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

Department: School of Music
College: Music and Dramatic Arts
Name of Curriculum/Major: Bachelor of Arts in Music
Type of Degree: BA
Date: 12/16/13

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: The entire new curriculum, by semester, must be typed on plain sheets and attached to Form D. (See sample layout attached.)

(X) CHANGING: Regardless if all semesters of a curriculum are to be changed or only parts, the present and proposed (eight-semester) recommended path should be attached on separate pages. On the Present recommended path, use strikeout and on the Proposed recommended path, highlight areas to identify deletions and additions. Do not use boldface to designate changes as boldface is reserved for critical requirements within the recommended path. 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:</td>
<td>120</td>
</tr>
<tr>
<td>Total semester hours in proposed curriculum:</td>
<td>120</td>
</tr>
</tbody>
</table>

APPROVALS:
Department Faculty Approval Date: 12/18/13
Department Chair's Signature: 1/10/14
Chair, FS C & C Committee: 1/10/14

College Faculty Approval Date: 1/10/14
College Dean's Signature: 1/9/14
Academic Affairs Approval: 2/7/14

College Contact: ____________________________
(Please print name.)

College Contact E-mail: ____________________________
BA change justification

The School of Music has been satisfying the General Education Arts requirement through a sophomore level Music History course. As this has been negated by the general education committee, room must be made in the curriculum for a non-music general education arts course. This is being done by removing three hours of approved electives from the curriculum and inserting the general education arts course.
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 semester for all General Education courses.

<table>
<thead>
<tr>
<th>General Education Requirement</th>
<th>Course(s)</th>
<th>Credit Hours</th>
<th>Curriculum Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition (6 hrs.)</td>
<td>ENGL 1001 or 1004</td>
<td>3</td>
<td>1st (S) 2nd (S) 3rd (S)</td>
</tr>
<tr>
<td></td>
<td>ENGL 2000</td>
<td>3</td>
<td>2nd (S) 3rd (S)</td>
</tr>
<tr>
<td>Analytical Reasoning (6 hrs.)</td>
<td>General Education analytical reasoning course</td>
<td>3</td>
<td>1st (S) 2nd (S) 3rd (S)</td>
</tr>
<tr>
<td>(At least 3 hours credit must be from a MATH course.)</td>
<td>General Education analytical reasoning course</td>
<td>3</td>
<td>2nd (S) 3rd (S)</td>
</tr>
<tr>
<td>Arts (3 hrs.)</td>
<td>General Education arts course</td>
<td>3</td>
<td>1st (S) 2nd (S) 3rd (S)</td>
</tr>
<tr>
<td>Humanities (9 hrs.)</td>
<td>General Education humanities course</td>
<td>3</td>
<td>1st (S) 2nd (S) 3rd (S)</td>
</tr>
<tr>
<td></td>
<td>General Education humanities course</td>
<td>3</td>
<td>2nd (S) 3rd (S)</td>
</tr>
<tr>
<td></td>
<td>General Education humanities course</td>
<td>3</td>
<td>3rd (S) 4th (S)</td>
</tr>
<tr>
<td>Natural Sciences (9 hrs.)</td>
<td>General Education natural science course</td>
<td>6</td>
<td>1st (S) 2nd (S) 3rd (S)</td>
</tr>
<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>
<td>General Education natural science course</td>
<td>3</td>
<td>2nd (S) 3rd (S)</td>
</tr>
<tr>
<td>Social Sciences (6 hrs.)</td>
<td>General Education social science course</td>
<td>3</td>
<td>1st (S) 2nd (S) 3rd (S)</td>
</tr>
<tr>
<td>(At least three hours at the 2000-level.)</td>
<td>General Education social science course (2000-level)</td>
<td>3</td>
<td>2nd (S) 3rd (S)</td>
</tr>
</tbody>
</table>
Music, B.A.

CRITICAL REQUIREMENTS

SEMESTER 1: "C" or better MUS 1740, primary applied music course; 2.0 Cumulative GPA.
SEMESTER 3: "C" or better in MUS 2731, 2.0 Cumulative GPA.
SEMESTER 4: "C" or better in MUS 2732/MUS 2734, primary applied music course; 2.0 Cumulative GPA.
SEMESTER 5: "C" or better in MUS 3731/MUS 3733, primary applied music course; 2.0 Cumulative GPA.

Semester 1

- CRITICAL: "C" or better MUS 1740, primary applied music course; 2.0 Cumulative GPA.
  - MUS 1700 Recital Hour (0)
  - MUS 1740 Introduction to Music History I (2)
  - MUS 1130 Group Piano I (1 each)
  - MATH 1021 College Algebra (3) or MATH 1029 Introduction to Contemporary Mathematics (3)
  - Primary Applied Music Course (2)
  - Major Ensemble Course (1)
  - General Education courses - Humanities (6)

Total Semester Hours: 15

Semester 2

- CRITICAL: "C" or better in MUS 1741, primary applied music course; 2.0 Cumulative GPA.
  - MUS 1700 Recital Hour (0)
  - MUS 1741 Introduction to Music History II (2)
  - ENGL 1001 English Composition (3)
  - MUS 1131 Group Piano II (1 each)
  - Primary Applied Music Course (2)
  - Major Ensemble Course (1)
  - General Education course - Analytical Reasoning (3)
  - Approved Elective (1)
Total Semester Hours: 13

Semester 3

- **CRITICAL:** "C" or better in MUS 2731/MUS 2733, primary applied music course; 2.0 Cumula
- MUS 1700 Recital Hour (0)
- MUS 2731 Music Theory I (4) or
  - MUS 2733 HONORS: Music Theory I (4)
- Primary Applied Music Course (2)¹
- Major Ensemble Course (1)²
- First Course in Foreign Language Sequence (4)³
- General Education courses - Natural Sciences (6)

Total Semester Hours: 17

Semester 4

- **CRITICAL:** "C" or better in MUS 2732/MUS 2734, primary applied music course; 2.0 Cumula
- MUS 1700 Recital Hour (0)
  - ENGL 2000 English Composition (3)
- MUS 2732 Music Theory II (4) or
  - MUS 2734 HONORS: Music Theory II (4)
- Primary Applied Music Course (2)¹
- Major Ensemble Course (1)²
- Second Course in Foreign Language Sequence (4)³
- Elective (1)

Total Semester Hours: 15

Semester 5
• **CRITICAL:** "C" or better in MUS 3731/MUS 3733, primary applied music course; 2.0 Cumulative GPA

• MUS 1700 Recital Hour (0)
• MUS 2053 Survey of Music History I (3)

• MUS 3731 Music Theory III (4) or
• MUS 3733 HONORS: Music Theory III (4)

• Primary Applied Music Course (2)
• General Education course - Natural Sciences (3)
• Minor Area Course (3)
• Elective (1)

**Total Semester Hours: 16**

**Semester 6**

• MUS 1700 Recital Hour (0)
• MUS 2054 Survey of Music History II (3)

• MUS 3732 Music Theory IV (4) or
• MUS 3734 HONORS: Music Theory IV (4)

• Primary Applied Music Course (2)
• Minor Area Courses (6)

**Total Semester Hours: 15**

**Semester 7**

• MUS 1700 Recital Hour (0)
• Upper Division Music Elective (3)
• General Education course - Social Sciences (6)
• Minor Area Course (3)
• Approved Electives (4)

**Total Semester Hours: 16**
Semester 8

- MUS 1700 Recital Hour (0)
- Upper Division Music Elective (3)
- Minor Area Courses (6)
- Approved Electives (4)

**Total Semester Hours: 13**

### 120 Total Sem. Hrs.

1. Registration in an appropriate music ensemble may be a corequisite for registering for applied hours of applied music courses may be satisfied by taking six semesters of applied music for three hours of credit.

2. Choose from the following: MUS 4232, MUS 4233, MUS 4234, MUS 4235, MUS 4236, MUS 4261. BA in Music with a primary emphasis in Jazz may select MUS 4253 Jazz Ensemble in Music with primary emphasis other than Jazz may select MUS 4253 for maximum of two of the following.

3. Foreign Language sequence should be selected from the General Education Humanities requirement in the same language.

4. If students declare a minor with less than 18 hours credit, then the additional hours must be taken.

5. To be selected from the following: MUS 4710, MUS 4712, MUS 4718, MUS 4720, MUS 4721,
Music, B.A.

CRITICAL REQUIREMENTS

SEMESTER 1: "C" or better MUS 1740, primary applied music course; 2.0 Cumulative GPA. 
- MUS 1700 Recital Hour (0)
- MUS 1740 Introduction to Music History I (2)
- MUS 1130 Group Piano I (1 each)
- MATH 1021 College Algebra (3) or
- MATH 1029 Introduction to Contemporary Mathematics (3)
- Primary Applied Music Course (2)
- Major Ensemble Course (1)
- General Education courses - Humanities (6)

Total Semester Hours: 15

Semester 2

- CRITICAL: "C" or better in MUS 1741, primary applied music course; 2.0 Cumulative GPA.
- MUS 1700 Recital Hour (0)
- MUS 1741 Introduction to Music History II (2)
- ENGL 1001 English Composition (3)
- MUS 1131 Group Piano II (1 each)
- Primary Applied Music Course (2)
- Major Ensemble Course (1)
- General Education course - Analytical Reasoning (3)
- Approved Elective (1)
Total Semester Hours: 13

Semester 3

• CRITICAL: “C” or better in MUS 2731/MUS 2733, primary applied music course; 2.0 Cumulat
• MUS 1700 Recital Hour (0)
• MUS 2731 Music Theory I (4) or
  MUS 2733 HONORS: Music Theory I (4)
• Primary Applied Music Course (2)
• Major Ensemble Course (1)
• First Course in Foreign Language Sequence (4)
• General Education courses - Natural Sciences (6)
Total Semester Hours: 17

Semester 4

• CRITICAL: “C” or better in MUS 2732/MUS 2734, primary applied music course; 2.0 Cumulat
• MUS 1700 Recital Hour (0)
• ENGL 2000 English Composition (3)
• MUS 2732 Music Theory II (4) or
  MUS 2734 HONORS: Music Theory II (4)
• Primary Applied Music Course (2)
• Major Ensemble Course (1)
• Second Course in Foreign Language Sequence (4)
• Elective (1)
Total Semester Hours: 15

Semester 5
• CRITICAL: "C" or better in MUS 3731/MUS 3733, primary applied music course; 2.0 Cumulative GPA

• MUS 1700 Recital Hour (0)
• MUS 2053 Survey of Music History I (3)
• MUS 3731 Music Theory III (4) or
• MUS 3733 HONORS: Music Theory III (4)
• Primary Applied Music Course (2)†
• General Education course - Natural Sciences (3)
• Minor Area Course (3)‡
• Elective (1)

**Total Semester Hours: 16**

**Semester 6**

• MUS 1700 Recital Hour (0)
• MUS 2054 Survey of Music History II (3)
• MUS 3732 Music Theory IV (4) or
• MUS 3734 HONORS: Music Theory IV (4)
• Primary Applied Music Course (2)†
• Minor Area Courses (6)‡

**Total Semester Hours: 15**

**Semester 7**

• MUS 1700 Recital Hour (0)
• Upper Division Music Elective (3)§
• General Education course - Social Sciences (6)
• Minor Area Course (3)‡
• Approved Electives (4)

**Total Semester Hours: 16**
Semester 8

- MUS 1700 Recital Hour (0)
- Upper Division Music Elective (3)
- Minor Area Courses (6)
- Approved Electives (1)
- General Education course – Arts (3)

Total Semester Hours: 13

120 Total Sem. Hrs.

1 Registration in an appropriate music ensemble may be a corequisite for registering for applied hours of applied music courses may be satisfied by taking six semesters of applied music for two applied music for three hours of credit.

2 Choose from the following: MUS 4232, MUS 4233, MUS 4234, MUS 4235, MUS 4236, MUS 4261. BA in Music with a primary emphasis in Jazz may select MUS 4253 Jazz Ensemble in Music with primary emphasis other than Jazz may select MUS 4253 for maximum of two of the.

3 Foreign Language sequence should be selected from the General Education Humanities require same language.

4 If students declare a minor with less than 18 hours credit, then the additional hours must be ta

5 To be selected from the following: MUS 4710, MUS 4712, MUS 4718, MUS 4720, MUS 4721,
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: Renewable Natural Resources  
College: Agriculture  
Date: 12/13/2013  
Name of Minor: Forestry  

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: 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.

PRESENT

Total semester hours in current minor: 17

To graduate with a minor in forestry, students must complete the following: forest biology – RNR 2001, 2101; silviculture – RNR 3002; measurements – RNR 2102; 3103; forestry electives – select five hours from: ENTM/PLHL 4018; RNR 4032, 4033, 4036, 4038

PROPOSED

Total semester hours in proposed minor: 19

This minor is open to all majors and areas of concentration except natural resource ecology and management areas of concentration in forest enterprise, forest resource management, and wildlife habitat conservation and management.

To graduate with a minor in forestry, students must complete the following: forest biology – RNR 2001, 2003, 2101; silviculture – RNR 3002, 4001; measurements – RNR 2102, 3103; forestry electives – select five hours from: ENTM/PLHL 4018; RNR 3105, 4032, 4033, 4036, or 4038.

