REQUEST FOR ADDITION OF NEW COURSE

PLEASE SUBMIT 17 COPIES OF EACH REQUEST

Department: Landscape Architecture

College: Art and Design

Date: April 8, 2013

PROPOSED COURSE

Short Title: Professional Practice

Rubric & No.: LA 7043

Title: Professional Practice

COURSE CREDIT

Graduate Credit: X YES NO (complete for 4000 level courses only)

Semester Hours of Credit: 3

(For "Lecture/Lab" type courses only: Lecture Hrs. Lab Hrs).

If course may be repeated for credit (i.e. special topics), course may be taken for a max. of _____ credit hours.

Credit will not be given for this course and:

GRADING

Final Exam: X YES NO Grading System: X Letter Grade Pass/Fail

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

COURSE TYPE

Check one type:

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

Maximum enrollment per section: 20 (use integer, e.g. 25 not 20-30)

Total weekly contact hours: 3 (If lecture/lab, contact hours of: Lecture Lab)

CATALOG TEXT

(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)

LA 7043 Professional Practice (3)

Prereq: Consent of School.

Professional landscape architecture practice in a design office. Contracts, management, professional ethics and the business issues facing planning and design professionals including explorations of non-traditional careers for landscape architects.

BUDGET IMPACT

If this course is approved, will additional staff be needed? X YES NO

Will additional space, equipment, special library materials or other major expense be involved? X YES NO

(If answer to either question above is "yes" attach explanation.)

Academic Affairs Approval: Date:

ATTACHMENTS

ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed. 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: March 27, 2013

College Faculty Approval: 11.14.13

Department Chair’s Signature: 1/7/2014

College Dean’s Signature: 1/8/14

Graduate Dean’s Signature: 3.14.14

Chair, FS C&C Committee: 3/3/14

Academic Affairs Approval: 3/25/14
LA 7043 Professional Practice – 3hrs

The Course is part of the Master of Landscape Architecture Curriculum.

The course change is part of the body of proposed revisions of the MLA curriculum approved by the Robert Reich School of Landscape Architecture Graduate Faculty. Introducing a new professional practice course exclusive to the MLA program and distinguishing the requirements and expectations from that of the BLA program.

This new course will cover the issues related to professional practice in a design office. Contracts, management, professional ethics and business issues will be a primary focus. Explorations of non-traditional careers for landscape architects will also be in the course.
Professional Practice
Instructor, XXXXXX,
Office Room 302 Design Bldg. 225-578-0000
6:30 PM - 09:30 PM Tuesdays
3rd Floor, Room 0308, Design Building

The Course
This course will cover the issues related to professional practice in a design office. Contracts, management, professional ethics and business issues will be a primary focus. Explorations of non-traditional careers for landscape architects will also be in the course. Professional practice for landscape architects including issues associated with licensure, practice types, professional services, business developments, contracts, project management and the integration of practice and research in the professional field.

The course prepares students for professional work in firms and in the field of landscape architecture and allied professions, integrating design strategies and aesthetics, planning strategies, studio culture, media proficiency, data gathering and analysis, ecological research and cultural research and contemporary business practices. The course familiarizes students with the objectives and goals of the American Society of Landscape Architecture.

Course Time Commitments
Most often students will be required to conduct research and inquiry on their own. All students are required to spend an additional six hours per week, gaining proficiency in professional practice and research, beyond the required three hours of meeting time with the instructor. The extra amount of engagement in course time will be reflected in the kinds of assignment given by the instructor and in the expected course outcomes.

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.

Outcomes
Upon completion of the course the student should be able to:

• Demonstrate knowledge of the broad range of work and research opportunities in the field of landscape architecture.
• Critically assess the strengths and weaknesses of current landscape architecture practices within and outside of landscape architecture firms.
• Exhibit an appreciation of methods and perspectives for problem solving in interdisciplinary or trans-disciplinary work and research environments.
• Recognize the interrelationships of theory, epistemology, and methodology as features of inquiry and design resolution, particularly tied to the SITES Initiative.
• Operate within a common discourse of knowledge and terminology related to field of landscape architecture and within the American Society of Landscape Architects
• Organize a portfolio to demonstrate proficiency in all of the above.

Required Texts
Research Methods for Community Change: A Project-Based Approach
By Randy Stoecker
The level of evaluation to be used for grading is as follows:
A/90 to 100 (Exceptional work)
B/80/89 (Graduate Level Performance)
C/70 to 79 (Below Graduate Level Performance)
F/69 to and below (Unacceptable Performance)

| Assignment 1 | 15% - Power Point Presentation of an Evaluation of a SITES Pilot Project |
| Assignment 2 | 15% - Development of a Research Paper on Post 2008 Planning and Design Practice Strategies |
| Assignment 3 | 10% - Review of a specific Landscape Architecture Firm |
| Assignment 4 | 25% - Business Development, Contracts, Project Management Examination |
| Final Presentation Assignment 5 | 35% - Presentation of Power Point on a proposed Sustainable Sites approach to a specific landscape architecture problem generated by the student and approved by the instructor |
| Total | 100% |

Protocol
The following ground rules apply to all students and are designed to ensure a classroom environment conducive to learning for all students:
1. Cell phones should be kept on silent, with phone conversations held outside of the studio space.
2. Attendance at all scheduled classes is compulsory. Let us know if you will be absent or late. We will work with you if we are meeting in 308 or other locations and it presents a problem.
3. Students are expected to know, understand, and comply with the ethical standards of the university, including rules against plagiarism.
4. You must take an active role in discussions and critiques throughout the semester.

LA 7043 | Updated 01/15/2015 | Spring 2015 – Professional Practice
---|---|---
Week One | Tuesday the 14th of January | Review of syllabus, assignments and schedule
| | | Research Methods for Community Change: A Project-Based Approach
| | | Environment-Behavior
| | | Assignment 1 – Evaluation of a SITES Pilot Project.
Week Two | Tuesday the 21st of January | Research Methods for Community Change: A Project-Based Approach
| | | Assignment 1 Due in Class – Evaluation of a SITES Pilot Project
<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
</table>
| Three| Tuesday the 28th of January | Integrating Design and Research Deming/Swaffield Book  
Assignment 2 – Power Point to accompany MLA Research Proposal using no more than 20 slides on Post 2008 Planning and Design Practice Strategies |
| Four | Tuesday the 4th of February | Finish Research Methods for Community Change: A Project-Based Approach  
Assignment 2 Due in Class – Power Point to accompany your MLA Research Proposal using no more than 20 slides on Post 2008 Planning and Design Practice Strategies. |
| Five | Tuesday the 11th of February | Visit to firms and sites in Baton Rouge |
| Six  | Tuesday the 18th of February | How Firms Integrate Design and Research  
Chapter 3,4 Deming/Swaffield Book  
Assignment 3 – Review of a specific Landscape Architecture Firm |
| Seven| Tuesday the 25th of February | Visit to specific firms and sites in New Orleans  
Assignment 3 Due in Class – Review of a specific Landscape Architecture Firm |
| Eight| Tuesday the 4th of March | Mardi Gras Day – No Class |
| Nine | Tuesday the 11th of March | Visit to specific firms and sites in New Orleans |
| Ten  | Tuesday the 18th of March | Modeling and Correlation Strategies  
Chapter 6 – 10 Deming/Swaffield |
| Eleven| Tuesday the 25th of March | Descriptive Strategies and Observation  
Chapters 5 - Deming/Swaffield Book |
| Twelve| Tuesday the 1st of April | Engaged Action Research, Projective Design, Logical  
Systems, Research and Practice |
| Thirteen| Tuesday the 8th of April | Engaged Action Research, Projective Design, Logical  
Systems, Research and Practice  
Chapter 11, 12, 13, 14 - Deming/Swaffield  
Assignment 5 – first draft |
| Fourteen| Tuesday the 15th of April | Spring Break April 14 – April 21, 2014 – No Class |
| Fifteen| Tuesday the 22nd of April | Business Development, Contracts, Project Management |
| Sixteen| Tuesday the 29th of April | Business Development, Contracts, Project Management  
Assignment 4 – Exam. |
| Seventeen| Tuesday the 6th of May | Final Presentation Assignment 5  
Presentation of Power Point on a proposed Sustainable Sites approach to a specific landscape architecture problem generated by the student and approved by the instructor. |
At their February 13, 2014 meeting, the Faculty Senate Courses and Curriculum Committee suggested the following actions regarding the LA proposals:

