



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

## *UNIVERSITY COMMITTEE ON COURSES AND CURRICULA*

### A MEMORANDUM

DATE: March 7, 2014  
TO: UCCC Members  
FROM: Kirk Swortzel, Chair  
SUBJECT: March 21, 2014 Meeting

Enclosed are the agenda and course proposals for the meeting on **Friday, March 21, 2014 at 1:30 p.m.** The minutes from the February 21, 2014 meeting will be forwarded to you at a later date. The March meeting will be held in **Room 324 of the Student Union**. Please contact the UCCC office if you are unable to attend.

Thank you.

Enclosures: Course/Curriculum Proposals

**AGENDA**  
**UNIVERSITY COMMITTEE ON COURSES AND CURRICULA**  
**March 21, 2014**

1. Welcome
2. Approval of minutes
3. Course proposals by college/school:

**AGRICULTURE AND LIFE SCIENCES**

Modification	ABE 1073	Agricultural Mechanics
Addition	ABE 1083	Technology Design II
Modification	ABE 2173	Internal Combustion Engine Technology
Modification	ABE 4163	Machinery Management for Agro-Ecosystems
Deletion	ABE 4453/6453	Cotton Ginning Systems Management
Deletion	ABE 4823	Capstone Surveying
Modification	ADS 1114	Animal Science
Modification	ADS 1121	Animal Science Laboratory
Modification	ADS 3223	Horse Management
Modification	ADS 3221	Prac. In Horse Care & Management
Modification	ADS 4115/6115	Animal Nutrition
Modification	ADS 4213/6213	Livestock Nutrient Requirements and Formulation of Rations
Delete	ADS 4222/6222	Small Ruminant & Diversified Livestock Production
Add	ADS 4223/6223	Goat and Sheep Production
Add	ADS 4211/6211	Goat and Sheep Production Laboratory
+Distance	ADS 4223/6223	Goat and Sheep Production
+Distance	ADS 4211/6211	Goat and Sheep Production Laboratory
Modification	ADS 4324/6324	Beef Cattle Production
Add	ADS 4321/6321	Beef Cattle Laboratory
Modification	ADS 4423	Animal and Dairy Science Internship
Add	ADS 4440	Research Experience Practicum
Add	ADS 4520	Livestock Extension Experience
Add	ADS 4523/6523	Internet-Based Management in Livestock Industries
+Distance	ADS 4523/6523	Internet-Based Management in Livestock Industries
Modification	ADS 4814	Dairy Farm Management
Add	ADS 4811/6811	Dairy Farm Management Laboratory
Add	ADS 4111	Swine Production and Management Laboratory
Modification	ADS 4221	Animal and Dairy Sciences Senior Seminar
Add	ADS 8533	Beef Cattle Systems Management
+Distance	ADS 8533	Beef Cattle Production Systems Management
Modification	HS 3803	Child Care Procedures
Modification	HS 3823	Designing Child Care Programs
Add	HS 3843	Guiding Young Children's Behavior & Social Development
Add	HS 4832	Child Life Clinical

Modification + Distance	HS 4834	The Hospitalized Child
Add	LA 4653/6653	Study Abroad: Gardens and Urban Spaces
Addition	PSS 2111	Turfgrass Management Lab
Addition	PSS 2113	Introduction to Turfgrass Science
Modification	PSS 4414/6414	Turfgrass Management

## ARTS AND SCIENCES

Add	FLG 4533	Art, Politics, & Propaganda
Add	HI 4343	Immigration and Ethnicity in the United States
+Distance	ST 8114	Statistical Methods

## BUSINESS

Modification	ACC 8112	Fin. & Acc. Report Analysis
Modification	BIS 8112	Management Information Technology & Systems
Modification	BL 8112	Law, Business Ethics, and Dispute Resolution
Modification	MGT 8112	Leadership Skills for Managerial Behavior

## EDUCATION

Addition	EDX 6813	Introduction to Assessment Issues in Special Education
Modification	EP 2013, 3183, 3304, 3613, 4113, 4123, 4133, 4143, 4183, 4503, 4603, 4703, 4803, 4810 KI 2023, 2603	To add Campus 2 offering (Meridian)
Modification	EPY 4053	Psychology & Education of the Mentally Retarded
Modification	EPY 3553	Gifted/Creativity
Addition	EPY 4683	Junior/Senior Seminar in Educational Psychology

## ENGINEERING

Addition +Distance	ECE 8333	Radar Signal Processing
Addition	PTE 3902	Petroleum Engineering Lab 1
Addition	PTE 3903	Reservoir Fluid Properties
Addition	PTE 3912	Petroleum Engineering Lab 2
Addition	PTE 3953	Reservoir Rock Properties and Fluid Flow
Addition	PTE 3963	Drilling
Addition	PTE 3973	Petroleum Production Operations
Addition	PTE 4903	Reservoir Engineering 1
Addition	PTE 4913	Reservoir Engineering 2
Addition	PTE 4923	Completion Design
Addition	PTE 4953	Formation Evaluation
Addition	PTE 4963	Oil Recovery Methods
Addition	PTE 4993	Petroleum Economic Analysis

**FOREST RESOURCES**

Addition	FO 4513/6513	Forestry and Conservation for Educators
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**4. Degree proposals by college/school:****AGRICULTURE AND LIFE SCIENCES**

Modification	BS	Human Sciences: Human Development and Family Studies
Deletion	Minor	Human Sciences: Apparel, Textiles and Merchandising
Modification	BS	Agricultural Engineering Technology & Business
Modification	BS	Agronomy: Golf & Sports Turf Management
Modification	BS	Animal & Dairy Sciences
Addition	Minor	Biochemistry - - Ph.D.
Addition	Minor	Biochemistry - - MS
Addition	Minor	Biochemistry - - Undergraduate

**BUSINESS**

Modification	MBA	Business Administration: Project Management
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**EDUCATION**

Modification	BS	Educational Psychology
Modification	BS	Kinesiology

**ENGINEERING**

Addition	BS	Petroleum Engineering
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APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Agriculture and Biological Engineering

Contact Person: Jeremiah Davis

Mail Stop: 9632

E-mail: jdavis@abe.msstate.edu

Nature of Change: Modification

Date Initiated: 01/24/14

Effective Date: 08/01/14

**Current Listing in Catalog:**

Symbol	Number	Title
ABE	1073	Ag Mechanics

Credit Hours  
(3)

**Current Catalog Description:**

One hour lecture. Four hours laboratory. Developing skills in hot and cold metal work; welding, carpentry practices, painting and finishing wood, concrete and concrete masonry; and basic electric wiring.

**New or Modified Listing for Catalog:**

Symbol	Number	Title
ABE	1073	Technology Design I

Credit Hours  
(3)

**New or Modified Catalog Description:**

(Prerequisite: AETB or Consent of Instructor) One hour lecture. Four hours laboratory. Introduction to design process and parametric solid modeling. Standards for materials, processes, and documentation. Experiential learning of manufacturing processes within precision measurement, joining, machining, forming.

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: \_\_\_\_\_

2/6/2014

2/24/2014

2/24/14



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of modifications made to ABE 1073 Agricultural Mechanics

This letter is in support of the modifications in changing *ABE 1073 Agricultural Mechanics* to *ABE 1073 Technology Design I*. The Committee believes the increased rigor and focus of the changes will improve the quality of student learning within the AETB program.

Please see the attached documentation for a complete description of modifications.

The AETB curriculum committee is in support of these changes.

Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chesser, Committee Member

Wes Lowe, Committee Member

Handwritten signatures of the committee members: Jeremiah Davis, Joel Paz, Prem Parajuli, Daniel Chesser, and Wes Lowe, each on a horizontal line.



MISSISSIPPI STATE  
UNIVERSITY

*Mechanical Engineering*

February 11, 2014

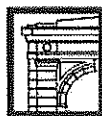
Dr. Jeremiah Davis  
Associate Professor  
AETB Graduate Coordinator  
Agricultural and Biological Engineering  
Mississippi State University  
Mississippi State, MS 39762

Dear Dr. Davis,

Thank you for forwarding the information on your proposed curriculum modification on ABE1073 and ABE 1083. In particular I have reviewed your curriculum modifications with regards to possible duplication of ME 2133 - Modeling and Manufacturing. While these classes all utilize SolidWorks software, the delivery and material covered have very different focuses between the ABE and ME departments.

In the ABE courses, the topics are targeted at reinforcing a system approach toward the design process with an emphasis on manufacturing. The ABE course also targets Agricultural Engineering Technology and Business (AETB) Majors in their senior year in a 2 semester capstone format.

In contrast, the ME courses target topics related to production of a drawing package. As part of this drawing package, appropriate engineering analysis of the design is required using the finite element component. The students in ME take this course in their sophomore year to prepare them for utilization of a solid modeling package in their later design courses. Students are expected to demonstrate proficiency in SolidWorks as demonstrated by passing of the Certified SolidWorks Associate Test (CSWA).



COLLEGE OF ENGINEERING  
MISSISSIPPI STATE UNIVERSITY



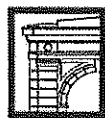
**MISSISSIPPI STATE**  
UNIVERSITY

***Mechanical Engineering***

On behalf of the ME department, we see no significant overlap between the courses proposed by ABE with the current course in the ME department.

Regards,

Judy Schneider, PhD  
Coleman and Whiteside Professor  
Interim Associate Department Head  
Mechanical Engineering Department



**COLLEGE OF ENGINEERING**  
MISSISSIPPI STATE UNIVERSITY

## **COURSE MODIFICATION**

### *Department of Agricultural and Biological Engineering*

#### **1. CATALOG DESCRIPTION**

**Current Course:** ABE 1073 Agricultural Mechanics (3) One hour lecture. Four hours laboratory. Developing skills in hot and cold metal work; welding, carpentry practices, painting and finishing wood, concrete and concrete masonry; and basic electric wiring.

**New Course:** ABE 1073 Technology Design I (3) (Prerequisite: AETB or Consent of Instructor) One hour lecture. Four hours laboratory. Introduction to design process and parametric solid modeling. Standards for materials, processes, and documentation. Experiential learning of manufacturing processes within precision measurement, joining, machining, forming.

#### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

- a. The "Agricultural Mechanics" course title was developed 20-30 years ago when most of the AETB students were returning to a farm after college. The course focused on a broad range of very simple applied concepts that these farm kids might see during their working career. Agricultural Mechanics will be replaced by "Technology Design I" as part of a two course sequence to better reflect the updated curriculum in the course. It will be a design course because the students will be required to take the concepts they are learning in lecture and use them to design, sketch and fabricate simple parts and assemblies in the laboratory. This course will be the first of a two course design sequence.
- b. It is more important today that most electrical wiring projects are performed by certified electricians and personnel with a fundamental background in electrical principles. The "basic electrical wiring" component will be removed and covered in ABE 4473 Electrical Application where students can learn all the electrical fundamentals with the applied wiring lessons.
- c. The "carpentry practices, concrete and masonry" components of the course will be removed and taught in ABE 4383 Introduction to Building Construction. Similar to electricity, most building and remodeling projects require a certified contractor and personnel with fundamental backgrounds in building construction that understand the use of the International Building/Residential Codes.
- d. The fabrication sections of the course will remain and be expanded upon. In addition to standards, precision management, hot and cold metal working, and welding, the students will learn about metal fasteners and machining processes such as the use of a computer numerically controlled (CNC) plasma cutter table.

- e. Students in the AETB program are required to learn computer-aided drafting concepts. The only course currently available for non-engineering students has been HS 4733 Computer-aided Design which focuses on interior design and fashion merchandising. This course has not been well received by the AETB students over the years. By adding solid modeling in the remaining lectures students will get to experience the development of parts and components from the beginning concept through the fabrication steps to a finished product. Students will setup the software and sketch basic and intermediate solid parts. Assemblies and sub-assemblies of parts will be developed. These changes will now give each student the skills to design and sketch parts then fabricate these with a variety of manufacturing processes.

### **3. JUSTIFICATION AND LEARNING OUTCOMES**

#### Justification:

The modification of this course is necessary to keep our non-engineering AETB students learning the most up-to-date fabrication skill sets while understanding the design process. Many students are entering the workforce with little or no practical knowledge or design experience. The Agricultural Mechanics skills while useful, do not provide the level of understanding for our students to gain employment in the changing economy across Mississippi. Manufacturing and technology companies (agricultural, industry, and consumer products) need independent problem solvers with an understanding of the entire design/fabrication process. The process starts with the development of a skill set in computer-aided drafting. Most manufacturing companies are using solid-modeling software packages like the one proposed for this course. Then the students need the hands-on use of the fabrication equipment to understand the capabilities and limitations of each machine. The coupling of these teaching lectures will provide AETB students with a well-rounded foundation in the basic design and fabrication processes. The AETB curriculum committee has been working with MS companies that hire our graduates such as Holmac Manufacturing. This course will be the first of a two course design sequence. The second course will expand upon the basic concepts in this course and allow the students to work on real-world complex systems. AETB instructors hope we can improve the learning process in our program by providing an experiential learning experience at the Freshman/Transfer level rather than at the Senior level.

#### Expected Learning Outcomes:

- a. Gained a basic knowledge and appreciation of the terminology and fundamentals of the design process.

- b. Achieve a basic competency of the graphical user interface of a parametric solid modeling software package to create basic sketches and construct simplified part models.
- c. Gain an understanding of the principles and basic operation of equipment used in precision measurement, joining (welding, cutting), machining (drilling, milling), and forming (sheet metal shearing and bending) processes.

#### 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL – No Change
- b. COURSE NUMBER – No Change
- c. COURSE TITLE

From **"Agricultural Mechanics"** to **"Technology Design I"** (19 characters)

The title is being changed to reflect the change in how the course is taught. Rather than teaching many simple and applied topics that may vary across a wider spectrum, the course will be much more focused and rigorous in the areas of drafting, design and applied fabrication. The course has a "I" designation because it will be the first course in a two course series.

- d. CREDIT HOURS – No Change
- e. PREREQUISITE – No Change
- f. METHOD/HOURS OF INSTRUCTION – No Change
- g. METHOD OF DELIVERY – No Change
- h. COURSE DESCRIPTION:

The course description will be changed to reflect changes in the course material as described in detail in item 2 above.

- i. COURSE CONTENT: The electrical and building construction subject matter will be removed and placed in their respective courses as discussed in items 2b and 2c above. The students will be taught how to use a commercial solid modeling software package as well as the steps within the design/fabrication process. This combination of materials will cover the needed competencies in drafting and developing a design or process to meet realistic constraints. Please review the attached syllabi (current and proposed) for complete details of the course structure.

## 5. GRADUATE STUDENT REQUIREMENTS

None

## 6. METHOD OF EVALUATION

• Homework/Quizzes (15 @ 10pt each)	150 points	(27.7%)
• Lab Grades (14 @ 10pts each)	140 points	(25.9%)
• Final Exam	100 points	(18.5%)
• Mid Term	50 points	(9.3%)
• Presentation	50 points	(9.3%)
• Technical Report	50 points	(9.3%)
• <b>Total</b>	<b>540 points</b>	<b>(100%)</b>

### *Grading:*

Total Points	Letter Grade
540-486	A
485-432	B
431-378	C
377-324	D
323-Lower	F

## 7. OUT OF CLASS WORK

- Homework Assignments: Homework will be assigned to reinforce skills with SolidWorks 3D CAD modeling software. Homework is assigned during lecture and is due the following week.
- Presentations: Students will make a 5-10 minute presentation on a specific fabrication or manufacturing topic to be chosen from a topic list provided. Presentations will be made at the beginning of each class.
- Technical Reports: Students will be required to do a technical report on an assigned fabrication or manufacturing topic (4-5 pages double spaced, exclusive of references tables, and figures).

## 8. ACADEMIC MISCONDUCT

Students will read and acknowledge the MSU Honor Code on the first day of class and on all exams.

## 9. TARGET AUDIENCE



Non-engineering students interested in experiential learning of the design and fabrication processes and the use of parametric solid modeling.

#### 10. SUPPORT

A letter of support from the AETB curriculum committee has been appended to this document. Personnel and equipment are available in the ABE shop to teach this course. This course has had a laboratory fee and will continue to be used to purchase personal protective equipment, consumables (welding rods, cutting gas, etc.) and fabrication materials (sheet steel).

#### 11. EFFECTIVE DATE

Fall 2014

#### 12. EFFECTS ON OTHER COURSES

No courses should be directly affected by modifications to ABE 1073. The table below illustrates the variety of majors that have utilized this course over the past five years. Non-AETB students will still be allowed to take this course once AETB students have registered. Agricultural Information Science (AIS) majors have the course listed under the Teaching Concentration (TC). These students will continue to have the opportunity to take the updated course. Several high school vocational programs have begun to teach computer-aided drafting as part of their curriculum. This combined with the hands-on design and fabrication laboratories provide a solid foundation for an AIS TC student to build a teaching program from.

Semester	AETB	BCS/MCL	ADS	AGS	AIS	AGBS	BIS	ME	REF	AGR	Undec	CS	FO	AEC	WF	BS	AR	MKT	CE	HO	BA	Total
	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#	#
Spring 08	19	24		1						1												45
Fall 08	9	14		1	5	1	4			4	1	1	1	2	1	1	1					46
Spring 09	12	18		1	11	1				1	2											46
Fall 09	21	1		2	6	2	1	1		4	4		2					1				45
Spring 10	18	6		1	4		1			1	1		1	1								34
Fall 10	18	4		1	8	1		1		6	6								1			46
Spring 11	15	1		2	4					1	2											25
Fall 11	22	2		4	8	1				6	4							1				48
Spring 12	DID NOT TEACH																					0
Fall 12	18			1																	1	20
Spring 13	9			5	4			1			2				1			1		1		24
Fall 13	14					1		1		3												19
Spring 14	8		1		6	1	1		1	2	2		2									24

#### 13. PLANNED FREQUENCY

This course will be offered every fall semester.

#### 14. PROPOSAL CONTACT PERSON

Dr. Jeremiah Davis, Agricultural and Biological Engineering  
 jdavis@abe.msstate.edu  
 332-325-3282

## ABE 1073: Ag Mechanics

### Time and Location:

Lecture: Tues, 11:00 – 12:15pm, ABE Building rm. 141  
Laboratory: Tues Lab: 12:30 – 4:00pm  
Thur Lab: 1:00 – 4:50 pm

### Instructor: Mr. Daniel Chesser

Office: 002A ABE Building (Shop)  
Office Hours: Open door policy or by appointment  
Phone: 662-325-7340  
Email: [dchesser@abe.msstate.edu](mailto:dchesser@abe.msstate.edu)

### Expected Student Learning Outcomes

Upon successfully completing this course, you should have:

- *Gained a basic understanding of select agricultural mechanics systems and technology to include shielded metal arc welding, oxy/fuel processes, metal layout, drilling and threading, precision measurement, basic electrical wiring, electric motors, and masonry construction and technology.*

### Course Grading

Quizzes (15 @ 10pt each)	150 pts
Lab Grades (14 @ 10pts each)	140 pts
Final Exam	100 pts
Mid Term	50 pts
Presentation	50 pts
<b>Total</b>	<b>490 pts</b>

*(Total points subject to change)*

### Grading System

$$\frac{\text{Total Points Earned}}{\text{Total Possible Points}} * 100 = \text{Final Average}$$

### Quizzes/Exams

Weekly quizzes will be given according to the previous week's material. All quizzes and exams must be taken at the scheduled time. If you have a conflict due to a university-supported event, speaK with me beforehand.

### Attendance

Class attendance is mandatory. If you miss class you will miss a quiz grade, and missing lab will result in a missed lab grade. Therefore, you can miss one lecture and one lab grade. However, the missed grade will be replaced with your final grade.

### Weekly Quizzes

Weekly quizzes will be given according to the previous week's material. All quizzes must be taken at the scheduled time. If you have a conflict, speaK with me beforehand.

### Presentations

Each member of the class will make a 5-10-min presentation on a specific fabrication or manufacturing topic to be chosen from a topic list provided. Presentations will be made at the beginning of each class. Failure to present at your scheduled time will result in a zero grade.

**MSU Honor Code**

“As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

Academic misconduct of any form can result in serious consequences. Penalties may be as severe as receiving an “F” in this course, suspension or possible expulsion. Reports to the Academic Honesty Committee are kept for five years for students found guilty of academic dishonesty.

**Tentative Lecture/Lab Schedule****Ag. Mechanics**

<b>Lecture Schedule</b>	<b>Lecture Topic</b>	<b>Laboratory</b>
Lecture 1	Engineering Standards	
Lecture 2	Materials & Fastener Standards	Materials & Fasteners
Lecture 3	Precision Measurements	Precision Measurements
Lecture 4	Drilling and Threading	Drilling and Threading
Lecture 5	Arc Welding	Arc Welding
Lecture 6	Shielded Metal Arc Welding	Oxy/Fuel Cutting, Heating, & Welding
Lecture 7	Oxy/Fuel Welding & Cutting	Sheet Metal Fabrication
Lecture 8	Machining Processes	Sheet Metal Fabrication
Lecture 9	Basic Electrical Principles	Ohms Law Calculation
Lecture 10	Circuits and circuit elements	DC & AC Current & Phase Power
Lecture 11	Wiring and Grounding	Parallel & Series Circuits
Lecture 12	Conductor sizing	Wiring Fundamentals and Circuit Planning
Lecture 13	Electrical Controls	Relays, Transformers, and Controls
Lecture 14	Electric Motors	Electric Motors
Lecture 15	Concrete construction and technology	Calculating Concrete and Formulation

## Proposed ABE 1073: Technology Design I

### Time and Location:

Lecture: Tues, 11:00 – 12:15pm, ABE Building rm. 141  
Laboratory: Tues Lab: 12:30 – 4:00pm  
Thur Lab: 1:00 – 4:50 pm

### Instructor: Mr. Daniel Chesser

Office: 002A ABE Building (Shop)  
Office Hours: Open door policy or by appointment  
Phone: 662-325-7340  
Email: [dchesser@abe.msstate.edu](mailto:dchesser@abe.msstate.edu)

### Expected Student Learning Outcomes

Upon successfully completing this course, students should be able to successfully:

- a. *Gained a basic knowledge and appreciation of the terminology and fundamentals of the design process.*
- b. *Achieve a basic competency of the graphical user interface of a parametric solid modeling software package to create basic sketches and construct simplified part models.*
- c. *Gain an understanding of the principles and basic operation of equipment used in precision measurement, joining (welding, cutting), machining (drilling, milling), and forming (sheet metal shearing and bending) processes.*

### Course Grading

Homework/Quizzes (15 @ 10pt each)	150 pts
Lab Grades (14 @ 10pts each)	140 pts
Final Exam	100 pts
Mid Term	50 pts
Presentation	50 pts
Tech Report	50 pts
<b>Total</b>	<b>540 pts</b>

*(Total points subject to change)*

### Grading System

$$\frac{\text{Total Points Earned}}{\text{Total Possible Points}} * 100 = \text{Final Average}$$

Total Points	Letter Grade
540-486	A
485-432	B
431-378	C
377-324	D
323-Lower	F

### Supplies needed

Each student will need a laptop computer that meets CALS minimum student laptop computer specifications (<http://www.its.msstate.edu/support/desktop/specsstudent>).