APPROVALS:

Department Faculty Approval Date: 9/18/2013  
Department Chair's Signature:  
(Date)  
Chair, FS C & C Committee:  
(Date)  
College Contact: Jennifer Neal  
(Please print name.)

College Faculty Approval Date: 1/8/14  
College Dean's Signature:  
(Date)  
Academic Affairs Approval:  
(Date)
**Justification:** On April 26, 2013, the Board of Regents ordered the consolidation of the B.S. in Forestry with the B.S. in Natural Resources Ecology and Management (NREM). At this time, the faculty of the School of Renewable Natural Resources decided to standardize our policies toward minors in the new, unified curriculum. For all other minors, since 2003, the faculty had a long-standing policy prohibiting students in related areas of concentration from “double-dipping” or exploiting duplication between required area of concentration courses and minor courses. For unknown reasons, this policy had not been extended to this minor previously. During a faculty meeting on September 18, 2013, the faculty reiterated that the policy extended to this minor. Therefore, new language specifying the prohibition of forestry areas of concentration is proposed. Additionally, the credit hours for RNR 2001 and 3002 were reduced from 3 to 2. Therefore, faculty propose to add RNR 2003, which is laboratory content removed from RNR 2001, and RNR 4001, which is laboratory content removed from RNR 3002, to the minor. RNR 3105 is proposed to continue to offer students options after the elimination of RNR 4021, 4030, and 4064 by the Registrar’s Office.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: Renewable Natural Resources  
College: Agriculture  
Date: 12/13/2013

Name of Minor: Fisheries

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:  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: 19-20</td>
<td>Total semester hours in proposed minor: 24-25</td>
</tr>
</tbody>
</table>

This minor is not available to students majoring in the natural resource ecology and management curriculum.

To graduate with a minor in fisheries (19-20 hrs.), students must complete the following courses:
fisheries—RNR 4023, RNR 4025, RNR 4037, RNR 4040, and RNR 4145; plant taxonomy and ecology—select one from RNR 4020 or OCS 4308.

This minor is open to all majors and areas of concentration except the natural resource ecology and management fisheries and aquaculture area of concentration.

To graduate with a minor in fisheries (24-25 hrs.), students must complete the following courses:
fisheries—RNR 2002, 4023, RNR 4025, RNR 4037, RNR 4040, 4106, and RNR 4145; plant taxonomy and ecology—select one from RNR 4020 or OCS 4308.

APPROVALS:
Department Faculty Approval Date: 9/18/2013  
Department Chair's Signature:  19 December 2013

College Faculty Approval Date: 1/6/14  
College Dean's Signature:  1/10/14

Chair, FS C & C Committee:  
(Date)

College Contact:  Jennifer Neal
(Please print name.)

College Contact Email:  jsherej1@lsu.edu
**Justification:** On April 26, 2013, the Board of Regents ordered the consolidation of the B.S. in Forestry with the B.S. in Natural Resources Ecology and Management (NREM). Whereas the School of Renewable Natural Resource now only has one curriculum, prohibiting students from this curriculum violates the intention of the original wording of the minor. The original intention was to prevent NREM students in the fisheries and aquaculture area of concentration from earning a minor that was composed of their required area of concentration courses. When NREM was composed of only fisheries and wildlife students, this prohibition made sense. Currently, NREM is composed of a wide variety of students, who may benefit from this minor. Therefore, the faculty propose changing the minor description to only prohibit students in the fisheries and aquaculture area of concentration and allow all other majors and concentrations. Additionally, the faculty propose to add RNR 2002 – Introduction to Fisheries and Aquaculture and RNR 4106 – Techniques in Fisheries and Aquaculture to the minor. RNR 2002 was developed after the consolidation of the B.S. in Fisheries with the B.S in Wildlife into the B.S. in NREM in 2003. RNR 4040 was reduced from 4 to 3 credits at the same time. The laboratory content of RNR 4040 was moved to RNR 4106, which is proposed to be included in this minor. For unknown reasons, this minor has never been updated to reflect these changes.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: Renewable Natural Resources
College: Agriculture
Name of Minor: Aquaculture
Date: 12/13/2013

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: 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: 19-20
This minor is not available to students majoring in the natural resource ecology and management curriculum.

To graduate with a minor in aquaculture (19-20 hrs), students must complete the following: required courses(10 hrs) - RNR 2002, 4022, and 4025; fisheries and aquaculture – at least six hours selected from the following: RNR 4023, 4037, 4040, 4106, or 4145; plant taxonomy and ecology – select one from: RNR 4020, OCS 4308, or BIOL 4052.

PROPOSED

Total semester hours in proposed minor: 20-22
This minor is open to all majors and areas of concentration except not available to students majoring in the natural resource ecology and management curriculum, fisheries and aquaculture area of concentration.

To graduate with a minor in aquaculture (19-20 20-22 hrs), students must complete the following: required courses(40 hrs13 hrs) - RNR 2002, 4022, and 4025, and 4037; fisheries and aquaculture – at least six 4-5 hours selected from the following course or course pairs: RNR 4023 and 4106, RNR 4040 and 4106, or RNR 4145 4037.; plant taxonomy and ecology – select one from: RNR 4020 or OCS 4308, or BIOL 4052.

APPROVALS:
Department Faculty Approval Date 9/18/2013

Department Chair’s Signature: (Date) 1/16/14
Chair, FS C & C Committee: (Date) 1/16/14

College Faculty Approval Date 1/8/14

College Contact: Jennifer Neal (Please print name.)

College Contact Email: jsherwood@asu.edu

College Dean’s Signature: (Date) 1/10/14

Academic Affairs Approval: (Date) 2/7/14
**Justification:** On April 26, 2013, the Board of Regents ordered the consolidation of the B.S. in Forestry with the B.S. in Natural Resources Ecology and Management (NREM). Whereas the School of Renewable Natural Resource now only has one curriculum, prohibiting students from this curriculum violates the intention of the original wording of the minor. The original intention was to prevent NREM students in the fisheries and aquaculture area of concentration from earning a minor that was composed of their required area of concentration courses. When NREM was composed of only fisheries and wildlife students, this prohibition made sense. Currently, NREM is composed of a wide variety of students, who may benefit from this minor. Therefore, the faculty propose changing the minor description to only prohibit students in the fisheries and aquaculture area of concentration and allow all other majors and concentrations.
REQUEST FOR ADDING, CHANGING, SUSPENDING OR DROPPING UNDERGRADUATE MINOR

Department: Renewable Natural Resources  College: Agriculture  Date: 12/13/2013

Name of Minor: Wildlife Ecology

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: 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.

PRESENT

Total semester hours in current minor: 19-21

This minor is not available to students majoring in the Natural Resource Ecology and Management curriculum.

To graduate with a minor in wildlife ecology (19-21 hrs), students must complete the following:

(1) Required courses – RNR 2101, 2031, 2039.
(2) Area courses – one course selected from the following: RNR 2102, 3004, 4011, 4103, 4107 or 4900.
(3) Plant Taxonomy – one course selected from the following: RNR 2001, 4020; BIOL 4041 or 4055.
(4) Animal Taxonomy – one course selected from the following: RNR 3018, 4145 or BIOL 4141, 4142, 4146

PROPOSED

Total semester hours in proposed minor: 19-21

This minor is open to all majors and areas of concentration except not available to students majoring in the natural resource ecology and management curriculum, conservation biology and wildlife ecology areas of concentration.

To graduate with a minor in wildlife ecology (19-19-21 hrs), students must complete the following:

(1) Required required courses – RNR 2101, 2031, 2039;
(2) Area area courses – one course selected from the following: RNR 2102, 3004, 4011, 4103, or 4107 or 4900;
(3) Plant Taxonomy plant taxonomy – one course or course pair selected from the following: RNR 2001 and 2003, 4020, BIOL 4041 or 4055;
(4) Animal Taxonomy animal taxonomy – one course selected from the following: RNR 3018, 4145 or BIOL 4141, 4142, 4146

APPROVALS:

Department Faculty Approval Date 9/18/2013

16 December 2013

Department Chair's Signature (Date)

William Richardson  1/4/14

College Faculty Approval Date (Date)

Jennifer Neal  1/4/14

College Dean's Signature (Date)

GRRea h  2/7/14

Academic Affairs Approval (Date)

College Contact: Jennifer Neal (Please print name.)

College Contact Email jshrew@isu.edu
Justification: On April 26, 2013, the Board of Regents ordered the consolidation of the B.S. in Forestry with the B.S. in Natural Resources Ecology and Management (NREM). Whereas the School of Renewable Natural Resource now only has one curriculum, prohibiting students from this curriculum violates the intention of the original wording of the minor. The original intention was to prevent NREM students in the conservation biology and wildlife ecology areas of concentration from earning a minor that was composed of their required area of concentration courses. When NREM was composed of only fisheries and wildlife students, this prohibition made sense. Currently, NREM is composed of a wide variety of students, who may benefit from this minor. Therefore, the faculty propose changing the minor description to only prohibit students in the conservation biology and wildlife ecology areas of concentration and allow all other majors and concentrations. Additionally, because the credit hours for RNR 2001 were reduced from 3 to 2, the former laboratory content of RNR 2001, which is RNR 2003, is proposed to be added. Lastly, RNR 4900 is cross-listed with ENVS 4900, and the content has greatly changed in the last several years, as well as, RNR 4900 has been incorporated as an option in the NREM core. Consequently, the faculty recommend removing RNR 4900.
REQUEST FOR ADDITION of NEW COURSE

Department: Construction Management Engineering  Date: 03/08/13

College: ____________________________________________

PROPOSED COURSE

Short Title: COMMERCIAL ESTIMATING  
Rubric & No.: CM 3145  Title: Commercial Estimating

COURSE CREDIT

Graduate Credit: YES X NO

Semester Hours of Credit: 3

(For combination course types only: 2 Lecture Hrs. 1 Lab/Sem/Rec 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:

(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

(Indicate hours in the appropriate course type)

LEC REC LEC/SEM 2 LEC 2 LAB LEC/LAB SEM CLIN/IPRACT RES/IND

Maximum enrollment per section: 40  (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)

3145 Commercial Estimating (3). Prerequisite: CM 3111. 2 hrs. lecture, 2 hrs. lab. Principles of estimating including quantity surveys, pricing analysis, and bid package preparation for commercial projects.

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? Yes, see justification

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  03/08/13  College Faculty Approval  ______

(attach)

Department Chair's Signature  07/12/13

College Dean's Signature  (date)

College Contact: Lisa Launey  College Contact E-mail: eglaun@eng.lsu.edu

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

Chair, FS C&C Committee  (date)

Colleage of Affairs Approval  (date)
CM 3145: COMMERCIAL ESTIMATING (3)

TIME AND LOCATION: FALL 2013, SECT. 1, M W, 0730-0920, 101 CONSTR. MG

INSTRUCTOR: DENNIS SPRING; OFFICE 3135A, P. F. TAYLOR HALL; E-MAIL- csprin3@lsu.edu;
PH. (225) 578-9175; OFFICE HRS. 1:30-2:30 MW & 9:00-10:00 TTH.

COURSE DESCRIPTION: 3145 Commercial Estimating (3). Prerequisite: CM 3111. 2 hrs. lecture, 2 hrs. lab. Principles of estimating including quantity surveys, pricing analysis, and bid package preparation for commercial projects.


COURSE PURPOSE: This course is designed to provide the student with the basic skills necessary to prepare an estimate of the materials, labor and equipment necessary to complete a commercial construction project.

COURSE OUTCOMES: Following successful completion of this course, it is expected that students will:

1. Understand the types of estimates and costing parameters used in the estimating and bidding process.
2. Understand the unit price methods for site work, concrete, masonry, steel and finishes including labor estimates and productivity and efficiency factors.
3. Understand the effect of indirect and overhead costs on cost estimates.
4. Understand how to compile and prepare bid proposals and how the complete bidding process functions.

GRADING: Your final grade in this course will be determined as follows:

<table>
<thead>
<tr>
<th>TESTS 5 @ 50 PTS. EA.</th>
<th>250 PTS.</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINAL PROJECT</td>
<td>100 PTS.</td>
</tr>
<tr>
<td>FINAL EXAM</td>
<td>200 PTS.</td>
</tr>
<tr>
<td>TOTAL</td>
<td>550 PTS.</td>
</tr>
</tbody>
</table>

NOTES:

1. The plan sheets and other information that you will need for the Final Project will be available at http://www.cm.lsu.edu/CourseSites/cm3121/ later this semester. The examples in your text can be used as a guide. You will need to turn in a complete estimate including spreadsheet printouts similar to the Estimating Sheets Figures 3.2-3.4 in your text and all takeoff/calculations on engineering paper.

2. Materials and Equipment- you will need a calculator, Architects scale, Engineering scale, Engineering pad and colored pencils. All of your Calculations for Tests 2-5 & the Final Project will need to be on Engineering paper. Failure to use Engineering paper will result in an additional minus 5 points on your Test(s) and/or Final Project.

