

University Committee on Courses and Curricula
Mississippi State University
April 27, 2017

Present: Amy Adkerson, Shrinidhi Ambinakudige, Tracey Baham, Randy Campbell, Russell Carr, Mike Cox, Amy Crumpton, Dana Franz, Charles Freeman, Seamus Freyne, Robert Harland, Holly Holladay, Trey Howell, Kevin Hunt, Brenda Kirkland, Ben Mackin, Qingmin Meng, Lynda Moore, Rob Moore, Kelly Moser, Erika Niemann, Greg Olsen, Emily Owen, Tommy Parker, Andy Perkins, Charles Provine, Barry Stewart, Pam Sullivan, Jenny Turner, Chien Yu

Proxies: Valarie Tate for Susan Seale, Bob Wolverton for Pat Matthes

Excused: Tommy Phillips, John Rigsby, Robert Wolverton

Absent: Cody Coyne, Erin McDevitt

Guests: Clay Armstrong, Cory Bailey, J. W. Bruce, James Chamberlain, Linda Cornelious, Richard Human, Margaret Khaitza, Stephanie King, Barry Kopetz, Jamie Larson, Juyoung Lee, Kate McClellan, Rodney Pearson, Phillip Poe, Kevin Rogers

Franz called the meeting to order at 9:05 a.m. on Thursday, April 27, 2017 in room 401 of Griffis Hall. Franz thanked the committee members for their service and also expressed her appreciation for their subcommittee work. Franz indicated she has been working with Susan Seale from distance education on streamlining the distance information required on the online course forms. Franz will replace the current equivalency table that is required for distance course proposals with a series of three questions about distance delivery. Franz also indicated she will inquire about whether recording devices are allowed in classrooms and the university policy for course proposals that require more than the minimum number of contact hours. Franz announced the committee appointed by the Provost to review the procedures of the UCCC will meet again to make recommendations on UCCC procedures.

Carr moved to approve the March 24, 2017 minutes. Harland seconded the motion. The minutes were approved unanimously.

Stewart moved to approve the addition of ADS 3014 Anatomy and Physiology and the modification of VS 3014 Anatomy and Physiology. Crumpton seconded the motion. Committee member pointed out the method of evaluation in the ADS 3014 proposal and in the syllabus indicates a total of 550 points may be earned in the class, but for a grade of A, 582 points must be earned. Committee members also noted the make-up policy provides that make-up exams will be given for pre-approved excuses. Committee members were concerned this policy was in

conflict with AOP 12.09 that provides for excused absences. Howell moved to approve the addition of ADS 3014 and the modification to VS 3014 contingent upon the above concerns being addressed. Hunt seconded the motion. The motion to pass ADS 3014 and VS 3014 contingent was approved unanimously.

Stewart moved to approve the addition of distance education to FDM 3553 Fashion Retailing. Yu seconded the motion. The motion to approve the addition of distance education to FDM 3553 was approved unanimously.

Stewart moved to approve the addition of HDFS 3123 Global Child Advocacy Issue and the addition of distance education to HDFS 3123. Niemann seconded the motion. Committee members pointed out there are gaps in the points in the grading scale, and the syllabus does not contain an attendance policy. Crumpton moved to approve the addition of HDFS 3123 and the addition of distance education to HDFS 3123 contingent upon the above concerns being addressed. Hunt seconded the motion. The motion to pass contingent was approved unanimously.

Stewart moved to approve the modification of the BS in Human Development and Family Science: Child Development, Child Life, Youth Development, Family Sciences, FCS Teacher Education. Meng seconded the motion. Committee members pointed out two typographical errors in the proposal and asked they be corrected. The motion to approve the modification of the BS in Human Development and Family Science was approved unanimously.

Kirkland moved to approve the addition of AN 3143 Anthropology of the Middle East. Crumpton seconded the motion. The motion to approve the addition of AN 3143 was approved unanimously.

