Memorandum

To: Vemelle Lakatani, Registrar
From: Max L. Checketts, Vice President for Academics
Date: April 28, 2009
Subject: Curriculum Proposals

The following proposals were approved by the Academic Council:

- 09-05 SOCW461 Social Work Practice with Asians & Pacific Islanders (John Reeves)
- 09-09 IDD302 Title and Description Change (Peter Chan)
- 09-10 IDD347 Title and Description Change (Peter Chan)
- 09-11 IDD447 Title and Description Change (Peter Chan)
- 09-14 Accounting Major Curriculum (Glade Tew)
- 09-15 Business Management Department Curriculum (Helena Hannonen)
- 09-16 BUSM365 (Erin Frederick)
- 09-17 BUSM375 (Erin Frederick)
- 09-18 BUSM410 (Erin Frederick)
- 09-19 BUS432 (Erin Frederick)
- 09-20 BUS304 (Lenard Huff)
- 09-21 BUS421 (Lenard Huff)
- 09-22 BUS422 (Lenard Huff)
- 09-23 BUS431 (Lenard Huff)
- 09-24 BUS361 (Cary Countryman)
- 09-25 BUS371 (Cary Countryman)
- 09-26 BUS381 (Cary Countryman)
- 09-27 BUS400 (Helena Hannonen)
- 09-28 BUS427 (Helena Hannonen)
- 09-29 BUS457 (Helena Hannonen)
- 09-30 BUS467 (Helena Hannonen)

MLC:ill
Cc: John Bailey, Dean, College of Human Development
    Clayton Hubner, Dean, College of Business, Computing & Government
    Chad Compton, Associate Academic Vice President for Instruction
    Sharlene Furuto, Associate Dean, College of Human Development
    Don Colton, Associate Dean, College of Business, Computing & Government
    Doug Bates, Chair, Curriculum Committee
**BYU Hawai‘i Curriculum Proposal**

**Section 3**

**Approvals**

Name of Proposal: IDD447 Title and Description Change

Submitted by: Peter Chan

Date: March 12, 2009

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Date</th>
<th>Recommendation/Signature</th>
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<tbody>
<tr>
<td>1. Approved by faculty in the department. (signed by Department Chair)</td>
<td>Signature:</td>
<td>Barry Mitchell</td>
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<td>2. Approved by College or School (signed by all affected Deans)</td>
<td>Signature:</td>
<td>John Bailey</td>
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<td>Type name:</td>
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<td>3. Reviewed by LAS when the proposal is for a new course (course outline</td>
<td>Signature:</td>
<td>Douglas Bates</td>
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<td>attached), new program, or when additional resources are requested.</td>
<td>Type name:</td>
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<td>4. Approved by General Education and Honors Committee (when appropriate)</td>
<td>Signature:</td>
<td>Beth Haynes</td>
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<td>(signed by the GEH Committee Chair)</td>
<td>Type name:</td>
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<td>5. Approved by CC (signed by CC chair)</td>
<td>Signature:</td>
<td>Douglas Bates</td>
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<td>6. Approved by APC (signed by Academic Vice President)</td>
<td>Signature:</td>
<td>Max Checketts</td>
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<td>7. For new programs—Approved by the President's Council (signed by the</td>
<td>Signature:</td>
<td>Steven Wheelwright</td>
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<td>President)</td>
<td>Type name:</td>
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BYU Hawai'i Curriculum Proposal
Section 1

Proposal Description (Balance Sheet)

Nature of the Proposal:
We propose to change the titles and descriptions of three Instructional Design and Development courses. The current proposal focuses on changing the title and description of IDD447.

Rationale:
Over the years, IDD courses continue to improve and evolve. Based on feedback from former students and colleagues in the discipline, the new title and description will better convey what our students are learning. They provide more succinct details of the course content as currently being taught. There won't be any content changes.

Before and After Effects:
Students and their future employers will be able better understand what students learn in these courses.

Affected Program Outline, Credit Totals, Course Content, and Prerequisites:
No change on program outline, credit totals, course content, and prerequisites

Courses from other departments that may be affected:
None

Is this course a part of the General Education Menu?
No.
BYU Hawai'i Curriculum Proposal
Section 2

Catalog Detail (for each affected course)

Requested Effective Date (MMM DD YY): Fall 2009

NATURE OF THE CHANGE: Put an X before the appropriate selections below.