3. All Tests and the Final Exam are “closed book”. You will be allowed one (1) letter size sheet of Engineering paper for Tests 2-5 and the Final Exam for notes. The final project requires you to develop a bid package.

4. The grading scale will be as follows:

<p>| 90 - 100  | A   |
| 80 - 89   | B   |
| 70 - 79   | C   |
| 60 - 69   | D   |
| 0 - 60    | F   |</p>
<table>
<thead>
<tr>
<th>NO.</th>
<th>DATES</th>
<th>TOPIC</th>
<th>READING ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AUG 26</td>
<td>Introduction to Estimating</td>
<td>Ch. 1, pp. 1-15</td>
</tr>
<tr>
<td>2</td>
<td>AUG 28</td>
<td>Estimating Process</td>
<td>Ch. 2, pp. 17-33</td>
</tr>
<tr>
<td>3</td>
<td>SEPT 4</td>
<td>Measuring Quantities</td>
<td>Ch. 3, pp. 35-54</td>
</tr>
<tr>
<td>4</td>
<td>SEPT. 9</td>
<td>TEST #1</td>
<td>Chapters 1, 2 &amp; 3</td>
</tr>
<tr>
<td>5</td>
<td>SEPT. 11</td>
<td>Soils; Cut/fill</td>
<td>Ch. 4, pp. 55-65 &amp; Handout</td>
</tr>
<tr>
<td>6</td>
<td>SEPT. 16</td>
<td>Trenching &amp; Piles</td>
<td>Ch. 4, pp. 62-77</td>
</tr>
<tr>
<td>7</td>
<td>SEPT. 18</td>
<td>Sitework Takeoff</td>
<td>Ch. 4, pp. 77-101</td>
</tr>
<tr>
<td>8</td>
<td>SEPT. 23</td>
<td>Pricing Earthwork</td>
<td>Ch. 10, pp. 221-245</td>
</tr>
<tr>
<td>9</td>
<td>SEPT. 25</td>
<td>MC² for Sitework</td>
<td>Handouts</td>
</tr>
<tr>
<td>10</td>
<td>SEPT. 30</td>
<td>TEST #2</td>
<td>Chapters 4 &amp; 10 (Earthwork)</td>
</tr>
<tr>
<td>11</td>
<td>OCT. 2</td>
<td>Measuring Concrete</td>
<td>Ch. 5, pp. 111-126</td>
</tr>
<tr>
<td>12</td>
<td>OCT. 7</td>
<td>Elevated Concrete</td>
<td>Handouts</td>
</tr>
<tr>
<td>13</td>
<td>OCT. 9</td>
<td>Pricing Concrete</td>
<td>Ch. 11, pp. 247-269</td>
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<tr>
<td>14</td>
<td>OCT. 14</td>
<td>Examples- Pricing Concrete</td>
<td>Ch. 11, pp. 269-280</td>
</tr>
<tr>
<td>15</td>
<td>OCT. 16</td>
<td>TEST #3</td>
<td>Chapters 5, 11 &amp; Handouts</td>
</tr>
<tr>
<td>16</td>
<td>OCT. 21</td>
<td>MC² for Concrete</td>
<td>Handouts</td>
</tr>
<tr>
<td>17</td>
<td>OCT. 23</td>
<td>Measuring Masonry</td>
<td>Ch. 6, pp. 139-150</td>
</tr>
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</table>

**CM 3121: COURSE OUTLINE (cont.)**

<table>
<thead>
<tr>
<th>NO.</th>
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<th>TOPIC</th>
<th>READING ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>OCT. 28</td>
<td>Masonry Example</td>
<td>Handouts</td>
</tr>
<tr>
<td>19</td>
<td>OCT. 30</td>
<td>Pricing Masonry</td>
<td>Ch. 12, pp. 287-290, 295,</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>298-299 &amp; 312-313</td>
</tr>
<tr>
<td>20</td>
<td>NOV. 4</td>
<td>TEST #4</td>
<td>Chapters 6 &amp; 12</td>
</tr>
<tr>
<td>21</td>
<td>NOV. 6</td>
<td>MC² for Masonry</td>
<td>Handouts</td>
</tr>
<tr>
<td>22</td>
<td>NOV. 11</td>
<td>Measuring/Pricing Steel</td>
<td>Handouts</td>
</tr>
<tr>
<td>23</td>
<td>NOV. 13</td>
<td>Measuring/Pricing Steel</td>
<td>Handouts</td>
</tr>
<tr>
<td>24</td>
<td>NOV. 18</td>
<td>TEST #5</td>
<td>Handouts</td>
</tr>
<tr>
<td>25</td>
<td>NOV. 20</td>
<td>Pricing General Expenses</td>
<td>Ch. 14, pp. 335-355</td>
</tr>
<tr>
<td>26</td>
<td>NOV. 25</td>
<td>MC² for General Expenses</td>
<td>Handouts</td>
</tr>
<tr>
<td>27</td>
<td>DEC. 2</td>
<td>Close Out Costs &amp; Sub Prices</td>
<td>Handouts</td>
</tr>
<tr>
<td>28</td>
<td>DEC. 4</td>
<td>REVIEW &amp; FINAL PROJECT DUE</td>
<td></td>
</tr>
</tbody>
</table>

^"In class" exercises will be given as needed."
SCHEDULE OF QUIZZES, PROJECTS, & EXAMS*:

TEST #1 (Ch.1, 2 & 3)..........................SEPT. 9, 2013
TEST #2 (Ch. 4 & 10)..........................SEPT. 30, 2013
TEST #3 (Ch. 5, 11 & Handouts)...............OCT. 16, 2013
TEST #4 (Ch. 6 & 12)..........................NOV. 4, 2013
TEST #5 (Struct. Steel Handouts)...............NOV. 18, 2013
FINAL PROJECT ............................DEC. 4, 2013
FINAL EXAM WEDNESDAY, DECEMBER 11, 2013 @ 12:30-2:30 pm.

*These are the planned times for these events. They may change during the course of the semester. Any changes will be announced in class.

OUT OF CLASS EXPECTATION: It is expected that the students have read the assigned chapters or pages prior to class for the background necessary to properly participate in the discussion and think critically about the concepts addressed. As a general policy, for each hour you are in class, you (the student) should plan to spend at least two hours preparing for the next class. Since this course is for three credit hours, you should expect to spend around six hours outside of class each week reading or writing assignments for the class.

Justification CM 3145

CM 3145 replaces the existing course CM 3121. It will become an elective course in the new Construction Management Curriculum in the Commercial Construction emphasis area. It was necessary to change the prerequisites to align with the new courses and numbering system using 3145. CM 3121 will be dropped using Form B in March 2014.

Lab Portion of Class: Students have specific exercises for Earthwork/Sitework, Concrete, Masonry and Steel. All of these exercises require the students to “Takeoff” and “Price” numerous components for each exercise from uniquely designed drawings. The process, quantities and pricing are all time consuming work and part of the “lab” portion of this class. Students are also required to use the software and computers in this lab for pricing these exercises.
Faculty Senate Courses and Curricula Committee

From: Lawrence Rouse, Chair, Courses and Curricula Committee
To: Charles Berryman, Department of Construction Management

At their October 1st, 2013 meeting, the Faculty Senate Courses and Curriculum Committee took the following actions regarding the Construction Management proposals.

Technical Sales Minor
- The Committee approved the Technical Sales minor change but requested a letter of support from the FIN department since the course is being added as an option.

CM 2141
- The Committee conditionally approved the proposal to drop CM 2141 pending the submission and approval of the proposals to change the Industrial Engineering curriculum, IE 4516, CM 4110, and the revisions to the degree requirements section in the College of Engineering.

CM 2105
- The Committee conditionally approved the proposal to add CM 2105 pending a revised syllabus with a corrected makeup exam policy statement.

CM 3145
- The Committee conditionally approved the proposal to add CM 3145 pending a revised syllabus with the correct title "Commercial Estimating" as well as a detailed explanation of what the lab format of the course will consist of. The lab courses should be delineated from the lecture courses in the 14 week schedule.

CM 3165
- The Committee conditionally approved the proposal to add CM 3165 pending a revised syllabus that explains what the +8% extra credit assignments is.

CM 3236
- The Committee conditionally approved the proposal to add CM 3236 pending a revised syllabus with a detailed explanation of what the lab format of the course will consist of. The lab courses should be delineated from the lecture courses in the 14 week schedule.

CM 3355
- The Committee conditionally approved the proposal to add CM 3355 pending a revised syllabus that adds the out of class expectations.
CM 3356
- The Committee conditionally approved the proposal to add CM 3356 pending a revised syllabus with a detailed explanation of what the lab format of the course will consist of. The lab courses should be delineated from the lecture courses in the 14 week schedule.

CM 3502
- The Committee conditionally approved the proposal to add CM 3502 pending a revised syllabus that adds a percentage to each of the grading criteria.

CM 3503
- The Committee conditionally approved the proposal to add CM 3503 pending a revised syllabus that adds a percentage to each of the grading criteria, the removal of “C or better” from the course description, and the addition of out of class expectations.

CM 3504
- The Committee conditionally approved the proposal to add CM 3502 pending a revised syllabus that adds a percentage to each of the grading criteria.

CM 4101
- The Committee conditionally approved the proposal to add CM 4101 pending a revised syllabus that adds the out of class expectations.

CM 4221
- The Committee conditionally approved the proposal to add CM 4221 pending a revised syllabus with a corrected makeup exam policy statement as well as the correct course rubric and number listed on the course schedule.

CM 4355
- The Committee conditionally approved the proposal to add CM 4355 pending a revised syllabus that explains whether the project is assigned by the instructor or student chosen.

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 lrouse@lsu.edu.
REQUEST FOR ADDITION OF NEW COURSE

Department: Communication Studies
Humanities and Social Sciences

PROPOSED COURSE
Short Title: COMM SKILLS TRAIN
Rubric & No.: CMST 4130 Title: Communication Skills Training & Assessment

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
(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE
(Indicate hours in the appropriate course type)
LEC/REC | LEC/SEM | LAB | LEC/LAB | SEM | CLIN/PRACT | RES/IND
Maximum enrollment per section: 25

CATALOG TEXT
(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)
CMST 4130 Communication Skills Training & Assessment (3) Provides students with a theoretically-based understanding of training communication skills.

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 9/27/2013
College Faculty Approval 12-4-13

Department Chair’s Signature 10/2/2013
College Dean’s Signature (date)

Graduate Dean’s Signature (for 4000 level and above) 12-15-13
Chair, FS C&C Committee (date)

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

Academic Affairs Approval (date)
Request for Addition of CMST 4130 – Communication Skills Training & Assessment

JUSTIFICATION
Interpersonal interaction is the *sine qua non* of relationships and social integration. The more interpersonally skilled is an individual, the more likely he or she is to successfully negotiate satisfying marriages, families, and extended networks of social relationships. Higher levels of interpersonal skills either directly or indirectly facilitate significantly higher levels of psychological, emotional, and physical well-being. Job seekers are interested in hiring students who can employ appropriate and effective communication.

While a degree in CMST does not guarantee a student will master all communication skills, the courses in our Department do teach fundamental theories toward engaging in more appropriate and effective communication in several contexts. But what are the most effective ways to teach these skills, especially to the adult learners that inhabit the workforce, the very place we send our graduates to impart their knowledge and make a difference?

We teach our students that with power comes great responsibility. It is they who will pass on the knowledge learned from this academy to others who can benefit from it. CMST 4130 is a very practical class, and one grounded in extant theory and research that can inform how we go about teaching others how to be better communicators, better partners, better employees, better humans.

Currently there are no similar classes on the books, thus CMST 4130 will not duplicate existing efforts. Indeed, this course operates as a kind of capstone for two of our five Departmental pathways, namely professional communication and communication in human relationships. Students are asked to draw on CMST coursework as well as newly learned information to develop the ability to train various types of communication skills and assess the effectiveness of these efforts.
Dear Anna,

The course was offered as CMST 3900 (special topics class) in:
- Spring 2011: 26
- Spring 2012: 26
- Spring 2013: 26

And is on the schedule for:
- Spring 2014: 20

Renee Edwards
Professor and Chair
Department of Communication Studies
Louisiana State University
Baton Rouge, LA 70803
225.578.6821

From: Anna M Castrillo
Sent: Monday, December 09, 2013 1:50 PM
To: Renee Edwards
Cc: Tianna L Powers
Subject: CMST 4130

Dr. Edwards,

I have reviewed the CMST 4130 C&C proposal and would like to know if the course has been offered as a special topics course before. If so, we will need enrollment numbers and semesters offered.

Sincerely,

Anna Castrillo, M.A.
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225)578-4111
Fax: (225)578-5991

LSU
COMMUNICATION STUDIES 4130

COMMUNICATION SKILLS TRAINING & ASSESSMENT

Graham D. Bodie, Ph.D.
Associate Professor
gbodie@lsu.edu
126 Coates Hall
Office Phone: 578-6683

Class Days and Times: TO BE SPECIFIED EACH SEMESTER
Office Hours: TO BE SPECIFIED EACH SEMESTER

REQUIRED TEXT


Readings posted on Moodle.

