes ( ) No (X )
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval Date 9/26/12

M. Burnett/ES 11/4/12
Department Chair's Signature (Date)

Graduate Dean's Signature (Date)
College Contact: [Please print name.]
College Contact E-mail: cbennett@lsu.edu

College Faculty Approval Date 11-14-12

[Signature] (Date)

[Signature] (Date)
Chair, FS C & C Committee

[Signature] (Date)
Academic Affairs Approval:
REQUEST FOR DROPPING A COURSE

Department School of Human Resource Education & Workforce Dev.  Date 9/26/12
College Human Sciences and Education

Course rubric & no. HRE 2040 Title Technical Drawing, Reading, Sketching and Takeoff
Semester hours of credit: 3

NOTE: Affected departments must be notified in writing and with adequate time allowed for written response(s). Responses must be included with this form.

Has this drop been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (x)
This course is presently included or referenced in the following curriculum, minor, concentration, area of specialization, or catalog chapter:
(If additional space is needed, please attach a separate piece of paper.)

Industrial Ed (Dropped)

Is this course a prerequisite or corequisite for any other courses? Yes ( ) No (x)
If answer to above is yes, please list courses by rubric and course number.
(If additional space is needed, please attach a separate piece of paper.)

Rubric ______ Course # ______ Rubric ______ Course # ______
Rubric ______ Course # ______ Rubric ______ Course # ______

Is this course on the general education list? Yes ( ) No (x)
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
The faculty have conducted a strategic review of all courses, majors and concentrations in the School. It was determined that this course will never be used again and should be dropped from the catalog. All concentrations and majors utilizing this course have or are in the process of being dropped. No students are enrolled that need this course and it has not been taught for many years.

APPROVALS:
Department Faculty Approval Date 9/26/12

M. Bennett 11/14/12
Department Chair’s Signature (Date)

Graduate Dean’s Signature (Date)

College Contact:
(Please print name.)
cbenne5@lsu.edu

College Faculty Approval Date 11-14-12

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
Request for CHANGING an Existing Course

Department: Mathematics
Course Rubric and #: MATH 4158

College: Science
Date: 10-23-2012

Present Course Description
Title: Foundations of Mathematics

Semester Hours of Credit: 3
If combination course type, # hrs. of credit for
lab/sem/rec: 

Repeat Credit Max (if repeatable): X
Graduate Credit?: Yes: No:
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3 LAB 0 SEM 0 REC 0
Total Weekly Contact Hours: 3
Grading System: Letter Grade: X Pass/Fail

Course Description:
Inclue course number, title, etc. exactly as it appears in the General Catalog.
4158 Foundations of Mathematics (3) Prereq.: MATH 2037 or equivalent. Real number systems, sets, relations, product spaces, order and cardinality.

Proposed Course Description
Title: Foundations of Mathematics
Short Title: F O U N D A T I O N S O F M A T H

Semester Hours of Credit: 3
If combination course type, # hrs. of credit for
lab/sem/rec: 

Repeat Credit Max (if repeatable): X
Graduate Credit?: Yes: No:
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3 LAB 0 SEM 0 REC 0
Total Weekly Contact Hours: 3
Grading System: Letter Grade: X Pass/Fail

Course Description:
Inclue course number, title, etc. exactly as it will appear in the General Catalog.
4158 Foundations of Mathematics (3) Prereq.: MATH 2037 or equivalent. Rigorous development of the real numbers, sets, relations, product spaces, order and cardinality.

 THESE QUESTIONS MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A ( )
Is this course included in any curricula, concentrations, or minors? Yes ( ) No ( )
Is this course a prerequisite or corequisite for other courses? Yes ( ) No ( )

JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

APPROVALS:
Department Faculty Approval Date: Oct. 25, 2012
Department Chair's Signature: Byrd
Graduate Dean's Signature: (Date)
College Contact: K. Kubicek
College Contact E-mail: K. Kubicek@lsu.edu

College Faculty Approval Date: 11/6/12
College Dean's Signature: (Date)
Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
Justification

The only change is to add the words “rigorous development of” before “real numbers.” Without this change, readers would not see much difference between Math 4158 and the outgoing Math 2040, entitled “Fundamentals of Mathematics” (description: “Introduction to techniques of mathematical proofs; sets, logic, relations and functions, induction, cardinality and properties of real numbers”) or even Math 1201, entitled “Number Sense and Open-Ended Problem Solving” (description: “Cardinality and integers; decimal representation and the number line…”). We simply want to emphasize that Math 4158 is proof-intensive (as are many or most 4000-level Math courses).
Request for CHANGING an Existing Course

Department: Math
Course Rubric and #: Math 4035
College: Science
Date: 10-12-12

Present Course Description
Title: Advanced Calculus of Several Variables

Semester Hours of Credit: 3
If lecture/lab, # hrs. of credit for lecture: ___
lab: ___
Repeat Credit Max (if repeatable): ___
X
Graduate Credit? Yes: ___ No: ___

Credit will not be given for this course and:
Contact Hours Per Week (from ACM):
LEC 3 LAB 0 SEM RES/IND CLIN/PRACT
Total Weekly Contact Hours: 3 Pass/Fail
Grading System: Letter Grade X

Course Description:
Include course number, title, etc., exactly as it appears in the General Catalog
4035 Advanced Calculus of Several Variables (3) Prereq.: MATH 2085 and 4031. Topology in n-dimensional space, differential calculus in n-dimensional space, inverse and implicit function theorems.

Proposed Course Description
Title: Advanced Calculus of Several Variables
Short Title: ADV CAL OF N VAR

Semester Hours of Credit: 3
If lecture/lab, # hrs. of credit for lecture: ___
lab: ___
Repeat Credit Max (if repeatable): ___
X
Graduate Credit? Yes: ___ No: ___

Credit will not be given for this course and:
Contact Hours Per Week:
LEC 3 LAB 0 SEM RES/IND CLIN/PRACT
Total Weekly Contact Hours: 3 Pass/Fail
Grading System: Letter Grade X

Course Description:
Include course number, title, etc., exactly as it will appear in the General Catalog
4035 Advanced Calculus of Several Variables (3) Prereq.: MATH 4031 or equivalent. Topology in n-dimensional space, differential calculus in n-dimensional space, inverse and implicit function theorems.

THESE QUESTIONS MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.
Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, list courses; use separate sheet.
Is this course on the General Education list? Yes ( ) No (X)
JUSTIFICATION/EXPLANATION: Use separate sheet.
Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.
APPROVALS:
Department Faculty Approval Date: Oct. 10, 2011
Charles W. Tubbs Oct. 12, 2012
Department Chair’s Signature (Date)
Graduate Dean’s Signature (Date)
Academic Affairs Approval (Date)

College Faculty Approval Date: 10/30/12
K. Carm M. Callan 11/2/12
College Dean’s Signature (Date)
Chair, FS C & C Committee 11/30/12
(Date)
Justification

The proposal here on this Form C is to change the prereq of Math 4035 (namely, “Math 2085 and 4031”) to “Math 4031 or equivalent.” It is no longer necessary to mention Math 2085 as a prereq, since Math 2085 will (via a separate Form C) become an official prereq of Math 4031.

Courses, Curricula, Colleges, Offices, Concentrations, and Minors that mention Math 4035

A. College of Science
A.2. Curriculum in Math (Department of Math).
A.3. Concentration in Computational Mathematics, Curriculum in Math (Department of Math).
A.4. Concentration in Mathematical Statistics, Curriculum in Math (Department of Math).
A.5. Concentration in Mathematics, Curriculum in Math (Department of Math).
Request for CHANGING an Existing Course

Department: Math  
Course Rubric and #: Math 4700  
College: Science  
Date: 10-22-12

Present Course Description

Title: History of Mathematics  
Semester Hours of Credit: 3  
If lecture/lab, # hrs. of credit for lecture: _____  
lab: _____  
Repeat Credit Max (if repeatable): _____  
Graduate Credit?: Yes: X  No: _____  
Credit will not be given for this course and:

Contact Hours Per Week (from ACM):
LEC 3  LAB 0  SEM  RES/IND  CLIN/PRACT  
Total Weekly Contact Hours: 3  
Grading System: Letter Grade X  Pass/Fail  
Course Description: Include course number, title, etc., exactly as it appears in the General Catalog.  
4700 History of Mathematics (3) Prereq.: MATH 2040, 2057 and 2085; students entering the course should have a firm sense of what constitutes a proof. This course will have substantial mathematical content, topics such as early Greek mathematics, from Euclid to Archimedes; algebra and number theory from Diophantus to the present; the calculus of Newton and Leibniz; the renewed emphasis on rigor and axiomatic foundations in the 19th and 20th centuries; interactions of mathematics with technology and the natural sciences; biographies of significant mathematicians.

These Questions Must be Answered Completely and Accurately or Proposal Will Be Returned.

Has this change been discussed with and approved by all departments/colleges affected? Yes ( X ) No ( ) N/A (X)  
Is this course included in any curricula, concentrations, or minors? Yes ( X ) No ( ) If yes, please list on a separate sheet.  
Is this course a prerequisite or corequisite for other courses? Yes ( ) No (X) If yes, list courses; use separate sheet.  
Is this course on the General Education list? Yes ( ) No (X)  
Justification/Explanations: Use separate sheet.  
Note: If course is or will be cross-listed, separate forms must be submitted by each department.

Approvals:  
Department Faculty Approval Date: Aug. 29, 2011  
Department Chair's Signature:  
Date: Oct. 12, 2012

College Faculty Approval Date: 11/6/11  
College Dean's Signature:  
Date:  
Chair, FS C & C Committee:  
Date: 11/20/12  
Academic Affairs Approval:  
Date: 11/30/12
Request for CHANGING an Existing Course

Department: Math  
Course Rubric and #: Math 4031  
College: Science  
Date: 10-12-12

Present Course Description

Title: Advanced Calculus I

Semester Hours of Credit: 3

If lecture/lab, # hrs. of credit for lecture:  
If lecture/lab, # hrs. of credit for lecture:  
Repeat Credit Max (if repeatable):  
Graduate Credit?  Yes:  No:  

Credit will not be given for this course and:

Contact Hours Per Week (from ACM):

LEC 3  LAB 0  SEM  RES/IND  CLIN/PRACT  
Total Weekly Contact Hours: 3
Grading System:  Letter Grade: X  Pass/Fail

Course Description:

4031 Advanced Calculus I (3) Completeness of the real line, Bolzano-Weierstrass theorem and Heine-Borel theorem; continuous functions including uniform convergence and completeness of C [a,b]; Riemann integration and the Darboux Criterion.

Theor Questions MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.

Has this change been discussed with and approved by all departments/colleges affected?  Yes ( ) No ( ) N/A (X)
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, list courses; use separate sheet.
Is this course on the General Education list? Yes ( ) No (X)

JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

APPROVALS:

Department Faculty Approval Date: August 30, 2011

Department Chair's Signature: [Signature]  Date: Oct. 12, 2012

Graduate Dean's Signature: [Signature]  Date: [Date]

Academic Affairs Approval: [Signature]  Date: [Date]

College Faculty Approval Date: 10/30/12

College Dean's Signature: [Signature]  Date: [Date]

Chair, FS C & C Committee: [Signature]  Date: [Date]
The proposal here on this Form C is to mention the prereqs of Math 4031, namely, Math 2085, and either Math 2057 or 2058. These prereqs had, correctly, been mentioned in the 2003-2004 catalog and earlier catalogs, but somehow they got dropped from subsequent catalogs in the course of changing the list of 4031 topics.

Courses, Curricula, Colleges, Offices, Concentrations, and Minors that mention Math 4031

A. College of Science

A.2. Curriculum in Math (Department of Math).
A.3. Concentration in Computational Mathematics, Curriculum in Math (Department of Math).
A.4. Concentration in Mathematical Statistics, Curriculum in Math (Department of Math).
A.5. Concentration in Mathematics, Curriculum in Math (Department of Math).
Request for CHANGING an Existing Course

Department Math  
Course Rubric and # Math 4005  
College Science  
Date 10-12-12

Present Course Description
Title Geometry
Semester Hours of Credit 3
If lecture/lab, # hrs. of credit for lecture: _____ lab: _____
Repeat Credit Max (if repeatable): X
Graduate Credit? Yes: No: _____
Credit will not be given for this course and:
Contact Hours Per Week (from ACM):
LEC 3 LAB 0 SEM RES/IND CLIN/PRACT
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail _____
Course Description: Include course number, title, etc., exactly as it appears in the General Catalog
4005 Geometry (3) Prereq: MATH 2040. The foundation of geometry, including work in Euclidean and non-Euclidean geometries.

Proposed Course Description
Title Geometry
Short Title GEOMETRY
Semester Hours of Credit 3
If lecture/lab, # hrs. of credit for lecture: _____ lab: _____
Repeat Credit Max (if repeatable): X
Graduate Credit? Yes: No: _____
Credit will not be given for this course and:
Contact Hours Per Week:
LEC 3 LAB 0 SEM RES/IND CLIN/PRACT
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail _____
Course Description: Include course number, title, etc., exactly as it appears in the General Catalog
4005 Geometry (3) Prereq: MATH 2040. Foundations of geometry, including work in Euclidean and non-Euclidean geometries.

THESE QUESTIONS MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes ( ) No (X) If yes, list courses; use separate sheet.
Is this course on the General Education List? Yes ( ) No (X)
JUSTIFICATION/EXPLANATION: Use separate sheet.
Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.
APPROVALS:
Department Faculty Approval Date August 30, 2011
Charles 
[Signature] Oct. 12, 2012
Department Chair's Signature (Date)

Graduate Dean's Signature (Date)

Academic Affairs Approval (Date)

College Faculty Approval Date 10/30/12

Y. Carm/J. Castile 11/7/12
College Dean's Signature (Date)

Chair, FS C & C Committee 11/20/12
(Date)

[Signature] 11/30/12
Justification

The proposal here on this Form C is to change the prereq of Math 4005 from Math 2040 (which we stopped offering in 2000) to Math 2020 (which replaced Math 2040).

Courses, Curricula, Colleges, Offices, Concentrations, and Minors that mention Math 4005

A. College of Science

A.2. Concentration in Secondary Education, Curriculum in Math (Department of Math).
Request for CHANGING an Existing Course

Present Course Description
Title: Probability
Course Rubric and #: Math 3355
Date: 9-11-2012

Semester Hours of Credit: 3
If combination course type, # hrs. of lecture: lab/sem /rec:
Repeat Credit Max (if repeatable):
Graduate Credit?: Yes: No: X
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3 LAB 0 SEM 3 REC 0
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail
Course Description:
Include course number, title, etc., exactly as it appears in the General Catalog.

3355 Probability (3) Prereq.: MATH 2057. Suggested for preparation for actuarial exams. Introduction to probability, emphasizing concrete problems and applications; random variables, expectation, conditional probability, law of large numbers, central limit theorem and stochastic processes.

Proposed Course Description
Title: Probability
Short Title: PROBABILITY
Semester Hours of Credit: 3
If combination course type, # hrs. of lecture: lab/sem /rec:
Repeat Credit Max (if repeatable):
Graduate Credit?: Yes: No: X
Credit will not be given for this course and: EE 3150
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3 LAB 0 SEM 3 REC 0
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail
Course Description:
Include course number, title, etc., exactly as it will appear in the General Catalog.

3355 Probability (3) Prereq.: MATH 2057. Suggested for preparation for actuarial exams. Introduction to probability, emphasizing concrete problems and applications; random variables, expectation, conditional probability, law of large numbers, central limit theorem and stochastic processes.

THESE QUESTIONS MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.
Has this change been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( )
Is this course a prerequisite or corequisite for other courses? Yes (X) No ( )
Is this course on the General Education list? Yes ( ) No ( X)
JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT APPROVALS:
Department Faculty Approval Date: 10-25-2012
Department Chair's Signature: (Date)
Graduate Dean's Signature: (Date)
College Contact: Kim Kubicek (Please print name.)
College Contact E-mail: kkubicek@isu.edu

College Faculty Approval Date: 10/30/12
College Dean's Signature: (Date)
Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
Justification

The proposal here on this Form C is simply to add the following line to the catalog description of Math 3355: “Credit will not be given for this course and EE 3150.” EE 3150 (“Probability for Electrical and Computer Engineering”) is a new course being proposed this fall by the Department of Electrical and Computer Engineering, to replace EE 3140 (“Probability for Electrical and Computer Engineering”), which is being dropped due to inactivity. EE 3150 will say: “Credit will not be given for this course and Math 3355.” So Math is just reciprocating.

Math 3355 is also mentioned (twice) in the Curriculum in Computer Science (CS).