Kirkland moved to approve the addition of CO 4494 Bulldog Online Newsroom. Meng seconded the motion. The motion to approve the addition of CO 4494 was approved unanimously.

Olsen moved to approve the addition of FLS 4843/6843 Literary Masterpieces by an Emblematic Hispanic Author. Harland seconded the motion. Committee members discussed whether the course should be a seminar instead of a lecture. The motion to approve the addition of FLS 4843/6843 was approved unanimously.

Kirkland moved to approve the addition of distance education to GG 4523/6523 Coastal Environments. Meng seconded the motion. The motion to approve the addition of distance education to GG 4523/6523 was approved unanimously.

Carr moved to approve the addition of GG 4633/6633 Introduction to Geochemistry. Crumpton seconded the motion. The move to approve the addition of GG 4633/6633 was approved unanimously.

Carr moved to approve the modification of PH 4433/6433 Computational Physics. Hunt seconded the motion. Committee members noticed that in the syllabus a grade of 90 is included in the A and B grading scale, and the committee requested that be revised. The motion to approve the modification of PH 4433/6433 was approved unanimously.

Kirkland moved to approve the modification of PS 4403/6403 Ancient Medieval Political Theory. Harland seconded the motion. Committee members discussed how using a class standing as a prerequisite restricts students from registering for a class and if you can require social media to be tied to a grade. Franz indicated she would contact the Provost Office about social media use requirements for classes. The motion to approve the modification of PS 4403/6403 was approved unanimously.

Crumpton moved to approve the addition of FYE 1101 Freshman Success Strategies I. Moser seconded the motion. Dr. Rodney Pearson appeared in support of the proposal. The motion to approve the addition of FYE 1101 was approved unanimously.

Olsen moved to approve the additions of ACC 3002 Running the Numbers: Fundamentals of Financial and Managerial Accounting, BL 3001 Innovation Law: You Don't Look Good in Stripes, BQA 2001 Business Informatics, MGT 1001 Ideation, MGT 1021 Strategic Thinking, MGT 4001 Leadership: Building a C-Suite, and MKT 2001 Tactical and Strategic Customer Analysis. Moser seconded the motion. Dr. Kevin Rogers appeared in support of the proposals. Dr. Rogers explained that the courses are part of a pathway to encourage students to enroll in the MBA program. Committee members pointed out that MKT 2001 does not have a general attendance policy; MGT 1021 lists class participation as 10% of the final grade, however there is no indication of how class participation is evaluated; and MGT 1001 is a number that is normally used for FYE courses and suggested the number be revised. Carr moved to pass ACC 3002, BL 3001, BQA 2001, MGT 1001, MGT 1021, MGT 4001, and MKT 2001 contingent upon the above concerns being addressed. Harland seconded the motion. The motion to pass contingent was approved unanimously.

Freyne moved to approve the addition of CE 4483/6483 Geosynthetics and the addition of distance education to CE 4483/6483 Geosynthetics. Olsen seconded the motion. The motion to approve was approved unanimously.

Perkins moved to approve the modifications of ECE 3413 Introduction to Electronic Circuits and ECE 3424 Intermediate Electronic Circuits. Hunt seconded the motion. The motion to approve the modifications of ECE 3413 and ECE 3424 was approved unanimously.

Moser moved to approve the additions of CVM 4905/6905 Pre-Uganda Study Abroad and CVM 4906/6906 Tropical Veterinary Medicine and One Health. Yu seconded the motion. Committee members pointed out the documents that are attached to the proposals use CVM 4000/6000 instead of the proposed course numbers, and CVM 4000/6000 is also used in the course description for CVM 4905/6905. Carr moved to pass CVM 4905/6905 and CVM 4906/6906

contingent upon the above concerns being addressed. Freeman seconded the motion. The motion to pass CVM 4905/6905 and CVM 4906/6906 contingent was approved unanimously.

