

NO IPC MEETING IN JULY 2004

NO IPC MEETING IN AUGUST 2004

NO MEETING IN SEPTEMBER 2004

**INSTRUCTIONAL POLICIES COMMITTEE
MINUTES
October 12, 2004**

The IPC met for its regular monthly meeting at 1:30 p.m. on Tuesday, October 12, 2004, in Wylly Tower 1647 with the following members present:

Dr. Alice Hunt, Mr. Kevin Cuccia (Library Alternate), Dr. E. J. Miller, Dr. Jim Nelson, Dr. Ray Newbold, Dr. Nathan Ponder, Dr. Bob Toburen, Mr. Bob Vento, Dr. Elizabeth Wibker, and SGA Representative Pat Dunn.

The following actions were taken:

1. Dr. Bob Toburen was reelected Chair of the Committee. (Hunt/Wibker)
2. Dr. Nathan Ponder was elected Vice Chair of the Committee. (Miller/Hunt)
3. The minutes of the IPC meeting of June 8, 2004, were approved as written. (Wibker/Nelson)
4. Proposals from the College of Applied and Natural Sciences were presented by Dr. Alice Hunt.

COLLEGE OF APPLIED & NATURAL SCIENCES

School of Human Ecology

to **CHANGE** Minor in Consumer Studies

Approved effective Winter 2004-05 (Hunt/Newbold)

CHANGE Minor in Merchandising

Approved effective Winter 2004-05 (Hunt/Dunn)

The purpose of the meeting having been accomplished, the meeting was adjourned at 1:40 p.m.

**INSTRUCTIONAL POLICIES COMMITTEE
MINUTES
November 9, 2004**

The IPC met for its regular monthly meeting at 1:30 p.m. on Tuesday, November 9, 2004, in Wylly Tower 1647 with the following members present:

Dr. Alice Hunt, Mrs. Judy Irvin, Dr. Don Kaczvinsky, Dr. Connie LaBorde, Dr. E. J. Miller, Dr. Ray Newbold, Dr. Nathan Ponder, Dr. Kenneth Roskelley (CAB Alternate), Dr. Bob Toburen, and Dr. Elizabeth Wibker.

The following actions were taken:

The minutes from the meeting of October 12, 2004, were approved as written. (Wibker/Miller)

COLLEGE OF APPLIED & NATURAL SCIENCES

School of Biological Sciences

To **CHANGE** Minor in Environmental Science

APPROVED effective Spring 2004-2005 (Newbold/Hunt)

COLLEGE OF ENGINEERING & SCIENCE

To **ADD** NSE 201: Fundamentals of Nanosystems Engineering

APPROVED effective Spring 2004-2005 with a correction to the hours specified. The description should read (3-1-2 rather than 0-2-2).
(Ponder/LaBorde)

COLLEGE OF LIBERAL ARTS

To **CHANGE** Art 225: Drawing
 Art 331: Introduction to Printmaking

APPROVED effective Fall 2005-2006 (Kaczvinsky/Wibker)

To **ADD** Art 174: Introduction to Digital Manipulation with Computers

APPROVED effective Winter 2005-2006 (Kaczvinsky/Wibker)

To **CHANGE** Art 473: Image Manipulation with Computers for Artists

APPROVED effective Fall 2005-2006 (Kaczvinsky/Hunt)

To **ADD** Art 378: History and Aesthetics of Photography

APPROVED effective Fall 2005-2006 (Kaczvinsky/Irvin)

To **DROP** Art 472: History and Aesthetics of Photography

APPROVED effective Fall 2005-2006 (Kaczvinsky/Miller)

To **CHANGE** Art Photography Curriculum

APPROVED effective Fall 2005-2006 (Kaczvinsky/Irvin)

The purpose of the meeting having been accomplished, the meeting was adjourned at 1:55 p.m.

**INSTRUCTIONAL POLICIES COMMITTEE
MINUTES
December 14, 2004**

The IPC met for its regular monthly meeting at 1:30 p.m. on Tuesday, December 14, 2004, in Wylly Tower 1647 with the following members present:

Dr. Tim Bisping, Ms. Judy Irvin, Dr. Don Kaczvinsky, Dr. Connie LaBorde, Dr. E. J. Miller, Dr. Jim Nelson, Dr. Ray Newbold, Dr. Nathan Ponder, Dr. Larry Sellers (ANS Alternate), Dr. Bob Toburen, Mr. Bob Vento, and Dr. Elizabeth Wibker.