Math 3355 is a prereq for Math 4050, 4056, and 4058.
Date: Sun, 7 Oct 2012 23:46:36 -0500 (CDT)
From: Charles N. Delzell <delzell@math.lsu.edu>
To: Coretta Douglas <douglas@csc.lsu.edu>, John Scalzo <jscalz1@lsu.edu>, Craig Harvey <harvey@lsu.edu>
Cc: Robert Perlis <perlis@math.lsu.edu>
Subject: Requesting approval to allow credit in only 1 of Math 3355, EE 3150, & IE 3302.
Parts/Attachments: 69 KB Application, "FormC-Math3355-2012-09-11.doc"

Dear
Coretta Douglas (Undergrad Coordinator, Div. of Computer Sci. & Engin.),
John Scalzo (Undergrad Advisor, Div. of Electrical & Computer Engin.),
Craig Harvey (Program Director, Dept. of Industrial Engineering),

The Math Department is to add the following line to the catalog description of Math 3355:
"Credit will be given for only one of Math 3355, EE 3150, and IE 3302."
I attach the Form C, with the details.

Each of your units has some curriculum or course that mentions Math 3355 (see page 3 of the attached Form C for details).
So I notify your respective offices.
(Dr. Harvey, this proposal will necessitate your adding a similar statement to the catalog description of IE 3302.)

Would you please confirm that this change is acceptable to your unit?
Alternatively, I would be pleased to discuss any concerns that you might have about this proposal.

Thanks.

Sincerely,

Charles Delzell
Associate Chair for Instruction
Department of Mathematics
578-1619

[ Part 2, "FormC-Math3355-2012-09-11.doc" Application/MSWORD
(Name: "FormC-Math3355-2012-09-11.doc") 69 KB. ]
In light of the recent correspondence from Craig, ECE is offering to drop IE 3302 from the wording in the EE 3150 catalog.

We will leave "Credit will not be given for both MATH 3355 and EE3150".

Chip - if you agree to do the same, I think the matter will be resolved enough for the C&C committee.

I noticed that the wording was not in the old EE 3140 about credit in MATH 3355, maybe we should consider leaving it out of both courses. For now though, maybe we should just remove reference to IE 3302.

John
Date: Wed, 10 Oct 2012 01:35:01 -0500 (CDT)
From: Charles N. Delzell <delzell@math.lsu.edu>
To: Craig M Harvey <harvey@lsu.edu>, Coretta Douglas <douglas@csc.lsu.edu>, John D Scalzo <jscalzo@lsu.edu>
Cc: "Shah, Rahul" <rahul@csc.lsu.edu>, Robert Perlis <perlis@math.lsu.edu>
Subject: No longer mentioning IE 3302 in Form C revising Math 3355.
Parts/Attachments: 67 KB Application, "FormC-Math3355-2012-10-10.doc"

Dear Craig, Coretta, and John,

Math's only reason for proposing to allow credit in only one of Math 3355, EE 3150, & IE 3302, was to cooperate with Electrical & Computer Engineering's Form A creating EE 3150; that form had contained the same sentence. I had assumed that ECE had already obtained approval from IE (though I had not checked on that).

In view of Craig's reply, John Scalzo suggested to me that his Form A and Math's Form C drop any mention of IE 3302. Accordingly, my new, revised Form C says only:
"Credit will not be given for this course and EE 3150."

So, the new version of Form C does not need IE approval. I attach that new version of Form C. So there is also no need to review syllabi, I think.

Coretta, what do you say to the new version?

Sincerely,
Chip

Date: Wed, 10 Oct 2012 09:23:03 -0500
From: Coretta Douglas <douglas@csc.lsu.edu>
To: Charles N. Delzell <delzell@math.lsu.edu>, Craig M Harvey <harvey@lsu.edu>, John D Scalzo <jscalzo@lsu.edu>
Cc: "Shah, Rahul" <rahul@csc.lsu.edu>, Robert Perlis <perlis@math.lsu.edu>
Subject: Re: No longer mentioning IE 3302 in Form C revising Math 3355.

Good morning Chip,
The CSC/E Division is accepting of omitting the clause prohibiting credit in both MATH 3355 and IE 3302 at this time.
And to reiterate, we are respectful of any later decision between MATH and IE concerning the courses. Please keep us informed as you always have.

Regards,
Coretta
Request for CHANGING an Existing Course

<table>
<thead>
<tr>
<th>Department</th>
<th>Chemistry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Rubric and #</td>
<td>CHEM 4011</td>
</tr>
<tr>
<td>College</td>
<td>College of Science</td>
</tr>
<tr>
<td>Date</td>
<td>10/18/2012</td>
</tr>
</tbody>
</table>

Present Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th>Macromolecular Systems II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Hours of Credit</td>
<td>4 hours</td>
</tr>
<tr>
<td>If combination course, # hrs. of credit for lecture</td>
<td>3 lab/sem/rec: 1</td>
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<tr>
<td>Repeat Credit Max (if repeatable)</td>
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<tr>
<td>Graduate Credit?</td>
<td>Yes: X No:</td>
</tr>
<tr>
<td>Credit will not be given for this course and:</td>
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Contact Hours Per Week: (Indicate hours in appropriate course type.)

<table>
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<tr>
<th>LEC 3</th>
<th>LAB 2</th>
<th>SEM</th>
<th>REC</th>
<th>RES/CLIN</th>
<th>IND</th>
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<td></td>
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</tr>
<tr>
<td>Grading System: Letter Grade</td>
<td>X Pass/Fail</td>
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</table>

Course Description:

4011 Macromolecular Systems II (4) Prereq.: CHEM 4010. 3 hrs. lecture; 2 hrs. lab. Behavior of large molecules, emphasizing theory and practice of modern and classical methods of molecular characterization.

Proposed Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th>Macromolecular Systems II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Title</td>
<td>MACROMOLECULAR SYSTEMS II</td>
</tr>
<tr>
<td>Semester Hours of Credit</td>
<td>3 hours</td>
</tr>
<tr>
<td>If combination course, # hrs. of credit for lecture</td>
<td>2 lab/sem/rec: 1</td>
</tr>
<tr>
<td>Repeat Credit Max (if repeatable)</td>
<td></td>
</tr>
<tr>
<td>Graduate Credit?</td>
<td>Yes: X No:</td>
</tr>
<tr>
<td>Credit will not be given for this course and:</td>
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Contact Hours Per Week: (Indicate hours in appropriate course type.)

<table>
<thead>
<tr>
<th>LEC 2</th>
<th>LAB</th>
<th>SEM</th>
<th>REC</th>
<th>RES/CLIN</th>
<th>IND</th>
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<tr>
<td>Total Weekly Contact Hours:</td>
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</tr>
<tr>
<td>Grading System: Letter Grade</td>
<td>X Pass/Fail</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Course Description:

4011 Macromolecular Systems II (3) Prereq.: CHEM 4010. 2 hrs. lecture, 2 hrs. lab. Behavior of large molecules, emphasizing theory and practice of modern and classical methods of molecular characterization.

THESE QUESTIONS MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.

Has this change been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )

Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No (X)

JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

APPROVALS:

Department Faculty Approval Date: 05/15/2012

Department Chair's Signature: [Signature]

Date: [Date]

Graduate Dean's Signature: [Signature]

Date: [Date]

College Contact: Kim Kubicek

College Contact E-mail: kkubicek@lsu.edu

College Faculty Approval Date: 11/16/12

K. Cari / M. Cate

College Dean's Signature: [Signature]

Date: [Date]

Chair, FS C & C Committee: [Signature]

Date: [Date]

Academic Affairs Approval: [Signature]

Date: [Date]
JUSTIFICATION FOR CHANGES IN CHEM 4011

No other departments or colleges require this course in the curriculum besides Chemistry Dept.

This course is only required for BS degree in CHEMISTRY:
   Polymers Concentration
This course is a Chemistry elective for BS degree in CHEMISTRY:
   Chemistry Concentration
   Secondary Education Concentration

CHEM 4010 is a prerequisite for the following courses:
   CHEM 7011

The faculty teaching the CHEM 4010 and 4011 (see other course change request) want to teach the courses in a more integrated lecture/lab style. This course is team taught and often has guest lecturers from other departments. To do this, they propose having a 2-hour lecture and 2-hour lab (ex. 2 hour lecture 1-3 T and 2 hour lab 1-3 Th). With this arrangement, the schedule can be flexible to allow one faculty/guest faculty to have both time slots for lecture and then a different faculty to come in and use both time slots for lab in a different week. This also allows them to do a 1 hour lecture and a 1 hour short experiment/demonstration in one day to tie the lecture and lab. This course flexibility was hard to do with the 3-hour lecture and 2-hour lab in scheduling for the interactive schedule and yet not interfere with the students’ other courses.
Macromolecular Systems II

Catalog Description: Prereq. CHEM 4010. 2 hours lecture; 2 hours lab. Behavior of large molecules, emphasizing theory and practice of modern and classical methods of molecular characterization.

Professor of Record: Russo

Participating Professors: Pojman (and other guests to be announced)

TA: Leah Garber (office) Choppin 209/213

Website:

Recommended Texts:
2. Polymer Chemistry, 2nd Edition, by Lodge and Hiemenz is also very good (CRC Press, 2007). This book is already available on the used market for about $70. Worth it.
3. A great assortment of reserve books are still

Course Objectives: In lecture, students will acquire sound knowledge of the physical methods required for macromolecular characterization. In lab, they will practice these concepts on real systems.

Grading Criteria: Students will take examinations written by the Professor of Record (Russo) jointly with other professors who may participate. The exams will normally cover lecture and textbook material, plus problems assigned in class or laboratory. The final examination will cover the entire course. Workbook assignments, integrated with lecture/lab/demo material, will be given. Student teaching (see ) make up the rest of the grade.
- Midterm: 15%
- Final: 15%
- Homework/Lab Assignments: 20%
- Legacy Development of Virtual Text: 20%
- Real World Macromolecular Science Virtual Manuscript: 20%
- Teach-to-Learn Mini-lectures: 10%

90 – 100% A; 80 – 89% B; 70 – 79% C; 60 – 69% D; below 60% F
**Real World Macromolecular Science:** each student will select a project from a published paper and try to repeat all or a portion of that work. Projects must meet these criteria:

- Be approved by the student's major professor (for graduate students).
- Involve synthesis and characterization.
- Fit within our budget, or rely on supplies from a research lab.
- The characterization component must include:
  - spectroscopic characterization, as appropriate
  - a thermodynamic method
  - a hydrodynamic method
- The final report will come in the form of a virtual manuscript for the ACS Journal, *Macromolecules*

**Teach to Learn:** Students will lecture for part of each week. Sometimes, this will be a proof of a problem begun during a previous lecture, other times it will be an introductory or recap lecture. In every case, the student must meet the professor at least one day in advance for a practice run.

- Graduate students will additionally work as a team on a legacy project.

<table>
<thead>
<tr>
<th>Date</th>
<th>Subject</th>
<th>Virtual Text</th>
<th>Integrative Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week of 1/14</td>
<td>Introduction Thermodynamics Review</td>
<td>Ch 11</td>
<td>Select articles for real world experiment.</td>
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<tr>
<td></td>
<td></td>
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<td>Demo: LS Polyelectrolyte Effect</td>
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<tr>
<td>Week of 1/21</td>
<td>Thermo Review Athermal: Flory-Huggins $D_{mix}^a$ Dilute $D_{mix}$, $A_2$ &amp; relation to size</td>
<td>Ch 12</td>
<td>HPC Qual. Phase Separation</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>$v_2$; measure &amp; use</td>
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<tr>
<td>Week of 1/28</td>
<td>Flory-Huggins van Laar $D_{mix}$</td>
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<td>Demo: phase sep’n yields high-c and no-c phases</td>
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<td>Week of 2/4</td>
<td>Mardi Gras!</td>
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<td>Week of 2/11</td>
<td>Brilliant Successes of FH--$a^2$ problem revisited</td>
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<td>Toluene / Rubberband</td>
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<td>Electronics Laminar</td>
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<td>Week of 2/18</td>
<td>Brilliant Successes of FH --Phase changes --Identifying $c = 1/2$ Astounding Failures of FH--</td>
<td></td>
<td>Identifying electronics components by instrument</td>
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<tr>
<td>Date</td>
<td>Topic</td>
<td>Ch</td>
<td>Notes</td>
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<td>Week of 2/25</td>
<td>Solubility Parameters</td>
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<td>Week of 3/3</td>
<td>Electricity &amp; Magnetism</td>
<td>Ch 13</td>
<td>Stirring bar, a dipole that can't keep up at high frequencies</td>
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<td>Week of 3/10</td>
<td>MIDTERM</td>
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<td>Week of 3/17</td>
<td>Light scattering--Particle View</td>
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<td>Week of 3/24</td>
<td>Light scattering--Thermo view</td>
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<tr>
<td>Week of 3/24</td>
<td>Light scattering--Large Particles &amp; diffraction view</td>
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<tr>
<td>Week of 3/24</td>
<td>Form factor for some shapes</td>
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<td>Week of 3/31</td>
<td>On-line MALLS detection schemes and/or SAXS/SANS</td>
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<td>Week of 4/7</td>
<td>Transport coefficients</td>
<td>Ch 15</td>
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<td>Week of 4/7</td>
<td>Diffusion: simple theory</td>
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<td>Week of 4/14</td>
<td>Spectroscopy: Fluorescence, incl. rot. depol. and lifetime. CD, ORD,</td>
<td>Ch 16</td>
<td>Ice &amp; Coke or...</td>
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<td>Kramers-Kronig NMR</td>
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<td>Gelatin &amp; Dye</td>
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<tr>
<td>Week of 4/14</td>
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<td>Demo: mutual diffusion</td>
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<td>Optical Microscopy</td>
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<td>Week of 4/21</td>
<td>Sedimentation</td>
<td>Ch 15</td>
<td>Demo: self diffusion</td>
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<td>Week of 4/28</td>
<td>Diffusion: Vector integral math Grav, Div, Curl &amp; All</td>
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<td>CD identification of secondary structure</td>
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<td>That(Sacrifice if K.T. covers)</td>
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<td>Demonstrate XLA</td>
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<td>Wrap-up</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>FINAL EXAM TBA</td>
</tr>
</tbody>
</table>
From: Anna M Castrillo
Sent: Wednesday, November 14, 2012 9:43 AM
To: Charlotte G St Romain
Subject: RE: New course request (form A) for ENVS 4007 - Wilson

From: Charlotte G St Romain
Sent: Wednesday, November 14, 2012 9:36 AM
To: Anna M Castrillo
Cc: Wilson, Dr. Vince
Subject: New course request (form A) for ENVS 4007 - Wilson

Hello Anna,
Attached is the approved Form A for ENVS 4007.
Please let me know if you need anything else.
Sincerely,
Request for CHANGING an Existing Course

Department: Architecture
Course Rubric and #: ARCH 2401
College: Art+Design
Date

Present Course Description
Title: Appreciation of Architecture

Semester Hours of Credit: 3
If combination course type, # hrs. of credit for lecture: __________ / rec: __________
Repeat Credit Max (if repeatable) __________
Graduate Credit? Yes: __________ No: X
Credit will not be given for this course and: __________
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3 LAB ___ SEM ___ REC ___ RES/IND ___ CLIN/PRAC ___
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail

Proposed Course Description
Title: Appreciation of Architecture
Short Title: A P P R E C I A T E O F A R C H
Semester Hours of Credit: 3
If combination course type, # hrs. of credit for lecture: __________ / rec: __________
Repeat Credit Max (if repeatable) __________
Graduate Credit? Yes: __________ No: X
Credit will not be given for this course and: __________
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3 LAB ___ SEM ___ REC ___ RES/IND ___ CLIN/PRAC ___
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail

Course Description:
Include course number, title, etc. exactly as it appears in the General Catalog:

★ 2401 Appreciation of Architecture (3) - Not open to architecture majors. Architectural concepts and principles; architectural vocabulary, style, symbolic form characteristics, spatial character, and refinements.

These Questions Must Be Answered Completely and Accurately or Proposal Will Be Returned:
Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes ( ) No (X) If yes, list courses; use separate sheet.
Is this course on the General Education list? Yes (X) No ( )

Justification/Explanation:
Use separate sheet.

Note: If Course Is or Will Be Cross-Listed, Separate Forms Must Be Submitted by Each Department.