GENERAL COURSE INFORMATION

CMST 4130, Communication Skills Training & Assessment, explores how one might go about training specific communication related skills and assessing whether that training was effective. In particular, this course will focus on interpersonal communication skills, but other skills will be entertained based on student interest.

COURSE OBJECTIVES

Welcome to CMST 4130: Communication Skills Training and Assessment! This class is designed to provide students with a theoretically-based understanding of training communication skills. The objectives of this course include (1) acquainting you with how communication skills are conceptualized and measured, (2) increasing your awareness of the importance of communication skills in everyday life, (3) helping you improve several of your communication skills, and (4) developing your appreciation for scholarly research in the field of communication.
CLASS THEME AND OTHER CURIOS

The theme for this class is to treat it like a job. While many of you will land your dream job upon graduation, many of you will simply land a J-O-B. In either case, you will need to take your employment seriously and work hard. Similar to success in the workplace, coming to class and participating in all class activities and discussion will help you succeed in CMST 4130. If, however, you arrive late, unprepared, unmotivated, or simply in a bad mood to work there are consequences. You could be written up. You could be demoted. You could be fired. **Please don't get fired from CMST 4130!** Come to class prepared and ready to learn. In return, I will come to class prepared and ready to facilitate your learning.

Overall, students should be self-motivated and enjoy learning. **Self-motivated students will come to class and come prepared.** This includes reading and thinking critically about the material assigned for each class period. Class time will not be story time whereby the reading material is regurgitated; this is a waste of my time and yours. Instead, class time will be used to highlight and clarify certain concepts from the texts and introduce new material not presented there.

Students are expected, in addition to time spent in class, to spend a minimum of an additional 6 hours per week reading and thinking about material and putting forth effort toward the completion of course assignments. Thus, students are expected to devote at least 9 hours per week toward the successful completion of CMST 4130.

ASSESSMENT

The grade you earn in this class will be a product of three primary assignments, a mid-term examination, and several small assignments.

**Primary Assignment 1: Critique of a Skills Training Program (20%)**

Your first assignment will be to locate and provide a critique of an existing training program focused on some aspect of human communication. I am purposefully defining training program rather loosely, as many programs are proprietary and cost big bucks. So, a training program can mean any of the following (though you are not limited to these):

- A formal, web-based or stand-alone class or set of classes you have or have always wanted to take
- The Carnegie Institute or any of its constituent parts and similar organizations offering ways to a better life and career
- A series of magazine or trade publication “how to” articles that focus on a single topic – you cannot simply critique a single article, but a series of articles with a minimum of three to constitute a series
- A skills based course focused on some aspect of communication you have taken at LSU or other institute of higher learning
- A skills based program at LSU or other institute of higher education such as ones offered by any career services unit, focused on some aspect of communication
- A self-help book that you have read or want to read not published by an academic clearinghouse
For whatever option you choose, you must have your program approved by me (using the form provided on Moodle) no later than DATE. Failure to do so will result in an inability to complete the project – no approval, no turning in a paper.

The project will be **due the Friday of the week your midterm exam is given** (likely DATE). You will turn in a 5-10 page paper (12-point Times New Roman, 1” margins, double-spaced) that offers a useful and insightful critique of the program. In addition to the standard formatting, grammatical, and spelling criteria, the paper will be marked based on the following:

- **Description of the nature of the program**
  - What skill or skills does the program seek to train?
  - What is the nature of the skill (e.g., inside the person, product of the situation)?
  - What is the implicit model of communication underlying the presentation of the skill?
  - What research (if any) does the author bring to bear for
    - The importance of the skill
    - The nature of the skill
    - The way in which to “be competent” with respect to this skill
  - Does the advice presented in the program go against and/or agree with scholarly research?

Given the last question, you will also need to cite a minimum of 2 academic sources (preferably review chapters; and if there is a really good one I’ll approve one source) from which you draw elements of your critique. You may also use material discussed in class with no need to reference me or the class directly in the paper (though you may if it helps the paper flow well). In addition to content, the paper will also be marked for format and writing clarity, etc.

**Timeline**

1. No later than DATE – turn in approval form
2. DATE - approval of academic sources to cite in paper
3. Friday of midterm exam – turn in paper

For this project, you may choose to work alone or in groups consisting of up to 5 members.

**Primary Assignment 2: Assisting in a Skills Training Program (20%)**

Communication skills are important to all professions. People who are obtaining degrees in Business, Agriculture, Counseling, Education, and beyond all must be proficient communicators. It is, thus, not surprising that their program often have specific skills training courses. One such course offered on this campus is Counseling Skills and Interventions, taught out of the Counselor Education program. As part of your course grade in CMST 4130 you will serve as a “client” who will meet with a training counselor three times during the course of the semester.

Your name will be provided to the course director, and you will be contacted and expected to fully participate. At the end of the three sessions you will turn in a 1-2 page reflection paper.
about the experience. The paper will assess communication skills for counselors and how these skills were manifest in the sessions.

Your grade will be a function of the following:
- Attending and full participation in all sessions—25%
  - Failure to attend one scheduled session will result in an F for the assignment
- 1-2 page reflection paper about the experience—75%

Primary Assignment 3: Building a Skills Training Program (40%)
The final primary assignment is a semester-long project; in other words, this is something you should start thinking about now and begin to work on soon. For this project you will choose a specific communication skill and design a training program to teach this skill to a specific population. In addition, you will design an assessment protocol appropriate for evaluating its effectiveness. Both the program and its assessment should be grounded in scholarly research and theory. You will turn in a portfolio during the last week of classes and present that portfolio to the class during the final exam session. For this assignment you can work in groups of up to five, though this group does not necessarily have to be the same as the group with whom you worked on the critique.

Your grade will be a function of the following:
- Training program and assessment portfolio—70%
- Presentation (i.e., final examination)—30%

The Training Program Information Sheet (on Moodle) is due no later than DATE.

Midterm Examination (15%)
The midterm examination will cover theories and the application of theoretical principles regarding communication skills training and assessment. The exam will be given during the midterm week (DATES), the specific day to be announced.

The remaining 5% of your grade will come from class-based activities, pop-quizzes, and homework assignments announced in class.
FINAL GRADE CALCULATION

The grade you earn for this class will be based on a formula that weights the items listed above by their respective percentages. For all assignments, you will earn a letter grade that corresponds to the "meaning of grades" found below. These letter grades will correspond to a traditional 4.0 scale, where a 4.0 equals and grade of "A" as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
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<tbody>
<tr>
<td>A+</td>
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</tr>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
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<td>3.67</td>
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<td>C+</td>
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<tr>
<td>F+</td>
<td>0.33</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
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</tbody>
</table>

As an example suppose you earned the following grades:

- Primary I: A
- Primary II: A
- Primary III: B-
- Midterm: A-
- Class Participation: C

Your final grade would be calculated in the following manner:

\[(4.0)(.20) + (4.0)(.20) + (2.67)(.40) + (3.67)(.15) + (2.0)(.05) = 3.3065 = B\]

As always, if you have questions about where you stand in the class see me before it is too late.

As a rule grades will not be discussed until at least 24 hours has passed since the examination period. During this time you are to review the material in an effort to figure out why you did better or worse than you anticipated. The purpose of this rule is to encourage an intellectual rather than a strictly emotional discussion of your grade.
THE MEANING OF GRADES

A - **Excellent work.** The student went above and beyond assignment expectations. Furthermore, the student has represented mastery of course material, both conceptually and pragmatically.

B - **Above average work.** The student completed the assignment with more effort than average. B work is good work, but still has room for improvement.

C - **Average work.** The student completed the assignment as specified by the assignment description. No more than “effort as expected” was achieved. Minimum requirements were met, minimum effort was put forth.

D - **Below average work.** The student seemed unsure of assignment specifics and did not complete said assignment in a satisfactory manner. There were both conceptual and pragmatic holes in the presentation.

F - **Poor/Failing work.** Student was not prepared for and/or did not execute the assignment properly. There are large holes or missing information.

AMERICANS WITH DISABILITIES ACT AND THE REHABILITATION ACT OF 1973

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 Coordinator in the Office for Disability Services (112 Johnston Hall) so that such accommodations may be arranged. After you receive your accommodation letter, please meet with me to discuss the provisions of those accommodations.
ATTENDANCE POLICY

Students are expected to attend class. Absenteeism hinders the learning process and creates difficulties in completing the requirements for course credit. This is particularly true because class discussion may not necessarily follow the book’s structure.

LSU’s attendance policy can be summarized by the following:

Class attendance is the responsibility of the student. The student is expected to attend all classes. A student who finds it necessary to miss class assumes responsibility for making up examinations, obtaining lecture notes, and otherwise compensating for what may have been missed. The course instructor will determine the validity of a student's reason(s) for absences and will assist those students who have valid reasons.

An absence due to illness or other causes beyond a student's control will be excused when the instructor is convinced that the reason for absence is valid. The University's Policy Statement 22 discusses approved trips, activities, and other instances of excused absences.

Instructors will excuse any student who is unable to attend or participate in class or an examination on a religious holiday supported by the student's religious beliefs. It is the student's responsibility to anticipate such conflicts and discuss this with the faculty member well in advance. Policy Statement 31 discusses the University's policy on observance of religious holidays in further detail.

Although class notes will posted online prior to each class period, they are no substitute for coming to class. Reading assignments will not be posted online and are not in print. All reading assignments will be announced in class. If you don’t come, you won’t hear them.
PLAGIARISM

In terms of plagiarism, my policy is simple: DO NOT DO IT UNDER ANY CIRCUMSTANCES. As is the case for any other course taught at LSU, no form of academic misconduct will be tolerated. Students are advised to become familiar with the student code of conduct.

So you know where LSU stands …

8.5. Academic Misconduct by Undergraduate Students

A. Assigning a grade when there is academic misconduct

1. Absent sufficiently mitigating circumstances, a student found responsible for academic misconduct will, at a minimum, be dropped from the course in which the academic misconduct occurred and a permanent grade of "F" must be assigned in the course. In no instance may the student receive credit for the assignment on which the violation occurred.

2. If a student is charged with academic misconduct and the case cannot be resolved prior to the final date for filing a semester grade, the student should continue to complete all work and the instructor referring the matter shall report an "I" grade in the course in which the alleged academic misconduct occurred. If the student is not found in violation, a permanent grade shall be assigned to remove the "I" grade on the basis of the quality of work done in the course. If the student is found in violation of academic misconduct, the instructor shall assign a grade that incorporates the sanction issued.

B. Non-grade related sanctions for academic misconduct

1. For the first offense, the minimum sanction, in addition to the grade related sanction, is disciplinary probation for a period of at least one year. Circumstances may warrant a lengthier period of probation or separation from the University. Particularly egregious violations may warrant expulsion (under certain circumstances, examples may include, but are not limited to, falsifying an academic record relating to grades, entering a building or office for the purpose of changing a grade or accessing an unadministered test, substituting for another person or permitting any other person to substitute for oneself to take a test, or taking or otherwise obtaining a test without authorization.)

2. For the second offense, the minimum sanction is separation for one full year. The maximum sanction is expulsion.

3. For the third offense, the sanction is expulsion.
TOPICS TO COVER

All readings referenced in parentheses can be found on the class Moodle page.

Weeks 1-2: The Theoretical and Practical Guidance of CMST 4130
   A. Understanding Theory to Understand Practice (Reading packet 1; Building Communication Theory)
   B. What is Communication Competence? (Trait Approaches)

Weeks 3-4: Notes about Statistics and Methodology
   A. How to read an academic article (Schroeder, Johnson, and Jensen)
   B. A primer on methodology in the study of communication as a science
   C. Statistics as informed argument (Bodie and Fitch-Hauser, pp. 46-61)

Weeks 5 - 6 Training and Assessing Communication Skills: Basics
   A. Models of Communication Skills (Spitzberg I)
   B. Assessment Options (Spitzberg II)

Weeks 7 - 14: Developing a Training Program (Beebe et al.)
   A. What is training? (Chapter 1, 12)
   B. Elements of a training program
      a. Conducting a Needs Assessment (Chapter 3)
      b. Developing training objectives (Chapter 4)
      c. Designing Materials (Chapter 4)
         i. The Importance of Theory (Exemplar)
         ii. Matching Theory and Practice
      d. Developing Training Plans (Chapter 9)
      e. Assessing Training Outcomes (Chapter 11; Spitzberg II revisited)

**Notes: This is a tentative outline. Announcements about required readings will be made in class and will not be posted. Students who do not come to class will have to gather this information from those who do (or be uninformed).**

Guest Lectures

TO BE DETERMINED EACH SEMESTER
At their December 18, 2013 meeting, the Faculty Senate Courses and Curriculum Committee took the following action regarding the CMST 4130 proposal:

CMST 4130
- The Committee conditionally approved the proposal to add CMST 4130 pending a revised syllabus with a 14-week schedule. Also, the Committee suggested a revised course description, “Provides students with a theoretically-based understanding of training communication skills”.