The following actions were taken:

The minutes from the meeting of November 9, 2004, were approved as written. (Wibker/Miller)

COLLEGE OF ADMINISTRATION & BUSINESS

To **ADD** CIS 315: Problem Solving and Introduction to Programming
 CIS 325: Enterprise Systems and Integration

APPROVED effective Fall 2005-2006 (Wibker/Bisping)

COLLEGE OF ENGINEERING & SCIENCE

To **ADD** CSC 486: Introduction to Biocomputing

APPROVED effective Spring 2004-2005 (Nelson/Ponder)

To **CHANGE** Chemistry Curriculum (B.S.)

APPROVED effective Fall 2005-2006 (Nelson/Ponder)

The purpose of the meeting having been accomplished, the meeting was adjourned at 1:40 p.m.

COLLEGE OF APPLIED & NATURAL SCIENCES

Department of Agricultural Sciences

to **CHANGE** ANSC 220: Introduction to Horsemanship
 ANSC 340: Horse Evaluation
 ANSC 411: Horse Production
 ANSC 440: Equine and Livestock Operations

APPROVED effective Fall Quarter 2005-2006 (Newbold/Miller)

to **ADD** ANSC 221: Horsemanship/Equitation

APPROVED effective Fall Quarter 2005-2006 with addition to hours in description to read 3-0-1**(3)** (Newbold/Miller)

 ANSC 222: Horse Behavior/Training I
 ANSC 223: Horse Behavior/Training II (with addition to hours in Description to read 6-0-2**(3)**)

APPROVED effective Fall Quarter 2005-2006 (Newbold/Miller)

 ANSC 442: Current Topics in Equine Science

APPROVED effective Fall Quarter 2005-2006 (Newbold/Miller)

to **DROP** ANSC 322: Horse Behavior/Training I
 ANSC 420: Horse Behavior/Training II
 ANSC 324: Yearling Foal Management
 ANSC 330: Intermediate Horsemanship
 ANSC 460: Advanced Horsemanship

APPROVED effective Fall Quarter 2005-2006 (Newbold/Miller)

to **CHANGE** Animal Science Curriculum (B.S.)

APPROVED effective Fall Quarter 2005-2006 (Newbold/Nelson)

Department of Health Information Management

to **CHANGE** Health Information Technology Curriculum (A.S.) – increasing hours from 72 to 75

APPROVED effective Fall Quarter 2005-2006 (Newbold/Nelson)

COLLEGE OF EDUCATION

Curriculum, Instruction, and Leadership

- to **DELETE** Mathematics Education Middle Grades (Grades 4-8) Curriculum
 Science Education Middle Grades (Grades 4-8) Curriculum
- to **ADD** Mathematics/Science Education Middle Grades (Grades 4-8)
 Curriculum

APPROVED effective Summer Quarter 2005 (LaBorde/Miller)

- to **CHANGE** Art Education Curriculum (B.A.)

APPROVED effective Summer Quarter 2005 (LaBorde/Miller)

- To **CHANGE** Music Education Curriculum (B.A.)

APPROVED effective Summer Quarter 2005 (LaBorde/Miller)

- to **CHANGE** EDCI 450: Improving Instruction of Art
 EDUC 463: Materials and Methods in Teaching Art
 MUPD 464: Elementary Music Methods
 MUPD 465: Secondary Vocal Methods
 MUPD 466: Secondary Instrumental Methods

APPROVED effective Summer Quarter 2005 with corrections to description (change to read
 Req., Admission to the teaching program) (LaBorde/Miller)

Health and Exercise Sciences

K-12 Health & Physical Education Certifying

- to **ADD** HES 113: Instructional Strategies in Physical Education

APPROVED effective Fall Quarter 2005-2006 (LaBorde/Miller)

- to **CHANGE** HES 255: Individual Sports and Physical Activity
 HES 256: Aerobic Conditioning, Strength Conditioning, and
 Aquatics
 HES 265: Team Sports and Group Activities

APPROVED effective Fall Quarter 2005-2006 (LaBorde/Nelson)

to **ADD** HES 420: Sports and Society
 HES 440: Materials and Methods in Physical Education and Health
 Education for Elementary Schools

APPROVED effective Fall Quarter 2005-2006 with change to description to read (Preq.,
Admission to the teaching program) (LaBorde/Miller)

to **CHANGE** HES 457: Materials and Methods in Teaching Middle & Secondary
 School Health and Physical Education

APPROVED effective Fall Quarter 2005-2006 (LaBorde/Nelson)

to **DROP** HES 251: Materials and Methods in Teaching Elementary School
 Physical Education
 HES 305: Materials and Methods in Health Education in Schools
 HES 340: Materials and Methods in Physical Education and Health
 Education for Elementary Schools

APPROVED effective Fall Quarter 2005-2006 (LaBorde/Miller)

to **CHANGE** Health & Physical Education Certifying Curriculum (B.S.)

APPROVED effective Fall Quarter 2005-2006 (LaBorde/Miller)

Kinesiology/Health Promotion Curriculum (B.S.)

APPROVED effective Fall Quarter 2005-2006 with recommendation that the
curriculum format be clarified (LaBorde/Miller)

COLLEGE OF ENGINEERING & SCIENCE

to **CHANGE** CMEN 304: Transport Phenomena
 MENT 211: Intermediate Strength of Materials
 MENT 313: Elementary Fluid Mechanics
 MENT 334: Thermodynamics II
 MENT 351: Computer-Aided Modeling
 MEEN 382: Basic Measurements
 ELEN 223: Electrical Circuits II
 ELEN 232: Intro to Digital Design
 ELEN 311: Intro to Electric and Magnetic Fields
 BIEN 225: Biomedical Systems
 BIEN 301: Biomedical Fluid Mechanics & Biomedical Energy
 Transport

BIEN 325: Bioinstrumentation
INEN 402: Intro to Operations Research

All above APPROVED effective Fall Quarter 2005-2006 (Nelson/Ponder)

to **CHANGE** Industrial Engineering Curriculum (B.S.)

APPROVED effective Fall Quarter 2005-2006 (Nelson/Ponder)

COLLEGE OF LIBERAL ARTS

to **ADD** ISTY 401: National Student Exchange

APPROVED effective Fall Quarter 2005-2006 with addition to hours in description to read 8-12 **(36)** (Kaczvinsky/Irvin)

School of Architecture

to **ADD** IDES 316: History of Interiors

APPROVED effective Fall Quarter 2005-2006 with corrected typographical error in description to read **ARCH 231 instead of 331** (Kaczvinsky/Ponder)

to **CHANGE** IDES 357: Interior Design Theory & Issues III

APPROVED effective Fall Quarter 2005-2006 (Kaczvinsky/Miller)

to **DROP** IDES 457: History of Furniture I
IDES 458: History of Furniture II

APPROVED effective Fall Quarter 2005-2006 (Kaczvinsky/LaBorde)

to **CHANGE** Interior Design Curriculum (B.I.D.)

APPROVED effective Fall Quarter 2005-2006 (Kaczvinsky/LaBorde)

Department of English

to **ADD** ENGL 307: Contemporary Literary Theory and Criticism

APPROVED effective Fall Quarter 2005-2006 (Kaczvinsky/LaBorde)

to **ADD** ENGL 450: Capstone Course

APPROVED effective Fall Quarter 2005-2006 (Kaczvinsky/Irvin)

to **CHANGE** English Curriculum (B.A.)

APPROVED effective Fall Quarter 2005-2006 with change in the proposed curriculum printout to read English 450 rather than Capstone in the senior year (Kaczvinsky/Miller)

The purpose of the meeting having been accomplished, the meeting was adjourned at 2:50 p.m.

NO MEETING IN MARCH 2005

MEMORANDUM

TO: **Instructional Policies Committee**
Dr. Tim Bisping
Dr. John Brewer
Dr. Alice Hunt
Mrs. Judy Irvin
Dr. Donald Kaczvinsky
Dr. Connie LaBorde
Dr. E. J. Miller
Dr. Jim Nelson
Dr. Ray Newbold
Dr. Nathan Ponder
Dr. Bob Toburen
Mr. Robert Vento
Dr. Elizabeth Wibker
SGA Representative Pat Dunn

FROM: Marilyn Ringheim

DATE: March 14, 2005

SUBJECT: POLL VOTE of the Instructional Policies Committee

Please review the attached proposal for the new Nanosystems Engineering degree program. A few of the courses listed in the curriculum have prerequisites that are not a part of the new degree program. Engineering is in the process of changing those prerequisites so there will be no discrepancies. Those changes will be submitted as “minor changes” through Dr. Rea.

These forms were not submitted at the February IPC meeting because the program had not been formally approved by the Board of Regents at that time. Now that the program has been approved and we are receiving a significant amount of national publicity, it is critical that we get this information into the next catalog.

Please call me as quickly as possible at 4262 with your **POLL VOTE** of the attached proposal from the College of Engineering and Science or email me at ringheim@latech.edu.