Approvals:
Department Faculty Approval Date: 10/11/12
Department Chair’s Signature: __________ (Date)

Graduate Dean’s Signature: __________ (Date)
College Contact: Thomas Sofranco
(Please print name)
College Contact E-mail: tsfranc@lsu.edu

College Faculty Approval Date: 10/12/12
College Dean’s Signature: __________ (Date)
Chair, FS C & C Committee: __________ (Date)

Academic Affairs Approval (Date)
FORM C – Change of
ARCH 2401 / Appreciation of Architecture

Is Course Included in any Curricula, Concentrations or Minors
Architecture History Minor

Justification
This course is being changed to allow enrollment by Architecture majors. The Architecture curriculum will require this course for the B-ARCH. It will serve to introduce students to field of architecture.
Request for CHANGING an Existing Course

Department: Kinesiology  
Course Rubric and #: KIN 2502  
College: HSE  
Date: 10-2-12

Present Course Description
Title: Practicum in Sports Studies

Semester Hours of Credit: 3
If combination course type, # hrs. of credit for lecture: ___ lab/sem ___ rec: ____
Repeat Credit Max (if repeatable): X
Graduate Credit? Yes: ___ No: ___
Credit will not be given for this course and: __
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC ___ LAB ___ SEM ___ REC ___ CLIN/PRACT ___
Total Weekly Contact Hours: ___
Grading System: Letter Grade ___ Pass/Fail ___ X___

Course Description:
Include course number, title etc. exactly as it appears in the General Catalog
2502 Practicum in Sports Studies (3) Prereq.: For students minoring in sports studies. Pass-fail grading. Credit will not be given for both this course and KIN 2599. Observation and practical application in a sport or sport-related setting. Students work in a professional capacity under the guidance of an on-site coordinator.

Proposed Course Description
Title: Practicum in Sports Studies
Short Title: PRACTICUM IN SPORTS
Semester Hours of Credit: 3
If combination course type, # hrs. of credit for lecture: ___ lab/sem ___ rec: ____
Repeat Credit Max (if repeatable): X
Graduate Credit? Yes: ___ No: ___
Credit will not be given for this course and: KIN 2513 & 2599
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC ___ LAB ___ SEM ___ REC ___ CLIN/PRACT ___
Total Weekly Contact Hours: ___
Grading System: Letter Grade ___ Pass/Fail ___ X___

Course Description:
Include course number, title etc. exactly as it appears in the General Catalog
2502 Practicum in Sports Studies (3) Prereq.: For students minoring in sports studies. Pass-fail grading. Credit will not be given for this course and KIN 2513/KIN 2599. Observation and practical application in a sport or sport-related setting. Students work in a professional capacity under the guidance of an on-site coordinator.

THE

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes ( ) No (X) If yes, list courses, use separate sheet.
Is this course on the General Education list? Yes ( ) No (X)

JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

APPROVALS:
Department Faculty Approval Date: 10/2/12
Melinda Selmon Feb 10-2-12
Department Chair’s Signature

Graduate Dean’s Signature

College Contact: (Please print name.)
College Contact E-mail: cbenne5@lsu.edu

College Faculty Approval Date: 11-14-12
Laura J. Fuchs 11-14-12
College Dean’s Signature

Chair, FS C & C Committee

Academic Affairs Approval (Date)
Justification:

KIN 2502 and KIN 2513

The courses are restricted from each other in order to minimize duplication between courses. The proposed KIN 2513 (Professional Development in Sport Administration) is designed to expose the student to a variety of experiences, information, resources and industry professionals in order to better prepare students for a career in the industry of sport. Students have indicated the need for an introductory course that focuses on pedagogical, professional development and potential career paths as opposed to a stand-alone mini field experience. This course will provide the student with a greater variety of experiences in order to help them determine which area best complements their goals and skill sets. This change in the core curriculum (addition of KIN 2513) is a result of exit interviews and program assessment. KIN 2502 is an entry-level practicum with no pedagogical information. Since the program began, we have seen the need to introduce pedagogical and foundational information.

Similarities:
- Entry level field experience through volunteer hours.

Differences:
- KIN 2513 is proposed as a graded course while KIN 2502 is graded on a pass-fail basis.
- The pedagogical information and professional development preparation is designed to enhance the student’s learning experience and better prepare the student for their career path in the sport industry.

KIN 2513 has not been taught as a special topics course. The Sport Administration faculty feels confident that the proposed syllabi for KIN 2513 is reflective of quality sound pedagogical content that will meet the needs of the Sport Administration student.

This course is included is required in the Sport Administration curriculum and is an option in the Sport Studies minor.
# Request for CHANGING an Existing Course

**Department**: School of Human Resource Education  
**College**: Human Sciences & Education  
**Course Number**: HRE 4723  
**Date**: 4/4/12

## Present Course Description

**Title**: Advanced Leadership Development  
**Semester Hours of Credit**: 3

- **If combination course type, # hrs. of credit**: lecture: lab/sem  
- **Repeat Credit Max (if repeatable)**: X  
- **Graduate Credit?**: Yes: No:  
- **Credit will not be given for this course and**: 4724  
- **Contact Hours Per Week**: (Indicate hours in appropriate course type.)  
  - **LEC**: X  
  - **LAB**:  
  - **SEM**:  
  - **REC**:  
  - **RES/IND**:  
  - **CLIN/PRACT**:  
- **Total Weekly Contact Hours**: 3  
- **Grading System**: Letter Grade X Pass/Fail

## Proposed Course Description

**Title**: Advanced Leadership Development  
**Short Title**: ADV LEADERSHIP DEV  
**Semester Hours of Credit**: 3

- **If combination course type, # hrs. of credit**: lecture: lab/sem  
- **Repeat Credit Max (if repeatable)**: X  
- **Graduate Credit?**: Yes: No:  
- **Credit will not be given for this course and**: 4724  
- **Contact Hours Per Week**: (Indicate hours in appropriate course type.)  
  - **LEC**: X  
  - **LAB**:  
  - **SEM**:  
  - **REC**:  
  - **RES/IND**:  
  - **CLIN/PRACT**:  
- **Total Weekly Contact Hours**: 3  
- **Grading System**: Letter Grade X Pass/Fail

**Course Description**

Include course number, title, etc., exactly as it appears in the General Catalog.

4723 Advanced Leadership Development (3) Prereq.: HRE 2723 and 3723. An honors course, HRE 4724, is also available. Credit will not be given for this course and HRE 4724. Focus on developing the leadership skills students need to effectively lead organizations and communities to achieve their vision and goals.

Has this change been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )

Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes ( ) No (X) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No (X)

**JUSTIFICATION/EXPLANATION**: Use separate sheet.

**Note**: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

## APPROVALS

**Department Faculty Approval Date**: 10/31/12  
**Department Chair’s Signature**: (Date)

**Graduate Dean’s Signature**: (Date)

**College Contact E-mail**: cbenne5@lsu.edu

**College Faculty Approval Date**: 11-14-12  
**College Dean’s Signature**: (Date)

**Chair, FS C & C Committee**: (Date)

**Academic Affairs Approval**: (Date)
Justification for adding graduate credit to HRE 4723

HRE 4723 has been offered solely for undergraduate credit even though it is taught by a full member of the graduate faculty. In our graduate program, leadership has become one of our most popular areas of study. The focus of the course, Leadership for Global Social Change, is of particular interest to some of our graduate students but is not taught in our other graduate leadership courses. Thus, we would like to add the option for students to complete HRE 4723 for graduate credit. This course is included in the Sport Leadership concentration and the Leadership Development minor.
COURSE DESCRIPTION

Focus on developing the leadership skills students need to effectively lead organizations and communities to achieve their vision and goals. An honors course, HRE 4724, is also available. Credit will not be given for this course and HRE 4724.

PREREQUISITES

Because this is an advanced level course, undergraduate students must have COMPLETED HRE 3723 and HRE 2723 prior to enrolling in this course. Graduate students may enroll with no prerequisites. THIS WILL BE STRICTLY ENFORCED AND NO EXCEPTIONS WILL BE MADE.

PRIMARY INSTRUCTOR

Dr. Ed Holton
Jones S. Davis Professor of Human Resource, Leadership, and Organization Development

School of Human Resource Education & Workforce Development
Office: 240-A Old Forestry Building
Phone: 578-2456 (office) 578-5755 (office fax)
Office hours: Tuesdays and Thursdays 1:30 - 3:00 IF YOU MAKE AN APPOINTMENT; other times are also available by appointment
E-mail: hre4723@lsu.edu

In addition, I will have a staff of graduate assistants who will be actively involved in the course and with whom you will also interact frequently. They will be announced soon.

COURSE GOALS

This course is applicable in any discipline. The goal is to teach advanced level leadership skills so students can 1) lead change 2) in a global environment 3) for the betterment of society.

GENERAL COURSE OBJECTIVES

Upon completion of this course, students will be able to:

1. Describe the basic principles of cultural intelligence.
2. Understand areas of person growth needed in cultural intelligence.
3. Describe foundational characteristics of effective leadership for social change.
4. Reflect and make decisions on leadership through service.
5. Analyze responsibilities and commitments in the context of leadership for the common good and for purposeful change.
6. Recognize and articulate a set of values which guide leadership potential. Utilize this set of values when making decisions and practicing ethical leadership.
7. Describe the personal transition model of change.
8. Understand how to apply the personal transition model to be a better change leader.
9. Analyze a change leader’s practice using the principles taught in this course.

WEB-BASED COURSE INFORMATION

This course will be entirely web-based. That means that there will be no course meetings in person.

You may wonder why we have made this course web-based. The answer is simple: the demand for this course has increased to the point that it would have become a large lecture class. With large classes there is really no way to offer meaningful interaction within the class like we would prefer to do. While we would prefer to teach it in small sections, the reality is there are no resources available for us to offer multiple sections given the current economic
climate. Therefore, rather than make you come sit and listen to me lecture, I decided to make it more convenient for you by putting the course online so you can work on it at your convenience. I wish I could teach ten sections of it and we could have wonderful class discussions but that is not the world we live in today.

That said, I think I can still offer you a rich learning experience. Here are the highlights of how you will learn in this course:

1. Reading the textbooks (of course)
2. Watching video presentations from me and other notable leadership experts
3. Weekly discussion boards online
4. A social change leadership analysis
5. Other interactions we may have in the course discussion boards

In the end I hope you will agree that the learning is just as rich (if not more so) as it would be if we were in a large lecture hall with 300 students and only me doing the teaching, but made more convenient for you.

ADVISING POLICIES

My goal is to be available to meet student needs as much as possible. However, I am also out of the office a fair amount so it is important that you know various ways to reach me. Please know that my intent is not to discourage personal visits, but simply to give you a variety of ways to reach me.

In Person I try very hard to make ourselves available whenever students need assistance. Students who try to see me by “dropping by” the office are often disappointed because I am usually on the phone or in a meeting if I am in the office. The solution: appointments. If you will call or email ahead to make an appointment, we can easily find time to meet.

Electronic Advising-Group A forum has been created on Moodle for course questions you may have. I encourage you to use this forum to ask your questions so everyone can see the answers just like would happen in a live class.

Electronic Advising-Individual E-mail is the most reliable method of contacting me because I check it at least twice daily. Unless I am out of town, I will usually respond to e-mail within 24 hours. Many students find this a very effective way to handle small questions.

Electronic Meetings I also use Skype and online chat tools so we can arrange an electronic meeting if you prefer. It is still best to make an appointment for these meetings but they will save you the trouble of coming to campus.

HOLTON’S PHILOSOPHY OF TEACHING/EXPECTATIONS OF CLASS PARTICIPANTS

I believe it is best if you know where we are “coming from” before we start the class. My teaching philosophy is built on the following principles:

1. Students should have maximum responsibility and involvement in their learning process.
2. Fairness to the student cannot be compromised.
3. Expectations of students should be set high enough to maximize their potential.
4. Assignments should be made as meaningful as possible, avoiding all "busywork."
5. Learning activities should portray the knowledge in a real world context so students understand the complexities of real world practice.
6. The classroom and the world of practice should be linked as much as possible.
7. Every opportunity possible should be made available for the student to direct their study to achieve personal goals.
8. As professors and experts, we have a responsibility to set standards and preserve the integrity of the credentials we grant.
9. Professors and students should treat each other with mutual respect.
10. The learning experience should be fun when possible. However, good learning is often confusing, discomforting and uncomfortable before it becomes fun.
11. Adult students should be treated as colleagues.
12. A variety of teaching methods should be employed.
13. In the final analysis, the student is responsible for his/her own learning.

In this course, I will assume that we are all adult professionals. I will therefore give you the appropriate respect and privileges as well as the responsibilities and accountability. Let me make clear some of my specific expectations. As a participant in this class, you are expected to:
1. Attend every class possible and take complete responsibility for class material when attending is not possible.
2. Conduct yourself with the same high level of professionalism you would at your professional job.
3. Be committed to learning as much as possible.
4. Be ready to work hard to reach class goals.
5. Treat other class members with the same respect and courtesy you would like for yourself at all times.
6. Take class responsibilities seriously.
7. Take responsibility to direct your own learning and study.
8. Help create a safe climate in class for mutual exploration, discovery and learning.
9. Share your questions, experiences and concerns freely with the class and us.
10. Motivate yourself to excel in this course.

ACADEMIC INTEGRITY

"Academic integrity is a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into actions" (The Center for Academic Integrity Brochure, page 4). "Academic misconduct includes but is not limited to, cheating, plagiarism, collusion, falsifying academic records and any act designed to give an unfair academic advantage to the student (Sec. 5.1, C. of the LSU Code of Student Conduct). "You will be held accountable to the highest standards for academic integrity and should read and understand the policy on academic misconduct in the Code of Student conduct, Sections 8.5 and 8.6.

SPECIAL NEEDS

Students are expected to communicate with instructors regarding special circumstances (such as illness, emergency, learning disabilities, etc.) which might impact their learning in the course. There is a commitment to the success of each student in class. Students living with disabilities that require accommodation should contact the Office of Disability Services (578-5919). The instructor will work with ODS registered students to ensure that all educational needs are met. If any other special need or concern that may affect student learning and full participation in the course are identified, contact the instructor to discuss how to collaboratively ensure classroom success.

LATE ASSIGNMENTS AND INCOMPLETES

I strongly believe that part of your responsibility as students and part of our responsibility as a professional is to complete assigned work and meet deadlines. Therefore, in this class, late assignments will not be accepted. If you miss an assignment deadline, you will receive a zero for that assignment. Please plan ahead to ensure you do not miss any deadlines.

REQUIRED TEXT AND MATERIALS

In total there are six books/resources required for this course. Don't panic as they are not expensive books. You can find them in the LSU Bookstore or through any online source.

There is one online assessment to be taken in the course. YOU MUST PURCHASE A NEW COPY OF THE FOLLOWING BOOK IN ORDER TO GET AN ACCESS CODE TO COMPLETE THE REQUIRED ASSESSMENTS—AND THE CODE ONLY WORKS ONCE SO EVERY STUDENT HAS TO HAVE A COPY. THERE IS NO WAY AROUND THIS.

Livermore, David (2011). The Cultural Intelligence Difference: Master the one skills you can't do without in today's global economy. New York: AMACOM.

In addition, there will be assignments given from the following two books. You may purchase used copies if you can find them. The Komives book has been used before so it should be easy to find used copies.

In the template are a series of specific questions you are to answer in your plan. The answers are to be in paragraph form and written at the same quality level as a paper. The questions will serve as sub-headings for each section of this paper. YOU DO NOT NEED TO GO BEYOND THESE QUESTIONS IN YOUR PAPER. JUST ANSWER THE QUESTIONS THOROUGHLY.

GRADUATE STUDENT REQUIREMENTS

This course is also available for graduate credit. Graduate students must also purchase the following book:


In addition to the course requirements listed above, graduate students must read this book and write a 12-15 page paper comparing and contrasting the leadership model presented in this book with that presented in the Leadership for a Better World book listed above.

The weighting for the assignments will be as follows for graduate students:

- Midterm 20%
- Final Exam 20%
- Discussion Boards 20%
- Social Change Project 20%
- Servant Leadership Paper 20%

3-Mid-Term Exam (25%)

The mid-term exam will contain multiple choice questions and will be administered online through the LSU testing center. The exam will cover material from assigned readings, videos, and activities during the first half of the semester.

4-Final Exam (25%)

The final exam will contain multiple choice questions and will be administered online through the LSU testing center. The exam will cover material from assigned readings, videos, and activities during the second half of the semester.

PREPARATION OF WRITTEN MATERIALS

Because the work of leaders often requires the ability to communicate effectively in writing, students must work to develop and demonstrate this ability in class. It is therefore expected that all written materials submitted in this course will be organized in a logical manner and be written in clear and understandable language. Submitted papers should be free of typographical, spelling, and grammatical errors (these will influence your grade substantially).

All written assignments should be double-spaced, use 12-point font, and have 1-inch margins on all sides. All pages should be numbered. Each paper should have a title page that contains the title of the paper, the student’s name, the date and the name of the course.