### Attendance

Class and lab attendance is mandatory. Excused absences are 1) Illness (requires doctor's note) 2) Family death or 3) University supported events (requires official note prior to absence)

### Weekly Quizzes

Weekly quizzes will be given according to the previous week's material. All quizzes must be taken at the scheduled time. If you have a conflict, speaK with me beforehand.

**Homework Assignments**

Homework will be assigned to reinforce skills with SolidWorks 3D CAD modeling software. Homework is assigned during lecture and is due the following week.

**Presentations**

Each member of the class will make a 5-10-min presentation on a specific fabrication or manufacturing topic to be chosen from a topic list provided. Presentations will be made at the beginning of each class. Failure to present at your scheduled time will result in a zero grade.

**Technical Report**

Each member of the class will also be required to do a technical report on an assigned fabrication or manufacturing topic (4-5 pages double spaced, exclusive of references tables, and figures)

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Academic misconduct of any form can result in serious consequences. Penalties may be as severe as receiving an “F” in this course, suspension or possible expulsion. Reports to the Academic Honesty Committee are kept for five years for students found guilty of academic dishonesty.

## Tentative Lecture/Lab Schedule

Lecture Schedule	Lecture Topic	Contact hours	Laboratory	Contact hours
Lecture 1	Intro to Design Process Lab Reports, Grammar, Plagiarism	1	Introduction to shop and design procedures	4
Lecture 2	Standards for Materials, Processes, and Documentation	1.25	Materials & Fasteners	4
Lecture 3	Precision Measurements	.75	Precision Measurements	4
Lecture 4	Drilling and Threading	.75	Drilling and Threading	4
Lecture 5	Machining Processes	1.25	Arc Welding	4
Lecture 6	Shielded Metal Arc Welding	.75	Oxy/Fuel Cutting, Heating, & Welding	4
Lecture 7	Oxy/Fuel Welding & Cutting	1	Sheet Metal Fabrication Project	4
Lecture 8	Sheet and structural metal forming	1	SW Software Configuration	4
Lecture 9	Intro to SolidWorks	1	SW User Interface	4
Lecture 10	SW User Interface and Basic Functionality	1.25	SW Sketching & Parts Modeling	4
Lecture 11	SW Intro to Sketching	1	SW Part Modeling	4
Lecture 12	SW Basic Part Modeling	1.25	SW Part Modeling	4
Lecture 13	SW Editing & Repairs	.75	SW Editing Parts	4
Lecture 14	SW Assembly Basics	1.25	SW Assemblies	4
Lecture 15	SW Parts and Assemblies	.75	SW Sub-assemblies	4
<b>Total Lecture Hours</b>		<b>15</b>	<b>Total Lab Hours</b>	<b>60</b>

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Agriculture and Biological Engineering

Contact Person: Jeremiah Davis

Mail Stop: 9632

E-mail: jdavis@abe.msstate.edu

Nature of Change: Addition

Date Initiated: 01/24/14

Effective Date: 08/01/14

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol      Number      Title  
ABE          1083      Technology Design II

Credit Hours  
(3)

New or Modified Catalog Description:

(Prerequisite: ABE 1073 or Consent of Instructor) One hour lecture. Four hours laboratory. Teams work on design prototypes to meet real-world constraints (manufacturability, economics, safety). Intermediate parametric solid modeling. Emphasis on project planning, scheduling, oral/written communication.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council



# MISSISSIPPI STATE UNIVERSITY™

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of the addition of ABE 1083 Technology Design II

This letter is in support of the addition of the course titled *ABE 1083 Technology Design II*. The Committee believes the increased rigor and focus of this two course sequence will improve the quality of student learning within the AETB program.

Please see the attached documentation for a complete description of modifications.

The AETB curriculum committee is in support of these changes.

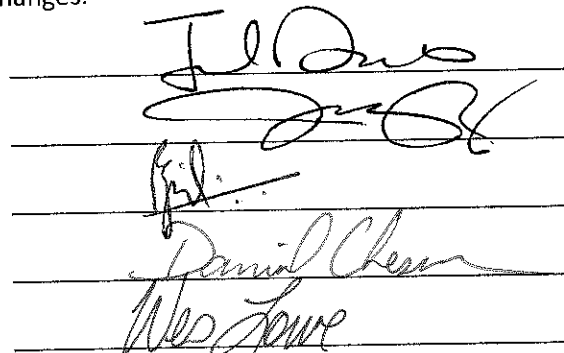
Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chesser, Committee Member

Wes Lowe, Committee Member





## **COURSE ADDITION**

*Department of Agricultural and Biological Engineering*

### **1. CATALOG DESCRIPTION**

**New Course:** ABE 1083 Technology Design II (3) (Prerequisite: ABE 1073 or consent of instructor) One hour lecture. Four hours laboratory. Teams work on design prototypes to meet real-world constraints (manufacturability, economics, safety). Intermediate parametric solid modeling. Emphasis on project planning, scheduling, oral/written communication.

### **2. DETAILED COURSE OUTLINE**

See attached proposed course syllabus.

### **3. METHOD OF EVALUATION**

• Homework/Quizzes (15 @ 10pt each)	150 points	(30%)
• Final Exam	100 points	(20%)
• Mid Term	50 points	(10%)
• Presentation	50 points	(10%)
• Final Design Report	150 points	(30%)
• Total	500 points	(100%)

#### *Grading:*

Total Points	Letter Grade
500-450	A
449-400	B
399-350	C
349-300	D
299-Lower	F

### **4. OUT OF CLASS WORK**

- Homework Assignments: Homework will be assigned to reinforce skills with SolidWorks 3D CAD modeling software. Homework is assigned during lecture and is due the following week.
- Final Design Reports: Students will be required to prepare a technical design report on their final project.
- Presentation: Student teams will make a final presentation on their final project.

### **5. JUSTIFICATION AND LEARNING OUTCOMES**

### Justification:

The addition of this course is necessary to provide our non-engineering AETB students a two-semester (ABE 1073 and ABE 1083) experiential learning opportunity in the design and fabrication process. Many students are entering the workforce with little or no practical knowledge or design experience. ABE 1073 will provide a foundation in solid modeling and hands-on experience with manufacturing equipment. This course requires the students to synthesize the manufacturing concepts they learned in ABE 1073 in team prototype projects. Additionally, the students will continue to hone their skills in more advanced solid modeling topics. This set of courses will provide a strong set of technical skills for our AETB students and hopefully provide them with a renewed sense of direction in learning during the remainder of their curriculum. The economic landscape is changing across Mississippi, and manufacturing and technology companies (agricultural, industry, and consumer products) need independent problem solvers. AETB instructors hope we can improve the learning process in our program by providing an experiential learning experience at the Freshman/Transfer level rather than at the Senior level.

### Expected Learning Outcomes:

- a. Design a component, process, or system to meet realistic constraints (manufacturability, economics, safety, etc.)
- b. Demonstrate an intermediate use of a solid modeling software package to create, display, and build component models from complex geometry.
- c. Professional skills to communicate (oral and written) and perform in diverse teams.

### **6. ACADEMIC MISCONDUCT**

Students will read and acknowledge the MSU Honor Code on the first day of class and on all exams.

### **7. TARGET AUDIENCE**

Non-engineering students interested in experiential learning of intermediate parametric solid modeling and applying the design process to create real-world prototypes.

### **8. SUPPORT**

A letter of support from the AETB curriculum committee has been appended to this document. Personnel and equipment are available in the ABE shop to teach this course. As with ABE 1073, a laboratory fee will be used to purchase personal protective equipment, consumables (welding rods, cutting gas, etc.) and fabrication materials (sheet steel).

**9. INSTRUCTOR OF RECORD**

Mr. Daniel Chesser

**10. GRADUATE STUDENT REQUIREMENTS**

None

**11. PLANNED FREQUENCY**

The course will be offered annually during the spring semester.

**12. EXPLANATION OF DUPLICATION**

There is potential overlap with concepts taught in this two-course sequence (ABE 1073 and ABE 1083) and a course taught in Mechanical Engineering:

**ME 2133 Modeling and Manufacturing** Two hours lecture. Three hours laboratory. elementary drifting and design techniques using solid modeling software: introduction to manufacturing options.

However, ABE 1083 and the prerequisite ABE 1073 will be taken by non-engineering technology students. This course is being developed similar to a course taught in the Agricultural Systems Technology Program (AETB Equivalent) at our peer plus institution Iowa State University. Both ABE and ME courses are teaching concepts in solid modeling computer-aided drafting and discussing manufacturing processes. This two-course series allows ABE instructors to teach our AETB students in an experiential design environment similar to many engineering department capstone design courses. AETB students are not allowed in these engineering capstone courses.

**13. METHOD OF INSTRUCTION CODE**

C

**14. METHOD OF DELIVERY**

F

**15. PROPOSED C.I.P. NUMBER**

15.0699

**16. PROPOSED 24-CHARACTER ABBREVIATION**

Technology Design II

**17. PROPOSED SEMESTER EFFECTIVE**

Spring upon approval

**18. OTHER APPROPRIATE INFORMATION**

No textbook will be required for this course, however students will be required to have a reliable laptop computer and purchase an educational license of SolidWorks CAD software. Typically the software would have been purchased during the fall semester for completion of the prerequisite course ABE 1073 Engineering Technology Design I. The student software license will carry over to the spring semester for completion of ABE 1083 Engineering Technology Design II with no additional cost to the student. Therefore, if students take ABE 1073 and ABE 1083 as designed, they should only have to make one purchase of the SolidWorks CAD software.

**19. PROPOSAL CONTACT PERSON**

Dr. Jeremiah Davis  
Agricultural and Biological Engineering  
jdavis@abe.msstate.edu  
332-325-3282

## Proposed ABE 1083: Technology Design II

### Time and Location:

Lecture: Tues, 11:00 – 12:15pm, ABE Building rm. 141  
Laboratory: Tues Lab: 12:30 – 4:00pm  
Thur Lab: 1:00 – 4:50 pm

**Instructor:** Mr. Daniel Chesser

Office: 002A ABE Building (Shop)

Office Hours: Open door policy or by appointment

Phone: 662-325-7340

Email: [dchesser@abe.msstate.edu](mailto:dchesser@abe.msstate.edu)

### Expected Student Learning Outcomes

Upon successfully completing this course, students should be able to successfully:

- a. *Design a component, process, or system to meet realistic constraints (manufacturability, economics, safety, etc.)*
- b. *Demonstrate an intermediate use of a solid modeling software package to create, display, and build component models from complex geometry.*
- c. *Professional skills to communicate (oral and written) and perform in diverse teams.*

### Course Grading

Homework/Quizzes (15@ 10pts each)	150 pts
Final Exam	100 pts
Mid Term	50 pts
Presentation	50 pts
Final Design Portfolio	150 pts
<b>Total</b>	<b>500 pts</b>
<i>(Total points subject to change)</i>	

### Grading System

$$\frac{\text{Total Points Earned}}{\text{Total Possible Points}} * 100 = \text{Final Average}$$

Total Points	Letter Grade
500-450	A
449-400	B
399-350	C
349-300	D
299-Lower	F

### Supplies needed

Each student will need a laptop computer that meets CALS minimum student laptop computer specifications (<http://www.its.msstate.edu/support/desktop/specsstudent>).

### Attendance

Class and lab attendance is mandatory. Excused absences are 1) Illness (requires doctor's note) 2) Family death or 3) University supported events (requires official note prior to absence)

### Weekly Quizzes

Weekly quizzes will be given according to the previous week's material. All quizzes must be taken at the scheduled time. If you have a conflict, Speak with me beforehand.

**Homework Assignments**

Homework will be assigned to reinforce skills with SolidWorks 3D CAD modeling software. Homework is assigned during lecture and is due the following week.

**Presentations**

Each member of the class will make a 5-10-min presentation on a specific fabrication or manufacturing topic to be chosen from a topic list provided. Presentations will be made at the beginning of each class. Failure to present at your scheduled time will result in a zero grade.

**Final Project & Design Portfolio**

Students will be required to participate in designing, fabricating, and reporting on an assigned final project to be completed during the last three lab periods. Design and fabrication will be a group effort during lab. Technical reports will be done individually (4-5 pages double spaced, exclusive of references tables, and figures).

**MSU Honor Code**

“As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

Academic misconduct of any form can result in serious consequences. Penalties may be as severe as receiving an “F” in this course, suspension or possible expulsion. Reports to the Academic Honesty Committee are kept for five years for students found guilty of academic dishonesty.

**Tentative Lecture/Lab Schedule**

<b>Lecture Schedule</b>	<b>Lecture Topic</b>	<b>Contact hours</b>	<b>Laboratory</b>	<b>Contact hours</b>
Lecture 1	SolidWorks (SW) Review Design Project Assignment	1	Project Initiation	4
Lecture 2	Project Planning, Scheduling, and Cost Analysis	1	SW Configurations & Sub-assemblies	4
Lecture 3	SW Configurations & Sub-assemblies	1.25	SW Toolbox	4
Lecture 4	SW Toolbox Basics	.5	SW Engineering Drawings	4
Lecture 5	SW Engineering Drawings Basics	1.5	SW Engineering Drawings	4
Lecture 6	SW eDrawings	.75	SW eDrawings	4
Lecture 7	SW Loft Features	1	SW Loft Features	4
Lecture 8	SW Revolve and Sweep Features	1	SW Revolve and Sweep Features	4
Lecture 9	SW Patterning	.75	SW Patterning	4
Lecture 10	SW Weldments	1	SW Weldments	4
Lecture 11	SW Sheet Metal	1.25	SW Sheet Metal	4
Lecture 12	Machining Processes	1	Lathe/Mill/CNC Plasma Table Lab	4
Lecture 13	CNC Machining	1	Final Project Fabrication	4

Lecture 14	Hot/Cold Metalworking	1	Final Project Fabrication	4
Lecture 15	Sheet Metal Design Construction & Layout	1	Final Project Fabrication	4
<b>Total Lecture Hours</b>		<b>15</b>	<b>Total Lab Hours</b>	<b>60</b>

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences      Department: Agriculture and Biological Engineering  
Contact Person: Jeremiah Davis      Mail Stop: 9632      E-mail: jdavis@abe.msstate.edu  
Nature of Change: Modification      Date Initiated: 01/24/14      Effective Date: 08/01/14

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ABE	2173	Internal Combustion Engine Technology	(3)

**Current Catalog Description:**

Two hours lecture . Three hours laboratory. Principles of operation of gasoline, diesel and I.P gas engines; engine types; ignition, fuel, valve, and cooling systems; transmission; power trains; power measurement; and tune-up

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ABE	2173	Principles of Agricultural and Off-Road Machines	(3)

**New or Modified Catalog Description:**

Two hours lecture . Three hours laboratory. Operational principles and construction of agricultural and off-road vehicles. Engine, electrical, and fluid power systems. Mechanical power transmission, traction performance, and human factors.

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: \_\_\_\_\_

\_\_\_\_\_

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# MISSISSIPPI STATE UNIVERSITY™

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of modifications made to ABE 2173 Internal Combustion Engine Technology

This letter is in support of the modifications in changing *ABE 2173 Internal Combustion Engine Technology* to *ABE 2173 Principles of Agricultural and Off-Road Machines*. The Committee believes the change in focus and increased rigor of the changes will improve the quality of student learning within the AETB program.

Please see the attached documentation for a complete description of modifications.

The AETB curriculum committee is in support of these changes.

Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chesser, Committee Member

Wes Lowe, Committee Member

## **COURSE MODIFICATION**

*Department of Agricultural and Biological Engineering*

### **1. CATALOG DESCRIPTION**

**Current Course:** ABE 2173 Internal Combustion Engine Technology. (3) Two hours lecture . Three hours laboratory. Principles of operation of gasoline, diesel and LP gas engines; engine types; ignition, fuel, valve, and cooling systems; transmission; power trains; power measurement; and tune-up.

**New Course:** ABE 2173 Principles of Agricultural and Off-Road Machines. (3) Two hours lecture . Three hours laboratory. Operational principles and construction of agricultural and off-road vehicles. Engine, electrical, and fluid power systems. Mechanical power transmission, traction performance, and human factors.

### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

- a. The title was changed to encompass the larger view of material covered in the modified course.
- b. The course description was updated with a few changes in terminology and updated topics of concern out in industry.

### **3. JUSTIFICATION AND LEARNING OUTCOMES**

#### Justification:

This course is being modified to better reflect the topics taught in this course to meet a fundamental understanding of the operation of typical agricultural and off-road machinery. The original title was somewhat misleading because the course has always covered more than the "internal combustion engine." The course description was modified to improve the over-arching topic terminology. This course will be a prerequisite for ABE 4163 Agricultural and Off-Road Machinery Management. This course teaches the operation and efficiencies within individual machines whereas, ABE 4163 teaches the larger "systems" view of the operation of multiple machines.

#### Expected Learning Outcomes:

- a. Gain a basic knowledge and appreciation of machinery terminology and fundamental operation principles, characteristics and mechanisms of agricultural machinery.
- b. An ability to analyze and synthesize design, operational, and efficiency parameters within individual machines.

- c. An improved proficiency in problem solving with equations, project reporting and an ability to function in a team

#### 4. **ADDITIONAL INFORMATION**

- a. COURSE SYMBOL – No Change
- b. COURSE NUMBER – No Change
- c. COURSE TITLE

From **"Internal Combustion Engine Technology"**

to **"Principles of Agricultural and Off-Road Machines"**

**" Agri Off-Road Machines"** (22 characters)

The title is being changed to reflect the change in how the course is taught. The course will teach more than just the "internal combustion engine" but operation and efficiency principles of the machine as a whole.

- d. CREDIT HOURS – No Change
- e. PREREQUISITE – No Change
- f. METHOD/HOURS OF INSTRUCTION – No Change
- g. METHOD OF DELIVERY – No Change
- h. COURSE DESCRIPTION:

The course description was modified to improve the over-arching topic terminology.

- i. COURSE CONTENT:

The course content will be similar to what is taught at our sister institutions. During this modification, the curriculum committee looked at courses taught at Texas A&M University, Iowa State University and others. The past syllabus (Fall 2005) is attached though it is vague in details. Review the attached proposed course syllabus for a detailed list of topics and laboratories. The course content follows a similar progression to our sister institutions.

#### 5. **GRADUATE STUDENT REQUIREMENTS**

None

## 6. METHOD OF EVALUATION

• Laboratory Grades (15 labs)	300 points	(60%)
• Final Exam	100 points	(20%)
• Final Project Report	100 points	(20%)
• <b>Total</b>	<b>500 points</b>	<b>(100%)</b>

### Grading System

A = 450 – 500 pts

B = 400 – 449 pts

C = 350 – 399 pts

D = 300 – 349 pts

F = Below 300 pts

## 7. OUT OF CLASS WORK

- a. Homework Problems: Homework problems may be assigned when a specific topic may be difficult and students need extra time working with problems to hone their skills.
- b. Laboratory Reports: Technical lab reports will be required for each laboratory. These reports will require students to work outside of the lab in drafting, refining, and rewriting reports to build and reinforce their written communication skills.
- c. Final Project: Students will have to spend as much time as needed to formalize a final project that brings everything they learn in the course.

## 8. ACADEMIC MISCONDUCT

Students will read and acknowledge the MSU Honor Code on the first day of class and on all exams.

## 9. TARGET AUDIENCE

10. AETB students and others interested in the principles of operation of agricultural and other off-road machinery. Students interested in developing data-driven problem solving skills.

## 11. SUPPORT

A letter of support from the AETB curriculum committee has been appended to this document. Personnel and equipment are available to teach this course. A laboratory fee will be used to purchase teaching consumables and to travel to several industrial manufacturers.

**12. EFFECTIVE DATE**

Spring upon approval

**13. EFFECTS ON OTHER COURSES**

No courses should be directly affected by modifications to ABE 2173.

**14. PLANNED FREQUENCY**

This course will be offered every spring semester.

**15. PROPOSAL CONTACT PERSON**

Dr. Jeremiah Davis

Agricultural and Biological Engineering

[jdavis@abe.msstate.edu](mailto:jdavis@abe.msstate.edu)

332-325-3282

# INTERNAL COMBUSTION ENGINE TECHNOLOGY

**ABE 2173**

**FALL 2005**

**INSTRUCTOR:** Mr. Rusty McCulley

**LOCATION:** ABE 109

**PHONE:** 325-3282

**E-MAIL:** [RMCCULL@ABE.MSSTATE.EDU](mailto:RMCCULL@ABE.MSSTATE.EDU)

**OFFICE HOURS:** 9:00-11:00 T/TH

**TEXT:** Engine & Tractor Power, C.F. Goering, American Society of Agricultural Engineers

**LECTURE:** Lecture materials will largely be taken from the text. Some outside source material will be used as needed.

**TESTS:** There will be three (3) one-hour tests given across the semester. The grades from these, along with the final and the technical report, will be averaged to determine the final average. Test questions will be taken from (1) lecture notes (2) handouts (3) text (4) exercises (5) outside assignments. **NOTE: THERE ARE NO MAKE-UP EXAMS! Exams missed with a valid excuse will be replaced by the final exam grade.**

**FINAL EXAM:** The final will be comprehensive.

**GRADES:**

Chapter Tests	- 70%
Quizzes/Homework	- 10%
Tech. Report	- 10%
Final Exam	- 10%

**SCALE:** 100-90 = A  
89-80 = B  
79-70 = C  
69-60 = D  
< 60 = F

**ACADEMIC MISCONDUCT:** All occurrences of academic misconduct will be dealt with according to MSU policy which may be accessed at the following address:  
<http://www.msstate.edu/dept/audit/1207A.html>

**PROPOSED**  
**ABE 2173: Principles of Agricultural and Off-Road Machines Syllabus**

**Instructor:** Dr. Jeremiah Davis, P.E.  
**Office:** 243 ABE Building  
**Office Hours:** Open door policy or by appointment  
**Phone:** 662-325-7347  
**Email:** [jdavis@abe.msstate.edu](mailto:jdavis@abe.msstate.edu)

**Required Text:**

- 2006. Engineering Principles of Agricultural Machines, 2nd edition. Srivastava, Goering, Rohrbach, and Buckmaster.
- 2006. Off-Road Vehicle Engineering Principles. Goering, Stone, Smith and Turnquist.

**Expected Student Learning Outcomes**

Upon successfully completing this course, you should have:

- *Gained a basic knowledge and appreciation of machinery terminology and fundamental operation principles, characteristics and mechanisms of agricultural machinery*
- *An ability to analyze and synthesize design, operational, and efficiency parameters within individual machines.*
- *An improved proficiency in problem solving with equations, project reporting and an ability to function in a team*

**Course Grading**

Laboratory Reports	300 pts
Final	100 pts
Final Project	100 pts
<b>Total</b>	<b>500 pts</b>

**Grading System**

A = 450 – 500 pts  
B = 400 – 449 pts  
C = 350 – 399 pts  
D = 300 – 349 pts  
F = Below 300 pts

**Attendance**

Your attendance is expected for the duration of every class period. Attendance will be taken daily though it is not part of your grade. Absences are reported along with the midterm and final grades. University sponsored absences (authorized by a written letter) do not count against you.

**MSU Honor Code**

“As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

Academic misconduct of any form can result in serious consequences. Penalties may be as severe as receiving an ‘F’ in this course, suspension or possible expulsion. Reports to the Academic Honesty Committee are kept for five years for students found guilty of academic dishonesty.

