REQUEST FOR ADDITION OF NEW COURSE

Department: Nutrition and Food Sciences  
College: Agriculture

Date: 08/29/14

PROPOSED COURSE

Short Title: Dietetics as a Profession
Rubric & No.: NFS 2021
Title: Dietetics as a Profession

COURSE CREDIT

Graduate Credit: YES  
Semester Hours of Credit: 1  
(For combination course types only: Lecture Hrs. Lab/Sem/Rec Hrs.)
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of credit hours.
Credit will not be given for this course and:

(Final Exam: YES  
Grading System: Letter Grade Pass/Fail)

COURSE TYPE

(Indicate hours in the appropriate course type)

<table>
<thead>
<tr>
<th>LEC/REC</th>
<th>LEC/SEM</th>
<th>LEC</th>
<th>LAB</th>
<th>LEC/LAB</th>
<th>SEM</th>
<th>CLIN/PRACT</th>
<th>RES/IND</th>
</tr>
</thead>
<tbody>
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<td>20</td>
</tr>
</tbody>
</table>

Maximum enrollment per section: 20

CATALOG TEXT

NFS 2021 Dietetics as a Profession (1) Prereq.: Majors only; for students in the Dietetics Concentration only or by consent of instructor. Introduction to the dietetics at LSU and the dietetic profession strategies for future practice.

BUDGET IMPACT

If this course is approved, will additional staff be needed? YES  
Will additional space, equipment, special library materials or other major expense be involved? YES

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 26 Sep 14  
College Faculty Approval 9/25/14

D. On (date)
Department Chair's Signature

Jennifer Neal  
College Contact

T. Shew,  
College Contact E-mail:

College Dean's Signature 10/11/14
Chair, FS C&C Committee 10/7/14
Academic Affairs Approval 10/6/14
Dietetics as a Profession (NFS 2021)

A similar course was previously taught and required in the dietetics concentration; however, it was dropped from the university in an attempt to drop the curriculum to 120 hours. This was unfortunate since we have realized that this does a disservice to our students; they do not understand to nuances of the program and the requirements to become an RD. There is not course that provides them with this information. As a consequence, students are concerned about their future; may be better served by another major—while they still have time to change majors; several have even had licensure board violations since the graduates of the program did not understand the requirements. This course does not duplicate other courses available on campus.

This one hour course will be encouraged, but not required, although we will offer the class at a time that is likely to be convenient for freshmen and sophomores.
NFS 2021: Dietetics as a Profession
This is presented as a sample syllabus since multiple instructors may teach this course.

**Course Catalog Description:** NFS 2021 Dietetics as a Profession (1) For Nutrition and Food Science majors, Dietetics Concentration only or by consent of instructor. Introduction to the dietetics major at LSU and the dietetic profession strategies for future practice.

**Instructor:** Carol E. O’Neil, PhD, MPH, LDN, RD; Director, Didactic Program in Dietetics and Professor, Human Ecology; 261 Knapp Hall; 225-578-1631; coneil1@lsu.edu e-mail is almost always the best way to contact me.

**Time:** Instructor’s Office Hours:

**Place:**

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“Then,” said the cat, “it doesn’t matter.”

http://webslingerz.com/jhoffman/chcat.html

...Lewis Carroll, Alice’s Adventures in Wonderland

**Required Reading:**

1. Didactic Program in Dietetics Student Handbook (available on FNS website)


4. Ethics Opinion: Dietetics professionals are ethically obligated to maintain personal competence in practice. [Link](http://www.eatright.org/About/Content.aspx?id=7996)

5. Title 46 PROFESSIONAL AND OCCUPATIONAL STANDARDS Part LXIX. Registered Dietitians. [Link](http://lbedn.org/LBEDNrules_AdminCode46v69.pdf)


**Additional Requirement:**

Join the Academy of Nutrition and Dietetics as a student member ([www.eatright.org](http://www.eatright.org))

**Credit Hour Definition:**

To comply with Federal requirements, a credit hour at LSU has been defined as “not less than one hour (50 minutes) of lecture/classroom or direct faculty instruction and a minimum of two hours out-of-class student work across 15 weeks for one semester or the equivalent amount of work over a different amount of time.”

**Course Objectives:**

1. Explain what a Registered Dietitian (RD/RND) is, what they do, what the credentialing process is, and the process for becoming an RD/RND (emphasis is on the LSU program).

2. Identify short and long term personal and professional goals; develop a plan to meet those goals.

3. Describe how the Code of Ethics and the Standards of Professional Performance are used in one or more areas of dietetics.

4. Explain the nature of and the importance of the following professional organizations:
   a. The Academy of Nutrition and Dietetics [www.eatright.org](http://www.eatright.org)
   b. Louisiana Dietetic Association (LDA) [http://eatrightlouisiana.org](http://eatrightlouisiana.org)
   c. Student Dietetic Association (SDA) [https://sites.google.com/a/tigers.lsu.edu/lsu-sda/home](https://sites.google.com/a/tigers.lsu.edu/lsu-sda/home)

5. Describe Louisiana licensing and certification procedures and regulations. [http://lbedn.org](http://lbedn.org)

6. Profile a dietetics professional.

7. Participate in a volunteer project with area dietitians in a community based nutrition setting.
Ground Rules for the Class:

1. Be courteous to your fellow students—they may want to hear the lecture, even if you don’t. So, don’t shuffle in late (if you’re late to class, please come in quietly and discreetly), talk among yourselves in class, or be generally disruptive. If you do or are, you will be asked to leave the class. If you want to chat with your friends and neighbors, please feel free to leave the classroom and commence or continue your conversation in the hallway. Cell phones need to be put on vibrate.

2. Most classes have in-class points available. If you’re not there, they will be unavailable to you.

3. You are expected to do your own work. The Student Code of Conduct is available on line.

There are tens of thousands of words in the English language. They do not transform themselves spontaneously into sentences or paragraphs that are identical to another student’s or a print or Internet article. If you want to include a direct quote from any source—FINE, BUT, you must use appropriate punctuation and correct citation—for the class we will use Journal of the American Medical Association format for all references/citations. If I find that by some mysterious circumstance, your words have spontaneously formed into patterns that are identical with another source and these words are not cited appropriately—it will be considered a pre-meditated violation of the honor code.

Students suspected of cheating will be reported to the Dean of Students and dealt with according to LSU policies. What constitutes cheating? Copying, either in class or outside of class someone else’s work; plagiarizing = copying words or ideas without correct citation—usually from a printed source, but this also includes copying directly from the Internet or from another student’s work, any part of a written assignment; or using outside materials on exam (unless clearly stated that this is acceptable) or copying from another student during an exam. Turning in another student’s work—either from this semester’s class or from an earlier semester’s class also constitutes cheating. If you are in any doubt about proper referencing style or what needs to be referenced, ask! In fact, if you are in doubt about anything in the class, ask.

This does not mean that you can’t work with or study with other students in the class—in fact this is encouraged.

4. Written work: Most assignments are submitted electronically. BACK UP YOUR WORK, and print out draft copies so that if there is a computer disaster (and there have been a lot of these—which, ironically, happen the day an assignment is due), you won’t need to start at the beginning. Computer readiness is part of the deal.

Written assignments are due at the beginning of class on the stated due date. If you turn the paper in after class begins on that date, but before the class is over,
there will be a 10% penalty. If it is turned in after class, but still on the due date, there will be an additional 10% penalty. After the day in which the paper was due is over, the paper will not be accepted for credit. Note: Penalties come off the top = so, if an assignment is worth 100 points, a paper turned in at 12:30 PM on the due date starts with a 90 as the maximum possible number of points; a paper turned in at 2 PM on the due date, starts with an 80 as the maximum number of points.

6. Professional appearance counts! In the work place, you will be judged on how you present your work. **Prose assignments completed outside of class must be typed, double spaced, and paginated.** There are no exceptions, and assignments that are not double-spaced typed will not be accepted for credit. NOTE: Spelling counts—for final copies of assignments written out of class, **there is a two point penalty for misspelled words**, including for “spell check” errors—i.e. words that are spelled correctly, but are not the right words.

Along the same lines—emails to should be written in a professional format. For example: “u” for “you” is a bad habit to get into!

7. Professional language. I am aware that the first amendment to the Constitution guarantees free speech; on the other hand, in the work force as a health professional, you will be expected to respect your patients and clients and treat them fairly and non-judgmentally—you cannot make pejorative comments about patients in charts or in other written or oral communications, and you cannot use any of these venues to criticize the work or decisions of other health professionals. So, as a professional warm up—so to speak, pejorative comments, obscenities, or unfounded criticism of patients or their conditions used in case studies or professionals will not be tolerated either in assignments or on exams. If you choose to do this, the assignment or the exam will not be graded.

8. Students with disabilities are advised to register with the **Office of Disability Services**—112 Johnston Hall; 578-5919 (voice) or 578-2600 (TDD) and to share, in writing, any specific needs with the instructor. To receive any special considerations as a result of a disability, students must provide this written documentation.

**What about you?? Are there any rules for the class that you would like to add or amendments that you would like to append to the general class rules?**

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**As a dietetics professional, you are committed to life-long learning:** Recognize learning as a continuous process that will occur in the future as well as during the present course, especially dependent on the following: self-reliance, self-motivation, reading proficiency, research, resource skills, open-mindedness
Points, Points, More Points and Grades:

- LSU Program assignment: 30 points
- Reflections on RD/RDN Presentations: 40 points
- Profile a Dietitian: 20 points
- SDA Meeting Attendance/Report: 20 points
- Internship Assignment: 20 points
- Volunteer Hours 15 points/hour + Reflection (15 points): 60 points
- Academy Website Assignment: 50 points

Grading:

A standard scale will be used: 90%-100% = A; 80-89% = B, 70-79% = C, 60-69% = D, and 59% or below is an F.

Tentative Class Schedule for NFS 2021

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Good to Know</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Housekeeping Chores, Course Overview, Review of Assignments</td>
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</tr>
<tr>
<td>Week 2</td>
<td>LSU Dietetics Program and the Knowledge and Skills</td>
<td>Read through the LSU Handbook; LSU Program Assignment Due</td>
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<tr>
<td>Week 3</td>
<td>Professional Organizations/Career Paths</td>
<td>Website Assignment Due</td>
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<tr>
<td>Week 4</td>
<td>Standards of Professional Performance</td>
<td>Read article and bring it to class</td>
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<tr>
<td>Week 5</td>
<td>Code of Ethics</td>
<td>Read article and bring it to class</td>
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<tr>
<td>Week 6</td>
<td>Ethical Scenarios</td>
<td>In class assignments</td>
</tr>
<tr>
<td>Week 7</td>
<td>Internships, the TEST, and Credentialing</td>
<td>Internship Assignment Due</td>
</tr>
<tr>
<td>Week 8</td>
<td>FNCE--No Class</td>
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<tr>
<td>Week 9</td>
<td>Guest Speaker—Management of a Community Health and Nutrition Program</td>
<td>In-Class Reflection Paper</td>
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<tr>
<td>Week 10</td>
<td>Guest Speaker—in Patient and Outpatient Counseling</td>
<td>In-Class Reflection Paper</td>
</tr>
<tr>
<td>Week 11</td>
<td>Guest Speaker—Sports Dietitian</td>
<td>In-Class Reflection Paper</td>
</tr>
<tr>
<td>Week 12</td>
<td>Guest Speaker—Community Nutrition Programs</td>
<td>In-Class Reflection Paper</td>
</tr>
<tr>
<td>Week 13</td>
<td>Guest Speaker—Clinical Dietetics</td>
<td>In-Class Reflection Paper</td>
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</tr>
<tr>
<td>Week 14</td>
<td>Volunteer Work Discussion</td>
<td>Reflection Paper Due/Verification of Hours Due</td>
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<tr>
<td>Week 15</td>
<td>Class Discussion/Catch-up</td>
<td>Profile of Dietitian Due/SDA meeting assignment due</td>
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</tbody>
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REQUEST FOR ADDITION OF NEW COURSE

Department: School of Nutrition and Food Sciences  Date: 05/06/14
College: Agriculture

PROPOSED COURSE
Rubric & No.: NFS 2091  Title: Special Topics in Nutrition and Food Sciences

COURSE CREDIT
Graduate Credit: YES x NO
Semester Hours of Credit: 1-3
(FOR COMBINATION COURSE TYPES ONLY: LECTURE HRS. LAB/SEM/REC HRS.)
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of 6 credit hours.
Credit will not be given for this course and:

GRADING
Final Exam: YES x NO  Grading System: Letter Grade x 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)

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

NFS 2091. Special Topics in Nutrition and Food Sciences (1-3) Prereq: permission of department. May be taken for a max. of 6 hrs. of credit when topics vary. Contemporary issues in nutrition or food sciences of interest to special groups.