COURSE SCHEDULE

The schedule of assignments, due dates, etc. can be found on Moodle.
EVALUATION

The grading scale for this course is:

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90 - 100%</td>
</tr>
<tr>
<td>B</td>
<td>80 - 89.99%</td>
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<tr>
<td>C</td>
<td>70 - 79.99%</td>
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<td>D</td>
<td>60 - 69.99%</td>
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<tr>
<td>F</td>
<td>0 - 59.99%</td>
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</tbody>
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ASSIGNMENTS

My intent is that the assignments for this course are not only effective in meeting your learning needs but also keep you actively involved in your learning as it addresses the objectives of the course. Evaluation in this course is based on the following requirements:

1 - Weekly Discussion Forum Reflective Responses (25%)

A large part of the learning in this course will occur through online class discussions. Therefore it is important that all students are fully prepared to discuss readings or assessments and to actively engage in discussion forums. This means thoroughly preparing all reading assignments, watching all videos, and completing all assessments or other assignments prior to making a submission to the discussion forum.

Discussion forums are due each week that there is not an exam. There are a total of 11 entries required. They must be submitted by midnight on Sunday at the end of each week.

2 – Social Change Leadership Analysis (25%)

The key goal of this course is to complete your development of leadership skills in preparation for your leadership internship, especially in the context of social change. To do that, this project will require that you get involved in some type of social change and then analyze leadership practices using the principles taught in this course.

Here's how it will work:

1. Each student must choose a SOCIAL CAUSE/CHANGE INITIATIVE and volunteer to work for the organization. The key is to choose a social cause. The type of organization leading it could be in virtually any type of organization such as a charitable organization, a church, political group, student group—basically any context in which social change is being advocated.
2. What you can't choose is any type of organizational change in which the sole purpose is to just achieve business goals.
3. You are NOT expected to be part of leading the change, just to work as part of the change effort.
4. You must volunteer for at least 32 hours of work with this group. You will have to keep a time log and have the leader of the initiative confirm your time log. NOTE THAT IF YOU CHOOSE A STUDENT GROUP THE PERSON WHO CERTIFIES YOUR TIME CAN'T BE A STUDENT.
5. You will write an 8-10 page paper (double spaced, 12 pt. font, 1 inch margins) is to synthesize the results from this learning.
6. You will receive a workbook that will guide you in your synthesis. It will provide you a series of broad questions you will answer in the paper that will come from the text material we are studying. In this way you will relate your book learning to the real-life leadership activity you will experience as a follower in the change initiative. You will be observing the leader from the perspective of a follower.
7. You will be asked to say what you would do differently if you were the leader to improve the social change effort or to further advance it.
8. You must meet with the leader of the social change effort in which you work to review your analysis and get his/her feedback on your analysis.
Request for CHANGING an Existing Course

Department: School of Social Work

Course Title: Adult-Child Relationships

Course Number: CFS 3065

Present Course Description

Title: Adult-Child Relationships

Semester Hours of Credit: 3

If combination course type, # hrs. of credit for:

Repeat Credit Max (if repeatable): X

Graduate Credit?: Yes: No:

Credit will not be given for this course and:

Contact Hours Per Week: (Indicate hours in appropriate course type.)

LEC 3__LAB__SEM__REC__RES/IND__CLIN/PRACT

Total Weekly Contact Hours: 3

Grading System: Letter Grade X Pass/Fail

Course Description:

3065 Adult-Child Relationships (3) S. Prereq.: CFS 2050. Parent-child and other adult-child interactions and relationships; emphasis on the development and interactive nature of adult-child relationships including the influence of adult-child relationships on child outcomes and adult behavior.

Proposed Course Description

Title: Adult-Child Relationships

Semester Hours of Credit: 3

If combination course type, # hrs. of credit for:

Repeat Credit Max (if repeatable): X

Graduate Credit?: Yes: No:

Credit will not be given for this course and:

Contact Hours Per Week: (Indicate hours in appropriate course type.)

LEC 3__LAB__SEM__REC__RES/IND__CLIN/PRACT

Total Weekly Contact Hours: 3

Grading System: Letter Grade X Pass/Fail

Course Description:

3065 Adult-Child Relationships (3) S. Prereq.: CFS 2050 and 3055. Parent-child and other adult-child interactions and relationships; emphasis on the development and interactive nature of adult-child relationships including the influence of adult-child relationships on child outcomes and adult behavior.

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (X)

Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, list on a separate sheet.

Is this a prerequisite or corequisite for other courses? Yes ( ) No (X) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No ( )

JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

APPROVALS:

Department Faculty Approval Date: 9-21-2011

Department Chair's Signature: [Signature]

Graduate Dean's Signature: [Signature]

College Contact E-mail: cbenne5@lsu.edu

College Faculty Approval Date: 11-14-12

College Dean's Signature: [Signature]

Chair, FS C & C Committee: [Signature]

Academic Affairs Approval: 3/21/12
Justification

CFS 3065 is included in the Child & Family Studies Concentration in the Child & Family Studies Curriculum (121 hrs.). The addition of CFS 3055 (Development of Young Children in Context) as a prerequisite which is already a required course for the curriculum, does not affect the curriculum or the concentration. CFS 3055 (Development of Young Children in Context) is a survey course that introduces students to the science of child development. CFS 3065 (Adult-Child Relationships, is a more focused topic in child development, and builds on the broad foundation taught in CFS 3055. Students who take CFS 3065 before taking CFS 3055 find themselves at a disadvantage. Taking CFS 3055 and CFS 3065 in sequence is more pedagogically sound than permitting students to reverse the order.
Request for CHANGING an Existing Course

Department: Chemistry
Course Number: CHEM 4010

Present Course Description
Title: Macromolecular Systems I

Semester Hours of Credit: 4 hours
If combination course, # hrs. of credit for lecture: 3 lab/sem/rec: 1
Repeat Credit Max (if repeatable): Yes: X No:
Graduate Credit?: Yes: X No:

Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 3__LAB 2__SEM 2__REC RES/ CLIN
IND PRACT
Total Weekly Contact Hours: 5
Grading System: Letter Grade X Pass/Fail

Course Description:
4010 Macromolecular Systems I (4) Prereq.: CHEM 2262 or equivalent. 3 hrs. lecture; 2 hrs. lab. Principles of large molecules and polymeric materials: physical states, morphology, strength, processing; synthesis and biosynthesis; characterization.

New Course Description:
4010 Macromolecular Systems I (3) Prereq.: CHEM 2262 or BIOL 4001 or equivalent. 2 hrs. lecture; 2 hrs. lab. Principles of large molecules and polymeric materials: physical states, morphology, strength, processing, applications; synthesis and biosynthesis; characterization.

THESE QUESTIONS MUST BE ANSWERED COMPLETELY AND ACCURATELY OR PROPOSAL WILL BE RETURNED.
Has this change been discussed with and approved by all departments/colleges affected? Yes (X) No ( ) N/A ( )

Is this course included in any curriculum, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, list courses; use separate sheet.
Is this course on the General Education list? Yes (X) No ( )

JUSTIFICATION/EXPLANATION: Use separate sheet.

Note: IF COURSE IS OR WILL BE CROSS-LISTED, SEPARATE FORMS MUST BE SUBMITTED BY EACH DEPARTMENT.

APPROVALS.
Department Faculty Approval Date: 05/15/2012
Department Chair's Signature: Byr

Graduate Dean's Signature: (Date)
College Contact: Kim Kubicek
College Contact E-mail: kkubicek@lsu.edu

College Faculty Approval Date: 11/10/12
College Dean's Signature: (Date)
Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
JUSTIFICATION FOR CHANGES IN CHEM 4010

No other departments or colleges require this course in the curriculum besides Chemistry Dept.

This course is only required for BS degree in CHEMISTRY:
   Materials Concentration
   Polymers Concentration
This course is a Chemistry elective for BS degree in CHEMISTRY:
   Chemistry Concentration
   Secondary Education Concentration

CHEM 4010 is a prerequisite for the following courses:
   CHEM 4011
   CHEM 7010

The faculty teaching the CHEM 4010 and 4011 (see other course change request) want to teach the courses in a more integrated lecture/lab style. This course is taught and often has guest lecturers from other departments. To do this, they propose having a 2-hour lecture and 2-hour lab (ex. 2 hour lecture 1-3 T and 2 hour lab 1-3 Th). With this arrangement, the schedule can be flexible to allow one faculty/guest faculty to have both time slots for lecture and then a different faculty to come in and use both time slots for lab in a different week. This also allows them to do a 1 hour lecture and a 1 hour short experiment/demonstration in one day to tie the lecture and lab. This course flexibility was hard to do with the 3-hour lecture and 2-hour lab in scheduling for the interactive schedule and yet not interfere with the students' other courses.

We are also proposing a slight change in the prerequisites.

- Current prerequisite for CHEM 4010: Prereq. CHEM 2262 and CHEM 3452 or equivalent.
- 3 hrs. lecture, 2 hrs. lab.

The Chemistry Department has allowed BIOL 4001, Physical Chemistry, to be used as an equivalent for CHEM 3491, Physical Chemistry I, for many years. In our proposed changes, the prerequisite is updated to formalize the use of BIOL 4001 as an alternate prerequisite to CHEM 3492.

- Proposed prerequisite for CHEM 4610: Prereq.: CHEM 2262 and 3492 or BIOL 4001 or equivalent.
- 2 hrs lecture; 2 hrs lab.
Macromolecular Systems I

more than the sum of the parts

Catalog Description: Prereq. CHEM 2262 and 3492 or BIOL 4001 or equivalent. 2 hours lecture; 2 hours lab. Principles of large molecules and polymeric materials: physical states, morphology, strength, processing, applications; synthesis and biosynthesis; characterization.

Professor of Record: Russo

Participating Professors: Negulescu, Spivak, Cueto, Dooley, Licata, Zhang, Wu (possible guest appearances by others)

TA: Leah Garber ) Choppin 209/213

Website:

Grading:
- Homework and Labs (about 50%)
- Quizzes & Midterm Exams (about 30%)
- Final Exam (about 20%)
- Total: 100%

Grading Criteria: Students will take examinations written by the Professor of Record (Russo) jointly with other participating professors in this team-taught course. The exams will normally cover lecture and textbook material, plus problems assigned in class or laboratory. The final examination will cover the entire course.

90 – 100% A; 80 – 89% B; 70 – 79% C, 60 – 69% D; below 60% F

Strongly Recommended Text: Lodge & Hiemenz

Reserve Texts: The real secret to this course is to make good use of the books on reserve. Over a period of time, you may wish to acquire some of these reserve texts. The books by Flory, DeGennes, Tanford, Cantor & Schimmel and Van Holde are hard to beat.

Course Objective: Introduce students from disparate backgrounds to the scientific challenges and technological opportunities provided by very large molecules, both synthetic and natural. The course is probably best viewed as a lecture series but with an emphasis on skills building. The successful student will become familiar with the wide variety of structures that form large molecules. He or she will be conversant in the major issues of modern macromolecular science and technology, and well prepared for additional, in-depth study of macromolecules. Students will also hone communications skills, focusing on written and technical communication.
Communication: This is not an official C x C course, but about 40% of the grade will be determined by communications-intensive assignments, but "communications" is broadly interpreted—reading, writing, speaking and technical/computer problems. Most of the communications modules come as a series of assignments. An informal assignment is followed by professor feedback and then perfected by the student.

Graduate students and Honors Students will prepare a written report or legacy lecture on an appropriate topic, selected in consultation with the faculty.

Lab Introduction:

The idea of MS-I is integrated lab-lecture experience. Ideally, you would see things in the lab a little ahead of lecture. This will not always be possible. We also use the lab experience to establish basic skills (really nitty-gritty stuff like soldering and plumbing) and the special skills of the macromolecular scientist or engineer.

Rules and Realities: In order to provide modern training, we often rely on the research equipment. Try not to break this stuff—there are no funds to repair it. Careless, frivolous or unsafe use of research equipment is a good way to receive an F in this course.

Text: none. We shall rely on "HowTo" handouts, which are accessible through my web-site:  . Follow "courses" link and then select this course. The internet browsers available in the Chemistry library are configured to be able to read the Word files.

Lab Books: Buy a lab book similar to the ones for sale in the bookstore; they are said to be cheaper (in price and quality; good lab books are sewn) at Walmart or Office Depot. The first 5-10 pages of the lab book will contain an up-to-date table of contents. All experimental results, reports and ideas should be written, stapled or taped into the notebook. Important references, results of telephone conversations, FAXes, e-mails, etc. all have a valid place in your notebook. You are encouraged to write in ballpoint or other relatively indelible ink. You MUST NOT erase or white out anything. Mistakes are to be crossed out, explained and initialed. NEVER hand-copy anything into a notebook; for example, if you write a balance reading on a paper towel, I shall expect to see that paper towel stapled or taped into the lab book! You may take the lab book home when you go, and you may retain it when the course is done. If it were a real, working lab, you would always leave the book behind for security and for future use by your employer.

Safety: Eye protection is required at all times. At a minimum, this eyeware should be as safe as a typical pair of corrective eyeglasses. Contact lenses are not allowed without goggles. Persistent abuse will result in expulsion from the course. Some of the solvents with which you will come into contact (e.g., THF) are dangerous. You will be expected to know the MSDS (Materials Safety Data Sheet) information for all solvents and polymers with which you work. Use gloves as appropriate. You should not wear shorts in the lab.
Reports: There are not reports per se. Since lab is integrated with lecture, you will do most of your reporting as part of homework sets and/or exams. Treat your lab notebook like a real research notebook. Each experiment should start with a "plan" of action that describes the general research objectives. The observations made (both numeric and qualitative) follow that. Some conclusion at the end of the experiment should help you or other readers figure out what the experiment meant.

Grades: The grade is integrated into your 4010 homework sets and grade.

### 4010 Macromolecular Systems I

<table>
<thead>
<tr>
<th>Week</th>
<th>Subject</th>
<th>Integrative Experience or Notes</th>
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<tbody>
<tr>
<td>1</td>
<td>Historical introduction: functional polymers &amp; biopolymers</td>
<td>Ch.1 Intro to teams &amp; integrative experience</td>
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<td>Classification of Polymers</td>
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<td>2</td>
<td>Polydisperse Distributions</td>
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<td>3</td>
<td>Statistical view of polymerization</td>
<td>Ch.2</td>
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<td>4</td>
<td>Viscosity vs Intrinsic Viscosity</td>
<td>Ch.9</td>
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<td>5</td>
<td>Polymer Dimensions Elementary Molecular Weight Characterization: GPC</td>
<td>Ch.6</td>
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<tr>
<td>5b</td>
<td>Polymer Chemistry overview of synthetic strategies, from Anionic to Ziegler-Natta</td>
<td>Ch.2</td>
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</table>
Controlled polymerizations

Poly(1actide) polymerization
(Handout from DHZ...update on website)

Polyurethanes, Polyamides

Polymer morphology
Polarized light microscopy
EM, basic SAXS, SALS, etc.
Morphology continues

POM, SASLSS, DLS

Elementary rheology

Rheology/Processing

Processing Lab—Chemical Engineering Building

Thermal properties

Applications N/A

*Ideas Come from Exposure
*Intro. to Examplations

N/A
13  Biosynthesis, various structures, how peptides are made, maybe some Proteins (N/A)

14  Mechanical Testing Composites

15  Examplanations, Midterm2 Prep, Help Session

16  Ideas Come from Exposure Review Session

CAMD Visit & SAXS

Examplanations

Peptide Synthesis facility
Linda Allen

From: Joseph F. Siebenaller
Sent: Tuesday, November 06, 2012 11:18 AM
To: Linda Allen
Subject: Re: CHEM 4010 prerequisite to include BIOL 4001.

Linda,
The addition is acceptable to Biological Sciences.
Joseph Siebenaller

On 11/6/2012 11:17 AM, Linda Allen wrote:

Joseph Siebenaller,
Associate Chair, Undergraduate Studies
Department of Biological Sciences

The Chemistry Department is changing CHEM 4010, Macromolecular Systems I, from 4 credit hours (3 contact hours lecture & 2 contact hours lab) to 3 credit hours (2 contact hours lecture and 2 contact hours lab). But we are also proposing a slight change in the prerequisites.

- Current prerequisite for CHEM 4010: Prereq. CHM 2262 and CHEM 3491 or equivalent. 3 hrs. lecture, 2 hrs. lab.

The Chemistry Department has allowed BIOL 4001, Physical Chemistry, to be used as an equivalent for CHEM 3491, Physical Chemistry I, for many years. In our proposed changes, the prerequisite is updated to formalize the use of BIOL 4001 as an alternate prerequisite to CHEM 3491.

- Proposed prerequisite for CHEM 4010: Prereq.: CHEM 2262 and 3491 or BIOL 4001 or equivalent. 2 hrs lecture; 2 hrs lab.

Please respond if the addition of BIOL 4001 to the prerequisite of CHEM 4010 is acceptable to the Department of Biological Sciences.