## Projected Course Outline

Week	Lecture	Lecture Topic	Contact	Laboratory	Contact
1	1	History of Agricultural Mechanization	1	Tour of MS Ag Museum	3
	2	History of Agricultural Mechanization	1	National Ag Aviation Museum	
2	3	Construction and Mining Equipment	1	Tour of Hol-Mac Manufacturing	3
	4	Construction and Mining Equipment	1		
3	5	Engine Power and Types	1	Biofuels Testing Demonstration	3
	6	Engine Power and Types	1		
4	7	Engine System Components	1	Cut-Away Tractor Demonstration	3
	8	Engine System Components	1	Systems Laboratory	
5	9	Engine Performance Measures	1	Tour of CAVS Engine Test Facility	3
	10	Engine Performance Measures	1		
6	11	Mechanical Power Transmission	1	Drive-Train Laboratory 1	3
	12	Mechanical Power Transmission	1		
7	13	Mechanical Power Transmission	1	Drive-Train Laboratory 2	3
	14	Mechanical Power Transmission	1		
8	15	Midterm	1	ASABE 1/4 Scale Traction Laboratory	3
	16	Hitching, Traction and Testing	1		
9	17	Electrical Power	1	Electric Motor Laboratory 1	3
	18	Electrical Power	1		
10	19	Electrical Power	1	Electric Motor Laboratory 2	3
	20	Electrical Power	1		
11	21	Fluid power and control	1	Basic Hydraulics Laboratory	3
	22	Hydraulic pumps, motors, valves	1		
12	23	Hydraulic hoses and fittings	1	Friction Losses Laboratory	3
	24	Frictional losses in pipelines	1		
13	25	Hydraulic circuit design and analysis	1	Hydraulic Trainer Laboratory 1	3
	26	Hydraulic circuit design and analysis	1		
14	27	Processing and Conveyance	1	Hydraulic Trainer Laboratory 2	3
	28	Processing and Conveyance	1		
15	29	Human Factors and Safety	1	Cab demonstration Laboratory	3
	30	Operator-Machine Interface	1		
			30		45



APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences      Department: Agriculture and Biological Engineering  
Contact Person: Jeremiah Davis      Mail Stop: 9632      E-mail: jdavis@abe.msstate.edu  
Nature of Change: Modification      Date Initiated: 01/24/14      Effective Date: 08/01/14

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ABE	4163	Machinery Management for Agro-Ecosystems	(3)

**Current Catalog Description:**

(Prerequisite: Junior Standing or consent of instructor). Two hours lecture . Two hours laboratory. Basic principles of operation and management of agricultural, land-scape, and turf power machinery; selection of machinery based on power requirements, economy, and suitability for Agro-Ecosystems.

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ABE	4163	Agricultural and Off-Road Machinery Management	(3)

**New or Modified Catalog Description:**

(Prerequisites: ABE 2173 or consent of the instructor ). Two hours lecture. Two hours laboratory. Selection, sizing and operation machine systems using cost analysis and systems techniques. Emphasis on agricultural machines used in farming; tillage, planting, harvesting, conveying agricultural materials.

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: \_\_\_\_\_

2-6-2014

2/27/2014

2/24/14



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of modifications made to ABE 4163 Machinery Management for Agro-Ecosystems

This letter is in support of the modifications in changing *ABE 4163 Machinery Management for Agro-Ecosystems* to *ABE 4163 Agricultural and Off-Road Machinery Management*. The Committee believes the increased rigor and focus of the changes will improve the quality of student learning within the AETB program.

Please see the attached documentation for a complete description of modifications.

The AETB curriculum committee is in support of these changes.

Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chessner, Committee Member

Wes Lowe, Committee Member

Five handwritten signatures are stacked vertically on horizontal lines. From top to bottom, they correspond to Jeremiah Davis, Joel Paz, Prem Parajuli, Daniel Chessner, and Wes Lowe.

## **COURSE MODIFICATION**

*Department of Agricultural and Biological Engineering*

### **1. CATALOG DESCRIPTION**

**Current Course:** ABE 4163 Machinery Management for Agro-Ecosystems. (3) (Prerequisite: Junior Standing or consent of instructor). Two hours lecture . Two hours laboratory. Basic principles of operation and management of agricultural, land-scape, and turf power machinery; selection of machinery based on power requirements, economy, and suitability for Agro-Ecosystems.

**New Course:** ABE 4163 Agricultural and Off-Road Machinery Management. (3) (Prerequisites: ABE 2173 or consent of the instructor ). Two hours lecture. Two hours laboratory. Selection, sizing and operation machine systems using cost analysis and systems techniques. Emphasis on agricultural machines used in farming; tillage, planting, harvesting, conveying agricultural materials.

### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

- a. The title was changed to closer match the title of ABE 2173. Students typically do not understand what Agro-Ecosystems means
- b. ABE 2173 was added as a prerequisite because it teaches most of the fundamentals on a machine basis. Then this course expands on the use of all the machines in a systems basis
- b. The course description was updated with a few changes in terminology. The overall efforts in the course are similar to that taught in the past, but with more rigor and improved laboratories

### **3. JUSTIFICATION AND LEARNING OUTCOMES**

#### Justification:

The modification of this course corresponds to the modification of ABE 2173. The first course ABE 2173 teaches operation principles of agriculture and off-road machines at the machine level. Once the student can calculate efficiencies at the machine level, they can apply these parameters to the "systems approach" taught in this course. The principles taught in this course will be similar to what was taught in the past. We don't have an old syllabus because this course hasn't been taught in four or five years (previous instructors left no materials). The changes to the title and description are to update the terminology and streamline the course with ABE 2173.

Expected Learning Outcomes:

- a. Gain a basic knowledge and appreciation of terminology and fundamentals of modern agricultural and off-road machinery.
- b. An ability to analyze and synthesize field operations and materials handling in reference to efficiency and machinery costs.
- c. An improved proficiency in problem solving with equations, project reporting and an ability to function in a team.

**4. ADDITIONAL INFORMATION**

- a. COURSE SYMBOL – No Change
- b. COURSE NUMBER – No Change
- c. COURSE TITLE

From "Machinery Management for Agro-Ecosystems"

to "Agricultural and Off-Road Machinery Management "

"Agri Off-Road Mach Mgmt" (23 characters)

The title is being changed to update terminology and match the title change of ABE 2173.

- d. CREDIT HOURS – No Change
- e. PREREQUISITE – ABE 2163 is now a required course
- f. METHOD/HOURS OF INSTRUCTION – No Change
- g. METHOD OF DELIVERY – No Change
- h. COURSE DESCRIPTION:

The course description will be changed to reflect changes in terminology and to better describe the updated course material listed in the syllabus.

- i. COURSE CONTENT:

The course content will be similar to what was taught in the past (though we have no syllabus) and what is taught at our sister institutions. During this modification, the curriculum committee looked at courses taught at Texas A&M University and

Iowa State University (the leading programs in Agricultural Engineering Technology). Review the attached proposed course syllabus for a detailed list of topics and laboratories.

## **5. GRADUATE STUDENT REQUIREMENTS**

None

## **6. METHOD OF EVALUATION**

• Laboratory Grades (15 labs)	300 points	(60%)
• Final Exam	100 points	(20%)
• Final Project Report	100 points	(20%)
• Total	500 points	(100%)

### **Grading System**

A = 450 – 500 pts

B = 400 – 449 pts

C = 350 – 399 pts

D = 300 – 349 pts

F = Below 300 pts

## **7. OUT OF CLASS WORK**

- a. Homework Problems: Homework problems may be assigned when a specific topic may be difficult and students need extra time working with problems to hone their skills.
- b. Laboratory Reports: Technical lab reports will be required for each laboratory. These reports will require students to work outside of the lab in drafting, refining, and rewriting reports to build and reinforce their written communication skills.
- c. Final Project: Students will have to spend as much time as needed to formalize a final project that brings everything they learn in the course.

## **8. ACADEMIC MISCONDUCT**

Students will read and acknowledge the MSU Honor Code on the first day of class and on all exams.

## **9. TARGET AUDIENCE**

AETB students and others interested in the efficient management of agricultural and other off-road machinery. Students interested in developing data-driven problem solving skills.

**10. SUPPORT**

A letter of support from the AETB curriculum committee has been appended to this document. Personnel and equipment are available to teach this course. A laboratory fee will be used to purchase teaching consumables and to travel to several field sites.

**11. EFFECTIVE DATE**

Fall upon approval

**12. EFFECTS ON OTHER COURSES**

No courses should be directly affected by modifications to ABE 4163.

**13. PLANNED FREQUENCY**

This course will be offered every fall semester.

**14. PROPOSAL CONTACT PERSON**

Dr. Jeremiah Davis  
Agricultural and Biological Engineering  
jdavis@abe.msstate.edu  
332-325-3282

**OLD SYLLABUS MISSING (Has not been taught in six years)**

**PROPOSED**  
**ABE 4163: Agricultural and Off-Road Machinery Management Syllabus**

**Instructor:** Dr. Jeremiah Davis, P.E.  
**Office:** 243 ABE Building  
**Office Hours:** Open door policy or by appointment  
**Phone:** 662-325-7347  
**Email:** [jdavis@abe.msstate.edu](mailto:jdavis@abe.msstate.edu)

**Required Text:**

- 2006. Engineering Principles of Agricultural Machines, 2nd edition. Srivastava, Goering, Rohrbach, and Buckmaster.

**Expected Student Learning Outcomes**

Upon successfully completing this course, you should have:

- *Gained a basic knowledge and appreciation of terminology and fundamentals of modern agricultural and off-road machinery*
- *An ability to analyze and synthesize field operations and materials handling in reference to efficiency and machinery costs*
- *An improved proficiency in problem solving with equations, project reporting and an ability to function in a team*

**Course Grading**

**Grading System**

Laboratory Reports	300 pts
Final	100 pts
Final Project	100 pts
<b>Total</b>	<b>500 pts</b>

A = 450 – 500 pts
B = 400 – 449 pts
C = 350 – 399 pts
D = 300 – 349 pts
F = Below 300 pts

**Attendance**

Your attendance is expected for the duration of every class period. Attendance will be taken daily though it is not part of your grade. Absences are reported along with the midterm and final grades. University sponsored absences (authorized by a written letter) do not count against you.

**MSU Honor Code**

“As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

Academic misconduct of any form can result in serious consequences. Penalties may be as severe as receiving an “F” in this course, suspension or possible expulsion. Reports to the Academic Honesty Committee are kept for five years for students found guilty of academic dishonesty.



## Projected Course Outline

Week	Lecture	Lecture Topic	Contact	Laboratory	Contact
				Intro to ASABE Standard EP496.2	2
1	1	Machinery Selection and Management	1		
	2	Machinery Selection and Management	1	Agricultural Machine Mgmt	
	3	Precision Agriculture Principles	1	Capacity and Field Efficiency	2
2	4	Machinery Capacity and Field Efficiency	1	Calculations	
	5	Tillage equipment and Soil Management	1	Time-in-Motion Laboratory	2
3	6	Mechanics of Tillage Tools	1		
	7	Mechanics of Tillage Tools	1	Draft Power and	2
4	8	Hitching and Performance	1	Line-of-Pull Laboratory	
	9	Row Crop Planting Methods and Equipment	1	Planter Laboratory	2
5	10	Row Crop Planting Methods and Equipment	1		
	11	Seed Metering	1	Seed Metering Laboratory	2
6	12	Seed Metering	1		
	13	Chemical Application Methods and Equipment	1	Granular Fertilizer Calibration	2
7	14	Chemical Application Methods and Equipment	1		
	15	Granular Chemicals	1	Liquid Fertilizer Calibration	2
8	16	Liquid Chemicals	1		
	17	Hay and Forage Harvesting Equipment	1	Swathing/Baling Demo	2
9	18	Hay and Forage Harvesting Equipment	1	Sessums	
	19	Hay and Forage Storage	1	Moisture and Physical Properties	2
10	20	Hay and Forage Storage	1	Laboratory	
	21	Grain Harvesting Equipment	1	Harvester Yield Monitor	2
11	22	Grain Harvesting Equipment	1	Laboratory	
	23	Grain Storage Equipment	1	Grain bagging Laboratory	2
12	24	Grain Storage Equipment	1		
	25	Fruit, Nut and Vegetable Harvesting	1	Sweetpotato Planting	2
13	26	Fruit, Nut and Vegetable Harvesting	1	Pontatoc	
	27	Conveying Agricultural Materials	1	Sweetpotato/Peanut Facility	2
14	28	Conveying Agricultural Materials	1	TBD	
	29	Machine Storage	1	Total Farm Analysis	2
15	30	Machinery Selection and Management	1		
			30		30

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences      Department: Agriculture and Biological Engineering  
Contact Person: Jeremiah Davis      Mail Stop: 9632      E-mail: jdavis@abe.msstate.edu  
Nature of Change: Deletion      Date Initiated: 01/24/14      Effective Date: 08/01/14

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ABE	4453/6453	Cotton Ginning Systems Management	(3)

**Current Catalog Description:**

Three hours lecture. An in-depth exposure to the modern cotton ginning industry, including the basics of the operation of a cotton gin and management of the ginning process.

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
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**New or Modified Catalog Description:**

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: \_\_\_\_\_

2-6-2014

2/24/2014

2/24/14



# MISSISSIPPI STATE UNIVERSITY™

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of deletion of ABE 4453 Cotton Ginning Systems Management

This letter is in support of the deletion of ABE 4453 Cotton Ginning Systems Management. With the removal of the Cotton Gin Management Concentration, this course is no longer needed.

Please see the attached documentation for a complete description of modifications.

The AETB curriculum committee is in support of these changes.

Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chesser, Committee Member

Wes Lowe, Committee Member

*Jeremiah Davis*  
*Joel Paz*  
*Prem Parajuli*  
*Daniel Chesser*  
*Wes Lowe*

## **COURSE DELETION**

*Department of Agricultural and Biological Engineering*

### **1. CATALOG DESCRIPTION**

**ABE 4453/6453 Cotton Ginning Systems Management. (3)** Three hours lecture. An in-depth exposure to the modern cotton ginning industry, including the basics of the operation of a cotton gin and management of the ginning process.

### **2. JUSTIFICATION**

This course was taught as part of the Cotton Gin Management (GMT) concentration. Since we haven't had more than one or two students in the concentration for some time, this class hasn't made the required students to teach. With the deletion of the GMT concentration, the AETB curriculum committee wishes to remove this course from the catalog.

### **3. EFFECTIVE DATE**

Fall 2014

### **4. EFFECTS ON OTHER COURSES**

No courses should be directly affected by deletion of ABE 4453/6453. This course hasn't been taught in many semesters and was tied to the Cotton Gin Management Concentration.

### **5. SUPPORT**

A letter of support from the AETB curriculum committee has been appended to this document.

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

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College or School: Ag & Life Sciences

Department: Agriculture and Biological Engineering

Contact Person: Jeremiah Davis

Mail Stop: 9632 E-mail: jdavis@abe.msstate.edu

Nature of Change: Deletion

Date Initiated: 01/24/14

Effective Date: 08/01/14

Current Listing in Catalog:

Symbol	Number	Title
ABE	4823	Capstone Surveying

Credit Hours  
(3)

Current Catalog Description:

Three hours lecture. The course teaches students proper selection of equipment for a given job, how to make correct field decisions and proper preparation of accompanying client reports.

New or Modified Listing for Catalog:

Symbol	Number	Title
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Credit Hours

New or Modified Catalog Description:

Approved:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date:

2-6-2014

2/24/2014

2/24/14



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of deletion of ABE 4823 Capstone Surveying

This letter is in support of the deletion of ABE 4823 Capstone Surveying. The course will not be taught due to the lack of Professional Land Surveyors available to teach the course.

Please see the attached documentation for a complete description of modifications.

The AETB curriculum committee is in support of these changes.

Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chesser, Committee Member

Wes Lowe, Committee Member

Jeremiah Davis  
Joel Paz  
Prem Parajuli  
Daniel Chesser  
Wes Lowe

## **COURSE DELETION**

*Department of Agricultural and Biological Engineering*

### **1. CATALOG DESCRIPTION**

**ABE 4823. Capstone Surveying. (3)** Three hours lecture. The course teaches students proper selection of equipment for a given job, how to make correct field decisions and proper preparation of accompanying client reports.

### **2. JUSTIFICATION**

This course was much harder to manage than expected and has not been taught for several years now due to the lack of qualified personnel (Professional Land Surveyor) consistently available to teach. This course only addressed one concentration (SGEO). The AETB curriculum committee wishes to delete this course from the curriculum.

### **3. EFFECTIVE DATE**

Fall 2014

### **4. EFFECTS ON OTHER COURSES**

No courses should be directly affected by deletion of ABE 4823. This course hasn't been taught in several years.

### **5. SUPPORT**

A letter of support from the AETB curriculum committee has been appended to this document.



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 1114 Animal Science from a four credit hour course to ADS 1113 (three credit hours) has the full support and was voted on unanimously by the Undergraduate Curriculum Committee of the Animal and Dairy Science department.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jessica Graves

**Mailstop:** 9815

**E-mail:** jgraves@ads.msstate.edu

**Nature of Change:** Credit Hour

**Date Initiated:**

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ADS	1114	Animal Science	(4)

**Current Catalog Description:**

Three hours lecture. Two hours laboratory. Fundamental principles and practical application of livestock, dairy, and poultry science. (ADS majors must earn a C or better to graduate)


**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ADS	1113	Animal Science	(3)

**New or Modified Catalog Description:**

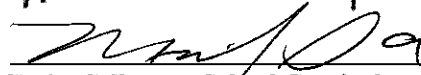
Three hours lecture. Fundamental principles of livestock, dairy, and poultry science. (ADS majors must earn a C or better to graduate)

**Approved:**

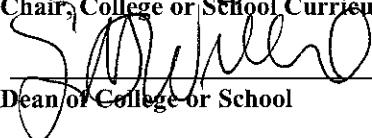
  
Department Head

**Date:**

December 18, 2013

  
Chair, College or School Curriculum Committee

2/24/2014

  
Dean of College or School

2/24/14

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

## 1. CATALOG DESCRIPTION

**Current course:** Three hours lecture. Two hours laboratory. Fundamental principles and practical application of livestock, dairy, and poultry science. (ADS majors must earn a C or better to graduate)

**Modified course:** Three hours lecture. Fundamental principles of livestock, dairy, and poultry science. (ADS majors must earn a C or better to graduate)

## 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. Decrease course credit from 4 hours to 3 hours.
- b. Change course number from 1114 to 1113.
- c. Include Online, Internet, or Web-based to Method of Delivery.

## 3. JUSTIFICATION AND LEARNING OUTCOMES

Student enrollment in the Department of Animal and Dairy Sciences is expected to continue to increase, causing a need to offer Animal Science more frequently and or increasing the maximum enrollment. In addition to an increase in ADS student enrollment, the course is also a service course for students in other departments within the College of Agriculture and Life Sciences. Currently, class capacity in the lecture portion of the course is limited due to available space in laboratory sessions. In an effort to more efficiently and effectively meet the demand for this course to be taught, we are proposing to separate the lecture and lab. By doing so, the lecture will continue to be offered as a traditional, face-to-face lecture, but the content may also be delivered in an online format. This will allow for more students to take the course and will be especially beneficial to those in other departments who may not be required to take the Animal Science Laboratory.

Learning outcomes:

- a. Expose students to generalities and some specifics of animal sciences.
- b. Expose students to various livestock terminology, breeds of livestock, performances, management practices, principles of production, usages, general care, products, and importance to mankind.
- c. Equip students with a general knowledge base of animal science and to provide them an opportunity to form a sound knowledge base upon which they can further expand their specific knowledge regarding animal agriculture depending upon their specific desires and career goals.

## 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL: No Change
- b. COURSE NUMBER: 1113
  - i. First Digit: No Change
  - ii. Second and Third Digit: No Change
  - iii. Fourth Digit: Change to make course 3 credits.
- c. COURSE TITLE: No Change

- d. CREDIT HOURS: Credit hours being reduced from 4 hour to 3 credit hour course. Although lecture and lab are to be separated, there is no change in the course content or contact hours for the lecture portion of the previous ADS 1114 Animal Science course.
- e. PREREQUISITE/CO-REQUISITE: No Change
- f. METHOD/HOURS OF INSTRUCTION:  
C - Lecture
- g. METHOD OF DELIVERY:  
F - Face to Face OR  
O – Online, Internet, web-based

Justification for changing “method of delivery”: There are many potential benefits to our students and faculty by offering the course as a Campus 1, online course.

- 1) It would allow flexibility to instructor(s) during summer months to oversee other academic responsibilities.
- 2) It would increase the Department’s summer course offerings.
- 3) It would increase flexibility to maximize student enrollment, particularly those of other departments who are not required to take the laboratory component of this course.

h. COURSE DESCRIPTION:

**Current course:** ADS 1114. Animal Science. (4) Three hours lecture. Two hours laboratory. Fundamental principles and practical application of livestock, dairy, and poultry science. (ADS majors must earn a C or better to graduate)

**Modified course:** ADS 1113. Animal Science. (3) Three hours lecture. Fundamental principles of livestock, dairy, and poultry science. (ADS majors must earn a C or better to graduate)

i. COURSE CONTENT: No Change

## 5. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)

N/A

## 6. METHOD OF EVALUATION

### Grading Criteria:

Attendance	42 sessions @ 2 pts each	84 (10%)
Quizzes (announced)	5 quizzes @ 20 pts	100 (11.9%)
Exams	3 exams @ 100 pts	300 (35.8%)
Concept Maps	(2 @ 15 pts each)	30 (3.6%)
Farm Journal Writing Assignment		125 (14.9%)
Final Exam		200 (23.8%)
Total Points		839

**Grading Scale:**

A = 90-100%

B = 80 – 89%

C = 70 – 79%

D = 60 – 69%

F = Below 60%

**Attendance:** As a freshman level course, attendance is monitored and in-class participation is highly encouraged.

**Quizzes:** Comprehension of subject material will be assessed by quizzing students on current topics discussed in class. In addition to scheduled and/or announced quizzes, unannounced quizzes will be given. In an effort to incorporate more writing in the classroom, the format of the unannounced quizzes may be more non-traditional, in that students will be challenged to think and write critically about a topic given (related to current topic being discussed in class).

**Exams:** Comprehension of subject material will be assessed by the administration of 3 exam during the semester in addition to a final comprehensive exam.

**Farm Journal Writing Assignment:** In an effort to participate in the writing to learn initiative and aid students in the retention and comprehension of course material, students will write a scientific paper based on an animal agriculture article. Students will learn the basics of developing a sound scientific paper.

**7. ACADEMIC MISCONDUCT**

All University regulations and requirements regarding academic misconduct will be followed.

**8. TARGET AUDIENCE**

Undergraduate students enrolled at Mississippi State University who wish to get a basic understanding of the livestock, dairy and poultry sciences.

