



Faculty Senate Courses & Curricula Committee Meeting

1:00pm, 4 November 2024

Peabody

Draft Minutes of the meeting

Attendance: Michael Kaller (Chair), Leonard Ray (Associate Chair), Matthew Hiatt (Secretary), Rendy Kartika, Dan Sheehy, Brooke Dubansky, Gerald Knapp, Rendy Kartika, Suresh Moorthy, Tricia Cobb (ex-Officio), Claire Sassick Young (Ex-officio), Lee Daigle (ex-officio), Margaret Fitch (ex-officio), Andrea Abad (ex-officio), Guests from ATRN and KIN

Absent: Robin LeMaire, Lauren Coats, Jackie Bach (ex-Officio)

A regular meeting of the Faculty Senate Courses & Curricula (FSCC) Committee convened at 1:00pm 225 Peabody Hall at the LSU Campus, with the Chair being present. Secretary Matthew Hiatt took the minutes. There were no public comments, and new members were introduced.

New Proposals

Moorthy moved to change the agenda to move some course proposal up to accommodate FSCC member's schedule. The motion passed unanimously.

ATRN, KIN 2400 - Motion to conditionally approve pending course description addition and corrected forms. Motion passed unanimously.

- ATRN 7300 – The combo hours and total weekly contact hours need to be amended to 1 (lecture) and 3 (lab/clinical). Knapp moved to conditionally approve – approved unanimously.
- ATRN 7400 – The lecture contact hours are not listed on the Form which should be revised to match the course description. Knapp moved to conditionally approve – approved unanimously.
- KIN 2508 – Textbook needs to be either required or recommended. Examples of specific readings are encouraged. The statement on the use of AI should be more specific as right now it uses potentially conflicted language almost suggesting a choice of LSU AI statements, perhaps providing examples of prohibited AI-activities. Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Hiatt moved to conditionally approve – unanimously approved.
- KIN 4609 – The graduate students do extra work, but that extra work is not specified or detailed in the course outline. The statement on the use of AI should be more specific as right now it uses potentially conflicted language almost suggesting a choice of LSU AI statements, perhaps providing examples of prohibited AI-activities. Hiatt moved to conditionally approve – unanimously passed.
- Pre-Athletic Training Concentration – Knapp moved to approve – unanimously passed.

Dubansky moved to move ahead to CSC proposals to accommodate a guest. Motion passed unanimously.

- CSC 7335 – Needs to have a max enrollment listed and college faculty approval. Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Knapp moved to conditionally approve - unanimously approved.
- CSC 7344 – Final exam is not mentioned in the syllabus even though the Form A has it checked. Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. It’s probably a typo on Form A but FSCC would need justification. Hiatt moved to conditionally approve – passed unanimously.
- CSC 7362 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Complete template for disability statement. Budget impact is not complete. For the course description strike to first sentence. Dubansky move to request a revision and resubmission – passed unanimously.
- CSC 7435 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Course outline should also include the final. The midterm and final exam descriptions appear to be just homework descriptions, so that should be fixed, because previous parts of the syllabus indicate no homework. There is no attendance policy or PS-22 statement (check sample syllabus on FSCC website). Complete the disability statement. There needs to be a remote learning statement. The description should be revised to reflect language in the catalog to reflect actions: “Provides students with ...” , “Topics include...” “Concepts of...”. Knapp moved to request revision and resubmission – unanimously passed.
- CSC 7462 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. The quiz policy states that students cannot make up quiz but that should include language regarding PS22 and excused absences. There is no attendance policy nor reference to PS22 (see sample syllabus). The disability and remote learning statements are required. Dubansky moved to request revision and resubmission – unanimously passed.
- CSC 7535 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Final exam should be included on the course outline. There does not appear to be enough time on the course outline to accommodate 15-min presentations for the max enrollment (~3 hours). Please address. The language regarding the grading scale being negotiable should be revised and simply struck from the sample syllabus sent to review in FSCC. The word “you” in course description should be “students.” Dubansky moved to request revise and resubmit – unanimously passed.
- CSC 7544 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. The midterm and final exams are not in the course outline. Missing attendance policy, disability statement, PS22, and remote learning statement. The links do not appear to work so please check those. Hiatt moved to request a revision and resubmission – unanimously passed.
- CSC 7562 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Disability statements need to be revised. A remote learning statement is required. The exams need to be included in the course outline. Attendance and PS22 policies are needed. The proportion of the homework grade for each assignment should be specified. Knapp moved to request revise and resubmission.
- CSC 7644 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Exams are not included in outline.

The proportion of the homework grade for each assignment should be specified. The late homework and late project statements need to acknowledge PS22 (see sample syllabus). Dubansky moved to request revise and resubmit – unanimously passed.

- CSC 7900 - Rounding statement includes the phrase “rounding up” but based on the policy presented there is rounding down. Just use “rounded” or similar. Correct cover page to not have final exam and provide a justification. Disability statement needs revision. Remote learning statement is needed. Attendance policy is needed. In-person presentations need to be accounted for in course outline (please specify). Kartika moved to request revise and resubmit – unanimously passed.
- Computer Science MS Form D – Page 6 under coursework, there is a typo for “core courses”. For degree requirements, “additional hours” should read “additional hours of coursework” to make clearer. The final exam is described in four different places, other requirements are described partially, in multiple different places. The FSCC suggests a full proofread for clarity, coherence, and redundancy. Another suggestion: The memo implies that the professional option is tailored specifically for online students, but language should reflect that comparable programs must exist on campus. Please address for compliance issues. Hiatt moved to request revisions and resubmission – unanimously approved.

- Gifted and Talented Certification ADD Graduate Certificate - Box 24 – Specify that the exemption only applies to students who have completed 3 years of teaching in a gifted classroom. Basically this is to rectify language associated with EDCI 7768. Hiatt moved to conditionally approve – unanimously passed.
- Higher Education Leadership GC ADD – Hiatt moved to approve – unanimously passed.
- MATH 1552 – Sheehy moved to approve - unanimously passed.
- MEDP 4111 – Sheehy moved to approve – unanimously passed.
- PHYS Medical Physics – Sheehy moved to approve - unanimously passed.

The following courses were not addressed due to time constraints.

- BIOL 2601
- DATA 2001
- BIOL 3602
- BIOL 3603
- BIOL 3604
- BIOL 3605
- BIOL 3606
- BIOL 4607
- MATH 2105

The meeting adjourned at 2:32pm.

Matthew Hiatt, Secretary