- **Numbering**: The MLA curriculum needs to be revised to show the new course numbers.

<table>
<thead>
<tr>
<th>LA Course</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>LA 7000</td>
<td>Pre-Studio</td>
</tr>
<tr>
<td>LA 7001</td>
<td>Site Systems I</td>
</tr>
<tr>
<td>LA 7101</td>
<td>Media I</td>
</tr>
<tr>
<td>LA 7201</td>
<td>Graduate Research Methods</td>
</tr>
<tr>
<td>LA 7301</td>
<td>Ecology and Technology I</td>
</tr>
<tr>
<td>LA 7002</td>
<td>Site Systems II</td>
</tr>
<tr>
<td>LA 7102</td>
<td>Media II</td>
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<tr>
<td>LA 7202</td>
<td>History and Theory II</td>
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<tr>
<td>LA 7302</td>
<td>Ecology and Technology II</td>
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<tr>
<td>LA 7003</td>
<td>Water Systems</td>
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<tr>
<td>LA 7103</td>
<td>Media III</td>
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<tr>
<td>LA 7203</td>
<td>History and Theory III</td>
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<td>LA 7303</td>
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<td>LA 7004</td>
<td>Urban Systems</td>
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<tr>
<td>LA 7204</td>
<td>History and Theory IV</td>
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<tr>
<td>LA 7305</td>
<td>Professional Practice</td>
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<tr>
<td>LA 7304</td>
<td>Ecology and Technology IV</td>
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<tr>
<td>LA 7005 &amp; 7006</td>
<td>Advanced Topics Studio</td>
</tr>
<tr>
<td>LA 7205</td>
<td>Thesis Preparation</td>
</tr>
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- **LA 7000**: Add something in the catalog description for students without experience in landscape architecture studio work. Syllabus needs more information on assignments and final presentation. As detailed as possible. The description of grade ranges is not necessary as long as you have a grading scale.
- **LA 7001**: Need a Form A to add the new course, and a Form B to drop the current course. Needs a numerical grading scale and detailed information on the projects. Out of class expectations.
- **LA 7101**: Need a Form A to add the new course, and a Form B to drop the current course. Needs a numerical grading scale and detailed information on the projects, participation, and sketch book. Out of class expectations.
- **LA 7301**: Shorten the course description. Syllabus needs more information on assignments and final presentation. As detailed as possible. The description of grade ranges is not necessary as long as you have a grading scale.
- LA 7002- Need a Form A to add the new course, and a Form B to drop the current course. Out of class expectations.
- LA 7102- Need a Form A to add the new course, and a Form B to drop the current course. Need further information on final portfolio and participation. Out of class expectations.
- LA 7202- syllabus needs detailed information on the assignments and final presentation.
- LA 7302- shorten course description so that it is not so exact to give freedom to teaching the course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.
- LA 7003- Need a Form A to add the new course, and a Form B to drop the current course. Syllabus needs a numerical grading scale. Out of class expectations.
- LA 7103- take out references to specific software as this can outdate a course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale. Is this a special topics course? If so, will this be taught more than once? The course description’s prerequisite needs to say “Prereq.: consent of instructor. Course may be taken for x hours of credit when topics vary.”
- LA 7203- syllabus needs detailed information on the assignments and final presentation.
- LA 7303- take out references to specific software as this can outdate a course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.
- LA 7004- Need a Form A to add the new course, and a Form B to drop the current course. Out of class expectations.
- LA 7204- add field trip wording to course description. Will this course conflict with other courses in the curriculum? Example from GEOL 3666:

**GEOL 3666 Field Geology (6)**

**Su Prereq.: GEOL 2061, GEOL 3032, GEOL 3041, and GEOL 3071 or equivalent. Students planning to take this course should apply to the camp director no later than March 15. Six weeks of field-based projects in the Rocky Mountains of Colorado, New Mexico and Wyoming; fundamentals of the study of rocks and geologic features in their natural settings.**

- LA 7305- Syllabus needs detailed information on the assignments.
- LA 7304- Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.
- LA 7005 & 7006- Need a Form A to add the new course, and a Form B to drop the current course. This course and 7006 can be combined into one new course, a special topics course. The course description’s prerequisite should state “Course may be taken for x hours of credit when topics vary.”
- LA 7205- The committee needed more justification as to why this is not like a thesis research course, LA 8000. Who is going to make the final assessment? This course comes close to violating the rule that you cannot be given double credit for your thesis work.
- LA 7201- Need a Form A to add the new course, and a Form B to drop the current course. Will this course be titled History and Theory I?

All the Form As submitted will have to have their numbers changed as well as the prerequisites to match this number revision. The syllabi will need to be revised also to reflect the number change.
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 lhouse@lsu.edu.
REQUEST FOR ADDITION of NEW COURSE

Please submit 17 copies of each request

Department: Landscape Architecture
Date: April 8, 2013

College: Art and Design

PROPOSED COURSE

Short Title: Ecology and Technology IV
Rubric & No.: LA 7044
Title: Ecology and Technology IV

COURSE CREDIT
Graduate Credit: X YES ___ NO
Semester Hours of Credit: ___
(For “Lecture/Lab” type courses only: Lecture Hrs. ___ Lab Hrs.)
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of ___ credit hours.
Credit will not be given for this course and:

GRADING
Final Exam: X YES ___ NO
Grading System: X Letter Grade ___ Pass/Fail
(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE
Check one type: X LEC ___ LAB ___ LEC/LAB ___ SEM ___ CLIN/PRACT ___ RES/IND
Maximum enrollment per section: ___
(use integer, e.g. 25 not 20-30)
Total weekly contact hours: ___
(If lecture/lab, contact hours of: ___ Lecture ___ Lab)

CATALOG TEXT
(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)
LA 7044 Ecology and Technology IV (3) Prereq.: LA 7034 or consent of School. Construction practices in
landscape architecture, focusing on the primary components of built environments: materials,
assemble, and technique; the principles of sustainability as it relates to construction and materials;
advanced materials and emerging technologies.

