



January
2016
Council
Of
Academic
Deans



LOUISIANA TECH UNIVERSITY

OFFICE OF VICE PRESIDENT
FOR ACADEMIC AFFAIRS

MEMORANDUM

TO: President Les Guice 
FROM: Terry M. McConathy 
Vice President of Academic Affairs
DATE: January 25, 2017
SUBJECT: Council of Academic Deans

The attached packet is for three individual Poll Votes conducted on January 18 and 19, 2017. They are now being submitted for your consideration.

mol
1/25/2017

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

P.O. BOX 3188 • RUSTON, LA 71272-0001 • TELEPHONE (318) 257-4262 • FAX (318) 257-4153

AN EQUAL OPPORTUNITY UNIVERSITY

Miki Lyons

CADs Poll VOTE

From: Miki Lyons <miki@latech.edu>
Sent: Wednesday, January 18, 2017 3:05 PM
To: Christopher Lee Martin; Donald N. Schillinger; Donald P. Kaczvinsky; Gary Alan Kennedy; Hisham Hegab; Pamela Ford (prford@latech.edu); Rita Franks (rfranks@latech.edu); Robert D. Vento Jr.; sshoemaker@latech.edu; Terry McConathy (tmm@latech.edu)
Subject: Additional Poll Vote
Attachments: POLL VOTE_1-18-2017_ANS 289C - BISC - 1-11-17.pdf

Good afternoon again,

Here is an additional POLL VOTE. Please vote by 10:00 on January 19, 2017. Thank you.

Respectfully-

Miki O. Lyons
Administrative Assistant
Academic Affairs
Louisiana Tech University
Wyly Tower 1653
1310 W. Railroad Ave
P.O. Box 3188
Ruston, LA 71272
Tel: 318-257-4262
Fax: 318-257-4153
miki@latech.edu



<u>APPROVE</u>	<u>DISAPPROVE</u>
VENTO	
SHOEMAKER	
KACZVINSKY	
HEGAB	
SCHILLINGER	
MARTIN	



LOUISIANA TECH UNIVERSITY

SCHOOL OF BIOLOGICAL SCIENCES

MEMORANDUM note:

To: Dr. Gary Kennedy, Dean
College of Applied and Natural Sciences

From: Dr. William J. Campbell, Director
School of Biological Sciences

Date: January 9, 2017

Subject: ANS 289C - Spring Quarter 2017

permission of instructor
will be required for
course registration.



The School of Biological Sciences will be offering a new course spring quarter 2017, titled *Introduction to Marine Biology and Ecology*, to be taught by Dr. Jennifer Hill. The course will be a 3 SCH course with lecture and laboratory components and also a field trip. We are requesting to be able to offer this course as a section of ANS 289C.

Dr. Hill's research interests are focused in the area of marine biology and ecology, and she has considerable experience in this field. Since coming to Tech a couple of years ago, Dr. Hill has established a working research and teaching relationship with LUMCON, which provides our students with great opportunities to utilize the resources and personnel at LUMCON.

Attached are a copy of the course syllabus and a student field trip agreement form for Dr. Hill's course. Please let me know if you would like additional information. Thank you for your consideration.

Attachments

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

P.O. BOX 3179 • RUSTON, LA 71272-0001 • TEL: (318) 257-4573 • FAX: (318) 257-4574

AN EQUAL OPPORTUNITY UNIVERSITY

An Introduction to Marine Biology and Ecology (Spring 2017)

ANS 289C: 3 Credit Hours

Lecture: Carson-Taylor Hall

Lab: Carson-Taylor Hall 232

Instructor: Dr. Jennifer Hill

Office: CTH 119/Lab CTH 219

Office Phone: 318-257-2359

e-mail: jmhill@latech.edu

Textbook: Marine Biology: Castro and Huber . 10th Edition

Course Description:

This class provides an introduction to the physical aspects of the marine environment, the organisms that live in marine environments, and how organisms and the environment interact to form different marine ecosystems.

Course Field Trip: Prior to the start of the quarter, this course requires students to attend a coastal field trip to the Louisiana Marine Consortium (LUMCON) in Cocodrie, LA. During this trip, students will get hands on experience in coastal biology and ecology and learn about issues facing Louisiana's coast through boat trips and field excursions to marshes and barrier islands. This field trip requires an additional field trip fee of \$202 and will take place from March 2nd- 7th.

Course Goals:

Approximately 50 % of the US population lives within 50 miles of the coast and a variety of ecosystem services including water filtration, storm protection, and fisheries are provided by coastal and marine ecosystems. This class will provide introductory knowledge of marine environments and the organisms that live in them. In addition to increasing knowledge of marine systems, this course will also promote communication and critical thinking skills.

This course has four main goals:

- 1) Increase your organismal knowledge, as it pertains to marine organisms
- 2) Increase your knowledge of how organisms and the physical environment interact to produce various marine ecosystems
- 3) To strengthen your critical thinking and problem solving skills: Through group activities you will learn to think critically
- 3) Enhance your communication skills: Through presentations you will learn to communicate knowledge and scientific findings

Course Format:

Much of this course is standard lecture, with occasional activities, readings, or group exercises.

Course Policies:

Field Trip: This course begins with a 4 day field trip to LUMCON. This field trip is required and is part of your grade.

Attendance: On-time attendance is mandatory. Those failing to attend class or disrupting class by tardiness, cell phone use, talking, or other inappropriate behavior will have points subtracted from their final point totals (up to 5% of total points) and may be asked to leave a particular class meeting and/or withdraw from the class.

If you are not in class to take a quiz or submit an assignment, you will receive a grade of zero for it, which will hurt your overall average far more than a low to moderate failing grade (e.g., 20%-50%).

Technology: **Turn your cell phones on vibrate and tablets off before class begins and leave them off and in your bags until you leave the classroom.** Additionally, I prefer that you do not use laptops in class since they are often a distraction and not a learning tool. If I observe that you are not paying attention in class due to a laptop or a cell phone, I WILL tell you to put your device away. A second or any additional infraction during the course will result in you being asked to leave the classroom and may result in point deductions for inappropriate behavior. I also reserve the right to ban all laptops at any time if their use becomes a distraction.

Assignments: **All assignments must be typed, stapled (if necessary), and turned in by the stated deadline.** Handwritten, un-stapled, or late assignments will not be accepted unless otherwise specified.

Exams: Exams missed for valid reasons (e.g., for a medical emergency—not a routine appointment or an advanced scheduled appointment—with a written excuse) may be made up in the week after an exam or possibly during the last week of class. After a regular class meeting, I will set one time for all make-ups in consultation with all the affected students who are in class that day. Students who miss that meeting will be required to abide by the scheduled day and time. Depending on how many graduating seniors and how many make-up exams there are, makeups may be more short-answer intensive than and/or provide little or no choice in regard to questions compared to the regular exams.

Students with Disabilities: If you have a disability documented with Testing and Disability Services (TDS) and will require extra classroom accommodations and/or testing services please see the instructor within the first two weeks of class to discuss how those needs can be best met.

Academic Honor Code: You are expected to adhere to the Louisiana Tech Academic Honor Code (<http://www.latech.edu/documents/honor-code.pdf>). "In accordance with the Academic Honor Code, students pledge the following: Being a student of higher standards, I pledge to embody the principles of academic integrity." Violations of the Academic Honor Code will not be tolerated; this includes cheating, falsification, stealing/unauthorized access, and violating behavioral testing instructions. For more information please see the above site or the course catalogue.

All exams, homework assignments, and reports must be completed independently unless specifically instructed as a group assignment. Those engaging in plagiarism, cheating, or other violations of the University Honor Code will receive a failing grade in the class and will be referred to the Honor Council with a recommendation of suspension from the university. I refer you to <https://www.indiana.edu/~istd/> for a thorough explanation of plagiarism. Be warned that my assessment of plagiarism will not involve any guesswork about whether or not the plagiarism was intentional. Nor will it matter if you feel very bad about getting caught. If I find that you've cheated or allowed someone else to copy your work, you will automatically fail the entire course. Period. Please all look up at me now and acknowledge that I have warned you of this.

