



## Faculty Senate

April 2, 2008

### Faculty Senate Curricular Affairs Committee Four Hundred Sixty-First Report

At the March 24, 2008 meeting of the Curricular Affairs Committee, the following matters were considered and are now presented to the Faculty Senate.

#### SECTION I

##### Informational Matters

##### A. College of Business Administration

1. CHANGE: description and prerequisite for the following courses:
  - a. BUS 110 to "Applications, concepts, and skills relevant to information technology in the context of the modern business environment. Topics include word processing, spreadsheet, presentation, and internet software. Pre: open to students with a BU code or permission of the CBA Dean's Office."
  - b. BUS 320 to "Study of the basic principles of finance and the applications of these principles. Topics include time value of money, risk and return, valuation, capital budgeting and other corporate financial decisions. (Lec. 3) Pre: ECN 201, BUS 202 and 211 and junior standing in a degree-granting college."
  - c. BUS 321 to "Exploration of investments in equity securities. Emphasis on the structure and functioning of securities markets, current investment theories, fundamental analysis, portfolio risk/return, and performance measurement. (Lec. 3) Pre: 320."

- d. BUS 322 to "Comprehensive analysis of financial products and financial institutions as well as the markets in which they operate. Emphasis on the operational details of the institutions. (Lec 3) Pre: ECN 201, BUS 202 and 211 or 212, or permission of instructor."
  - e. BUS 335 to "Basic course on risk management for corporations and individuals. Emphasis on risk identification, measurement, and management; homeowner insurance, basic life policies, commercial insurance and employee benefits. (Lec. 3) Pre: 202."
2. CHANGE: Prerequisite for the following courses:
- a. BUS 343 to "Pre: junior standing in a degree-granting college."
  - b. BUS 355 to "Pre: 110 or CSC 101, BUS 210 or STA 308, BUS 211 or 212 and junior standing in a degree-granting college or permission of instructor."
  - c. BUS 367 to "Pre: 210 or STA 308 and BUS 365 and 366 (or concurrent enrollment)."
  - d. BUS 341 to "Pre: junior standing in a degree-granting college."
3. CHANGE: Description for the following courses:
- a. BUS 301 to "Theoretical aspects of accounting principles and their application to preparation and analysis of corporate financial statements. Valuation, recognition and disclosure relative to current and long-term assets and liabilities."
  - b. BUS 302 to "Continuation of corporate financial reporting. Topics include stockholders' equity, earnings per share, revenue recognition, income taxes, pensions, leases, accounting changes, and statement of cash flows."
4. CHANGE: Title, description and prerequisite for BUS 345 to read as follows:
- BUS 345 Business in Society (3)**  
 Examination of the contemporary social, political, cultural, legal and ethical forces that shape the business environment.  
 Consideration of stakeholder relations and corporate social

responsibility. Pre: ECN 201 and 202 and junior standing in a degree-granting college."

B. College of Engineering

1. Department of Chemical Engineering

CHANGE: Prerequisite for CHE 272 to "Pre: 212 and credit or concurrent enrollment in MTH 243."

2. Department of Ocean Engineering

CHANGE: Prerequisite for OCE 301 to "Pre: MTH 244 and OCE 205 and EGR 106."

C. College of the Environment and Life Sciences

1. Department of Landscape Architecture

CHANGE: Title for GEG 200 to "Human Geography."

2. Department of Plant Sciences

CHANGE: Credits for PLS 324X to "4" and method of instruction to "(Lec. 3, Lab. 2)".

D. College of Nursing

1. CHANGE: Prerequisite for NUR 253 to "Pre: 203 and STA 220 or PSY 300 or permission of instructor."

2. CHANGE: Requirements for the minor in Thanatology as follows:

a. Remove the following courses from the list of electives for the minor:

- 1) COM 103 Interpersonal Communications
- 2) COM 337 Intercultural Communications

b. Add the following courses to the list of electives for the minor:

- 1) COM 100 Communication Fundamentals
- 2) COM 221 Interpersonal Communication
- 3) COM 251 Small Group Communication
- 4) COM 324 Nonverbal Communication
- 5) COM 325 Communication in Interviewing

- 6) COM 361 Intercultural Communication
- 7) COM 422 Communication and Conflict Intervention
- 8) PHP 460 Palliative Care
- 9) PSY 113 General Psychology
- 10) PSY 232 Developmental Psychology
- 11) RLS 125 Biblical Thought
- 12) RLS 126 The Development of Christian Thought
- 13) RLS 151 The Jewish Experience
- 14) HDF 314 Introduction to Gerontology
- 15) HDF 430 Family Interaction
- 16) HDF 535 Families under Stress: Coping and Adaptation

E. Honors Program

CHANGE: Title for the following courses:

- a. HPR 125 to "Honors Course in Literature."
- b. HPR 312 to "Honors Tutorial in Literature."