BUDGET IMPACT
If this course is approved, will additional staff be needed? YES X NO
Will additional space, equipment, special library materials or other major expense be involved? YES X NO
(If answer to either question above is “yes” attach explanation.)

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed. 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: March 27, 2013
College Faculty Approval: 11/14/13

ATTACHMENTS

Graduate Dean’s Signature (for 4000 level and above) (date)
Chair, FS C&C Committee (date)
Academic Affairs Approval (date)
**LA 7044 Ecology and Technology IV – 3hrs**

The Course is part of the Master of Landscape Architecture Curriculum.

The course change is part of the body of proposed revisions of the MLA curriculum approved by the Robert Reich School of Landscape Architecture Graduate Faculty. Introducing a new sequence of courses, Ecology and Technology, that were previously taught as part of the undergraduate curriculum strengthens the identity of the MLA program and distinguishing the requirements and expectations from that of the BLA program.

This new course covers construction practices in landscape architecture, focusing on the primary components of built environments: materials, assemblies and technique. There will be a focus on the principals of sustainability as it relates to construction and materials. Advanced materials and emerging technologies will also be included.
LA 7044 Ecology and Technology IV

This course covers construction practices in landscape architecture, focusing on the primary components of built environments: materials, assemblies and technique. There will be a focus on the principals of sustainability as it relates to construction and materials. Advanced materials and emerging technologies will also be included.

Course Time Commitments

Field trips and investigative fieldwork are integral parts of the learning processes for this course. Often this work will take place with the instructor beyond the hours of the listed meeting time of this course. Often students will be required to conduct fieldwork on their own. All students are required to spend an additional six hours per week gaining proficiency in ecology and technological research, beyond the required three hours of meeting time with the instructor. The extra amount of engagement in course time will be reflected in the kinds of assignment given by the instructor and in the expected course outcomes.

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.

Objectives

• Introduce themes of sustainable landscape construction
• Establish essential knowledge of construction materials
• Provide an overview of landscape structures
• Introduce professional standards and best practices in construction

Text


Proposed Schedule
### Weeks 1-3: Introduction to Landscape Construction and Sustainable Practices
- Introduction to Landscape Construction
- Sustainability and Construction
- Overview of best practices and contemporary projects
- Construction administration

### Weeks 4-7: Landscape Materials and Sustainability
- Concrete, Wood, Plastics, Metal, masonry, other
- Recycled Materials
- LEED and Sustainable Sites
- Design standards and specification
- Design Details

### Weeks 8-12: Landscape Structures
- Paving systems
- Walls (free standing and retaining)
- Decks, Walkways, stairs
- Railings and Fences
- Bridges and Small Structures
- Design Standards and Specifications
- Design Details

### Weeks 13-16: Design Practicum
- A design practicum that synthesizes course content and emphasizes professional standards and conventions of construction documentations

### Departmental Grading
- **A** 90% - 100%
- **B** 80% - 89%
- **C** 70% - 79%
- **D** 60% - 69%
- **F** Below 60%

<table>
<thead>
<tr>
<th>Assignment 1</th>
<th>20% - Power Point or video or Multi Media Presentation of a critique on Contemporary Landscape Construction and Sustainable Materials, Practices and their connection to Contemporary Design Strategies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignment 2</td>
<td>20% Materials and Sustainability Examination on the physical properties and durability aligned with appropriate uses</td>
</tr>
<tr>
<td>Assignment 3</td>
<td>20% - Field Inventory and Identification Examination of Landscape Materials and Structures</td>
</tr>
<tr>
<td>Final Presentation and Review Assignment 4</td>
<td>40% - Instructor generated Design Practicum Green Infrastructure Problem Presentation synthesizing the entire course and will be reviewed by the Landscape architecture faculty.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>
At their February 13, 2014 meeting, the Faculty Senate Courses and Curriculum Committee suggested the following actions regarding the LA proposals:

- **Numbering:** The MLA curriculum needs to be revised to show the new course numbers.

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<td>LA 7011</td>
<td>Site Systems I</td>
</tr>
<tr>
<td>LA 7012</td>
<td>Media I</td>
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<tr>
<td>LA 7013</td>
<td>Graduate Research Methods</td>
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<tr>
<td>LA 7014</td>
<td>Ecology and Technology I</td>
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<td>LA 7015</td>
<td>Site Systems II</td>
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<td>LA 7021</td>
<td>Media II</td>
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<td>LA 7022</td>
<td>History and Theory II</td>
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<td>History and Theory II</td>
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<td>Water Systems</td>
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<td>Media III</td>
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<td>LA 7042</td>
<td>History and Theory IV</td>
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<tr>
<td>LA 7043</td>
<td>Professional Practice</td>
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<tr>
<td>LA 7044</td>
<td>Ecology and Technology IV</td>
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<tr>
<td>LA 7051</td>
<td>Advanced Topics Studio</td>
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<td>LA 7052</td>
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- **LA 7000:** Add something in the catalog description for students without experience in landscape architecture studio work. Syllabus needs more information on assignments and final presentation. As detailed as possible. The description of grade ranges is not necessary as long as you have a grading scale.
- **LA 7001:** Need a Form A to add the new course, and a Form B to drop the current course. Needs a numerical grading scale and detailed information on the projects. Out of class expectations.
- **LA 7101:** Need a Form A to add the new course, and a Form B to drop the current course. Needs a numerical grading scale and detailed information on the projects, participation, and sketch book. Out of class expectations.
- **LA 7301:** Shorten the course description. Syllabus needs more information on assignments and final presentation. As detailed as possible. The description of grade ranges is not necessary as long as you have a grading scale.
• LA 7002- Need a Form A to add the new course, and a Form B to drop the current course. Out of class expectations.

• LA 7102- Need a Form A to add the new course, and a Form B to drop the current course. Need further information on final portfolio and participation. Out of class expectations.

• LA 7202- Syllabus needs detailed information on the assignments and final presentation.

• LA 7302- Shorten course description so that it is not so exact to give freedom to teaching the course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.

• LA 7003- Need a Form A to add the new course, and a Form B to drop the current course. Syllabus needs a numerical grading scale. Out of class expectations.

• LA 7103- Take out references to specific software as this can outdate a course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale. Is this a special topics course? If so, will this be taught more than once? The course description’s prerequisite needs to say “Prereq.: consent of instructor. Course may be taken for x hours of credit when topics vary.”

• LA 7203- Syllabus needs detailed information on the assignments and final presentation.

• LA 7303- Take out references to specific software as this can outdate a course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.

• LA 7004- Need a Form A to add the new course, and a Form B to drop the current course. Out of class expectations.