**9. SUPPORT**

*Letter attached.*

**10. EFFECTIVE DATE**

08/2014

**11. PLANNED FREQUENCY**

Fall, Summer, Spring

**12. PROPOSED 24 CHARACTER ABBREVIATION**

No Change

**13. PROPOSAL CONTACT PERSON**

Jessica Graves, Undergraduate Coordinator  
jgraves@ads.msstate.edu

## ADS 1114 Animal Science SPRING 2014

**Time:** *Lecture:* M W F @ 9:00-9:50  
**119 Ballew Hall**

*Lab Locations & Sections:*  
4036 Wise Center or Farm Units

Tuesday: 12:30 – 2:20

2:30 – 4:20

Wednesday: 1:00 – 2:50

3:00 – 4:50

**Instructor:** Ms. Jessica M. Graves  
4021 Wise Center  
Mississippi State, MS 39762  
Phone: 662-325-2936  
Fax: 662-325-8873  
Email: [jgraves@ads.msstate.edu](mailto:jgraves@ads.msstate.edu)

**Office Hours:**

Appointment only. Please call or email  
for instructor availability.

**Reference Materials:**

SCIENTIFIC FARM ANIMAL PRODUCTION, 2012. Robert E. Taylor and Thomas G. Field. Tenth edition. Prentice Hall, Inc. Upper Saddle River, New Jersey.

INTRODUCTION TO ANIMAL SCIENCE Global: Biological, Social, and Industry Perspectives. W. Stephen Damron. Fifth edition. Pearson Education, Inc. Upper Saddle River, New Jersey.

**Online Reference/Textbook:** [www.iCEVonline.com/graves](http://www.iCEVonline.com/graves)

**Objectives:**

To introduce students to the general and broad field of the sciences of common farm animals and to learn more about their importance and relationships to American agriculture and the general economy. Students should gain general basic principles of livestock production through discussions of terminology, animal anatomy, genetics and breeding, growth and body composition, physiology, general nutrition, and meat science.

- Expose the student to generalities and some specifics of animal sciences.
- Expose the student to various livestock terminology, various breeds of livestock, performances, management practices, principles of production, usages, general care, products, and importance to mankind.
- Equip students with a general knowledge base of animal science and to provide them an opportunity to form a sound knowledge base upon which they can further expand their specific knowledge regarding animal agriculture depending upon their specific desires and career goals.

**Class Activities and Procedures:**

- Class consists of three, 50 minute lectures per week combined with visual presentations and some guest speakers.
- Attendance **strongly encouraged** (part of final grade) – roll may be taken at random times during class. **No excused absences will be given for work, interviews, vacations, forgetting about class, etc.**

- Be advised that signing in for another student on the attendance sheet **FOR ANY REASON** is an Honors Code violation. All individuals involved will be handled accordingly before the Honors Council.
- Classroom discussion interaction with professor on questions asked is encouraged.
- Quizzes are designed to take approximately 10 minutes at the BEGINNING or END of the class period. Once the quizzes have been collected, the quiz is over so please arrive promptly to class. **No make-ups for quizzes will be given.**
- Make-ups for exams or the final exam will only be allowed if your absence is truly excusable as determined by the following:
  - (a) Engaged in an authorized MSU activity (verified in writing by a university official or faculty member prior to absence.)
  - (b) Illness as verified by a medical doctor's written excuse.
  - (c) Other extenuating circumstances (only considered by the instructor after office visit)
- Graded exams will be returned to discuss in class but will be collected afterwards and will not leave the room. **Should you leave with your graded exam, you will earn a zero. No exceptions.**

**Note:** Any make-up exams require pre-approval from the instructor and only due to above noted conditions. Prior notification of absence is advised ASAP by phone call or email to my office.

#### Grading Criteria:

Class attendance	(42 sessions @ 2 pts each)	84 points
Lab attendance	(14 sessions @ 2 pts each)	28 points
Class Quizzes	(5 @ 20 pts each)	100 points
Class Exams	(4 @ 100 pts each)	400 points
Farm Journal Writing Assignment		100 points
Lab Quizzes/ Assignments	(13 @ 10 pts each)	130 points
Concept Maps	(2 @ 20 pts each)	40 points
Lab Final Exam		125 points
<u>Final Exam</u>		<u>200 points</u>
Total		1207 points

#### Grading Scale:

	(points required)
A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	Less than 60%

*The final grade for the course will be based on your accumulated total points as a percentage of the total possible points.*

#### Quizzes and Exams:

Quizzes will cover assigned text readings and class material since the last quiz. Fact sheet material will be covered on each quiz as assigned. **No make-up quizzes will be given.** Exams will focus on material since the last exam, except fact sheet material which will be on each exam. Exams will be given in the regular class time period unless previously announced with a designated time and place suitable for the majority of the class.

*See schedules on next page*

**Quizzes:**

- # 1: January 24<sup>th</sup>
- # 2: February 19<sup>th</sup>
- # 3: March 28<sup>th</sup>
- # 4: Unannounced
- # 5: Unannounced

**Exams:**

- #1: February 7<sup>th</sup>
- # 2: March 7<sup>th</sup>
- # 3: April 11<sup>th</sup>
- #4: Included during Final Exam

**Lab Final Exam:** April 30<sup>th</sup> @ 5:30 PM (Location: 119 Ballew Hall)

**Comprehensive Final Exam: Wednesday, May 7<sup>th</sup> @ 8-11 a.m.  
(119 Ballew Hall)**

**Policy Regarding Missing an Examination:** Extenuating circumstances may cause you to miss a regularly scheduled examination. If you know you have a conflict, you are expected to visit with the instructor about the situation as soon as possible and definitely before the scheduled examination date. A make-up for an hour exam or final exam will only be given for **pre-approved excused absences** or **extremely extenuating circumstances** as determined by the instructor. If you are not excused, you will receive a **zero** if you do not take the examination as scheduled.

**Spelling:** There should be an extreme desire of all students to properly spell all words. For this course, all livestock breeds and livestock terminology must be spelled correctly on quizzes and exams. Breeds should also be capitalized. Point deduction will be made for these errors.

**Attendance:** As noted in the grading criteria, there are points earned for each scheduled class period and lab. It is the student's responsibility to attend class/lab or to initiate arrangements for missed work and/or assignments, exams, etc. Note above statements concerning make-up exams. The instructor may give unannounced quizzes during any lecture or lab to determine class attendance and material comprehension.

**Honor Code:**

**"As a Mississippi State University student, I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."**

In accordance with AOP 12.07, violations will be sent before the Honor Council.

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**Cell phone policy:**

In accordance with AOP 10.08 regarding Classroom Regulations:

**Cell Phones and Electronic Devices in the Classroom:** In order to limit classroom disruptions, as well as to protect against academic misconduct, the use by students of cell phones, messaging devices and other electronic devices is prohibited in the classroom unless authorized by the instructor.

<http://www.msstate.edu/dept/audit/1008.html>

**Other:** All bibbed caps are to be removed prior to any quiz or exam. Food and drinks are prohibited during quizzes and exams. Leaving class and re-entering for the purposes of answering phone calls, messages, etc. is prohibited except in special emergency situations which should be brought to the attention of the professor before class begins. Chit chat with your neighbor is distracting to others and to me. Please be respectful of other classmates and the instructor in this regard. Such distractions will not be tolerated.

*This syllabus was written with the intent of following the guidelines as written. However, due to unforeseen circumstances or needs, the instructor reserves the right to make changes.*

## Laboratory Schedule

*Spring 2014*

Week	Date	Topic	Location
1	1/14 & 1/15	Terminology, Lab Safety & Facilities	4036 Wise
2	1/21 & 1/22	Farm Basics: Equipment & Resources	TBA
3	1/28 & 1/29	Animal Health & Anatomy	TBA
4	2/4 & 2/5	Record Keeping	4036 Wise
5	2/11 & 2/12	Facilities Design	TBA
6	2/18 & 2/19	Horse	Horse Unit
7	2/25 & 2/26	Beef	Beef Unit
8	3/4 & 3/5	Dairy	Dairy Unit
<b><i>SPRING BREAK</i></b>			
9	3/18 & 3/19	Sheep/Goat	Physiology Unit
10	3/25 & 3/26	Swine	Physiology Unit
11	4/1 & 4/2	Poultry	Poultry Farm
12	4/8 & 4/9	Harvest	Ballew Hall
13	4/15 & 4/16	Nutrition	Beef Unit
14	4/22 & 4/23	Reproduction	CVM
15	4/30	Lab FINAL @ 5:30 PM	119 Ballew Hall

This is a **TENTATIVE** schedule and is subject to change. Be sure to notate changes as announced in class. Animal availability and other related events are uncertain at this time, therefore, the instructor reserves the right to alter the order and/or location of labs and/or exams.



# ADS 1113 Animal Science

## FALL 2014

**Time:** *Lecture:* M W F @ 9:00-9:50  
**119 Ballew Hall**

**Office Hours:**

Appointment only. Please call or email for instructor availability.

**Instructor:** Ms. Jessica M. Graves  
4021 Wise Center  
Mississippi State, MS 39762  
Phone: 662-325-2936  
Fax: 662-325-8873  
Email: [jgraves@ads.msstate.edu](mailto:jgraves@ads.msstate.edu)

**Online Reference/Textbook:** [www.iCEVonline.com/graves](http://www.iCEVonline.com/graves)

**Other Reference Textbooks:**

SCIENTIFIC FARM ANIMAL PRODUCTION, 2012. Robert E. Taylor and Thomas G. Field. Tenth edition. Prentice Hall, Inc. Upper Saddle River, New Jersey.

INTRODUCTION TO ANIMAL SCIENCE Global: Biological, Social, and Industry Perspectives. W. Stephen Damron. Fifth edition. Pearson Education, Inc. Upper Saddle River, New Jersey.

**Objectives:**

To introduce students to the general and broad field of the sciences of common farm animals and to learn more about their importance and relationships to American agriculture and the general economy. Students should gain general basic principles of livestock production through discussions of terminology, animal anatomy, genetics and breeding, growth and body composition, physiology, general nutrition, and meat science.

- Expose the student to generalities and some specifics of animal sciences.
- Expose the student to various livestock terminology, various breeds of livestock, performances, management practices, principles of production, usages, general care, products, and importance to mankind.
- Equip students with a general knowledge base of animal science and to provide them an opportunity to form a sound knowledge base upon which they can further expand their specific knowledge regarding animal agriculture depending upon their specific desires and career goals.

**Class Activities and Procedures:**

- Class consists of three, 50 minute lectures per week combined with visual presentations and some guest speakers.
- Attendance **strongly encouraged** (part of final grade) – roll may be taken at random times during class. **No excused absences will be given for work, vacations, forgetting about class, etc.**

- Be advised that signing in for another student on the attendance sheet **FOR ANY REASON** is an Honors Code violation. All individuals involved will be handled accordingly before the Honors Council.
- Classroom discussion interaction with professor on questions asked is encouraged.
- Quizzes are designed to take approximately 10 minutes at the BEGINNING or END of the class period. Once the quizzes have been collected, the quiz is over so please arrive promptly to class. **No make-ups for quizzes will be given.**
- Make-ups for exams or the final exam will only be allowed if your absence is truly excusable as determined by the following:
  - (a) Engaged in an authorized MSU activity (verified in writing by a university official or faculty member prior to absence.)
  - (b) Illness as verified by a medical doctor's written excuse.
  - (c) Other extenuating circumstances (only considered by the instructor after office visit)
- Graded exams will be returned to discuss in class but will be collected afterwards and will not leave the room. **Should you leave with your graded exam, you will earn a zero. No exceptions.**

**Note:** Any make-up exams require pre-approval from the instructor and only due to above noted conditions. Prior notification of absence is advised ASAP by phone call or email to my office.

#### Grading Criteria:

Class attendance	(42 sessions @ 2 pts each)	84 points (9.5%)
Class Quizzes	(5 @ 20 pts each)	100 points (11.3%)
Class Exams	(3 @ 100 pts each)	300 points (33.9%)
Farm Journal Writing Assignment		100 points (11.3%)
Concept Maps	(2 @ 25 pts each)	50 points (5.7%)
Final Exam		250 points (28.3%)
Total		884 points

#### Grading Scale: (points required)

<b>A</b>	90 – 100%
<b>B</b>	80 – 89%
<b>C</b>	70 – 79%
<b>D</b>	60 – 69%
<b>F</b>	Less than 60%

*The final grade for the course will be based on your accumulated total points as a percentage of the total possible points.*

#### Quizzes and Exams:

Quizzes will cover assigned text readings and class material since the last quiz. Fact sheet material will be covered on each quiz as assigned. **No make-up quizzes will be given.** Exams will focus on material since the last exam, except fact sheet material which will be on each exam. Exams will be given in the regular class time period unless previously announced with a designated time and place suitable for the majority of the class.

*See schedules on next page*

**Quizzes:**

- # 1:
- # 2:
- # 3:
- # 4: Unannounced
- # 5: Unannounced

**Exams:**

- #1:
- # 2:
- # 3:

**Comprehensive Final Exam: TBA**

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**Spelling:** There should be an extreme desire of all students to properly spell all words. For this course, all livestock breeds and livestock terminology must be spelled correctly on quizzes and exams. Breeds should also be capitalized. Point deduction will be made for these errors.

**Attendance:** As noted in the grading criteria, there are points earned for each scheduled class period and lab. It is the student's responsibility to attend class/lab or to initiate arrangements for missed work and/or assignments, exams, etc. Note above statements concerning make-up exams. The instructor may give unannounced quizzes during any lecture or lab to determine class attendance and material comprehension.

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<http://www.msstate.edu/dept/audit/1008.html>

**Other:** All bibbed caps are to be removed prior to any quiz or exam. Food and drinks are prohibited during quizzes and exams. Leaving class and re-entering for the purposes of answering phone calls, messages, etc. is prohibited except in special emergency situations which should be brought to the attention of the professor before class begins. Chit chat with your neighbor is distracting to others and to me. Please be respectful of other classmates and the instructor in this regard. Such distractions will not be tolerated.

*This syllabus was written with the intent of following the guidelines as written. However, due to unforeseen circumstances or needs, the instructor reserves the right to make changes.*



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 1121 Animal Science Laboratory as a new course which will complement ADS 1113 Animal Science as a credit producing laboratory. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jessica Graves

**Mailstop:** 9815

**E-mail:** jgraves@ads.msstate.edu

**Nature of Change:** New Course

**Date Initiated:**

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol    Number    Title

**Credit Hours**

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol    Number    Title  
ADS        1121        Animal Science Laboratory

**Credit Hours**  
(1)

**New or Modified Catalog Description:**

(Prerequisite: Prior credit or concurrent enrollment in ADS 1113.) Two hours laboratory. Practical application of essential knowledge and skills needed in the livestock, dairy and poultry science.

**Approved:**

*John Blank*

Department Head

*[Signature]*  
Chair, College or School Curriculum Committee

*[Signature]*  
Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Date:**

*December 18, 2013*

*2/24/2014*

*2/24/14*

## 1. CATALOG DESCRIPTION

(Prerequisite: Prior credit or concurrent enrollment in ADS 1113.) Two hours laboratory. Practical application of essential knowledge and skills needed in the livestock, dairy and poultry science.

### DETAILED COURSE OUTLINE

- I. Terminology, Lab Safety, & Facilities (2 contact hours)
  - Introduction to basic terminology needed for the course. Discussion and instruction of rules and expectations to maintain a safe laboratory environment. Students will be familiarized with location of facilities that will be used for lab purposes.
- II. Farm Basics: Equipment & Resources (2 contact hours)
  - Introduction and discussion of essential equipment, tools and materials that are often utilized on animal production settings.
- III. Horse Lab (2 contact hours)
  - Students will learn essential terminology, skills and management techniques as it relates to the equine industry.
- IV. Animal Behavior & Welfare (2 contact hours)
  - Introduction to behavior of the livestock species in a way that students may apply the information to safely and properly handle livestock species. Current animal welfare “hot topics” as it relates to animal production agriculture will be discussed.
- V. Beef Lab (2 contact hours)
  - Students will learn essential terminology, skills and management techniques as it relates to beef cattle production.
- VI. Facilities Design/Record Keeping (2 contact hours)
  - Introduction to reading and interpreting pedigrees, understanding the process of animal registration, and recording keeping management techniques. Students will learn what information is important to collect and keep track of in order to have a sound recording keeping system.
  - Introduction and evaluation of facility types, designs and purposes as related to livestock and poultry species.
- VII. Dairy Lab (2 contact hours)
  - Students will learn essential terminology, skills and management techniques as it relates to the dairy industry.
  -
- VIII. Animal Health & Anatomy (2 contact hours)
  - Introduction to vaccination and deworming protocols for multiple livestock species, in addition to learning visual appraisal techniques to determine the health status of animals. In addition, students learn basic anatomy of livestock species.

- IX. Swine Lab (2 contact hours)
  - Students will learn essential terminology, skills and management techniques as it relates to swine industry.
- X. Nutrition (2 contact hours)
  - Students will learn about different types and forms of feeds and forages. They will also get first-hand experience collecting rumen fluid samples, learning about equipment used to analyze feed samples, and gain an understanding of different types of digestive tracts.
- XI. Sheep & Goat Lab (2 contact hours)
  - Students will learn essential terminology, skills and management techniques as it relates to sheep and goat production.
- XII. Poultry Lab (2 contact hours)
  - Students will learn essential terminology, skills and management techniques as it relates to poultry industry.
- XIII. Harvest (2 contact hours)
  - Students will learn proper handling and procedures to humanely harvest meat animals. Species used will be determined based on availability and production needs of the Mississippi State University Meat Laboratory.
- XIV. Reproduction (2 contact hours)
  - Students are introduced to breeding techniques, essential equipment for artificial insemination procedures, estrus synchronization, and other reproductive management practices of the livestock and poultry industries.
- XV. Laboratory Final (2 contact hours)
  - Student's understanding of content will be assessed by a comprehensive final examination.

## **2. METHOD OF EVALUATION**

Student performance will be evaluated by weekly assignments, attendance and participation, quizzes, and exams. Students will complete weekly assignments related to the topic covered in lab.

Assignments may vary in type. Including, but not limited to:

- Writing assignments
- Online discussions
- Problem solving
- Review of literature (related to topic)

**Grading Criteria:**

Attendance & participation	15 sessions @ 3 pts each	45 (9.6%)
Weekly Assignments	14 assignments @ 10 pts	140 (29.8%)
Quizzes	3 quizzes @ 20 pts	60 (12.7%)
Mid-term		100 (21.3%)
<u>Final Exam</u>		<u>125 (26.6%)</u>
Total Points		470

**Grading Scale:**

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = Below 60%

### 3. JUSTIFICATION & LEARNING OUTCOMES

Many students entering the Department of Animal and Dairy Sciences strive to be intricately involved in the animal science industries in various capacities. A large portion of students in the Department aspire to become veterinarians, however, they have little to no prior livestock experience. This course is designed to give all students the opportunity to gain practical knowledge and skills that will equip them for their career goals in the field of animal sciences. In addition to gaining practical application, students are expected to have a sound understanding of the “science” of animal science. This course will meet both of these expectations by incorporating information that is used both on day-to-day operations and more applied research settings.

Much of the content for this new course has been taught as part of the non-credit producing laboratory of ADS 1114 Animal Science. Due to the increasing demand to offer the Animal Science course to students outside the Department of Animal and Dairy Sciences, we are proposing to separate lecture and lab in an effort to more efficiently and effectively meet the teaching demand. This increases flexibility of not only ADS students, but also those in other majors who may or may not necessarily be required to take the lab component of Animal Science.

**Learning outcomes:**

- a. Teach students practical application of skills utilized in the livestock and poultry industries that will prepare them for more advance courses in animal and dairy sciences.
- b. Expose students to several types of livestock operations and management techniques as a way to expand their understanding of animal production settings.
- c. Foster a hands-on learning environment where students are challenged to learn new concepts and apply to those concepts in a ‘real-world’ setting.



**4. ACADEMIC MISCONDUCT**

All University regulations and requirements regarding academic misconduct will be followed.

**5. TARGET AUDIENCE**

Undergraduate students majoring in Animal and Dairy Sciences who wish to gain practical experience in industry under the supervision of professional in the field of animal and/or dairy sciences.

**6. SUPPORT**

*Letter attached.*

**7. INSTRUCTOR OF RECORD**

N/A

**8. GRADUATE STUDENT REQUIREMENTS**

N/A

**9. PLANNED FREQUENCY**

Fall, Spring

**10. EXPLANATION OF ANY DUPLICATION**

N/A

**11. METHOD OF INSTRUCTION**

L. Laboratory

**12. METHOD OF DELIVERY**

F. Face to face

**13. PROPOSED C.I.P. NUMBER**

01.0901

**14. PROPOSED 30-CHARACTER ABBREVIATION**

Animal Science Laboratory

**15. PROPOSED SEMSETR EFFECTIVE**

08/2014

**16. PROPOSAL CONTACT PERSON**

Jessica M. Graves, Undergraduate Coordinator  
jgraves@ads.msstate.edu

**ADS 1121 Animal Science Laboratory**  
*FALL 2014*

**Meeting Time:** Tuesday

12:30 – 2:20

2:30 – 4:20

Wednesday

1:00 – 2:50

3:00 – 4:50

**Instructor:** Ms. Jessica M. Graves

4021 Wise Center

Mississippi State, MS 39762

Phone: 662-325-2936

Fax: 662-325-8873

Email: [jgraves@ads.msstate.edu](mailto:jgraves@ads.msstate.edu)

**Meeting Location(s):**

4036 Wise Center or Farm Units

**Office Hours:**

Appointment only. Please call or email for instructor availability.

**Class Activities and Procedures:**

- Labs will meet each week for 2 hours.
- Proper laboratory attire is required, which includes long pants and closed-toe shoes.
- Attendance **strongly encouraged** (part of final grade) – roll may be taken at random times during class. **No excused absences will be given for work, vacations, forgetting about class, etc.**
- **Be advised that signing in for another student on the attendance sheet FOR ANY REASON is an Honors Code violation. All individuals involved will be handled accordingly before the Honors Council.**
- Classroom discussion interaction with professor and/or teaching assistants on questions asked is encouraged.
- Quizzes are designed to take approximately 10 minutes at the BEGINNING or END of the class period. Once the quizzes have been collected, the quiz is over so please arrive promptly to class. **No make-ups for quizzes will be given.**
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  - (a) Engaged in an authorized MSU activity (verified in writing by a university official or faculty member prior to absence.)
  - (b) Illness as verified by a medical doctor's written excuse.
  - (c) Other extenuating circumstances (only considered by the instructor after office visit)
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**Spelling:** There should be an extreme desire of all students to properly spell all words. For this course, all livestock breeds and livestock terminology must be spelled correctly on quizzes and exams. Breeds should also be capitalized. Point deduction will be made for these errors.