Linda Allen

Linda R. Allen, PhD
Director of Undergraduate Laboratories
Department of Chemistry
College of Science
LSU
Lallen3@lsu.edu
(225) 578-2940 or 578-3954

---
Joseph F. Siebenaller, Ph.D.
Professor
Associate Chair, Undergraduate Studies
National Academies Education Mentor in the Life Sciences
Department of Biological Sciences
Louisiana State University
Baton Rouge, LA 70803-1715 USA
(225) 578-5224 (Undergraduate Studies Office)
Anna,  

After a follow up discussion in the department, we concur with the suggested changes by the Faculty Senate C&C Committee. Specifically this change was to change the prerequisite for CHEM 4010 from CHEM 2262 and 3491 or BIOL 4001 or equivalent to the suggested change of CHEM 2262 and 3492 or BIOL 4001 or equivalent.

Please let me know if you need any additional paperwork or other correspondence from the Chemistry Department.

Thanks,  
Linda Allen

Dr. Linda R. Allen  
Director of Undergraduate Laboratories  
Undergraduate Chemistry Office  
Chair - Undergraduate Affairs Committee  
Department of Chemistry  
College of Science  
LSU  
lallen3@lsu.edu  
(225) 578-2940 or 578-3954

From: Kimberly G Kubicek  
Sent: Wednesday, November 21, 2012 1:47 PM  
To: Linda Allen  
Subject: CHEM 4010

Linda,  

Please see the attached memo from the Faculty Senate C&C regarding CHEM 4010.  

Thanks.
From: Anna M Castrillo
Sent: Wednesday, November 21, 2012 12:42 PM
To: Kimberly G Kubicek
Subject: RE: Science C&C Proposals
Faculty Senate Courses and Curricula Committee

Front: Lawrence Rouse, Chair, Courses and Curricula Committee

November 21, 2012

At their November 20th, 2012 meeting, the Faculty Senate Courses and Curriculum Committee took the following action regarding the CHEM proposals:

CHEM 4010
- The Committee conditionally approved the proposal to change CHEM 4010. The Committee believed one of the prerequisites to be incorrect. CHEM 3492 should replace CHEM 3491 as a prerequisite for the course as it shares more content with BIOL 4001 and is a better lead-in to CHEM 4010 than CHEM 3491.

Please submit the requested documentation to Anna Castrillo in the Office of the University Registrar at 112 Thomas Boyd Hall or by email at acastrl@lsu.edu.

If you have any questions regarding the request, please feel free to contact me at rouse@lsu.edu.
REQUEST FOR ADDITION OF NEW COURSE

Department: School of Art  
Art + Design  
College:  

Date: 2/10/2012

PROPOSED COURSE
Short Title: DIGITAL ART PRAXIS
Rubric & No.: ART 7250  
Title: Digital Art Praxis

COURSE CREDIT
Graduate Credit: X YES ___ NG  
(complete for 4000 level courses only)

Semester Hours of Credit: 3  
(For "Lecture/Lab" type courses only: Lecture Hrs. ___ Lab Hrs.).

If course may be repeated for credit (i.e. special topics), course may be taken for a max. of ____ credit hours.

Credit will not be given for this course and: N/A

(Indicate rubrics and course numbers)

GRADING
Final Exam: ____ YES ____ NO  
Grading System: ____ Letter Grade ____ Pass/Fail

(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE
Check one type: _____ LEC ____ LAB ____ LEC/LAB ____ SEM ____ CLIN/PRAC ____ RES/IND

Maximum enrollment per section: 12  
(use integer, e.g. 25 not 20-30)

Total weekly contact hours: 5  
(If lecture/lab, contact hours of: Lecture ___ Lab)

CATALOG TEXT
(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)

ART 7250 Digital Art Praxis (3) Prereq: consent of instructor. 6 hrs. studio. May be taken for a max. of 24 sem. hrs. of credit. Students are responsible for studio fee associated with course. Collaborative research, development and implementation of experimental digital media project.

BUDGET IMPACT
If this course is approved, will additional staff be needed? ____ YES X ____ NO

Will additional space, equipment, special library materials or other major expense be involved? ____ YES X ____ NO

(If answer to either question above is 'yes' attach explanation)

Academic Affairs Approval: _______ Date: _______

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?

SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria (For 4000-level, specify graduate student grading criteria if requirements differ for graduate and undergraduate students).

APPROVALS

Department Faculty Approval 5-11-12  
Department Chair’s Signature 5-14-12

College Faculty Approval 1-21-12  
Graduate Dean’s Signature (for 4000 level and above)  

College Dean’s Signature 10-9-12

Chair, FS C&C Committee 11-14-12

Academic Affairs Approval 4-3-12
Justification for ART 7250 - Digital Art Praxis

The proposed new ART 7250 Digital Art Praxis will be a central component of the graduate education of students focusing on Digital Art, with recommended enrollment in this course every spring semester. It’s collaborative structure and learning objectives are based on research of cutting edge competing university programs and expectations of industry professionals for entry level job candidates. This course will differ from the other proposed digital art graduate course, 7255 Digital Art Seminar, by putting theory into use and applying concepts brought up in Seminar which focuses more on writing, discussing, and presenting on theoretical concepts in digital media. Distinct courses are needed as the instructional approach is so different between the two. Seminar is designed to be taught each semester while Praxis is designed to be taught only once per year in order to augment each student’s practice with technological skill sets.

Justification for No Final Exam
The learning methods for the Digital Art Praxis are discussion and critique of creative works as well as written, multimedia and oral presentations developed over the course of the semester. Coursework is evaluated throughout the semester which culminates in a final project; there is no final exam style evaluation.
Hi Tom and Anna,

The course has a max of 24 credits in order to provide flexibility. It is possible this course could be taken every semester of a MFA student's 3 year stay at LSU. A student could potentially take 2 Summer instances of this course in addition to the 6 regular semesters, making a total of 24 credits. Most graduate courses in the School of Art have the option to enroll for 3 or 6 credits and are repeatable for up to 36 hours. The justification does mention this course should ideally be offered once per year. By allowing this course to be repeatable for up to 24 credits there is flexibility in place for when situations are less than ideal.

- Derick

- Denick

On Tue, Nov 13, 2012 at 1:39 PM, Thomas Sofranko <tsofran@lsu.edu> wrote:

Derick, Rod: please see the note below regarding 7250. There is a meeting coming up on Nov. 20 that this will be a part of if you can get them an answer by this Thursday (they have to upload them for the committee on Friday). Send an e-mail response directly to Anna Castrillo in the Registrar’s Office (acastril@lsu.edu) and copy me on it.

- Tom

Dr. Sofranko.
1. ART 7250-1 will need the answer to the second part of the memo from the chair of the C&C Committee regarding the course. It asks why there are 24 hours of repeat credit. Since the MFA program is 3 years long, and this course is offered once a year, why should it be 24 hours of repeat credit? An email response will be fine.

Sincerely,

Anna Castrillo
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225)578-4111
Fax: (225)578-5991

LSU
**LOUISIANA STATE UNIVERSITY**

**Digital Art Praxis**

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<tr>
<th>Faculty</th>
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<th>Course Number</th>
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<th>Room</th>
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**Course Description**

The Digital Art Praxis is a graduate level course in which students collaboratively produce an experimental digital media project. Students develop and create projects under the guidance of a faculty member, visiting artist, curator or industry professional to create an ambitious project of cultural significance and real-world applicability. The results of the semester will be exhibited, published, screened or distributed online for a public audience.

**Learning Objectives**

- Effective methods for developing and implementing a digital media project that fulfills parameters of a commissioned project
- Creative and technical troubleshooting, problem solving and resolution techniques
- Effective collaborative practices including internal communication skills, division of labor and creative contributions, and industry standard workflows
- Professionalism in interaction with external collaborators and other involved parties, including public audiences

**Methods of Instruction**

- Research & Development / Creative Laboratory, Technical Investigations, Pipeline Implementation
- Professional Practices / Communications Methods Modeling, Business Skills Workshops, Project Management Tool Training & Utilization
- Presentation / Role Play, Practice Sessions, Promotions & Marketing Lessons
- Reflection Sessions / Discussion, Critique, Written Evaluations

**Methods for Assessment**
• Course Grading Rubric
  o Project Development 40%
  o Project Implementation 20%
  o Project Presentation 20%
  o Collaboration Skills 20%

• Project Development
  o Ambition, Experimentation & Dedication 10 points
  o Fulfillment of Commission Parameters 10 points
  o Creativity & Innovation 10 points
  o Theoretical and Historical Relevance 10 points

• Project Implementation
  o Aesthetics & Design 10 points
  o Project Refinement and Performance 10 points

• Project Presentation
  o Professional Public Communications 10 points
  o Promotions and Marketing 10 points

• Collaboration Skills
  o Individual Contribution 10 points
  o Internal Communications and Workflow 10 points

• Grading Scale
  o A: 90 – 100%
  o B: 80 – 89%
  o C: 70 – 79%
  o D: 60 – 69%
  o F: 0 – 59%

Course Framework

Research & Development. The majority of the semester will be dedicated to completing a major project under the supervision of a faculty member and/or in collaboration with a visiting artist, curator or industry professional. You will work in teams to brainstorm, research, design and test your project. Each team member will be responsible for contributing to the concept of the project, as well as fulfilling individual roles delegated based on his or her experience and interests.

Project Implementation. In the latter half of the semester, the class will implement the project as a beta version for testing. The project will be primarily complete and functioning, and will be rolled out to a test group for feedback and troubleshooting. At this time, the project team will formalize a marking and promotion strategy, as well a plan for refining and
Project Presentation. A unique characteristic of this course is that all projects created are intended for public distribution. After refining the project, we will present the project to collaborating organizations and prepare it for a public distribution through exhibition, screening, event, or website, etc.

Collaborative Methods. Because the projects for this class are large scale and require teams with multiple areas of experience and expertise, all projects are collaborative. The learning objectives and assessment are based on demonstrating successful strategies and outcomes while working in groups. If any student feels a member of the group is not pulling weight or disrupting the collaborative environment, he or she should discuss this with the instructor as soon as possible.

Praxis Laboratory Policies

- This class takes the form of a research and development laboratory. Scheduled class workshops and collaborative work sessions cannot be made up unless you have made prior arrangements due excused reason in accordance with LSU policy [see LSU Policy Statement 22 (PS-22) regarding Student Absence from Class]. If you must be absent make sure to arrange to have your work delivered before class.

- Because work product will be publicly presented and often involves meetings and presentations with external collaborators, students must maintain high levels of professional and personal courtesy. Students who repeatedly disrupt the class dynamics and working relationships may be removed from the course or required to complete an alternate project to receive credit.

Resources

- Collaboration Platform
  - http://docs.google.com
- Technical Tutorials
  - http://mystart.lsu.edu
- Online Reference Materials
  - http://delicious.com/tagg/isudigitallab

Presence and Participation

- I expect students to arrive on time and attend all class sessions.

- Interaction and collaboration are an important aspect of the learning process and are critical for establishing working relationships among your peers. Contributing to the collaborative laboratory environment is a vital to your growth throughout the course.
and the success of the commissioned project. Taking part in discussions and critiques, asking questions, demonstrating engagement, completing your responsibilities on time, taking initiative, problem solving, sharing your discoveries and collaborating with fellow classmates is required of all students.

- Be aware that failure to attend class will inevitably affect your understanding of the concepts of this course and can therefore significantly affect your grade on project work and overall class performance.

### Reasonable Accommodation

If you have a disability you feel may prevent you from fully demonstrating your abilities, contact me as soon as possible so we can discuss accommodations necessary to ensure full participation and facilitate your involvement in this class.

### Notes

- I often communicate changes, feedback, recommendations, clarification of requirements and other useful information for which you may be responsible by email. It is critical that you check your email regularly.

- This syllabus is a working document and is subject to change. It will be posted on the class website where any changes will be published if they do occur. Students will be notified by email or in class if changes occur.

- Students are responsible for recreation of any lost or damaged files. Back up your work!
**Schedule for ART 7250 - Digital Art Praxis**

**Week 1: Professional Practice - Introduction to course**
Activity: Introduction to commissioned project, project management training, define roles and expectations of collaborative team members, brainstorming and idea evaluation workshop, pitch workshop
Homework: None

**Week 2: R&D - Concept Development**
Activity: Formal pitch, proposal development, production plan, preliminary project development, informal critique
Homework: Project concept with outline and illustrations for formal pitch

**Week 3: R&D - Project Development**
Activity: R&D creative laboratory (students work collaboratively to complete project elements, research and technical investigations, pipeline implementation, and informal critique)
Homework: 5-page project proposal with illustrations, research references, citations, production plan, budget and citations

**Week 4: Professional Practice - Project Development**
Activity: R&D creative laboratory
Homework: Project progress

**Week 5: Reflection - Project Development**
Activity: R&D creative laboratory
Homework: Project progress

**Week 6: R&D - Critique**
Activity: Formal critique session, troubleshoot and devise plan to improve concept, aesthetics and working methods
Homework: Presentation of work-in-progress (50% complete)

**Week 7: R&D - Project Development**
Activity: R&D creative laboratory
Homework: Project progress

**Week 8: R&D - Project Development**
Activity: R&D creative laboratory
Homework: Project progress

**Week 9: Reflection - Critique**
Activity: Formal critique session, troubleshoot and devise plan to refine project aesthetics and performance, strategy planning for project launch
Homework: Beta version of completed project (90% complete, fully working project)

**Week 10: R&D - Project Refinement**
Activity: R&D creative laboratory
Homework: Project progress (95% complete)

**Week 11: R&D - Project Refinement**
Activity: R&D creative laboratory
Homework: Project progress (99% complete)

Week 12: Project Implementation - Project Presentation
Activity: Project presentation for external collaborators, plan project launch
Homework: Final, refined version of completed project (100% complete)

Week 13: Presentation & Professional Practices - Oral Presentation Practice Session, promotions & marketing lesson
Activity: Role play, practice and critique oral presentation of project, plan project launch, execute and refine marketing and promotions strategy and materials
Homework: Draft marketing and promotions materials, all assigned responsibilities related to project launch. Final refined project formatted for public presentation

Week 14: Presentation - Launch project for public audience
Activity: Launch project for public audience via event, publication, or online distribution; create documentation and archive project. (if future launch date is planned based on needs of project, all work will be completed to make ready for launch)
Homework: Final marketing and promotions materials, all final materials formatted for multi-modal distribution, revisions based on feedback from external collaborators
Faculty Senate Courses and Curricula Committee

From: Lawrence Rouse, Chair, Courses and Curricula Committee
To: Rod Parker, Director, School of Art

At their October 30th, 2012 meeting, the Faculty Senate Courses and Curriculum Committee took the following action regarding the ART proposals:

**ART 7250**
- The Committee conditionally approved the proposal to add ART 7250 pending a clear justification for the variable (3, 6) credit hours. Is this standard practice for M.F.A. programs in peer universities? There should also be some differentiation in the syllabus for students who choose to take the course for 3 or 6 credit hours. The Committee also wanted an explanation on the amount of repeatable credit proposed. Since the M.F.A. program is a 3 year program, and this course is offered once a year, why is there a need for a maximum of 24 hours of repeat credit?

**ART 7255**
- The Committee approved the proposal to add ART 7255.

Please submit the requested documentation to Anna Castrillo in the Office of the University Registrar at 112 Thomas Boyd Hall or by email at acastr1@lsu.edu.

If you have any questions regarding the request, please feel free to contact me at lrouse@lsu.edu.
Anna: Here are the revised justifications for ART 4240 and 4290 explaining why there is no final exam. Also, here is a revised syllabus for ART 4240 which now adds up to 100%., and finally, as Prof. Ostrenko states, “ART 7250 and 7255 have not been taught as Special Topics Courses as we have just accepted our first Digital Art graduate students this year and have not needed them until now.”

- Tom

Thomas Sofranko

From: Derick Ostrenko [mailto:dostrenko@gmail.com]
Sent: Sunday, October 14, 2012 8:56 AM
To: Thomas Sofranko
Subject: Re: FW: C&C proposals

Tom,
I've attached the updated documents you requested.

ART 7250 and 7255 have not been taught as Special Topics Courses as we have just accepted our first Digital Art graduate students this year and have not needed them until now.

Please let me know if you need anything else.

- Derick

..
digitalart@lsu.edu
avater@lsu.edu
813 731 2396

On Wed, Oct 10, 2012 at 3:31 PM. Thomas Sofranko <tsofrank@lsu.edu> wrote:

Derick: the digital art course forms have been forwarded to the University Committee. In their preliminary review of the material they had three questions:

1. ART 4240- the grading criteria in the syllabus seems to add up to only 80%. Please submit with a total of 100%. Also, the justification needs to explain why the course does not require a final exam.
2. ART 4290- The justification needs to explain why the course does not require a final exam.