F. Online Courses

WRT 303 Public Writing (all instructors) has been approved for offering online.

\* \* \* \* \*

S E C T I O N II

Curricular Matters Which Require Confirmation by the Faculty Senate

A. College of Arts and Sciences

1. Film Studies Program

ADD: The following new courses:

- 1) **FLM 110 Introduction to Film Media Production Technologies (4)**  
Introduction to single-camera field production styles and aesthetics with emphasis on camera operation, lighting and editing by means of fundamental critical studies, field projects, studio supervision and experience. (Lec. 3, Lab 2)
- 2) **FLM 351 Topics in Film Media Production (4)**  
Application of one or more production technologies in film media genres and analysis of their aesthetic implications. (Lec. 3, Lab 2)  
Pre: sophomore standing or permission of instructor. FLM 110 or video

or filmmaking course from ART, COM, or JOR recommended. May be repeated once with permission of instructor and change of topic.

3) **FLM 352 Topics in Film Media Critical Studies (4)**

Critical examination of historical, theoretical and aesthetic topics in world cinema. (Lec. 3, Lab 2) Pre: sophomore standing or permission of instructor. FLM 101, 204 or 205 recommended. May be repeated once with permission of instructor and change of topic.

B. College of Business Administration

1. CHANGE: Name of major in Entrepreneurship Management to "Entrepreneurial Management."

2. Add the following new courses:

a. **BUS 318 Business Law (3)**

An Introduction to the origins, framework, and concepts of the legal environment of business. (Lec. 3) Pre: junior standing in a degree-granting college.

A. Emphasis on accounting topics

B. Finance and international business issues.

b. **BUS 361 International Transportation (3)**

Background for understanding all critical issues in domestic and international transportation. Addresses regulations, key financial indicators, modes, carrier selection, transportation system management and design. (Lec. 3) Pre: junior standing in a degree-granting college and BUS 355.

3. CHANGE: Curricular requirements for the following majors:

a. Accounting

Senior Year First Semester: 15 credits BUS 303 (3), 318A (3), 345 (3), and 404 (3), and one liberal elective (3).

b. Finance

Junior Year Second Semester: 15 credits BUS 302 (3), 318B (3), 321 (3), 322 (3), and one liberal elective (3).

c. International Business

Senior Year Second Semester: 15 credits BUS 318B (3), 428 (3), 468 (3), 445 [capstone] (3), and one Letters course (3).

d. Marketing

Senior Year Second Semester: 15 credits BUS 445 [capstone] (3), 465 (3), 470 (3), one liberal elective (3), and one analytical/creative elective (3).

e. Supply Chain Management

Junior Year Second Semester: 15 credits BUS 320 (3), 335 (3), 360 (3), 361 (1), and one liberal elective (3).

Senior Year First Semester: 15 credits BUS 345 (3), 460 (3), 463 (3), and two liberal electives (6).

Second Semester: 15 credits BUS 445 [capstone] (3), 424 (3), 462 (3), 467 (3), and one liberal elective.

C. College of Engineering

Department of Electrical Engineering

a. CHANGE: Curricular requirements for the following majors:

1) Electrical Engineering

Reduce the number of required design electives from 4 to 3 courses.

2) Computer Engineering

- a) Reduce the number of required design electives from 3 to 2 courses.
- b) Add CSC 485 and 486 (Computer or Network Forensics) as Computer Engineering electives

3) Biomedical Engineering

Change the title of the list of "Electrical Engineering Design Electives" to "Biomedical Engineering Design Electives."

b. CHANGE: The following courses by dividing each of them into a lecture course and a laboratory course:

1) ELE 205:

a) **ELE 205 Microprocessors (2)**

...(Lec. 2) ...Pre: credit or concurrent enrollment in MTH 141 and ELE 206.

b) **ELE 206 Microprocessor Laboratory (1)**

Laboratory exercises related to topics in 205. (Lab 3) Pre: credit or concurrent enrollment in MTH 141 and ELE 205.