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 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 26 Sep 14 (date)
College Faculty Approval 9/23/14 (date)

Department Chair’s Signature

College Dean’s Signature (for 4000 level and above) (date)

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

College Contact: Jennifer Neal

College Contact Email: jshew1@lsu.edu

Academic Affairs Approval (date)

Chair, FS C&C Committee (date)
Justification: This course currently exists as HUEC 2091 and gives the program duplication. Since the merger of the Department of Food Sciences with the Division of Human Nutrition in Food (formerly in the School of Human Ecology) to create the new School of Nutrition and Food Sciences, a request has been made for the majority of nutrition courses under the HUEC rubric and all of the FDSC to change to the new rubric NFS. However, there are a number of HUEC courses that were shared among the previous three divisions—since changing the rubric of these courses would impact students in the former division of Family and Child Studies and in the current Department of Textiles, Apparel, and Merchandising, the joint decision has been made not to change the rubrics of those courses, including HUEC 2091. Thus, we are creating a new course with the NFS rubric to duplicate HUEC 2091. When the former School of Human Ecology divisions agree to drop the courses common to these divisions, HUEC 2091 and the other jointly held courses will be dropped from the university—this should occur within the next year for the undergraduate courses.

Since this is a special problems class, there may be multiple instructors; therefore a sample syllabus is attached.
Sample Syllabus—Instructor Judy Myhand
219 Human Ecology
225-578-1718
jdonov2@lsu.edu
Office Hours By Appointment

NFS 2091 (1)\(^1\): Food FUNdamentals
Thursday 8:30-10:30 AM: labs are 2 hours long
Spring, 2014

The goal of this course is to provide students with the basic knowledge and skills to be comfortable and confident home cooks who can prepare safe and nutritious foods. Each week the labs will cover topics of food safety, basic nutrition, techniques like accurate measuring and knife handling, time management, menu creation, cooking methods, and food storage.

Statement about credit hours: There is a new definition of a “credit hour” at LSU. For every hour spent in class, students are expected to spend two hours outside of class. This will give you an opportunity to practice the skills you learn in class, find recipes, create menus, and study food safety and nutrition and other knowledge amassed in class.

Student Learning Outcomes—at the end of this course, the student will be able to:

1. Demonstrate basic cooking skills and confidence in the kitchen.
2. Troubleshoot and problem solve in the context of meal preparation.
3. Create menus that are nutritionally balanced within a realistic food budget and a modest supply list.
4. Demonstrate a working understanding of basic nutrition.
5. Demonstrate safe food preparation, kitchen behavior and food storage.
6. Use effective time management and planning to prepare assigned recipes within the time constraints of the lab period.

Academic Dishonesty: You are expected to do your own work. The LSU Code of Student Conduct is available on line; it is assumed that you have read this and will abide by it. All students suspected of academic dishonesty will be referred to the Office of the Dean of Students.

Students with Disabilities: Students with disabilities are advised to register with the Office of Disability Services—and to share, in writing, any specific needs with the instructor. To receive

\(^1\) Note, this is a variable credit (1-3 course); this sample syllabus is for a 1 hour course.
any special considerations as a result of a disability, students must provide this written
documentation. Students with disabilities should also schedule an appointment with the
instructor to discuss any specific concerns.

Evaluation Criteria:

1. You will be in the lab and participating fully for the 2 hour period and leave the unit
clean and organized as it was when you entered it.
2. You will write a lab report for all recipes that you prepare using the basic lab report form
found on Moodle. It will be due in the next lab.
3. You will wear appropriate kitchen attire including an apron and head cover.
4. You and your team member(s) will demonstrate what you have learned in the course by
coordinating with the other students to plan and prepare a delicious, nutritious and
balanced final meal. See the requirements on Moodle.
5. Students will receive participation credit both for being present and participating in
discussions and food preparation.
6. If you miss a lab and have to make it up, documentation will require that you take
pictures. To miss a lab for a university approved excuse, you will need to provide
appropriate documentation. See PS-22 Student Absence from Class.

Final meal/recipe design and preparation:

1. Choose a menu ‘theme’ and plan the execution of this menu including developing a
shopping list, going on a field trip to acquire the ingredients, preparing and serving the
meal.
2. The meal will need to be nutritionally adequate as well as aesthetically pleasing. Students
will be expected to document this process with at least 5 photos and 2 paragraphs on the
student blog, and give a 5 minute presentation in class about this process.

GRADING BREAKDOWN

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Attendance and participation:</td>
<td>6 points per lab=90 points</td>
</tr>
<tr>
<td>Lab reports:</td>
<td>6 points each=90 points</td>
</tr>
<tr>
<td>In-class quizzes or reflection writing:</td>
<td>4 @ 5 points each = 20</td>
</tr>
<tr>
<td>Meal planning:</td>
<td>50 points</td>
</tr>
<tr>
<td>End of semester meal/project:</td>
<td>50 points</td>
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<tr>
<td>Final Exam:</td>
<td>50 points</td>
</tr>
<tr>
<td></td>
<td>350 points available</td>
</tr>
</tbody>
</table>

GRADING SCALE = 90-100% = A; 80-89% = B; 70-79 = C%; 69-60% = D and <60% = F.

Students will access selected websites on Moodle for locating assigned recipes and tested recipes
for meal planning.
It is recommended that you purchase a general cook book such as: How to Cook Everything, by Mark Bittman (other suggestions are available upon request)

**COURSE READINGS & WEB RESOURCES**
Each week, students will be assigned readings on food safety, budgeting, meal planning and other relevant readings.

Here are some good websites:
http://www.choosemyplate.gov
http://www.hsph.harvard.edu/nutritionsource
Budgeting/Planning resources

**LAB SCHEDULE-BASIC OUTLINE**
We will begin with food safety and general nutritional guidelines and principles. From there we will move through a variety of kitchen related topics including terminology, equipment, techniques, budgeting and time management, cooking methods, strategies for improvising and utilizing available resources for home food preparation, including pantry planning, menu design, and food storage. Nutrition and food safety principles will be woven throughout all of the course topics.

Students will participate in lab every week and will be assigned their unit on the first day of lab. If you miss lab you will be expected to cook the assigned recipes at home, with a friend or make other arrangements and document your efforts using the lab reporting form.

**Weekly Schedule**

Lab 1: Introduction to the food lab/ How to respect the kitchen/ How to read a recipe/Mise en place/How to measure accurately/ Knife skills/and Basic Food Safety
Lab 2: Learning about the 5 food group wraps: Basic nutrition as applied to planning balanced and varied meals
Lab 3: Vegetable unit: 6 ways to prepare delicious vegetables
Lab 4: Dairy unit: The important nutrients in dairy and how to include dairy in meals
Lab 5: Valentine’s Day unit: What’s good for your heart?
Lab 6: Mardi Gras unit-Making a traditional King Cake and other quick breads and yeast breads
Lab 7: Inexpensive protein: Reduce dependence on meats and poultry as recommended by the Dietary Guidelines
Lab 8: Healthy eating during exams: Quick and easy meals: What’s in your “pantry”? Lab 9: Ethnic and traditional foods: Middle Eastern/Mediterranean unit
Lab 10: Spanish / Mexican unit
Lab 11: Seasonal Celebrations: Easter unit – Egg unit
Lab 12: Legumes unit
Lab 13: Louisiana Cuisine unit
Lab 14: Seasonal Fruit unit
Lab 15: Luncheon Celebratory Meal planned and prepared by student
A final exam is at the time scheduled by LSU.
REQUEST FOR ADDITION OF NEW COURSE

Department: Nutrition and Food Sciences  Date: 08/29/14
College: Agriculture

PROPOSED COURSE
Short Title: Weight Management (≤19 characters)
Rubric & No.: NFS 7021  Title: Weight Management Principles and Practices

COURSE CREDIT
Graduate Credit: X YES  NO
Semester Hours of Credit: 3  (For combination course types only: Lecture Hrs. Lab/Sem/Rec Hrs.
If course may be repeated for credit (i.e. special topics), course may be taken for a max. of  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  3 LEC  / LAB  / LEC/LAB  / SEM  / CLIN/PRACT  / RES/IND

Maximum enrollment per section: 15  (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)

NFS 7021 Weight Management Principles and Practices (3) The scientific principles of weight management with an emphasis on lifestyle modification for improving health.

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

ATTACHMENTS
ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?
SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria
(For 4000-level, specify graduate student grading criteria if requirements differ for graduate and undergraduate students).

APPROVALS
Department Faculty Approval  26 Sep 14 (date)
Department Chair’s Signature  26 Sep 14 (date)
Graduate Dean’s Signature (for 4000 level and above)  10-2-14 (date)
College Contact:  Jennifer Neal  (Please print name.)
College Contact E-mail:  jshera2@lsu.edu

College Faculty Approval  9/29/14 (date)
William B. Richardson  9/29/14 (date)
College Dean’s Signature  10/7/14 (date)
Chair, FS C&C Committee  10/7/14 (date)

Academic Affairs Approval  10/20/14 (date)
Obesity, both in adults and children is epidemic in the US and rapidly spreading to other developed and undeveloped countries around the world. According to the most recent data available from the National Health and Nutrition Examination Survey (NHANES) 16.9% children 2 to 19 years of age and 34.9% of adults (age-adjusted) 20 years of age or higher were obese. With obesity comes a host of physical (e.g. cardiovascular disease, type 2 diabetes, metabolic syndrome, and some types of cancer) and psychological (e.g. depression, bullying, poor school work and problems on the job) health problems. We do not have a weight management class at LSU available to either graduate or undergraduates, although many of our graduates, when they become health professionals will be expected to treat these individuals by diet, exercise, counseling, medication, or surgery. Thus, it is important to train future health professionals in an array of disciplines. This course will not duplicate existing courses on campus.

Course materials will be presented at a level appropriate for students without science-centered backgrounds, but students will be challenged to investigate influences on and treatment of obesity by reading assigned manuscripts, participating in class discussions and summarizing research findings.

Weight Management Principles and Practices (NFS 7021) will be suitable for students seeking graduate degrees in, but not limited to, nutrition, food sciences, kinesiology, psychology and economics and for individuals seeking Louisiana State University Graduate Certificates in Behavior and Health, a program currently under development. Similarly to other courses recommended for the Graduate Certificate Program in Behavior and Health, Food, Nutrition, and Health Promotion will have no pre-requisites.
NFS 7021: Weight Management Principles and Practices

Course Catalog Description: NFS 7021 Weight Management Principles and Practices. Credit 3 hours. The scientific principles of weight management with an emphasis on lifestyle modification for improving health.

Instructor: Carol E. O’Neil, PhD, MPH, LDN, RD; Director, Didactic Program in Dietetics and Professor, Human Ecology; 261 Knapp Hall; 225-578-1631; coneil1@lsu.edu e-mail is almost always the best way to contact me.

Time:

Place:

Credit Hour Definition:

To comply with Federal requirements, a credit hour at LSU has been defined as “not less than one hour (50 minutes) of lecture/classroom or direct faculty instruction and a minimum of two hours out-of-class student work across 15 weeks for one semester or the equivalent amount of work over a different amount of time.”

Books/Readings (others may be assigned):

1. Popular weight loss book—more or less of choice, but we’ll need to coordinate this to be sure different books are chosen.

2. Sharon Akabas (Editor), Sally Ann Lederman (Editor), Barbara J. Moore (Editor) Textbook of Obesity: Biological, Psychological and Cultural Influences May 2012, ©2012, Wiley-Blackwell (or most recent edition)


6. Seagle HM, Strain GW, Makris A, Reeves RS; American Dietetic Association. Position of the American Dietetic Association: weight management. J Am Diet Assoc. 2009;109(2):330-346. This is likely to be updated prior to beginning of class, if so, the newest position paper will be used.
Course Objectives, at the end of the semester, you will be able to:

1. Compare and contrast the different assessment measures of overweight/obesity in children and adults in terms of accuracy, ease of administration, and clinical use.