Exam, quiz, and homework materials are the property of Louisiana Tech University. Possessing such materials written by others in previous classes constitutes a violation of the University Honor Code. So, too, does passing along your own materials to other students. If I find that you have engaged in this practice after completing the class, I will petition to have your grade for the class retroactively changed to an "F" and recommend additional disciplinary action.

This syllabus: Like much of life, this syllabus is subject to change. I might not get through all the scheduled material. If I make especially fast progress, we might be able to cover additional topics. To take advantage of unforeseen opportunities, work around unexpected obstacles, or tailor the course to meet the particular needs of the class, I reserve the right to modify the syllabi. I will announce any such changes in class and/or lab. You are responsible for being aware of any such changes, whether or not you are in attendance when they are announced.

Emergency Notification System: All Louisiana Tech students are strongly encouraged to enroll and update their contact information in the Emergency Notification System. It takes just a few seconds to ensure you're able to receive important text and voice alerts in the event of a campus emergency. For more information on the Emergency Notification System, please visit <http://www.latech.edu/administration/ens.php>.

Grades:

Grades are assigned on a 100-point scale as follows: A \geq 90%, B = 80-89%, C = 70-79%, D = 60-69%, F < 60%. We round grades up (e.g., a final average of \geq 89.5% will be reported as an "A"). We will grant a grade of "I" (Incomplete) only under exceptional

Marine Biology Syllabus / 4

circumstances. Although I don't anticipate doing so, lecture exams may be "curved" by adding the same number of points to each person's score such that the class mean, excluding extreme outliers, will lie in the mid-70s. Students are not in competition for a limited number of high grades. If everyone does well, everyone will receive grades of "A" or "B." In the highly unlikely event that everyone does poorly, final grades could all be in the D-F range.

This course does not allow for extra credit work. Please note now that I will not respond to emails or phone messages requesting opportunities to earn additional points. Occasionally, there may be opportunities to earn bonus points (2-5 pts). These opportunities are not announced and your best chance to get them is to read all of your materials and attend class.

Do the work that is assigned when it is assigned, READ THE BOOK, study regularly (i.e., *at least* 1-2 times per week but probably more), ask questions, and do your best work from the beginning of class until the end. Show up to class and lab fully prepared: doing so will allow you to learn more and to earn more points. The time to earn points in a class is during the class and not after you realize during the last week that you have fallen short of the points you needed to achieve a particular target grade. You earn the points you earn, folks. I will go over assigned work in class and lab with you and meet with you to provide additional feedback if you want any, and the *grades entered will be fixed one week after I have returned graded work and given you a chance to review and discuss it*. I will not review exams, homeworks, quizzes, and/or lab reports later on a scavenger hunt for more points.

Points for the class will be distributed as follows:

Field Trip Exercises	100 points
Exams	300 points
Organism of The Day	20 points
Quizzes/Homework	50-90 points
<u>Lab</u>	<u>180-200 points</u>

Course Schedule (Subject to revisions; if so, they will be announced in class)

Class	Topic	Graded Assignments	Reading and Notes
Pre-Quarter Field Trip	LUMCON Sampling Trip March 2-7th	Lab/Field Activities	
1	Discuss syllabus; Introduction		Ch. 1
2	Chemical and Physical Features of Seawater		Ch. 3
3	Fundamentals of Biology		Ch. 4
4	Microbes in the Ocean		Ch. 5
5	Seaweeds and Marine Plants		Ch. 6
6		Exam #1	
7	Marine Invertebrates		Ch. 7
8	Marine Invertebrates		Ch. 7
9	Marine Fishes		Ch.8
10	Reptiles, Birds, Mammals		Ch. 9
11	Intro to Marine Ecology		Ch. 10
12		Exam #2	
13	The Intertidal Zone		Ch.11
14	Estuaries		Ch. 12
15	Coral Reefs		Ch. 13
16	The Oceans Surface		Ch. 15
17	Ocean Depths		Ch. 16
18	Oil Spill Experiments Data Day		
19	Human Impacts		Ch 18
20		Exam #3	

Lab Topics:

Week 1	Topic	Reading and Notes
1	Maps and Charts	Ch. 1
2	Plant lab (LUMCON samples)	Ch. 3
3	Inverts 1	Ch. 4
4	Inverts 2 (LUMCON samples)	Ch. 5
5	Marine Fish Diversity (LUMCON samples)	Ch. 6
6	Lab Practical	Ch. 7
7	Oil Spill Experiment Design	
8	Oil Spill Experiments	Ch.8
9	Bony Fish vs. Shark Dissection	Ch. 9
10	Oil Spill Experiment Presentations	Ch. 10

Lab Assignments

Maps and Charts Questions	10pts
Organismal Lab Notebook	40pts
Lab Practical	60pts
Oil Spill Experimental Design	15pts
Oil Spill Data Sheets	10pts
Shark Dissection Questions	20pts
Oil Spill Data	10pts
Oil Spill Presentation	30pts

ANS289C: Introduction to Marine Biology and Ecology

Course Agreement Form

Attention Student:

Please be advised that registration for this course requires your attendance in a pre-quarter field trip to the Louisiana Marine Consortium (LUMCON) in Cocodrie, LA. This field trip will provide invaluable hands-on field experience in several marine environments and will include boat excursions to marshes and barrier islands. Students who do not attend the field trip are not eligible to take or remain in the course.

This field trip will take place prior to the start of Spring quarter on March 2-7th and will require an additional \$202 as a field trip fee. This fee will provide for your housing and all meals during your stay at LUMCON. Students should also be advised that they are responsible for insurance and/or costs incurred should any medical emergencies arise during the trip. Students will be required to sign hold harmless agreements prior to the field trip.

A *required* informational meeting regarding the details of this field trip will be held on Friday, February 17th at 4pm in CTH 227.

By signing below, you agree to attend this field trip as part of the course and pay the additional \$202 field trip fee.

Student Name _____ CWID _____

Student
Signature _____ Date _____

Please provide at least one individual to contact in case of emergency:

Emergency Contact _____ Relationship _____

Phone No: _____ Alternate phone no. : _____

Emergency Contact _____ Relationship _____

Phone No: _____ Alternate phone no. : _____

Miki Lyons

From: Miki Lyons <miki@latech.edu>
Sent: Wednesday, January 18, 2017 3:43 PM
To: Christopher Lee Martin; Donald N. Schillinger; Donald P. Kaczvinsky; Gary Alan Kennedy; Hisham Hegab; Pamela Ford; Rita Franks; Robert D. Vento Jr.; sshoemaker@latech.edu; Terry McConathy
Subject: FW: Poll Vote CADs
Attachments: POLL VOTE_1-18-2017_Murphey - ANS 289B.pdf

CADs committee-

My apologize, I sent the minutes out as the attachment for the first POLL VOTE email. Here is the actual document for your consideration. Just so that we are all on the same page: POLL VOTES are for two separate items.

ANS 289B
ANS 289C

Respectfully-

Miki O. Lyons
Administrative Assistant
Academic Affairs
Louisiana Tech University
Wyly Tower 1653
1310 W. Railroad Ave
P.O. Box 3188
Ruston, LA 71272
Tel: 318-257-4262
Fax: 318-257-4153
miki@latech.edu

From: Miki Lyons [mailto:miki@latech.edu]
Sent: Wednesday, January 18, 2017 3:03 PM
To: Christopher Lee Martin <cmartin@latech.edu>; Donald N. Schillinger <dschill@latech.edu>; Donald P. Kaczvinsky <dkaczv@latech.edu>; Gary Alan Kennedy <kennedy@latech.edu>; Hisham Hegab <hhegab@latech.edu>; Pamela Ford (prford@latech.edu) <prford@latech.edu>; Rita Franks (rfranks@latech.edu) <rfranks@latech.edu>; Robert D. Vento Jr. <bvento@latech.edu>; sshoemaker@latech.edu; Terry McConathy (tmm@latech.edu) <tmm@latech.edu>
Subject: Poll Vote CADs

Good afternoon everyone-

Please see attachment. I will need your votes by 10:00 am on Thursday January 19, 2017. Thank you.