- 2) ELE 208:
- a) **ELE 208 Introduction to Computer Systems (2)**  
...(Lec. 2)...Pre: Pre: credit or concurrent enrollment in MTH 141 and ELE 209.
  - b) **ELE 209 Introduction to Computer Systems Lab (1)**  
Laboratory exercises related to topics in 208. (Lab 3) Pre: credit or concurrent enrollment in MTH 141 and ELE 208.
- 3) ELE 306:
- a) **ELE 306 Electronic Design Automation (3)**  
...(Lec. 3)...Pre: 201 and 202 and 212 and 215 and (credit or concurrent enrollment in 307).
  - b) **ELE 307 Electronic Design Automation Lab (1)**  
Laboratory exercises related to topics in 306. (Lab 3) Pre: 201 and 202 and 212 and 215 and (credit or concurrent enrollment in 306).
- 4) ELE 342:
- a) **ELE 341 Electronics I (3)**  
...(Lec. 3)...Pre: 201 and 212 and 215 and EGR 106 and (credit or concurrent enrollment in 342).
  - b) **ELE 342 Electronics I Lab (1)**  
Laboratory exercises related to topics in 341. (Lab 3) Pre: 201 and 212 and 215 and EGR 106 and (credit or concurrent enrollment in 342).
- 5) ELE 343:
- a) **ELE 343 Electronics II (3)**  
...(Lec. 3)...Pre: 341 and (credit or concurrent enrollment in 344).
  - b) **ELE 344 Electronics II Lab (1)**  
Laboratory exercises related to topics in 343. (Lab 3) Pre: 341 and (credit or concurrent enrollment in 343).

D. College of the Environment and Life Sciences

1. Department of Biological Sciences

CHANGE: Curricular requirements for the B.S. Biological Sciences, B.S. Marine Biology, and/or B.A. Biology as follows:

- 1) WRT 106 Introduction to Research Writing (3) can be used to satisfy the writing requirement for English Communication (ECw) in General Education.
- 2) BIO 354 Invertebrate Zoology (4) can be used as an elective for the B.S. Marine Biology degree.
- 3) Students must maintain a 2.00 quality point average in BIO courses used to meet graduation requirements for the B.S. Biological Sciences and B.S. Marine Biology degrees.
- 4) Students must maintain a 2.00 quality point average in BIO or MIC courses used to meet graduation requirements for the B.A. Biology degree.

## 2. Department of Plant Sciences

### ADD: **PLS 324 Vegetable Crops (4)**

Study of vegetable crops including the botany and systematics of the vegetables commonly grown in the United States. Includes organic and conventional production techniques for home gardeners and market farmers. (Lec. 3, Lab. 2) Pre: 150 or BIO 102 or permission of instructor.

## E. College of Human Science and Services

### School of Education

CHANGE: Undergraduate program requirements in education to read as follows:

- 1) The professional sequence courses required for elementary education are EDC 250, 312, 102 or 360, 402, (423 or HDF 302), 424, 452, 453, 454, 455, 456, 457, 458, 459 and EDC 460.
- 2) To be eligible for student teaching, students must earn a grade of at least a C in EDC 430 and 448 (secondary); EDC 423, 424, 452, 453, 455, 456, 457, 458 and 460 (elementary); HDF 203, 301, 303, EDC 424, 426, and 429 (early childhood).

## F. College of Pharmacy

\* ABOLISH: B.S. Degree in Pharmacy

\*May require approval by the Board of Governors.

SECTION III

Joint Report of the Curricular Affairs Committee and Graduate Council on 400-Level Courses

At the March 24 meeting of the Curricular Affairs Committee and the February 1 and March 28, 2008 meetings of the Graduate Council the following matters were considered and are now presented to the Faculty Senate.

A. Informational Matters

1. College of Arts and Sciences

Film Media Program

\* CHANGE: Prerequisite for FLM 495 to Pre: 101 and 203 or ENG 302."