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**Grading Criteria:**

Lab attendance	(15 sessions @ 3 pts each)	45 points (9.6%)
Lab Assignments	(14 @ 10 pts each)	140 points (29.8%)
Quizzes	(3 @ 20 pts each)	60 points (12.7%)
Lab Midterm		100 points (21.3%)
<u>Lab Final Exam</u>		<u>125 points (26.6%)</u>
Total		470 points

**Grading Scale:**

	(points required)
<b>A</b>	90 – 100%
<b>B</b>	80 – 89%
<b>C</b>	70 – 79%
<b>D</b>	60 – 69%
<b>F</b>	Less than 60%

*The final grade for the course will be based on your accumulated total points as a percentage of the total possible points.*

# Laboratory Schedule

*FALL 2014*

<b>Week</b>	<b>Date</b>	<b>Topic</b>	<b>Location</b>
1	8/19 & 8/20	Terminology, Lab Safety & Facilities	4036 Wise
2	8/26 & 8/27	Farm Basics: Equipment & Resources	TBA
3	9/2 & 9/3	Horse	Horse Unite
4	9/9 & 9/10	Animal Behavior & Welfare	4036 Wise
5	9/16 & 9/17	Beef	Beef Unit
6	9/23 & 9/24	Facilities Design/Record Keeping	TBA
7	9/30 & 10/1	Dairy	Dairy Unit
8	10/7 & 10/8	Animal Health & Anatomy	TBA
9	10/14 & 10/15	Swine	Physiology Unit
10	10/21 & 10/22	Nutrition	TBA
11	10/28 & 10/29	Sheep/Goat	Physiology Unit
12	11/4 & 11/5	Poultry	Poultry Farm
13	11/11 & 11/12	Harvest	Ballew Hall
14	11/18 & 11/19	Reproduction	CVM
	11/25 & 11/26	<i>THANKSGIVING HOLIDAY</i>	
15	12/2	Lab FINAL @ 5:30 PM	119 Ballew Hall

This is a **TENTATIVE** schedule and is subject to change. Be sure to notate changes as announced in class or distributed via email. Animal availability and other related events are uncertain at this time, therefore, the instructor reserves the right to alter the order and/or location of labs and/or exams.



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the modification of ADS 3223 Horse Management to remove the lab component. Please see the attached new course proposal for ADS 3221 Prac in Horse Care and Mgmt which will complement ADS 3223. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences      Department: Animal and Dairy Sciences

Contact Person: Molly Nicodemus      Mail Stop 9815      E-mail: mnicodemus@ads.msstate.edu

Nature of Change: Course Modification      Date Initiated: Dec 2013      Effective Date: Aug 2014

**Current Listing in Catalog:**

Symbol	Number	Title
ADS	3223	Horse Management

Credit Hours  
( 3 )

**Current Catalog Description:**

Two hours lecture. Two hours laboratory. Breeding, feeding, management, and training of the horse.

**New Listing for Catalog:**

Symbol	Number	Title
ADS	3223	Horse Management

Credit Hours  
( 3 )

**New or Modified Catalog Description:**

(Prerequisites: ADS 1113). Three hours lecture. Breeding, feeding, management, and training of the horse.

Approved:

John Blanks  
Department Head

Date:

December 18, 2013

[Signature]  
Chair, College or School Curriculum Committee

[Signature]  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

2/29/2013  
2/24/14

## COURSE MODIFICATION

*Department of Animal & Dairy Sciences*

### A. PROPOSAL FORMAT

#### 1. CATALOG DESCRIPTION

##### **CURRENT**

ADS 3223. Horse Management. (3) Two hours lecture. Two hours laboratory. Breeding, feeding, management, and training of the horse.

##### **NEW**

ADS 3223. Horse Management. (3) (Prerequisites: ADS 1113). Three hours lecture. Breeding, feeding, management, and training of the horse.

#### 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

The only modification from the current outline and the new outline will be the deletion of the lab information and expansion of the lecture information to include 1 additional hr of lecture.

#### 3. JUSTIFICATION AND LEARNING OUTCOMES

##### Justification:

The removal of the lab from this course is to allow for ADS students to have more flexibility in scheduling their courses and to allow students outside of our program to take the 3 hr lecture course if needed for an elective without having to take the laboratory component. The expansion to 3 hrs of lecture from 2 hrs will allow for more in depth discussion of topic areas covered in lecture.

##### Learning outcomes:

The learning outcomes will stay the same for the course without the lab. Demonstration of the management practices covered in lecture will now be demonstrated in lab with a separate grading system.

#### 4. ADDITIONAL INFORMATION

##### **a. COURSE SYMBOL**

No Change - ADS

##### **b. COURSE NUMBER**

No Change - 3223

##### **c. COURSE TITLE**

No Change - Horse Management

**d. CREDIT HOURS**

Credit hours will remain the same despite the deletion of a one credit hour laboratory as the lecture hours will increase from 2 credit hours to 3 credit hours.

**e. PRE-REQUISITE/CO-REQUISITE**

**CURRENT**

None

**NEW**

Prerequisites: ADS 1113

**f. METHOD/HOURS OF INSTRUCTION**

Hours of instruction will change from 60 to 45 with the deletion of the lab meeting 2 hours per week for 15 weeks (additional 30 hours per semester) and the inclusion of 1 hour per week of lecture for 15 weeks (additional 15 hours per semester).

**g. METHOD OF DELIVERY**

No change.

**h. COURSE DESCRIPTION**

The only modification from the current outline and the new outline will be the deletion of the lab information.

**CURRENT**

**Lecture Outline**

- I. Basic Equine Terminology (2 hours lecture & 4 hours laboratory)
  - A. Horse Breeds, Colors, and Markings
  - B. Horse Tack and Equipment
  - C. Parts of the Equine Anatomy
- II. Equine Behavior (2 hours lecture & 2 hours laboratory)
  - A. Behavioral Categories
  - B. Managing Behavior Types
- III. Equine Health Care (3 hours lecture & 4 hours laboratory)
  - A. Vital Signs
  - B. Basic First Aid
  - C. Vaccinations
  - D. De-Wormers



- IV. Common Equine Health Concerns (3 hours lecture & 4 hours laboratory)
  - A. Digestive Problems
  - B. Limb Conditions
  - C. Hoof Care
- V. Equine Nutrition (3 hours lecture & 2 hours laboratory)
  - A. Digestive Anatomy
  - B. Basic Components of Diet
  - C. Equine Dental Care and Nutrition
  - D. Selecting a Diet for a Specific Horse Population
- VI. Equine Industry (2 hours lecture & 2 hours laboratory)
  - A. Economic Impact
  - B. Tax Considerations
  - C. Types of Equine Businesses
- VII. Farm Management (3 hours lecture & 2 hours laboratory)
  - A. Types of Facilities
  - B. Designing and Planning of a Facility
  - C. Facility Documentations
  - D. Management Concerns of a Facility
- VIII. Equine Locomotion (3 hours lecture & 2 hours laboratory)
  - A. Basic Gaits
  - B. Gait Adaptations
  - C. Lameness Evaluations
  - D. Pre-purchase Evaluations
- IX. Equine Reproduction (3 hours lecture & 4 hours laboratory)
  - A. Stallion and Mare Anatomy
  - B. Teasing & Breeding Techniques
  - C. Pregnant Mare Care
  - D. Foaling Considerations
- X. Young Horse Management (2 hours lecture & 2 hours laboratory)
  - A. Imprinting & Foal Care
  - B. Weanling Care
  - C. Yearling Care
- XI. Geriatric Horse Management (2 hours lecture & 2 hours laboratory)
  - A. Nutritional Considerations
  - B. Turnout and Exercise Considerations
  - C. Diseases and Disorders
- XII. Equine Careers (2 hours)
  - A. Researching Careers
  - B. Steps to Reaching Career Goals

### **NEW**

#### **Lecture Outline**

- I. Basic Equine Terminology (4 hours)
  - A. Horse Breeds
  - B. Colors, and Markings

- C. Tack and Equipment
- D. Parts of the Horse
- II. Equine Behavior (4 hours)
  - A. Behavioral Categories
  - B. Identification of Abnormal Behavior
  - C. Behavior Management
  - D. Modification Techniques
- III. Equine Health Care (4 hours)
  - A. Basic First Aid
  - B. Vaccinations
  - C. De-Wormers
  - D. Coggins Testing
- IV. Common Equine Health Concerns (4 hours)
  - A. Digestive Problems
  - B. Respiratory Conditions
  - C. Hoof and Limb Conditions
  - D. Neurological Conditions
- V. Equine Nutrition (4 hours)
  - A. Digestive Anatomy
  - B. Basic Components of Diet
  - C. Diet Selection for Specific Populations
  - D. Balancing Diets
- VI. Equine Industry (3 hours)
  - A. Economic Impact
  - B. Tax Considerations
  - C. Equine Specific Government Policies
- VII. Farm Management (3 hours)
  - A. Types of Facilities
  - B. Facility Considerations
  - C. Facility Management and Documentations
- VIII. Equine Locomotion (4 hours)
  - A. Basic Gaits
  - B. Influence of Training and Health on Gait
  - C. Lameness Examinations
  - D. Pre-purchase Examinations
- IX. Equine Reproduction (4 hours)
  - A. Stallion and Mare Anatomy
  - B. Teasing & Breeding Techniques
  - C. Pregnant Mare Care
  - D. Foaling Considerations
- X. Young Horse Management (4 hours)
  - A. Foal Care and Imprint Training
  - B. Weanling Care and Halter Training
  - C. Yearling Care and Preparation for Riding
  - D. Growth and Health Concerns
- XI. Geriatric Horse Management (4 hours)

- A. Basic Health Care- Grooming, Vaccinations, Dentals, De-worming
- B. Nutritional Considerations
- C. Turnout and Exercise Considerations
- D. Diseases and Disorders
- XII. Equine Careers (3 hours)
  - A. Popular Careers in the Horse Industry
  - B. Researching Careers
  - C. Resume Building and Job Placement

#### **i. COURSE CONTENT**

The course content will change with the deletion of the lab component. A separate course will be created to cover the laboratory content.

### **5. GRADUATE STUDENT REQUIREMENTS**

NA

### **6. METHOD OF EVALUATION**

#### **CURRENT**

Method of Evaluation for Current Lecture and Laboratory Course Topics:

Students will be evaluated on their progress through an equine careers project (class presentation with handouts and visual aides), daily lecture and laboratory activities (quizzes, worksheets, take home assignments, laboratory activities), midterm, and final exam. Exams will include information covered in both the lecture and the laboratory.

Careers Project	100 pts	A = 90-100%
Class Activities	400 pts	B = 80-89%
Midterm	100 pts	C = 70-79%
Final Exam	100 pts	D = 60-69%
Total	700 pts	F = Below 60%

#### **NEW**

Method of Evaluation for Proposed Course Topics:

Students will be evaluated on their progress through an equine careers project (class presentation with handouts and visual aides), daily class activities (quizzes, worksheets, take home assignments), exam I, exam II, and final exam:

Careers Project	100 pts	A = 90-100%
Class Activities	200 pts	B = 80-89%
Exam I	100 pts	C = 70-79%

Exam II	100 pts	D = 60-69%
Final Exam	100 pts	F = Below 60%
Total	600 pts	

## **7. OUT OF CLASS WORK**

No change.

## **8. SUPPORT**

Adequate resources are currently available to support this course.

## **9. EFFECTIVE DATE**

Fall 2014

## **10. PLANNED FREQUENCY**

The course will be offered every Spring and Summer semester.

## **11. PROPOSED 24 CHARACTER ABBREVIATION**

Horse Management

## **12. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

## **13. PROPOSAL CONTACT PERSON**

Molly Nicodemus  
 Department of Animal & Dairy Sciences  
[mnicodemus@ads.msstate.edu](mailto:mnicodemus@ads.msstate.edu)  
 662-325-9271



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 3221 Prac. Horse Care and Mgmt as a new course. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873

# APPROVAL FORM FOR COURSES

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag &amp; Life Sciences Department: Animal and Dairy Sciences

**Contact Person: Molly Nicodemus      Mail Stop 9815      E-mail: [mnicodemus@ads.msstate.edu](mailto:mnicodemus@ads.msstate.edu)**

**Nature of Change: Add** **Date Initiated: Dec 2013** **Effective Date: Aug 2014**

Current Listing in Catalog:			Credit Hours
Symbol	Number	Title	( )

**Current Catalog Description:**

Symbol	Number	Title	Credit Hours
ADS	3221	Prac in Horse Care & Mgmt	( 1 )

ADS	3221	Prac in Horse Care & Mgmt
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**New or Modified Catalog Description:**

(Prerequisites: ADS 1121; ADS 3223 or concurrently enrolled in ADS 3223; and ADS 1132, ADS 2212, ADS 2312, or ADS 3233). Two hours laboratory. Management practices for horses. The handling and care practices applied during various stages in a horse's life.

**Approved:**

*John Blank*  
Department Head

**Department Head**

**Chair, College or School Curriculum Committee**

Dean of College or School

## Chair, University Committee on Courses and Curricula

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**Chair, Graduate Council (if applicable)**

### Chair, Deans Council

## **COURSE ADDITION**

*Department of Animal & Dairy Sciences*

### **1. CATALOG DESCRIPTION**

ADS 3221 Prac. in Horse Care & Mgmt. (1) (Prerequisites: ADS 1121; ADS 3223 or concurrently enrolled in ADS 3223; and ADS 1132, ADS 2212, ADS 2312, or ADS 3233). Two hours laboratory. Management practices for horses. The handling and care practices applied during various stages in a horse's life.

### **2. DETAILED COURSE OUTLINE**

Hours of instruction will total 30 hours for the semester with the laboratory meeting 2 hours per week for 15 weeks.

#### **COURSE OUTLINE**

(2 contact hours for each laboratory)

- I. Horse Facilities Assessment
- II. Horse Identification Methods
- III. Equipment for Handling & Training
- IV. Grooming, Bathing, and Clipping
- V. Behavior Assessment & Modification
- VI. Performance Evaluation and Selection
- VII. Vital Signs Measurements & Basic First Aide
- VIII. Hoof Assessment & Care
- IX. Dental Examination & Aging
- X. Forage Utilization: Grazing practices
- XI. Nutrition: Feedstuffs
- XII. Weight Measurements & Body Condition Scoring
- XIII. Herd Health: Vaccinations and De-worming

XIV. Broodmare: Breeding & Pregnancy Detection

XV. Stallion: Handling & Semen Collection

### 3. METHOD OF EVALUATION

#### IN CLASS WORK

Students will have a 20-point quiz each week covering the previous laboratory activities for fourteen weeks and will complete a 20-point laboratory worksheet during each laboratory for fifteen weeks.

#### OUT OF CLASS WORK

Undergraduates will get first hand knowledge of management activities while working at a local horse show. Students will work as a group and will be assigned to a local horse show to work under the guidance of professionals in the horse industry. Groups will be responsible for show set up prior to the start date, management of stall area during show, exhibitor check in and out, show arena scheduling, and/or processing of exhibitor performance. Project will require preparation and presentation of a report. *See details below.*

Management Project	120 points
Fourteen 20-point quizzes	280 points
<u>Fifteen 20-point laboratory worksheets</u>	<u>300 points</u>
Total Points	700

#### GRADING

A = 89.5 – 100

B = 79.5 – 89.4

C = 69.5 – 79.4

D = 59.5 – 69.4

F = < 59.4

#### *Management Project*

Students will be divided into groups and will be assigned to a local horse show. Groups will work directly under a professional from the horse industry that will be responsible for the management of the assigned show. Groups will be responsible for all aspects of managing a horse show and will prepare a report on their management activities during the show detailing the activities performed and suggested ways to make improvements on the efficiency of the activities performed. This report will be presented to both the class and those professionals managing the horse show.

Typed Management Report	60 points
<u>Presentation of Report</u>	<u>60 points</u>
Total Points for Project	120 points



#### **4. JUSTIFICATION & LEARNING OUTCOMES**

##### **JUSTIFICATION**

This laboratory will allow students the opportunity to receive valuable hands on training and see management techniques demonstrated that are common in the horse industry. Students in the Animal & Dairy Sciences department and others in related departments have consistently indicated a need for more hands on with the animals in preparation for their careers in the Animal Agriculture industry. While this laboratory has been offered in the past as a part of ADS 3223 Horse Management, by dividing the lecture and laboratory students will have an opportunity to enroll in the lecture without taking the laboratory. Students may also take the laboratory at a later date. This allows for schedule flexibility for students, which has been a problem in the past for students wanting to take equine courses.

##### **LEARNING OUTCOMES**

Students will know how to perform different care and management techniques that are used on a daily basis in the horse industry.

#### **5. ACADEMIC MISCONDUCT**

Students will sign the MSU Honor Code on the first day of class and will also acknowledge reading and understanding the honor code on all quizzes.

#### **6. TARGET AUDIENCE**

Animal & Dairy Sciences majors and students from other programs with an interest in the horse industry.

#### **7. SUPPORT**

See the attached letter of support from the Animal & Dairy Sciences Department curriculum committee (Ms. Jessica Graves, Chair).

#### **8. INSTRUCTOR OF RECORD**

Dr. Molly Nicodemus

#### **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

NA

#### **10. PLANNED FREQUENCY**

Spring and Summer of each year

#### **11. EXPLANATION OF ANY DUPLICATION**

No duplication of other courses.

**12. METHOD OF INSTRUCTION CODE**

B

**13. METHOD OF DELIVERY**

F

**14. PROPOSED C.I.P. NUMBER**

01-0302

**15. PROPOSED 24-CHARACTER ABBREVIATION**

Prac. in Horse Care & Mgmt

**16. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

**17. OTHER APPROPRIATE INFORMATION**

A textbook will not be required.

**18. PROPOSAL CONTACT PERSON**

Molly Nicodemus  
Department of Animal & Dairy Sciences  
[mnichodemus@ads.msstate.edu](mailto:mnichodemus@ads.msstate.edu)  
662-325-9271



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 4115/6115 Animal Nutrition from a five credit hour course to ADS 4114/6114 (four credit hour course) has the full support and was voted on unanimously by the Undergraduate Curriculum Committee of the Animal and Dairy Science department. Please consider supporting this proposed change.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
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# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 6115 Animal Nutrition from a five credit hour course to ADS 6114 (four credit hour course) has the full support and was voted on unanimously by the Graduate Curriculum Committee of the Animal and Dairy Science department. Please consider supporting this proposed change.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Dean Jousan  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sci

Department: Animal and Dairy Sciences

Contact Person: Brian Rude

Mail Stop 9815

E-mail: brude@ads.msstate.edu

Nature of Change: Credit Hour

Date Initiated: 12/2013

Effective Date: Upon approval

Current Listing in Catalog:

Symbol	Number	Title
ADS	4115/6115	Animal Nutrition

Credit Hours  
( 5 )

Current Catalog Description:

(Prerequisites: CH 2503, CH 2501 or CH 4513, CH 4511). Five hours lecture. Nutrition of monogastric and ruminant species. Anatomy, physiology, digestions, and absorption pertaining to monogastric and ruminants. Description, functions, sources, deficiency symptoms.

New or Modified Listing for Catalog:

Symbol	Number	Title
ADS	4114/6114	Animal Nutrition

Credit Hours  
( 4 )

New or Modified Catalog Description:

(Prerequisites: CH 2503, CH 2501 or CH 4513, CH 4511). Four hours lecture. Nutrition of monogastric and ruminant species. Anatomy, physiology, digestion, and absorption pertaining to monogastric and ruminants. Description, functions, sources, deficiency symptoms.

Approved:

John Blanks  
Department Head

[Signature]  
Chair, College or School Curriculum Committee

[Signature] for GH  
Dean of College or School

Date:

December 18, 2013

2/27/2014

2/24/14

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## 1. CATALOG DESCRIPTION

**Current Course: ADS 4115/6115:** (Prerequisites: CH 2503, CH 2501 or CH 4513, CH 4511).  
Five hours lecture. Nutrition of monogastric and ruminant species. Anatomy, physiology, digestions, and absorption pertaining to monogastric and ruminants. Description, functions, sources, deficiency symptoms.

**New Course: ADS 4114/6114:** (Prerequisites: CH 2503 and CH 2501 or CH 4513, CH 4511).  
Four hours lecture. Nutrition of monogastric and ruminant species. Anatomy, physiology, digestion, and absorption pertaining to monogastric and ruminants. Description, functions, sources, deficiency symptoms.

## 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. Change the credit hours from “5” to “4”
- b. Change the course number from “4115/6115” to “4114/6114”
- c. Remove “s” from “digestions” in course description.

## 3. JUSTIFICATION AND LEARNING OUTCOMES

### Justification:

The department is updating/changing curricula to only require 4 hours of nutrition. Historically, two 3 hour classes (Ruminant Nutrition and Monogastric Nutrition) were merged into this one 5 hour course. At the time admissions to the College of veterinary Medicine required 5 hours of nutrition. For several years and currently this requirement (by the College of Veterinary Medicine) has not been in place. The course has been taught, but relevant material has been completed with approximately two or three weeks (10 to 15 lecture periods) remaining in the semester. This time has been used to make applied application of concepts taught at the beginning of the semester. This material will still be presented, but in less depth.

Learning Outcomes: (have NOT changed)

By the end of the course, students should be able to:

- a. list the classes of nutrients and describe their form of occurrence in nature.
- b. describe the chemical modification of nutrients in the digestive tracts of various species.
- c. explain the absorption of nutrients and locate their distribution within the body.
- d. describe the utilization of individual nutrients and identify their role in various body functions.
- e. integrate the roles of individual nutrients and individual body functions into a concept of overall body function.

## 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL – Course Symbols is NOT being modified.

**b. COURSE NUMBER -**

First Digit: There will be no change to the first digit.

Second and Third Digit: There will be no change to the second or third digit.

Fourth Digit: The modification is to change the number of credit hours to 4 from 5. The last digit will be changed to 4.

Justification:

The department is updating/changing curricula to only require 4 hours of nutrition. Historically, two 3 hour classes (Ruminant Nutrition and Monogastric Nutrition) were merged into this one 5 hour course. At the time admissions to the College of Veterinary Medicine required 5 hours of nutrition. For several years and currently this requirement (by the College of Veterinary Medicine) has not been in place. The course has been taught, but relevant material has been completed with approximately two or three weeks (10 to 15 lecture periods) remaining in the semester. This time has been used to make applied application of concepts taught at the beginning of the semester. This material will still be presented, but in less depth.