3. ART 7250 and 7255- Were these courses ever taught as special topics?

If you can get those corrections/answers to me I will forward them to the Committee. Thanks

- Tom
REQUEST FOR ADDITION OF NEW COURSE

Department: Division of Electrical and Computer Engineering
College: Engineering

PROPOSED COURSE
Rubric & No.: EE 3150
Title: Probability for Electrical and Computer Engineering

COURSE CREDIT
Graduate Credit: YES X NO
Semester Hours of Credit: 3
(For "Lecture/Lab" type courses only: Lecture Hrs. ______ Lab Hrs. ______)
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of ______ credit hours.
Credit will not be given for this course and: MATH 3355, IE 3302
(Indicate rubrics and course numbers)

GRADING
Final Exam: X YES NO Grading System: X Letter Grade ______ Pass/Fail
(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE
Check one type: X LEC ______ LAB ______ LEC/LAB ______ SEM ______ CLIN/PRACT ______ RES/IND ______
Maximum enrollment per section: 75 (use integer, e.g. 25 not 20-33)
Total weekly contact hours: ______ (If lecture/lab, contact hours of: Lecture ______ Lab ______)

CATALOG TEXT
(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)
3150 Probability for Electrical and Computer Engineering (3) Prereq: MATH 2057. Credit will not be given for MATH 3355. Basic concepts of probability theory and statistics with applications to electrical and computer engineering; axioms of probability, continuous, discrete and conditional probability density and distribution functions, expectation, statistical inference and random processes.

BUDGET IMPACT
If this course is approved, will additional staff be needed? YES X NO
Will additional space, equipment, special library materials or other major expense be involved? YES X NO
(if answer to either question above is "yes" attach explanation.)
Academic Affairs Approval: ______

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?
SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria.
(For 4000-level, specify graduate student grading criteria if requirements differ for graduate and undergraduate students.)

APPROVALS
Department Faculty Approval: 8/21/12
(date)
Not Approved
(date)
Department Chair's Signature

College Faculty Approval: 9/17/12
(date)
Not Approved
(date)
Chair, FS C&C Committee

Graduate Dean's Signature (for 4000 level and above): 11/01/12
(date)
Academic Affairs Approval
(date)
Justification

Probability and statistics play an increasingly important role in all areas of electrical and computer engineering including reliability analysis and quality control, noise modeling and analysis, statistical inference, computer networks, etc. This course will be required in both Electrical and Computer Engineering curricula. It is an important course in our ABET accreditation process because the ABET Program Criterion states that "The curriculum must include probability and statistics, including applications appropriate to the program name." The course content is also a prerequisite to many of the follow-up courses in our curricula.

In the past this course was offered in collaboration with the Mathematics Department. The faculty from ECE interacted frequently with the Mathematics Department to maintain a particular text book and course content. The proposed ES 3150 will have greater connections with electrical and computer engineering applications, and will better satisfy requirements of ABET and of follow-up courses.
Course Outline

EE3150 - Probability for Electrical and Computer Engineering

Catalog description: 3150, Probability for Electrical and Computer Engineering (3), Freq: Math 2057. Basic concepts of probability theory and statistics with applications to electrical and computer engineering; axioms of probability, continuous, discrete and conditional probability density and distribution functions, expectation, statistical inference and random processes.


Goals/Instructional Objectives:
This course provides the students with the basic knowledge of probability theory, statistics and random processes. This course is designed to develop students probabilistic and statistical intuition and enable them to evaluate probabilistic and statistical quantities in problems related to the fields of electrical and computer engineering.

Prerequisites by Topics: Calculus

Topics:

1. Experiments, Models and Probability
   (a) Set Theory
   (b) Probability axioms
   (c) Conditional probability and independence
   (d) Sequential experiments and tree diagrams
   (e) Counting models
   (f) Independent experiments

   (5 classes)

2. Discrete Random Variables
   (a) Definition and examples
   (b) Probability mass function
   (c) Cumulative distribution
   (d) Expectation, variance and standard deviation
   (e) Conditional probability mass function

   (5 classes)

3. Multiple Discrete Random Variables
   (a) Joint, marginal and conditional probability mass functions
   (b) Independence of random variables
   (c) Functions of a random variable
   (d) Conditioning for continuous random variables

   (6 classes)

4. Continuous Random Variables
   (a) Cumulative distribution functions
   (b) Probability density functions

   (5 classes)
(c) Expectation and other moments.

5. Multiple Continuous Random Variables (5 classes)
   (a) Joint, marginal and conditional distributions and probability density functions.
   (b) Independence of random variables
   (c) Functions of a random variable
   (d) Conditional probability density functions

6. Sums of Random Variables (5 classes)
   (a) Expectation of sums
   (b) Probability density function of sums of independent random variable
   (c) Sample mean and weak law of large numbers
   (d) Characteristic function
   (e) Central limit theorem

7. Statistical Inference (6 classes)
   (a) Significance testing
   (b) Binary hypothesis testing
   (c) Linear estimation.
   (d) Maximum likelihood estimation

8. Random Processes (4 classes)
   (a) Definition of random processes
   (b) Examples
   (c) Expected value and correlation

9. Tests and review (3 classes)

Grading Criterion:

Homeworks (20%), Exam I (25%), Exam II (25%), Final Exam (30%).

Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
</tr>
<tr>
<td>F</td>
<td>Below 60</td>
</tr>
</tbody>
</table>
Instructional Outcomes:
At the completion of the course a student should be able to:

- construct a probability model from the description of a random experiment
- model random phenomenon with discrete and continuous random variables
- compute probability of events from probability mass functions (PMF) and probability density function (PDF), and cumulative distribution functions
- compute the averages of random variables from their PMF and PDF
- compute marginal PMF or PDF from joint PMF or PDF
- calculate conditional PMF and PDF from joint PMF and PDF
- compute conditional averages
- understand sample averages, law of large numbers and central limit theorem
- perform binary hypothesis tests and compute linear and maximum likelihood estimates of one random variable from another
- calculate mean and correlation of random processes
- apply probability theory and statistics to electrical and computer engineering problems

Computer Usage:
Students use MATLAB to model random phenomena, compute time averages and compare with their computation of statistical averages.

Estimated ABET Professional Component:
- Basic science: two credit or 67%
- Engineering science: 1 credit or 33%

Prepared by:
Mort Naraghi-Pour

Date: August 21, 2012
### Relation of Course to Program Outcome

**EE3150 Probability for Electrical and Computer Engineering**

<table>
<thead>
<tr>
<th>The course contributes to these outcomes</th>
<th>How?</th>
</tr>
</thead>
<tbody>
<tr>
<td>An ability to apply knowledge of mathematics, science, and engineering (ABET criterion 3(a))</td>
<td>The course will instruct the students in probability theory and statistics and provides an ability to apply knowledge of these subjects to problems in engineering and in general.</td>
</tr>
<tr>
<td>An ability to design and conduct experiments, as well as to analyze and interpret data. (ABET criterion 3(b))</td>
<td>The students will learn how to analyze and interpret data in the statistics portion of the course.</td>
</tr>
<tr>
<td>An ability to identify, formulate, and solve engineering problems. (ABET criterion 3(e))</td>
<td>After passing this course the students are able to set up probabilistic models (sample space, events, likelihoods of events) for real-world problems, and how to formulate decision making (hypothesis testing, confidence interval, etc.) based on statistical methods.</td>
</tr>
</tbody>
</table>

**Curriculum criteria: An ability to apply knowledge of probability and statistics, mathematics through differential and integral calculus, basic sciences, and engineering sciences necessary to analyze complex electrical and electronic devices, software, and systems containing hardware and software components**

Students will be instructed in the use of mathematical tools to construct probability models and evaluate statistical quantities to analyze electrical and computer engineering systems.
That sounds fine for me. Just wanted to make sure we didn't end up defending it from our side.

I can now support your plan. Thanks for working through this with us.

Craig

Sent from my GeauxPhone

On Sep 10, 2012 8:11 AM, "John D Scalzo" <jsalz1@lsu.edu> wrote:

> Craig,
>
> I would argue to ABET that in the special case that a student with IE 3302 student switched majors to EE, we would not force the student to take the EE course. We would make the substitution.
>
> If ABET dings us on that, we would stop the substitution. We are trying to facilitate matriculation without sacrificing content for the majority of EE students. In recent visits they have been supportive of policies that accommodate transfers and support matriculation.
>
> The intent is this: EE 3150 is the required course for EE and EEC majors, but if transfer students and students switching majors come in with IE, or MATH 3355, we will allow the substitution.
>
> Maybe having IE and MATH listed as courses that are considered duplicate does the opposite of our intent. If so, then we will remove them from the Form A. I thought this was helpful to all parties, both students and departments.
>
> John
>

----Original Message----

From: Craig Harvey [mailto:harvey@lsu.edu]
Sent: Friday, September 07, 2012 5:51 PM
To: John D Scalzo
Cc: Laura Ikume; Craig M Harvey; Morteza Naraghi-Pour
Subject: Re: Engineering statistics courses

> Spoke with Laura and seems there are differences as she states in terms of emphasis. My only question
remaining is why EE would allow IE 3201 as substitute? Would this not present potential problems with regards to ABET?

> Thanks for Laura and Mort for meeting and distinguishing the courses.

> Craig

Sent from my GeauxPhone

--- On Sep 7, 2012, at 4:35 PM, John D Scalzo <jscalzo@lsu.edu> wrote:

> Laura, Mort,

> Thank you both for taking the time to meet.

> John

-----Original Message-----

From: Laura Ikuma [mailto:likuma@lsu.edu]
Sent: Friday, September 07, 2012 4:18 PM
To: Craig M Harvey
Cc: Morteza Naragh-Pour; John Scalzo
Subject: Engineering statistics courses

Hi Craig,

Mort and I met this afternoon to discuss the statistics course topics.
While both courses cover the same topics in name, the emphasis of the two courses is substantially different. Out of the 6 objectives listed for IE 3302, the electrical engineering course will focus on and expand objectives 2 & 3 and will not spend much time, if any, on the last 3 objectives listed for IE 3302. On the other hand, I tend to move quickly through objectives 2 & 3 and spend most of the semester on the last three objectives. I'm attaching my current syllabus here for your reference; please let me know if you need more details.

Thanks,
Laura

Laura H. Ikuma, PhD.
Assistant Professor
Mechanical and Industrial Engineering
Louisiana State University
Baton Rouge, LA, USA

_________________________________________________________

>
Dear Pratul,

Math approves of your proposed new EE 3150.

Sincerely,

Chip
Associate Chair for Instruction
Math

Date: Tue, 21 Aug 2012 20:48 +0000
From: Pratul K Ajmera <ajmera@lsu.edu>
To: "delzell@math.lsu.edu" <delzell@math.lsu.edu>
Cc: "cochran@math.lsu.edu" <cochran@math.lsu.edu>,
    John D Scalzo <jsclz1@lsu.edu>
Subj: A new course in the electrical and computer engineering programs
Parts/Attachments: 546 KB Application, "FormA EE 3156_8_2012.pdf"

Dear Chip,

I hope you had a fruitful summer. I have a matter to address with you regarding a course, whose subject matter is important to curricula of our two degree programs.

Last semester EE 3140 was automatically deleted from the LSU catalog because it has not been taught in 10 years. Our department did not initiate this drop, we simply missed the opportunity to prevent it from happening. The course was a required course for both electrical engineering and computer engineering majors. During those 10 years, our students have been taking MATH 3355 to satisfy this requirement. Our faculty have recently approved a replacement for EE 3140 which will be numbered EE 3150. The course syllabus is attached. The course has MATH 2057 as a prerequisite, and because of the duplication with MATH 3355 (by design) students who take EE 3150 should not be allowed to earn credit for MATH 3355 and vice versa. We will also continue to allow students to take MATH 3355 to substitute for EE 3150 when it isn’t taught. The requirement by ABET, our accreditation body, necessitates that EE 3150 be in our curriculum with an EE rubric. They have also accepted our arrangement with you to collaborate on the content in MATH 3355 as an occasional substitute for our EE course. EE 3150 also will be a prerequisite to several of our other courses in the curricula.

An email from you acknowledging that you have reviewed this form A and the attachments, and that your department approves the adoption of this course is required. A prompt response will be very much appreciated to meet strict University timelines. Please feel free to contact me if you have any further questions on this issue. I am also copying this
to Dr. George Cochran in your Department since, I believe, he was involved with discussions on EE 3140 and MATH 3355 in the past and may provide some historical perspective.

Many thanks for your prompt response on this.

Sincerely,

Pratul

Pratul Ajmera
Interim Division Chair
Electrical & Computer Engineering
School of Electrical Engineering & Computer Science 3101-A Patrick F Taylor Hall Louisiana State University and A&M College Baton Rouge, LA 70803
Ph: (225) 578-5243; Fax: (225) 578-5200
ajmera@lsu.edu

[ Part 2, "FormA EE 3150_8_2012.pdf" Application/PDF
(Name: "FormA EE 3150_8_2012.pdf") 546 KB. ]
Dear Pratul & John,

I attach a Form C for Math 3355, adding the statement:
"Credit will not be given for this course and EE 3150."

Soon I shall submit this Form C to the faculty of the Math department for its approval. I guess I must also ask the Division of Computer Science for its approval, since its curriculum mentions Math 3355.

Does your division approve?

Sincerely,

Chip

P.S. In your Form A for EE 3150, in the middle, in answer to the question about no double credit, you wrote "MATH 3355, IE 3302."
But later on your Form A, in the box entitled "Catalog text (Concise statement exactly as you wish it to appear in the LSU General Catalog)," you did not include the statement about no double credit for Math 3355, IE 3302.
Don't you want this rule to be mentioned in the catalog?
My attached Form C for Math 3355 includes this statement in the catalog description (and not only in the questionnaire).
Request for CHANGING an Existing Course

Department: Math  
Course Rubric and #: Math  
College: Science  
Date: 9-11-2012

Present Course Description

Title: Probability

Semester: Hours of Credit 3
If combination course type, # hrs. of credit for lecture: lab/sem/rec: ___/___/___
Repeat Credit Max (if repeatable) ___
Graduate Credit? Yes: ___  No: ___
Credit will not be given for this course and: ___

Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC ___ LAB ___ SEM ___ REC ___ RES/IND ___ CLIN/PRACT ___
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail ___

Course Description:
3355 Probability (3) Prereq.: MATH 2057. Suggested for preparation for actuarial exams. Introduction to probability, emphasizing concrete problems and applications: random variables, expectation, conditional probability, law of large numbers, central limit theorem and stochastic processes.

Form C

Proposed Course Description

Title: Probability

Short Title: PROBABILITY

Semester: Hours of Credit 3
If combination course type, # hrs. of credit for lecture: lab/sem/rec: ___/___/___
Repeat Credit Max (if repeatable) ___
Graduate Credit? Yes: ___  No: ___
Credit will not be given for this course and: EE 3150

Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC ___ LAB ___ SEM ___ REC ___ RES/IND ___ CLIN/PRACT ___
Total Weekly Contact Hours: 3
Grading System: Letter Grade X Pass/Fail ___

Course Description:
3355 Probability (3) Prereq.: MATH 2057. Credit will not be given for this course and EE 3150. Suggested for preparation for actuarial exams. Introduction to probability, emphasizing concrete problems and applications; random variables, expectation, conditional probability, law of large numbers, central limit theorem and stochastic processes.

These questions must be answered completely and accurately or proposal will be returned.

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A ( )
Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, list courses; use separate sheet.
Is this course on the General Education list? Yes ( ) No (X)

Justification/Explanations: Use separate sheet.

Note: If course is or will be cross-listed, separate forms must be submitted by each department.

Approvals
Department Faculty Approval Date

Department Chair's Signature (Date)

Graduate Dean's Signature (Date)

College Contact: (Please print name.)

College Contact E-mail:

College Faculty Approval Date

College Dean's Signature (Date)

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
Justification

The proposal here on this Form C is simply to add the following line to the catalog description of Math 3355: “Credit will not be given for this course and EE 3150.” EE 3150 is a new course being proposed this fall by the Department of Electrical and Computer Engineering, to replace EE 3140, which is being dropped due to inactivity. EE 3150 will say: “Credit will not be given for this course and Math 3355. IE 3302.” So Math is just reciprocating.

Math 3355 is also mentioned (twice) in the Curriculum in Computer Science (CS).

Math 3355 is a prereq for Math 4050, 4056, and 4058.
REQUEST FOR ADDITION OF NEW COURSE

Department: Mathematics
College: Science

Date: 10/23/12

PROPOSED COURSE

Short Title: Seminar in Secondary Mathematics (≤ 19 characters)

Rubric & No.: MATH893
Title: Seminar in Mathematics for Secondary Teachers

COURSE CREDIT

Graduate Credit: X YES  NO

Semester Hours of Credit: 1-3

(For combination course types only: Lecture Hrs. Lab/Sem/Rec Hrs.
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of 6 credit hours.
Credit will not be given for this course and:

---

GRADING

Final Exam: X YES  NO  Grading System: X Letter Grade  Pass/Fail

(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE

(Indicate hours in the appropriate course type)

---

Maximum enrollment per section: 20

CATALOG TEXT

Concise catalog statement exactly as you wish it to appear in the LSU General Catalog

6893 Seminar in Mathematics for Secondary Teachers (1-3) Prereq: consent of department. Topics of interest to teachers of secondary school mathematics. May be repeated for up to 6 sem. hrs. credit if topics vary.