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 lrouse@lsu.edu.
REQUEST FOR DROPPING A COURSE

Department Physics and Astronomy

College Science

Course rubric & no. PHYS 4003

Title Instructional Strategies in Science

Semester hours of credit: 3.0

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.)

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 no longer taught. It has been replaced by a course in the revised Secondary Education concentrations (Geaux Teach) that was implemented several years ago.

APPROVALS:

Department Faculty Approval Date 9/28/13

College Faculty Approval Date 4/7/14

Department Chair's Signature

College Dean's Signature

Graduate Dean's Signature

Chair, FS C & C Committee

College Contact:

Academic Affairs Approval (Date)

College Contact E-mail:
REQUEST FOR DROPPING A COURSE

Department Physics and Astronomy
College Science
Course rubric & no. PHYS 4004
Seminar in Teaching Secondary School Science
Semester hours of credit: 3.0

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 ( )
If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:
This course is no longer taught. It has been replaced by a course in the revised Secondary Education concentrations (Geaux Teach) that was implemented several years ago.

APPROVALS:
Department Faculty Approval Date 9/28/13
Department Chair's Signature (Date) 11/21/13
Graduate Dean's Signature (Date) 
College Contact: 

College Faculty Approval Date 1/7/14
College Dean's Signature (Date) 1/7/14
Chair, FS C & C Committee (Date) 1/7/14

Academic Affairs Approval (Date) 2/7/14

Instructions for Form B: Request for Dropping a Course
Request for CHANGING an Existing Course

**Department:** History  
**Course Rubric and #:** HIST 3001  
**College:** Humanities and SS  
**Date:** 10/25/2013

---

**Present Course Description**

**Title:** History and Social Sciences I

**Semester Hours of Credit:** 1

If combination course type, # hrs. of credit for lecture: ___ / lab/sem rec: ___

Repeat Credit Max (if repeatable) ___

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 ___ LAB ___ SEM ___ REC ___ RES/ IND CLIN/ PRACT ___

Total Weekly Contact Hours: ___

Grading System: Letter Grade _X_ Pass/Fail ___

**Course Description:**

Include course number, title, etc. exactly as it appears in the General Catalog.


---

**Proposed Course Description**

**Title:** History and Social Sciences I

**Short Title:** HIST & SOCIAL SCI I

**Semester Hours of Credit:** 1

If combination course type, # hrs. of credit for lecture: ___ / lab/sem rec: ___

Repeat Credit Max (if repeatable) ___

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 ___ LAB ___ SEM ___ REC ___ RES/ IND CLIN/ PRACT ___

Total Weekly Contact Hours: ___

Grading System: Letter Grade _X_ Pass/Fail ___

**Course Description:**

Include course number, title, etc. exactly as it will appear in the General Catalog.


---

**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:** 10/25/2013  
**Department Chair's Signature:**  
**Date:**

**College Faculty Approval Date:** 12-4-13  
**College Dean's Signature:**  
**Date:**

**Chair, FS C & C Committee:**  
**Date:**

**Academic Affairs Approval:**  
**Date:**
Prerequisites for HIST 3001

This course is a prerequisite for HIST 3002, HIST 4403, and HIST 4404.
## Request for CHANGING an Existing Course

**Department**: HIST  
**College**: HUMANITIES AND SOCIAL SCIENCES  
**Course Rubric and #**: HIST 3002  
**Date**: 9/17/2013

### Present Course Description

**Title**: History and the Social Sciences II

**Semester Hours of Credit**: 1  
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** ___ **RES/IND** ___ **CLIN/PRACT** ___  
**Total Weekly Contact Hours**: ___  
**Grading System**: Letter Grade _X_ Pass/Fail ___

Course Description:  Include course number, title, etc., exactly as it appears in the General Catalog

**HIST 3002 History and the Social Sciences II (1)**
PreReq.: EDCI 3001 and HIST 3001. Concurrent enrollment in EDCI 3002. The role of the social sciences in the study of history; course will assist student in the teaching of social studies to small groups in middle and high schools.

### Proposed Course Description

**Title**: History and the Social Sciences II

**Semester Hours of Credit**: 1  
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** ___ **RES/IND** ___ **CLIN/PRACT** ___  
**Total Weekly Contact Hours**: ___  
**Grading System**: Letter Grade _X_ Pass/Fail ___

Course Description:  Include course number, title, etc., exactly as it appears in the General Catalog

**HIST 3002 History and the Social Sciences II (1)**
PreReq.: EDCI 3001 and HIST 3001. Concurrent enrollment in EDCI 3136. 3 hrs. lab/field experiences in multicultural settings. The role of the social sciences in the study of history; course will assist student in the teaching of social studies to small groups in the middle and high schools.

---

**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 ( )

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 ( )

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: 10/8/2013  
Department Chair's Signature: (Date)  
Graduate Dean's Signature: (Date)

College Faculty Approval Date: 10-16-13  
College Dean's Signature: (Date)

Chair, FS C & C Committee: (Date)  
College Contact: T. Gilmer Rector, Jr. 2/7/14
Justification: The State Department of Education now requires all students in the secondary education programs to take a course in teaching reading in the content areas, which at LSU is EDCI 3136. To fit that into the secondary education curricula, the School of Education has dropped EDCI 3002 as the co-requirement with HIST 3002 and replaced it with EDCI 3136. This change, which lists as co-requirements HIST 3002/EDCI 3136 for this program’s sixth semester, reflects the change initiated by the School of Education.

We request a change in format from seminar to lab as this reflects more accurately how the course is currently taught. It also reflects the format of the other second level Geaux Teach Humanities courses, SPAN 3002, ENGL 3202, and FREN 3402.
Anna M Castrillo

From: Karl A Roider
Sent: Thursday, October 24, 2013 9:54 AM
To: Anna M Castrillo
Cc: Zevi Gutfreund; Nikki B Clark; Rebecca E Caire
Subject: RE: Geaux Teach Humanities

Anna: Go ahead and change HIST 3002. I will send the paperwork forward for 3001, but it will have to go through the various procedures here in HSS.

From: Anna M Castrillo
Sent: Thursday, October 24, 2013 9:38 AM
To: Karl A Roider; Rick Moreland; Greg Stone; Jennifer Curry; John D Pizer
Cc: Paula Summers Calderon; Susan D Weinstein; Amanda LaFleur; Jeremy King
Subject: Geaux Teach Humanities

Dear all:

Going over the Geaux Teach Humanities courses for SPAN 3001, 3002; HIST 3001, 3002; FREN 3401, 3402; and ENGL 3201, and 3202, I noticed there was a pattern that should be followed.

All the first courses of each departments sequence (SPAN 3001, HIST 3001, FREN 3401, and ENGL 3201) need to keep their 3 hr. lab format, which totals 1 credit hour.

The big change will come from the second course in the sequence (SPAN 3002, HIST 3002, FREN 3402, and ENGL 3202). These courses will all need to be 3 hr. lab (1 hr. credit hour) courses and their concurrent course will need to change to EDCI 3136, as the Department of Education now requires all students in the secondary education program to take a course in teaching reading in the content area. EDCI 3136 is a three hour lecture course. To keep the required 3 hr. lab/field experience in a multicultural setting, the content course (SPAN 3002, HIST 3002, FREN 3402, and ENGL 3202) will have to remain a lab in the case of ENGL 3202 and FREN 3402 or change to a lab format in the case of HIST 3002.

Therefore, I will need proposals to change:

1. HIST 3001 – I need a proposal (Form C) to change the seminar format of the course to a lab format. The total credit hours will not change, but the contact hours will change to 3 hrs. lab/field experience to match all the other first courses.

2. HIST 3002- I have received this proposal; however, I need permission to change the lecture format of the course to a lab format. No need for a new proposal.

3. SPAN 3001- I have received this proposal, however, I can discard this proposal that proposed to change the course to a 1 hr. lecture course and maintain the initial lab format of the course.

4. SPAN 3002 – I have received this proposal, however, I can change this proposal back to the lab format it was and add “concurrent enrollment in EDCI 3136”.

5. FREN 3402 – I need a proposal (Form C) to change the concurrent course from EDCI 3002 to EDCI 3136.

6. ENGL 3402 - I need a proposal (Form C) to change the concurrent course from EDCI 3002 to EDCI 3136.

Since these courses are similar in nature, they will all need to be taught in the same fashion. This will solve the problem.

When reviewing the proposal for SPAN 3001, the C&C Committee felt that these courses (SPAN 3001, HIST 3001, FREN 3401, and ENGL 3201) were essentially lab courses anyway. From the course descriptions of each content course, it says something about tutoring experience. This does not seem to go along the lines of a lecture course.
Dear all:

Going over the Geaux Teach Humanities courses for SPAN 3001, 3002; HIST 3001, 3002; FREN 3401, 3402; and ENGL 3201, and 3202, I noticed there was a pattern that should be followed.

All the first courses of each departments sequence (SPAN 3001, HIST 3001, FREN 3401, and ENGL 3201) need to keep their 3 hr. lab format, which totals 1 credit hour.

The big change will come from the second course in the sequence (SPAN 3002, HIST 3002, FREN 3402, and ENGL 3202). These courses will all need to be 3 hr. lab (1 hr. credit hour) courses and their concurrent course will need to change to EDCI 3136, as the Department of Education now requires all students in the secondary education program to take a course in teaching reading in the content area. EDCI 3136 is a three hour lecture course. To keep the required 3 hr. lab/field experience in a multicultural setting, the content course (SPAN 3002, HIST 3002, FREN 3402, and ENGL 3202) will have to remain a lab in the case of ENGL 3202 and FREN 3402 or change to a lab format in the case of HIST 3002.

Therefore, I will need proposals to change:
### Request for CHANGING an Existing Course

**Department**: HIST  
**College**: HUMANITIES AND SOCIAL SCIENCES

**Course Rubric and #**: HIST 4403  
**Date**: 9/17/2013

#### Present Course Description

**Title**: History and the Social Sciences III

**Semester Hours of Credit**: 1

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.)

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<th>LEC</th>
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**Total Weekly Contact Hours**: ___

**Grading System**: Letter Grade: X Pass/Fail: ___

**Course Description**: Include course number, title, etc., exactly as it appears in the General Catalog.

HIST 4403 History and the Social Sciences III (1)  
*Prereq.: EDCI 3002 and HIST 3002. Concurrent enrollment in EDCI 4003.* The role of the social sciences in the study of history; course will assist student in the teaching of social studies to full classes of middle and high schools.

#### Proposed Course Description

**Title**: History and the Social Sciences III

**Short Title**: HIST & SOCIAL SCI

**Semester Hours of Credit**: 1

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.)

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<tr>
<th>LEC</th>
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<th>REC</th>
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**Total Weekly Contact Hours**: ___

**Grading System**: Letter Grade: X Pass/Fail: ___

**Course Description**: Include course number, title, etc., exactly as it will appear in the General Catalog.

HIST 4403 History and the Social Sciences III (1)  
*Prereq.: EDCI 3136 and HIST 3002. Concurrent enrollment in EDCI 4003.* The role of the social sciences in the study of history; course will assist student in the teaching of social studies to full classes of middle and high schools.

**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**: 11/19/13  
- **Department Chair's Signature**: 

- **Graduate Dean's Signature**: 

- **College Faculty Approval Date**: 12-4-13  
- **College Dean's Signature**: 

- **Chair, FS C & C Committee**: 

- **Academic Affairs Approval**: 

(Please print name.)
Justification: The State Department of Education now requires all students in the secondary education programs to take a course in teaching reading in the content area, which at LSU is EDCI 3136. To fit that into the secondary education curricula, the School of Education has dropped EDCI 3002 as the co-requirement with HIST 3002 and replaced it with EDCI 3136. This change, which lists as co-requirements HIST 3002/EDCI 3136 for this program’s second semester, reflects the change initiated by the School of Education.
## Request for CHANGING an Existing Course

### Present Course Description

**Title**: Language Development and Diversity

**Semester Hours of Credit**: 1

If combination course type, # hrs. of credit for:

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<th>Lecture</th>
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Repeat Credit Max (if repeatable): **x**

Graduate Credit?: Yes: **x** No: __

Credit will not be given for this course:

Contact Hours Per Week: (Indicate hours in appropriate course type.)

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<th>LEC</th>
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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

*Prereq.: EDCL 2001. Concurrent enrollment in EDCL 3001. Usually offered in fall semester only. 3 hrs. lab/field experience in multicultural settings. Language development and diversity of adolescent speakers, writers and readers of English.*

### Proposed Course Description

**Title**: Language Development and Diversity

**Semester Hours of Credit**: 1

If combination course type, # hrs. of credit for:

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<tr>
<th>Lecture</th>
<th>Lab</th>
<th>Sem</th>
<th>Rec</th>
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Repeat Credit Max (if repeatable): **x**

Graduate Credit?: Yes: **x** No: __

Credit will not be given for this course:

Contact Hours Per Week: (Indicate hours in appropriate course type.)