Respectfully-

Miki Lyons

CADs POLL VOTE

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Miki O. Lyons
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Wyly Tower 1653
1310 W. Railroad Ave
P.O. Box 3188
Ruston, LA 71272
Tel: 318-257-4262
Fax: 318-257-4153
miki@latech.edu



APPROVE	DISAPPROVE
VENTO	
SHOEMAKER	
KACZVINSKY	
FRANKS	
HEGAB	
SCHILLINGER	

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Subject: Poll Vote CADs

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Respectfully-



LOUISIANA TECH UNIVERSITY

SCHOOL OF AGRICULTURAL
SCIENCES AND FORESTRY
COLLEGE OF APPLIED AND
NATURAL SCIENCES

MEMO

TO: Dr. Gary Kennedy, Dean College of Applied and Natural Sciences

THROUGH: Dr. Janet Pope, Associate Dean College of Applied and Natural Sciences *Jope*

THROUGH: Dr. William Green, Director School of Agricultural Sciences and Forestry *WtG*

FROM: Dr. Mark W. Murphey, Associate Professor, Academic Program Chair *MM*
Agricultural Sciences and Holder of the Agricultural Sciences Endowed
Professorship

DATE: December 8, 2016

RE: Addition of a ANS 289B course for Spring 2017

I would like to add an experimental course for the Spring Quarter 2017. The course description is "The Art and Science of BBQ". I have designed this course to be a course that demonstrates how art and science work together in the development and preparation of agricultural products from the farm to the consumers table. Additionally the course will aid in development of team building skills and working with others to accomplish a common goal. I believe that the bonds developed between individuals will last for a lifetime and assist in making better students and alumni in the future. I have attached the a syllabus for the proposed course. It should be noted that this course is designed to be an elective course and not a substitute for any course in the student's curriculum.

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

AGRICULTURAL SCIENCES - P.O. BOX 10198 • RUSTON, LA 71272-0045 • TEL: (318) 257-3275 • FAX: (318) 257-4288
FORESTRY - P.O. BOX 10138 • RUSTON, LA 71272-0045 • TEL: (318) 257-4985 • FAX: (318) 257-5061

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ANS 289B
The Art and Science of BBQ
Spring Quarter 2017

INSTRUCTOR: Dr. Mark W. Murphey

EMAIL: murphey@latech.edu

OFFICE: 108 Reese Hall

OFFICE HOURS: Monday 2:00 to 5:00
Tuesday 2:00 to 5:00
Tuesday and Thursday 10:00 to 12:00
Other times by appointment

PHONE: 318-257-2457

LECTURES/LAB: 1:00-5:00; Wednesday
Meat Science Laboratory

SUGGESTED TEXT: Walsh, Rob. 2016. "Legends of Texas Barbecue Cookbook: Recipes and Recollections from the Pitmasters." Chronicle Books, ISBN 979-1-4521-3998-2.

CREDIT: 2 Hours

PREREQUISITES: Permission of Instructor

DESCRIPTION: Survey, demonstration and participation class investigating the art and science of barbecue; preparation techniques including type of meats, seasonings and cooking methods. Attention will be paid toward food safety, cost and regional variation of meats, seasonings and cooking methods.

LEARNING OUTCOMES:

1. Learning communities – the cultural and social aspects of barbecue will create a group of enthusiasts that will have a common bond.
2. Collaborative Assignments and Projects – group activities and learning to work with others is an important aspect of life and this course will help develop those skills.

3. Art and Science – Barbeque is an excellent method to demonstrate how art and science are common partners in life and critical to personal development.

GRADING AND EXAMINATIONS:

Points

Item	Points
Attendance and Participation	100
Writing Assignments	100
Workbook	100
Total	300

Grading Description

Item	Description
Attendance and Participation	Students will receive 10 points per class for attending, participation and cleaning up. This is a hands on class and each student will be evaluated on their help in each area. University attendance policies will be followed.
Writing Assignments	Students will be required to summarize each class meeting. The summaries should be formal and submitted by email by 9 AM the first Monday following each class. Summaries should include what they learned, what questions may remain and how the information may be applied. Each email assignment is worth 10 points. Late assignments without proper approval will only be worth 5 points.
Workbook	Students will obtain a 3 ring binder. That binder should include a copy of each weekly summary in section 1. Section 2 should include 5 recipes or instructions to prepare those items. These recipes will be developed by each student through research and experimentation. Each recipe and instruction form will be worth 20 points.

GRADING SCALE:

A = 90.00 – 100%; B = 80.00 – 89.99%;
C = 70.00 – 79.99%; D = 60.00 – 69.99%;
F = Below 60.00%

Grades are determined by a percentage of all points earned in relation to points available. Additional work may be assigned with appropriate point value.

ATTENDANCE:

Class attendance is regarded as an obligation as well as a privilege, and all students are expected to attend regularly and punctually all classes in which they are enrolled. Due to the nature of this course, missed classes cannot be made up and will significantly affect your grade.

DISABILITY POLICY:

Students needing testing or classroom accommodations based on a disability are encouraged to discuss those needs with me as soon as possible. (You must work through the Office of Disability Services.) You should contact that office for assistance or to obtain the appropriate documentation. www.latech.edu/ods

ACADEMIC MISCONDUCT:

In accordance with the Academic Honor Code, students pledge the following: Being a student of higher standards, I pledge to embody the principles of academic integrity. It is suggested that you obtain a copy of the Honor Code and familiarize yourself with it.

<http://www.latech.edu/documents/honor-code.pdf>

CLASSROOM POLICY:

No caps or hats are to be worn in lecture or laboratory sessions. No tobacco product, food, or drink is to be brought into or consumed into the classroom. Failure to comply will result in dismissal of the student.

Emergency Notification System (ENS):

Emergency Notification System: All Louisiana Tech students are strongly encouraged to enroll and update their contact information in the Emergency Notification System. It takes just a few seconds to ensure you're able to receive important text and voice alerts in the event of a campus emergency.

For more information on the Emergency Notification System, please visit <http://www.latech.edu/administration/ens.shtml>.

Course topics

Date	Topic
March 8	Course Introduction, expectations, history of BBQ and food safety
March 15	Cooking methods and Types of fuel and its effect on flavor
March 22	Sausage making and Flavorings (seasonings, rubs, sauces, marinades and injections
March 29	The effect of quality grade and pre-injected products
April 5	Pork – Butts and Loins
April 12	Ribs – Beef, Pork or Lamb. Short ribs, baby back ribs, St. Louis style ribs, Memphis style and Kansas City style
April 19	Chicken – Whole bird versus pieces and Breast versus Thigh
April 26	Briskets and other cuts of beef
May 3	Whole Hog
May 10	Lamb and goat
May 17	To wrap or not – course wrap up

Miki Lyons

From: Gary Kennedy <kennedy@latech.edu>
Sent: Tuesday, December 13, 2016 9:35 AM
To: Miki Lyons
Subject: Fwd: Murphey -o ANS 289B
Attachments: Murphey - ANS 289B.pdf

Miki,

Please find attached a proposal for an ANS Experimental Course. Can your forward for a vote?