BUDGET IMPACT

If this course is approved, will additional staff be needed? X YES  NO

(If answer to either question above is "yes" attach explanation.) Academic Affairs Approval:

ATTACHMENTS

ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?

SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria

(For 4000-level, specify graduate student grading criteria if requirements differ for graduate and undergraduate students).

APPROVALS

Department Faculty Approval 10-25-2012

College Faculty Approval 11/13/12

By

Graduate Dean’s Signature (for 4000 level and above)

College Contact:

College Contact E-mail: Kkubicek@lsu.edu

By

Chair, FS C&C Committee

Academic Affairs Approval

By

(Please print name.)
Justification

6893 Seminar in Mathematics for Secondary Teachers

Simultaneously with this proposal, the Department of Mathematics is also proposing the elimination of Math 6300 and the creation of Math 6303. These changes leave a gap in the course offerings for teachers that Math 6893 will fill.

The existing catalog description Math 6300 (to be eliminated) is as follows:

**6300 Topics in Mathematics for Secondary Teachers (1-3)**
Prereq.: 6 sem. hrs. of mathematics at or above the level of 2040 or equivalent. May be taken for a max. of 6 sem. hrs. credit when topics vary. May be taken by M.N.S. students in mathematics with departmental approval. Areas of current interest to teachers of secondary school mathematics.

As described, Math 6300 was flexible enough to permit a seminar format and broad enough to encompass any topic of current interest to teachers of secondary school mathematics. The proposed catalog description of Math 6303 (to be added) is:

**6303 Implementing Curriculum Standards for Mathematics in High School (1-3)**
This course is intended primarily for participants in teacher-training programs. Mathematics selected from nationally recognized curriculum standards for high school, treated with attention to depth and the specific needs of teachers. May be repeated for up to 9 sem. hrs. credit if topics vary.

Math 6303 focuses on the mathematics delineated in standards documents. It does not permit the selection of other topics that could be of to teachers of secondary school mathematics, such as calculus viewed from a perspective motivated by teaching, probability and statistics presented for teachers, or topics of current or historical interest. Therefore, a course that permits such options is needed.

In summary, Math 6893 essentially takes over the functions of M6300 that cannot be handled by the proposed M6303.

Sample Syllabus

This implementation of this 1-3 hour course will be for 3 hours. This seminar focuses on the use of historical sources to develop tasks and assignments that teachers may use to illustrate concepts in algebra or enhance a high-school algebra class. Seminar participants will be expected to study historical sources and use them to propose materials for modern classrooms. During weekly seminar meetings (2.5 hours
each), participants will present and discuss the tasks and assignments they have developed to gain a deeper understanding of the mathematics involved and perfect the materials for possible classroom use or for use in professional development for other teachers.

Grading. Grading is based on a) oral seminar participation [50%] and b) written work contributed to the seminar [50%]. Points will be assigned for each component and a total calculated. Letter grades are determined as follows: A = 90-100% (total), B = 80-89%, C = 70-79%, D = 60-69%, F = less than 60%.

Schedule

- Weeks 1-4: Problems motivated by classical geometry (with readings from Euclid, Archimedes, Apollonius)
- Weeks 5-8: Problems motivated by the pioneers of modern algebra (with readings from Fibonacci, Viète, Fermat, Descartes)
- Weeks 9-12: Problems motivated by Calculus (with readings from Newton.)
- Weeks 13-14: Problems from Probability (with readings from deMoivre)

References
REQUEST FOR ADDITION OF NEW COURSE

Department: School of Kinesiology
College: Human Sciences & Education

PROPOSED COURSE
Rubric & No.: KIN 2513
Title: Professional Development in Sport Administration

COURSE CREDIT
Graduate Credit: YES X NO
Semester Hours of Credit: 3
(For "Lecture/Lab" type courses only: Lecture Hrs. Lab Hrs).
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of ___ credit hours.
Credit will not be given for this course and: KIN 2502

GRADING
Final Exam: X YES NO Grading System: X Letter Grade Pass/Fail
(Indicate rubrics and course numbers)
(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE
Check one type: X LEC LAB LEC/LAB SEM CLIN/PRACT RES/IND
Maximum enrollment per section: 50
Total weekly contact hours 3
(If lecture/lab, contact hours of: ___ Lecture ___ Lab)

CATALOG TEXT
(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)
2513 Professional Development in Sport Administration (3) Credit will not be given for this course and KIN 2502. Designed to provide an opportunity for the student to grow professionally; to enhance the educational learning process through hands-on opportunities; and to gain an appreciation of the role, duties, responsibilities, and nature of the work in the sport industry.

BUDGET IMPACT
If this course is approved, will additional staff be needed? YES X NO
(If answer to either question above is "yes" attach explanation.)

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?
SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria

APPROVALS
Department Faculty Approval 3-2-12
College Faculty Approval 9-12-12
Department Chair's Signature 3-2-12
College Dean's Signature 9-26-12
Chair, FS C&C Committee 11-20-12
Graduate Dean's Signature (for 4000 level and above) (date)
Academic Affairs Approval (date)
Justification for KIN 2513: The course is designed to meet the professional development needs of the sophomore level student. The addition of this course will better prepare students as they navigate through their academic career for work in private enterprise and athletic administration settings.

This change in the core curriculum is a result of exit interviews and program assessment. Students have indicated the need for an introductory course that focuses on professional development and potential career paths as opposed to a semester long field experience. This course will provide the student with a greater variety of experiences in order to help them determine which area best compliments their goals and skill sets.
Courses and Curricula

Re: KIN 2502 and KIN 2513

In response to question: Why are these courses restricted from each other? What are the similarities and differences?

The courses are restricted from each other in order to minimize duplication between courses. The proposed KIN 2513 (Professional Development in Sport Administration) is designed to expose the student to a variety of experiences, information, resources and industry professionals in order to better prepare students for a career in the industry of sport. Students have indicated the need for an introductory course that focuses on pedagogical, professional development and potential career paths as opposed to a stand-alone mini field experience. This course will provide the student with a greater variety of experiences in order to help them determine which area best compliments their goals and skill sets. This change in the core curriculum (addition of KIN 2513) is a result of exit interviews and program assessment. KIN 2502 is an entry-level practicum with no pedagogical information. Since the program began we have seen the need to introduce pedagogical and foundational information.

Similarities:
- Entry level field experience through volunteer hours.

Differences:
- KIN 2513 is proposed as a graded course while KIN 2502 is graded on a pass-fail basis.
- The pedagogical information and professional development preparation is designed to enhance the student’s learning experience and better prepare the student for their career path in the sport industry.

In response to question: Has this course (KIN 2513) been taught as a Special Topics course before?
KIN 2513 has not been taught as a special topics course. The Sport Administration faculty feels confident that the proposed syllabi for KIN 2513 is reflective of quality sound pedagogical content that will meet the needs of the Sport Administration student.
Syllabus
KIN 2513
Professional Development in Sport Administration
3 credit hours

Course Description: Designed to provide an opportunity for the student to grow professionally, to enhance the educational learning process through hands-on opportunities, and to gain an appreciation of the role, duties, responsibilities, and nature of the work in the sport industry.

Course Objectives: After completing the course, students will be able to
- Understand and define terminology related to the sport industry.
- Identify processes in sport related to marketing, events, personnel, or other managed activity.
- Evaluate the sport management strategies through reviews of professional work
- Prepare for a variety of work-related opportunities in sports or sport management.

Course Materials: Strongly Suggested: SportsBusiness Journal subscription (link available on Moodle)

Course Format: The structure of the course is designed to expose the student to a variety of experiences, information, resources and industry professionals in order to better prepare students for a career in the industry of sport. This will involve volunteer hours or work site hours at approved organization, events/programs; in-class and out-of-class assignments such as career evaluation, social media checklist, book assignment and career plan checklist; and guest speakers from the sport industry.

Course Grade Determination:

<table>
<thead>
<tr>
<th>Element</th>
<th>Weight</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volunteer hours</td>
<td>35%</td>
<td>71 points</td>
</tr>
<tr>
<td>Class Assignments (5 @ 10 pts.)</td>
<td>25%</td>
<td>50 points</td>
</tr>
<tr>
<td>Guest Speakers (10 @ 5 pts.)</td>
<td>25%</td>
<td>50 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>15%</td>
<td>30 points</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>201 points</td>
</tr>
</tbody>
</table>

Course Grade Scale:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Percent Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
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<tr>
<td>B</td>
<td>80-89</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
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<tr>
<td>D</td>
<td>60-69</td>
</tr>
<tr>
<td>F</td>
<td>&lt;60</td>
</tr>
</tbody>
</table>
Course Evaluation:

1. **Volunteer hours**
   Students must complete 20 volunteer hours approved by the instructor. Possible volunteer opportunities and sites will be posted on Moodle and discussed in class.

   **Volunteer Hours Policies and Procedures**
   Acceptable volunteer hours are those volunteer opportunities promoted through the class or secured by the student and approved by the instructor BEFORE the student participates in the volunteer opportunity.

   **Students MUST follow the following procedure to properly document their volunteer hours:**
   1. Identify volunteer opportunity and notify instructor of your intention to volunteer BEFORE the event/program takes place
   2. Provide, in writing, the name of event/program, date(s), and event/program contact to instructor
   3. Complete the volunteer opportunity and have event/program contact sign volunteer activity sheet
   4. Turn in completed volunteer activity sheet to instructor

2. **Class Assignments**
   The second set of requirements is for students to satisfactorily complete the following 5 assignments by the deadlines set for each:
   1. Career Evaluation (Wednesday, February 1)
   2. Social Media Checklist (Wednesday, February 8)
   3. MBTI Evaluation (Friday, March 9 AND Class Review on Wednesday, April 18)
   4. Book Assignment (Wednesday, April 18)
   5. Career Plan Checklist (Friday, May 4)

3. **Class Speakers**
   Students must turn in 10 reflection papers on guest speakers.

Tentative Course Schedule / Outline

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Career Assessment / Volunteer Opportunities</td>
</tr>
<tr>
<td>2</td>
<td>LSU Geaux Team / LSU Career Services (Resume)</td>
</tr>
<tr>
<td>3</td>
<td>Career Path: Graduate School</td>
</tr>
<tr>
<td>4</td>
<td>Industry Review: College Recreation &amp; Academic Center</td>
</tr>
<tr>
<td>5</td>
<td>Personal Branding – Social Media</td>
</tr>
<tr>
<td>6</td>
<td>Industry Review: Sports Tourism</td>
</tr>
<tr>
<td>7</td>
<td>Industry Review: Sports Sales / Kinesiology Curriculum Review</td>
</tr>
<tr>
<td>8</td>
<td>Industry Review: Ticket Management &amp; College Marketing</td>
</tr>
<tr>
<td>9</td>
<td>Industry Review: Event Management &amp; Professional Facility Management</td>
</tr>
<tr>
<td>10</td>
<td>Industry Review: Communications &amp; Equipment</td>
</tr>
<tr>
<td>11</td>
<td>Industry Review: Professional Athletics &amp; Career Services (MBTI)</td>
</tr>
<tr>
<td>12</td>
<td>Industry Review: Professional Athletics &amp; Small College</td>
</tr>
<tr>
<td>13</td>
<td>Industry Review: Non-Profit Organizations / Entrepreneurship</td>
</tr>
<tr>
<td>14</td>
<td>Sport Administration Internship Presentations</td>
</tr>
</tbody>
</table>
REQUEST FOR ADDITION OF NEW COURSE

Department: School of Human Resource Education & Workforce Development
College: Human Sciences and Education

PROPOSED COURSE
Rubric & No.: HRE 7921
Title: Applied Qualitative Research Methods

COURSE CREDIT
Graduate Credit: X YES NO
Semester Hours of Credit: 3

GRADING
Final Exam: X YES NO
Grading System: X Letter Grade__ Pass/Fail__

COURSE TYPE
(Indicate the appropriate course type)

/ LEC/REC / LEC/SEM / 3 LEC / LAB / LEC/LAB / SEM / CLIN/PRACT / RES/IND

Maximum enrollment per section: 25 (use integer, e.g. 25 not 20-30)

CATALOG TEXT
(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)
7921 Applied Qualitative Research Methods (3) The course focuses on expanding graduate students' research skills to include knowledge of theories and methods associated with qualitative research designs.

BUDGET IMPACT
Will additional space, equipment, special library materials or other major expense be involved? YES x NO

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

ATTACHMENTS

BUDGET IMPACT

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?
SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria (For 4000-level, specify graduate student grading criteria if requirements differ for graduate and undergraduate students).

APPROVALS
Department Faculty Approval 10/30/12
College Faculty Approval 11-14-12

Department Chair's Signature
Graduate Dean's Signature (for 4000 level and above)
College Contact:
College Contact E-mail: cbenne5@lsu.edu

College Dean's Signature (date)
Chair, FS C&C Committee (date)
Academic Affairs Approval (date)
Justification

SHREWD wishes to institute a graduate-level Applied Qualitative Research Methods course. The need for this course was established by the faculty through an extensive review of the curriculum during which a decision was made to create this course. Many of our graduate students are now using qualitative research methods in their dissertations and need better preparation which this course offers. SHREWD views the course as essential for graduate training in human resource education. The proposed HRE 7921 course would be offered on an annual basis to graduate students.
From: Ed Holton
Sent: Tuesday, November 13, 2012 12:09 PM
To: Casey H Bennett
Subject: FW: C&C proposals URGENT

From: Krisanna Machtmes
Sent: Tuesday, November 13, 2012 11:57 AM
To: Ed Holton
Subject: RE: C&C proposals URGENT

machtmes@lsu.edu
From: Ed Holton  
Sent: Tuesday, November 13, 2012 11:25 AM  
To: Krisanna Machtmes  
Subject: FW: C&C proposals URGENT  
Importance: High

From: Casey H Bennett  
Sent: Tuesday, November 13, 2012 11:19 AM  
To: Ed Holton  
Subject: FW: C&C proposals URGENT  
Importance: High

Please see Anna's concerns listed below. Thank you.

From: Anna M Castrillo  
Sent: Tuesday, November 13, 2012 11:15 AM  
To: Casey H Bennett  
Subject: C&C proposals URGENT  
Importance: High

Casey,

I looked over the proposals just now and they need a lot of work.

1. The new Dual Certification program: The junior year does not add up to 33 hours. It adds up to 36, which makes the total hours 132.
   - We will also need letters of support from the other departments listed in the curriculum such as ART, ARTH, MUS, BIOL, ENGL, HIST, MATH, PCLI, ANTH, GEOG, GEOI, PSYC, KIN, PHSC. These can be simple emails, but they must be alerted and approve that there is potential for more students added to their enrollment numbers.

2. EDCl 3704 and 4703 additions: Be forewarned that if courses are not taught as special topics, they are generally rejected by the Committee unless there is a very good reason to offer them without first offering them as a special topics. I would advise a representative to come to the meeting.
   a. Both syllabi need learning outcomes and a detailed description of each grading criteria. They will send back for such reasons.

3. BUED curriculum, ADXIE and CARDEV- provide current enrollment numbers, and year classifications for anyone left in these programs.

4. KIN 2502: Where is the proposal to add KIN 2513? And if it is to be restricted in KIN 2502, it must be written in the proposed course description.
5. HRE 4581, 7911, 7921, 7923, 7727.7577, and EDCI 7705—have they been taught as special topics before? If so, provide enrollment numbers. If not, they may be rejected without a very good reasoning.
   a. HRE 7923 syllabus is missing the grading criteria and explanation of the grading criteria.
   b. HRE 7921 syllabus is missing the 14 week outline.

6. Two HRE -> AEA courses are currently inactive. These are HRE 3010 and 4010. If they want to be made re-active, they must be offered in an upcoming semester. I will need a letter from the Chair of the department saying so.

Sincerely,

Anna Castnile
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225)578-4111
Fax: (225)578-5991

LSU
Course Description:
HRE 7921 Applied Qualitative Research Methods (3 credits). The course focuses on expanding graduate students' research skills to include knowledge of theories and methods associated with qualitative research designs.