**Current Outline of topics: (7 quizzes and 7 tests, evenly distributed)**

- I. Course Introduction and Policies (5 contact hours)  
History, Definitions, Nutrients & Their Absorption
- II. Nutrient Classes in Nature (5 contact hours)  
Proximate Analysis, Photosynthesis, Plant & Animal Composition, Comparative Digestive Physiology (Monogastric, Ruminant, Non-Ruminant Herbivore Avian), Digestive Tract Capacities, Pancreas & Liver
- III. Digestive Enzymes (5 contact hours)  
Hormones involved with digestion, Absorption processes, Bioenergetics
- IV. Intermediary Metabolism (5 contact hours)  
Glycolysis, Krebs (TCA, Citric Acid) Cycle, Electron Transport
- V. Carbohydrates (5 contact hours)  
Monosaccharides, Polysaccharides, Monogastric Utilization, Ruminant utilization
- VI. Lipids (5 contact hours)  
Structure, Form, Monogastric Utilization, Ruminant Utilization
- VII. Proteins (5 contact hours)  
Amino Acids, Peptides and Peptide Bond, Monogastric Utilization, Ruminant Utilization
- VIII. Vitamins (5 contact hours)  
Description & Definition, Comparison of Fat and Water Soluble, Individual Vitamins
- IX. Minerals (5 contact hours)  
Description, Classification, Function, Digestion & Metabolism, Individual Minerals

X. Integration of Metabolism (5 contact hours)  
Well-Fed State, Starvation, Insulin, Glucagon

XI. Applied Nutrition (Feeds & Feeding) (15 contact hours)

NOTE = Quizzes and Tests (Total 10 contact hours)

**Proposed Outline of topics: (7 quizzes and 7 tests, evenly distributed)**

I. Course Introduction and Policies (4 contact hours)  
History, Definitions, Nutrients & Their Absorption

II. Nutrient Classes in Nature (5 contact hours)  
Proximate Analysis, Photosynthesis, Plant & Animal Composition, Comparative Digestive Physiology (Monogastric, Ruminant, Non-Ruminant Herbivore Avian), Digestive Tract Capacities, Pancreas & Liver

III. Digestive Enzymes (5 contact hours)  
Hormones involved with digestion, Absorption processes, Bioenergetics

IV. Intermediary Metabolism (5 contact hours)  
Glycolysis, Krebs (TCA, Citric Acid) Cycle, Electron Transport

V. Carbohydrates (5 contact hours)  
Monosaccharides, Polysaccharides, Monogastric Utilization, Ruminant utilization

VI. Lipids (5 contact hours)  
Structure, Form, Monogastric Utilization, Ruminant Utilization

VII. Proteins (5 contact hours)  
Amino Acids, Peptides and Peptide Bond, Monogastric Utilization, Ruminant Utilization

VIII. Vitamins (5 contact hours)  
Description & Definition, Comparison of Fat and Water Soluble, Individual Vitamins

IX. Minerals (5 contact hours)  
Description, Classification, Function, Digestion & Metabolism, Individual Minerals

X. Integration of Metabolism (4 contact hours)  
Well-Fed State, Starvation, Insulin, Glucagon

XI. Applied Nutrition (Feeds & Feeding) (2 contact hours)

NOTE = Quizzes and Tests (Total 10 contact hours)



- c. COURSE TITLE – Course Title is NOT being modified.
- d. CREDIT HOURS – Please see 4<sup>th</sup> digit Justification and topic outline.
- e. PRE-REQUISITE/CO-REQUISITE – Pre/Co-Requisite is NOT being modified.
- f. METHOD/HOURS OF INSTRUCTION – Method of Instruction is NOT being modified.
- h. COURSE DESCRIPTION – The only changes to the description are to change hours (and therefore course number), and remove the “s” on “digestion”.
- i. COURSE CONTENT – The only course content change will be the applied section, reduced to 2 lectures rather than 15. In addition, the “Introductory” section and “Integration of Metabolism” sections will each be reduced one lecture hour. Please see list of topics on previous page with lecture hours listed. The original course was designed to discuss Ruminant Nutrition, and then Monogastric Nutrition separately. Fifteen years ago, the course was modified to discuss topics of nutrition (i.e. lipids, proteins, etc.) rather than animal species, and during each topic the similarities and differences between ruminant and monogastric nutrient utilization is presented. By doing this major time (lecture hours) were saved. To make up the lecture hours, and fill a gap in content taught in the curriculum, “Companion Animal Nutrition” was taught, from an applied perspective. Now, the department has a Companion Animal course, and the need for having this material is not as great. However, having some “applied” content allows students to fully comprehend subject matter taught during the semester.

## 5. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)

Graduate students enrolled are expected to develop a lecture on a topic on the syllabus, and then present the lecture to class during the semester.

## 6. METHOD OF EVALUATION

The final grade in the course will be based on your accumulated percentage of the total points possible according to the following distribution:

	<u>Points</u>	<u>% of grade</u>
7 hour exams	700 .....	70
Weekly quizzes	100 .....	10
1 Comprehensive Final	200 .....	20
Total Points	1000	100%
A = 900 or more points (90% or above)		
B = 800 - 899 points(80 - 89%)		
C = 700 - 799 points (70 - 79%)		
D = 600 - 699 points(60 - 69%)		
F = fewer than 600 points(less than 60%) ⇐ <b>Should NOT happen!!</b>		

#### 7. ACADEMIC MISCONDUCT

Students are given the misconduct information (via web address) and required to sign a statement that they are aware of these policies.

#### 8. TARGET AUDIENCE

Any student qualified to take courses at Mississippi State University can enroll (having met pre-requisites)

#### 9. SUPPORT

**A letter of support must be included with the course proposal.**

See attached

**ADS 4115/6115**  
**Animal Nutrition**  
Fall, 2013

Instructor: B. J. Rude  
**Office:** 4024 Wise Center  
**Phone:** 325-2933  
**Home:** 323-9354  
**E-mail:** brude@ads.msstate.edu  
**Homepage:** www2.msstate.edu/~brude  
**Office Hours:** 9:00-10:00 a.m. Monday-Friday. I have an OPEN DOOR Policy, meaning, when I am in the office, I will make myself available to you. It is advisable to call first because I may have another commitment.

Class Meetings: Five 1-hour lectures per week, 7:45 MTWHF.

Ref. Materials: The following are on reserve for your reference at the Vet. Med. Library.  
Harper's Review of Biochem. 20<sup>th</sup> ED. Martin, Mayes, Rodwell, Granner.  
Animal Nutrition. 7<sup>th</sup> ED. Maynard & Loosli.  
Basic Animal Nutrition and Feeding. 3<sup>rd</sup> ED. Church & Pond.  
*Current copies of the above listed are also available in my office and available to you, but WILL NOT leave my office.*

Course Objectives: Develop a basic knowledge and understanding of nutrients, their utilization, and role in animals. Integrate knowledge concerning the individual nutrients and their individual roles into an overall concept of animal metabolism and nutrition.

By the end of the course, students should be able to:

1. list the classes of nutrients and describe their form of occurrence in nature.
2. describe the chemical modification of nutrients in the digestive tracts of various species.
3. explain the absorption of nutrients and locate their distribution within the body.
4. describe the utilization of individual nutrients and identify their role in various body functions.
5. integrate the roles of individual nutrients and individual body functions into a concept of overall body function.

## Current Syllabus

Grading: The final grade in the course will be based on your accumulated percentage of the total points possible according to the following distribution:

	Points	% of grade
7 hour exams .....	700	70
Weekly quizzes .....	100	10
1 Comprehensive Final .....	200	20
Total Points	1000	100%
A = 900 or more points (90% or above)		
B = 800 - 899 points (80 - 89%)		
C = 700 - 799 points (70 - 79%)		
D = 600 - 699 points (60 - 69%)		
F = fewer than 600 points (less than 60%) ⇐ <b>Should NOT happen!!</b>		

Quizzes: A quiz or hour exam will be given on Fridays (unless previous changes are announced). The quiz will cover lecture material since the most recent quiz or hour exam. No make-up quizzes (includes excused absences).

Lecture Exams: The exams will be given on the following dates: (*tentatively*)

1 <sup>st</sup> hour exam	Friday, August 30	5 <sup>th</sup> hour exam	Wednesday, October 23
2 <sup>nd</sup> hour exam	Friday, September 13	6 <sup>th</sup> hour exam	Friday, November 8
3 <sup>rd</sup> hour exam	Friday, September 27	7 <sup>th</sup> hour exam	Friday, November 22
4 <sup>th</sup> hour exam	Friday, October 11	Final exam	Tue., Dec. 10 @ 8:00 a.m.

**No one will be permitted into the exam late after the first person has completed their exam!!!**

Make-up Exams: A make-up exam will be given only for **pre-approved excuses** or extremely extenuating circumstances. The exam will be comprehensive and will be given at the end of the semester. Arrangements to take the make-up exam must be made in advance. Students who miss an exam because of illness need a doctor's statement for verification of sickness and should clear the absence with the instructor no later than the day they return to class. Other unavoidable absences from the campus (field trips, intercollegiate events, etc.) must be documented and cleared with the instructor **in advance**.

Final Exam: Scheduled for Tuesday, December 10 at 8:00 a.m.

Attendance Policy: Students are expected to attend all scheduled classes. It is the responsibility of the student to initiate arrangements for missed work due to excused absences. (See above statement for make-up exams.) The instructor may give unannounced quizzes during any lecture for the purpose of determining class attendance.

Cell Phone Use: In accordance with Academic Operating Policy 10.08 the use by students of cell phones, messaging devices, and **other electronic devices** is prohibited. Cell phones will be turned off during class, or on silent (NOT vibrate) mode and stow in personal packs while attending class. On quizzes and exams cell phones may not be used as calculators or clocks. A copy of AOP 10.08 is available online at <http://www.msstate.edu/dept/audit/1008.html>.

## Current Syllabus

Honesty: Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit: <http://www.honorcode.msstate.edu/>

Lecture Notes: Copy of material used in lecture will be made available on the Web at the following URL: [www2.msstate.edu/~brude](http://www2.msstate.edu/~brude)

*This syllabus was written with the intent of conducting the course as outlined. However, in the event of extenuating circumstances the instructor reserves the right to make changes.*

## Current Syllabus

### ADS 4115/6115 LECTURE TOPICS AND ASSIGNMENTS

- |   |   |
|---|---|
| <p>I. Course Introduction and Policies<br/>History<br/>Definitions<br/>Nutrients &amp; Their Absorption</p> <p>II. Nutrient Classes in Nature<br/>Proximate Analysis<br/>Photosynthesis<br/>Plant &amp; Animal Composition<br/>Comparative Digestive Physiology<br/>    Monogastric (non-ruminant, simple stomach)<br/>    Ruminant<br/>    Non-Ruminant Herbivore<br/>    Avian<br/>    Digestive Tract Capacities<br/>Pancreas &amp; Liver</p> <p>III. Digestive Enzymes<br/>Hormones involved with digestion<br/>Absorption processes<br/>Bioenergetics</p> <p>IV. Intermediary Metabolism<br/>Glycolysis<br/>Krebs (TCA, Citric Acid) Cycle<br/>Electron Transport</p> <p>V. Carbohydrates<br/>Monosaccharides<br/>Polysaccharides<br/>Monogastric Utilization<br/>Ruminant utilization</p> <p>VI. Lipids<br/>Structure, Form<br/>Monogastric Utilization<br/>    Ketosis<br/>    Fatty Acid synthesis<br/>Ruminant Utilization</p> | <p>VII. Proteins<br/>Amino Acids<br/>    Structure Classification<br/>    Dietary Requirement Classification<br/>Peptides and Peptide Bond<br/>Monogastric Utilization<br/>    Protein Synthesis<br/>    Amino Acid Metabolism<br/>        Deamination<br/>        Transamination<br/>    Ammonia Toxicity<br/>    Urea Cycle<br/>Ruminant Utilization<br/>    Non-Protein Nitrogen</p> <p>VIII. Vitamins<br/>Description &amp; Definition<br/>Comparison of Fat and Water Soluble<br/>Individual Vitamins</p> <p>IX. Minerals<br/>Description<br/>Classification<br/>Function<br/>Digestion &amp; Metabolism</p> <p>X. Integration of Metabolism<br/>Well-Fed State<br/>Starvation<br/>Insulin<br/>Glucagon</p> <p>XI. Applied Nutrition (Feeds &amp; Feeding)*<br/>Feeding Companion Animals<br/>    Horses<br/>    Dogs<br/>    Cats</p> |
|---|---|

\*Topics included in section XI will be covered as time permits. Not all topics in this section maybe covered, and the order maybe changed.

## Proposed Syllabus

# ADS 4114/6114 Animal Nutrition Fall, 2014

Instructor: B. J. Rude  
**Office:** 4024 Wise Center  
**Phone:** 325-2933  
**Home:** 323-9354  
**E-mail:** [brude@ads.msstate.edu](mailto:brude@ads.msstate.edu)  
**Homepage:** [www2.msstate.edu/~brude](http://www2.msstate.edu/~brude)  
**Office Hours:** 9:00-10:00 a.m. Monday-Friday. I have an OPEN DOOR Policy, meaning, when I am in the office, I will make myself available to you. It is advisable to call first because I may have another commitment.

Class Meetings: TBD.

Ref. Materials: The following are on reserve for your reference at the Vet. Med. Library.  
Harper's Review of Biochem. 20<sup>th</sup> ED. Martin, Mayes, Rodwell, Granner.  
Animal Nutrition. 7<sup>th</sup> ED. Maynard & Loosli.  
Basic Animal Nutrition and Feeding. 3<sup>rd</sup> ED. Church & Pond.  
*Current copies of the above listed are also available in my office and available to you, but WILL NOT leave my office.*

Course Objectives: Develop a basic knowledge and understanding of nutrients, their utilization, and role in animals. Integrate knowledge concerning the individual nutrients and their individual roles into an overall concept of animal metabolism and nutrition.

By the end of the course, students should be able to:

1. list the classes of nutrients and describe their form of occurrence in nature.
2. describe the chemical modification of nutrients in the digestive tracts of various species.
3. explain the absorption of nutrients and locate their distribution within the body.
4. describe the utilization of individual nutrients and identify their role in various body functions.
5. integrate the roles of individual nutrients and individual body functions into a concept of overall body function.

## Proposed Syllabus

Grading: The final grade in the course will be based on your accumulated percentage of the total points possible according to the following distribution:

	Points	% of grade
7 hour exams .....	700	70
Weekly quizzes .....	100	10
1 Comprehensive Final .....	200	20
Total Points	1000	100%
A = 900 or more points	(90% or above)	
B = 800 - 899 points	(80 - 89%)	
C = 700 - 799 points	(70 - 79%)	
D = 600 - 699 points	(60 - 69%)	
F = fewer than 600 points (less than 60%)	← <b>Should <u>NOT</u> happen!!</b>	

Quizzes: A quiz or hour exam will be given on Fridays (unless previous changes are announced). The quiz will cover lecture material since the most recent quiz or hour exam. No make-up quizzes (includes excused absences).

Lecture Exams: The exams will be given on the following dates: (*tentatively*) Exams are 50 minutes from start of class. Anyone arriving late to class will only have until the end of class time to complete the exam. Anyone arriving AFTER anyone has completed their exam will NOT be permitted to take the exam.

1 <sup>st</sup> hour exam	TBA	5 <sup>th</sup> hour exam	TBA
2 <sup>nd</sup> hour exam	TBA	6 <sup>th</sup> hour exam	TBA
3 <sup>rd</sup> hour exam	TBA	7 <sup>th</sup> hour exam	TBA
4 <sup>th</sup> hour exam	TBA	Final exam	TBA

**No one will be permitted into the exam late after the first person has completed their exam!!!**

Make-up Exams: A make-up exam will be given only for **pre-approved excuses** or extremely extenuating circumstances. The exam will be comprehensive and will be given at the end of the semester. Arrangements to take the make-up exam must be made in advance. Students who miss an exam because of illness need a doctor's statement for verification of sickness and should clear the absence with the instructor no later than the day they return to class. Other unavoidable absences from the campus (field trips, intercollegiate events, etc.) must be documented and cleared with the instructor **in advance**.

Final Exam: TBA

Attendance Policy: Students are expected to attend all scheduled classes. It is the responsibility of the student to initiate arrangements for missed work due to excused absences. (See above statement for make-up exams.) The instructor may give unannounced quizzes during any lecture for the purpose of determining class attendance.

Cell Phone Use: In accordance with Academic Operating Policy 10.08 the use by students of cell



## Proposed Syllabus

phones, messaging devices, and **other electronic devices** is prohibited. Cell phones will be turned off during class, or on silent (NOT vibrate) mode and stow in personal packs while attending class. On quizzes and exams cell phones may not be used as calculators or clocks. A copy of AOP 10.08 is available online at <http://www.msstate.edu/dept/audit/1008.html>.

### Honesty:

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### Lecture Notes:

Copy of material used in lecture will be made available on the Web at the following URL: [www2.msstate.edu/~brude](http://www2.msstate.edu/~brude)

*This syllabus was written with the intent of conducting the course as outlined. However, in the event of extenuating circumstances the instructor reserves the right to make changes.*

## Proposed Syllabus

### ADS 4114/6114 LECTURE TOPICS AND ASSIGNMENTS

- |   |   |
|---|---|
| <p>I. Course Introduction and Policies<br/>History<br/>Definitions<br/>Nutrients &amp; Their Absorption</p> <p>II. Nutrient Classes in Nature<br/>Proximate Analysis<br/>Photosynthesis<br/>Plant &amp; Animal Composition<br/>Comparative Digestive Physiology<br/>    Monogastric (non-ruminant, simple stomach)<br/>    Ruminant<br/>    Non-Ruminant Herbivore<br/>    Avian<br/>    Digestive Tract Capacities<br/>Pancreas &amp; Liver</p> <p>III. Digestive Enzymes<br/>Hormones involved with digestion<br/>Absorption processes<br/>Bioenergetics</p> <p>IV. Intermediary Metabolism<br/>Glycolysis<br/>Krebs (TCA, Citric Acid) Cycle<br/>Electron Transport</p> <p>V. Carbohydrates<br/>Monosaccharides<br/>Polysaccharides<br/>Monogastric Utilization<br/>Ruminant utilization</p> <p>VI. Lipids<br/>Structure, Form<br/>Monogastric Utilization<br/>    Ketosis<br/>    Fatty Acid synthesis<br/>Ruminant Utilization</p> | <p>VII. Proteins<br/>Amino Acids<br/>    Structure Classification<br/>    Dietary Requirement Classification<br/>Peptides and Peptide Bond<br/>Monogastric Utilization<br/>    Protein Synthesis<br/>    Amino Acid Metabolism<br/>        Deamination<br/>        Transamination<br/>    Ammonia Toxicity<br/>    Urea Cycle<br/>Ruminant Utilization<br/>Non-Protein Nitrogen</p> <p>VIII. Vitamins<br/>Description &amp; Definition<br/>Comparison of Fat and Water Soluble<br/>Individual Vitamins</p> <p>IX. Minerals<br/>Description<br/>Classification<br/>Function<br/>Digestion &amp; Metabolism</p> <p>X. Integration of Metabolism<br/>Well-Fed State<br/>Starvation<br/>Insulin<br/>Glucagon</p> <p>XI. Applied Nutrition (Feeds &amp; Feeding)*<br/>Feeding Companion Animals<br/>    Horses<br/>    Dogs<br/>    Cats</p> |
|---|---|

\*Topics included in section XI will be covered as time permits. Not all topics in this section may be covered, and the order may be changed.



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change the name of ADS 4213/6213 Livestock Nutrient Requirements and Formulation of Rations to ADS 4213/6213 Feeds and Feeding has the full support and was voted on unanimously by the Undergraduate Curriculum Committee of the Animal and Dairy Science department. Please consider supporting this proposed change.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Sheugfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change the name of ADS 6213 Livestock Nutrient Requirements and Formulation of Rations to ADS 6213 Feeds and Feeding has the full support and was voted on unanimously by the Graduate Curriculum Committee of the Animal and Dairy Science department. Please consider supporting this proposed change.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sci

Department: Animal and Dairy Sciences

Contact Person: Brian Rude

Mail Stop 9815

E-mail: brude@ads.msstate.edu

Nature of Change: Title, Pre-Req.

Date Initiated: 12/2013 Effective Date: upon approval

Current Listing in Catalog:

Symbol Number Title

Credit Hours

ADS 4213/6213 Livestock Nutrient Requirements and Formulation of Rations ( 3 )

Current Catalog Description:

Fall semester. Application of knowledge of feedstuffs and nutrient requirements in ration formulation for all classes of livestock.

New or Modified Listing for Catalog:

Symbol Number Title

Credit Hours

ADS 4213/6213 Feeds and Feeding

( 3 )

New or Modified Catalog Description:

(Prerequisites: ADS 4114/6114). 2 hours lecture; 2 hours laboratory. Application of knowledge of feedstuffs and nutrient requirements in ration formulation for all classes of livestock.

Approved:

Date:

John Blanks  
Department Head

December 18, 2013

2/24/09

Chair, College or School Curriculum Committee

2/24/09

John Blanks for GA  
Dean of College or School

2/24/14

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## 1. CATALOG DESCRIPTION

**Current Course: Livestock Nutrient Requirements and Formulation of Rations. ADS 4213/6213:** Fall semester. Application of knowledge of feedstuffs and nutrient requirements in ration formulation for all classes of livestock.

**New Course: Feeds and Feeding. ADS 4213/6213:** (Prerequisites: ADS 4114/6114). 2 hours lecture; 2 hours laboratory. Application of knowledge of feedstuffs and nutrient requirements in ration formulation for all classes of livestock.

## 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. Change course title from “Livestock Nutrient Requirement and Formulation of Rations” to “Feeds and Feeding”
- b. Specify that this is a 2 lecture hour and 1 laboratory hour course (this is how it has been taught since????)
- c. Remove the “Fall Semester” statement
- d. Add pre-requisite of ADS 4114/6114.

## 3. JUSTIFICATION AND LEARNING OUTCOMES

### Justification:

The title change is to better describe what is actually done in the course, as well as use title of the course that is similar to other universities with similar courses. Removing “Fall semester” will allow offering the course in other semesters with increased student enrollment. Adding the pre-requisite is necessary due to terminology and background knowledge learned in ADS 4114.

Learning Outcomes: (have NOT changed):

By the end of the course, students should be able to:

- a. Evaluate various feeds and feedstuffs
- b. Identify feedstuffs know when to and not to use them
- c. Formulate balanced rations for livestock species
- d. Understand the nutritional management for each of the livestock species

## 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL – Course Symbols is NOT being modified.
- b. COURSE NUMBER - Course Number is NOT being modified.
- c. COURSE TITLE – Feeds and Feeding. The title change is to better describe what is actually done in the course, as well as use title of the course that is similar to other universities with similar courses.
- d. CREDIT HOURS – Credit Hours are NOT being modified.
- e. PRE-REQUISITE/CO-REQUISITE – Animal Nutrition – ADS 4114/6114. Course has not, nor is it expected to change. In practice departmental advisors have “unofficially” used ADS

4115 (to be changed to 4114) as a pre-requisite. However, students have still enrolled in the course without having taken ADS 4115 (to be changed to 4114) and are behind during the first lecture. In fact, comparing students without the pre-requisites performance in the course to students having taken ADS 4115 – the average course grade is almost two letter grades better for those having taken ADS 4115 (no ADS 4115 = D (1.36); completed ADS 4115 = B (3.27)).

f. METHOD/HOURS OF INSTRUCTION – Method of Instruction is NOT being modified.

h. COURSE DESCRIPTION – The only changes to the description are to remove “Fall Semester” and add pre-requisite (ADS 4114).

i. COURSE CONTENT – The Course Content will not change.

## 5. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)

Graduate students enrolled are expected to develop their own diets during the Chick-Feeding Trial. Their paper must include a justification for the feedstuff selected.

## 6. METHOD OF EVALUATION

The final grade in the course will be based on your accumulated percentage of the total points possible according to the following distribution:

	<u>Points</u>	<u>% of grade</u>
3 1-hour exams.....	300	~33
Quizzes.....	90	10
1 Comprehensive Final ....	200	~22
Lab Assignments.....	90	10
Chick Feeding Trial .....	100	~11
<b>Lab Final Exam</b>	<b>120</b>	<b>~14</b>
<b>TOTAL POINTS</b>	<b>900</b>	<b>100%</b>

A = 810 or more points

B = 720 – 809 points

C = 630 – 719 points

D = 540 – 629 points

F = fewer than 543 points ⇐ **Should NOT happen!!**

## 7. ACADEMIC MISCONDUCT

Students are given the misconduct information (via web address) and required to sign a statement that they are aware of these policies.

## 8. TARGET AUDIENCE

Any student qualified to take courses at Mississippi State University can enroll (having met pre-requisites)

## 9. SUPPORT

**A letter of support must be included with the course proposal.**

See attached

ADS 4213/6213 – “Rations”  
Livestock Nutrient Requirements and Formulation of Rations  
Spring 2014

**Instructor:** Brian J. Rude  
**Office:** 4024 Wise Center  
**Office Phone:** 325-2933  
**Home Phone:** 323-9354  
**E-mail:** brude@ads.msstate.edu  
**Homepage:** www2.msstate.edu/~brude  
**Office Hours:** 10:00 – 11:00 AM Monday – Friday. I have an OPEN DOOR Policy, meaning, when I am in my office, I will make myself available to you. If you need assistance outside of my “regular” office hours, it is advisable to call first because I may have another commitment.