Hunt moved to approve the addition of CFR 1001 Amb. Leadership Development. R. Moore seconded the motion. Committee members pointed out that the number used for the course is usually used for FYE courses. Moser moved to pass CFR 1001 contingent upon the above concern being addressed. The motion to pass CFR 1001 contingent was approved unanimously.

Hunt moved to approve the addition of Maymester to WFA 4223/6223 Wildlife Plant Identification. Moser seconded the motion. Committee members observed that in the Maymester syllabus, the class schedule contains a typographical error that makes the class times confusing. Howell moved to pass the addition of Maymester to WFA 4223/6223 contingent upon the above concern being addressed. Olsen seconded the motion. The motion to pass the addition of Maymester to WFA 4223/6223 contingent was unanimously approved.

Hunt moved to approve the modification of FO 8443 International Forest Resources and Trade. Moser seconded the motion. The motion to approve FO 8443 was approved unanimously.

Stewart moved to approve the modification of the BS in Wildlife, Fisheries and Aquaculture. Moser seconded the motion. The subcommittee assigned to the proposal reported: in the new catalog description column of the table, the name of the concentration still reads Human-Wildlife Conflicts while one of the revisions is to revise the name to Human-Wildlife Interactions; in the Social/Behavioral Sciences box in the General Education portion of the table, it includes PHI 1123 Ethics for the CLE concentration but that course is also included in the Humanities box; some of the concentrations do not include a computer elective, so a course to satisfy that competency needs to be indicated; in the Human-Wildlife Interactions Concentration on the proposed side of the table, there is not a section for courses to be taken in addition to those of the core curriculum and the section is also not on the current side of the table under the old name of Human-Wildlife Conflicts; and the second block on page 9 of the proposal is apparently for math, but it does not designate it is for math and is therefore confusing. Carr moved to approve the modification of the BS in Wildlife, Fisheries and Aquaculture contingent upon the above concerns being addressed. The motion to pass contingent was approved unanimously.

Moser moved to approve the addition of EDE 2521 Introduction to Elementary Education, the addition of distance education to EDE 2521 Introduction to Elementary Education, and the modification of the BS in Elementary Education: Early Childhood; Middle School. Niemann seconded the motion. Committee members pointed out the Campus 1 syllabus for EDE 2521 does not reference AOP 12.09. Freeman moved to pass the addition of EDE 2521, the addition of distance education to EDE 2521, and the modification of the BS in Elementary Education: Early Childhood; Middle School contingent upon the above concerns being addressed. Hunt seconded the motion. The motion to pass contingent was approved unanimously.

Moser moved to approve the modification of the MS in Secondary Education. Hunt seconded the motion. The motion to approve the modification of the MS in Secondary Education was approved unanimously.

Moser moved to approve the addition of distance education to Educational Leadership: School Administration. Niemann seconded the motion. The motion to approve the addition of distance education to Educational Leadership: School Administration was approved unanimously.

Moser moved to approve the modification of the BS in Industrial Technology: Industrial Automation, Industrial Distribution, Manufacturing & Maintenance Management; the addition of distance education to the BS in Industrial Technology: Industrial Automation, Manufacturing & Maintenance Management; the modification and addition of distance education to TKI 1203 Industrial Communication, TKI 2323 Welding Technology, TKI 3223 Industrial Materials, TKI 3243 Industrial Metrology, TKI 3343 CAD/CAM, TKI 3363 Motion and Time Study, TKI 3373 Forecasting and Cost Modeling, TKI 3683 CNC Machining Processes, TKI 4103 Industrial Control Systems, TKI 4113 Industrial Fluid Power, TKI 4213 Survey of Energy Sources and Power Technology, TKI 4233/6233 Maintenance Management, TKI 4303/6303 Industrial Robotics; the addition of distance education to TKI 1814 Basic Industrial Electricity and Electronics, TKI 2113 Introduction to PLC Programming, TKI 2123 Introduction to CNC Programming, TKI 3104 Advanced Industrial Electricity and Electronics, TKI 4203/6203 Automated Systems; the modification of TKI 3044 Industrial Safety, TKI 3063 Industrial Human Relations, TKI 4224/6224 Quality Assurance, TKI 4263/6263 Manufacturing Technology and Processing; the addition of and addition of distance to TKI 3813 Writing for Industry, TKI 4343 CAD/CAM II, TKI 4373 Lean Six Sigma, TKI 4403 Automated Systems II, TKI 4463 Manufacturing Technology Processes II, TKI 4801 Senior Seminar; and the deletion of TKI 4413/6413 Evolution of Technology. Committee members pointed out that in the catalog descriptions for the Manufacturing & Maintenance Management and the Industrial Automation concentrations on the proposal to modify the BS in Industrial Technology, the word "curriculum" is left out of the first sentences. Stewart moved to pass the course and program proposals contingent upon the above concerns being addressed. Hunt seconded the motion. The motion to pass contingent was approved unanimously.