Instructor:
Dr. Krisanna Machmtes, Associate Professor
Office: 125 Old Forestry Building
Phone: 225/578/7844; Fax: 225/578/5755
E-mail: machmtes@lsu.edu
Office hours: Monday 1-2 Tuesday 9-12
Class time: Monday 9:00am to 12:00
Location: Room 102 Knapp Hall

Text:


Additional required readings will be placed on the class moodle site

Readings:
An assigned reading list will be distributed. The readings include chapters from the text, handouts provided by the instructors and web-based materials for students to access. [Note: Assigned readings for each session should be completed before the session so as to engage in a meaningful discussion in class]

Objectives:
Upon completion of the course each student will have demonstrated knowledge of or competency in the following:

1. The theoretical/philosophical perspectives underpinning qualitative research
2. The terms and definitions associated with qualitative research and the various types of qualitative research.
3. The formulation of research questions, the selection of appropriate research methods and researcher roles, and the description of participants and setting/contexts investigated.
4. The data collection strategies used in qualitative research.
5. The techniques used to analyze data collected during qualitative studies.
6. The interpretation of the findings from qualitative studies and applications of the findings; writing and the write-up of qualitative research.
WEEKLY SCHEDULE
Meeting Date & Topic Reading Assignment Due

Week one
What is Qualitative Research
Research, and Why Should We Do It?
ASR article (in-class reading)
Looking ahead and preparing qualitative researchers

Week 2
Qualitative Research as Learning?
RR – Chapter one and two
MH chapter 1 and 2
Journal question 1 assignment

Week 3
RR – Chapter 1 – The researcher as a learner
MH – Chapter 2 discussion
Readings – The Goodness of Qualitative Research
Building a conceptual framework – assignment for class project

Week 4
RR – Chapter 3 The researcher as competent and ethical
Complete IRB training located at LSU IRB website
Reading – Doing Sensitive research: what challenges do qualitative researchers face

Week 5
Critique number one
RR – Chapter 4 Major qualitative research genres
Readings – Reviewing Qualitative Genres
Project work – Conceptual and theoretical frameworks - Literature review – discussing data collection

Week 6
RR – Chapter 5 Conceptualizing and planning the research
RR – Chapter 6 Entering the field
MH – Chapter 3 Focusing and bounding the collection of data
MH – Chapter 4 – Early steps in Analysis

Week 7
Exam – 1.5 hours
Assigned Readings discussed
Vec Diagrams

Week 8
RR – Chapter 7 Gathering data in the field
MH – Chapter 5 Within-case displays: Exploring and Describing
Continuing work on class project

Week 9
RR – Chapter 9 Issues that arise in the field
Data Collection – assigned roles for analysis
K. Machinnes  
HRE 7921 Syllabus – Qualitative Research in HRE

Week 10  
Critique number 2  
Data analysis – class presentation - use of qualitative software

Week 11  
RR – Analyzing and Interpretation of data

Week 12  
RR – Analyzing and Interpretation of data

Week 13  
Writing qualitative research – Wolcott
Readings – Forty years in the Making: Harry Wolcott shares his expertise in Writing up Qualitative Research

Week 14  
Class presentation of project

Week 15  
Class presentation of project – utilization of findings

Course Requirements:

Participation  
In class exercises and debates will be held throughout the semester. Discussion of readings will be held during each class meeting. Come prepared to discuss the readings.

Assignments

1. Evaluation Project (150 points)  
Participate in a class research project (with a team of peers); analyze and interpret data; write a brief paper of the process and findings. Part of the paper will be written individually and part with your team members. Due dates will be announced for each stage of the project.

2. Exam (50 points)  
Complete one exam to demonstrate knowledge of the characteristics and qualities of qualitative research studies and the theoretical frameworks that undergird various methodologies.

3. Critique (50 points)  
Read and critique two research articles that uses qualitative research methods. The instructor will provide the articles.

4. Reflection Journals (25 points)  
A journal is a necessary component of qualitative research. It allows us to reflect on the learning and on our lives. Each week students will be required to turn in their journals.

All assignments will be sent to the instructor via drop box. Students will name each file as follows: last name and assignment title. All assignments will have a header on every page and the header will contain the following: last name of the student, assignment title, and page number. Any assignment that is turned in to the instructor for a grade that does not include this formatting will be sent back to the student for proper formatting.

[Note: All assignments should be done in APA (American Psychological Association) style. See APA 6th edition]
Course Demands

I need to warn you; this is a very demanding class. This is not a traditional read a book and write a paper course. This class requires full participation in class discussions. A hands-on research class makes special demands on students. The research project will be very labor intensive. For instance, an hour’s interview will take two or more hours to transcribe – and the transcription must be done immediately after the event. The reading is very intensive and demanding as much of the vocabulary will be very new to you. My experience with this class has shown that this course helps many students in their understanding of their methodological stance.

Grading
A: 258 - 275 points
B: 231 - 257 points
C: 203 - 230 points
D: 176 - 202 points
F: < 175 points

Additional Recommended Resources
The Qualitative Report: http://www.nova.edu/ssss/QR.
The Qualitative Research Web Sites: http://www.nova.edu/ssss/QR/web.html

Academic Integrity
All students are responsible for observing the highest standards of intellectual and personal honesty in every aspect of their academic careers at Louisiana State University. The penalties for academic dishonesty are severe and ignorance is not an acceptable defense.

Plagiarism is an extremely serious violation of academic integrity. The Code of Student Conduct defines plagiarism as "the unacknowledged inclusion, in work submitted for credit, of someone else's words, ideas, or data." (5.1.D.12) Plagiarism can occur in a myriad of forms and media. Although most commonly associated with writing, all types of scholarly work, including computer code, music, scientific data and analysis, and electronic publications can be plagiarized. The aim of this section is to help students and faculty deal with the complex and important issue of plagiarism on campus. See this website for more information on plagiarism http://www.lsu.edu/judicialaffairs/plagiarism.htm

When in doubt about plagiarism, paraphrasing, quoting, collaboration, or other academic integrity issues, consult the course instructor.

All cases of alleged academic misconduct will be referred to the Offices of the Dean of Students. More information about the Code of Student Conduct can be found at the Judicial Affairs website at http://www.lsu.edu/judicialaffairs/code.htm

Here is another url that discusses plagiarism: http://www.indiana.edu/~wis/pamphlets/plagiarism.shtml
Please review this site as well as LSU’s website

Accessibility Statement
K. Machtmes
HRE 7921 Syllabus – Qualitative Research in HRE

If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see a staff member in the Office of Disability Services (112 Johnston Hall) so that such accommodations can be considered. Students that receive accommodation letters, please meet with me to discuss the provisions of those accommodations as soon as possible.

Any student with a documented disability needing academic adjustments is requested to speak with the Office of Disability Services and the instructor, as early in the semester as possible. All discussions will remain confidential. This publication/material is available in alternative formats upon request. Please contact the Office of Disability Services, 112 Johnston Hall, 225/ 578-5919.
REQUEST FOR ADDITION OF NEW COURSE

Department: School of Human Resource Education & Workforce Development
College: Human Sciences and Education

PROPOSED COURSE
Rubric & No.: HRE 7923
Title: Advanced Mixed Methods Research

COURSE CREDIT
Graduate Credit: X YES NO
Semester Hours of Credit: 3

If course may be repeated for credit (i.e. special topics), course may be taken for a max. of ___ credit hours.
Credit will not be given for this course and:

GRADING
Final Exam: X YES NO
Grading System: X Letter Grade ___ Pass/Fail

COURSE TYPE
(Indicate hours in the appropriate course type)

Maximum enrollment per section: 25

CATALOG TEXT
(HRE 7923) Advanced Mixed Methods Research (3) Prereq.: ELRC 7006, HRE 7921, HRE 7901 and HRE 7905, or equivalent coursework. Systematic application of social research procedures for evaluating the conceptualization, design, implementation, and utility of human resource education and workforce development programs.

BUDGET IMPACT
If this course is approved, will additional staff be needed? ___ YES ___ NO
Will additional space, equipment, special library materials or other major expense be involved? ___ YES ___ NO

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria. (For 4000-level, specify graduate student grading criteria if requirements differ for graduate and undergraduate students).

APPROVALS
Department Faculty Approval 10/30/12
Department Chair's Signature
Graduate Dean's Signature (for 4000 level and above)
College Contact: ccbenne5@lsu.edu
College Contact E-mail: ccbenne5@lsu.edu

College Faculty Approval 11-14-12
College Dean's Signature
Chair, FS C&C Committee
Academic Affairs Approval

FORM A
ADMINISTRATIVE USE ONLY
HRE 7923
Effective Date: 11-14-12
CIP #
Justification

SHREWD wishes to institute a graduate-level Advanced Mixed Methods Research course. The need for this course was established by the faculty through an extensive review of the curriculum during which a decision was made to create this course. Many of our graduate students are now using mixed methods in their dissertations and need better preparation which this course offers. SHREWD views the course as essential for graduate training in human resource education. The proposed HRE 7921 course would be offered on an annual basis to graduate students.
FYI

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Sent: Tuesday, November 13, 2012 12:09 PM
To: Casey H Bennett
Subject: FW: C&C proposals URGENT

FYI

From: Krisanna Machtmes
Sent: Tuesday, November 13, 2012 11:57 AM
To: Ed Holton
Subject: RE: C&C proposals URGENT

FYI
From: Ed Holton  
Sent: Tuesday, November 13, 2012 11:25 AM  
To: Krisanna Machtmes  
Subject: FW: C&C proposals URGENT  
Importance: High

All about blueberries. http://www.extension.org/blueberries

From: Casey H Bennett  
Sent: Tuesday, November 13, 2012 11:19 AM  
To: Ed Holton  
Subject: FW: C&C proposals URGENT  
Importance: High

Please see Anna’s concerns listed below. Thank you.

From: Anna M Castrillo  
Sent: Tuesday, November 13, 2012 11:15 AM  
To: Casey H Bennett  
Subject: C&C proposals URGENT  
Importance: High

Casey,

I looked over the proposals just now and they need a lot of work.

1. The new Dual Certification program: The junior year does not add up to 33 hours. It adds up to 36, which makes the total hours 132.
   • We will also need letters of support from the other departments listed in the curriculum such as ART, ARTH, MUS, BIOL, ENGL, HIST, MATH, POLI, ANTH, GEOG, GEOL, PSYC, KIN, PHSC. These can be simple emails, but they must be alerted and approve that there is potential for more students added to their enrollment numbers.

2. EDCI 3704 and 4703 additions: Be forewarned that if courses are not taught as special topics, they are generally rejected by the Committee unless there is a very good reason to offer them without first offering them as a special topics. I would advise a representative to come to the meeting.
   a. Both syllabi need learning outcomes and a detailed description of each grading criteria. They will send back for such reasons.

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Sincerely,

Anna Castrillo
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225)578-4111
Fax: (225)578-5991

LSU
HRE 7923 Advanced Mixed Methods
Syllabus
School of Human Resource Education and Workforce Development
Louisiana State University

Course Description:
HRE Advanced Mixed Methods (3). Systematic application of social research procedures for evaluating the conceptualization, design, implementation, and utility of human resource education and workforce development programs. Prereq: ELRC 7006, Qualitative Research Methods, HRE 7901 and HRE 7905

Instructor:
Dr. Krisanna Machtmes, Associate Professor
Office: 125 Old Forestry Building
Phone: 225/578/7844; Fax: 225/578/5755
E-mail: machtme@lsu.edu
Office hours: TBA
Class time: TBA
Location: TBA

Text:

Objectives:
Upon completion of the course, students will be able to:

1. Demonstrate a working knowledge of mixed methods concepts, approaches, models, and processes.
2. Apply the concepts, approaches, models, and processes in an educational setting
3. Critique a mixed methods article.
4. Design two mixed methods projects.
5. Communicate findings to primary intended users.

Readings:
Assigned readings are indicated for each session in the course schedule below. The readings include chapters from the text, handouts provided by the instructors and web-based materials for students to access.

[Note: Assigned readings for each session should be completed before the session so as to engage in a meaningful discussion in class. For example, the assigned readings for Session 3, are Patton, Chapters 1 and 2, and three handouts – evaluation standards; guiding principles; similarities between extension and evaluation. These should be reviewed prior to class that day.]

FORMAT: The course focuses on both conceptual issues surrounding the use of mixed methods in social science research and analysis of data using mixed methods. Instructors will supply students with data from either national sources or their own research in the qualitative or quantitative format. Although the course will involve scrutiny of published
research throughout, and uses published research for the first assignment, we expect students to develop skills in mixed-method research by engaging in actual analysis of data using mixed methods. Thus, the course will blend conceptualization, design, and analysis.

**WEEKLY SCHEDULE**

**Meeting Date & Topic Reading Assignment Due**

**Week one**
What is Mixed-Method Research, and Why Should We Do It?
ASR article (in-class reading)

**Week 2**
What are the Challenges and Affordances of Mixed Methods Research?
HB 1, 3
Johnson & Onwuegbuuwe article
MM Interlude 1

**Week 3**
What are the Challenges and Affordances of Mixed Methods Research?
HB 4-5
Yin article
Lee et al (2006) article
Moje article
Paper 1 Initial Questions for discussion in class

**Week 4**
Doing Mixed Methods Research: Design
HB 6-7, 23
Paper 1

**Week 5**
Doing Mixed Methods Research: Design
HB 8-9, 17
MM Ch 6 (ref)
Précis of paper 2

**Week 6**
Doing Mixed Methods Research: Data Collection
Week 7
Doing Mixed Methods Research: Analysis
HB 13
MM Interlude 2
Paper 2

Week 8
Discussion of Analysis

Week 9
Doing Mixed Methods Research: Analysis
HB 15, 21
MM Ch 8
Précis of paper 3

Week 10
Doing Mixed Methods

Week 11
Doing Mixed Methods Research: Analysis
MM Ch 9 Paper 3

Week 12
Doing Mixed Methods Research: Analysis
HB 14
Final paper précis

Week 13
Doing Mixed Methods Research: Ethics and Writing
HB 12
MM Ch 10

Week 14
Mixed Methods Research Presentations
HB 25 Final Paper

Week 15
Mixed Methods Research Presentations
HB
Note: The instructor reserves the right to modify or revise this syllabus as she deems necessary for the improvement of the course.

Course Requirements

Participation

In-class participation in discussion of text chapters, project presentations, and other assignments. Questions on each chapter will be provided by the instructor to enable students to prepare for class discussion as they read the text.

Assignments

1. Papers (200 points)
   Review assigned readings; develop a paper for each topic. Papers will be judged on synthesis of material – theoretical and conceptual frameworks – analysis and interpretation of data – grammar analyze and interpret data; write a brief paper of the process and findings. Due dates will be announced for each paper.

   All assignments will be sent to the instructor via the drop box. Students will name each file as follows: last name and assignment title. All assignments will have a header on every page and the header will contain the following: last name of the student, assignment title, and page number. Any assignment that is turned in to the instructor for a grade that does not include this formatting will be sent back to the student for proper formatting.

   [Note: All assignments should be done in APA (American Psychological Association) style. See APA 6th edition]

Course Demands

I need to warn you; this is a very demanding class. This is not a traditional read a book and write a paper course. This class requires full participation in class discussions. The reading is very intensive and demanding as much of the vocabulary will be very new to you. My experience with this class has shown that this course helps many students in their understanding of their methodological stance.

   [Note: All assignments should be done in APA (American Psychological Association) style. See APA 6th edition]

Grading

A: 188-200 points
B: 168-187 points
C: 148-167 points
D: 128-147 points
F: < 127 points

**Additional Recommended Resources**

**Associations**

**Web Sites**
Penn State Program Evaluation [http://www.extension.psu.edu/evaluation/](http://www.extension.psu.edu/evaluation/)
USDA: [http://www.reesusda.gov](http://www.reesusda.gov)

**Journals**
Journal of Mixed Methods Research [nmr.sagepub.com](http://nmr.sagepub.com)

**Academic Integrity**
All students are responsible for observing the highest standards of intellectual and personal honesty in every aspect of their academic careers at Louisiana State University. The penalties for academic dishonesty are severe and ignorance is not an acceptable defense.

Plagiarism is an extremely serious violation of academic integrity. The *Code of Student Conduct* defines plagiarism as "the unacknowledged inclusion, in work submitted for credit, of someone else's words, ideas, or data." (§1.D.12) Plagiarism can occur in a myriad of forms and media. Although most commonly associated with writing, all types of scholarly work, including computer code, music, scientific data and analysis, and electronic publications can be plagiarized. The aim of this section is to help students and faculty deal with the complex and important issue of plagiarism on campus. See this website for more information on plagiarism: [http://www.lsu.edu/judicialaffairs/plagiarism.htm](http://www.lsu.edu/judicialaffairs/plagiarism.htm)

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Please review this site as well as LSU's website.

**Accessibility Statement**
If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see a staff member in the Office of Disability Services (112 Johnston Hall) so that such accommodations can be considered. Students that receive...
accommodation letters, please meet with me to discuss the provisions of those accommodations as soon as possible.

Any student with a documented disability needing academic adjustments is requested to speak with the Office of Disability Services and the instructor, as early in the semester as possible. All discussions will remain confidential. This publication/material is available in alternative formats upon request. Please contact the Office of Disability Services, 112 Johnston Hall, 225/578-5919.