Thanks,

Gary

----- Forwarded Message -----

Subject: Murphey -o ANS 289B
Date: Tue, 13 Dec 2016 08:29:43 -0600
From: Betty Jensen <bettyt@latech.edu>
To: Gary Kennedy <kennedy@latech.edu>

Gary,

The file on Mark Murphey's request to teach ANS 289B is attached.

Betty

*Betty Jensen
Administrative Assistant to
Dr. Gary A. Kennedy, Dean
College of Applied and Natural Sciences
318-257-4287 phone
318-257-5060 fax*

Miki Lyons

CADs POLL VOTE:

From: Miki Lyons <miki@latech.edu>
Sent: Thursday, January 19, 2017 10:33 AM
To: Christopher Lee Martin; Donald N. Schillinger; Donald P. Kaczvinsky; Gary Alan Kennedy; Hisham Hegab; Pamela Ford; Rita Franks; Robert D. Vento Jr.; shoemake@latech.edu; Terry McConathy
Cc: Terry McConathy
Subject: POLL VOTE ANS_489C & 589C
Attachments: POLL VOTE_1-19-2017_ANS 489C and 589C_Special Topics.pdf

Good morning everyone-

Thank you all for your participation on the previous two POLL VOTES.

Here is a new one for your consideration. Please submit your vote no later than close of business today.

Thank you all in advance.

Respectfully-

Miki O. Lyons
Administrative Assistant
Academic Affairs
Louisiana Tech University
Wyly Tower 1653
1310 W. Railroad Ave
P.O. Box 3188
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APPROVE	DISAPPROVE
KENNEDY	
SCHILLINGER	
VENTO	
MARTIN	
Franks	
SHOEMAKER	



LOUISIANA TECH UNIVERSITY

SCHOOL OF AGRICULTURAL
SCIENCES AND FORESTRY
COLLEGE OF APPLIED AND
NATURAL SCIENCES

January 4, 2017

From: Dr. Laura R. Gentry *LRG*
Through: Dr. William Green *WAG*

Through: Dr. Janet Pope

To: Dr. Gary Kennedy

Re: ANS 489C/589C-Special Topics

I would like to request that the course ANS 489C/589C be listed as an offering under my instruction in the Spring Quarter 2017. The Special Topics course title will be "Equine Nutrition and Reproductive Interactions". I currently have three graduate students that would benefit greatly from the course as well as several undergraduate students who have requested that I teach it. Please find the syllabus for the course attached to this document. If you need any further information regarding this request, please do not hesitate to contact me. Thank you.

A MEMBER OF THE UNIVERSITY OF LOUISIANA SYSTEM

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ANS 489C/589C
Equine Nutrition and Reproductive Interactions
Spring Quarter (2017) Class Syllabus

Course Meets: Class: Monday & Wednesday 2:00-3:50 pm, Reese Hall Rm 206

Contact Info: **Dr. Laura R. Gentry**, Department of Agricultural Sciences
Reese Hall Room 105, Telephone: 318-257-2462

Office Hours: Mon 9:00 am – 12:00 pm and 1:00 pm – 2:00 pm;
Tu 9:30 – 10:30 am and 2:00 – 4:00 pm;
Wed 9:00 am – 12:00 pm; Friday am – by appointment

Although I have posted office hours, my door is always open so feel free to stop in anytime and if I am available, I'll be happy to meet with you.

Catalog Description: **ANS 489C/589C Equine Nutrition and Reproductive Interactions (0-3-3)** Preq., ANSC 301, and 318.

Course Objectives: Students successfully completing this course should have an:

1. Understanding of nutrients needed by the horse and their many sources
2. Understanding of current aspects of equine reproduction
3. Understanding of nutritional deficiencies, toxicities and diseases, particularly as they relate to reproduction
4. Understanding of best management practices for healthy, reproductively sound horses

Suggested Textbooks: **Equine Clinical Nutrition: Feeding and Care**. Lon D. Lewis. ISBN-0-683-04962-3
Equine Reproduction. 2nd Edition. McKinnon, Squires, Vaala and Varner. ISBN-978-0-8138-1971-6

Moodle Account: Additional materials, announcements, updates, and grades will be posted via Moodle and can be accessed through your LaTech Moodle account.

Important University Dates:

Item	Date	Item	Date
Spring classes begin	March 08	Last day to drop/resign with "W"	April 28
Drop/Add ends	March 10	Last day of classes	May 19
Easter holiday begins @ end of classes	April 13	Spring commencement	May 20
Class resume	April 18		

Performance/Grades: Final grades will be assigned based on the following grading scale:
A= 100 to 90%; B= 89 to 80%; C= 79 to 70%; D= 69 to 60%; F= < 59% and will be determined as follows:

Item	Points
Exams (3 @ 100 points each)	300
Quizzes/assignments	100
Final examination (comprehensive)	200
<i>TOTAL Points</i>	600

(1) Exams: Three exams worth 100 points each (for a total of 300 points) will be given during the course of the quarter.

(2) Quizzes/Assignments: Quizzes and/or assignments will be given throughout the quarter. You must have official documentation for your absence in order to make this work up.

(3) Comprehensive Final Examination: A 200-point comprehensive final examination will be administered on the last day of class.

Class and Student Policy:

(1) Students unable to attend class due to illness or another excused absence (class attendance regulations, page 12 of the 2011-2012 Tech catalog) must contact the instructor **within 48 hours** of missed quizzes, assignments or exams; otherwise, a zero will be given.

(2) Students need to be aware that any form of Academic Misconduct or Dishonesty (i.e., cheating, plagiarism, forgery, etc.) will be referred to the Office of the Dean of Students. The penalties for academic misconduct or dishonesty are severe and ignorance is not an acceptable excuse. The *Code of Student Conduct* and other information can be found on the Tech Academic Honor Code site:<http://www.latech.edu/documents/honor-code.pdf>. Faculty and students are both responsible for reporting cases of academic misconduct or dishonesty.

(3) **Students are expected to have read the assigned material prior to each class.** Students are encouraged to ask questions and participate in class-wide discussions. Comments that contribute to the topic or learning environment are encouraged and welcomed. This is a senior level equine course and I will be covering some topics in detail. It is the responsibility of the student to be up to speed on basic information that should have been learned in a lower level equine course.

(4) It is the student's responsibility to check regularly for course materials on the class website on Tech's Moodle. Announcements, assignments, and up-to-date grade postings will be available at the web site. Lecture outlines and related handouts will be available only during the class period of the lecture

presentation (unless posted on Moodle). Outlines and handouts will not be available at other times therefore it is your responsibility to get notes, handouts, etc. from other students in the class. Important dates (exams, field trips, etc) will be posted. Grades that are posted on moodle are done so to be a guide so that you will have an idea where you stand in the class. In NO way are they to be considered "official". I keep all official grades in a file elsewhere. Please check with me if you think there is a grade error on moodle. It is your responsibility to check the calculations and make sure your grade is accurate.

(5) In order to limit classroom disruptions and to protect against academic misconduct, the use of cell phones and other electronic devices is prohibited. Cell phones must be on silent and all devices must be stowed in backpacks (particularly during exams). Also, students are all expected to be courteous during class, not doing things which are distracting to the instructor, guest speakers, or other members of the class (including noisy late arrivals or early departures).

(6) Any student who, because of a disabling condition, requires some special arrangements in order to meet course requirements should visit with me as soon as possible.

ANS 489C/589C

Equine Nutrition and Reproductive Interactions

Spring Quarter (2017) Class Syllabus

Course Meets: Class: Monday & Wednesday 2:00-3:50 pm, Reese Hall Rm 206

Contact Info: **Dr. Laura R. Gentry**, Department of Agricultural Sciences
Reese Hall Room 105, Telephone: 318-257-2462

Office Hours: Mon 9:00 am – 12:00 pm and 1:00 pm – 2:00 pm;
Tu 9:30 – 10:30 am and 2:00 – 4:00 pm;
Wed 9:00 am – 12:00 pm; Friday am – by appointment

Although I have posted office hours, my door is always open so feel free to stop in anytime and if I am available, I'll be happy to meet with you.