2. College of Engineering

a. Department of Civil and Environmental Engineering

CHANGE: Description for CVE 460 by deleting "Not for graduate credit in Civil Engineering."

\*\* b. Department of Ocean Engineering and Department of Civil Engineering

CHANGE: Title, description and prerequisite for OCE 422 (or CVE 422) as follows:

**OCE 422 (or CVE 422) Offshore Structure Design (3)**

Introduction to offshore structures, structural modeling, structural dynamic analysis, structural design for storms, structural design against fatigue failure. Pre: OCE 421.

3. College of Human Science and Services

School of Education

1) CHANGE: Title, description and prerequisite for EDC 424 to read as follows:

\*editorial correction

\*\*No action by the Graduate Council. Not for graduate credit.

**EDC 424 Teaching Literacy in the Primary Grades (3)**

Fundamental knowledge base in literacy development and primary grade literacy instruction. Bridges theory and practice through exposure to a variety of methods and materials used to create a comprehensive primary literacy curriculum. (Lec. 3) Pre: Elementary education majors: 312 or 512, and 423; Early childhood education majors: HDF 302 or EDC 423; Non elementary or early childhood education majors: graduate standing or permission of instructor.

- 2) CHANGE: Number, title description and prerequisite for EDC 425 to read as follows::

**EDC 423 (425) Teaching Comprehension and Response in the Elementary School (3)**

Analysis of narrative and expository text; strategies for teaching literacy in elementary grades using these texts, specifically focusing on vocabulary, comprehension, response, and integrating these literacy practices throughout the curriculum. (Lec. 3) Pre: prior or concurrent enrollment in 312 or 512 or graduate standing, or permission of instructor.

- 3) CHANGE: Description for EDC 478, 479 by adding "May be repeated for credit with different topic."

B. Matters Which Require Confirmation by the Faculty Senate

1. College of Business Administration

\* ADD: **BUS 464 Supplier Relationship Management (3)**

Comprehensive examination of the management practices a firm deploys to develop effective relationships with suppliers of goods and services. (Lec. 3) Pre: 355, 460 or permission of instructor.

2. College of Engineering

Department of Electrical, Computer and Biomedical Engineering

- 1) CHANGE: The following courses by dividing each of them into a lecture course and a laboratory course:

a) ELE 401:

\*No action by Graduate Council. Not for graduate credit.

- (1) **ELE 401 Lasers, Optical Fibers, and Communication Systems (3)**  
...(Lec. 3)...Pre: ((205 or 208), 313, 322, 331, 341 and (credit or concurrent enrollment in 402)) or permission of instructor.
  - (2) **ELE 402 Lasers, Optical Fibers, and Communication Systems Lab (1)**  
Laboratory exercises related to topics in 401. (Lab. 3) Pre: ((205 or 208), 313, 322, 331, 341 and (credit or concurrent enrollment in 401)) or permission of instructor.
- b) ELE 405:
- (1) **ELE 405 Digital Computer Design (3)**  
... (Lec. 3)...Pre: (305, 306 and (credit or concurrent enrollment in 406)) or permission of instructor.
  - (2) **ELE 406 Digital Computer Design Lab (1)**  
Laboratory exercises related to topics in 405. (Lab. 3) Pre: (305, 306 and (credit or concurrent enrollment in 405)) or permission of instructor.
- c) ELE 408:
- (1) **ELE 408 Computer Organization (3)**  
...(Lec. 3)... Pre: (305, 313, 341 and (credit or concurrent enrollment in 409)), or permission of instructor.
  - (2) **ELE 409 Computer Organization Laboratory (1)**  
Laboratory exercises related to topics in 408. (Lab. 3). Pre: (305, 313, 341 and (credit or concurrent enrollment in 408)), or permission of instructor.
- d) ELE 427:
- (1) **ELE 427 Electromechanical Systems (3)**  
... (Lec. 3)...Pre: (313, 322, 331, 341 and (credit or concurrent enrollment in 428)) or permission of instructor.
  - (2) **ELE 428 Electromechanical Systems Laboratory (1)**  
Laboratory exercises related to topics in 427. (Lab. 3) Pre: (313, 322, 331, 341 and (credit or concurrent enrollment in 427)) or permission of instructor.

e) ELE 436:

(1) **ELE 435 Communication Systems (3)**

...(Lec. 3)...Pre: ((215 or 341), 314, EGR 106 and (credit or concurrent enrollment in 436)) or permission of instructor.

