

**INSTRUCTIONAL POLICIES COMMITTEE  
MINUTES  
September 11, 2012**

The Instructional Policies Committee met for its regularly scheduled monthly meeting at 1:30 p.m. on Tuesday, September 11, 2012, in Wylie Tower 1647 with the following members present: Dr. Dawn Basinger, Dr. Kelly Crittenden, Mrs. Donna Hood, Dr. Mary Livingston, Mrs. Sue McFadden (Library alternate), Dr. Janet Pope, Dr. Bernd Schroeder (COES alternate), Dr. Randall Sorensen, Dr. Elaine Thompson, Mr. Bob Vento, and Ms. Allison East (SGA Representative).

Vice President Terry McConathy, newly named vice president for academic affairs, welcomed the committee and expressed her appreciation to those willing to serve. She noted that her door was always open, and she was available to help in any way needed.

The meeting was called to order by the vice chair Randall Sorensen. New members were introduced. An election was held for chair of the committee. Dr. Sorensen (Thompson/Crittenden) and Dr. Livingston (Basinger/McFadden) were nominated. Dr. Sorensen was elected chair by secret ballot. A motion was made and seconded (Thompson/Schroeder) to elect Dr. Crittenden as vice chair by acclamation, and the motion carried. The minutes of the meeting of March 13, 2012, were approved as written. (Pope/Thompson)

Proposals from the colleges were presented as follows:

**COLLEGE OF APPLIED & NATURAL SCIENCES**

School of Forestry

To     **CHANGE**     B.S. in Geographical Information Science curriculum

**Approved** effective Winter Quarter 2012-2013 (Pope/Livingston)

**COLLEGE OF ENGINEERING & SCIENCE**

To     **CHANGE**     CVEN 421: Portland Cement Concrete from 3 hours lecture **TO**  
CVEN 421: Cementitious Materials (3 hours lecture/3 hours lab)

**Approved** effective Winter Quarter 2012-2013 (Schroeder/Pope)

**COLLEGE OF LIBERAL ARTS**

Literature and Language

To     **ADD**           ENGL 105: Freshman composition for International Students same as ENGL 101 with emphasis on usage and idiom problems specific to international students.

**Approved** effective Winter Quarter 2012-2013 (Thompson/Pope)

**OTHER BUSINESS**

Mr. Vento made several announcements of interest to all faculty. The University Catalog Committee will be called into action soon, and it is of utmost importance that all departments

- (1) review all their curricula to be sure they are up-to-date and match what the department has posted on its website; and
- (2) review the General Education requirements as they pertain to each college.

There being no further business, the meeting was adjourned at 2:00 p.m.

**INSTRUCTIONAL POLICIES COMMITTEE  
MINUTES  
November 13, 2012**

The Instructional Policies Committee met for its regularly scheduled monthly meeting at 1:30 p.m. on Tuesday, November 13, 2012, in Wyly Tower 1647 with the following members present: Dr. Dawn Basinger, Dr. James Cochran (Business alternate), Mr. Kevin Cuccia, Dr. Marcia Dickerson, Mrs. Donna Hood, Dr. Janet Pope, Dr. Bernd Schroeder (COES alternate), Dr. Randall Sorensen, and Dr. Elaine Thompson.

The meeting was called to order by the chair Dr. Randall Sorensen. The minutes of September 11, 2012, were approved as written (Basinger/Thompson).

Proposals from the colleges were presented as follows:

**COLLEGE OF APPLIED & NATURAL SCIENCES**

School of Human Ecology

To **ADD** FCS 431: Issues in Developmental Disabilities: A Lifespan Perspective

**Approved effective Spring Quarter AY 2012-2013 (Pope/Hood)**

**COLLEGE OF BUSINESS**

To **ADD** BUSN 425: Critical Thinking for Business

**Approved effective Spring Quarter AY 2012-2013 (Schroeder/Pope)**

To **ADD** Minor in Business Leadership (description amended "To include a minimum of 18 hours consisting of ...")