Catalog Description: ANS 489C/589C **Equine Nutrition and Reproductive Interactions (0-3-3)** Preq., ANSC 301, and 318.

Course Objectives: Students successfully completing this course should have an:

1. Understanding of nutrients needed by the horse and their many sources
2. Understanding of current aspects of equine reproduction
3. Understanding of nutritional deficiencies, toxicities and diseases, particularly as they relate to reproduction
4. Understanding of best management practices for healthy, reproductively sound horses

Suggested Textbooks: Equine Clinical Nutrition: Feeding and Care. Lon D. Lewis. ISBN-0-683-04962-3
Equine Reproduction. 2nd Edition. McKinnon, Squires, Vaala and Varner. ISBN-978-0-8138-1971-6

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Drop/Add ends	March 10	Last day of classes	May 19
Easter holiday begins @ end of classes	April 13	Spring commencement	May 20
Class resume	April 18		

Performance/Grades: Final grades will be assigned based on the following grading scale:
A= 100 to 90%; B= 89 to 80%; C= 79 to 70%; D= 69 to 60%; F= < 59% and will be determined as follows:

Item	Points
Graduate Student Project	100
Exams (3 @ 100 points each)	300
Quizzes/assignments	100
Final examination (comprehensive)	200
<i>TOTAL Points</i>	700

- (1) Graduate Student Project:** Graduate students will develop an equine nutritional and reproductive management scheme for either a broodmare farm or a stallion station with detailed information on reproductive issues caused from nutritional deficiencies or excesses based on their particular breed and use. Grading will be based on an 8-10 minute presentation at the end of the quarter and a 4-5 page paper for a total of 100 points.
- (2) Exams:** Three exams worth 100 points each (for a total of 300 points) will be given during the course of the quarter.
- (3) Quizzes/Assignments:** Quizzes and/or assignments will be given throughout the quarter. You must have official documentation for your absence in order to make this work up.
- (4) Comprehensive Final Examination:** A 200-point comprehensive final examination will be administered on the last day of class.

Class and Student Policy:

- (1) Students unable to attend class due to illness or another excused absence (class attendance regulations, page 12 of the 2011-2012 Tech catalog) must contact the instructor **within 48 hours** of missed quizzes, assignments or exams; otherwise, a zero will be given.
- (2) Students need to be aware that any form of Academic Misconduct or Dishonesty (i.e., cheating, plagiarism, forgery, etc.) will be referred to the Office of the Dean of Students. The penalties for academic misconduct or dishonesty are severe and ignorance is not an acceptable excuse. The *Code of Student Conduct* and other information can be found on the Tech Academic Honor Code site: <http://www.latech.edu/documents/honor-code.pdf>. Faculty and students are both responsible for reporting cases of academic misconduct or dishonesty.
- (3) **Students are expected to have read the assigned material prior to each class.** Students are encouraged to ask questions and participate in class-wide discussions. Comments that contribute to the topic

or learning environment are encouraged and welcomed. This is a senior level equine course and I will be covering some topics in detail. It is the responsibility of the student to be up to speed on basic information that should have been learned in a lower level equine course.

(4) It is the student's responsibility to check regularly for course materials on the class website on Tech's Moodle. Announcements, assignments, and up-to-date grade postings will be available at the web site. Lecture outlines and related handouts will be available only during the class period of the lecture presentation (unless posted on Moodle). Outlines and handouts will not be available at other times therefore it is your responsibility to get notes, handouts, etc. from other students in the class. Important dates (exams, field trips, etc) will be posted. Grades that are posted on moodle are done so to be a guide so that you will have an idea where you stand in the class. In NO way are they to be considered "official". I keep all official grades in a file elsewhere. Please check with me if you think there is a grade error on moodle. It is your responsibility to check the calculations and make sure your grade is accurate.

(5) In order to limit classroom disruptions and to protect against academic misconduct, the use of cell phones and other electronic devices is prohibited. Cell phones must be on silent and all devices must be stowed in backpacks (particularly during exams). Also, students are all expected to be courteous during class, not doing things which are distracting to the instructor, guest speakers, or other members of the class (including noisy late arrivals or early departures).

(6) Any student who, because of a disabling condition, requires some special arrangements in order to meet course requirements should visit with me as soon as possible.

Council of Academic Deans Committee

MINUTES

January 10, 2017

The Council of Academic Deans met on January 10, 2017 in Wylly Tower 1647. The following members were in attendance. Mr. Bob Vento, Dr. Hisham Hegab, Dr. Stephen Webre, Mr. Mark Shoemaker, Dr. Pamela Ford, Dr. Sheryl Shoemaker, Dr. Doug Amyx, Dr. Janet Pope, Dr. Don Schillinger, Dr. Gary Kennedy.

- **Opening Remarks**
 - Dr. McConathy called the meeting to order and welcomed Council members and alternates in attendants.
- **Council of Academic Deans**
 - a) The minutes from the December 15, 2016 were approved unanimously by a Schillinger/Hegab motion and second.
 - b) The Poll Vote from January 4, 2017 was approved unanimously on a Shoemaker/Hegab motion and second.
- **ULS & BOR Actions**
 - a) When it becomes available, Dr. Terry McConathy will email a copy of the Hewitt Act to the committee members.
- **Follow-Up**
 - a) The formation of the ad hoc Commencement Committee was reexamined. Dr. Terry McConathy set a deadline for all Deans to submit nominations along with alternates to serve by January 18, 2016.
 - b) The BOR Program/Low Completer Review still needs to be finalized. Dr. McConathy has set a deadline for all Deans to submit their drafts no later than January 20, 2017.
 - c) Dr. Terry McConathy requested that there be a follow-up to all non-responders in reference to AROS 2016 Survey Project
- **Discussion Items**
 - a) Mark Shoemaker presented a tutorial of the anywhere.latech.edu website. Mark explained how the website will work as a virtual desktop for students on or off campus. This also includes distance learning abilities as well.
 - b) The topic of Summer Salaries was brought up to the committee. Dr. Terry McConathy set a deadline for each Dean to submit their colleges' proposals no later than February 15, 2017. Mr. Vento informed the committee that the Registrar's office anticipates having the summer schedule available for online viewing at or around January 17, 2017.
 - c) Dr. Terry McConathy reminded all committee members that the necessary paperwork for any Absence from Campus, Travel, etc. need to be submitted prior to the actual date of the activity.
 - d) Dr. McConathy discussed with the committee that each college is responsible for notifying Academic Affairs of any and all changes to the Budget Priorities.
- **Other Business**

Dr. Terry McConathy stated that any off campus additions that involve the expansion between Bossier, Shreveport, and Barksdale need to be submitted through Academic Affairs and Dean Sheryl Shoemaker before being submitted to Baton Rouge.

There are requirements that must be met through SACSCOC to avoid delays and/or fines. This is to include, but is not limited to adding a certificate.

The Council of Academic Deans adjourned on a Shoemaker/Hegab motion and second.

Council of Academic Deans
AGENDA
Tuesday, January 10, 2017
10:00 am, WT 1647

1. **Opening Remarks**
2. **Council of Academic Deans**
 - a. Minutes December 15, 2016
 - b. Poll Vote January 4, 2017: MHI adding on-campus location
3. **ULS & BOR Actions**
 - a. BOR Action January 9, 2017
4. **Follow-Up**
 - a. Formation of ad hoc Commencement Committee
 - i. Call for nomination and back-up from each College: due to AA January 18, 2017
 - b. BoR Program/Low Completer Review: Responses due to AA January 20, 2017
 - c. AROS 2016 Survey Project
5. **Discussion Items**
 - a. anywhere.latech.edu site: Mark Shoemaker
 - b. Summer Schedule and Budget: First proposal due to AA February 15, 2017
 - c. Administration (Absence from Campus Forms, etc)
 - d. Updates of Budget Priorities
6. **Other Business**
7. **Adjournment**

Council of Academic Deans
AGENDA
Tuesday, January 10, 2017
10:00 am, WT 1647

1. **Opening Remarks**
2. **Council of Academic Deans**
 - a. Minutes December 15, 2016
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 - a. Summer Schedule and Budget: First proposal due to AA February 15, 2017
 - b. Administration (Absence from Campus Forms, etc)
 - c. Updates of Budget Priorities
6. **Other Business**
7. **Adjournment**

Council of Academic Deans Committee

MINUTES

December 15, 2016

The Council of Academic Deans met on December 15, 2016 in Wyly Tower 1647. The following members were in attendance. Mr. Bob Vento, Dr. Hisham Hegab, Dr. Don Kaczvinsky, Mr. Mark Shoemaker, Dr. Pamela Ford, Dr. Sheryl Shoemaker, Dr. Chris Martin, Dr. Don Schillinger, Dr. Gary Kennedy.

Guests at the Council of Academic Deans Committee from Counsel and Career were Mr. Ron Cathy.

- **Opening Remarks**
 - Dr. McConathy called the meeting to order and welcomed Council members and guests to the meeting.
- **UNIV 490**
 - Mr. Cathy was invited back to touch base with the committee on UNIV 490. A brief re-cap of UNIV 490 course was provided by Mr. Cathy. A packet was handed out showing the layout for 12Twenty software. The layout and points of interest were discussed by the Council
 - UNIV 490 is a Moodle course that will help evaluate and gauge many aspects of graduates choices and options after graduation. The Council voted in favor to approve the UNIV 490 course.
- **Instructional Policies Committee (IPC)**
 - The minutes and submissions from the IPC Committee will be emailed to the Council. A Poll Vote to be conducted with a deadline of close of business of December 15, 2016.
- **Grad Council**
 - Graduate Council minutes from September 21, 2016 and Poll Vote from September 26, 2016 were presented. Dr. Shoemaker requested that one portion be tabled from the Poll Vote Conducted on September 26, 2016. This portion is in reference to HIIM being approved to have an on-campus component implemented. It was approved unanimously on a Schillinger/Kaczvinsky motion and second.
 - The minutes from the October 26, 2016 were approved unanimously on a Kaczvinsky/Hegab motion and second.
 - The Poll Vote from November 2, 2016 was presented and approved unanimously on a Hegab/Schillinger motion and second.
- **Council of Academic Deans**
 - The minutes from the September 15, 2016 meeting were approved unanimously by a Shoemaker/.Schillinger motion and second.
 - Poll Votes from October 24 and October 27, 2016 were approved unanimously on a Schillinger/Kaczvinsky motion and second.
 - Poll Vote November 2, 2016 part A and B were approved unanimously on a Kaczvinsky/Hegab motion and second.
 - The Administrative Edits were discussed and required no action.
 - Special Topics Course ANS-589A were discussed and entered into the record.
- **ULS & BOR Actions**
 - Items A through C were presented. No action necessary.

- **Discussion Items**
 - Dr. Terry McConathy discussed Commencement Participation and requested feedback. The Council requested that a recommendation be made to President Guice to form an Ad Hoc committee. It was approved unanimously on a Kaczvinsky/Kennedy motion and second. Dr. Schillinger volunteered to serve on the unofficially committee.
 - 9th Day Class Day Enrollment for Winter 2016-2017 was distributed for the Council's information.
 - Online Evaluation Data was discussed. It was noted that Library Science need to be removed the College of Applied and Natural Science list. It was noted that it will effectively need to be added to the College of Education list.
 - Each college will be responsible for deciding how these evaluations are administered.
- **Action Items**
 - The ULS Academic Renewal Revisions were discussed briefly. Dr. Terry McConathy requested that the Council decide if they wished for the renewal process to stay as is, or to review the process for change. The Council decided unanimously that the Academic Renewal process stay as it is.
 - The ULS Student Success Assignment topic was discussed by the Council. Dr. Terry McConathy asked the Council members to review the attachment and the forthcoming email attachment. Dr. McConathy requested that each Council member respond to the questions no later than close of business on December 20, 2016.
- **Other Business**
 - A packet pertaining to Program Low Completers was presented by Dr. Terry McConathy to each Council member for their review. An electronic form of the packet will be sent to each Council member. Dr. Terry McConathy request that each Council member present their first draft of changes no later than January 20, 2016.
 - An electronic SCH report will be sent to each Council member as soon as it is available.
 - Dr. McConathy reported that Dena Selmer will be graduating soon. Dr. Dua has been working with Dr. McConathy on in securing a Graduate Student who will fill this vacated position. The Graduate Student will begin working alongside Dena Selmer before her graduation to safeguard a smooth transition.

The Council of Academic Deans adjourned on a Martin/Kaczvinsky motion and second.

Miki Lyons

From: Miki Lyons <miki@latech.edu>
Sent: Wednesday, January 04, 2017 1:51 PM
To: Christopher Lee Martin; Donald N. Schillinger; Donald P. Kaczvinsky; Gary Alan Kennedy; Hisham Hegab; Pamela Ford (prford@latech.edu); Rita Franks (rfranks@latech.edu); Robert D. Vento Jr.; sshoemaker@latech.edu; Terry McConathy (tmm@latech.edu)
Subject: Poll Vote: HIIM
Attachments: Graduate Council September 2016 minutes and attachments.pdf

Good afternoon all-

Happy New Year and welcome back. I have been asked to submit for Poll Vote an item that was originally tabled in the Dec. 15 2016 CADs meeting. I have attached documentation (see page 5 of document) that was forwarded to me from Dr. Shoemaker. Please submit your vote in favor of or against no later than noon on Thursday January 5, 2016. Thank you.

Respectfully-

Miki O. Lyons
Administrative Assistant
Academic Affairs
Louisiana Tech University
Wyly Tower 1653
1310 W. Railroad Ave
P.O. Box 3188
Ruston, LA 71272
Tel: 318-257-4262
Fax: 318-257-4153
miki@latech.edu

APPROVE	DISAPPROVE
• Shoemaker	
• HEGAB	
• KENNEDY	
• KACZVINSKY	
• MARTIN	
• VENTO	
• FRANKS	
• Schillinger	

GRADUATE COUNCIL

POLL VOTE – July 19, 2016

Please review the following items and submit your response on each item separately. Your vote should be returned to the Graduate School **no later than 2:00pm on Thursday, July 21, 2016**. If there are any questions, please contact Dean Sheryl Shoemaker at sshoemaker@latech.edu.

College of Education

1. MEd – Ed Leadership Admission Requirements
2. Graduate Certificates – new
 - a. Orientation and Mobility
 - b. Rehabilitation Teaching for the Blind
 - c. Cyber Education
3. PSYC 650 – change in credit hours
4. PSYC 651 – change in credit hours

College of Applied & Natural Sciences

1. Master of Health Informatics (MHI) – adding On-Campus location.

College of Engineering & Science

1. STAT 650 – change in course description and prerequisites
2. STAT 506 – change in course prerequisites
3. STAT 507 – change in course prerequisites
4. STAT 508 – course add
5. STAT 580 – course add

Terry McConathy

From: Regents - Chief Academic Officers <REGENTS-CAO@LISTSERV.REGENTS.LA.GOV> on behalf of Karen Denby <Karen.Denby@REGENTS.LA.GOV>
Sent: Monday, January 09, 2017 4:11 PM
To: REGENTS-CAO@LISTSERV.REGENTS.LA.GOV
Subject: January 2017 BoR Meeting
Attachments: .ASA Report - 9 Jan 2017.doc; VIII B 2 b i- Staff Approvals.doc; VIII B 2 b ii - Progress Reports.docx

Chief Academic Officers:

Attached please find the report of the Academic and Student Affairs Committee for the BoR meeting this morning, 9 January, along with the Staff Approval and Progress Report items that were acted upon by the Board. All applicable action items will be updated on the CRIN and on the [Academic Affairs Tracking Database](#) by Wednesday at noon.