(2) **ELE 436 Communication Systems Lab (1)**

Laboratory exercises related to topics in 435. (Lab. 3) Pre: ((215 or 341), 314, EGR 106 and (credit or concurrent enrollment in 435)) or permission of instructor.

f) ELE 444:

(1) **ELE 444 Advanced Electronic Design (3)**

...(Lec. 3)...Pre: ((205 or 208), 313, 341 and (credit or concurrent enrollment in 445)) or permission of instructor.

(2) **ELE 445 Advanced Electronic Design Lab (1)**

Laboratory exercises related to topics in 444. (Lab. 3) Pre: ((205 or 208), 313, 341 and (credit or concurrent enrollment in 444)) or permission of instructor.

g) ELE 447:

(1) **ELE 447 Digital Integrated Circuit Design I (3)**

...(Lec. 3)... Pre: (202, 341, 313, PHY 204 and (credit or concurrent enrollment in 448)) or permission of instructor.

(2) **ELE 448 Digital Integrated Circuit Design I Lab (1)**

Laboratory exercises related to topics in 447. (Lab. 3) Pre: (202, 341, 313, PHY 204 and (credit or concurrent enrollment in 447)) or permission of instructor.

h) ELE 458:

(1) **ELE 458 Digital Controls (3)**

...(Lec. 3)...Pre: ((205 or 208), 314, 341 and (credit or concurrent enrollment in 459)) or permission of instructor.

(2) **ELE 459 Digital Controls Laboratory (1)**

Laboratory exercises related to topics in 458. (Lab. 3) Pre: ((205 or 208), 314, 341 and (credit or concurrent enrollment in 458)) or permission of instructor.

\* 2) CHANGE: Credits for ELE 480 to "3" and method of instruction to "(Lec. 2, Lab. 3)."

\* 3) CHANGE: Credits for ELE 481 to "3" and method of instruction to "(Lab. 6)."

3. College of the Environment and Life Sciences

\* a. Department of Landscape Architecture

CHANGE: Level and number for LAR 482 to "LAR 302 (482) GIS Applications for Landscape Architecture (3)."

\* b. Department of Natural Resources Science

ADD: The following courses:

a) **NRS 401 Foundations of Restoration Ecology (3)**

Overview of factors involved with implementing an ecological restoration. Will synthesize the physical, biological and human factors that determine restoration success. (Lec. 3) Pre: BIO 262 or permission of instructor. Not for graduate credit.

b) **NRS 445 Invasive Species Research, Management and Policy (3)**

Overview of the major invasive alien species issues in the research, management and policy arenas. (Lec. 3) Pre: BIO 262 or permission of instructor. Not for graduate credit.

\* \* \* \* \*

S E C T I O N IV  
Course Fees

A. Background Information

For the past two years the issue of "lab fees" has been discussed by the Curricular Affairs Committee, the Faculty Senate Executive Committee, the Faculty Senate and the Office of the Provost. Following is an outline of the discussion:

-- In spring 2006 it was brought to the CAC's attention that laboratory fees were attached to several courses for which the method of instruction was not "Laboratory."

\*No action by the Graduate Council. Not for graduate credit.

-- The CAC wrote to Provost Swan and the FSEC about its concerns. The FSEC subsequently met with the Provost and asked her to follow-up on the issue.

-- There was no correspondence between spring 2006 and spring 2007, but it was brought to the CAC's attention in spring 2007 that lecture, seminar and independent study courses still appeared on the list of courses for which lab fees were assigned.

-- The CAC wrote to the FSEC in spring 2007 requesting that the matter be brought before the Senate. At that time, the FSEC decided that it was not appropriate to go to the Senate. Subsequently, new Senate Chair Jim Miller wrote to the Provost requesting information about establishing lab fees for courses and proposing that the CAC or the FSEC help draft a transparent and fair policy on lab fees.

-- There were some conversations during the summer 2007 between Faculty Senate Chair Miller and Vice Provost Pasquerella, but no further action was taken until the FSEC decided to propose that the Senate adopt a resolution opposing the assessment of Laboratory Fees for courses without laboratories.

