

University Committee on Courses and Curricula
Mississippi State University
February 21, 2020

Members

Present: Amy Adkerson, Randy Campbell, Russell Carr, Padmanava Dash, Kathy Dooley, Nathan Drake, Qingmin Meng, Rob Moore, Michael Natrass, Emily Owen, Prem Parajuli, Tommy Parker, Andy Perkins, Tommy Phillips, Suzanne Powney, Matthew Priddy, Wendy Roussin, Kathy Sherman-Morris, Darrell Sparks, Barry Stewart, Jenny Turner, Jeff Winger, Chien Yu

Excused: Heather Alexander, Tracey Baham, Cody Coyne, Dana Franz, Trey Howell, Julie Jessop, Sarah Helen Skelton, Marian Swindell, Brad Trinkle, Robert Wolverton

Proxy: Bob Wolverton for Pat Matthes

Guests: Kylie Forsythe, Donna Gainer, Kasia Gallo, T. J. Jankun-Kelly, Myron Labat, Lynda Moore, Eric Moyer, Lesley Strawderman, Abigail Voller

Perkins called the meeting to order at 1:30 p.m. on Friday, February 21, 2020 in the Trotter Room (Room 2200) of the Center for Advanced Vehicular Systems in the Research Park. Carr moved to approve the minutes from the January 17, 2020 UCCC meeting. Roussin seconded the motion. The motion was unanimously approved.

Carr moved to approve the addition of LSK 4800 Undergraduate Research, the addition of distance education to LSK 4800, and the addition of the Meridian and Gulf Coast designations to LSK 4800. Roussin seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion was unanimously approved.

Carr moved to approve the modifications of ADS 4231/6231 Practices in Horse Care and Management and ADS 4233/6233 Horse Management. Priddy seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was unanimously approved.

Carr moved to approve the addition of HDFS 4893 Adolescent Development and the addition of distance education to HDFS 4893. Priddy seconded the motion. The subcommittee that reviewed the proposal observed the syllabus needs an attendance policy because there is a mention of University approved excuses about testing, but there is not an explanation of the attendance policy nor a link to AOP 12.09; the syllabus needs to explain how the distance students view the lectures; and the department that teaches EPY 3542 should be notified there may be an effect on that course due to the creation of this course. Roussin moved to pass HDFS 4893 contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass contingent was unanimously approved.

Carr moved to approve the modification of PSS 8333 Advanced Soil Fertility. Priddy seconded the motion. The subcommittee that reviewed the proposal observed the syllabus indicates four research papers and one research proposal are worth 200 points but does not breakdown how the points are

distributed among the projects; and the letter of support needs to be signed by the members of the department curriculum committee. Parajuli moved to pass PSS 8333 contingent upon the above concerns being addressed. Roussin seconded the motion. The motion to pass contingent was unanimously approved.

Carr moved to approve the modification of the PhD in Food Science, Nutrition, and Health Promotion. Priddy seconded the motion. The subcommittee that reviewed the proposal observed that on the proposal coversheet, the new courses that were created to be included in the program are referred to as "4000/6000" or "8000" instead of using the course numbers. Roussin moved to pass the modification proposal contingent upon the above concerns being addressed. Powney seconded the motion. The motion to pass contingent was unanimously approved.

Priddy moved to approve the addition of an undergraduate and graduate certificate in Companion Animal Management. Sparks seconded the motion. A committee member pointed out that graduate students must achieve a minimum cumulative GPA of 3.00 on courses taken to obtain the certificate. Roussin moved to pass the addition of the certificate contingent upon the above concern being addressed. Powney seconded the motion. The motion to pass contingent was unanimously approved.

Carr moved to approve the modification of CVM 8971 Current Topics in Vector-Borne and Tropical Diseases. Parajuli seconded the motion. The subcommittee that reviewed the proposal observed the revised syllabus referred to a 10 point grading scale but did not outline what that means for students; the letter of support refers to CVM 8991 instead of CVM 8971; the University Safety Statement is not in the revised syllabus; and the syllabus indicates an excused absence can be switched to an unexcused absence if the students are assigned to lead the article discussion that day which is not in compliance with AOP 12.09. Roussin moved to pass CVM 8971 contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Stewart moved to approve the addition of BIO 3443 Biology of Cancer. Priddy seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion to approve was unanimously approved.