**Class Meetings:** Two 1 – hour lectures per week, 7:45 AM, MW  
One 2 – hour laboratory per week, 12:30 PM, Th

**Required Materials:** Animal Feeding and Nutrition, Marshall Jurgens, 11<sup>th</sup> Ed.  
Simple calculator for add, subtract, multiply, and divide functions

**Course Objectives:** Develop a basic understanding of supplying nutrients to livestock species through feeding management. To use knowledge to formulate rations to meet these needs and evaluate specific diets for individual species.

**By the end of the course, students should be able to:**

1. Evaluate various feeds and feedstuffs
2. Identify feedstuffs know when to and not to use them
3. Formulate balanced rations for livestock species
4. Understand the nutritional management for each of the livestock species

**Term Paper:** The chick feeding trial paper is due by 7:45 AM, April 30, 2014.

**Grading:** The final grade in the course will be based on your accumulated total points during the semester according to the following distribution:

	<u>Points</u>	<u>% of grade</u>
3 1-hour exams .....	300	~33
Quizzes .....	90	10
1 Comprehensive Final .....	200	~22
Lab Assignments .....	90	10
Chick Feeding Trial Paper ....	100	~11
Lab Final Exam .....	120	~14
TOTAL POINTS	900	100%
A = 810 or more points		
B = 720 – 809 points		
C = 630 – 719 points		
D = 540 – 629 points		
F = fewer than 543 points ⇐ Should <b><u>NOT</u></b> happen!!		



## Current Syllabus

### Quizzes:

Quizzes will be given every 2 to 4 lecture periods. The quiz will cover the material since the most recent quiz or hour exam. No make-up quizzes (this includes excused absences) will be given.

### Examinations:

The exams will be given on the following 3 dates **(5:30 PM tentatively)**:

1<sup>st</sup> hour exam ----- Tuesday, February 11, 2014

2<sup>nd</sup> hour exam ----- Tuesday, March 4, 2014

3<sup>rd</sup> hour exam ----- Tuesday, April 15, 2014

Final Exam ----- Thursday, May 8, 2014 @ 8:00 AM

Lab Final Exam ----- Thursday, April 24, 2014 (@5:30 PM??)

### Make-up Exams:

A make-up exam will be given only for **pre-approved excuses**, or extremely extenuating circumstances. The exam will be comprehensive and will be given at the end of the semester. Arrangements to take the make-up exam must be made in advance. Students who miss an exam because of illness need a doctor's statement for verification of sickness and should clear the absence with the instructor no later than the day they return to class. Other unavoidable absences from the campus (field trips, intercollegiate events, etc.) must be documented and cleared with the instructor **in advance**.

### Final Exam:

Thursday May 8, 2014 from 8:00 to 11:00 AM

### Attendance Policy:

Students are expected to attend all scheduled classes and labs. It is the responsibility of the student to initiate arrangements for missed work due to excused absences. (See above statement for make-up exams.) The instructor may give unannounced quizzes during any lecture for the purpose of determining class attendance.

### Cell Phone Use:

In accordance with Academic Operating Policy 10.08 the use by students of cell phones, messaging devices, and **other electronic devices** is prohibited. Cell phones will be turned off during class, or on silent (NOT vibrate) mode and stow in personal packs while attending class. On quizzes and exams cell phones may not be used as calculators or clocks. A copy of AOP 10.08 is available online at <http://www.msstate.edu/dept/audit/1008.html>.

### Honesty:

***"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*** Occurrences of academic misconduct will be dealt with in accordance with the guidelines and procedures outlined in the Honor Code, which may be accessed on the web at: "<http://students.msstate.edu/pdf/honorcode.pdf>".

### Lecture Notes:

Copy of material used in lecture will be made available on the web at the following URL: [www2.msstate.edu/~brude](http://www2.msstate.edu/~brude)

*This syllabus was written with the intent of conducting the course as outlined. However, in the event of extenuating circumstances, the instructor reserves the right to make changes.*

## Current Syllabus

### Course Outline

#### Lectures

I.	Introduction -----	2 hours
II.	Evaluation of feedstuffs -----	2 hours
III.	Common feedstuffs -----	6 hours
IV.	Ration formulation -----	2 hours
V.	Swine -----	3 hours
VI.	Beef cattle -----	4 hours
VII.	Dairy cattle -----	5 hours
VIII.	Sheep -----	2 hours
IX.	Feed additives -----	2 hours
X.	Natural toxicants -----	2 hours
XI.	Other species of interest – time permitting	

Total Hours -----**30 contact/credit hours)**

#### Labs

January 16, 2014 -----	Introduction <b>BRING BOOK</b> -----	2 hours
January 23, 2014 -----	Basic Balancing Skills -----	2 hours
January 30, 2014 -----	Feedstuff Identification -----	2 hours
February 6, 2014 -----	Ensiling Forages -----	2 hours
February 13, 2014 -----	Calculating Digestibility-----	2 hours
February 20, 2014 -----	Beginning Ration Balancing -----	2 hours
February 27, 2014 -----	Swine Rations-----	2 hours
March 6, 2014 -----	Beef Cattle Rations -----	2 hours
March 13, 2014 -----	SPRING BREAK	
March 30, 2014 -----	Begin Chick Feeding Trial -----	2 hours
March 27, 2014 -----	Dairy Rations -----	2 hours
April 3, 2014 -----	Computer Formulation-----	2 hours
April 10, 2014 -----	End Chick Trial & Computer Formulation-----	2 hours
April 17, 2014 -----	Computer Formulation – additional feeds-----	2 hours
April 24, 2014 -----	Ration mixing for all species/Review-----	2 hours
April 24, 2014 -----	Lab Final Exam (5:30 PM??) -----	2 hours

Total Lab Hours (**contact/credit**)-----**30/15 hours**

**Total credit hours**-----**45 hours**

## Proposed Syllabus

### ADS 4213/6213 Feeds and Feeding Spring 2015

**Instructor:** Brian J. Rude  
**Office:** 4024 Wise Center  
**Office Phone:** 325-2933  
**Home Phone:** 323-9354  
**E-mail:** brude@ads.msstate.edu  
**Homepage:** www2.msstate.edu/~brude  
**Office Hours:** 10:00 – 11:00 AM Monday – Friday. I have an OPEN DOOR Policy, meaning, when I am in my office, I will make myself available to you. If you need assistance outside of my “regular” office hours, it is advisable to call first because I may have another commitment.

**Class Meetings:** Two 1 – hour lectures per week, 7:45 AM, MW  
One 2 – hour laboratory per week, 12:30 PM, Th

**Required Materials:** Animal Feeding and Nutrition, Marshall Jurgens, 11<sup>th</sup> Ed.  
Simple calculator for add, subtract, multiply, and divide functions

**Course Objectives:** Develop a basic understanding of supplying nutrients to livestock species through feeding management. To use knowledge to formulate rations to meet these needs and evaluate specific diets for individual species.

**By the end of the course, students should be able to:**

1. Evaluate various feeds and feedstuffs
2. Identify feedstuffs know when to and not to use them
3. Formulate balanced rations for livestock species
4. Understand the nutritional management for each of the livestock species

**Term Paper:** The chick feeding trial paper is due by 7:45 AM, April 30, 2014.

**Grading:** The final grade in the course will be based on your accumulated total points during the semester according to the following distribution:

	<u>Points</u>	<u>% of grade</u>
3 1-hour exams .....	300	~33
Quizzes .....	90	10
1 Comprehensive Final .....	200	~22
Lab Assignments .....	90	10
Chick Feeding Trial Paper ....	100	~11
<u>Lab Final Exam .....</u>	<u>120</u>	<u>~14</u>
TOTAL POINTS	900	100%
A = 810 or more points		
B = 720 – 809 points		
C = 630 – 719 points		
D = 540 – 629 points		
F = fewer than 543 points ⇐ <b>Should <u>NOT</u> happen!!</b>		

## Proposed Syllabus

### Quizzes:

Quizzes will be given every 2 to 4 lecture periods. The quiz will cover the material since the most recent quiz or hour exam. No make-up quizzes (this includes excused absences) will be given.

### Examinations:

The exams will be given on the following 3 dates **(5:30 PM tentatively)**:

1<sup>st</sup> hour exam-----TBA

2<sup>nd</sup> hour exam-----TBA

3<sup>rd</sup> hour exam-----TBA

Final Exam -----TBA

Lab Final Exam -----TBA

### Make-up Exams:

A make-up exam will be given only for **pre-approved excuses**, or extremely extenuating circumstances. The exam will be comprehensive and will be given at the end of the semester. Arrangements to take the make-up exam must be made in advance. Students who miss an exam because of illness need a doctor's statement for verification of sickness and should clear the absence with the instructor no later than the day they return to class. Other unavoidable absences from the campus (field trips, intercollegiate events, etc.) must be documented and cleared with the instructor **in advance**.

### Final Exam:

TBA

### Attendance Policy:

Students are expected to attend all scheduled classes and labs. It is the responsibility of the student to initiate arrangements for missed work due to excused absences. (See above statement for make-up exams.) The instructor may give unannounced quizzes during any lecture for the purpose of determining class attendance.

### Cell Phone Use:

In accordance with Academic Operating Policy 10.08 the use by students of cell phones, messaging devices, and **other electronic devices** is prohibited. Cell phones will be turned off during class, or on silent (NOT vibrate) mode and stow in personal packs while attending class. On quizzes and exams cell phones may not be used as calculators or clocks. A copy of AOP 10.08 is available online at <http://www.msstate.edu/dept/audit/1008.html>.

### Honesty:

***"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*** Occurrences of academic misconduct will be dealt with in accordance with the guidelines and procedures outlined in the Honor Code, which may be accessed on the web at: "<http://students.msstate.edu/pdf/honorcode.pdf>".

### Lecture Notes:

Copy of material used in lecture will be made available on the web at the following URL: [www2.msstate.edu/~brude](http://www2.msstate.edu/~brude)

*This syllabus was written with the intent of conducting the course as outlined. However, in the event of extenuating circumstances, the instructor reserves the right to make changes.*

## Proposed Syllabus

### Course Outline

#### Lectures

I.	Introduction -----	2 hours
II.	Evaluation of feedstuffs -----	2 hours
III.	Common feedstuffs -----	6 hours
IV.	Ration formulation -----	2 hours
V.	Swine -----	3 hours
VI.	Beef cattle -----	4 hours
VII.	Dairy cattle -----	5 hours
VIII.	Sheep -----	2 hours
IX.	Feed additives -----	2 hours
X.	Natural toxicants -----	2 hours
XI.	Other species of interest – time permitting	

Total Hours -----**30 contact/credit hours)**

#### Labs

Lab 1 -----	Introduction <b>BRING BOOK</b> -----	2 hours
Lab 2 -----	Basic Balancing Skills -----	2 hours
Lab 3 -----	Feedstuff Identification -----	2 hours
Lab 4 -----	Ensiling Forages -----	2 hours
Lab 5 -----	Calculating Digestibility-----	2 hours
Lab 6 -----	Beginning Ration Balancing -----	2 hours
Lab 7 -----	Swine Rations-----	2 hours
Lab 8 -----	Beef Cattle Rations -----	2 hours
No Lab-----	SPRING BREAK	
Lab 9 -----	Begin Chick Feeding Trial -----	2 hours
Lab 10-----	Dairy Rations -----	2 hours
Lab 11-----	Computer Formulation-----	2 hours
Lab 12-----	End Chick Trial & Computer Formulation-----	2 hours
Lab 13-----	Computer Formulation – additional feeds/Review -----	2 hours
Lab 14-----	Ration mixing for all species-----	2 hours
Lab 15-----	Lab Final Exam (5:30 PM??) -----	2 hours

Total Lab Hours (**contact/credit**) -----**30/15 hours**

**Total credit hours** ----- **45 hours**



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the deletion of ADS 4222 Small Ruminant and Diversified Livestock Production. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the deletion of ADS 6222 Small Ruminant and Diversified Livestock Production. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jane Parish

**Mail Stop:** 9815      **E-mail:** jparish@ads.msstate.edu

**Nature of Change:** Delete

**Date Initiated:** 11/05/13      **Effective Date:** Upon Approval

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4222/6222	Small Ruminant and Diversified Livestock Production	( 2 )

**Current Catalog Description:**

ADS 4222/6222. Small Ruminant and Diversified Livestock Production (2). (Prerequisite: ADS 1114, Junior or Senior standing, or consent of instructor). Two hours lecture. History, management and marketing of small ruminant and diversified livestock species in relation to the production enterprise (fiber, meat, milk, breeding, stock, etc).

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
			(   )

**New or Modified Catalog Description:**

**Approved:**

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Chair, College or School Curriculum Committee

\_\_\_\_\_  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Date:**

\_\_\_\_\_  
December 18, 2013

\_\_\_\_\_  
2/24/2014

\_\_\_\_\_  
2/24/14



**Course Deletion Proposal**  
**ADS 4222/6222 Small Ruminant and Diversified Livestock Production**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

ADS 4222/6222. Small Ruminant and Diversified Livestock Production (2). (Prerequisite: ADS 1114, Junior or Senior standing, or consent of instructor). Two hours lecture. History, management and marketing of small ruminant and diversified livestock species in relation to the production enterprise (fiber, meat, milk, breeding, stock, etc).

**2. JUSTIFICATION**

The proposed course for deletion offers less instructional detail in goat and sheep production topics than a concurrently proposed Goat and Sheep Production course addition for a three credit hour lecture course to replace it in the Animal and Dairy Sciences undergraduate curriculum. The diversified livestock production component of ADS 4222/6222 has been deemed by the department faculty as less important to our curriculum than the small ruminant (specifically goat and sheep) production component. Therefore, the accompanying course addition proposal excludes diversified livestock production content from the newly proposed course. Likewise, a proposal is concurrently being submitted for a separate one credit hour laboratory to instruct in practical application of concepts taught in the proposed three credit hour lecture.

Cumulatively, the effect of these proposals will be to replace the current general overview of small ruminant and diversified livestock production afforded by ADS 4222/6222 with a more in-depth instruction in goat and sheep production alone along with practical application of management practices via a laboratory component that is currently lacking. This will put goat and sheep production instruction on par with basic production instruction in other livestock species represented in the department, such as beef cattle and swine, that have greater credit hour offerings for production courses. With the goat and sheep industries growing in economic importance nationally and at the state-level, this approach is justified for training future graduates to enter careers tied to animal agriculture.

**SPECIAL NOTES**

**1. CROSS-LISTING**

This course is listed only as an Animal and Dairy Sciences course. It is not cross-listed in any other disciplines or departments.

**2. EFFECTIVE DATE**

Upon approval of the concurrently submitted course addition proposal for ADS 4223/6223 Goat and Sheep Production

### **3. EFFECTS ON OTHER COURSES**

The proposed course deletion is dependent upon the approval of the course addition proposal for ADS 4223/6223 Goat and Sheep Production. Other courses are not directly affected. Deleting ADS 4222/6222 does not impact prerequisite requirements for any other courses. This course deletion is being submitted as part of an overall package of Animal and Dairy Sciences undergraduate degree and course proposals. This proposed conditional deletion fits into the overall proposed changes for the Animal and Dairy Sciences undergraduate curriculum to begin to convert production courses to a 3-hour lecture and separate 1-hour laboratory format.

### **4. SUPPORT**

Please see attached letters of support from the Animal and Dairy Sciences department undergraduate and graduate curriculum committee chairs, Ms. Jessica Graves and Dr. Stephanie Ward, respectively.

### **5. PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4223/6223 Goat and Sheep Production. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
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Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6223 Goat and Sheep Production. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jane Parish

**Mail Stop:** 9815

**E-mail:** jparish@ads.msstate.edu

**Nature of Change:** New Course

**Date Initiated:** 11/05/13

**Effective Date:** Upon Approval

**Current Listing in Catalog:**

Symbol      Number      Title

**Credit Hours**

(    )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol      Number      Title  
ADS      4223/6223      Goat and Sheep Production


**Credit Hours**


( 3 )

**New or Modified Catalog Description:**

(Prerequisite: Either ADS 1113 and ADS 1121, Junior standing or greater, or consent of instructor).  
Three hours lecture. Management and marketing of goats and sheep in production enterprises.

**Approved:**

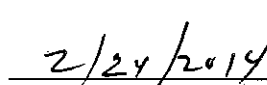
  
\_\_\_\_\_  
Department Head

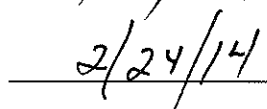
  
\_\_\_\_\_  
Chair, College or School Curriculum Committee

 For GH  
\_\_\_\_\_  
Dean of College or School

**Date:**

  
\_\_\_\_\_  
December 18, 2013

  
\_\_\_\_\_  
2/24/2014

  
\_\_\_\_\_  
2/24/14

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Course Addition Proposal**  
**ADS 4223/6223 Goat and Sheep Production**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

ADS 4223/6223. Goat and Sheep Production (3). (Prerequisite: Either ADS 1113 and ADS 1121, Junior standing or greater, or consent of instructor). Three hours lecture. Management and marketing of goats and sheep in production enterprises.

**2. DETAILED COURSE OUTLINE**

Table 1 presents a detailed course outline of ADS 4223/6223 for Campus 1.

**Table 1. Detailed Course Outline of ADS 4223/6223 for Campus 1**

<b>Content Area</b>	<b>Face-to-Face</b>
Goat and sheep production terminology	2 contact hours (lectures, quizzes, feedback, discussion)
Overview of goat and sheep industries	3 contact hours (lectures, quizzes, feedback, discussion)
Breeds of goats and sheep a. Goat breeds b. Sheep breeds	4 contact hours (lectures, quizzes, feedback, discussion) a. 2 contact hours b. 2 contact hours
Structured discussion board session	N/A
Genetic management goats and sheep	3 contact hours (lectures, quizzes, feedback, discussion)
Goat and sheep nutritional management a. Forage systems b. Feeds and feeding	4 contact hours (lectures, quizzes, feedback, discussion) a. 2 contact hours b. 2 contact hours
Reproductive management of goats and sheep	2 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Kidding and lambing management	2 contact hours (lectures, quizzes, feedback, discussion)
Predator control on goat and sheep operations	2 contact hour (lectures, quizzes, feedback, discussion)
Goat and sheep health management a. Parasite control and vaccination b. Foot care and health monitoring	5 contact hours (lectures, quizzes, feedback, discussion) a. 2.5 contact hours b. 2.5 contact hours
Structured discussion board session	N/A
Goat and sheep behavior, handling, and facilities	3 contact hours (lectures, quizzes, feedback, discussion)
Financial and economic management of goat and sheep enterprises	3 contact hours (lectures, quizzes, feedback, discussion)

Marketing goats, sheep, and their products	3 contact hours (lectures, feedback, discussion)
Structured discussion board session	N/A
Current issues in goat and sheep production	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
General discussion board session	N/A
Viewing other students' presentations	3 contact hours
Exam (one 1-hour mid-term exam, one 2-hour final exam)	3 contact hours
<b>Total</b>	<b>45 contact hours</b>

### 3. METHOD OF EVALUATION

This course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4223 and ADS 6223 will be done using homework, class participation, quizzes, and exams. Graduate students enrolled in ADS 6223 will also be evaluated on a presentation. Means of evaluation and respective weights assigned to are noted in Tables 2 and 3. Course grade will be determined as a percentage of a total of 550 points for undergraduates in ADS 4223 (650 points for graduates in ADS 6223). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 4223**

Means of Evaluation	Point Value	Percentage of Total Points
Homework	50 points	9.1%
Article presentations	50 points	9.1%
Course participation	50 points	9.1%
Quizzes	150 points	27.2%
Exams	250 points	45.5%

**Table 3. Means of evaluation and respective weights for ADS 6223**

Means of Evaluation	Point Value	Percentage of Total Points
Homework	50 points	7.7%
Article presentations	50 points	7.7%
Course participation	50 points	7.7%
Quizzes	150 points	23.1%
Exams	250 points	38.5%
Graduate presentation	100 points	15.3%

#### OUT OF CLASS WORK

A portion of this course requires out of class work. The homework assignment noted in the syllabus directly relates to the subject matter and must be completed outside of class meetings. Outside readings that expand the students' knowledge of the subject will also be assigned as listed in the course syllabus.

### 4. JUSTIFICATION AND LEARNING OUTCOMES

This course will serve as the lecture for instructing students in goat and sheep production. It will be included as a production course in the concentration requirements for the Animal and Dairy Sciences undergraduate curriculum and a production course for graduate students to potentially include in their programs of study. It is expected that students in other majors within the College of Agriculture and Life

Sciences as well as students of any major with an interest in goat or sheep production will enroll in this course as an elective credit. Historically, students in ADS 4222 Small Ruminant and Diversified Livestock Production, the 2-hour lecture course that is being replaced with this proposed 3-hour lecture course, were primarily Animal and Dairy Sciences majors. Yet students from other majors throughout the college and university consistently enrolled in the ADS 4222 course.

The goat and sheep industries are growing domestically and within the state. The relevance of instruction in this subject is growing as well. There is a continued need for instruction in applied animal agriculture subjects such as that addressed by this course. Careers in agricultural education, extension, livestock production, and livestock industry supply and services require workers to have at least a basic understanding of livestock production.

Students have a choice in institutions of higher education offering animal and dairy sciences coursework. Given the importance of animal agriculture to the state economy and as the 1862 land-grant university in Mississippi, it is paramount that Mississippi State University offer sufficient courses in major animal agriculture subjects to include small ruminant livestock production. Material in this course will be updated at each semester to include current information in small ruminant livestock production. The addition of this course will allow Mississippi State University to better compete with peer institutions for animal and dairy sciences instructional offerings.

Upon successful completion of this course, students should: 1) understand the importance of goat and sheep industries in the United States; 2) be able to apply management concepts to modern goat and sheep production operations; and 3) be able to plan appropriate marketing strategies for goats, sheep, and their meat, fiber, and milk products. These learning outcomes appear in the course syllabus and are the same for Campus 1 and Campus 5.

## **5. ACADEMIC MISCONDUCT**

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes will be drawn from an item pool sufficient in size to allow for unique exams during subsequent quiz administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized.

## **6. TARGET AUDIENCE**

The target audience will be persons interested in goat and sheep production. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

## **7. SUPPORT**

Please see attached letters of support from the Animal and Dairy Sciences department undergraduate and graduate curriculum committee chairs, Ms. Jessica Graves and Dr. Stephanie Ward, respectively.