-- A substitute for the FSEC's resolution was proposed to the Senate and, after discussion, referred back to the FSEC. The FSEC charged the CAC to develop criteria for determining what are acceptable uses for laboratory fees and whether the instructional method for any proposed course warrants the assessment of a laboratory fee.

--The CAC established a subcommittee on laboratory fees, which considered the issues raised in the correspondence, resolution and alternative resolution and subsequently presented its proposals for a "Course Fee Policy" to the Curricular Affairs Committee.

## B. Recommendations

At the March 24 meeting of the Curricular Affairs Committee, the following recommendations of the CAC Subcommittee were approved and are now forwarded to the Faculty Senate for consideration.

1. That the Faculty Senate approve the following proposed policy on course fees:

### **Proposed Policy on Course Fees**

**Note:** This proposal refers **only** to the current "laboratory/clinical fee" as described on page 21 of the 2007-2008 Catalog.

Starting from the principle that tuition should cover basic instructional costs, the CAC proposes:

- (1) Only under limited circumstances should a fee be attached to a course;
- (2) the terminology should be separated from method of instruction, i.e. eliminate "laboratory/clinical fee" nomenclature; (3) the "default" for **all** courses is "no fee"; (4) all monies from course-related fees will be made available to the department(s)/academic unit(s) offering the course for which they were levied; (5) courses approved for a fee must regularly be reviewed and certified as continuing to warrant the fee; and (6) fees as defined by this policy may be assessed only for approved permanent courses.

The following fees are proposed:

- 1) **Course fee** – This fee is justified when the fee is used to provide direct benefit to the student paying the fee.

This fee is appropriate to cover the cost of consumable supplies. Such supplies are goods that enhance instruction in a course, are used by individual students, cannot be purchased easily and economically by students and are expendable.

This fee is **not** appropriate to cover the cost of non-consumable supplies or items students can be reasonably expected to purchase. For example, this fee is not appropriate for books, office supplies, salaries, capital equipment or instructor's travel.

- 2) **Course-technology fee** – This fee is justified when a course requires students to regularly use specialized technology or equipment. Thus the fee is used to provide direct benefit to the student paying the fee as well as shared benefits to other students taking the course.

This fee is appropriate to cover the cost of acquiring, maintaining, upgrading or replacing specialized technology or equipment (the nature of which varies widely by discipline).

This fee is **not** appropriate to cover costs such as salaries or travel.

Departments and instructors are encouraged to make the benefits of course fees transparent to students.

2. That the Faculty Senate approve the following proposed process for approving and allocating course fees:

### **Proposed Process for Approving and Allocating Course Fees**

The policy on course fees and the process for approving and allocating them must be transparent and public. The CAC urges the development of a process for regular review of how course fees and course-technology fees have been used. The CAC asks that the Course Fees Policy be implemented for courses to be taught starting in Fall 2009. Immediately upon approval of the Course Fees Policy, a timetable for the following process will be established by the Office of the Provost.

1. All departments and programs will be provided a copy of the policy and asked to share it with all faculty. Courses for which fees have been approved previously must be reviewed under this new process if fees are to be charged in the future.
2. A faculty member(s) who believes a course warrants a course fee or a course-technology fee will provide a written request, including detailed justification referencing the policy, to his/her department chair/program director. The chair/director will review requests and forward her/his recommendations, with justifications, to the College Dean. Cross-listed courses require support from both departments/programs.
3. The Dean will review the requests and forward her/his recommendations, with justifications, to the Office of the Provost.
4. The Office of the Provost will make the final determination about which courses are assessed a course fee or course-technology fee. The Office of the Provost will forward the information on these courses to Enrollment Services and the administrative unit responsible for Catalog copy.
5. Enrollment Services will prominently note the fee assessment for a course on the e-Campus registration system.
6. The Office of the Provost will annually report to the Curricular Affairs Committee the list of courses approved for course fees and course-technology fees.
7. The Office of the Provost will establish a date for annual review of **new** requests for course- and course-technology fees.
8. The Office of the Provost will establish a process that insures all courses are regularly reviewed as appropriate for continuation of the fee assessment.