Stewart moved to approve the modification and addition of distance education to CH 8553 Physical Organic Chemistry. Priddy seconded the motion. The subcommittee that reviewed the proposal observed Campus 5 was added in one section of the proposal, but the button to add distance learning to the course was not activated, so it is not clear if the initiator wanted to add distance education; the syllabus refers to Professor Dornshuld but does not explain who he or she is; and in the attendance policy, there is a statement that "[i]f you miss an in class exam due to an unexcused absence, a zero will be posted for that portion of the exam" which suggests that there might be an online or take home portion for the exam, but then the syllabus indicates all exams are held during the normal class time, so this needs to be clarified. Roussin moved to pass CH 8553 contingent upon the above concerns being addressed. Sparks seconded the motion. The motion to pass contingent was unanimously approved.

Stewart moved to approve the addition of EN 3333 Internship in English. Yu seconded the motion. The subcommittee that reviewed the proposal was concerned the way the contact hours are explained in the syllabus it seems the course is a variable hours course (50 hours required per credit hour). The UCCC suggested stating 150 contact hours are required for the 3 credit hours course. Parajuli moved to pass EN 3333 contingent upon the above concern being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Stewart moved to approve the addition of GR 4293/6293 Caribbean Geography and the addition of distance education to GR 4293/6293. Priddy seconded the motion. The subcommittee that reviewed the proposal observed that an attendance policy or referral to AOP 12.09 needs to be included in the syllabus, so students understand the differences in excused and unexcused absences. Parajuli moved to pass GR 4293/6293 contingent upon the above concern being addressed. Sparks seconded the motion. The motion to pass contingent was unanimously approved.

Stewart moved to approve the addition of FIN 4101/6101 VentureCatalyst Finance Internship I. Priddy seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion to approve was unanimously approved.

Stewart moved to approve the modifications of HCA 4013/6013 Ethical Issues in Healthcare, HCA 4243/6243 Managed Care, and HCA 4803/6803 Healthcare Policy. Priddy seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion to approve was unanimously approved.

Stewart moved to approve the addition of distance education to REF 3333 Principles of Real Estate. Priddy seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion to approve was unanimously approved.

R. Moore moved to approve the modification of the MS in Cyber Security and Operations. Carr seconded the motion. The subcommittee that reviewed the proposal observed CSE 6273 is listed in the proposal as Computer Forensics, but in Banner and the catalog, the course is listed as CSE 6273 Introduction to Computer Forensics; and CSE 6363 is listed in the proposal as Reverse Engineering, but in Banner and the catalog, the course is listed as CSE 6363 Software Reverse Engineering. Priddy moved to pass the proposal contingent upon the above concern being addressed. Roussin seconded the motion. The motion to pass contingent was unanimously approved.

R. Moore moved to approve the modification of the PhD in Engineering Education and the addition of distance education. Priddy seconded the motion. Committee members discussed that the departments affected by the additional students would need to be notified. The subcommittee that reviewed the proposal recommended approval. The motion to approve was unanimously approved.

Carr moved to approve the modifications of the BS in Mechanical Engineering and the PhD in Mechanical Engineering. R. Moore seconded the motion. The subcommittee that reviewed the proposal recommended approval of the proposals. The motion to approve was unanimously approved.

Sparks moved to approve the modification (reactivation) of COE 8083 Assessment Tech Coun. Yu seconded the motion. The subcommittee that reviewed the proposal observed the telephone number with the University Safety Statement is not correct; in the syllabus under Signature Assignment: Measure Paper, it is not clear if the book the students are required to use is the Mental Measurements Yearbook; and there is only one text listed as a required material for this class, but the syllabus refers to purchasing assessments for the Myers Briggs Type Indicator and the Strong Interest Inventory, so if there are fees associated with those activities the fees should be detailed or approximated in the syllabus. Roussin moved to pass COE 8083 contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the addition of COE 9063 Leadership and Advocacy in Counseling, the addition of distance education, and the addition of the Meridian designation. Yu seconded the motion. The subcommittee that reviewed the proposal observed a final exam is not mentioned, but if there is one, it should be stated in the syllabus; there are typographical errors in the "B" and "D" grading scales; and students are required to join the Mississippi Counseling Association and submit at least one conference proposal for presentation at the annual state conference, so if there are costs on the students' part for the memberships and/or expenses to present at the conference it should be state in the syllabus. Roussin moved to pass COE 9063 contingent upon the above concerns being addressed. Stewart seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the addition of COE 9073 Teaching in Counselor Education, the addition of distance education, and the addition of the Meridian designation. Yu seconded the motion. The subcommittee that reviewed the proposal observed that a final exam is not mentioned, but if there is one, it should be stated in the syllabus; and in the detailed course outline, there are no contact hours assigned to Part III section I: Design Instructional Theories and Models. Roussin moved to pass COE 9073 contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the modification and addition of distance education to EPY 3143 Human Development and Learning Strategies in Education. Priddy seconded the motion. The subcommittee that reviewed the proposal observed for the grading scale the possible points add to 868 instead of 870 listed in the syllabus; it is not clear how many exams are required; and the Attendance Policy on page 6 of the syllabus states that students must inform the instructor before an absence, but that policy is not in compliance with AOP 12.09. Roussin moved to pass EPY 3143 contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the addition of distance education to EPY 3253 Evaluating Learning. Yu seconded the motion. The subcommittee that reviewed the proposal observed the Attendance Policy on page 6 of the syllabus states that students must inform the instructor before an absence, but that policy is not in compliance with AOP 12.09. Roussin moved to pass EPY 3253 contingent upon the above concern being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the addition of distance education and the Meridian designation for EPY 4553 Creativity/Innovation. Yu seconded the motion. The subcommittee that reviewed the proposal observed that in the Graduate Students table for Evaluation of Student Progress, there is an activity of literature review related to creativity or innovation just for graduate students, however there is no description of this activity in the syllabus; and in the table for Evaluation for Student Progress for undergraduates and graduate students, there is an Exam/Quiz Supplements (writing) activity worth 45 points however there is not a description for this activity in the syllabus. Priddy moved to pass EPY 4553 contingent upon the above concerns being addressed. Roussin seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the addition of MUA 1061 Applied Voice: Non-Music Majors. Priddy seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion to approve was unanimously approved.

Sparks moved to approve the modification to the MS in Counselor Education/Rehabilitation Counseling. Priddy seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion to approve was unanimously approved.

Sparks moved to approve the addition of distance education to the BS in Educational Psychology. Priddy seconded the motion. The subcommittee that reviewed the proposal observed in the proposed degree description the added sentence at the bottom of page four of the proposal needs to be bolded; in the Current and Proposed Degree Outline, CO 1003 should be titled Fundamentals of Public Speaking; and the credit hours in the Major Core Courses on page 7 of the program proposal are not aligned with the corresponding courses. Roussin moved to pass the program proposal contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass contingent was unanimously approved.

Roussin moved to approve the additions of EDA 8413 Human Resources Administration in Education, EDA 8423 Law and Ethics in Educational Leadership, EDA 8433 The Superintendency, EDA 8443 Politics and Policy in Educational Leadership, EDA 8453 Instructional Leadership, EDA 8463 Technology and Communication in Educational Leadership, and EDA 8473 Introduction to Research in Educational Leadership and the addition of distance education to the courses. Winger seconded the motion. The subcommittee that reviewed the proposals observed that for all of the EDA course proposals, the Honor Code sections have a specific reference to Campus 5 students, but it should also include the Campus 1 students; for EDA 8413 students are required to interview the human resources administrator in their school district but there needs to be a provision in case the students are not employed in a school district, the syllabus indicates the online students must attend class but does not indicate how attendance is determined, and CFPO and APA need to be defined the first time the acronyms are used; for EDA 8423 the total contact hours in the detailed course outline for Legal and Ethical Frameworks Affecting Public School are 15 instead of 12, APA needs to be defined, and the total 80% from the four graded categories needs to be broken down into individual categories; for EDA 8433, CFPO, PSEL and APA need to be defined, the syllabus states the online students must attend class but does not indicate how attendance is determined, and superintendent interview requirement may need to be broader to allow students not in a school district to interview "a" superintendent instead of "your" superintendent; for EDA 8443, CFPO and APA need to be defined and the syllabus states the online students must attend class but does not indicate how attendance is determined; for EDA 8453 and EDA 8463, CFPO needs to be defined; and for EDA 8473, CFPO needs to be defined and the syllabus states the online students must attend class but does not indicate how attendance is determined. Sparks moved to pass the proposals contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Roussin moved to approve the modification to the PhD in Educational Leadership/P-12 School Leadership. Powney seconded the motion. The subcommittee that reviewed the proposal observed in the Proposed Curriculum Outline, under required courses "(no change)" is included, but EDA 8473 Introduction to Research in Educational Leadership is being added; and in the proposed curriculum outline, the "(new)" references are not necessary since the courses are bolded. Sparks moved to pass the program proposal contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was unanimously approved.

Priddy moved to adjourn the meeting. Roussin seconded the motion. The motion to adjourn was unanimously approved. The meeting was adjourned at 3:20 p.m.