Carr moved to approve the addition of LSK 1112 Academic Learning Strategies for English. Stewart seconded the motion. Dr. Clay Armstrong appeared in support of the proposal. Committee members discussed whether the course could be counted toward graduation and determined it would be usable but would not be applied. Committee members also suggested AOP 12.09 should be included in the attendance policy section of the syllabus. The motion to approve was approved unanimously.

Moser moved to approve the addition of and inclusion of Maymester for EDE/EDS/EDX 4333 International Exploration in Education. Hunt seconded the motion. Committee members pointed out the cross listing needs to be included in the catalog descriptions. Turner explained

the UCCC Office can make that revision. The motion to approve the addition and inclusion of Maymester for EDE/EDS/EDX 4333 was approved unanimously.

Moser moved to approve the modifications of CCL 8123 Community College Finance, CCL 8233 Community College Legal Issues, and CCL 8333 Community College Administration. Yu seconded the motion. The motion to approve the modifications of CCL 8123, CCL 8233, and CCL 8333 was approved unanimously.

Yu moved to approve the modification and addition of distance education to the MS in Technology: Endorsements; Technology Facilitator/Administrator; Improving Technology Using Technology; the modification of TKT 8763 Strategic Technology Planning for Teachers and Administrators; the modification and addition of distance education for TKT 8833 Design and Implementation of Data Networks; the addition of and addition of distance learning to TKT 8863 Grant Writing Essentials, TKT 8873 Communication Tools in Technology for Teacher Administrators, TKT 9913 Dissertation Seminar. Committee members pointed out in the catalog description of the program modification, it needs to be clarified that 12 hours are required for thesis students and 15 hours are required for non-thesis students; in the second concentration of the modification, a course number needs to be added to the prefix and course name; the justification for TKT 8863 needs to be clarified. Carr moved to pass the proposals contingent upon the above concerns being addressed. Niemann seconded the motion. The motion to pass the proposals contingent was approved unanimously.

Yu moved to approve the modification, addition of Maymester, and deletion of distance for TKT 3463 Computer Repair and Maintenance. Moser seconded the motion. Committee members pointed out the grading scale for an "A" needs to read "900 and above." Crumpton moved to pass TKT 3463 contingent upon the above concern being addressed. Carr seconded the motion. The motion to pass the modification, addition of Maymester, and deletion of distance for TKT 3463 was approved unanimously.

Yu moved to approve the addition of and addition of distance education to TKT 9913 Dissertation Seminar. Moser seconded the motion. The motion to approve the addition of and addition of distance education to TKT 9913 was approved unanimously.

Howell moved to approve the modification of the Bachelor of Music Education in Guitar, Instrumental, Keyboard, and Vocal; the modification and the general education designation for MU 3013 Survey of Western Music History I; the modification and removal of the general education designation for MU 3023. Hunt seconded the motion. Dr. Barry Kopetz and Dr. Richard Human appeared in support of the proposals. Franz announced that a revision to the proposal will be made by the initiators to make it clear how students in the guitar and keyboard concentrations meet their standards for teaching instrumental music. The subcommittee that reviewed the proposals also observed: it is not clear whether a "C" or better is still required in all non-elective music courses; in the course proposals, the syllabi reference Conceptual Framework Program Outcomes (CFPO) and INTASC, but there no explanation of what they are. R. Moore moved to pass the modification of the BME in Guitar, Instrumental, Keyboard, and

Vocal, the modification and the general education designation for MU 3013, and the modification and the removal of the general education designation for MU 3023 contingent upon the above concerns being addressed. Crumpton seconded the motion. The motion to pass contingent was approved unanimously.