• LA 7204- Add field trip wording to course description. Will this course conflict with other courses in the curriculum? Example from GEOL 3666:

GEOL 3666 Field Geology (6)

Su Prereq.: GEOL 2061, GEOL 3032, GEOL 3041, and GEOL 3071 or equivalent. Students planning to take this course should apply to the camp director no later than March 15. Six weeks of field-based projects in the Rocky Mountains of Colorado, New Mexico and Wyoming; fundamentals of the study of rocks and geologic features in their natural settings.

• LA 7305- Syllabus needs detailed information on the assignments.

• LA 7304- Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.

• LA 7005 & 7006- Need a Form A to add the new course, and a Form B to drop the current course. This course and 7006 can be combined into one new course, a special topics course. The course description’s prerequisite should state “Course may be taken for x hours of credit when topics vary.”

• LA 7205- The committee needed more justification as to why this is not like a thesis research course, LA 8000. Who is going to make the final assessment? This course comes close to violating the rule that you cannot be given double credit for your thesis work.

• LA 7201- Need a Form A to add the new course, and a Form B to drop the current course. Will this course be titled History and Theory I?

All the Form As submitted will have to have their numbers changed as well as the prerequisites to match this number revision. The syllabi will need to be revised also to reflect the number change.
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If you have any questions regarding the request, please feel free to contact me at irouse@lsu.edu.
REQUEST FOR ADDITION OF NEW COURSE

Please submit 17 copies of each request

Department: Landscape Architecture
College: Art and Design

Date: April 8, 2013

PROPOSED COURSE

Short Title: Thesis Preparation
Rubric & No.: LA 7052
Title: Thesis Preparation

COURSE CREDIT

Graduate Credit: X YES NO (complete for 4000 level courses only)
Semester Hours of Credit: 3
(For "Lecture/Lab" type courses only: Lecture Hrs. Lab Hrs).
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of ___ credit hours.
Credit will not be given for this course and:

GRADING

Final Exam: X YES NO Grading System: X Letter Grade Pass/Fail
(Attach justification if the proposed course will not hold a final exam during examination week.)

COURSE TYPE

Check one type: X LEC ___ LAB ___ LEC/LAB ___ SEM ___ CLIN/PRACT ___ RES/IND
Maximum enrollment per section: 12 (use integer, e.g. 25 not 20-30)
Total weekly contact hours: ___ (If lecture/lab, contact hours of: Lecture Lab)

CATALOG TEXT

(Concise catalog statement exactly as you wish it to appear in the LSU General Catalog)
LA 7052 Thesis Preparation (3) Prereq.: consent of School. Preparation for landscape architecture thesis on design, technology, history, or professional principles working closely with the instructor on research methods and developing an individual thesis proposal for a written or design thesis.

BUDGET IMPACT

If this course is approved, will additional staff be needed? X YES NO
Will additional space, equipment, special library materials or other major expense be involved? X YES NO
(If answer to either question above is "yes" attach explanation.) Academic Affairs Approval:

ATTACHMENTS

ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed. 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 March 27, 2013
Department Chair’s Signature 1/7/2014 (date)
Graduate Dean’s Signature (for 4000-level and above) 3/14/14 (date)

College Faculty Approval 11/14/13
College Dean’s Signature (date)
Chair, FS C&C Committee 11/18/14 (date)

Academic Affairs Approval (date)
**LA 7052 Thesis Preparation – 3hrs**

The Course is part of the Master of Landscape Architecture Curriculum.

The course is a prerequisite for LA 8000 – Thesis Research – 6-12 hrs

This new course, Thesis Preparation, will be the Fall course within the Landscape Architecture Thesis Track that is chosen at the end of the second year of the MLA Program. The Landscape Architecture thesis is expected to advance the field by offering new insights into aspects of design, technology, history or professional principles. Students work closely with the instructor to define a thesis proposal and to identify a landscape architecture faculty advisor and thesis committee to be selected at the end of semester, to complete the proposal for a written or design thesis including various forms (written volume, drawings, maps, digital visual and aural imagery), depending on the subject of inquiry.
This course, offered in the Fall 2014, is designed for students who have completed LA 7201, Research Methods, but the course is not a requirement, particularly if the student has prior research method experience. Thesis Preparation will specifically help you to affirm that you will be pursuing a thesis in the Spring 2015 Semester, help you to finalize your Thesis Proposal and have it approved by the School by December 13, 2014, and afterwards secure a landscape architecture faculty advisor and organize a three to four member thesis committee for your thesis.

While the course prepares students who are interested in a Master’s Thesis, it also aims to support all participating students in the cultivation of appropriate research skills and in the development of understanding research as a set of tools for contributing knowledge to a field of study and to practice. The course pays particular attention to tools and methods that are relevant to the contexts of design and planning processes and practices. Specifically the course addresses methods of design and research that relies on the participation of public officials, practitioners, scholars, community stakeholders and other participants and institutions engaged in design and planning activities. Concentration on reflectivity and innovation is a key aspect of the course. The course is taught combining the philosophical approaches of architects, planners and landscape architects in social science and design research methods, providing students with a foundation for reading, viewing, hearing, understanding, and using research strategies, to systematically investigate research problems and questions and become familiar with a broad range of frequently used research methods. Course readings cover major research designs/strategies and present samples from major journals in design and related fields.

Students are expected to research topics, formulate research questions, develop research project concepts, conduct literature reviews, successfully utilize library and
archive data bases, understand human subject research procedures, comprehend research ethics and academic integrity, identify and analyze research practice problems, comprehend a variety of research tools and methods, engage in research design, study tools for practitioner engagement including participatory research approaches and the integration of issues of race/gender/class in the research processes, draft a research proposal that can be used towards the development of written or graphic inquiry leading to a Master’s Thesis.

Consistent with the goals of the faculty of the RR School of Landscape Architecture your work will meet the expectations of a thesis tract course, developing a well defined methods and tool component built into a three semester process of thesis development.

**Required Reading**


**Evaluation, Outcomes and Assessments:**

The reading and viewing assignments, plus research and creative work on the presentations should meet the course requirement of at least two hours work outside of the classroom for every hour within the classroom. The level of evaluation is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
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<tbody>
<tr>
<td>A/90 to 100</td>
<td>Exceptional work</td>
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<tr>
<td>B/80/89</td>
<td>Fifth Year Level Performance</td>
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<tr>
<td>C/70 to 79</td>
<td>Below Fifth Year Level Performance</td>
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<tr>
<td>F/69 to and below</td>
<td>Unacceptable Performance</td>
</tr>
</tbody>
</table>

| Mid-Term Presentation October 10th | 20% Presentation of an Abstract and Power Point on Potential Thesis Proposal |
| Gaia Book Review Presentation | 10% A written 10 Page Review |
| Final Presentation of Thesis Proposal December 12th | 50% Presentation to the Landscape Architecture Graduate Faculty for a final review of an MLA Thesis Proposal |
| Participation | 20% Active inquiry and discussion throughout all seminar sessions |
| Total | 100% |
Outcomes:
Upon completion of the course the student should be able to:
1. Affirm the pursuit of a Masters Thesis in the Spring 2015 Semester.

