**Courses and Curriculum Committee**

**Minutes**

**April 3, 2024**

Present: John Allen, Alice Blackwell, Richard Elder, Cole Franklin, Jennifer Innerarity, Sandra Purifoy, Ahmed Shaffie, Arlene Duos (sub for Conley Hathorn), and Jennifer Wright

Absent: Rusty Gaspard, Adena LeJeune, and Laurie Pittman

Guests: Jessica Ringo, Jessica Thacker, Nathan Sammons, Eamon Halpin (representing Provost’s Office), and Bobi Delaney, Registrar (Ex-Officio)

Dr. Alice Blackwell announced a quorum had been established and called the meeting to order at 12:01 pm.

The minutes from the March 20, 2024 meeting were approved by email and confirmed by a voice vote with 11- 0-1 (Gaspard abstained) and 2 members not voting (Taylor-Innerarity and Duos for Hathorn). The corrigendum vote was approved by a 8 – 0-0 online vote with 5 not yet voting at the time the minutes were filed (not voting: Duos/Hathorn, Elder, Gaspard, Purifoy, Taylor Innerarity). It is to be noted that this was a holiday weekend.

Blackwell announced the next week’s meeting would be held in Mulder 219 since the regular meeting room would not be available.

Blackwell also noted that some of the modifications have manually-made strikethroughs and highlighting rather than “track changes,” with the result that even when the files were viewed without “track changes” markup, editorial marks were still visible. She noted that she had consulted with Faculty Senate leadership and finally with Andrew Hirchak, who said that he didn’t upload the files directly but, rather, entered the changes outlined in the documents manually. He confirmed that he could understand the edits, highlights, etc., and could edit the affected courses and curricula without difficulty.

A motion to batch vote where applicable was made by John Allen with Ahmed Shaffie seconding the motion. The motion passed by voice vote 10-0-0 with 3 (Gaspard, LeJeune, Pittman) not voting due to not being present at the meeting.

The courses included in the first batch were from the Interdisciplinary Course Committee (ICC). A new course, AVIA 1003, *Private Pilot Ground II*, was discussed by Dr. Eamon Halpin. The course will provide additional instruction needed for taking the FAA Private Pilot Written Exam in order to become a licensed private pilot. The CIP Code and RIS were reviewed. The ICC previously approved the course.

Another ICC approved course, PMED 3202, *Pre-Medicine Seminar*, was reviewed. Dr. Jessica Ringo explained the course was necessary due to an agreement between LSUA and the LSU Health New Orleans and Shreveport institutions, which guarantees medical school interviews to students enrolled in LSUA’s interdisciplinary pre-medical program. One overarching goal of this program would be to increase the number of rural doctors. The capstone course would help students design a roadmap whereby they could be accepted into the medical program at either institution. Students could only enroll in the course when they had completed 60-credit hours. An advisory committee endorsed the course, which did not present any budget issues. The RIS and CIP Code were noted.

The next ICC approved course, PMED 3801, *Field Practicum I*, was explained by Jessica Ringo. This new course would enable students to shadow doctors to learn more about how medical professionals perform their duties. Drs. Sammons and Ringo explained the course description, including the requirement of CITI ethics training. The roles of the site coordinators at area hospitals and the LSUA instructors were explained. The RIS, CIP Code, and MCO were reviewed. A discussion ensued on the measurability of the course objectives, but Nate Sammons further explained how assessments would be conducted.

Lastly, PMED 4801, *Field Practicum II*, was discussed. Drs. Sammons and Ringo explained the course content. The CIP Code and RIS were reviewed. No budget issues were noted.

Following the discussion John Allen made a motion to accept AVIA 1003, PMED 3202, PMED 3801, and PMED 4801. Jennifer Dupont seconded the motion. The motion passed by voice vote with 10-0-0 with 3 not voting due to being absent.

The Modification of the BGS with Professional Aviation concentration was explained by Eamon Halpin. The new course, AVIA 1003, *Private Pilot Ground II*, will be added as a 3-credit hour course to the Major Requirements section. Dr. Halpin explained the resultant adjustments to the curriculum (e. g., some courses moved to “Additional Required Aviation Courses”). Jennifer Innerarity made a motion to approve the curriculum modification with Jennifer Wright seconding the motion. The motion passed by voice vote 10-0-0 with 3 not voting due to not being present at the meeting.

The next batch vote items were discussed by Arlene Duos. All department votes for each of Modifications in Curriculum were noted and no RIS was needed.

The Modification of the BS in Elementary Education adds the new course, EDCI 4020, *Teaching Students with Dyslexia*, to the Major Requirements section, since the course was mandated by the LA State Department of Education. The Prescriptive Electives would be deleted.

Similarly, the Modification of the BS Kinesiology, required EDCI 4020 in the Major Requirements section. Consequent adjustments to curriculum (deletion of “Prescriptive Elective,” etc.) were noted.

The Modification of the Practitioner Teacher Program required EDCI 4020 in the Major Requirements section. EDCI 4840, *Special Topics in Education*, would be deleted from the requirements.

Lastly the Modification of the BS in Special Education was reviewed. SPED 3703, *Reading and Literacy Intervention for Students with Disabilities*, was proposed to be added to the Required Course section. SPED 4200, *Reading in the Content Area*, is deleted from requirements.

With no further discussion Richard Elder made a motion to approve the Modification of the BS in Elementary Education, the Modification of the BS in Kinesiology, the Modification of the Practitioner Teacher Program, and the Modification of the Special Education Mild-Moderate Certification. Jennifer Wright seconded the motion. The motion passed by voice vote 10-0-0 with 3 not voting due to being absent from the meeting.

Jessica Thacker asked the Committee to return the Modification of the BA in Communication Studies to the department. The content was favorably reviewed with minor corrections needed. The proposal will be resubmitted once the corrections have been completed.

The last agenda item, the Modification of the BS in Business Administration, Marketing Concentration, was reviewed. The content was favorably reviewed during the March 27, 2024 meeting, but the department temporarily recalled this proposal because of an error that needed correction (the reason for the modification was not correct for this program). The necessary corrections have been made. Richard Elder made a motion to approve the Modification of the BS in Business Administration, Marketing Concentration. Arlene Duos seconded the motion. The voice vote was 10-0-0 with 3 not voting due to being absent from the meeting.

With no further business Richard Elder made a motion to adjourn and seconded by Jennifer Wright. The motion passed by voice vote 10-0-0 with 3 not voting due to being absent from the meeting.

The meeting officially adjourned at 12:50 pm.

Respectfully submitted,

Sandra Purifoy

Secretary