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<tr>
<th>LEC</th>
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Total Weekly Contact Hours: **1**

Grading System: Letter Grade **x** Pass/Fail __

**Course Description:** Include course number, title, etc. exactly as it will appear in the General Catalog


### Questions

- **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**: 12/1/13
  - Chair: O. Miche
  - Date: 12/3/13
- **College Faculty Approval Date**: 12/4/13
  - Chair: M. Ruhrer
  - Date: 12/4/13
- **College Dean's Signature**: 1/3/14
  - Chair, FSC C & C Committee
- **Graduate Dean's Signature**: 2/7/14
  - Academic Affairs Approval (Date)
**Justification:** We propose to change format for ENGL 3201 to match all first-level Geaux Teach Humanities courses. The 3 hour lab/field experience will come from the concurrent course, EDCI 3001, which is a 2 hrs. lecture, 3 hrs. lab course. We propose to change this course to a one hour lecture format.

This course is a required course in the Secondary Education – English curriculum.
This course is a co-requisite of EDCI 3001.
This course is a prerequisite for ENGL 3202.
## Request for Changing an Existing Course

### Present Course Description

**Title:** Dynamics of Learning in the English Classroom  
**Semester Hours of Credit:** 1

- **If combination course type, # hrs. of credit for lecture:** 1 lab/sem
- **Repeat Credit Max (if repeatable):** n/a
- **Graduate Credit?** Yes: x No: 

### Proposed Course Description

**Title:** Dynamics of Learning in the English Classroom  
**Semester Hours of Credit:** 1

- **If combination course type, # hrs. of credit for lecture:** 1 lab/sem
- **Repeat Credit Max (if repeatable):** n/a
- **Graduate Credit?** Yes: x No: 

### Course Description:

3202 Dynamics of Learning in the English Classroom. **Prereq:** EDCI 3001 and ENGL3201. Concurrent enrollment in EDCI 3002. 3 hrs. lab/field experience in multicultural settings. Dynamics of learning in middle school and high school English classes, including methods of small group and whole class interaction and instruction, including integration of technology.

**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:** 12/6/13  
  **Department Chair’s Signature:**  
  **Graduate Dean’s Signature:**  
  **College Contact:** (Please print name.)  
  **College Contact E-mail:**

- **College Faculty Approval Date:** 12/4/13  
  **College Dean’s Signature:** (Date)

- **Chair, FS C & C Committee:** (Date)

- **Academic Affairs Approval:** (Date)
English 3202 is part of the core curriculum for the secondary education concentration within the English major. It is a required course for the concentration.

English 3202 is a co-requisite with EDCI 3136.

English 3202 is a prerequisite for English 4203.

The change we are requesting is to replace EDCI 3002 with EDCI 3136 as a corequisite for ENGL 3202. This change is necessitated by a previous change in the state teacher licensure requirements.
## Request for Changing an Existing Course

**Department:** English  
**Course Rubric and #:** ENGL 4203  
**College:** HSS  
**Date:** 12/18/13

### Present Course Description

**Title:** Curricula, Pedagogy and Assessment in the English Classroom

- **Semester Hours of Credit:** 1
- **If combination course type,** # 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:** (Indicate hours in appropriate course type.)  
  - **LEC** 3  
  - **LAB** 3  
  - **SEM** ___  
  - **REC** ___  
  - **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.  
Prereq.: EDCI 3136 and ENGL 3202. Concurrent enrollment in EDCI 4003. Usually offered in fall semester only. 3 hrs. lab/field experience in multicultural settings. Current methods of course design, pedagogy, and assessment for teaching English in middle school and high school classrooms.

### Proposed Course Description

**Title:** Curricula, Pedagogy and Assessment in the English Classroom

- **Semester Hours of Credit:** 1
- **If combination course type,** # 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:** (Indicate hours in appropriate course type.)  
  - **LEC** 1  
  - **LAB** 1  
  - **SEM** ___  
  - **REC** ___  
  - **IND** ___  
  - **CLIN/PRAC** ___  
- **Total Weekly Contact Hours:** 1
- **Grading System:** Letter Grade x Pass/Fail

**Course Description:**

Include course number, title, etc., exactly as it appears in the General Catalog.  
Prereq.: EDCI 3136 and ENGL 3202. Concurrent enrollment in EDCI 4003. Usually offered in fall semester only. Current methods of course design, pedagogy, and assessment for teaching English in middle school and high school classrooms.

### Justification/Explanation

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:** 12/2/2013  
  **Department Chair's Signature:** (Date)

- **Graduate Dean's Signature:** (Date)

- **College Contact:**  
  **College Contact E-mail:**

- **College Faculty Approval Date:** 12/4/2013  
  **College Dean's Signature:** (Date)

- **Chair, FS C & C Committee:** (Date)

- **Academic Affairs Approval:** (Date)
Justification: We propose to change the format for ENGL 4203 to match all third level Geaux Teach Humanities courses. The 3 hr. lab/field experience will come from the concurrent course, EDCI 4003, which is a 2 hr. lecture; 3 hrs. lab course. We propose to change this course to a 1 hr. lecture format.

This course is a required course in the Secondary Education – English concentration. This course is a prerequisite for ENGL 4204.
Request for CHANGING an Existing Course

Department: French
Course Rubric and #: FREN 3401
Date: 12-3-13

Present Course Description
Title: Tutoring Learners of French as a Second Language

Semester Hours of Credit: 1
If combination course type, # hrs. of credit for: lecture: lab/sem: rec:
Repeat Credit Max (if repeatable): xx
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: _______
Total Weekly Contact Hours: _______
Grading System: Letter Grade: Pass/Fail: ___
Course Description: Include course number, title, etc., exactly as it appears in the General Catalog
Prereq.: FREN 2155 or equivalent; EDCI 2001; concurrent enrollment in EDCI 3001. 3 hrs. lab/field experiences in multicultural settings. A carefully monitored and evaluated French tutoring experience in a local middle or high school under the guidance of the course instructor and a mentoring teacher.

Provisional Course Description
Title: Tutoring Learners of French as a Second Language
Short Title: TUT LEARN OF FRENCH

Semester Hours of Credit: 1
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: _______
Total Weekly Contact Hours: _______
Grading System: Letter Grade: Pass/Fail: ___
Course Description: Include course number, title, etc., exactly as it appears in the General Catalog
Prereq.: FREN 2155 or equivalent; EDCI 2001; concurrent enrollment in EDCI 3001. A carefully monitored and evaluated French tutoring experience in a local middle or high school under the guidance of the course instructor and a mentoring teacher.

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: 12/2/2013
Department Chair's Signature: (Date)
Graduate Dean's Signature: (Date)

College Faculty Approval Date: 12/4/2013
College Dean's Signature: (Date)
Chair, FS C & C Committee: (Date)

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

Academic Affairs Approval: (Date)
Justification: We propose to change the format for FREN 3401 to match all first level Geaux Teach Humanities courses. The 3 hour lab/field experience will come from the concurrent course, EDCI 3001, which is a 2 hrs. lecture; 3 hrs. lab course. We propose to change this course to a 1 hr. lecture format.

This course is a required course in the Secondary Education – French curriculum.
This course is a prerequisite for FREN 3402.
This course is a co-requisite for EDCI 3001.
Request for CHANGING an Existing Course

Department: French Studies

Course Rubric and #: Fren 3402

Date: November 15, 2013

Present Course Description

Title: Developing Language Lessons for French as a Second Language

Semester Hours of Credit: 1

If combination course type, # hrs. of credit for: lab/sem: ____________

Repeat Credit Max (if repeatable): ______

Graduate Credit?: Yes: ____ No: ____

Contact Hours Per Week (Indicate hours in appropriate course type)

LEC ___ LAB ___ SEM ___ REC ___ RES/IND ___ CLIN/PRACXT ___

Total Weekly Contact Hours: ___3___

Grading System: Letter Grade: _X_ Pass/Fail

Course Description:

3402 Developing Language Lessons for French as a Second Language (1) Prereq.: EDCI 3001, FREN 3401, and concurrent enrollment in EDCI 3002. 3hrs. lab/field experiences in multicultural settings. Under the supervision of a French faculty member and a teacher mentor, teacher candidates will prepare and deliver second language French language lessons that incorporate audio-visual materials and technology-enhanced language learning activities.

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: 11/15/13

Department Chair’s Signature: (Date)

College Faculty Approval Date: 12/4/13

College Dean’s Signature: (Date)

Chair, FS C & C Committee: (Date)

College Contact: [Please print name.]
Form C-Justification: FREN 3402

As per the Office of the Registrar’s request, for students in FREN 3402, we are changing the concurrent enrollment requirement from EDCI 3002 to EDCI 3136, "since Dr. Calderon has noted that EDCI 3002 has not and will not be offered anymore. EDCI 3136 falls in line with what HIST and SPAN are doing. EDCI officially replaced 3002 with 3136; therefore, this should be corrected on all the Geaux Teach courses. The change here in Form C makes this correction.

Has this change been discussed with and approved by all departments/colleges affected? See Attached email from Anna Castrillo in the Registrar’s Office.

Is this course included in any curricula, concentrations, or minors? See Attached email from Anna Castrillo in the Registrar’s Office.

Is this course a prerequisite or corequisite for other courses?

FREN 3402 is included in the Secondary Education concentration-French

FREN 3402 is a prereq. for FREN 4403
RE: Geaux Teach SPAN, FREN, ENGL, HIST--Questions regarding form C

Anna M Castrillo
Thu 11/14/2013 12:57 PM

To: Kevin Bongiorni;

You replied on 11/14/2013 1:00 PM.

Dear Dr. Bongiorni,

You can add this statement in the justification regarding the departments being in the know:

The Geaux Teach (secondary education) programs in the College of Humanities and Social Sciences and the College of Science have removed EDCI 3002 from their secondary education concentrations. Thus the School of Education is removing the prerequisites and co-requisites from EDCI 3002 as well as removing EDCI 3002 as a prerequisite for the 4000-level secondary education courses in those curricula.

We indeed have proposals from 2009 from all affected departments removing EDCI 3002 from their curriculum. Therefore, these current changes are just changes that should have been made back then.

And I would send this to the college CAPPE meeting. I believe Becky Caire said that HIST proposals were. The sooner, the better.

Sincerely,

Anna Castrillo, M.A.
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225) 578-4111
Fax: (225) 578-5691

LSU
**Request for CHANGING an Existing Course**

**Department**: French Studies  
**Course Rubric and #**: Fren 4403  
**College**: HSS  
**Date**: 15 November 2013

### Present Course Description

**Title**: Instructional Strategies for the Second Language French Classroom  
**Course Description**:  
Teacher candidates will study and participate in activities that incorporate different classroom interactional structures, including teacher-to-whole class, task-based group activities and student-to-student (pair work); candidates will design and conduct French language lessons using learner-centered activities.

### Proposed Course Description

**Title**: Instructional Strategies for the Second Language French Classroom  
**Course Description**:  
Teacher candidates will study and participate in activities that incorporate different classroom interactional structures, including teacher-to-whole class, task-based group activities and student-to-student (pair work); candidates will design and conduct French language lessons using learner-centered activities.

### Present Course Details

- **Semester Hours of Credit**: 1  
- **Repeat Credit Max (if repeatable)**: 
- **Graduate Credit?**: Yes: X, No:
- **Contact Hours Per Week**: 3 hours lab/field experiences and concurrent enrollment in EDCI 4003.

### Proposed Course Details

- **Semester Hours of Credit**: 1  
- **Repeat Credit Max (if repeatable)**: 
- **Graduate Credit?**: Yes: X, No:
- **Contact Hours Per Week**: 3 hours lab/field experiences and concurrent enrollment in EDCI 4003.

### Course Justification

**4403 Instructional Strategies for the Second Language French Classroom (1)**  
Prereq.: EDCI 3002, FREN 3402, and concurrent enrollment in EDCI 4003. 3 hrs. of lab/field experiences and concurrent enrollment in EDCI 4003. Teacher candidates will study and participate in activities that incorporate different classroom interactional structures, including teacher-to-whole class, task-based group activities and student-to-student (pair work); candidates will design and conduct French language lessons using learner-centered activities.

**4403 Instructional Strategies for the Second Language French Classroom (1)**  
Prereq.: EDCI 3136, FREN 3402, and concurrent enrollment in EDCI 4003. Teacher candidates will study and participate in activities that incorporate different classroom interactional structures, including teacher-to-whole class, task-based group activities and student-to-student (pair work); candidates will design and conduct French language lessons using learner-centered activities.

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

- Has this change been discussed with and approved by all departments/collages 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**: 11/15/13  
- **Department Chair’s Signature**: 11/18/13  
- **Graduate Dean’s Signature**: (Date)  
- **College Faculty Approval Date**: 12/4/13  
- **College Dean’s Signature**: (Date)  
- **Chair, FSC C & C Committee**: (Date)

**Effective Date**: 1/1/14
Form C-Justification: FREN 4403

As per the Office of the Registrar’s request, for students in FREN 4403, we are changing the concurrent enrollment requirement from EDCI 3002 to EDCI 3136, “since Dr. Calderon has noted that EDCI 3002 has not and will not be offered anymore. EDCI 3136 falls in line with what HIST and SPAN are doing. EDCI officially replaced 3002 with 3136; therefore, this should be corrected on all the Geaux Teach courses. The change here in Form C makes this correction.