COLLEGE OF ENGINEERING & SCIENCE

To **ADD** PHYS 412: Introduction to Solid State Physics
 NSE 301: Nanosystems Engineering Research Seminar
 NSE 401: Nanosystems Engineering Senior Design I
 NSE 402: Nanosystems Engineering Senior Design II
 NSE 403: Nanosystems Engineering Senior Design III
 B.S. Curriculum in Nanosystems Engineering

The above proposals were approved on a poll vote of the Instructional Policies Committee on March 14, 2005.

Approved IPC 3/14/05
Approved CADS 3/15/05
Approved President 3/21/05

MEMORANDUM

TO: Instructional Policies Committee

Dr. Tim Bisping	Dr. Jim Nelson
Dr. John Brewer	Dr. Ray Newbold
Dr. Alice Hunt	Dr. Nathan Ponder
Mrs. Judy Irvin	Dr. Bob Toburen
Dr. Donald Kaczvinsky	Mr. Robert Vento
Dr. Connie LaBorde	Dr. Elizabeth Wibker
Dr. E. J. Miller	SGA Representative Pat Dunn

FROM: Marilyn Ringheim

DATE: March 16, 2005

SUBJECT: POLL VOTE of the Instructional Policies Committee

Please review the attached proposals from the College of Engineering and Science to drop these Electrical Engineering courses from the catalog.

Please call me as quickly as possible at 4262 with your **POLL VOTE** or email me at ringheim@latech.edu.

COLLEGE OF ENGINEERING & SCIENCE

To **DROP**

- ELEN 241: Introduction to Microcomputers
- ELEN 386: Electrical Equipment for Buildings
- ELEN 402: Electrical Design
- ELEN 403: Electrical Design
- ELEN 404: Electrical Design
- ELEN 412: Signal Transmission
- ELEN 435: Electronics
- ELEN 441: Computer Systems Interfacing
- ELEN 451: Special Topics
- ELEN 491: Machine Vision

The above proposals were approved on a poll vote of the Instructional Policies Committee on March 17, 2005.

Approved IPC	3/17/05
Approved CADS	3/31/05
Approved President	4/08/05

MEMORANDUM

TO: Instructional Policies Committee

Dr. Tim Bisping

Dr. John Brewer

Dr. Alice Hunt

Mrs. Judy Irvin

Dr. Donald Kaczvinsky

Dr. Connie LaBorde

Dr. E. J. Miller

Dr. Jim Nelson

Dr. Ray Newbold

Dr. Nathan Ponder

Dr. Bob Toburen

Mr. Robert Vento

Dr. Elizabeth Wibker

SGA Representative Pat Dunn

FROM: Marilyn Ringheim

DATE: March 21, 2005

SUBJECT: POLL VOTE of the Instructional Policies Committee

Please review the attached proposal from the College of Applied and Natural Sciences, Division of Nursing to change the hours in the catalog.

Please call me as quickly as possible at 4262 with your **POLL VOTE** or email me at ringheim@latech.edu.

COLLEGE OF APPLIED & NATURAL SCIENCES

Division of Nursing

To **CHANGE** NURS 110: Introduction to Application of the Nursing Process

(to change the hours from 8-0-3 to **12-0-3** to accurately reflect the student contact)

The above proposals were approved on a poll vote of the Instructional Policies Committee on March 21, 2005

Approved IPC 3/21/05

Approved CADS 3/31/05

Approved President 4/08/05

NO MEETING IN APRIL 2005

NO IPC MEETING IN MAY 2005

MEMORANDUM

TO: **Instructional Policies Committee**
Dr. Tim Bisping
Dr. John Brewer
Dr. Alice Hunt
Mrs. Judy Irvin
Dr. Donald Kaczvinsky
Dr. Connie LaBorde
Dr. E. J. Miller
Dr. Jim Nelson
Dr. Ray Newbold
Dr. Nathan Ponder
Dr. Bob Toburen
Mr. Robert Vento
Dr. Elizabeth Wibker
SGA Representative Pat Dunn

FROM: Marilyn Ringheim

DATE: May 3, 2005

SUBJECT: POLL VOTE of the Instructional Policies Committee

The Instructional Policies Committee will **NOT** meet in May. Please review the attached proposal from the School of Architecture to add the B.S. in Architectural Studies degree replacing the Bachelor of Architecture degree which was terminated by the Board of Regents.

As soon as possible, either call me at 4262 or email me at ringheim@latech.edu with your POLL VOTE. Thank you.

The above proposal was approved on a poll vote of the Instructional Policies Committee on May 11, 2005. The Director of the School of Architecture clarified one concern with a prerequisite of PSYC 102 for PSYC 455. That requirement has been waived for architecture degree students.

Approved IPC 5/11/05
Approved CADS 6/7/05
Approved President 6/27/05