**Approved effective Spring Quarter AY 2012-2013 (Schroeder/Hood)**

**COLLEGE OF ENGINEERING & SCIENCE**

To **ADD** NSE 450: Special Problems

**Approved effective Spring Quarter AY 2012-2013 (Dickerson/Basinger)**

To **ADD** NSE 302: Nanomanufacturing

**Approved to replace NSE 301 & 303 effective Spring Quarter AY 2012-2013**  
(Schroeder/Basinger)

To **CHANGE** Bachelor of Science Curriculum in Nanosystems Engineering

**Approved effective Spring Quarter AY 2012-2013** (Thompson/Dickerson)

To **DROP** NSE 301: Nanosystems Engineering Research Seminar  
NSE 303: Nanosystems Engineering Laboratory

**Approved effective Spring Quarter AY 2012-2013** (Thompson/Hood)

To **ADD** MATH 491: Undergraduate Research in Mathematics

**Approved effective Spring Quarter AY 2012-2013** (Pope/Basinger)

#### **COLLEGE OF LIBERAL ARTS**

##### School of Art

To **ADD** ART 130: Introduction to Materials

**Approved effective Fall Quarter AY 2013-2014** (Schroeder/Basinger)

To **CHANGE** Bachelor of Fine Arts Curriculum in Studio Art

**Approved effective Fall Quarter AY 2013-2014** (Schroeder/Dickerson)

To **DROP** ART 127: Drawing

**Approved effective Fall Quarter AY 2013-2014** (Schroeder/Hood)

The purpose of the meeting having been accomplished, the meeting was adjourned at 2:10 p.m.

**INSTRUCTIONAL POLICIES COMMITTEE  
MINUTES  
December 11, 2012**

The Instructional Policies Committee met for its regularly scheduled monthly meeting at 1:30 p.m. on Tuesday, December 11, 2012, in Wyly Tower 1647 with the following members present: Dr. Dawn Basinger, Dr. Rob Blackstock, Dr. Kelly Crittenden, Mr. Kevin Cuccia, Dr. Marcia Dickerson, Dr. Hisham Hegab, Dr. Donna Hood, Dr. Mary Livingston, Dr. Janet Pope, Dr. Randall Sorensen, Dr. Elaine Thompson, Mr. Bob Vento, and Ms. Allison East (SGA Representative). The meeting was called to order by the chair Dr. Randall Sorensen. The minutes of November 13, 2012, were approved as written (Pope/Thompson).

Proposals from the colleges were presented as follows:

**COLLEGE OF BUSINESS**

To     **ADD**           QA 494: Principles of Quantitative Analysis

**Approved** effective Spring Quarter AY 2012-2013 (Dickerson/Thompson)

**COLLEGE OF ENGINEERING & SCIENCE**

Computer Science

To     **ADD**           CSC 485:     High Performance and Availability Computing  
                          CSC 487:     Advanced Biocomputing

**Approved** effective Spring Quarter AY 2012-2013 (Hegab/Livingston)

To     **CHANGE**       Bachelor of Science Curriculum in Computer Science (with  
                          correction of typographical error in total hours of the senior year  
                          from 30 to 27)

**Approved** effective Spring Quarter AY 2012-2013 (Hegab/Livingston)

Electrical Engineering

To     **DROP**           ELET 196:     AC and DC Analysis  
                          ELET 197:     Electronic Circuit Analysis  
                          ELET 198:     Instrumentation

**Approved** effective Fall Quarter AY 2013-2014 (Hegab/Thompson)

To     **CHANGE**       Prerequisite revisions and description changes to multiple  
                          existing Electrical Technology Engineering courses

**Approved** effective Fall Quarter AY 2013-2014 (Hegab/Basinger)

To     **CHANGE**       Bachelor of Science Curriculum in Electrical Engineering Technology

**Approved** effective Fall Quarter AY 2013-2014 (Thompson/Hood)

The purpose of the meeting having been accomplished, the meeting was adjourned at 2:00 p.m.

**INSTRUCTIONAL POLICIES COMMITTEE  
MINUTES  
February 19, 2013**

The Instructional Policies Committee met for its regularly scheduled monthly meeting at 1:30 p.m. on Tuesday, February 19, 2013 in Wyly Tower 1647 with the following members present: Dr. Joe Alexander (Liberal Arts alternate), Dr. James Cochran, Dr. Kelly Crittenden, Mr. Kevin Cuccia, Dr. Marcia Dickerson, Dr. Hisham Hegab, Dr. Donna Hood, Dr. Mary Livingston, Dr. Janet Pope, Dr. Don Schillinger (Education alternate), Dr. Elaine Thompson, and Ms. Allison East (SGA Representative).