Has this change been discussed with and approved by all departments/colleges affected? See Attached email from Anna Castrillo in the Registrar’s Office.

Is this course included in any curricula, concentrations, or minors? See Attached email from Anna Castrillo in the Registrar’s Office.

Is this course a prerequisite or corequisite for other courses?

French: FREN 4403: is included in the Secondary Education concentration—French

FREN 4403: concurrent enrollment in EDCI 4003, prereq. for FREN 4404
Dr. Bongiorni,

You can add this statement in the justification regarding the departments being in the know:

The Geaux Teach (secondary education) programs in the College of Humanities and Social Sciences and the College of Science have removed EDCI 3002 from their secondary education concentrations. Thus the School of Education is removing the prerequisites and co-requisites from EDCI 3002 as well as removing EDCI 3002 as a prerequisite for the 4000-level secondary education courses in those curricula.

We indeed have proposals from 2009 from all affected departments removing EDCI 3002 from their curriculum. Therefore, these current changes are just changes that should have been made back then.

And I would send this to the college CAPPE meeting. I believe Becky Caire said that HIST proposals were.

The sooner, the better.

Sincerely,

Anna Castrillo, M.A.
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225)578-4111
Fax: (225)578-5991

LSU
**Justification:** We propose to change the format for FREN 4403 to match all third level Geaux Teach Humanities courses. The 3 hr. lab/field experience will come from the concurrent course, EDCI 4003, which is a 2 hr. lecture; 3 hrs. lab course. We propose to change this course to a 1 hr. lecture format.

This course is a required course in the Secondary Education - French concentration. This course is a prerequisite for FREN 4404.
Request for CHANGING an Existing Course

Department: French Studies

Course Rubric and #: FREN 4404

Present Course Description

Title: Critical Issues in Teaching French as a Second Language: Capstone Course

Semester Hours of Credit: 3

If combination course type, # hrs. of credit for lecture: lab/sem/rec:

Repeat Credit Max (if repeatable)

Graduate Credit?

Credit will not be given for this course and:

Contact Hours Per Week:

LEC _____ LAB _____ SEM _____ REC _____ RES/IND _____ CLIN/PRACT _____

Total Weekly Contact Hours: 3

Grading System: Letter Grade __X__ Pass/Fail

Course Description:

FREN 4404 Critical Issues in Teaching French as a Second Language (3)
Prereq: EDCL 4403, FREN 4403, and concurrent enrollment in EDCL 4404
Teacher candidates should be in their last two semesters of completion of the requirements for a major in French. Taught in French. Focus on the consolidation of knowledge about the French language, literature and culture with respect to the teaching of subject content to middle or high school learners.

Justification/Explanation:

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

APPROVALS:

Department Chair’s Signature: 12/02/13

College Faculty Approval Date: 12-4-13

College Dean’s Signature: (Date)

Chair, FS C & C Committee: 11/13/14

Academic Affairs Approval: 2/7/14
Form C-Justification: FREN 4404

Concurrent enrollment in EDCI 4004 and EDCI 4005 and French 4404 is required for students with a concentration in French Secondary Education during their graduating semester. As per the Registrars request, Form C makes the French requirements consistent with other programs.
Request for CHANGING an Existing Course

Present Course Description

Title: Tutoring Learners of Spanish as a Second Language

Semester Hours of Credit: 1

If combination course type, # hrs. of:

<table>
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<tr>
<th>Lecture</th>
<th>Lab</th>
<th>Sem</th>
<th>Rec</th>
<th>Ind</th>
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</table>

Repeat Credit Max (if repeatable): N/A

Graduate Credit? Yes: X  No: 

Credit will not be given for this course and:

Contact Hours Per Week (Indicate hours in appropriate course type):

<table>
<thead>
<tr>
<th>LEC</th>
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<th>SEM</th>
<th>REC</th>
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</table>

Total Weekly Contact Hours: 3

Grading System: Letter Grade X  Pass/Fail

Course Description:

SPAN 3001 Tutoring Learners of Spanish as a Second Language (1)

Prereq: SPAN 2155 or equivalent, EDCI 2001 and concurrent enrollment in EDCI 3001. 3-hrs lab/field experiences in multicultural settings.

A carefully monitored and evaluated Spanish tutoring experience in a local middle or high school under the guidance of the course instructor and a mentoring teacher.

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, please list on a 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: 2-11-13

Department Chair's Signature: [John Pizzi]

(Date) 7-15-13

Graduate Dean's Signature: [Please print name.]

College Faculty Approval Date: 9-4-13

College Dean's Signature: [Melinda Weichelden]

(Date) 4/5/13

Chair, FS C & C Committee: [Teresa Terry]

(Date) 12/18/13

College Contact: [Please print name.]

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

Academic Affairs Approval: [Teresa Terry]

(Date) 2/7/14
**Justification:** We propose to change format for SPAN 3001 to match all first-level Geaux Teach Humanities courses. The 3 hour lab/field experience will come from the concurrent course, EDCI 3001, which is a 2 hrs. lecture, 3 hrs. lab course. We propose to change this course to a one hour lecture format.

This course is a required course in the Secondary Education – Spanish curriculum.
This course is a co-requisite of EDCI 3001.
This course is a prerequisite for SPAN 3002.
Request for CHANGING an Existing Course

Present Course Description

Title: Developing Language Lessons for Spanish as a Second Language

Semester Hours of Credit: 1

If combination course type, # hrs. of credit for lecture: lab/sem

Repeat Credit Max (if repeatable): N/A

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___ LAB ___ SEM ___ REC ___ RES/IND ___ CLIN/PRAC ___

Total Weekly Contact Hours: ___3___

Grading System: Letter Grade: X Pass/Fail

Course Description:

SPAN 3002 Developing Language Lessons for Spanish as a Second Language (1)
Prereq.: EDCI 3001, SPAN 3001 and concurrent enrollment in EDCI 3136. 3 hrs. lab/field experiences in multicultural settings. Under the supervision of a Spanish faculty member and a teacher mentor, teacher candidates will prepare and deliver second language Spanish language lessons that incorporate audio-visual materials and technology-enhanced language learning activities.

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: X

Is this course included in any curricula, concentrations, or minors? Yes: No: X

Is this course a prerequisite or corequisite for other courses? Yes: No: X

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: 2-11-13

College Faculty Approval Date: 9-4-13

Department Chair's Signature: ____________________________ (Date)

College Dean's Signature: ____________________________ (Date)

Graduate Dean's Signature: ____________________________ (Date)

College Contact: ____________________________ (Please print name.)

College Contact E-mail: ____________________________

Academic Affairs Approval: ____________________________ (Date)
Justification: The State Department of Education now requires all students in the secondary education programs to take a course in teaching reading in the content areas, which at LSU is EDCI 3136. To fit that into the secondary education curricula, the School of Education has dropped EDCI 3002 as the co-requirement with SPAN 3002 and replaced it with EDCI 3136. This change, which lists as co-requirements SPAN 3002/EDCI 3136 for this program’s sixth semester, reflects the change initiated by the School of Education.
Dear all:

Going over the Geaux Teach Humanities courses for SPAN 3001, 3002; HIST 3001, 3002; FREN 3401, 3402; and ENGL 3201, and 3202, I noticed there was a pattern that should be followed.

All the first courses of each departments sequence (SPAN 3001, HIST 3001, FREN 3401, and ENGL 3201) need to keep their 3 hr. lab format, which totals 1 credit hour.

The big change will come from the second course in the sequence (SPAN 3002, HIST 3002, FREN 3402, and ENGL 3202). These courses will all need to be 3 hr. lab (1 hr. credit hour) courses and their concurrent course will need to change to EDCI 3136, as the Department of Education now requires all students in the secondary education program to take a course in teaching reading in the content area. EDCI 3136 is a three hour lecture course. To keep the required 3 hr. lab/field experience in a multicultural setting, the content course (SPAN 3002, HIST 3002, FREN 3402, and ENGL 3202) will have to remain a lab in the case of ENGL 3202 and FREN 3402 or change to a lab format in the case of HIST 3002.

Therefore, I will need proposals to change:
1. HIST 3001 – I need a proposal (Form C) to change the seminar format of the course to a lab format. The total credit hours will not change, but the contact hours will change to 3 hrs. lab/field experience to match all the other first courses.

2. HIST 3002 – I have received this proposal; however, I need permission to change the lecture format of the course to a lab format. No need for a new proposal.

3. SPAN 3001 – I have received this proposal, however, I can discard this proposal that proposed to change the course to a 1 hr. lecture course and maintain the initial lab format of the course.

4. SPAN 3002 – I have received this proposal, however, I can change this proposal back to the lab format it was and add “concurrent enrollment in EDCI 3136”.

5. FREN 3402 – I need a proposal (Form C) to change the concurrent course from EDCI 3002 to EDCI 3136.

6. ENGL 3402 – I need a proposal (Form C) to change the concurrent course from EDCI 3002 to EDCI 3136.

Since these courses are similar in nature, they will all need to be taught in the same fashion. This will solve the problem.

When reviewing the proposal for SPAN 3001, the C&C Committee felt that these courses (SPAN 3001, HIST 3001, FREN 3401, and ENGL 3201) were essentially lab courses anyway. From the course descriptions of each content course, it says something about tutoring experience. This does not seem to go along the lines of a lecture course.

Sincerely,

Anna Castrillo, M.A.
Coordinator
Office of the University Registrar
Louisiana State University
112 Thomas Boyd Hall
Phone: (225)578-4111
Fax: (225)578-5991
LSU
Request for CHANGING an Existing Course

Department: Foreign Languages & Literatures

Course Rubric and #: SPAN 4003

Present Course Description
Title: Instructional Strategies for the Second Language Spanish Classroom

Semester Hours of Credit 1

If combination course type, # hrs. of credit for 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 LAB 3 SEM REC 3 RES/IND 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
SPAN 4003 Instructional Strategies for the Second Language Spanish Classroom (1) Prereq.: EDCI 3002. SPAN 3002 and concurrent enrollment in EDCI 4003. 3 hrs. lab/field experiences in multicultural settings. Teacher candidates will study and participate in activities that incorporate different classroom interactional structures, including teacher-to-whole class, task-based group activities and student-to-student (pair work); candidates will design and conduct Spanish language lessons using learner-centered activities.

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 12/2/13
Department Chair's Signature 12/2/13

College Faculty Approval Date 12/2/13
College Dean's Signature 12/2/13

College Contact: T. G. Reu linear, 5/22 2/7/14
**SPAN 4003 curriculum change – justification**

This form is being presented to update the prerequisite requirements for SPAN 4003, a course in the Spanish secondary education concentration.

In 2008, as the result of an external review, LSU was mandated to include a course in all secondary education programs which would focus on the teaching of reading skills in secondary classrooms. In response to this mandate, the (then) College of Education replaced EDCI 3002 (the second STEP partner course, and co-requisite, for all secondary education programs on campus) with EDCI 3136, a course focusing on reading skills in all secondary education curricula.

Since 2008, the College of Humanities and Social Sciences has been providing automatic substitutions of EDCI 3136 in place of EDCI 3002 for students in the Spanish, French, History and English secondary education programs. EDCI 3002 has not been taught since it was replaced with EDCI 3136 in 2008; every student in the aforementioned programs is required to take EDCI 3136.

Despite this programmatic change which took place several years ago, the 2013-14 General Catalog still lists EDCI 3002 as one of the official prerequisites for SPAN 4003, the third semester content course for the Spanish secondary education program. With this curriculum change form, we simply wish to formalize what has already been in practice for several years—namely, that EDCI 3136 should replace EDCI 3002 as the Curriculum and Instruction prerequisite for SPAN 4003.
Justification: We propose to change the format for SPAN 4003 to match all third level Geaux Teach Humanities courses. The 3 hr. lab/field experience will come from the concurrent course, EDCI 4003, which is a 2 hr. lecture; 3 hrs. lab course. We propose to change this course to a 1 hr. lecture format.

This course is a required course in the Secondary Education – Spanish concentration. This course is a prerequisite for SPAN 4004.
Request for CHANGING an Existing Course

Department: Foreign Languages & Literatures
Course Rubric and #: SPAN 4004

Present Course Description
Title: Critical Issues in Teaching Spanish as a Second Language: Capstone Course

Semester Hours of Credit 3

If combination course type, # hrs. of credit for lecture: _____ lab/sem
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  X  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.
SPAN 4004 Critical Issues in Teaching Spanish as a Second Language: Capstone Course (3) Prereq.: EDCI 4003, SPAN 4003 and concurrent enrollment in EDCI 4004. Teacher candidates should be in the last two semesters in completion of the requirement for a major in Spanish. Taught in Spanish. Focus on the consolidation of knowledge about the Spanish language, literature, and culture with respect to the teaching of subject content to middle or high school learners.

Proposed Course Description
Title: Critical Issues in Teaching Spanish as a Second Language: Capstone Course

Semester Hours of Credit 3

If combination course type, # hrs. of credit for lecture: _____ lab/sem
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  X  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.
SPAN 4004 Critical Issues in Teaching Spanish as a Second Language: Capstone Course (3) Prereq.: EDCI 4003, SPAN 4003 and concurrent enrollment in EDCI 4004 and EDCI 4005. Teacher candidates should be in the last two semesters in completion of the requirement for a major in Spanish. Taught in Spanish. Focus on the consolidation of knowledge about the Spanish language, literature, and culture with respect to the teaching of subject content to middle or high school learners.