Protocol
The following ground rules apply to all students and are designed to ensure a classroom environment conducive to learning for all students:
1. Cell phones should be kept on silent, with phone conversations held outside of the studio space.
2. Attendance at all scheduled classes is compulsory. Let us know if you will be absent or late. We will work with you if we are meeting in 308 or other locations and it presents a problem.
3. Students are expected to know, understand, and comply with the ethical standards of the university, including rules against plagiarism.
4. You must take an active role in discussions and critiques throughout the semester.

Course Timeline

<p>| Week 1     | Thursday the 29th of August | Review of syllabus, assignments and schedule, Seventh Part of the New York Series Environment-Behavior |
| Week 2     | Thursday 5th of September   | Review of Design Thesis and Written Thesis work |
| Week 3     | Thursday 12th of September  | Integrating Design and Research Chapters 1,2 - Zeisel |
| Week 4     | Thursday 19th of September  | Integrating Design and Research Chapters 3,4,5,6, 7 - Zeisel |
| Week 5     | Thursday 26th of September  | Gaia Argument |
| Week 6     | Thursday 3rd of October     | Descriptive Strategies and Observation Chapters 8, 9 - Zeisel |
| Week 7     | Thursday 10th               | Mid-Term Review 30 minute |</p>
<table>
<thead>
<tr>
<th>Week 8</th>
<th>Thursday 17\textsuperscript{th} of October</th>
<th>Modeling and Correlation Strategies</th>
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<tbody>
<tr>
<td>Week 9</td>
<td>Thursday 24\textsuperscript{th} of October</td>
<td>Experimental Strategies</td>
</tr>
</tbody>
</table>
| Week 10 | Thursday 31\textsuperscript{st} of October | Focused Interviews, Standardized Questionnaires, Asking Questions, Archives, Interpretive Strategies and Evaluation and Diagnosis  
Chapters 10, 11, 12, 13 - Zeisel |
| Week 11 | Thursday 7\textsuperscript{th} of November | Fall Break |
| Week 12 | Thursday 14\textsuperscript{th} of November | Engaged Action Research, Projective Design, Logical Systems, Research and Practice  
Chapters 14 - Zeisel |
| Week 13 | Thursday 21\textsuperscript{st} of November | Urban Landscape Research |
| Week 14 | Thursday 28\textsuperscript{th} of November | Thanksgiving |
| Week 15 | Thursday 5\textsuperscript{th} of December | Final Preparations |
| Week 16 | Thursday 12\textsuperscript{th} of December | Final Review |
At their February 13, 2014 meeting, the Faculty Senate Courses and Curriculum Committee suggested the following actions regarding the LA proposals:

- **Numbering:** The MLA curriculum needs to be revised to show the new course numbers.

<table>
<thead>
<tr>
<th>LA 7000: Pre-Studio</th>
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</thead>
<tbody>
<tr>
<td>LA 7001: Site Systems I</td>
<td>LA 7011: Site Systems I</td>
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<tr>
<td>LA 7101: Media I</td>
<td>LA 7012: Media I</td>
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<tr>
<td>LA 7201: Graduate Research Methods</td>
<td>LA 7013: Graduate Research Methods</td>
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<tr>
<td>LA 7301: Ecology and Technology I</td>
<td>LA 7014: Ecology and Technology I</td>
</tr>
<tr>
<td>LA 7002: Site Systems II</td>
<td>LA 7021: Site System II</td>
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<tr>
<td>LA 7102: Media II</td>
<td>LA 7022: Media II</td>
</tr>
<tr>
<td>LA 7202: History and Theory II</td>
<td>LA 7023: History and Theory II</td>
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<tr>
<td>LA 7302: Ecology and Technology II</td>
<td>LA 7024: Ecology and Technology II</td>
</tr>
<tr>
<td>LA 7003: Water Systems</td>
<td>LA 7031: Water Systems</td>
</tr>
<tr>
<td>LA 7103: Media III</td>
<td>LA 7032 Media III</td>
</tr>
<tr>
<td>LA 7203: History and Theory III</td>
<td>LA 7033: History and Theory III</td>
</tr>
<tr>
<td>LA 7303: Ecology and Technology III</td>
<td>LA 7034 Ecology and Technology III</td>
</tr>
<tr>
<td>LA 7204: History and Theory IV</td>
<td>LA 7042: History and Theory IV</td>
</tr>
<tr>
<td>LA 7305: Professional Practice</td>
<td>LA 7043: Professional Practice</td>
</tr>
<tr>
<td>LA 7304: Ecology and Technology IV</td>
<td>LA 7044: Ecology and Technology IV</td>
</tr>
<tr>
<td>LA 7005 &amp; 7006: Advanced Topics Studio</td>
<td>LA 7051: Special Topics</td>
</tr>
<tr>
<td>LA 7205: Thesis Preparation</td>
<td>LA 7052: Thesis Preparation</td>
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</table>

- **LA 7000-** Add something in the catalog description for students without experience in landscape architecture studio work. Syllabus needs more information on assignments and final presentation. As detailed as possible. The description of grade ranges is not necessary as long as you have a grading scale.
- **LA 7001-** Need a Form A to add the new course, and a Form B to drop the current course. Needs a numerical grading scale and detailed information on the projects. Out of class expectations.
- **LA 7101-** Need a Form A to add the new course, and a Form B to drop the current course. Needs a numerical grading scale and detailed information on the projects, participation, and sketch book. Out of class expectations.
- **LA 7301-** Shorten the course description. Syllabus needs more information on assignments and final presentation. As detailed as possible. The description of grade ranges is not necessary as long as you have a grading scale.
• LA 7002- Need a Form A to add the new course, and a Form B to drop the current course. Out of class expectations.
• LA 7102- Need a Form A to add the new course, and a Form B to drop the current course. Need further information on final portfolio and participation. Out of class expectations.
• LA 7202- syllabus needs detailed information on the assignments and final presentation.
• LA 7302- shorten course description so that it is not so exact to give freedom to teaching the course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.
• LA 7003- Need a Form A to add the new course, and a Form B to drop the current course. Syllabus needs a numerical grading scale. Out of class expectations.
• LA 7103- take out references to specific software as this can outdate a course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale. Is this a special topics course? If so, will this be taught more than once? The course description’s prerequisite needs to say “Prereq.: consent of instructor. Course may be taken for x hours of credit when topics vary.”
• LA 7203- syllabus needs detailed information on the assignments and final presentation.
• LA 7303- take out references to specific software as this can outdate a course. Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.
• LA 7004- Need a Form A to add the new course, and a Form B to drop the current course. Out of class expectations.
• LA 7204- add field trip wording to course description. Will this course conflict with other courses in the curriculum? Example from GEOL 3666:

GEOL 3666 Field Geology (6)

Su Prereq.: GEOL 2061, GEOL 3032, GEOL 3041, and GEOL 3071 or equivalent. Students planning to take this course should apply to the camp director no later than March 15. Six weeks of field-based projects in the Rocky Mountains of Colorado, New Mexico and Wyoming; fundamentals of the study of rocks and geologic features in their natural settings.

