



Faculty Senate Courses & Curricula Committee Meeting

1:00pm, 11 February 2025

129 Himes Hall

Minutes of the meeting

**Attendance:** Michael Kaller (Chair), Leonard Ray (Associate Chair), Matthew Hiatt (Secretary), Lee Daigle (ex-officio), Rendy Kartika, Claire Sassick Young (Ex-officio), Tricia Cobb (ex-Officio), Andrea Abad (ex-officio), Dan Sheehy, Robin LeMaire, Margaret Fitch (ex-officio), Suresh Moorthy, Lauren Coats, Subramaniam Sathivel,

**Absent:** Brooke Dubansky, Gerald Knapp, Jackie Bach (ex-Officio)

A regular meeting of the Faculty Senate Courses & Curricula (FSCC) Committee convened at 1:00pm 129 Himes Hall at the LSU Campus, with the Chair being present. Secretary Matthew Hiatt took the minutes. There were no public comments, and the minutes from the previous meeting were approved unanimously.

- PBS 7535 – There needs to be a rectification of the course credit and lecture hours across documents. The grade distribution is neither clear nor consistent. The rounding statement is not clear. There is only one learning objective but more than one is required (check grammar as well). Nearly all the required syllabus statements are missing. Please see the Faculty Senate Courses & Curricula Committee Sample Syllabus. The committee requests letters or an explanation of how this would differentiate from other genomics classes on campus (e.g., Biological Sciences). A requirement is to identify content overlap. The 15 week schedule is very generic and should be specified.

LeMarie moved to request revision and resubmission. Passed unanimously.

- PBS 7435 – The repeat credit is not explained. The course description should reflect catalog language. Clarify the rounding statement. There needs to be a link to PS-22. There is a lack of Academic Continuity Plan. Check overlap with Biological & Agricultural Engineering course and Chemical Biology course.

LeMaire moved to revised and resubmit. Passed unanimously.

- Curriculum and Instruction – Clarify language regarding the practicum requirement and whether the committee discretion is appropriate language (e.g., “at their discretion”). This should potentially be clarified to the graduate students by listing the potential requirements in the proposed curriculum. For example “No final exam required, but graduate committee may require...” Remove specialization from the catalog description (should be focus areas).

LeMaire moved to revise and resubmit. Passed unanimously.

- ARCH 1001 – Syllabus edits: The grade breakdown page is not complete because the bottom paragraphs are cut off. There are two attendance policies – please consolidate and clarify professionalism versus participation grades. Syllabus mentioned ARCH 1001 in a few places. The modality should be listed. Should be the 1<sup>st</sup> in the studio sequence for NAAB.

Sheehy moved to conditionally approve. Passed unanimously.

- ARCH 1002 - Syllabus edits: The grade breakdown page is not complete because the bottom paragraphs are cut off. There are two attendance policies – please consolidate and clarify professionalism versus participation grades. There should be the 2<sup>nd</sup> in the studio sequence for NAAB. The modality should be listed.

Sheehy moved to conditionally approve. Passed unanimously.

Coats moved to consider ARCH 3001, 3101, 4002, 4102, 7003 together. Passed unanimously.

- ARCH 3001, ARCH 3101, ARCH 4002, ARCH 4102, ARCH 7003 – Sheehy moved to approve. Passed Unanimously.
- ARCH 7900 – The committee requests a syllabus – the committee wants to understand what would distinguish between 1 and 6 credit hours, for example. Perhaps it should be re-labeled as research hours?

Coats moved request revise and resubmit. Passed unanimously.

- Architecture Minor – The committee requests communications/letters from geography and art history indicating the ability to field these students in their classes.

Coats moved to conditionally approve. Passed unanimously.

- ART 4020 – Coats moved to approve. Passed unanimously.
- DESN 1001 – Catalogue description could be more concise. Expectation - notes 2 hours outside class per credit hour, but then bases min hours on contact hours (12 rather than  $2*3 = 6$ ). Either make 6 or change explanation (why this course requires more time outside class). Very clearly explain outside of class expectations perhaps with examples.

Hiatt moved to conditionally approve. Passed unanimously.

- DESN 1002 – Catalogue description could be more concise. Expectation - notes 2 hours outside class per credit hour, but then bases min hours on contact hours (12 rather than  $2*3 = 6$ ). Either make 6 or change explanation (why this course requires more time outside class). Very clearly explain outside of class expectations perhaps with examples.

Hiatt moved to conditionally approve. Passed unanimously.

- ASST 1001, 1002 - Given name and description change ("different structure, format, and content" noted in justification), should this be an add with new course number (and drop of old course)? Attendance - how does 80% attendance requirement tie into the grading in part 5? Also missing PS-22 reference. Expectations - does not cover work outside of class. Disabilities, code of conduct - missing links to websites. Missing course objectives, modality (although 15 week in-person is

implied), Academic Continuity Plan. This syllabus is missing many standard LSU requirements (use sample template). The grading scale needs to be reconsidered. If attendance is such an important part of the grade, it needs to be retooled to reflect importance.

Coats moved to request revision and resubmission. Passed unanimously.

- SOCL 4091 – College Dean signature is missing. The committee invites you to include a short course description.

Kartika moved to conditionally approve. Passed unanimously.

- SOCL 4322 – College Dean signature is missing. The syllabus font is small. The disability statement needs to be updated.

Kartika moved to conditionally approve. Passed unanimously.

- SOCL 4464 – College Dean signature is missing. Because there is a course content change to include urban crime, the committee requests an updated syllabus.

Kartika moved to request a revision and resubmission. Pass unanimously.

- US History Content Knowledge Forms – Sheehy moved to approve. Passed unanimously.
- US History MA Non-Thesis - Sheehy moved to approve. Passed unanimously.
- US History MA with Thesis - Sheehy moved to approve. Passed unanimously.
- US History PhD - Sheehy moved to approve. Passed unanimously.
- World History Minor – Hiatt moved to approve. Passed unanimously.
- Design Studies Full Proposal – Hiatt moved to approve. Passed unanimously.
- ART 4526 – Hiatt moved to approve. Passed unanimously.
- ART 4551 – Hiatt moved to approve. Passed unanimously. Note: Remove the word (ADD) from course description.
- ART 4567 - Hiatt moved to approve. Passed unanimously. Note: Remove the word (ADD) from course description.
- CHEM 1101, CHEM 1102, CHEM 1103 – Typo calling it CHEM 1011 (just note to change for clarity). Moorthy moved to approve. Passed unanimously.
- CHEM 3151, CHEM 4151 – The Emergency Remote Learning should be called Academic Continuity Plan and toning down cell phone language in the syllabus.

Hiatt moved to conditionally approve. Passed unanimously.

The meeting adjourned at 2:32pm.

Matthew Hiatt, Secretary