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, please list on a 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 2/11/13
Department Chair's Signature 12/2/13
Graduate Dean's Signature (Date)
College Contact: (Please print name.)
College Contact E-mail:

College Faculty Approval Date 12-4-13
College Dean's Signature (Date)
Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
SPAN 4004 curriculum change – justification

This form is being presented to update the concurrent enrollment requirements for SPAN 4004, a course in the Spanish secondary education concentration.

The LSU General Catalog currently states that enrollment in SPAN 4004 requires concurrent enrollment in EDCI 4004. However, not included in its course description is the requirement that students also enroll concurrently in EDCI 4005. This course represents the student teaching experience for students in the Spanish secondary education program, and it is the final requirement both of the university and of the state of Louisiana for students to become certified to teach in secondary schools. This co-requisite is listed in the Catalog under the description for EDCI 4005, but not for SPAN 4004. With this curriculum change form, we simply wish to formalize this requirement, which has been in place since the Spanish secondary education concentration was created.
### Request for CHANGING an Existing Course

**Department**  
Civil & Environmental Eng.  
**Course Rubric and #**  
CE 2450  
**College**  
Engineering  
**Date**  
09/13/2013

#### Present Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th>Statics</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester Hours of Credit</strong></td>
<td>3</td>
</tr>
<tr>
<td>If lecture/lab, # hrs. of credit for lecture:</td>
<td>lab:</td>
</tr>
<tr>
<td>Repeat Credit Max (if repeatable):</td>
<td></td>
</tr>
<tr>
<td>Graduate Credit?</td>
<td>Yes: No: X</td>
</tr>
<tr>
<td>Credit will not be given for this course and:</td>
<td></td>
</tr>
</tbody>
</table>

**Contact Hours Per Week (from ACM):**  
LEC 3  
LAB ___  
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  

#### Proposed Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th>Statics</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester Hours of Credit</strong></td>
<td>3</td>
</tr>
<tr>
<td>If lecture/lab, # hrs. of credit for lecture:</td>
<td>lab:</td>
</tr>
<tr>
<td>Repeat Credit Max (if repeatable):</td>
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</tr>
<tr>
<td>Graduate Credit?</td>
<td>Yes: No: X</td>
</tr>
<tr>
<td>Credit will not be given for this course and:</td>
<td></td>
</tr>
</tbody>
</table>

**Contact Hours Per Week:**  
LEC 3  
LAB ___  
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  

**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 ( ) No (X) 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**  
2/20/2013

**College Faculty Approval Date**  
11/9/13

**Graduate Dean’s Signature**  
(Date)

**Academic Affairs Approval**  
(Signature)  
(Date)

**Chair, FS C & C Committee**  
11/6/14
Justification
The CE department has approved the substitution of PHYS 2110 for PHYS 2101 and PHYS 2112 for PHYS 2102. Since PHYS 2110 replaces PHYS 2101, the prerequisite for CE 2450 was changed from PHYS 2101 to PHYS 2110.
Request for CHANGING an Existing Course

Department: Chemical Engineering
Course Rubric and #: CHE 3104
College: Engineering
Date: 9/30/13

Present Course Description
Title: Engineering Measurements Laboratory

Semester Hours of Credit: 3
If combination course type, # hrs. of credit for lecture: 2
lab/sem
lecture: 2
rec:
Repeat Credit Max (if repeatable): X
Graduate Credit?: Yes: X
No: No:
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 2 LAB 3 SEM REC RES/IND CLIN/PRACT
Total Weekly Contact Hours: 5
Grading System: Letter Grade X Pass/Fail

Course Description:
Include course number, title, etc., exactly as it appears in the General Catalog
3104 Engineering Measurements Laboratory (3): Coreq: credit or registration in CHE 3102 and
CHE 3173; 2 hrs. lecture, 3 hrs. lab; Laboratory work to accompany CHE 3102 and 3173

Proposed Course Description
Title: Engineering Measurements Laboratory
Short Title: ENGR MEASUREMENTS

Semester Hours of Credit: 3
If combination course type, # hrs. of credit for
lecture: 2
lab/sem
lecture: 2
rec:
Repeat Credit Max (if repeatable): X
Graduate Credit?: Yes: X
No: No:
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC 2 LAB 3 SEM REC RES/IND CLIN/PRACT
Total Weekly Contact Hours: 5
Grading System: Letter Grade X Pass/Fail

Course Description:
Include course number, title, etc., exactly as it appears in the General Catalog
3104 Engineering Measurements Laboratory (3): Coreq: credit or registration in CHE 3102 and
CHE 3173; 2 hrs. lecture, 3 hrs. lab; Laboratory work to accompany CHE 3102 and 3173

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 ( ) No (X)
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: 9/30/2013
Department Chair's Signature: (Date)
Graduate Dean's Signature: (Date)

College Faculty Approval Date: 11/21/13
College Dean's Signature: (Date)
Chair, FS C & C Committee: (Date)

Academic Affairs Approval: 2/17/14
The only curriculum which includes ChE 3104 is chemical engineering.

The only change is a clarification of the course description.

Justification for ChE 3104 Catalog Statement

ChE 3104 Laboratory Work requires knowledge of ChE 3101 (Fluid Mechanics), ChE 3102 (Heat and Mass Transfer), ChE 3172 (Thermodynamics) and ChE 3173 (Equilibrium Thermodynamics).

ChE 3101 is a prerequisite for ChE 3102 and ChE 3172 is a prerequisite for ChE 3173, so the existing catalog assures all students have had ChE 3101 and ChE 3172. Adding those two course numbers to the catalog description makes it clear that some experiments will be based in the fluid mechanics or thermodynamics.
Request for CHANGING an Existing Course

Department: Construction Management
Course Rubric and #: CM 3502

Present Course Description
Title: Construction and Civil Materials
Semester Hours of Credit: 3
Contact Hours Per Week: LEC 3, LAB 0, SEM 0, REC 0
Total Weekly Contact Hours: 3
Grading System: Letter Grade X, Pass/Fail
Course Description:

Proposed Course Description
Title: Construction and Civil Materials
Semester Hours of Credit: 3
Contact Hours Per Week: LEC 3, LAB 0, SEM 0, REC 0
Total Weekly Contact Hours: 3
Grading System: Letter Grade X, Pass/Fail
Course Description:

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 ( ) No (X) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, please list on a 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: 11/15/13
Department Chair's Signature: (Date)
Graduate Dean's Signature: (Date)
College Contact: ____________________________
(Please print name.)

College Contact E-mail: ____________________________

College Faculty Approval Date: 11/15/13
College Dean's Signature: (Date)
Chair, FS C & C Committee: (Date)

Academic Affairs Approval: (Date)
Justification CM 3502

CM 2103 is being removed as a prerequisite for CM 3111 as it is needed as a prerequisite for CM 3502 Construction and Civil Materials. This also allows more flexibility for those taking the CM minor.
Request for CHANGING an Existing Course

Department: Construction Management
Course Rubric and #: CM 3503

College: Engineering
Date: 11/15/13

Present Course Description

Title: Soils in Construction

Semester Hours of Credit: 3

If combination course type, # hrs. of lecture: ___
If combination course type, # hrs. of lab/sem: ___
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.)

Total Weekly Contact Hours: ___

Grading System: Letter Grade: ___ Pass/Fail: ___

Course Description:
Include course number, title, etc. exactly as it appears in the General Catalog.
3503 Soils in Construction (3). Prerequisites: CM 3502. In depth coverage of engineering behaviors of soil, soil testing and characterization, pore water pressure, stresses in soils, consolidation, excavation support, shear strength of soil, soil investigation and exploration; compaction, and retaining walls, construction of shallow and deep foundations.

Proposed Course Description

Title: Soils in Construction

Semester Hours of Credit: 3

If combination course type, # hrs. of lecture: ___
If combination course type, # hrs. of lab/sem: ___
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.)

Total Weekly Contact Hours: ___

Grading System: Letter Grade: ___ Pass/Fail: ___

Course Description:
Include course number, title, etc. exactly as it will appear in the General Catalog.
3503 Soils in Construction (3). Prerequisites: CM 2105 and CM 3502. In depth coverage of engineering behaviors of soil, soil testing and characterization, pore water pressure, stresses in soils, consolidation, excavation support, shear strength of soil, soil investigation and exploration; compaction, and retaining walls, construction of shallow and deep foundations.

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 ( ) No (X) 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: 11/15/13
Department Chair’s Signature: (Date)
Graduate Dean’s Signature: (Date)
College Contact: ____________________________
(Please print name.)
College Contact E-mail: ____________________________

College Faculty Approval Date: 12/6/13
College Dean’s Signature: (Date)
Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
Justification CM 3503

CM 2105 is needed as a prerequisite for CM 3503 Soils in Construction as it provides a better foundational knowledge of building layout and soil properties prior to taking CM 3503.
**Request for CHANGING an Existing Course**

**Present Course Description**

<table>
<thead>
<tr>
<th>Title</th>
<th>Construction Estimating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Hours of Credit</td>
<td>3</td>
</tr>
</tbody>
</table>

If combination course type, # hrs. of credit for lecture: __________ lab/sem rec: __________

Repeat Credit Max (if repeatable) __ X __

Graduate Credit? Yes: __ X __ No: __

Credit will not be given for this course and: CM 3110

Contact Hours Per Week: (Indicate hours in appropriate course type.)

<table>
<thead>
<tr>
<th>LEC</th>
<th>LAB</th>
<th>SEM</th>
<th>REC</th>
<th>RES/IND</th>
<th>CLIN/PRACT</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.

3111 Construction Estimating. Prerequisites: CM 2102 and 2103. Credit will not be given for this course and CM 3110. Fundamentals of estimating including document review, quantity survey, material, equipment and labor pricing and bid package preparation for construction projects.

**Proposed Course Description**

<table>
<thead>
<tr>
<th>Title</th>
<th>Construction Estimating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Hours of Credit</td>
<td>3</td>
</tr>
</tbody>
</table>

If combination course type, # hrs. of credit for lecture: __________ lab/sem rec: __________

Repeat Credit Max (if repeatable) __ X __

Graduate Credit? Yes: __ X __ No: __

Credit will not be given for this course and: CM 3110

Contact Hours Per Week: (Indicate hours in appropriate course type.)

<table>
<thead>
<tr>
<th>LEC</th>
<th>LAB</th>
<th>SEM</th>
<th>REC</th>
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<td></td>
</tr>
</tbody>
</table>

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.

3111 Construction Estimating. Prerequisites: CM 2102. Credit will not be given for this course and CM 3110. Fundamentals of estimating including document review, quantity survey, material, equipment and labor pricing and bid package preparation for construction projects.

**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 ( ) No (X) 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 11/15/13

Department Chair's Signature (Date) 11/15/13

Graduate Dean's Signature (Date)

College Contact: (Please print name.)

College Contact E-mail:

College Faculty Approval Date 12/18/13

College Dean's Signature (Date)

Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
Justification CM 3111

Prerequisite CM 2102; not CM 2103

CM 2103 is being removed as a prerequisite for CM 3111 as it is better suited as a prerequisite for CM 3502 Construction and Civil Materials. CM 2103 content better prepares the student for CM 3502 as it contains much of the basic material applications needed for the theoretical content of CM 3502. In addition, removing it as a prerequisite for CM 3111 allows more flexibility for those taking the CM minor.
Request for CHANGING an Existing Course

Department: Construction Management
Course Rubric and #: CM 4110

Present Course Description
Title: Construction Productivity
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: X

Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC X LAB ________ SEM ________ REC ________ RES/IND ________ CLIN/PRAC ________
Total Weekly Contact Hours: _____
Grading System: Letter Grade: X Pass/Fail ________

Course Description: Include course number, title, etc., exactly as it appears in the General Catalog
CM 4110 Construction Productivity (3). Prereq: CM 2141. Registration in any course above CM 2121 is restricted to students admitted to a senior college with a declared CM major or minor. Productivity measurement and improvement; project organization, stakeholders roles, quantifying labor and equipment productivity.

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 ( ) No (X) 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 10/30/13
Department Chair's Signature (Date) 10/28/13
Graduate Dean's Signature (Date)
College Contact: ________________
(Please print name.)
College Contact E-mail: ___________________

College Faculty Approval Date 11/1/13
College Dean's Signature (Date) 11/21/13
Chair, FS C & C Committee (Date) 1/11/14
Academic Affairs Approval (Date) 2/7/14
Justification CM 4110

Prerequisite change to CM 4101

CM 2141 Construction Planning and Scheduling has been dropped and replaced with CM 4101 Construction Scheduling and Cost Control; therefore, the prerequisite needs to be changed accordingly. Also, the statement, “Registration in any course above CM 2121 is restricted to students admitted to a senior college with a declared CM major or minor” is being removed from the course description as it is now contained within the critical requirements for Construction Management for all courses.