• LA 7305- Syllabus needs detailed information on the assignments.
• LA 7304- Syllabus needs detailed information on the assignments and final presentation. The description of grade ranges is not necessary as long as you have a grading scale.
• LA 7005& 7006- Need a Form A to add the new course, and a Form B to drop the current course. This course and 7006 can be combined into one new course, a special topics course. The course description’s prerequisite should state “Course may be taken for x hours of credit when topics vary.”
• LA 7205- The committee needed more justification as to why this is not like a thesis research course, LA 8000. Who is going to make the final assessment? This course comes close to violating the rule that you cannot be given double credit for your thesis work.
• LA 7201- Need a Form A to add the new course, and a Form B to drop the current course. Will this course be titled History and Theory I?

All the Form As submitted will have to have their numbers changed as well as the prerequisites to match this number revision. The syllabi will need to be revised also to reflect the number change.
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 CHANGING an Existing Course

Department: Biological Sciences
Course Rubric and #: BIOL 4800

Present Course Description

Title: Selected Topics in Biological Sciences

Semester Hours of Credit: 2-4

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)
Total Weekly Contact Hours: 2-4
Grading System: Letter Grade: X, Pass/Fail: _

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

BIOL 4800 Selected Topics in Biological Sciences (2-4)
Prereq.: 16 sem. hrs. of biological sciences and permission of department. May be taken for a max. of 6 sem. hrs. of credit when topics vary.

Proposed Course Description

Title: Selected Topics in Biological Sciences

Semester Hours of Credit: 2-4

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)
Total Weekly Contact Hours: 2-4
Grading System: Letter Grade: X, Pass/Fail: _

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

BIOL 4800 Selected Topics in Biological Sciences (2-4)
Prereq.: 16 sem. hrs. of biological sciences and permission of department. May be taken for a max. of 6 sem. hrs. of credit when topics vary.

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: 3/17/14
Department Chair's Signature: (Date)

College Faculty Approval Date: 3/10/14
College Dean's Signature: (Date)

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

Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
JUSTIFICATION:

The Department of Biological Sciences primarily uses BIOL 4800, as a way to test the potential for a new course before formally requesting it. After the BIOL 4800 version has been taught 2-3 times, the department decides whether or not the material in the course does fill a curricular need and if it will attract enough students to justify its existence. Presently BIOL 4800 is not for graduate credit. Most of the courses that have been approved after being taught as 4800 courses offer graduate credit. To increase the flexibility of 4800 we request being able to offer this course for graduate credit.

While students outside our department may take BIOL 4800, no other departments or colleges are affected by the proposed change. This course is not part of the curricula, concentrations or minors outside of Biological Sciences. BIOL 4800 is not a prerequisite or corequisite for any other courses and is not a general education course.
# Request for CHANGING an Existing Course

## Present Course Description

**Title:** Reading Film as Literature  

**Course Number:** ENGL 2231  

**Semester Hours of Credit:** 3  

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

Repeat Credit Max (if repeatable):  

Graduate Credit? Yes: No:  

Credit will not be given for this course and:  

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

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<th>LEC</th>
<th>LAB</th>
<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: Include course number, title, etc., exactly as it appears in the General Catalog.  

*2231 Reading Film as Literature (3) Introduction to film as literature; mastery of film language and literary bases: fictional narrative and drama; film classics.*

## Proposed Course Description

**Title:** Reading Film  

**Course Number:** ENGL 2231  

**Semester Hours of Credit:** 3  

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

Repeat Credit Max (if repeatable):  

Graduate Credit? Yes: No:  

Credit will not be given for this course and:  

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

<table>
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<tr>
<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 will appear in the General Catalog.  

*2231 Reading Film (4) Introduction to analytical study of film; mastery of film language through formal, cultural, and theoretical approaches to film study; emphasis on writing about film.*

## 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:**  

**Date:** 2-13-14  

**Graduate Dean’s Signature:**  

**Date:**  

**College Contact:**  

**College Contact E-mail:**

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**College Faculty Approval**  

**Date:** 2-19-14  

**College Dean’s Signature:**  

**Date:** 3-20-14  

**Chair, FS C & C Committee**  

**Date:** 3/13/14  

**Academic Affairs Approval**  

**Date:** 5/28/14
JUSTIFICATION:

English 2231 is a popular, general education course offered by the English department that covers the crucial work of introducing students to analytical methodologies for the interpretation of film. Not an historical study of film, ENGL 2231 teaches students the basics of approaching film as itself a text from formal, cultural, and theoretical perspectives.

The current title of 2231—“Reading Film as Literature”—is a relic of an older understanding of film's relationship to literature and other arts. Moreover, it misrepresents the work that is actually done in 2231.

Changing the title to “Reading Film” will allow 2231 to reflect the widely-accepted, current understanding of film as a medium with its own special properties and its own distinctive, specialized vocabulary. It will not prevent instructors from discussing film's rich relationship to literature, or from comparatively examining the ways literature and film build character and narrative. It will, however, enable us to publicly cement an understanding of the course as a much-needed general introduction to the analysis of film as film—a specific representational medium with its own analytic frameworks. Ultimately, this title change will not alter the content of this course. Rather, this revision will better reflect the course's actual content as well as our university's own energetic support of film study.

This course is an option for partial completion of ENGL minor requirement.
Tianna L Powers

From: pjmaciak@gmail.com on behalf of Phillip Maciak <pmaciak@lsu.edu>
Sent: Thursday, February 13, 2014 8:49 AM
To: Tianna L Powers
Subject: Fwd: FW: Proposed Title Change for English 2231

Tianna,

Below is a note of support for ENGL 2231 from Jim Catano.

Thanks,
Phil

---------- Forwarded message ----------
From: English Department <english@lsu.edu>
Date: Tue, Feb 4, 2014 at 1:13 PM
Subject: FW: Proposed Title Change for English 2231
To: Phil Maciak <pmaciak@lsu.edu>

Dear Phil—here is the first response to my inquiry—Elsie

From: James Catano <catano@lsu.edu>
Date: Tuesday, February 4, 2014 1:06 PM
To: English Department <english@lsu.edu>
Subject: RE: Proposed Title Change for English 2231

Dear Professor Michie:

The Program in Film and Media Arts supports and endorses these changes in ENGL 2231.

Yours,

Jim Catano

James V. Catano
Professor, Department of English
Director, Program in Film and Media Arts
Faculty, Women's and Gender Studies
225-578-3140 (office)
225-578-4129 (fax)
From: English Department  
Sent: Tuesday, February 4, 2014 8:45 AM  
To: Bijaya Karki; James V Catano; Andy Nyman  
Subject: Proposed Title Change for English 2231  

The English Department is proposing to change the title of English 2231 from "Reading Film as Literature" to "Reading Film." Since this course is either required or counts for credit in your curriculum, I am emailing to ask whether you have any objections to the proposed changes. If you could email me back and let me know, that would be great. We would like to submit the proposal to the College Curriculum Committee as soon as possible. Thanks, Elsie Michie, Chair, Department of English

--  
Assistant Professor  
Department of English  
Program for the Study of Film and Media Arts  
Louisiana State University  
www.phillipmaciak.com
Tianna L Powers

From: pjmaciak@gmail.com on behalf of Phillip Maciak <pmaciak@lsu.edu>
Sent: Thursday, February 13, 2014 8:56 AM
To: Tianna L Powers
Subject: Fwd: FW: Proposed Title Change for English 2231

Tianna,

Below is the second note of support for ENGL 2231.