The meeting was called to order by the vice chair Dr. Kelly Crittenden. The minutes of December 11, 2012, were approved as written (Livingston/Thompson).

Proposals from the colleges were presented as follows:

**COLLEGE OF BUSINESS**

Department of Management & Information Systems -- presented by Marcia Dickerson

To     **DROP**           Bachelor of Science in Business Management & Entrepreneurship

**Approved effective Fall Quarter AY 2013-2014 – (Livingston/Hood)**

**DROP**           Bachelor of Science in Management – Human Resources Management

**Approved effective Fall Quarter AY 2013-2014 – (Thompson/Livingston)**

To     **ADD**           Bachelor of Science in Management with 3 concentrations  
                          Business Management concentration  
                          Entrepreneurship concentration  
                          Human Resource Management concentration

**Approved effective Fall Quarter AY 2013-2014 – (Thompson/Livingston)**

to     **DROP**           MGMT 305: Human Resource Management for Entrepreneurs

**Approved effective Fall Quarter AY 2013-2014 – (Dickerson/Livingston)**

To **ADD** MGMT 468: Human Resource Management for Entrepreneurs

**Approved effective Fall Quarter AY 2013-2014 – (Hood/Livingston)**

to **CHANGE** Minor in Entrepreneurship for Non-business Students

**Approved effective Fall Quarter AY 2013-2014 (Livingston/Thompson)**

#### **COLLEGE OF EDUCATION**

To **ADD** Courses included in the University of Louisiana System on-line degree of the Bachelor of Arts in Organizational Leadership as follows:

- ORGL 300: Introduction to Organizational Leadership Principles and Concepts
- ORGL 311: Professional Writing
- ORGL 312: Diversity and Intercultural Understanding in a Global Context
- ORGL 317: Concepts and Technologies of Organizational Communication
- ORGL 321: Principles of Team Leadership in Project Management
- ORGL 327: Laws and Ethics Applied to Organizations
- ORGL 334: Critical Thinking and Analysis
- ORGL 335: Issues in Organizational Effectiveness
- ORGL 337: Strategic Planning Within Organizational Cultures

**Approved effective Summer Quarter 2013 (Thompson/Livingston)**

#### **COLLEGE OF ENGINEERING & SCIENCE**

##### Chemical Engineering

To **ADD**

- CMEN 301: Chemical Engineering Seminar (with changes to minimize the number of words in the course description)
- CMEN 354: Chemical Engineering Junior Laboratory
- CMEN 425: Numerical Methods for Chemical Engineers
- CMEN 431: Chemical Plant Design I
- CMEN 453: Chemical Engineering Senior Laboratory

**Approved effective Fall Quarter AY 2013-2014 (Hegab/Dickerson)**



To **DROP** CMEN 255: Laboratory Measurements & Report Writing

**Approved effective Fall Quarter AY 2013-2014 (Hegab/Livingston)**

To **CHANGE** Bachelor of Science in Chemical Engineering Curriculum

**Approved effective Fall Quarter AY 2013-2014 (Livingston/Dickerson)**

Construction Engineering Technology

To **CHANGE** Bachelor of Science in Construction Engineering Technology curriculum

**Approved effective Fall Quarter AY 2013-2014 (Livingston/East)**

Cyber Engineering

To **CHANGE** Bachelor of Science in Cyber Engineering curriculum

**Approved effective Fall Quarter AY 2013-2014 (Thompson/Hegab)**

Electrical Engineering

To **ADD** ELEN 423: Embedded Systems

**Approved effective Fall Quarter AY 2013-2014 (Hegab/Pope)**

To **CHANGE** ELEN 463: Optical Communication Systems  
ELEN 482: Power Systems Design and Analysis

These two courses were referred to the Graduate Council to approve the request for graduate credit.