Crumpton moved to approve the addition and general education designation of MU 1163 Introduction to Music in Film. Hunt seconded the motion. The motion to approve was approved unanimously.

Freeman moved to approve the addition of a Master of Music Education: Instrumental Music; Choral Music; Elementary Music; and the additions of MU 8013 Seminar in Music History Research; MU 8023 Seminar in Music Theory; MU 8402 Advanced Instrumental Arranging; MU 8412 World Drumming; MU 8422 Keyboard Skills for Music Educators; MU 8482 Wind Band Literature; MUA 8440 Individual Studio Instruction; MUA 8450 Applied Composition; MUA 8460 Applied Conducting; MUE 8033 Current Topics in Music Education; MUE 8102 Advanced Vocal Pedagogy; MUE 8112 Seminar in Choral Literature; MUE 8122 Techniques of Choral Conducting; MUE 8132 Choral Program Development and Curricular Structure; MUE 8202 The Child Voice; MUE 8212 Elementary Music Pedagogy; MUE 8222 Media, Materials and Resources for the Elementary Music Specialist; MUE 8232 Instructional Design for Elementary Music Program; MUE 8302 Advanced Woodwind Pedagogy; MUE 8312 Seminar in Brass and Percussion Pedagogy; MUE 8322 Wind Band Conducting and Rehearsal Techniques; MUE 8332 Instructional Design for the Instrumental Music Program; MUE 8363 Research in Music Education; MUE 8432 Guitar in the Classroom; MUE 8472 Jazz Techniques for the Music Educator; MUE 9012 Final Project in Music Education. Moser seconded the motion. Committee members pointed out: MU 8023 has 60 hours for a three credit hours course and the attendance policy is vague; MU 8412 does not have an attendance policy in accordance with AOP 12.09; MU 8422 does not have an attendance policy in accordance with AOP 12.09; MU 8482 the grading scale and the evaluation criteria are not consistent; MUA 8440 does not have enough contact hours included in the course outline; MUA 8450 does not have enough contact hours included in the course outline; MUA 8460 does not have enough contact hours included in the course outline and the grading scale needs revising; MUE 8033 the grading scale and the evaluation criteria are not consistent and the attendance policy is vague; MUE 8102, MUE 8112, MUE 8122, MUE 8132 attendance policies do not distinguish between excused and unexcused absences; MUE 8202 states no make-up exams will be given; MUE 8212 the assessments add up to 90% and the attendance policy is vague; MUE 8222 and MUE 8232 the attendance policies are vague; MUE 8302 proposal states no makeup exams/quizzes will be given; MUE 8322 the grading scale is confusing (says 600.99 points and below is a F but should say 699.99 and below); MUE 8472 there is a discrepancy between the grading scale and the method of evaluation, the attendance policy is vague, the contact hours are not added correctly; MUE 9012 has a discrepancy between the grading scale and the evaluation criteria. For the program proposal, the committee members pointed out the proposal needs to indicate if a retake is available for the first grade of D; the proposal needs to indicate that a petition is made to the graduate school instead of the dean of education; the wording introducing the electives needs to be revised. Hunt moved to pass the program and course proposals

contingent upon the above concerns being addressed. Moser seconded the motion. The motion to pass contingent was approved unanimously.

Franz thanked the committee members for their service this year. Hunt moved to adjourn. Freeman seconded the motion. The motion to adjourn was approved unanimously. The meeting was adjourned at 2:30 p.m.