Phil.

---------- Forwarded message ----------
From: English Department <english@lsu.edu>
Date: Tue, Feb 4, 2014 at 1:45 PM
Subject: FW: Proposed Title Change for English 2231
To: Phil Maciak <pmaciak@lsu.edu>

Here is the next response--Elsie

On 2/4/14 1:40 PM, "Dr. Bijaya Karki" <karki@cse.lsu.edu> wrote:

>Dear Elsie Michie,
>
>On Tue, 4 Feb 2014 14:45:53 +0000, English Department wrote

>Thank you for informing us of the course title change.
>
>Bijay

>So our computer science majors choosing to enroll in ENGL 2231 may select
>from 2 choices of where
>to apply the earned credits.
>
>Thank you for informing us of the course title change.
>
>Bijay
The English Department is proposing to change the title of English 2231 from "Reading Film as Literature" to "Reading Film." Since this course is either required or counts for credit in your curriculum, I am emailing to ask whether you have any objections to the proposed changes. If you could email me back and let me know, that would be great. We would like to submit the proposal to the College Curriculum Committee as soon as possible. Thanks, Elsie Michie, Chair, Department of English

Bijaya Bahadur Karki
Chair and Associate Professor, Computer Science and Engineering Division
School of Electrical Engineering and Computer Science
Adjunct Professor, Department of Geology and Geophysics
Faculty Member, Center for Computation and Technology
Louisiana State University
3127 Patrick Taylor Building, Baton Rouge LA 70803
Ph: 225-5781252, Fax: 225-5781465
E-mail: karki@csc.lsu.edu
Webpage: www.csc.lsu.edu/~karki

---
Assistant Professor
Department of English
Program for the Study of Film and Media Arts
Louisiana State University
www.phillipmaciak.com
And here's the note from the GenEd committee.

Thanks!
Phil

-------- Forwarded message --------
From: English Department <english@lsu.edu>
Date: Thu, Feb 6, 2014 at 10:25 AM
Subject: FW: Proposed Title Change for English 2231
To: Phil Maciak <pmaciak@lsu.edu>

Dear Phil—here is the final approval so you are set to bring the proposal to CAPPE--Elsie

From: Andy Nyman <jnyman@lsu.edu>
Date: Thursday, February 6, 2014 10:23 AM

To: English Department <english@lsu.edu>
Subject: RE: Proposed Title Change for English 2231

Elsie,

my bad; I looked at an old hard copy catalog and didn't see a star by ENGL 2231; I see on the e-version that is. So here is what you need: The General Education Committee does not object to the name change.

andy

Andy Nyman, Ph.D.
Professor
225 578-4220
http://www.rnr.lsu.edu/people/nyman/default.htm
jnyman@lsu.edu or jnyman@agcenter.lsu.edu

mailing address:
227 Renewable Natural Resources
110 LSU Union Square
Baton Rouge, LA 70803-0106
Dear Andy—sorry to bother you—I have heard from the other impacted programs about the proposed title change for English 2231—I did not know whether the General Education Committee would accept such a change since English 2231 is a General Education course—thanks, Elsie

The English Department is proposing to change the title of English 2231 from "Reading Film as Literature" to "Reading Film." Since this course is either required or counts for credit in your curriculum, I am emailing to ask whether you have any objections to the proposed changes. If you could email me back and let me know, that would be great. We would like to submit the proposal to the College Curriculum Committee as soon as possible. Thanks, Elsie Michie, Chair, Department of English

--
Assistant Professor
Department of English
Program for the Study of Film and Media Arts
Louisiana State University
www.phillipmaciak.com
## Request for CHANGING an Existing Course

**Department:** Construction Management  
**Course Rubric and #** CM 4202  
**College:** Engineering  
**Date:** 11/15/2013  
**Effective:** 2015

### Present Course Description

**Title:** Construction Enterprise  
**Semester Hours of Credit:** 3  
**Course Description:** A comprehensive study of construction management as it relates to a single construction project; only for graduating seniors in their last semester of coursework.

### Proposed Course Description

**Short Title:** CONST ENTERPRISE  
**Semester Hours of Credit:** 3  
**Course Description:** A comprehensive study of construction management as it relates to a single construction project; only for graduating seniors in their last semester of coursework.

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**Title:** Construction Enterprise  
**Semester Hours of Credit:** 3

If combination course type, # hrs. of credit for:  
- Lecture: [ ]  
- Lab/sem: [ ]  
- REC: [ ]  
- CLIN/PRACT: [ ]  
- RES/IND: [ ]  
- lab/sem rec: [ ]  
- Repeat Credit Max (if repeatable): [X]  
- Graduate Credit? Yes: [ ] No: [X]

**Contact Hours Per Week:** 3  
**Total Weekly Contact Hours:** 3  
**Grading System:** Letter Grade [X] Pass/Fail

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**Course Description:** Include course number, title, etc. exactly as it appears in the General Catalog.  
4202 Construction Enterprise. Prerequisite: CM 4221 or with consent of instructor, senior standing. A comprehensive study of construction management as it relates to a single construction project; only for graduating seniors in their last semester of coursework.

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**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:** 11/15/13  
**Department Chair’s Signature:** [ ]  
**Graduate Dean’s Signature:** [ ]  
**College Contact:** [ ]

**College Faculty Approval Date:** 12/18/13  
**College Dean’s Signature:** [ ]  
**Chair, FS C & Committee:** [ ]  
**Academic Affairs Approval:** 3/28/14
Justification CM 4202

CM 4202 is an existing course. It will remain a required course in the Construction Management Curriculum. It was necessary to change the prerequisites to better facilitate transfer student and to better prepare the students for the course.
Anna M Castrillo

From: Stephanie G Heumann
Sent: Thursday, January 23, 2014 12:23 PM
To: Anna M Castrillo
Cc: Paige R Davis; Warren N Waggenspack
Subject: FW: C&C Memo regarding CM
Attachments: em.doe; CM 4202 Cnst Enterprise_Form C.doe

Anna,
Chuck sent our justification on Friday...here it is. I've cc'd Paige and Warren to address CM 1030.
Please let me know if you need anything else.
steph

Stephanie G. Heumann, MBA
Instructor
Undergraduate Coordinator

Louisiana State University, College of Engineering
Construction Management Department
3130 B Patrick F. Taylor Hall
Baton Rouge, LA 70803
Office: 225.578.8856
Fax: 225.578.5109
sheumann@lsu.edu
Web: http://www.cm.lsu.edu

From: cberryman@lsumail.net [mailto:cberryman@lsumail.net]
Sent: Friday, January 17, 2014 12:47 PM
To: Anna M Castrillo
Cc: Jori A Erdman; Stephanie G Heumann
Subject: RE: C&C Memo regarding CM

Greetings Anna:

As for CM 4202 justification - During the overhaul of the curriculum, CM 4202 became more of a capstone course than a business entrepreneur course. The content is the same; however the legal and contractual components are not emphasized as much as the building systems and processes. With the different emphasis area employed in the curriculum, students need a strong grasp of the mechanical and electrical systems for this course. It was one class we identified that could be bypassed in the system and taken during their last semester (concurrently with CM 4202). If this occurred, they would be behind other students taking CM 4202.