[ ] New Course
   (attach course outline)
[ ] New Course Number
   (specify old number below)
[ ] Grading to/from P/NP
[x] New Course Title
[ ] Credit Hours
[ ] Prerequisite
[x] New Course Description
[ ] Class Fees
[ ] Other - specify

Department: EDUCATION
Course Number: IDD447

Credit Hours: 3

Full Course Title: (for the catalog)
IDD447: Instructional Development Project

Abbreviated Course Title: (for transcripts, maximum of 16 characters)

New Course Description: (for the catalog, maximum of 25 Words)

IDD447: Instructional Development Project
Students apply concepts and tool skills in developing a substantial instructional solution in a
mentored environment using the Analysis-Design-Development-Implementation-Evaluation
(ADDIE) process. (Prerequisites: IDD315 and IDD347)

Semester(s) Offered: Fall _X_ Winter _X_ Spring _ Summer _ First _

Years Offered: Every Year _X_ Even Years _ Odd Years _

Class Size: Optimum _15_ Minimum _10_ Maximum _20_

If this is a new course number, what was the old number, and should the old and new courses be
treated as identical for purposes of retakes and graduation requirements?

Note: New courses should be given course numbers that have not been used for three years. This
rule also applies to the renumbering of courses.

Attach copies of each of the related web pages from the on-line catalog and indicate where changes should be made.
302. Instructional Multimedia Development (3) (F, W, Sp) Introductory experience in developing electronic multimedia instructional materials including audio-visuals, graphics, interactive presentations, and web resources. (Prerequisite: Basic computer skills; Recommend ID 91 for those with little or no previous computer experience)

307. Instructional Computer Graphics (3) (F, W) Using professional computer software tools, students in this course will learn to apply graphic design principles in creating visuals for various instructional and training purposes. (Prerequisite: IDD 302)

308. Basic Video Production (3) (F, W) Using common video production tools, students in this course will learn to apply storytelling principles in creating visuals for various instructional and training purposes.

315. Principles of Instructional Design (3) (F, W, Sp) Hands-on experience in designing instructions using established principles of learning and instruction including the systematic process of analysis, design, development, implementation, and evaluation.

318. Intermediate Video Production (3) (F, W) Storytelling using created video segments for broadcast and webcast. This course centers on narrowing and delivering topics for clients.

347. Learning Development Techniques (3) (F, W, Sp) Developing computer and web-based instructional solutions using various multimedia authoring and web publishing tools. (Prerequisite: IDD 302 or can be taken concurrently)

390R. Special Topics in Instructional Design and Development (1-3) (Variable).

399R. Internship in Instructional Design and Development (1-3) (F, W, Sp, Su) Students may receive credit for applied experience Instructional Design and Development. Prior approval must be obtained and a program coordinated by a faculty member and the on-site supervisor.

447. Advanced E-Learning Development Techniques (3) (F, W) Developing computer and web-based instructional solutions that are based on sound design principles using advanced E-Learning tools and techniques. (Prerequisites: ED/IDD 315 and IDD 347)

490. Electronic Portfolio Seminar (1) (F, W, Sp) Culminating experience for students studying in instructional design and development. It includes electronic portfolio development and an examination, guest presentations, and individual mentoring. (Prerequisite: IDD 399R)

496R. Student Research (1-3) (F, W, Sp) Supervised individual research for students who have been granted a student research and development associateship. (Required for all student research associates.)
INSTRUCTIONAL DESIGN AND DEVELOPMENT MINOR (18 HOURS)

The School of Education offers a minor in Instructional Design and Development (IDD) which provides students with technical skills and theoretical foundations in designing and developing technology-based instructions. In this information age, expertise in this area is increasingly sought after in various industries including business, communications, education, information technology, and others that involve using technology to enhance human performance. IDD at BYU-Hawaii emphasizes practical experience with hands-on projects for clients with specific instructional needs.

Grades: No "D" grades will be counted toward minor. Prior to taking courses students must have basic computer skills. If the students have little or no previous computer knowledge IS 91 is recommended as a preparatory class.

REQUIRED COURSES (15 HOURS):

- IDD 302 Instructional Multimedia Developments (3)
- IDD 308 Fundamental Video Production (3)
- IDD 315 Principles of Instructional Design (3)
- IDD 347 E-Learning Development Techniques (3)
- IDD 447 Advanced E-Learning Developments (3)

ELECTIVES (3 HOURS):

- ART 211 Intermediate Design (3)
- IDD 307 Instructional Computer Graphics (3)
- IDD 318 Intermediate Video Production (3)