2. Analyze trends in obesity and the current prevalence of overweight/obesity at the state, regional, and national levels.

3. Critically discuss genetic, biologic, and environmental contributors to weight status.

4. Explain health risk factors and diseases associated with overweight/obesity.

5. Explain the roles of nutrition/diet and physical activity in the treatment of obesity.

6. Determine enablers and barriers to weight loss/weight maintenance in adults or children.

7. Determine enablers and barriers to health professionals working with overweight/obese adults.

8. Describe and apply behavioral change theories to weight loss or weight management. Explain behavioral predictors of successful weight maintenance based on outcomes of the National Weight Control Registry.

9. Describe pharmacological and surgical interventions used for the treatment of obesity.

10. Design appropriate, includes culturally sensitive, weight loss programs for adults or children.

11. Using an evidence-based approach:
   a. Evaluate a leading popular weight loss/weight management diet
   b. Analyze a commercial weight loss program
   c. Support or refute a controversial topic in obesity
   d. Review the Biggest Loser
   e. Critically evaluate school-based obesity prevention/reduction programs

12. Evaluate the economics of obesity.

13. Create a policy or environmental/systems change reduce the prevalence of or prevent obesity (This is the Take Home Final Exam).
**Ground Rules for the Class:**

1. Be courteous to your fellow students—they may want to hear the lecture, even if you don’t. So, don’t shuffle in late (if you’re late to class, please come in quietly and discreetly), talk among yourselves in class, or be generally disruptive. If you do or are, you will be asked to leave the class. If you want to chat with your friends and neighbors, please feel free to leave the classroom and commence or continue your conversation in the hallway. **Cell phones need to be put on vibrate.**

2. Attendance is expected, see PS-22 and PS-44. Please seek prior approval to miss class and provide proper documentation if class is missed—without this, the work cannot be made up.

3. You are expected to do your own work. The **Student Code of Conduct** is available online.

There are tens of thousands of words in the English language. They do not transform themselves spontaneously into sentences or paragraphs that are identical to another student’s or a print or Internet article. If you want to include a direct quote from any source—FINE, BUT, you must use appropriate punctuation and correct citation—for the class we will use Journal of the American Medical Association format for all references/citations. If I find that by some mysterious circumstance, your words have spontaneously formed into patterns that are identical with another source and these words are not cited appropriately—it will be considered a **pre-meditated violation** of the honor code.

Students suspected of cheating will be reported to the Dean of Students and dealt with according to LSU policies. What constitutes cheating? Copying, either in class or outside of class someone else’s work; plagiarizing = copying words or ideas without correct citation—usually from a printed source, but this also includes copying directly from the Internet or from another student’s work, any part of a written assignment; or using outside materials on exam (unless clearly stated that this is acceptable) or copying from another student during an exam. Turning in another student’s work—either from this semester’s class or from an earlier semester’s class also constitutes cheating. If you are in any doubt about proper referencing style or what needs to be referenced, **ask!** In fact, if you are in doubt about anything in the class, **ask.**

This does not mean that you can’t work with or study with other students in the class—indeed this is encouraged.

4. **Written work:** Most assignments are submitted electronically. **BACK UP YOUR WORK,** and print out draft copies so that if there is a computer disaster (and there have been a lot of these—which, ironically, happen the day an assignment is due), you won’t need to start at the beginning. **Computer readiness is part of the deal.**

Written assignments are due at the beginning of class on the stated due date. If
you turn the paper in after class begins on that date, but before the class is over, there will be a 10% penalty. If it is turned in after class, but still on the due date, there will be an additional 10% penalty. After the day in which the paper was due is over, the paper will not be accepted for credit. Note: Penalties come off the top = so, if an assignment is worth 100 points, a paper turned in at 12:30 PM on the due date starts with a 90 as the maximum possible number of points; a paper turned in at 2 PM on the due date, starts with an 80 as the maximum number of points.

6. Professional appearance counts! In the work place, you will be judged on how you present your work. **Prose assignments completed outside of class must be typed, double spaced, and paginated.** There are no exceptions, and assignments that are not double-spaced typed will not be accepted for credit. NOTE: Spelling counts—for final copies of assignments written out of class, **there is a two point penalty for misspelled words,** including for “spell check” errors—i.e. words that are spelled correctly, but are not the right words.

Along the same lines—emails to should be written in a professional format. For example: “u” for “you” is a bad habit to get into!

7. Professional language. I am aware that the first amendment to the Constitution guarantees free speech; on the other hand, in the work force as a health professional, you will be expected to respect your patients and clients and treat them fairly and non-judgmentally—you cannot make pejorative comments about patients in charts or in other written or oral communications, and you cannot use any of these venues to criticize the work or decisions of other health professionals. So, as a professional warm up—so to speak, pejorative comments, obscenities, or unfounded criticism of patients or their conditions used in case studies or professionals will not be tolerated either in assignments or on exams. If you choose to do this, the assignment or the exam will not be graded.

8. Students with disabilities are advised to register with the **Office of Disability Services**—112 Johnston Hall; 578-5919 (voice) or 578-2600 (TDD) and to share, in writing, any specific needs with the instructor. To receive any special considerations as a result of a disability, students must provide this written documentation.

**What about you?? Are there any rules for the class that you would like to add or amendments that you would like to append to the general class rules?**
### Grading and Evaluation:

1. **Exams (Take Home)**
   - Midterm: 100 points
   - Final: 100 points
   
2. **Assignments**
   - *Book Review (all students)*: 70 points
   - *Analysis of a weight loss program OR* Controversial topic
   - *Review of the Biggest Loser*: 30 points
   
For those assignments with an asterisk, students will prepare a short written summary of these assignments to share with the class and will present an oral presentation ~20 minutes to the class—note there is a choice for one of the assignments. For the crucial evaluation of the school-based obesity programs, a short ~1,500 word manuscript will be handed in.

3. **Class participation and smaller weekly assignments**

   **Class Participation (50 points)**

   The course will include assigned reading materials, lecture and group discussions, and students should come to class having read the assigned readings and completed all assigned materials. It is essential that students be on time to class, participate in class activities and discussions and stay the entire class time—yes, yes, I know three hours is a long time. After reading each week assigned materials, students will develop at least one thoughtful question to be discussed in class and handed in for points. Questions will deal with key concepts, personal realizations, concerns, applications to one’s own field of study, or future research ideas. Thoughtful questions should be typed and submitted during class. Late class participation questions will not be accepted.

   Points will be assigned as follows: 5 = multiple provocative comments prepared and shared; 4 = at least 1 provocative comment submitted and shared; 3 = thoughts shared but not prepared, 2 = multiple provocative thoughts prepared but not shared, 1 = 1 thought prepared but not shared, 0 = no thoughts prepared or shared or absent from class.

   **Weekly Assignments (100 points)**

   Weekly assignments will include a variety of topics and methods including: self-reflection, goal-setting, and critiques of current topics. Details on weekly assignments will be given in advance, and some assignments may be done in class.
Grading Scale:

A total of 500 points will be available in this class. A standard scale will be used: 90%-100% = A; 80-89% = B, 70-79% = C, 60-69% = D, and 59% or below is an F.

**Tentative Class Schedule for NFS 7021**

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics</th>
<th>Good to Know</th>
</tr>
</thead>
</table>
| Week 1 | Welcome and Introduction to the class  
--Compare and contrast the different assessment measures of overweight/obesity in children and adults in terms of accuracy, ease of administration, and clinical use.  
http://www.nhlbi.nih.gov/files/docs/guidelines/ob_gldns.pdf. These guidelines are being updated, if the updated version is available, it will be used. Wear comfortable clothes.  
<p>| Week 2 | Critically discuss genetic, biologic, and environmental contributors to weight status. | Corresponding chapters in text book |
| Week 3 | | |
| Week 4 | Explain health risk factors and diseases associated with overweight/obesity. | Corresponding chapters in text book |
| Week 6 | Determine enablers and barriers to weight loss/weight maintenance in adults or children. | Corresponding chapters in text book Hoelscher and Seagle articles continued |
| Week 7 | Determine enablers and barriers to health professionals working with overweight/obese adults. Discussion of school-based obesity prevention/reduction programs | Corresponding chapters in text book; Hoelscher and Seagle articles continued Clinically evaluation of school-based obesity prevention/reduction programs due today |
| Week 8 | Describe and apply behavioral change theories to weight loss or weight management. Explain behavioral predictors of successful weight maintenance based on outcomes of the National Weight Control Registry. | Corresponding chapters in text book; Hoelscher and Seagle articles continued |
| Week 9 | Describe pharmacological and surgical interventions used for the treatment of obesity. | Corresponding chapters in text book The weight loss program for children or adults is due today (this is your take home mid-term exam) |
| Week 10 | Student Reports | Book or program reports, the big loser report |
| Week 11 | Student Reports | |
| Week 12 | Student Reports | |
| Week 13 | Student Reports | |</p>
<table>
<thead>
<tr>
<th>Week 14</th>
<th>Evaluate the economics of obesity.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Exam</td>
<td>Create a policy or environmental/systems change reduce the prevalence of or prevent obesity</td>
</tr>
</tbody>
</table>
Anna M Castrillo

From: O'Neil, Carol E. <CEOneil@agcenter.lsu.edu>
Sent: Thursday, October 02, 2014 7:22 AM
To: Anna M Castrillo
Subject: RE: NFS courses

Anna—thank you so much. Neither of these courses has ever been offered before—they’re going to be part of a graduate certificate program. Nutrition is currently offering one other course in this program—HUEC (soon to be NFS) 7012, which has a current enrollment of 11. As I said on our add form, we’re expecting an enrollment of 15 in each of these courses. Carol

From: Anna M castrillo [mailto:acastr1@lsu.edu]
Sent: Wednesday, October 01, 2014 4:06 PM
To: Carol E O'Neil
Subject: NFS courses

Dr. O’Neil,

I have reviewed the C&C proposals for NFS, and they look great. I just have two questions concerning the proposals:

1. Has NFS 7021 been offered as a special topics course before? If so, what are the enrollment numbers and semesters?
2. Has NFS 7022 been offered as a special topics course before? If so, what are the enrollment numbers and semesters?

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
REQUEST FOR ADDITION OF NEW COURSE

Department: Nutrition and Food Sciences  Date: 9/16/2014
Agriculture

College:

PROPOSED COURSE

Short Title: Current Controversies in Food and Nutrition
Rubric & No.: NFS 7022
Title: Current Controversies in Food and Nutrition

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)

Maximum enrollment per section: 15 (use integer, e.g. 25 not 20-30)

CATALOG TEXT

(NFS 7022 Current Controversies in Food and Nutrition (3) Review of current controversies in food and nutrition with emphasis on analysis, argumentation and critical evaluation of the scientific evidence.)

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

ATTACHMENTS

ATTACH THE FOLLOWING TO YOUR PROPOSAL.

JUSTIFICATION: Justification must explain why this course is needed and how it fits into the curricula. Will the course duplicate other courses?

SYLLABUS: Including 14 week outline of the subject matter; titles of text, lab manual, and/or required readings; grading scale and criteria

APPROVALS

Department Faculty Approval  26 Sep 14  College Faculty Approval  9/23/14

College Contact: Jennifer Neal  jshern1@lsu.edu

College Contact E-mail:
Justification Current Controversies in Food and Nutrition (NFS 7022)

Nutrition has become a popular press topic with information available in all forms of media and everyone has an opinion about nutrition. The problem is that much of the information available to the public is not evidence-based, but is someone's opinion, which is often incorrect. It is important that our students understand how to examine controversial issues and new trends in nutrition and food sciences, and how to determine if these issues and trends are science based. Many of our graduate students will become health professionals and it is important to train them to make this distinctions. This course will not duplicate existing courses on campus.

Course materials will be presented at a level appropriate for students without science-centered backgrounds, but students will be challenged to investigate the scientific basis of national nutrition policy recommendations and to critically evaluate current nutrition-related controversies.