As for the ARCH 3008, the “or ARCH 3008” was included to avoid perpetually manually substituting ARCH 3008 for CM 3201. I am CCing Jori Erdman on this email. She and I are working together to better collaborate teaching and research opportunities. After reviewing curriculum, we discovered that both CM 3201 and ARCH 3008 contain the content needed for CM 4202 as it pertains to mechanical and electrical systems. Jori and I have worked out a system that better facilitates the faculty and student needs by allowing these two courses to offered by either program thus allowing a substitution in the student’s program of study. As a result, we have many CM students ARCH 3008 this semester. As we teach CM 3201 in the Fall, we’ll probably see architecture students in our sections.
Jori, C&C needs a note from you in support of including ARCH 3008 as a prerequisite for CM 4202. Can you help? The course description reads as follows (the original Form C is attached):

"4202 Construction Enterprise. Prerequisite: CM 3201 or ARCH 3008; or with consent of instructor, senior standing. A comprehensive study of construction management as it relates to a single construction project, only for graduating seniors in their last semester of coursework."

Thanks!!

Chuck

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From: Anna M Castrillo  
Sent: Thursday, January 16, 2014 4:02 PM  
To: Stephanie G Heumann; Charles W Berryman  
Cc: Warren N Waggenspack  
Subject: C&C Memo regarding CM

Dear Chuck and Stephanie,

Attached please find the actions taken by the C&C Committee regarding the CM proposals.

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
All —

I hope I'm not too late with this but we approve the change suggested by Professor Berryman below.

Jori

--

Jori Ann Erdman, AIA, NOMA, LEED AP

Director and Professor | LSU School of Architecture

136 Atkinson Hall | Baton Rouge, LA 70803

O: 225.578.6885
F: 225.578.2168
E: jerdman@lsu.edu

www.design.lsu.edu/Architecture/
www.facebook.com/LSUSchoolsArchitecture

From: "cberryman@lsumail.net" <cberryman@lsumail.net>
Date: Thursday, February 13, 2014 at 9:21 AM
To: Jori <jerdman@lsu.edu>
Cc: Stephanie G Heumann <sheumann@lsu.edu>, Anna M Castrillo <acastr@lsu.edu>
Subject: RE: C&C Memo regarding CM

Greetings Jori:

We wanted to avoid perpetually manually substituting ARCH 3008 for CM 3201 in our system. In doing so, we modified our capstone course to read:

4202 Construction Enterprise. Prerequisite: CM 3201 or ARCH 3008; or with consent of instructor, senior standing. A comprehensive study of construction management as it relates to a single construction project; only for graduating seniors in their last semester of coursework.

However, for this to be approved by the university, we need a support statement from you. A simply "reply to all" on this email should suffice. The university need it soon so it can be included in the 2014-2015 catalog. Can you assist us on this please?

I know things are really busy...if you are unable to get to this fairly soon with your faculty, I can easily remove the "or ARCH 3008" and work it into the catalog next time around with our joint material class. Just let me know.

Thanks,
Greetings Anna:

As for CM 4202 justification – During the overhaul of the curriculum, CM 4202 became more of a capstone course than a business entrepreneur course. The content is the same; however the legal and contractual components are not emphasized as much as the building systems and processes. With the different emphasis area employed in the curriculum, students need a strong grasp of the mechanical and electrical systems for this course. It was one class we identified that could be bypassed in the system and taken during their last semester (concurrently with CM 4202). If this occurred, they would be behind other students taking CM 4202.

As for the ARCH 3008, the “or ARCH 3008” was included to avoid perpetually manually substituting ARCH 3008 for CM 3201. I am CCing Jori Erdman on this email. She and I are working together to better collaborate teaching and research opportunities. After reviewing curriculum, we discovered that both CM 3201 and ARCH 3008 contain the content needed for CM 4202 as it pertains to mechanical and electrical systems. Jori and I have worked out a system that better facilitates the faculty and student needs by allowing these two courses to offered by either program thus allowing a substitution in the student’s program of study. As a result, we have many CM students ARCH 3008 this semester. As we teach CM 3201 in the Fall, we’ll probably see architecture students in our sections.

Jori...C&C needs a note from you in support of including ARCH 3008 as a prerequisite for CM 4202. Can you help? The course description reads as follows (the original Form C is attached):

“4202 Construction Enterprise. Prerequisite: CM 3201 or ARCH 3008; or with consent of instructor, senior standing. A comprehensive study of construction management as it relates to a single construction project; only for graduating seniors in their last semester of coursework.”

Thanks!!

Chuck
Faculty Senate Courses and Curricula Committee

January 16, 2014

From: Lawrence Rouse, Chair, Courses and Curricula Committee

At their January 16, 2014 meeting, the Faculty Senate Courses and Curriculum Committee took the following action regarding the CM proposals:

**CM 4202**
- The Committee conditionally approved the proposal to change CM 4202 pending the submission of a letter of support from ARCH for the inclusion of ARCH 3008 as a prerequisite. The Committee also wanted a justification as to why CM 3201 is replacing CM 4221 as a prerequisite of the course.

**CM 1030**
- The Committee conditionally approved the proposal to change CM 1030 pending a more detailed description of the grading components such as the assignments, portfolio, and project. Will the project be assigned by the instructor or chosen by the student? The Committee also suggested that the total contact hours should be increased to up to 6 hours as this will be an Honors course. The regular course, CM 1020, is also a four contact hour course. According to PS-45, 1 lab credit hour consists of 2-3 contact hours; therefore, the range for which this course can meet is 4-6 contact hours. The course will still maintain its 2 credit hour status. This will then eliminate the need for extra work outside of class.

**CM 3111, 3502, 3503, 4110**
- The Committee approved these courses.

Please submit the requested documentation to Anna Castrillo in the Office of the University Registrar at 112 Thomas Boyd Hall or by email at acastrl@lsu.edu.

If you have any questions regarding the request, please feel free to contact me at rouse@lsu.edu.
REQUEST FOR DROPPING A COURSE

Department Construction Management

College Engineering

Course rubric & no. CM 2141 Title Construction Planning and Scheduling

Semester hours of credit: 3

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

Has this drop been discussed with and approved by all departments/colleges affected? Yes (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.)

Construction Management

Industrial Engineering

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

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 CM Course # 4200 Rubric LC Course # 45146
Rubric CM Course # 4110

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

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE

This course is being replaced by CM 4101. Also see overall CM Curriculum Justification. Scheduled to be dropped March 2014. See CM course Drop Schedule flow chart.

APPROVALS:

Department Faculty Approval Date 03/08/13 College Faculty Approval Date 9/6/13

Department Chair's Signature 07/12/13 (Date)

Graduate Dean's Signature (Date)

College Contact:

College Contact E-mail: