

University Committee on Courses and Curricula
Mississippi State University
January 19, 2018

Members

Present: Amy Adkerson, Shrinidhi Ambinakudige, Randy Campbell, Russell Carr, Cody Coyne, Amy Crumpton, Dana Franz, Seamus Freyne, Charles Freeman, Kevin Hunt, Brenda Kirkland, Pat Matthes, Rob Moore, Kelly Moser, Greg Olsen, Emily Owen, Prem Parajuli, Tommy Parker, Andy Perkins, Tommy Phillips, Wendy Roussin, Kathy Sherman-Morris, Brad Trinkle, Jenny Turner, Jeff Winger, Robert Wolverton, Chien Yu

Absent: Ben Macklin, Erin McDevitt, Charles Provine

Excused: Holly Holladay, Trey Howell, Barry Stewart, Erica Waldman

Proxy: Kayla Pineda for Tracey Baham

Guests: Stephanie King, Andrew Mercer, Lynda Moore, Dan Punday, Peter Ryan, Gregg Twietmeyer, Calvin Walker

Franz called the meeting to order at 1:30 p.m. on Friday, January 19, 2018 in room 324 of the Student Union. Franz introduced Dr. Peter Ryan, Associate Provost. Dr. Ryan thanked the committee members for their service on the committee, stressed the importance of the committee's work to insure quality curriculum for MSU students, and discussed the revisions to the UCCC workflow process and Course Inventory Management software forms. A committee member asked Dr. Ryan if part of the revisions to the workflow process would include colleges and schools handling more of the process without further UCCC review. Dr. Ryan replied that current course and program proposals will continue to flow through the UCCC.

The UCCC Office received one nomination for the UCCC Chairperson for 2018-2019, and the nomination was Dr. Dana Franz. Franz was unanimously reelected UCCC Chairperson for 2018-2019.

Franz announced UCCC member Holladay is promoting a graduate research symposium on February 17, 2018 and needs faculty members to serve as judges. The UCCC Office will be forwarding Holladay's information by email about how to volunteer as a judge.

Carr moved to approve the December 13, 2017 UCCC minutes. Hunt seconded the motion. A committee member was concerned there is not enough detail in the minutes about syllabi issues in the course proposals. Turner asked the committee member to email specific information that needs to be included in the minutes. Moser moved to pass the minutes contingent upon the committee member's concerns being addressed. Parajuli seconded the motion. The motion to approve the minutes contingent was approved unanimously.

Moore moved to approve the addition of distance education to MGT 3513 Introduction to Human Resource Management. Hunt seconded the motion. Committee members discussed whether the syllabus needs more detail about subject content and whether there should be more specificity about

the exams. The motion to approve the addition of distance education to MGT 3513 was approved unanimously.

Carr moved to approve the addition of ASE 4713/6713 Introduction to Unmanned Aircraft Systems and the inclusion of distance education to ASE 4713/6713. Olsen seconded the motion. Committee members pointed out the method of instruction on the proposal indicates the course will be a lecture/lab, but the course is a lecture. Franz indicated the UCCC Office can correct that information. Committee members discussed what credentials are needed for graduate level courses and suggested the course schedule should be included on the syllabus. The motion to approve the addition of ASE 4713/6713 and the inclusion of distance education to ASE 4713/6713 was approved unanimously.

Carr moved to approve the modification of the minor in Gerontology. Parajuli seconded the motion. Committee members had questions about whether this is a minor or a certificate since the proposal mentions both and why information about the graduate certificate was being added to the catalog description but no information about the graduate certificate is included in the proposal. A faculty member was not available to answer questions about the proposal. Moser moved to table the modification of the minor in Gerontology until more information could be obtained. Crumpton seconded the motion. The motion to table the modification of the minor in Gerontology was approved unanimously.

Carr moved to approve the modification of LA 1701 Landscape Career Paths Seminar. Parajuli seconded the motion. Committee members pointed out that the courses that use LA 1701 will need to be revised by technical changes if the course name for LA 1701 is included in the catalog descriptions. The motion to approve the modification of LA 1701 was approved unanimously.