Current Controversies in Food and Nutrition (NFS 7022) will be suitable for students seeking graduate degrees in, but not limited to, nutrition, food sciences, kinesiology, psychology, and economics and for individuals seeking Louisiana State University Graduate Certificates in Behavior and Health, a program currently under development. Similarly to other courses recommended for the Graduate Certificate Program in Behavior and Health, Food, Nutrition, and Health Promotion will have no pre-requisites.
**Course Catalog Description:** NFS 7022 Current Controversies in Food and Nutrition. Credit 3 hours. Examine, explain, and argue the scientific merit of current nutrition-related controversies.

**Credit Hour Definition:** To comply with Federal requirements, a credit hour at LSU has been defined as “not less than one hour (50 minutes) of lecture/classroom or direct faculty instruction and a minimum of two hours out-of-class student work across 15 weeks for one semester or the equivalent amount of work over a different amount of time.”

**Course Objectives:**

Upon completion of this course:

**Concepts:** students will develop a basic understanding of research methods and policy development used in nutrition research.

1. Demonstrate mastery of nutrition concepts that are necessary to be able to conduct an evidence-based analyses.
   a. Compare and contrast the advantages and disadvantages of common experimental designs used in nutritional sciences studies.
   b. Describe the strengths and weaknesses of methods used to collect dietary intake data for nutrition research.
   c. Critically examine the Dietary Guidelines for Americans, MyPlate, the Dietary Reference Intakes, Daily Values, Healthy Eating Index, USDA food patterns, the USDA nutrient database, the Food and Drug Administration, and the Economic and Agricultural Research Services—including the Nutrition Evidence Library.
   d. Describe the unintended consequences of following severely restricted diets in the absence of medical necessity.

**Controversies:** students will use the scientific method and an evidence-based approach to critically analyze and evaluate nutrition research, products, supplements, and controversies.

1. Demonstrate the ability to use the evidence-based review process to evaluate research findings on a current food- or nutrition-related controversy through a well-researched research review paper.
   a. Create a PowerPoint (or other presentation software) presentation to
present to the class on the food- or nutrition-related controversy and
demonstrate the ability to lead a discussion on this topic.
b. Produce an on-line blog to communicate information about your chosen
topic for the public.
c. Critically assess a popular-press nutrition book and provide a summary to
the class.

**Course Expectations:**
Students are expected to attend class and to have read the assigned reading prior to class
for the background necessary to properly participate in the discussion and think critically
about the concepts addressed.

**Required textbook:**
Coulston AM, Boushey CJ & Ferruzzi MG, eds. *Nutrition in the Prevention and

**Academic Dishonesty:**
Academic dishonesty will not be tolerated. Students caught cheating or plagiarizing will
be dealt with according to the LSU Student Code of Conduct through the Dean of Student
Affairs Office. It is assumed that you have read, understand, and will comply with the
Student Handbook for the University’s specific policies on academic dishonesty.

**Students with Disabilities:**
Students with disabilities are advised to register with the Office of Disability Services
located at 112 Johnston Hall. Their telephone number is 225-578-5919 or TDD: 225-578-
2600. Their web site is www.lsu.edu/disability and e-mail address is disability@lsu.edu. It
is necessary to provide the instructor with written explanation of special needs.

**Grading and Evaluation:**

1. **Exams**
   - Midterm 200 points
   - Final 100 points

2. **Assignments**
   - **Book Review:** students will read and critically review a
     popular-press book about a current food- or nutrition-related
     topic and will present their report orally to the class. Students
     will select their own book, although this must be approved by
     the class instructor.
   - **Oral Presentation:** students will deliver a 30 minute oral
     presentation to the class that presents the pros and cons of a
     current food- or nutrition-related controversy.
   - **Critical review of an on-line site:** students will locate an on-
     line food- or nutrition-related 1).com web site, 2) a YouTube
Create a personal blog: students will create a personal blog to share with the class that will communicate information about current controversies in food and nutrition.

Weekly assignments: weekly assignments will include a variety of topics and methods including: self-reflection, goal-setting, and critiques of current topics. Details on weekly assignments will be given in advance, but most will be done in class.

3. Class participation  
Class participation grade will be determined by student participation in the on-line discussion blog, in-class review of articles and debate of controversial nutrition topics.

Total points  
Students with a university approved absence (see PS-22) will be allowed to re-schedule presentations; in class work or class participation points cannot be made up.

STUDENT LETTER GRADE:

The maximal points available for the semester total 520. A student’s letter grade will be based on the individual’s percentage of the point score. Based upon the student’s score and class performance the following letter grades will be assigned:

- A = 90 - 100%
- D = 60 - 69%
- B = 80 - 89%
- F = < 60%
- C = 70 - 79%
<table>
<thead>
<tr>
<th>Date</th>
<th>Topics</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Welcome and Introduction to the class</td>
<td>Read and discuss examples of experimental, cohort, and cross-sectional studies.</td>
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<tr>
<td></td>
<td>--Identify and discuss current food and nutrition controversies</td>
<td>Read chapter by Van Horn, 2008.</td>
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<td>Read Academy of Nutrition and Dietetics Position Paper, Total diet approach to healthy eating, 2013</td>
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<tr>
<td>Week 2</td>
<td>Critically discuss research methods, dietary collection techniques, data analysis, and interpretation of findings</td>
<td>Read textbook chapter 1: Assessment method for research and practice and, chapter 7: Analysis, presentation and interpretation of dietary data.</td>
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<td>Week 3</td>
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<td></td>
<td>Examine the evidence review process and use this method to evaluate research findings</td>
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<tr>
<td>Week</td>
<td>Topic</td>
<td>Reading/Assignments</td>
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<td>5</td>
<td>Discussion of the “problem of proof” and the unintended consequences of following severely restricted diets in the absence of medical necessity.</td>
<td>Read Chapter 14: Nutrition, health policy, and the problem of proof Read article by Stein, 2014</td>
</tr>
<tr>
<td>7</td>
<td>Process in Action: Class debates on the healthfulness of fast foods and fad diets</td>
<td>Student Book Reviews Read: Larsen, 2011</td>
</tr>
<tr>
<td>8</td>
<td>Process in Action: Class debates on organic versus genetically modified foods and the benefits of probiotics</td>
<td>Student Book Reviews Read: Dowd, 2013; Rodríguez-Entrena, 2013; Morelli, 2014</td>
</tr>
<tr>
<td>9</td>
<td>Student Reports</td>
<td>Students will present the pros and cons for current food or nutrition controversy</td>
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<tr>
<td>10</td>
<td>Student Reports</td>
<td></td>
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<td>11</td>
<td>Student Reports</td>
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<tr>
<td>12</td>
<td>Student Reports</td>
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<tr>
<td>13</td>
<td>Nutrition Controversies and the Popular Press</td>
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<tr>
<td>14</td>
<td>Nutrition Controversies and Nutrition Policy</td>
<td></td>
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<tr>
<td>Final</td>
<td>The final will be a comprehensive, take-home, open-book, essay-type exam taken during the week of final exams.</td>
<td></td>
</tr>
</tbody>
</table>
Additional Readings:


Dowd K, Burke KJ. The influence of ethical values and food choice motivations on intentions to purchase sustainably sourced foods. Appetite. 2013;69:137-144.


Rodríguez-Entrena M, Salazar-Ordóñez M. Influence of scientific-technical literacy on


Anna M Castrillo

From: O'Neil, Carol E. <CEOneil@agcenter.lsu.edu>
Sent: Thursday, October 02, 2014 7:22 AM
To: Anna M Castrillo
Subject: RE: NFS courses

Anna—thank you so much. Neither of these courses has ever been offered before—they’re going to be part of a graduate certificate program. Nutrition is currently offering one other course in this program—HUEC (soon to be NFS) 7012, which has a current enrollment of 11. As I said on our add form, we’re expecting an enrollment of 15 in each of these courses. Carol

From: Anna M Castrillo [mailto:acastr1@lsu.edu]
Sent: Wednesday, October 01, 2014 4:06 PM
To: Carol E O'Neil
Subject: NFS courses

Dr. O'Neil,

I have reviewed the C&C proposals for NFS, and they look great. I just have two questions concerning the proposals:

1. Has NFS 7021 been offered as a special topics course before? If so, what are the enrollment numbers and semesters?
2. Has NFS 7022 been offered as a special topics course before? If so, what are the enrollment numbers and semesters?

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 & Lit.  
**Course Rubric and #:** ARAB 2101  
**College:** H & SS  
**Date:** 12/2/13

### Present Course Description

**Title:** Intermediate Arabic  
**Semester Hours of Credit:** 4

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

**Credit will not be given for this course and:**

**Contact Hours Per Week:** 4

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

**Course Description:**

ARAB 2101 Intermediate Arabic (4) Prereq.: ARAB 1102. Native speakers of Arabic will not receive credit for this course. Continuation of the study of Arabic. Supplementary work in language laboratory. Development of writing, reading, and speaking skills.

### Proposed Course Description

**Title:** Intermediate Arabic  
**Short Title:** INTERMEDIATE ARABIC  
**Semester Hours of Credit:** 3

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

**Credit will not be given for this course and:**

**Contact Hours Per Week:** 3

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

**Course Description:**

ARAB 2101 Intermediate Arabic (3) Prereq.: ARAB 1102. Native speakers of Arabic will not receive credit for this course. Continuation of the study of Arabic. Supplementary work in language laboratory. Development of writing, reading, and speaking skills.

### JUSTIFICATION/EXPLANATION

The questions must be answered completely and accurately or the proposal will be returned.

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

Is this course included in any curricula, concentrations, or minors? Yes ( x) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes ( x) No ( ) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( x) No ( )

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

APPROVALS:

- **Department Faculty Approval Date:** 8-22-13
- **Department Chair’s Signature:** [Signature]

- **College Dean’s Signature:** [Signature]  
  **(Date):**

- **Graduate Dean’s Signature:** [Signature]  
  **(Date):**

- **College Contact:** [Name]

- **College Contact E-mail:** [Email]

- **College Faculty Approval Date:** 2-21-14
  
  - **College Chair’s Signature:** [Signature]  
    **(Date):**

- **Academic Affairs Approval:** [Signature]  
  **(Date):**

- **Chair, FS C & S Committee:** [Signature]  
  **(Date):**
Arabic 2101-2102 is required for the degree in International Studies with a Middle East concentration and an option for Africa concentration.

Arabic 2101-2102 (or the equivalent) is a prerequisite for Arabic 3101.

These courses are a requirement for Arabic minor.

If Arabic language is chosen, then ARAB 2101 and 2102 are required for the 4-semester language requirement for H&SS student pursuing BA or BS degree.
Justification/Explanation: Changing Arabic 2101 and 2102 (Intermediate Arabic) from 4-credit courses to 3-credit courses.

In the Department of Foreign Languages & Literatures, all elementary language courses are offered in 4-hour format (4 hour-long class meetings per week). At the Intermediate (second-year) level, most language courses meet 3 hours per week. However, Arabic, Chinese, Greek, and Hebrew continue the 4-hour format in the second year. At our Fall department meeting it was confirmed that individual language sections could decide between the 3- and 4-hour format themselves. For a combination of pedagogical and administrative reasons, the Arabic faculty (Professors Khannous and Wagner) would like to change the format of the course from 4 hours to 3 hours.

While there is reason to argue that some languages are more difficult than others and thus require a greater time commitment, by the time they graduate students who learn Arabic will have invested quite a bit of time beyond the 2-year language sequence. The practical benefit of an additional 50 minutes of class time each week for one year seems negligible. Universities and colleges in the US vary widely in terms of their contact hours for second-year Arabic (3 at Virginia Tech—6 at UT-Austin). However, those that go beyond the standard 3 hours generally employ adjunct faculty, Teaching Assistants, or “drill instructors” to do the extra instruction.

In terms of scheduling all of the Arabic courses, the rule concerning the percentage of classes that can be offered during “Prime Time” makes it difficult to schedule so many 4-credit courses. For example, a course offered Monday, Tuesday, Wednesday, and Thursday from 11-12 cuts into Tuesday and Thursday’s “prime time” slot. The same course offered from 12-1 cuts into “prime time” on Monday and Wednesday and the same course offered from 12-1. Since the majority of our courses are 4-credit courses, finding suitable times is very difficult (to say nothing of negotiating potential conflicts with other Middle East-themed courses).

Changing Intermediate Arabic from a 4-hour to a 3-hour course will necessitate a small change to the Arabic Studies Minor—the 20 credits currently required would decrease to 18.
Request for CHANGING an Existing Course

Department: Foreign Languages & Lit.
Course Rubric and # ARAB 2102

Present Course Description
Title: Intermediate Arabic
Semester Hours of Credit: 4

If combination course type, # hrs. of lecture: lab/sem
cred body rec: 
Repeat Credit Max (if repeatable): 
Graduate Credit?: Yes: No:
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC X LAB SEM REC RES IND CLIN PRACT
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.
ARAB 2101 Intermediate Arabic (4) Prereq.: ARAB 2101. Native speakers of Arabic will not receive credit for this course. Continuation of the study of Arabic. Supplementary work in language laboratory. Development of writing, reading, and speaking skills.

Proposed Course Description
Title: Intermediate Arabic
Semester Hours of Credit: 3

If combination course type, # hrs. of lecture: lab/sem cred body rec: 
Repeat Credit Max (if repeatable): 
Graduate Credit?: Yes: No:
Credit will not be given for this course and:
Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC X LAB SEM REC RES IND CLIN PRACT 
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.
ARAB 2101 Intermediate Arabic (3) Prereq.: ARAB 2101. Native speakers of Arabic will not receive credit for this course. Continuation of the study of Arabic. Supplementary work in language laboratory. Development of writing, reading, and speaking skills.

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

Has this change been discussed with and approved by all departments/colleges affected? Yes ( ) No ( ) N/A (x)
Is this course included in any curricula, concentrations, or minors? Yes (x) No ( ) If yes, please list on a separate sheet.
Is this course a prerequisite or corequisite for other courses? Yes (x) No ( ) If yes, list courses; use separate sheet.
Is this course on the General Education list? Yes (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 8-22-13
Department Chair's Signature
Graduate Dean's Signature
College Contact: (Please print name.)
College Contact E-mail:

College Faculty Approval Date 2-21-13
College Dean's Signature (Date)
Chair, FS C & C Committee (Date)

Academic Affairs Approval (Date)
Arabic 2101-2102 is required for the degree in International Studies with a Middle East concentration and an option for Africa concentration.

Arabic 2101-2102 (or the equivalent) is a prerequisite for Arabic 3101.

These courses are a requirement for Arabic minor.

If Arabic language is chosen, then ARAB 2101 and 2102 are required for the 4-semester language requirement for H&SS student pursuing BA or BS degree.
Justification/Explanation: Changing Arabic 2101 and 2102 (Intermediate Arabic) from 4-credit courses to 3-credit courses.

In the Department of Foreign Languages & Literatures, all elementary language courses are offered in 4-hour format (4 hour-long class meetings per week). At the Intermediate (second-year) level, most language courses meet 3 hours per week. However, Arabic, Chinese, Greek, and Hebrew continue the 4-hour format in the second year. At our Fall department meeting it was confirmed that individual language sections could decide between the 3- and 4-hour format themselves. For a combination of pedagogical and administrative reasons, the Arabic faculty (Professors Khannous and Wagner) would like to change the format of the course from 4 hours to 3 hours.

While there is reason to argue that some languages are more difficult than others and thus require a greater time commitment, by the time they graduate students who learn Arabic will have invested quite a bit of time beyond the 2-year language sequence. The practical benefit of an additional 50 minutes of class time each week for one year seems negligible. Universities and colleges in the US vary widely in terms of their contact hours for second-year Arabic (3 at Virginia Tech—6 at UT-Austin). However, those that go beyond the standard 3 hours generally employ adjunct faculty, Teaching Assistants, or “drill instructors” to do the extra instruction.

In terms of scheduling all of the Arabic courses, the rule concerning the percentage of classes that can be offered during “Prime Time” makes it difficult to schedule so many 4-credit courses. For example, a course offered Monday, Tuesday, Wednesday, and Thursday from 11-12 cuts into Tuesday and Thursday’s “prime time” slot. The same course offered from 12-1 cuts into “prime time” on Monday and Wednesday and the same course offered from 12-1. Since the majority of our courses are 4-credit courses, finding suitable times is very difficult (to say nothing of negotiating potential conflicts with other Middle East-themed courses).

Changing Intermediate Arabic from a 4-hour to a 3-hour course will necessitate a small change to the Arabic Studies Minor—the 20 credits currently required would decrease to 18.
Request for CHANGING an Existing Course

Department: School of Art
Course Rubric and #: ARTH 4482

Present Course Description

Title: Digital Art History
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: _
Credit will not be given for this course and: NA

Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC _ LAB _ SEM _ REC _ RES/IND _ CLIN/PRACT _
Total Weekly Contact Hours: _3_
Grading System: Letter Grade _3_ Pass/Fail _

Course Description:
Include course number, title, etc., exactly as it appears in the General Catalog
ARTH 4482 Digital Art History (3)
Survey of art and technology focusing on the development of computer art and digital, interactive, and network-based art forms from the 1950s to the present.

Proposed Course Description

Title: History of Electronic and Digital Art
Short Title: ELEC AND DIGITAL ART
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: _
Credit will not be given for this course and: NA

Contact Hours Per Week: (Indicate hours in appropriate course type.)
LEC _ LAB _ SEM _ REC _ RES/IND _ CLIN/PRACT _
Total Weekly Contact Hours: _3_
Grading System: Letter Grade _3_ Pass/Fail _

Course Description:
Include course number, title, etc., exactly as it will appear in the General Catalog
ARTH 4482 History of Electronic and Digital Art (3)
Survey of art and technology focusing on the development of computer art and digital, interactive, and network-based art forms from the 1950s to the present.

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 ( ) 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: 8/29/2014
Department Chair's Signature: 9/10/14

College Faculty Approval Date: 9/18/2014
College Dean's Signature: 10/7/2014
Chair, FS C & C Committee: SKB 10/20/14

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

Academic Affairs Approval: (Date)
ARTH 4482

This request is for a title change only

Inclusion in any curricula, concentrations, or minors:

The course fulfills a distribution requirement for the Art History Concentration of the Liberal Arts BA in the College of Humanities and Social Sciences. It is not a required course for that degree.

The course fulfills a distribution requirement for the Art History MA in the School of Art. It is not a required course for that degree.

The course is among a list of art history courses that fulfill the art history requirement for the Studio Art BFA in the School of Art. It is not a required for that degree.

The course is an approved arts elective for the Digital Media AVATAR Arts Minor.

Justification for Change:

The course was created more than ten years ago. The original course title has become inaccurate over the last several years as the term “Digital Art History” has become widely understood to mean computational art history: applying statistics and data to the analysis of artists, works, or other art historical facts. ARTH 4482 History of Electronic and Digital Art, is an historical survey of electronic and digital art, and the proposed title is the most accurate title for the course going forward.
Hi Anna,

Thanks for this information. I am writing on behalf of the AVATAR committee and they have approved this change. Please let me know if you need any else.

Best,

Lea Anne

On 8/26/14 2:03 PM, Anna M Castrillo wrote:

Lynne and Lea Anne,

Thanks for the email. We just needed an affirmative response from AVATAR to move the C&C paperwork along. Tamra cannot make the adjustments to the title until after the C&C meeting on September 9, when it may/may not be approved.

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

From: Lea Anne Landry [mailto:leaanne@cct.lsu.edu]
Sent: Tuesday, August 26, 2014 2:03 PM
To: Tamra O Johnson
Cc: Anna M Castrillo
Subject: Fwd: Title Change to Avatar Elective Course

Hi Tamra,
Can you please change the title of ARTH 4482 from Digital Art History to History of Electronic and Digital Art? It is listed as an elective in the DMART and DMTEC minors.

Thanks,

Lea Anne

-------- Original Message --------
Subject: Title Change to Avatar Elective Course
Date: Tue, 26 Aug 2014 18:11:49 +0000
From: Susan E Ryan <faryau@lsu.edu>
To: Lea Anne Landry <leaanne@cct.lsu.edu>

Lea:

I teach ARTH 4482, an art history course focusing on electronic and digital art. I am making a minor change to the title of the course, for clarity. I enclose the form showing the title change. Since the course is an AVATAR elective, I need an email from the appropriate representative saying the change is OK, in order for the process to move forward.

Thank you!
The College of Humanities and Social Sciences has no objections to the recommended title change, which clears up possible confusion as to the content and will separate it more clearly from the recent proliferation of other courses with “digital” in the title.

Best wishes,

Malcolm Richardson
Associate Dean, College of Humanities and Social Sciences
Dr. J.F. Taylor Professor of English
Department of English
Louisiana State University
Baton Rouge, LA 70803
225-578-1856
225-578-6447 (fax)
http://uiswcmweb.prod.lsu.edu/ArtSci/english/English People/item21479.html
Request for CHANGING an Existing Course

Present Course Description

Title: Independent Study: Economic Problems

Semester Hours of Credit: 1-3

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

LEC: ___ LAB: ___ SEM: ___ REC: ___ RES/IND: X CLIN/PRAC: ___

Total Weekly Contact Hours: ___3___

Grading System: Letter Grade ___X___ Pass/Fail ___

Course Description:

May be taken for credit for a max. of 6 sem. hrs. For undergraduate students with a grade point average of 3.00 or above. Independent economic research and study under the direction of a faculty member.

Proposed Course Description

Title: Independent Study: Economic Problems

Semester Hours of Credit: 1-3

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

LEC: ___ LAB: ___ SEM: ___ REC: ___ RES/IND: X CLIN/PRAC: ___

Total Weekly Contact Hours: ___3___

Grading System: Letter Grade ___X___ Pass/Fail ___

Course Description:

May be taken for credit for a max. of 6 sem. hrs. For undergraduate students with a grade point average of 3.00 or above and permission of the department. Independent economic research and study under the direction of a faculty member.

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 3/28/14

Department Chair’s Signature (Date) 9/30/14

College Faculty Approval Date 9/26/14

College Dean’s Signature (Date) 10/7/2014

Graduate Dean’s Signature (Date)

College Contact: Ashley Junek (Please print name.)

College Contact E-mail: cxjunek@lsu.edu

Academic Affairs Approval (Date)
Justification for ECON 3999

Due to the nature of the Independent Study course, students need to identify a faculty mentor and receive permission of the department before they are allowed to enroll in the course.
Request for CHANGING an Existing Course

Department: MGT

Course Rubric and #: MGT 3280

College: BADM

Date: 4/2/2014

Present Course Description

Title: Management Internship

Semester Hours of Credit: 3

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

Repeat Credit Max (if repeatable): __________

Graduate Credit?: Yes: ___ No: ___

Credit will not be given for this course and:

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

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

Total Weekly Contact Hours: ______

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

Course Description:

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

Prereq.: junior or senior standing. Pass-fail grading. May be taken for a max. of 6 sem. hrs. of credit. Students, supervised by a management faculty member and an approved business executive, will follow a predetermined schedule of activities while working for a business firm. Hands-on experience in the fields of management, human resource management, organizational behavior, small business management, entrepreneurship and administrative practices.

Proposed Course Description

Title: Management Internship

Short Title: MGT INTERNSHIP

Semester Hours of Credit: 3

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

Repeat Credit Max (if repeatable): __________

Graduate Credit?: Yes: ___ No: ___

Credit will not be given for this course and:

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

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

Total Weekly Contact Hours: ______

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

Course Description:

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

Prereq.: junior or senior standing and permission of instructor. Pass-fail grading. May be taken for a max. of 6 sem. hrs. of credit. Students, supervised by a management faculty member and an approved business executive, will follow a predetermined schedule of activities while working for a business firm. Hands-on experience in the fields of management, human resource management, organizational behavior, small business management, entrepreneurship and administrative practices.

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: 3/28/14

Department Chair's Signature: ______

(Date)

Graduate Dean's Signature: ______

(Date)

College Contact: ______

(Please print name.)

College Contact Email: ______

Academic Affairs Approval: ______

(Date)

College Faculty Approval Date: 9/26/14

RD White ______

(Date)

College Dean's Signature: ______

(Date)

Chair, FS C & C Committee: ______

(Date)
Due to the nature of the Internship course, students need to secure a position within an organization and receive permission of the internship faculty advisor before they are allowed to enroll in the course.
Request for CHANGING an Existing Course

Department: ECON
Course Rubric and #: ECON 4445

Present Course Description

Title: Internship in Economics
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.)
Total Weekly Contact Hours: 3
Grading System: Letter Grade ___ Pass/Fail ___
Course Description: Include course number, title, etc., exactly as it appears in the General Catalog.
Prereq.: consent of instructor. Pass-fail grading. On-the-job experience in approved positions with economic content.

Proposed Course Description

Title: Internship in Economics
Short Title: INTERN IN ECONOMICS
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.)
Total Weekly Contact Hours: 3
Grading System: Letter Grade ___ Pass/Fail ___
Course Description: Include course number, title, etc., exactly as it will appear in the General Catalog.
Prereq.: permission of department. Pass-fail grading. On-the-job experience in approved positions with economic content.

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

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.

College Contact: Ashley Juneck (Please print name.)
College Contact E-mail: a.juneck@lsu.edu

College Faculty Approval Date: 9/30/14
College Dean’s Signature: (Date)
Chair, FS C & C Committee: (Date)
Academic Affairs Approval: (Date)
Justification for ECON 4445

Due to the nature of the Internship course, students need to secure a position within an organization and receive permission of the department before they are allowed to enroll in the course.
Memo

To: Faculty Senate Courses and Curricula Committee
From: Department of Information Systems and Decision Sciences
Date: May 22, 2014
Subject: Prerequisite Grade Change

During the 2014 learning outcome assessment the ISDS faculty addressed the undergraduate major requirements. Last year, the ISDS Department lowered the grade point average requirement from 3.0 to 2.0. This was due to the fact that many students do not initially choose ISDS as their major of study and their initial GPA may suffer due to their original choice. While there are many students with grade point averages between 2.0 and 2.9 which have technical abilities to succeed in the ISDS program, there are some students who make a D in an entry level ISDS major course and then consequently fail upper level ISDS courses. It is imperative that if a course is a prerequisite for a subsequent course, knowledge of the material should be demonstrated at a level of a C or higher. Also, some of these students are non-ISDS majors who take ISDS courses as electives. In an effort to reduce waste of valuable resources, student’s time and money and increase graduation rates, the ISDS Department requests to require that students complete all courses, that are prerequisite of upper level ISDS major courses, with a C or better.
PREREQUISITE CHANGES FOR C OR BETTER IN ISDS COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISDS 3200</td>
<td>C or better in ISDS 3107</td>
</tr>
<tr>
<td>ISDS 4112</td>
<td>C or better in ISDS 3110</td>
</tr>
<tr>
<td>ISDS 4125</td>
<td>C or better in ISDS 3110 and ISDS 3200</td>
</tr>
<tr>
<td>ISDS 4180</td>
<td>C or better in ISDS 4112</td>
</tr>
</tbody>
</table>
Anna M Castrillo

From: Helmut Schneider  
Sent: Wednesday, October 01, 2014 1:25 PM  
To: Anna M Castrillo  
Subject: FW: ISDS C or better

Anna,

We omitted 3110 from 3200 and 4141 from 4180 because we want to allow concurrent enrollment. Hence we couldn't require a c or better if they aren't required to take it before the class. We need to change 4180 and 3200 to say concurrent enrollment. But we don't want to hold this change up.

Thanks.

Helmut Schneider  
Associate Dean for Research and Graduate Programs  
Chairman of Information Systems and Decision Sciences at LSU  
Director of the Highway Safety Research Group Louisiana State University  
Ourso Family Distinguished Professor of Information Systems  
2200A BEC Baton Rouge, LA 70803  
Ph.: 225-578-2516  
Fax: 225-578-2511  
Homepage: http://isds.bus.lsu.edu  
LA Traffic Crash Reports http://hsrg.lsu.edu

From: Anna M Castrillo  
Sent: Wednesday, October 1, 2014 10:43 AM  
To: Helmut Schneider  
Subject: ISDS C or better

Dr. Schneider,

I reviewed the proposal to change the prerequisites of upper level ISDS courses to "C" or better and saw that there were two prerequisites omitted from the table.

Should the table read:

<table>
<thead>
<tr>
<th>ISDS 3200</th>
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</tr>
</thead>
<tbody>
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<td>ISDS 4180</td>
<td>C or better in ISDS 4112 and 4141</td>
</tr>
</tbody>
</table>

I can make these edits for you if this is the case.

Sincerely,

Anna Castrillo, M.A.  
Coordinator  
Office of the University Registrar
Is this sufficient or do you need anything else.

Helmut Schneider
Associate Dean for Research and Graduate Programs
Chairman of Information Systems and Decision Sciences at LSU
Director of the Highway Safety Research Group Louisiana State University
Ourso Family Distinguished Professor of Information Systems
2200A BEC Baton Rouge, LA 70803
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There is the memo with your signature and the dean's. It says May 22, 2014.

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

Yes, we approved it in the department at our meeting in spring.
Is the data of the approval missing?
Helmut
To: Helmut Schneider  
Subject: RE: ISOS C or better  

Dr. Schneider,

The Chair of the C&C Committee wanted to know if the faculty approved the ISDS changes. He says that he sees the Dean's signature, but he was not sure if this went through the appropriate channels first.

Thanks,

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

From: Helmut Schneider  
Sent: Wednesday, October 01, 2014 1:25 PM  
To: Anna M Castrillo  
Subject: FW: ISDS C or better  

Anna,

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Thanks.

Helmut Schneider
Associate Dean for Research and Graduate Programs
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</tbody>
</table>

I can make these edits for you if this is the case.

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
<image001.jpg>
# Request for CHANGING an Existing Course

**Department:** School of Nutrition and Food Sciences  
**Course Rubric and #:** FDSC 7071  
**College:** Agriculture  
**Date:** 05/06/14

## Present Course Description

**Title:** Seminar in Food Science  
**Semester Hours of Credit:** 1

If combination course type, # hrs. of credit for:
- Lecture: ___ lab/sem _____ rec: ______  
- Repeat Credit Max (if repeatable) ___ 3  
- 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 ___  
- Total Weekly Contact Hours: ___ 1 ___

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

**Course Description:**
*FDSC 7071 Seminar in Food Science (1)*  
*May be taken for a max. of 3 hrs. of credit. Selected topics in food science and technology.*

## Proposed Course Description

**Title:** Seminar in Nutrition and Food Sciences  
**Semester Hours of Credit:** 1

If combination course type, # hrs. of credit for:
- Lecture: ___ lab/sem _____ rec: ______  
- Repeat Credit Max (if repeatable) ___ 3  
- 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 ___  
- Total Weekly Contact Hours: ___ 1 ___

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

**Course Description:**
*FDSC 7071 Seminar in Nutrition and Food Sciences (1)*  
*May be taken for a max. of 3 hrs. of credit. Selected topics in nutrition, food science, and food 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 ( ) No ( ) N/A (x)  
- Is this course included in any curricula, concentrations, or minors? Yes (x) No ( )  
- 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:** 26 Sept 14  
  **Department Chair’s Signature:** (Date)  
  **Graduate Dean’s Signature:** (Date)  
  **College Contact:** Jennifer Neal  
  **College Contact E-mail:** jsherw1@isu.edu  
- **College Faculty Approval Date:** 9/29/14  
  **College Dean’s Signature:** (Date)  
  **Chair, FS C & C Committee:** (Date)  
  **Academic Affairs Approval:** (Date)
This seminar is required in the new combined Nutrition and Food Sciences graduate curriculum (see attached paperwork). It is required to be taken twice by students in the MS program and once by students in the PhD program.

Justification: The name of the course and the course description has been slightly changed to allow all students in the new graduate program to be able to take the same seminar. This will foster inter-relationships among the students and faculty and introduce students to a broader range of food and nutrition research.

In addition, we are changing the rubric to NFS (Nutrition and Food Sciences) to reflect the merger of the Department of Food Science and the Division of Human Nutrition and Food (formerly in the School of Human Ecology).

Since instructors in this course rotate, a sample syllabus is attached.
Sample Syllabus

SEMINAR IN NUTRITION AND FOOD SCIENCES NFS 7071

Thursday, 12:30 – 01:20 pm
Room 108 Tureaud Hall

Instructor:

Dr. Witoon Prinyawiwatkul
Rm. 114A Food Science Building
Telephone: (225) 578-5188
Email: wprinya@lsu.edu

Course description: May be taken for a max. of 3 hrs. of credit. Selected topics in nutrition, food science, or food technology research.

One hour credit. Each student enrolled in this course will make an oral presentation related to nutrition, food science, or food technology research. The entire presentation also includes a question and answer part, which is an important component of a scientific presentation. In addition, each student will write an abstract of the research that will be presented.

Statement about credit hours: There is a new definition of a “credit hour” at LSU. For every hour spent in class, students are expected to spend two hours outside of class. Thus, for a 1 hour credit course that runs 15 weeks, students would be expected to spend a minimum of 45 hours during the semester either in class or preparing for this class.

Upon successful completion of this course students will be able to:

1) Prepare and present an oral presentation at scientific seminars or meetings.
2) Manage the question and answer during presentation.
3) Write an abstract for the presented research.
4) Develop the capability of making professional presentation and communication.

Textbook: None

Academic Dishonesty: You are expected to do your own work. The LSU Code of Student Conduct is available on line; it is assumed that you have read this and will abide by it. All students suspected of academic dishonesty will be referred to the Office of the Dean of Students.

Students with Disabilities: Students with disabilities are advised to register with the Office of Disability Services—and to share, in writing, any specific needs with the instructor. To receive any special considerations as a result of a disability, students must provide this written documentation. Students with disabilities should also schedule an appointment with the instructor to discuss any specific concerns.

Credit Hour Definition: To comply with Federal requirements, a credit hour at LSU has been defined as “not less than one hour (50 minutes) of lecture/classroom or direct faculty instruction
and a minimum of two hours out-of-class student work across 15 weeks for one semester or the equivalent amount of work over a different amount of time."

**Grading Criteria:**

The grade will consist of the scoring of the attended faculty (80%) and your attendance*/comments/involvement* for other student presentations (20%). The abstract is due by Monday of the week of your presentation and can be sent to me by email.

**Your presence and involvement are mandatory and 0.5% will be taken off for each unexcused absence—see PS 22 for information on student absences. You are responsible for providing reasonable advance notification and appropriate documentation of the reason for the absence.**

**Final grading scale:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>100-90</td>
</tr>
<tr>
<td>B</td>
<td>89.99-80</td>
</tr>
<tr>
<td>C</td>
<td>79.99-70</td>
</tr>
<tr>
<td>D</td>
<td>69.99-60</td>
</tr>
<tr>
<td>F</td>
<td>&lt;59.99</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Review of Syllabus and Course Goals</td>
</tr>
<tr>
<td>2</td>
<td>Discussion of Student Seminar Topics</td>
</tr>
<tr>
<td>3</td>
<td>Review of Presentations</td>
</tr>
<tr>
<td>4</td>
<td>Faculty Presentation</td>
</tr>
<tr>
<td>5</td>
<td>Faculty Presentation</td>
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<td>6</td>
<td>Faculty Presentation</td>
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<tr>
<td>7</td>
<td>Two Student Presentations</td>
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<tr>
<td>8</td>
<td>Two Student Presentations</td>
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<td>9</td>
<td>Two Student Presentations</td>
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<td>10</td>
<td>Two Student Presentations</td>
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<td>11</td>
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<td>12</td>
<td>Two Student Presentations</td>
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<tr>
<td>13</td>
<td>Two Student Presentations</td>
</tr>
<tr>
<td>14</td>
<td>Two Student Presentations</td>
</tr>
<tr>
<td>15</td>
<td>Class Discussion</td>
</tr>
</tbody>
</table>

1Note that for several weeks of the class, the faculty will present or give instruction to students to help prepare them and to provide time for the students to plan and practice their presentations.
## Seminar Faculty Grading Sheet

**Student’s/Presenter’s Name:** __________________________

### I. Presentation (30 points)

| A. Professional Demeanor: Appearance, poise, attitude, confidence, etc. (5 pts) | _____ |
| B. Appropriate Subject Matter: Topic, scope, depth, etc. (5 pts) | _____ |
| C. Organization: Logic, flow, etc. (10 pts) | _____ |
| D. Visuals: format, clarity, etc. (10 pts) | _____ |

### II. Content (30 points)

| A. Abstract: adequate coverage of seminar material, grammar, etc (5 pts) | _____ |
| B. Introduction: sufficient background information, appropriate information, etc. (5 pts) | _____ |
| C. Materials and Methods: adequate detail, sufficient explanation of procedures, etc. (5 pts) | _____ |
| D. Results: adequate coverage, clarity (graphics, tables), etc. (10 pts) | _____ |
| E. Discussion: thoroughness, comparison to the findings of others, etc. (5 pts) | _____ |

### III. Response to Questions (20 points):

Apparent knowledge, succinctness, integrity, poise, etc.