Industrial Engineering

To **ADD** INEN 315: Computer-Aided Engineering

**Approved effective Fall Quarter AY 2013-2014 (Hegab/Hood)**

To **DROP** INEN 100: Introduction to Industrial Engineering  
INEN 101: Computers in Engineering

INEN 415: Computer-Aided Engineering  
INEN 490: Application of Artificial Intelligence & Expert Systems in  
Mechanical & Industrial Engineering

**Approved effective Fall Quarter AY 2013-2014 (Livingston/Pope)**

To **CHANGE** Bachelor of Science in Industrial Engineering Curriculum

**Approved effective Fall Quarter AY 2013-2014 (Hegab/Livingston)**

**COLLEGE OF LIBERAL ARTS**

School of Art

To **CHANGE** Bachelor of Arts in Studio Art Curriculum

**Approved effective Fall Quarter AY 2013-2014 (Livingston/East)**

Department of History

To **ADD** HIST 489: Internship in Public History

**Approved effective Fall Quarter AY 2013-2014 (Livingston/Thompson)**

To **CHANGE** Bachelor of Arts in History Curriculum

**Approved effective Fall Quarter AY 2013-2014 (Thompson/Cuccia)**

To **ADD** Minor in Public History

**Approved effective Fall Quarter 2013-2014 (Thompson/East)**

To **DROP** Minor in Cultural Resources

**Approved effective Fall Quarter 2013-2014 (Livingston/East)**

Department of Music

- To    **CHANGE**     MUEN 234/434: Opera Workshop (correcting lab hour number)  
                          MUEN 276/476: Low Brass Ensemble (correcting lab hour number)

**Approved effective Fall Quarter AY 2013-2014 (Livingston/East)**

- To    **CHANGE**     MUPD 410: Piano Pedagogy I (correcting lab hour number and course  
                          description)

**Approved effective Fall Quarter AY 2013-2014 (Livingston/East)**

- To    **CHANGE**     MUPD 411: Piano Pedagogy II (correcting lab hour number and course  
                          description)

**Approved effective Fall Quarter AY 2013-2014 (Livingston/Pope)**

- To    **ADD**            MUHS 434:    Wind Ensemble Literature

**Approved effective Fall Quarter AY 2013-2014 (Thompson/Livingston)**

Department of Social Sciences

- To    **ADD**            PHIL 205: Ethics

- To    **DROP**            PHIL 305: Ethics

**Approved effective Fall Quarter AY 2013-2014 (Livingston/Pope)**

The purpose of the meeting having been accomplished, the meeting was adjourned at 2:30 p.m.

**INSTRUCTIONAL POLICIES COMMITTEE**  
**POLL VOTE of APRIL 16, 2013**

The following proposals were approved on a poll vote of the Instructional Policies Committee on April 16, 2013, including the amended course description of proposal number 4:

1. College of Applied & Natural Sciences/Health Informatics and Information Management: to **CHANGE** the minor in Health Informatics and Information Management
2. College of Applied & Natural Sciences/Health Informatics and Information Management: to **CHANGE** the B.S. curriculum in Health Informatics and Information Management
3. College of Education/Kinesiology: to **DELETE** from the inventory three courses --  
KINE 307: Principles & Practices of Coaching Softball  
KINE 313: Principles & Practices of Coaching Volleyball  
KINE 314: Principles & Practices of Coaching Track and Field
4. College of Liberal Arts: to **ADD** LBAR 437: Issues in Professional Employment (amended course description) "Course to prepare students for professional roles in the world of work. For Liberal Arts majors to be taken shortly before beginning their job search."

**INSTRUCTIONAL POLICIES COMMITTEE**  
**POLL VOTE of MAY 6, 2013**

The following proposals were approved on a poll vote of the Instructional Policies Committee on May 6, 2013:

- |    |    |        |                                      |
|----|----|--------|--------------------------------------|
| 1. | To | ADD    | PRAV 345: Multi-Crew Environment     |
| 2. | To | CHANGE | PRAV 322: Aviation Law               |
| 3. | To | CHANGE | Aviation Management curriculum       |
| 4. | To | CHANGE | Professional Aviation curriculum     |
| 5. | To | DROP   | PRAV 341: Commercial Pilot Ground II |

**INSTRUCTIONAL POLICIES COMMITTEE**  
**POLL VOTE of MAY 14, 2013**

The following proposals were approved on a poll vote of the Instructional Policies Committee on May 14, 2013:

- To     **CHANGE**        B.S. in Construction Engineering Technology Curriculum
  
- To     **ADD**            CVEN 435: Construction Contracts, Planning & Specifications
  
- To     Establish a Certificate of Completion in Information Technology (a local name, not a Board of Regents' certificate)
  
- To     **ADD**            ITEC 110: Foundations of Software Development  
                          ITEC 220: Programming and Software Development  
                          ITEC 410: Project Management  
                          ITEC 420: Software Engineering  
                          ITEC 440: Database Management Systems  
                          ITEC 460: Foundations of Data Analytics