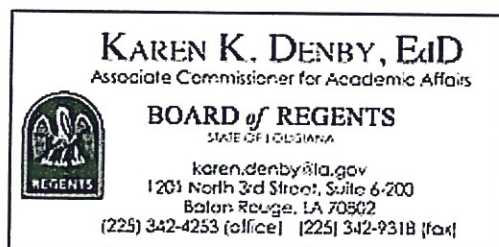
Please share this information with other campus representatives who need it.

After Wednesday (11 Jan), please remember to check the '[required reporting](#)' function on the [tracking database](#) to see if your institution has any outstanding or upcoming reporting requirements. We have already received several that will be posted after the next BoR meeting, on 22 February.

I also invite you to read and comment or make suggestions on the [draft report in response to Act 619](#), if you are interested. You could provide feedback via the form linked on the website, via email at the feedback address, or directly to me – this is a community effort.

Thank you.

-- Karen



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Edward D. Markle
Vice Chair

Marty J. Chabert
Secretary

Joseph C. Rallo, Ph.D.
*Commissioner of
Higher Education*



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ACADEMIC AND STUDENT AFFAIRS REPORT
Monday, January 9, 2017

The Board of Regents met as a Committee of the Whole on Monday, January 9, 2017, in the Louisiana Purchase Room of the W.C.C. Claiborne Building in Baton Rouge, LA. Consideration of Item VIII B on the agenda, Academic and Student Affairs, began at 11:58 a.m.

Proposed New ACADEMIC PROGRAM

Dr. Karen Denby, Associate Commissioner for Academic Affairs, presented a program proposal from Louisiana Tech for a Graduate Certificate in Cyber Education. A brief synopsis of the proposed program was provided. The Board then moved as follows.

On motion of Regent Kinney, seconded by Regent Levy, the Board granted approval of the Graduate Certificate in Cyber Education (CIP 13.1321) at Louisiana Tech University.

CONSENT AGENDA

Dr. Denby presented the Consent Agenda which contained:

- a. Centers and Institutes
 - Request for Continued Authorization (3 Years) of the Center for the Advancement of Meat Production & Processing at McNeese State University.
- b. Monthly updates to the Board, including:
 - Staff Approvals
 - Progress Reports for Conditionally Approved Programs
 - Letters of Intent/Proposals in the Queue.

The Board then moved as follows:

On motion of Regent Henning, seconded by Regent Mire, the Board received and approved the items on the Consent Agenda.

ADJOURNMENT

With no further business to come before the Committee, the meeting was adjourned at 12:02 p.m.

Attachment A
Guest List
Monday, January 09, 2017

Damien Ejigiri	SuBR
Derrick Angelloz	LSU
Don Schillinger	LA Tech
Flandus McClinton	SU System
James W. Robinson	ALFS / LSUE
Janet Newhall	LSU
Jeannine Kahn	UL System
John Crain	SLU
Luria Young	SuBR
M. Christopher Brown, II	SU System
Marcy Stevens	LOUIS
Mary Ann Coleman	LAICU
Rick Koubek	LSU
Ronyelle Ricard	SuBR
Ryan Landry	LSU
Stephen Toups	LCTCS Board of Supervisors
SuJuan Boutte	LOSFA-BoR
Teri Galloway	LOUIS

AGENDA ITEM VIII B 2 b ii

PROGRESS REPORTS for CONDITIONALLY APPROVED ACADEMIC PROGRAMS & RESEARCH UNITS

Initial Approval	Institution	Staff Analysis	Staff Recommendation for Board Action
08.2007	LSU Alexandria BS, Business Administration (52.0201) Conditional approval was granted in August 2007, for implementation in Fall 2008. The most recent annual progress report was received on 12.16.16.	Program averages 37 graduates per year. In June 2016, the campus was approved for candidacy status for ACBSP accreditation and is progressing with the self-study.	Due to the strength and stability of the program <u>no further reporting is required</u> beyond updates on progress toward accreditation.
06.2010	LSUHSC – NO MPAS, Physician Asst Studies (51.0912) Conditional approval granted in 2010; most recent progress report received on 12.20.2016.	The program has graduated two classes of 29 since its inception, with graduates achieving a 100% pass rate on national licensure exams. The third of three sit visits for initial accreditation by ARC-PA was completed in Oct 2016. Faculty are in place and the program is thriving.	Due to the strength and stability of the program <u>no further reporting is required</u> beyond update on accreditation status.
05.2008	SUNO BS, Mathematics (27.0101) Conditional approval was granted on 05.22.2008 with a progress report requested each year; the most recent report was received on 12.05.16.	The campus reported that there were 54 declared majors in Spring 2016. The number of completers has fluctuated: AY15-16: 10, AY14-15: 2, AY13-14: 8. For the current academic year the campus projects 12 completers. An update was provided on faculty, staff, goals and objectives.	Receive and accept the 2016 progress report. A subsequent report is requested by December 1, 2017.
05.2012	SUSLA CAS, Sterile Processing Technician (51.1012) Conditional approval was granted on 05.23.2012 with a progress report requested each year; the most recent report was received on 12.05.16	The campus reported 6 certificates were awarded in Spring 2016. 11 students were enrolled program in August 2016; they are expected to complete the program in Spring 2017.	Receive and accept the 2016 progress report. A subsequent report is requested by December 1, 2017.

Terry McConathy

From: Jeannine Kahn <Jeannine.Kahn@LA.GOV>
Sent: Monday, January 09, 2017 4:20 PM
To: David Danahar; Ellen Cook; Ellen Smiley; Eric Pani; Fabrice Loy; Jeanne Daboval; Lynn Gillette; Mahyar Amouzegar; Terry McConathy; Vickie Gentry
Subject: 2016-17 Program/Lo-Completer Review: Feb 6 ULS Deadline
Attachments: Form - ConsolidateRedesign Curriculum.docx; Form - Termination Request.docx; Form-Continuation Appeal.docx; ULS - 2016 Program Review.xlsx

Importance: High

** to AA Jan 20 2017*

Good afternoon. I hope you have taken the time to review the information shared by Karen prior to the holiday break regarding the low completer review. She has requested that responses be provided to her via the system office no later than February 15th. With that due date in mind I request all responses be submitted to me by **February 6th**; early submission would be most appreciated.

If you have any questions or wish to 'challenge' that a program has been identified as a low completer please contact Karen as soon as possible and copy me on any email exchange so that I am kept in the loop. If you have *any* concerns at all about programs listed (or those that are not) and the way in which your campus wishes to address the situation - - the best approach is to discuss sooner rather than later so we have the time to work through any issues with Regents staff.

Thank you for your time and attention to this task.