**Total (80 points)**

Comments:

---

**Faculty Member’s Signature:** ____________________________ **Date:** ________
Student’s/Presenter’s Name: ________________________________

1. Overall organization: Logic, flow, etc.

2. Visuels: format, clarity, etc.

3. Abstract: adequate coverage of seminar material

4. Introduction: sufficient background information, appropriate information, etc.

5. Materials and Methods: adequate detail, sufficient explanation of procedures, etc.

6. Results: adequate coverage, clarity (graphics, tables), etc.

7. Discussion: thoroughness, comparison to the findings of others, etc.

8. Other comments:

Your Name: ________________________________ Date: __________
Request for CHANGING an Existing Course

Department: School of Nutrition and Food Sciences

Course Rubric and # FDSC 7030

Date: 05/06/14

Present Course Description

Title: FDSC 7030 Advanced Food Research

Semester Hours of Credit: 1-6

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

Repeat Credit Max (if repeatable) ___ 9

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 1-6 CLIN/ PRACT ___

Total Weekly Contact Hours: ___1-6___

Grading System: Letter Grade _x_ Pass/Fail ___

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

LEC ___ LAB ___ SEM ___ REC ___ RES/ IND 1-6 CLIN/ PRACT ___

Total Weekly Contact Hours: ___1-6___

Grading System: Letter Grade _x_ Pass/Fail ___

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

FDSC 7030 Advanced Food Research (1-6) Prereq.: consent of instructor. May be taken for a max. of 9 sem. hrs. of credit. Individual problems in pertinent areas.

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

NFS 7030 Advanced Food and Nutrition Research (1-6) Prereq.: consent of instructor. May be taken for a max. of 9 sem. hrs. of credit. Individual problems in pertinent areas of nutrition and food sciences.

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

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

Is this course included in any curricula, concentrations, or minors? Yes ( ) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes ( ) No ( ) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No ( )

JUSTIFICATION/EXPLANATION: Use separate sheet.

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

APPROVALS:

Department Faculty Approval Date 26 Sep 14

Department Chair's Signature

Graduate Dean's Signature 10-2-14

College Contact: Jennifer Neal

College Contact E-mail: jshe@lsu.edu

College Faculty Approval Date 9/13/14

William B. Richardson

College Dean's Approval (Date)

Chair, FS C & C Committee 10/7/14

Academic Affairs Approval (Date)
Justification: The name of the course and the course description has been slightly changed to allow all graduate students in the School of Nutrition and Food Sciences to take the same graduate research class. A similar course is taught as HUEC 7091—this course was left intact as it is a general Human Ecology course that would also apply to students in the Department of Textiles, Apparel, and Merchandising (TAM), as well as graduate students continuing in the Human Ecology graduate program. When TAM has changed their rubrics and there are no remaining graduate students needing this special problems course, HUEC 7091 will be dropped from the university.

In addition, we are changing the rubric to NFS (Nutrition and Food Sciences) to reflect the merger of the Department of Food Science and the Division of Human Nutrition and Food (formerly in the School of Human Ecology).

Since this is an independent study, a faculty/student contract, rather than a sample syllabus is attached.
School of Nutrition & Food Sciences

UNDERGRADUATE/GRADUATE INDEPENDENT RESEARCH\(^1\) CONTRACT
Student Plan of Study

Once complete, research contract should be turned in to Dr. Carol O’Neil, 261 Knapp Hall or e-mail signed copy to: coneil1@lsu.edu

A. STUDENT INFORMATION

Name:  
LSU ID:  
Request for Semester/Yr:  
Credits:  
Choose Course: HNRS 4000, NFS 3900, NFS 7030  
Local Phone Number:  
Cell Phone Number:  
Email:  

B. RESEARCH PROPOSAL

1. Proposal Title:  

2. Attach additional sheet(s) for:  

   a. Preliminary Independent research project description/location - What will you be doing?
   Proposed hypothesis or research question and approach, Where?

   b. Timeline – When will activities be done, report drafts, evaluation date, final copy.

\(^1\) This form is for independent research courses and does not apply to NFS 8000 or NFS 9000.
C. POLICIES:

1. Undergraduate students cannot receive credit for both NFS 3900 AND HNRS 4000 for the same work (these are separate courses).

2. Credit for the project cannot be obtained retroactively (i.e., already completed).

3. The project cannot be 'transferred' from another academic institution.

D. STUDENT LEARNING OBJECTIVES (SLO):^2

(SLO 1) Identify and effectively evaluate essential supporting information or literature sources associated with a research project;

(SLO2) Use tools and strategies for gathering and evaluating data, and apply the results to the solution of the research problem;

(SLO3) Demonstrate responsible/ethical conduct of research;

(SLO4) Identify and describe an original disciplinary or interdisciplinary research question; and

(SLO5) Articulate research findings through written, visual, or oral presentation.

E. REQUIRED ONLINE TRAINING

In conjunction with the faculty mentor, at either the graduate or undergraduate level and depending on the individual project, students will be required to take on-line training as appropriate. This could include the National Institutes of Health’s Protection of Human Subjects: https://phrp.nihtraining.com/users/login.php training, training related to the use of vertebrate animals http://www.vetmed.lsu.edu/dlam/IACUC%20policies_intro.htm, Radiation Safety Training for Users of Radiation and Radioactive Materials http://www.radsafety.lsu.edu/training.html, Biological Safety https://sites01.lsu.edu/wp/ehs/biological-safety-links, or other training deemed necessary. If you have the potential to work with hazardous chemicals, you need to take the additional chemical safety training. If you work with biological materials, you must take the basic biosafety training. Please consult with your faculty sponsor for these or other options.

^2 Some students may not be ready to attempt all of these SLOs in their first research course; thus, faculty can modify them for the student’s needs. For example, a student beginning a research project might be taking his/her first research course (e.g. the first 2 hours of NFS 3900) and be ready for only: SLOs 1-3. For the second research course they student takes (e.g. the second (and final) 4 hours of NFS 3900), they may be ready to complete the project and all SLOs would be used in the new course contract.
By signing below, student acknowledges the information provided above and agrees to follow student learning objectives.

Student

Name: Email:
Signature: Date:

F. FACULTY & WORKSITE SUPERVISOR SIGNATURES:

The student, faculty sponsor, and worksite supervisor (if applicable) together will outline the learning objectives (listed above) of the independent research project. Faculty sponsor (and worksite supervisor, if applicable) must complete an evaluation with the student before the faculty sponsor may grant credit for the project. Once complete, evaluation should be turned in to Dr. Carol O’Neil, 261 Knapp Hall, where it will be kept on file with this research contract, or e-mail to: coneil1@isu.edu. The student evaluation form is attached.

Faculty Sponsor: Please read all the information provided above and the NFS webpage to be aware of the expectations from each student. Additionally, each student has to take appropriate training before they start working on their research. But if there is any additional training necessary for the type of projects they will involve in your lab, please make sure to give them appropriate training before they start working in your lab.

By signing below, the Faculty Sponsor and Workplace Supervisor agree to work with the student and provide supervision and evaluation before granting credit to the student.

FACULTY SPONSOR

Name: Email:
Signature: Date:

WORKSITE SUPERVISOR (If Applicable)

Name: Email:
Signature: Date:

To be Completed by NFS Office:

Form Received by _____________ Date _______________
Request for CHANGING an Existing Course

Department: School of Nutrition and Food Sciences
College: Agriculture
Course Rubric and #: FDSC 3900
Date: 05/06/14

Present Course Description
Title: Food Science Research
Semester Hours of Credit: 1-3

If combination course type, # hrs. of credit for:
lecture: lab/sem/rec:
Repeat Credit Max (if repeatable): x 6

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 1-3 CLIN/PRACT
Total Weekly Contact Hours: 1-3

Grading System: Letter Grade x Pass/Fail

Course Description:
FDSC 3900 Food Science Research (1-3)
Prereq.: permission of department. May be taken for a max. of 6 sem. hrs. of credit. Student outlines and executes project and prepares a written report; problems related to processing, quality control, safety, and nutritional evaluation of food stuffs.

Proposed Course Description
Title: Nutrition and Food Science Research
Semester Hours of Credit: 1-3

If combination course type, # hrs. of credit for:
lecture: lab/sem/rec:
Repeat Credit Max (if repeatable): x 6

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 1-3 CLIN/PRACT
Total Weekly Contact Hours: 1-3

Grading System: Letter Grade x Pass/Fail

Course Description:
NFS 3900 Nutrition and Food Science Research (1-3)
Prereq.: permission of department. May be taken for a max. of 6 sem. hrs. of credit. Student outlines and executes project and prepares a written report; problems related to nutrition, dietetics, management, or processing, quality control, safety, and nutritional evaluation of food stuffs.

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

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

Is this course included in any curricula, concentrations, or minors? Yes ( ) 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: 26Sep14
Department Chair's Signature: D. A. [Signature]

Graduate Dean's Signature: [Signature]
College Contact: Jennifer Neal
College Contact E-mail: jshewal@isu.edu

College Faculty Approval Date: 9/23/14
William B. Richardson

College Dean's Signature: [Signature]
Chair, FS C & C Committee: [Signature]

Academic Affairs Approval: 10/20/14
[Signature]
Justification: The name of the course and the course description has been slightly changed to allow all undergraduate students in the School of Nutrition and Food Sciences to take the same undergraduate research class. A similar course is taught as HUEC 3091—this course was left intact as it is a general Human Ecology course that would also apply to students in the Department of Textiles, Apparel, and Merchandising. When this Department has changed their rubrics, HUEC 3091 can be dropped from the university.

In addition, we are changing the rubric to NFS (Nutrition and Food Sciences) to reflect the merger of the Department of Food Science and the Division of Human Nutrition and Food (formerly in the School of Human Ecology).

Since this is an independent study class, a faculty/student contract, rather than a sample syllabus is attached.
School of Nutrition & Food Sciences

UNDERGRADUATE/GRADUATE INDEPENDENT RESEARCH CONTRACT
Student Plan of Study

Once complete, research contract should be turned in to Dr. Carol O'Neil, 261 Knapp Hall or e-mail signed copy to: coneil1@lsu.edu

A. STUDENT INFORMATION

Name: ..................................................... LSU ID: ..................................................

Request for Semester/Yr:

Credits: ..................................................

Choose Course: HNRS 4000, NFS 3900, NFS 7030

Local Phone Number: ..................................

Cell Phone Number: ..................................

Email: ..................................................

B. RESEARCH PROPOSAL

1. Proposal Title:

2. Attach additional sheet(s) for:
   a. Preliminary Independent research project description/location - What will you be doing? Proposed hypothesis or research question and approach, Where?
   b. Timeline - When will activities be done, report drafts, evaluation date, final copy.

1 This form is for independent research courses and does not apply to NFS 8000 or NFS 9000.
C. POLICIES:

1. Undergraduate students cannot receive credit for both NFS 3900 AND HNRS 4000 for the same work (these are separate courses).

2. Credit for the project cannot be obtained retroactively (i.e., already completed).

3. The project cannot be ‘transferred’ from another academic institution.

D. STUDENT LEARNING OBJECTIVES (SLO):²

(SLO 1) Identify and effectively evaluate essential supporting information or literature sources associated with a research project;

(SLO2) Use tools and strategies for gathering and evaluating data, and apply the results to the solution of the research problem;

(SLO3) Demonstrate responsible/ethical conduct of research;

(SLO4) Identify and describe an original disciplinary or interdisciplinary research question; and

(SLO5) Articulate research findings through written, visual, or oral presentation.