Carr moved to approve the modification and inclusion of distance education to PE 3223 Motor Development and Movement. Parajuli seconded the motion. The subcommittee that reviewed the proposal pointed out the number of credit hours on the course proposal needs to be revised to 3 (instead of 0,3) since the course no longer includes a lab; the catalog description needs editing because there appears to be words missing from the description; and an attendance policy needs to be added to the syllabus. Perkins moved to pass the modification and inclusion of distance education to PE 3223 contingent upon the above concerns being addressed. Hunt seconded the motion. The motion to pass the modification and inclusion of distance education to PE 3223 was approved unanimously.

Carr moved to approve the additions of SS 3903 Ancient and Medieval Sport History, SS 4003 Philosophy of Sport & Physical Activity, and SS 8893 History and Philosophy of Sport Seminar. Perkins seconded the motion. Dr. Gregg Twietmeyer appeared in support of the proposals. The committee discussed whether letters of support from other departments were necessary since the new courses touched on the subjects of history, philosophy and the classics, and these courses would provide opportunities for cross listing with other departments. The subcommittee that reviewed the proposals made the following observations: for SO 3903 exams are 50% of the course grade but no detail is provided about how many exams will be given, the first sentence in the second paragraph under Justification needs to be edited or deleted, and My Courses is referred to as My Course; for SS 4003/6003, taking the grades out to two decimal places may be confusing; and it is not clear if an exam will be given after each unit or if the units will be grouped together for testing. The motion to approve the additions of SS 3903, SS 4003 and SS 8893 was approved unanimously. Franz indicated she would email the proposal initiator to inform him of the discussions and indicate the UCCC encouraged interdisciplinary opportunities with these courses.

Parajuli moved to approve the modification of the Ph.D. in Community College Leadership. Crumpton seconded the motion. Committee members pointed out the number of program credit hours on the cover/signature page is incorrect. Franz indicated that can be revised by the UCCC Office. The motion to approve the modification of the Ph.D. in Community College Leadership was unanimously approved.

Hunt moved to approve the modification and addition of distance education to EN 2203 Introduction to Literature. The subcommittee that reviewed the proposal discussed whether the assignments should be outlined in the syllabi for Campus 1 & Campus 5 and whether general education courses may be restricted but determined these were not issues. The subcommittee also pointed out there are typographical errors in the Campus 1 and Campus 5 Equivalency table for the content areas that need to be revised. Moser moved to pass the modification and addition of distance education to EN 2203 contingent on the typographical errors being revised. Parajuli seconded the motion. The motion to pass the modification and addition of distance education to EN 2203 contingent was approved unanimously.

Kirkland moved to approve the modification of GG 4063/6063 Earth and Atmospheric Energy Resources. Yu seconded the motion. The committee discussed how graduate students would be graded. The motion to approve the modification of GG 4063/6063 was approved unanimously.

Kirkland moved to approve the modification and addition of the general education designation for GR 1604 Weather and Climate and the addition of distance education for GR 4733/6733 Synoptic Meteorology. Parajuli seconded the motion. Subcommittee members who reviewed the proposals pointed out that GR 1603 is being revised to GR 1604, and a program proposal is needed to accompany the course proposal because the course is required in the program concentrations; the catalog description should be revised to indicate it is a two hour lab instead of a one hour lab; there is a lack of description about the lab assignments, and the lab is only 15% of the final grade and that may need to be reviewed. Hunt moved to pass the modification and addition of the general education designation for GR 1604 contingent upon the above concerns being addressed. The motion to pass GR 1604 contingent was unanimously approved. The committee then unanimously approved the addition of distance education for GR 4733/6733.

Moore, Director of the University Academic Advising Center, announced she is working with a committee to compile the GPA requirements for each department/major on campus to make the information available to students. Moore also gave an update on the Complete to Compete program.

Moser moved to adjourn. Hunt seconded the motion. The motion to adjourn was unanimously approved. The meeting was adjourned at 3:15 p.m.