Jeannine



Jeannine O. Kahn, Ph.D.
Vice President for Academic Affairs
UNIVERSITY OF LOUISIANA SYSTEM
1201 N. Third Street, Suite 7-300
Baton Rouge, LA 70802
P 225-219-0274
F 225-342-6473
www.ulsystem.edu

From: Karen Denby
Sent: Wednesday, December 14, 2016 3:24 PM
To: 'ellensmiley181@hotmail.com' <ellensmiley181@hotmail.com>; 'tmm@latech.edu' <tmm@latech.edu>; 'jdaboval@mcneese.edu' <jdaboval@mcneese.edu>; 'lynn.gillette@nicholls.edu' <lynn.gillette@nicholls.edu>; 'gentryv@nsula.edu' <gentryv@nsula.edu>; 'tena.golding@selu.edu' <tena.golding@selu.edu>; 'Dxd2485@louisiana.edu' <Dxd2485@louisiana.edu>; 'pani@ulm.edu' <pani@ulm.edu>; 'nwhitley@uno.edu' <nwhitley@uno.edu>; Jeannine Kahn <Jeannine.Kahn@LA.GOV>
Cc: Claire Norris <Claire.Norris@regents.la.gov>
Subject: FW: 2016-17 Program/Lo-Completer Review
Importance: High

ULS Chief Academic Officers,

In the 22 June BoR meeting, the Regents approved new thresholds to trigger required reviews for the biennial low-completer/program review exercise. Programs in STEM fields (as identified by CCA) remained at the previous levels, while non-STEM program viability thresholds were elevated by 20-25 percent:

Degree Level	Productivity Threshold (3-Year Average)	
	STEM	Non-STEM
Undergraduate (Associate, Bachelor)	8	10
Master/Specialist	5	6
Doctoral/Professional	2	2.5

To prepare for this review, BoR staff has attempted to adjust the CRIN report to reflect program changes that have impacted the reported productivity data, e.g., name or CIP changes, new or consolidated programs, etc. Newer programs were usually excused to allow them time to build and generate graduates, but 3-4 year old programs were occasionally flagged if low enrollments (majors) suggested a lack of student interest or campus engagement. Programs were also flagged when completer numbers have decreased over the last year or two.

Staff only flagged degree programs in this exercise. CRIN data on certificates (above CTS) and diplomas are included in the attached system reports for your information and consideration in your own review. Generally, low-producing Masters programs were not flagged by BoR staff if they directly support a strong Doctoral program.

A total of 87 degree programs have been identified as requiring a campus response with a petition to continue, consolidate/redesign, or terminate the program. Especially for program continuation, please include an argument and rationale, e.g., details on a commitment to remediate low productivity (e.g., through curriculum revision, expanded course offerings, additional student support, other enhancements). Those actions should be clearly described as part of the justification for program maintenance. Ultimately, staff must be able to explain to the Board why a particular program is being continued and what the campus is doing to keep it from the 2018-19 Low-Completer list.

****** In addition to the degree programs identified by the BoR for review, we invite you to take this opportunity to submit or propose *any* CRIN program for consideration. You may do so by:

- Calling or emailing Karen Denby (225-219-7199; Karen.denby@regents.la.gov) or Clair Norris (225-219-7122, Claire.norris@regents.la.gov) to discuss the attached programs or to nominate additional ones for consideration; and/or
- Submitting a program request (e.g., using the templates for Termination, or Consolidate/Redesign) along with the required reports.

Please submit program reports through your System office (jeannine.kahn@la.gov) as you complete them so that we may have adequate time to discuss them with you, if needed. All reports are due by 15 February 2017; programs may automatically be submitted for termination if no campus response is received.

NOTE: if your institution is not listed in the attached spreadsheet with any *required* reports, the omission was intentional.

NOTE: Teacher Education programs identified for required review (CIP 13XXXX) will be sent to you in a separate email.

Claire and I look forward to working with you on this project...
and we wish you a Merry Christmas and Happy New Year!

-- Karen

KAREN K. DENBY, EdD
Associate Commissioner for Academic Affairs



BOARD of REGENTS
STATE OF LOUISIANA

karen.denby@la.gov
1201 North 3rd Street, Suite 6-200
Baton Rouge, LA 70802
(225) 342-4253 (office) (225) 342-9318 (fax)

Yellow = STEM (per CCA)			LaTech		
CIP	CIP-6 Description	Degr Lvl	Cmpl 15-16	3Yr Avg	F15 Maj
040501	Interior Architecture	Bacc	6	7	24
090101	Speech Comm & Rhetoric	Bacc			
090101	Speech Comm & Rhetoric	Mast	2	4	10
142701	Systems Engr	Mast	1	3	0
160101	Foreign Lang & Lits	Bacc	5	4	6
160901	French Lang & Lit	Mast			
160905	Spanish Lang & Lit	Bacc			
230101	English Lang & Lit	Bacc			
270101	Mathematics	Bacc			
309999	Multi-/Interdisciplinary St	Bacc			
400101	Physical Scis	Bacc			
400401	Atmospheric Sci & Meteorology	Bacc			
400501	Chemistry	Bacc			
400801	Physics	Bacc	2	4	24
400801	Physics	Mast	5	3	7
422804	Industrial & Org Psychology	Doct	4	2	23
440701	Social Work	Bacc			
450201	Anthropology	Bacc			
451001	Political Sci& Govt	Bacc			
490102	Airline/Prof Pilot/Flt Crew	Bacc			
500701	Art/Art St	Mast			
500901	Music	Bacc	6	8	37
500903	Music Performance	Bacc			
500903	Music Performance	Mast			
511005	Clinical Lab Sci/Med Technol	Bacc	3	7	47
520213	Org Leadership	Bacc			
520601	Busn/Mngrl Econ	Bacc			
521601	Taxation	Mast			
521701	Insurance	Bacc			
Required Reviews		46	9		

Thresholds *	UN
**STEM	8
Non-STEM	10

* 3-Yr Avg Cmpl

** CCA - 2-digit CIP categories



Unit-Leader Cascade Plans

Name	Size	Modified
AROS 2016 University Survey Project Academic Affairs Casc...n 07Dec16 vF.docx	13.5 KB	24 days ago
AROS 2016 University Survey Project Admin&Facilities Casc...n 15Nov16 vF.docx	13.42 KB	24 days ago
AROS 2016 University Survey Project Barksdale Cascade Plan 07Nov16 vF.docx	15.08 KB	24 days ago
AROS 2016 University Survey Project CANS Cascade Plan 12Dec16 vF.docx	14.18 KB	24 days ago
AROS 2016 University Survey Project CLA Cascade Plan 20Oct16 vF.docx	48.8 KB	24 days ago
AROS 2016 University Survey Project COE Cascade Plan 04Jan16.docx	22.38 KB	5 days ago
AROS 2016 University Survey Project COES Cascade Plan 05Jan17 vF.docx	117.35 KB	4 days ago
AROS 2016 University Survey Project Div of Finance Cascad...n 09Dec16 vF.docx	15.18 KB	24 days ago
AROS 2016 University Survey Project Graduate School Casc...n 07Nov16 vF.docx	19.06 KB	24 days ago
AROS 2016 University Survey Project Library Cascade Plan 03Jan16 vF.docx	15.01 KB	6 days ago
AROS 2016 University Survey Project R&D Cascade Plan 12Dec16 vF.docx	16.46 KB	24 days ago
AROS 2016 University Survey Project Registrar Cascade Plan 19Dec16 vF.docx	15.13 KB	6 days ago

Planning the Information Sharing Session

Please consider these prompts when making your plan for sharing the survey information with your unit:

1. Meeting format- what is the best format for your audience to receive this information?
2. Audience(s)
3. Goals- how do these findings align with unit-specific goals and university-wide goals?
4. Anticipated roadblocks and/or conversations from the group(s)
5. Your personal perspective- what is your personal perspective and how might your perspective impact how you share this information with others?
6. Anticipated feedback- what do you anticipate the audience to think or say as a result of this information?
7. Brainstorm next steps and possible interventions
8. Our role- what role (if any) would you like AROS to play in the sharing of the information with your unit?
9. At the end of this, everyone should be able to answer these questions: (Note: change refers to the changes that will occur as a result of the information found within the overall University Survey report and individual unit reports. Although it is not clear yet what the change might be, it is important to start talking about the possibility of change and how that change will affect members of the University.)
 - a. "Why is change needed?"
 - b. "Why is change the right answer to our problems?"
 - c. "How will I benefit from these future changes?"
 - d. "Do the leaders of my organization support change?"
 - e. "Will I (and the organization) be able to successfully pull off changes?"