E. REQUIRED ONLINE TRAINING

In conjunction with the faculty mentor, at either the graduate or undergraduate level and depending on the individual project, students will be required to take on-line training as appropriate. This could include the National Institutes of Health’s Protection of Human Subjects: https://phrp.nihtraining.com/users/login.php training, training related to the use of vertebrate animals http://www.vetmed.lsu.edu/dlam/IACUC%20policies_introd.htm, Radiation Safety Training for Users of Radiation and Radioactive Materials http://www.radsafety.lsu.edu/training.html, Biological Safety https://sites01.lsu.edu/wp/ehs/biological-safety-links, or other training deemed necessary. If you have the potential to work with hazardous chemicals, you need to take the additional chemical safety training. If you work with biological materials, you must take the basic biosafety training. Please consult with your faculty sponsor for these or other options.

² Some students may not be ready to attempt all of these SLOs in their first research course; thus, faculty can modify them for the student’s needs. For example, a student beginning a research project might be taking his/her first research course (e.g. the first 2 hours of NFS 3900) and be ready for only: SLOs 1-3. For the second research course they student takes (e.g. the second (and final) 4 hours of NFS 3900), they may be ready to complete the project and all SLOs would be used in the new course contract.
By signing below, student acknowledges the information provided above and agrees to follow student learning objectives.

**Student**

Name: Email: 
Signature: Date: 

**F. FACULTY & WORKSITE SUPERVISOR SIGNATURES:**

The student, faculty sponsor, and worksite supervisor (if applicable) together will outline the learning objectives (listed above) of the independent research project. Faculty sponsor (and worksite supervisor, if applicable) must complete an evaluation with the student before the faculty sponsor may grant credit for the project. Once complete, evaluation should be turned in to Dr. Carol O'Neil, 261 Knapp Hall, where it will be kept on file with this research contract, or e-mail to: coneil1@lsu.edu. The student evaluation form is attached.

Faculty Sponsor: Please read all the information provided above and the NFS webpage to be aware of the expectations from each student. Additionally, each student has to take appropriate training before they start working on their research. But if there is any additional training necessary for the type of projects they will involve in your lab, please make sure to give them appropriate training before they start working in your lab.

By signing below, the Faculty Sponsor and Workplace Supervisor agree to work with the student and provide supervision and evaluation before granting credit to the student.

**FACULTY SPONSOR**

Name: Email: 
Signature: Date: 

**WORKSITE SUPERVISOR (If Applicable)**

Name: Email: 
Signature: Date: 

To be Completed by NFS Office:

Form Received by __________ Date __________
# Request for CHANGING an Existing Course

## Present Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th>Introductory Apparel Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Hours of Credit</td>
<td>4</td>
</tr>
</tbody>
</table>

If combination course type, # hrs. of credit for lecture: 2 lab/sem 2

Repeat Credit Max (if repeatable) NO

Graduate Credit? Yes: X

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>
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<tbody>
<tr>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

Total Weekly Contact Hours: 6

Grading System: Letter Grade X Pass/Fail

Course Description:

2032 Introductory Apparel Design (4) Prereq; for students in the Apparel Design concentration only. 2 hrs. lecture; 4 hrs. lab. The design process; art elements and principles applied to aesthetic, functional and structural design of textile and apparel products; introduction to fashion illustration and design.

## Proposed Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th>Introductory Apparel Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Hours of Credit</td>
<td>4</td>
</tr>
</tbody>
</table>

If combination course type, # hrs. of credit for lecture: 2 lab/sem 2

Repeat Credit Max (if repeatable) NO

Graduate Credit? Yes: X

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

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

Total Weekly Contact Hours: 6

Grading System: Letter Grade X Pass/Fail

Course Description:

2032 Introductory Apparel Design (4) Prereq; Majors only: for students in the Apparel Design concentration. 2 hrs. lecture; 4 hrs. lab. The design process; art elements and principles applied to aesthetic, functional and structural design of textile and apparel products; introduction to fashion illustration and design.

---

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

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

Is this course included in any curricula, concentrations, or minors? Yes (X) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes (X) No ( ) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No (X)

**JUSTIFICATION/EXPLANATION:** Use separate sheet.

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

**APPROVALS:**

- **Department Faculty Approval Date** 3/28/14
  - **Department Chair's Signature** 3/28/14
  - **Date**
- **College Faculty Approval Date** 9/23/14
  - **SUSAN B. RICHARDSON** 9/23/14
  - **College Dean's Signature** 10/7/2014
  - **Chair, FS C & C Committee** 10/7/2014
  - **Date**
- **Graduate Dean's Signature**
- **College Contact:** Jennifer Neal
  - **Date**
  - **College Contact E-mail:** Jsherw1@lsu.edu
  - **Date**
- **Academic Affairs Approval** 1/20/14
  - **Date**
Class required for:
HUEC 2032 is required for the concentration of Apparel Design in the Textiles, Apparel and Merchandising major.

Prerequisite for:
HUEC 2032 is a prerequisite for HUEC 3232 in the concentration in Apparel Design in the Textiles, Apparel and Merchandising major.

Justification for change.
Only apparel design concentration students take this lecture/lab class. Majors only must be in the description so the majors only code (MJ) can be on the mainframe for registration purposes.
Request for CHANGING an Existing Course

Department: School of Nutrition and Food Sciences
College: Agriculture

Course Rubric and #: HUEC 4027

Present Course Description
Title: Practicum in Dietetics

Semester Hours of Credit: 1-3

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

Repeat Credit Max (if repeatable): x 3

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/PRACT

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.

Proposed Course Description
Title: Dietetics Practicum

Semester Hours of Credit: 1-3

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

Repeat Credit Max (if repeatable): x 3

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/PRACT

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.

These questions must be answered completely and accurately or proposal will be returned.

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

Is this course included in any curricula, concentrations, or minors? Yes ( ) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes ( ) No ( ) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No ( )

Justification/Explanation: Use separate sheet.

Note: If course is or will be cross-listed, separate forms must be submitted by each department.

Approvals:
Department Faculty Approval Date: 26 Sep 14

Department Chair's Signature: ____________________________
( )

College Faculty Approval Date: 9/23/14

College Dean's Signature: ____________________________
( )

Chair, FS C & C Committee: ____________________________
( )

Graduate Dean's Signature: ____________________________
( )

College Contact: ____________________________
(Please print name.)

College Contact E-mail: ____________________________

Academic Affairs Approval: ____________________________
( )
Justification: We are asking for pass-fail grading for this course. This is typical for practicum courses and is more appropriate for this class than the standard scale grading. The minimum gpa was increased from 2.5 to 3.2 since 2.5 is not a competitive gpa for dietetics students and students with a 2.5 gpa may not have the necessary knowledge to work in the community with a dietitian.

The term “dietetics curriculum” was changed to “Nutrition and Food Sciences,” since dietetics is a concentration within the Nutrition and Food Sciences curriculum.

The sentence: “May be taken for a max. of 3 hrs. of credit” was changed to “May be taken or repeated, when topics vary, for a max. of 3 hrs. of credit” since it was not clear that students could register for 3 hours at one time or take the course (when topics vary) more than once for a maximum of 3 hours of credit. This course has a very small enrollment (1-2 students/year) and a single instructor of record has had this course for more than 16 years; thus, there is no chance that a student will repeat the same experience.

In addition, with the merger of the Department of Food Sciences and the division of Human Nutrition and Food, we are changing the rubric from HUEC to NFS (Nutrition and Food Sciences)
Request for CHANGING an Existing Course

Department: School of Nutrition and Food Sciences
College: Agriculture

Course Rubric and #: HUEC 4021

Present Course Description

Title: Contemporary Topics in Nutrition

Semester Hours of Credit:

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

Repeat Credit Max (if repeatable): X

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 1 REC _ RES/ IND _ CLIN/ PRACT _

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

HUEC 4021 Contemporary Topics in Nutrition (1) Prereq.: BIOL 2083 or BIOL 4087 and credit or registration in HUEC 3116 and permission of department. May be taken for a max. of 2 hrs. credit when topics vary. Oral presentations of independent library or other research on selected contemporary issues in food, nutrition, dietetics or food systems.

Proposed Course Description

Title: Contemporary Topics in Nutrition

Short Title: Topics in Nutrition

Semester Hours of Credit:

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

Repeat Credit Max (if repeatable): X

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 1 REC _ RES/ IND _ CLIN/ PRACT _

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

NFS 4021 Contemporary Topics in Nutrition (1) Prereq.: BIOL 2083 or 4087 and credit or registration in HUEC 3116. May be taken for a max. of 2 hrs. credit when topics vary. Oral presentations of independent library or other research on selected contemporary issues in food, nutrition, dietetics, or food systems. Permission of instructor.

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

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

Is this course included in any curricula, concentrations, or minors? Yes ( x ) No ( ) If yes, please list on a separate sheet.

Is this course a prerequisite or corequisite for other courses? Yes ( ) No ( x ) If yes, list courses; use separate sheet.

Is this course on the General Education list? Yes ( ) No ( x )

JUSTIFICATION/EXPLANATION: Use separate sheet.

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

APPROVALS:

Department Faculty Approval Date 20 Sept
D. Ann Truhe 26 Sep
Department Chair's Signature (Date)
Gary Byrd 10-2-14
Graduate Dean's Signature (Date)

College Contact: Jennifer Neal
(Please print name.)
College Contact E-mail: jshowell@usu.edu

College Faculty Approval Date 9/23/14
William B. Richardson 9/29/14
College Dean's Signature (Date)

Chair, FS C & C Committee 10/7/14
Ann Hunsaker 10/2/14
Academic Affairs Approval (Date)
This course is required for three of the four concentrations in the Nutrition and Food Sciences curriculum: Dietetics, Nutritional Sciences/Pre-Medical, and Nutrition, Health, & Society. All concentrations require the pre-requisite courses.

Justification: At the last curriculum change, the Courses and Curriculum Committee asked that we insert "Permission of Department" since the course could be repeated for credit when topics varied. This has proven to be a hardship for the students and for the undergraduate coordinator. Further, these courses cannot be waitlisted, which has also proven to be a problem. Thus, we are asking to remove the permission of department statement.

This is a small class in a small program where the instructors know all of the senior students. The topic is the choice of the instructor and for the past 10 or so years, the topics have been different; there is no chance that a student will repeat this course with the same topic.
REQUEST FOR DROPPING A COURSE

Department: School of Nutrition and Food Sciences

College: Agriculture

Date: 05/06/14

Course rubric & no.: HUEC 3010

Title: Nutrition and Wellness

Semester hours of credit: 3

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

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

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

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

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

Rubric Course # Rubric Course #

Rubric Course # Rubric Course #

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

If yes, attach approval of drop from General Education Committee

REASON FOR REQUEST TO DROP COURSE:

At a curriculum change in Nutritional Sciences, which became effective in the 1S13 semester, HUEC 3010 had been dropped from the curriculum; however, there were students using earlier catalog years that still needed the course. At this time, all students needing this course have completed it and there will be no further demand. Thus, we are asking to drop this class at this time.

APPROVALS:

Department Faculty Approval Date 6/25/14

College Faculty Approval Date 9/23/14

Department Chair's Signature 2/9/14

Graduate Dean's Signature

College Contact: Jennifer Neal

College Contact E-mail: jsherw@lsu.edu

College Dean's Signature

Chair, FS C & C Committee

Academic Affairs Approval

Effective Date: 25/2015
REQUEST FOR DROPPING A COURSE

Department: Human Ecology  
College: Agriculture  
Date:

Course rubric & no.: HUEC 1000  
Title: Human Ecology as a Profession  
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.)

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 #

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:

HUEC 1000 is a class designed to meet the requirements for AAFCS (American Association of Family and Consumer Sciences) accreditation. AAFCS accreditation is being dropped by the School of Human Ecology so the class is no longer necessary. It has been dropped from the Textiles, Apparel and Merchandising and Nutrition and Food Science and Child Family studies curriculums.

APPROVALS:

Department Faculty Approval Date: 8/22/15  
Department Chair’s Signature: 7/11/14  
(Date)

College Faculty Approval Date: 9/3/14  
College Dean’s Signature: 10/7/14  
(Date)

Graduate Dean’s Signature:  
(Date)

College Contact: Jennifer  
Meal  
(Please print name.)
College Contact E-mail: jshermile@su.wwu

Chair, FS C & C Committee:  
(Date)

Academic Affairs Approval:  
(Date)

Effective Date: 25/2015