## **8. INSTRUCTORS OF RECORD (GRADUATE COURSE)**

Dr. Jane Parish

Dr. Erdogan Memili



## **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

As stated previously, this course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4223 and ADS 6223 will be done using homework, class participation, quizzes, and exams. Graduate students enrolled in ADS 6223 will also be evaluated on a presentation. Course grade will be determined as a percentage of a total of 550 points for undergraduates in ADS 4223 (650 points for graduates in ADS 6223). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

## **10. PLANNED FREQUENCY**

This course will be offered annually as a Campus 1 course during the Fall semester

## **11. EXPLANATION OF ANY DUPLICATION**

The proposed course is designed to replace ADS 4222/6222 Small Ruminant and Diversified Livestock Production, which is concurrently proposed for deletion. The proposed course addition will include an additional credit hour compared to ADS 4222/6222 to allow greater instructional detail in goat and sheep production topics. It also removes the diversified livestock production component of the course it is intended to replace. Likewise, a proposal is concurrently being submitted for a separate one credit hour laboratory to instruct in practical application of concepts taught in the proposed three credit hour lecture. Otherwise, the proposed course does not significantly duplicate, in content or approach, other courses currently offered at the university. The proposed course focuses on practical application of best management practices on goat and sheep production operations.

## **12. METHOD OF INSTRUCTION CODE**

Code: C. Lecture

## **13. METHOD OF DELIVERY**

Codes: F. Face to face and O. Online, Internet, Web-based

## **14. PROPOSED C.I.P. NUMBER**

01.0302

## **15. PROPOSED 30-CHARACTER ABBREVIATION**

Goat and Sheep Production

## **16. PROPOSED SEMESTER EFFECTIVE**

Summer 2014

## **17. OTHER APPROPRIATE INFORMATION**

Please see the attached syllabus for assigned textbooks and reading lists for this course.

## **18. PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4223/6223 Goat and Sheep Production

Fall Semester 2014

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**Course Description:** Prerequisite: Either ADS 1113 and ADS 1121, Junior or graduate standing, or consent of instructor. Three hours lecture. Management and marketing of goats and sheep in production enterprises.

**Classroom and time:** WISE 4043. Tuesdays and Thursdays 8:00 a.m. to 9:15 a.m.

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
jparish@ads.msstate.edu

**Office Hours:** The instructor will make every reasonable effort to accommodate student questions and other course-related needs in a timely manner. Office hours will be by appointment.

**Textbooks:** **Alabama Meat Goat & Sheep Producers Small Ruminant Pocket Guide.**  
Download from <http://www.aces.edu/pubs/docs/A/ANR-1296/ANR-1296.pdf>  
**Oklahoma Basic Meat Goat Manual.**  
Download from <http://agecon.okstate.edu/meatgoat/manual.asp>  
**Web-Based Training and Certification Program for Meat Goat Producers**  
Download from <http://www2.luresext.edu/goats/training../QAtoc.html>  
**ASI Sheep Care Guide.**  
Download from [http://www.sheepusa.org/get\\_page/pageID/137](http://www.sheepusa.org/get_page/pageID/137)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of goat and sheep industries in the United States.
- 2) Be able to apply management concepts to modern goat and sheep production operations.
- 3) Be able to plan appropriate marketing strategies for goats, sheep, and their meat, fiber, and milk products.

**Assessment:** Points of assessment are as follows: Sheep Safety and Quality Assurance Training (50 points), article presentations (50 points), course participation (50 points), quizzes (150 points), exams (250 points), and narrated slide presentation (ADS 6223 students only; 100 points). Please note that there

are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 550 points for undergraduates in ADS 4223 (650 points for graduates in ADS 6223). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Sheep Safety and Quality Assurance Training (50 points)***

Go online to [http://sheepindustrynews.org/sheep\\_safety/](http://sheepindustrynews.org/sheep_safety/) and follow the instructions to complete Level 1 of the Sheep Safety and Quality Assurance (SSQA) Training. Upon completion of SSQA Level I training, save a copy of your certification of completion, and then submit it to the ADS 4223/6223 instructor (submitting it to the American Sheep Industry Association and paying their certification fee is optional). As part of this submission, briefly describe in 3 typed sentences why you think that quality assurance is important to the livestock industries. This homework assignment is to be completed individually. The due date for this assignment is listed on the course schedule.

***Article presentations (50 points)***

Students will be assigned to prepare 2 topical articles for discussion (25 points each for a total maximum possible score of 50 points for both articles). Specific requirements will be discussed in class. The article discussion will be a 2-3 minute oral presentation of a relevant current (within the last year) online news article regarding a concept covered in class. Please include an internet link, electronic copy, or hard copy of the article discussed. In each article presentation, students are expected to reference the article source, summarize the major points of the article, and discuss how the article relates to course content. Listening to presentations is considered part of learning and your grade. Students are expected to listen to article presentations during the semester and respond with questions for the presenter. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their article presentations. The due date for this assignment is listed on the course schedule.

***Course participation (50 points)***

The instructor will encourage classroom discussions. Students are expected to participate and use proper language and etiquette. Participation in these live classroom interactions will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. Class attendance is critical in course participation.

**Quizzes (150 points)**

There will be three 50-point quizzes throughout the semester. These quizzes will be administered through myCourses. You will be given a window of time during which to take each quiz. Each quiz will have a time limit. Questions regarding quizzes should not be posted to the myCourses discussion board or discussed with other students until the window of availability for the individual quiz has passed.

**Exams (250 points)**

There will be one hourly exam worth 100 points and a comprehensive final exam worth 150 points. These exams will be administered in the classroom. Exam dates are noted in the course schedule. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit.

**Graduate Student Narrated Slide Presentation (100 points)**

Develop a 10-12 minute narrated slide presentation directed toward a goat or sheep producer audience. Provide management recommendations and evidence supporting those recommendations on a goat or sheep production or marketing topic of your choosing. The due date for this presentation is listed on the course schedule. Late presentations will not be accepted. Please post the presentation to YouTube, and then submit the link to your YouTube video under the Graduate Student Presentations discussion board thread on myCourses. Provide a 3-5 sentence summary of your presentation along with the link when you post it on myCourses. Respond to all posts commenting on or asking questions about your presentation.

**Honor Code:**

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Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

**Student Services:**

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- ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
*<http://www.its.msstate.edu/>*
- Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to use of myCourses at Mississippi State University.  
*<http://www.distance.msstate.edu>*

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
August 18-24	Course introduction	Review syllabus and myCourses
August 25-31	Goat and sheep production terminology	Alabama Small Ruminant Pocket Guide: Pages 72-73 Meat Goat Producer Certification Program: Chapter 1
September 1-7	Overview of goat and sheep industries	Alabama Small Ruminant Pocket Guide: Pages 1-7, 10 Oklahoma Basic Meat Goat Manual: Chapter 1 Meat Goat Producer Certification Program: Chapter 1 Sheep Care Guide: Page 3
September 4		<ul style="list-style-type: none"> <li>• <i>Quiz 1 Due</i></li> </ul>
September 8-14	Breeds of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 40-41 Oklahoma Basic Meat Goat Manual: Chapter 2 Meat Goat Producer Certification Program: Chapters 1, 15
September 15-21	Genetic management of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 37-39, 42-53, 72-81 Oklahoma Basic Meat Goat Manual: Chapters 6-7, 15 Meat Goat Producer Certification Program: Chapter 15 Sheep Care Guide: Page 10
September 18		<ul style="list-style-type: none"> <li>• <i>1<sup>st</sup> Article Presentation Due</i></li> </ul>
September 22-28	Goat and sheep nutritional management and forage systems	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 10-11, 17 Sheep Care Guide: Pages 9-10
September 25		<ul style="list-style-type: none"> <li>• <i>Quiz 2 Due</i></li> <li>• <i>Sheep Safety &amp; Quality Assurance Training Assignment Due</i></li> </ul>
September 29-October 5	Reproductive management of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 13-17, 19 Oklahoma Basic Meat Goat Manual: Chapter 7 Meat Goat Producer Certification Program: Chapters 14, 22 Sheep Care Guide: Page 16
October 6-12	Kidding and lambing management	Alabama Small Ruminant Pocket Guide: Pages 13, 18, 20 Oklahoma Basic Meat Goat Manual: Chapter 8 Meat Goat Producer Certification Program: Chapter 14 Sheep Care Guide: Pages 16-19
October 13-19	Predator control on goat and sheep operations	Oklahoma Basic Meat Goat Manual: Chapter 13 Meat Goat Producer Certification Program: Chapters 16, 19 Sheep Care Guide: Page 8
October 16		<ul style="list-style-type: none"> <li>• <i>MID-TERM EXAM</i></li> </ul>

**2014 Course Schedule (continued):**

October 20-26	Goat and sheep parasite control, foot care, and health management	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapter 5-8 Sheep Care Guide: Pages 4, 11-15
October 27- November 2	Goat and sheep behavior, handling, and facilities	Alabama Small Ruminant Pocket Guide: Pages 11-12 Oklahoma Basic Meat Goat Manual: Chapters 3-5 Meat Goat Producer Certification Program: Chapter 4 Sheep Care Guide: Pages 5-7, 10
November 3-9	Financial and economic management of goat and sheep enterprises	Oklahoma Basic Meat Goat Manual: Chapter 15 Meat Goat Producer Certification Program: Chapters 12, 18
November 6		<ul style="list-style-type: none"><li>• <i>Quiz 3 Due</i></li><li>• <i>Graduate Student Presentation Due</i></li></ul>
November 10-16	Marketing goats, sheep, and their products	Alabama Small Ruminant Pocket Guide: Pages 82-101 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapters 2, 9 Sheep Care Guide: Pages 14-15
November 17-23	Current issues in goat and sheep production	
November 24-30	Complete article discussion presentations and course review	
November 27		<ul style="list-style-type: none"><li>• <i>2<sup>nd</sup> Article Presentation Due</i></li></ul>
December 5, 2014		<ul style="list-style-type: none"><li>• <b>FINAL EXAM</b></li></ul>



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4211/6211 Goat and Sheep Production Laboratory. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873





# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6211 Goat and Sheep Production Laboratory. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jane Parish

**Mailstop:** 9815

**E-mail:** jparish@ads.msstate.edu

**Nature of Change:** New Course

**Date Initiated:** 12/2013

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title
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Credit Hours
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**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol	Number	Title
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Credit Hours
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ADS	4211/6211	Goat and Sheep Production Laboratory
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(1)
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**New or Modified Catalog Description:**

(Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223). Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**Approved:**

*John Blank*

Department Head

*[Signature]*  
Chair, College or School Curriculum Committee

*[Signature]* For GH  
Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Date:**

*December 18, 2013*

*2/24/2014*

*2/24/14*

**Course Addition Proposal**  
**ADS 4211/6211 Goat and Sheep Production Laboratory**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

ADS 4211/6211. Goat and Sheep Production Laboratory (1). (Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223). Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**2. DETAILED COURSE OUTLINE**

Table 1 presents a detailed course outline of ADS 4211/6211 for Campus 1.

**Table 1. Detailed Course Outline of ADS 4211/6211 for Campus 1**

<b>Content Area</b>	<b>Face-to-Face</b>
Goat and sheep production equipment	2 contact hours (laboratory sessions, quizzes, feedback, discussion)
Animal identification, disbudding, dehorning, castration, and age determination	2 contact hours (laboratory sessions, quizzes, feedback, discussion)
Goat and sheep breed selection decisions	2 contact hours (laboratory sessions, feedback, discussion)
Structured discussion board session	N/A
Goat and sheep sire selection and female culling practices	2 contact hours (laboratory sessions, feedback, discussion)
Goat and sheep nutritional management practices a. Forage management practices b. Feeds and feeding management practices	4 contact hours (laboratory sessions, feedback, discussion) a. 2 contact hours b. 2 contact hours
Goat and sheep breeding season management practices	2 contact hours (laboratory sessions, feedback, discussion)
Structured discussion board session	N/A
Kidding and lambing management practices	2 contact hours (laboratory sessions, feedback, discussion)
Predator control plan development	2 contact hour (laboratory sessions, feedback, discussion)
Goat and sheep health management practices a. Parasite control and vaccination	4 contact hours (laboratory sessions, feedback, discussion) a. 2 contact hours b. 2 contact hours

b. Foot care and health monitoring	
Structured discussion board session	N/A
Designing, maintaining, and using goat and sheep facilities	2 contact hours (laboratory sessions, feedback, discussion)
Goat and sheep enterprise budget development	2 contact hours (laboratory sessions, feedback, discussion)
Evaluating the monetary value of goats, sheep, and their products	2 contact hours (laboratory sessions, feedback, discussion)
Structured discussion board session	N/A
Preventing and troubleshooting problems in goat and sheep production	2 contact hours (laboratory sessions, feedback, discussion)
Structured discussion board session	N/A
General discussion board session	N/A
<b>Total</b>	<b>30 contact hours</b>

### 3. METHOD OF EVALUATION

This course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4211 and ADS 6211 will be done using practical exercises, class participation, and quizzes. Graduate students enrolled in ADS 6211 will also be evaluated on a graduate project. Course grade will be determined as a percentage of a total of 325 points for undergraduates in ADS 4221 (425 points for graduates in ADS 6221). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 4211**

Means of Evaluation	Point Value	Percentage of Total Points
Practical exercises	200 points	61.5%
Course participation	25 points	7.7%
Quizzes	100 points	30.8%

**Table 3. Means of evaluation and respective weights for ADS 6211**

Means of Evaluation	Point Value	Percentage of Total Points
Practical exercises	200 points	47.1%
Course participation	25 points	5.9%
Quizzes	100 points	23.5%
Graduate project	100 points	23.5%

#### **OUT OF CLASS WORK**

A portion of this course requires out of class work. The practical exercises noted in the syllabus are homework assignments that directly relate to the subject matter and must be completed outside of class meetings. Outside readings that expand the students' knowledge of the subject will also be assigned as listed in the course syllabus.

#### **4. JUSTIFICATION AND LEARNING OUTCOMES**

This course will serve as the laboratory for instructing students in small ruminant livestock production practices. It will be included as a production course in the concentration requirements for the Animal and Dairy Sciences undergraduate curriculum and a production course for graduate students to potentially include in their programs of study. It is expected that students in other majors within the College of Agriculture and Life Sciences as well as students of any major with an interest in goat or sheep production practices will enroll in this course as an elective credit. Historically, students in ADS 4222 Small Ruminant and Diversified Livestock Production, the 2-hour lecture course that is being replaced with the proposed 3-hour lecture course that is a prerequisite/co-requisite matched to this laboratory, were primarily Animal and Dairy Sciences majors. Yet students from other majors throughout the college and university consistently enrolled in the ADS 4222 course.

The goat and sheep industries are growing domestically and within the state. The relevance of instruction in this subject is growing as well. There is a continued need for instruction in applied animal agriculture subjects such as that addressed by this course. Careers in agricultural education, extension, livestock production, and livestock industry supply and services require workers to have at least a basic understanding of livestock production practices.

Students have a choice in institutions of higher education offering animal and dairy sciences coursework. Given the importance of animal agriculture to the state economy and as the 1862 land-grant university in Mississippi, it is paramount that Mississippi State University offer sufficient courses in major animal agriculture subjects to include small ruminant livestock production. Material in this course will be updated at each semester to include current information in goat and sheep production. The addition of this course will allow Mississippi State University to better compete with peer institutions for animal and dairy sciences instructional offerings.

Upon successful completion of this course, students should: 1) be able to determine appropriate best management practices for various scenarios on modern goat and sheep production operations and 2) understand how to implement basic goat and sheep production management practices.

#### **5. ACADEMIC MISCONDUCT**

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address

academic misconduct, all quizzes will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes will be drawn from an item pool sufficient in size to allow for unique exams during subsequent quiz administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized. The graduate project written deliverable will be submitted by the student to the instructor via an anti-plagiarism software interface within the myCourses website.

## **6. TARGET AUDIENCE**

The target audience will be persons interested in goat and sheep production practices. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Any student meeting the prerequisite/co-requisite requirement in the course description will be allowed to enroll in the course.

## **7. SUPPORT**

Please see attached letters of support from the Animal and Dairy Sciences department undergraduate and graduate curriculum committee chairs, Ms. Jessica Graves and Dr. Stephanie Ward, respectively.

## **8. INSTRUCTORS OF RECORD (GRADUATE COURSE)**

Dr. Jane Parish  
Dr. Erdogan Memili

## **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

As stated previously, this course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4211 and ADS 6211 will be done using practical exercises, class participation, and quizzes. Graduate students enrolled in ADS 6211 will also be evaluated on a graduate project. Means of evaluation and respective weights assigned to each will be the same for Campus 1 and Campus 5 and will be as noted in Tables 2 and 3. Course grade will be determined as a percentage of a total of 325 points for undergraduates in ADS 4221 (425 points for graduates in ADS 6221). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

## **10. PLANNED FREQUENCY**

This course will be offered annually as a Campus 1 course during the Fall semester.

## **11. EXPLANATION OF ANY DUPLICATION**

The proposed course does not significantly duplicate, in content or approach, other courses currently offered at the university. The proposed course focuses on practical application of best management practices on goat and sheep production operations.

**12. METHOD OF INSTRUCTION CODE**

Code: L. Laboratory

**13. METHOD OF DELIVERY**

Codes: F. Face to face and O. Online, Internet, Web-based

**14. PROPOSED C.I.P. NUMBER**

01.0302

**15. PROPOSED 30-CHARACTER ABBREVIATION**

Goat and Sheep Production Lab

**16. PROPOSED SEMESTER EFFECTIVE**

Summer 2014

**17. OTHER APPROPRIATE INFORMATION**

Please see the attached syllabus for assigned textbooks and reading lists for this course.

**18. PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4211/6211 Goat and Sheep Production Laboratory

Fall Semester 2014

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**Course Description:** Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223. Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**Classroom and time:** WISE 4043. Tuesdays 1:00 p.m. to 2:50 p.m.

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
jparish@ads.msstate.edu

**Office Hours:** The instructor will make every reasonable effort to accommodate student questions and other course-related needs in a timely manner. Office hours will be by appointment.

**Textbooks:** **Alabama Meat Goat & Sheep Producers Small Ruminant Pocket Guide.**  
Download from <http://www.aces.edu/pubs/docs/A/ANR-1296/ANR-1296.pdf>  
**Oklahoma Basic Meat Goat Manual.**  
Download from <http://agecon.okstate.edu/meatgoat/manual.asp>  
**Web-Based Training and Certification Program for Meat Goat Producers**  
Download from <http://www2.luresext.edu/goats/training../QAtoc.html>  
**ASI Sheep Care Guide.**  
Download from [http://www.sheepusa.org/get\\_page/pageID/137](http://www.sheepusa.org/get_page/pageID/137)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Be able to determine appropriate best management practices for various scenarios on modern goat and sheep production operations.
- 2) Understand how to implement basic goat and sheep production management practices.

**Assessment:** Points of assessment are as follows: practical exercises (200 points), course participation (25 points), quiz (100 points), and project (ADS 6211 students only; 100 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 325 points for



undergraduates in ADS 4211 (425 points for graduates in ADS 6211). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Practical Exercises (200 points)***

Four practical exercises will be assigned worth a maximum value of 50 points each. These exercises are to be completed individually and will test your ability to apply course concepts to practical production scenarios. Specific instructions will be posted with each practical exercise assignment. Due dates for practical exercises are listed in the course schedule.

***Course participation (25 points)***

The instructor will encourage classroom discussions and hands-on activity participation in laboratory sessions. Students are expected to participate and use proper language and etiquette. Participation in these live classroom interactions will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions and activities or you will not receive credit. Class attendance is critical in course participation.

***Quizzes (100 points)***

There will be four 25-point quizzes administered in class. Three quizzes will be unannounced and one, as noted in the course schedule, will be announced.

***Graduate Student Project (100 points)***

Interview a goat or sheep producer about his or her operation. Write a 5-page paper based on the response to your interview questions and your analysis of the interviewee's production operation. The paper must include the following sections: 1) name and contact information for the goat or sheep producer interviewed, 2) overview of the production operation, 3) detailed SWOT analysis with elaboration on each strength, weakness, opportunity, and threat identified, and 4) at least five management recommendations that you think would benefit the interviewee to improve his or her goat or sheep operation. Information on how to submit this paper through myCourses will be posted on myCourses at the beginning of the semester. The due date for this paper is listed in the course schedule. Late papers will not be accepted.

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rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

- Student Services:** Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>
- ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues. <http://www.its.msstate.edu/>
- Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to myCourses at Mississippi State University. <http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
August 18-24	Course introduction Goat and sheep production equipment	Review syllabus and myCourses Alabama Small Ruminant Pocket Guide: Pages 13 Oklahoma Basic Meat Goat Manual: Chapter 14 Meat Goat Producer Certification Program: Chapter 3
August 25-31	Animal identification, disbudding, dehorning, castration, and age determination	Alabama Small Ruminant Pocket Guide: Pages 11 Oklahoma Basic Meat Goat Manual: Chapter 14 Meat Goat Producer Certification Program: Chapter 3 Sheep Care Guide: Pages 13-14, 18-19
September 1-7	Goat and sheep breed selection decisions	Alabama Small Ruminant Pocket Guide: Pages 40-41, 44 Oklahoma Basic Meat Goat Manual: Chapter 2 Meat Goat Producer Certification Program: Chapters 1, 15
September 8-14	Goat and sheep sire selection and female culling practices	Alabama Small Ruminant Pocket Guide: Pages 37-39, 42-53, 72-81 Oklahoma Basic Meat Goat Manual: Chapters 6-7, 15 Meat Goat Producer Certification Program: Chapters 3, 15 Sheep Care Guide: Page 10
September 9		<ul style="list-style-type: none"> <li>• <i>Quiz 1</i></li> </ul>
September 15-21	Goat and sheep nutritional management practices: Forage management practices	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 3, 10-11, 17 Sheep Care Guide: Pages 9-10
September 22-28	Goat and sheep nutritional management practices: Feeds and feeding management practices	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 3, 10-11, 17 Sheep Care Guide: Pages 9-10
September 29-October 5	Goat and sheep breeding season management practices	Alabama Small Ruminant Pocket Guide: Pages 13-17, 19 Oklahoma Basic Meat Goat Manual: Chapter 7 Meat Goat Producer Certification Program: Chapters 14, 22 Sheep Care Guide: Page 16
September 30		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 1 Due</i></li> </ul>
October 6-12	Kidding and lambing management practices	Alabama Small Ruminant Pocket Guide: Pages 13, 18, 20 Oklahoma Basic Meat Goat Manual: Chapter 8 Sheep Care Guide: Pages 16-19
October 13-19	Predator control plan development	Oklahoma Basic Meat Goat Manual: Chapter 13 Meat Goat Producer Certification Program: Chapter 19 Sheep Care Guide: Page 8
October 20-26	Goat and sheep health management practices: Parasite control and vaccination	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapters 5-6 Sheep Care Guide: Pages 4, 11-15
October 21		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 2 Due</i></li> </ul>

### 2014 Course Schedule (continued):

October 27- November 2	Goat and sheep health management practices: Foot care and health monitoring	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapters 5-6 Sheep Care Guide: Pages 4, 11-15
November 3-9	Designing, maintaining, and using goat and sheep facilities	Alabama Small Ruminant Pocket Guide: Pages 11-12 Oklahoma Basic Meat Goat Manual: Chapters 3-5 Meat Goat Producer Certification Program: Chapter 4 Sheep Care Guide: Pages 5-7, 10
November 10-16	Goat and sheep enterprise budget development	Alabama Small Ruminant Pocket Guide: Pages 82-101 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapter 12
November 11		<ul style="list-style-type: none"><li>• <i>Practical Exercise 3 Due</i></li><li>• <i>Graduate Student Project Due</i></li></ul>
November 17-23	Evaluating the monetary value of goats, sheep, and their products	Alabama Small Ruminant Pocket Guide: Pages 72-90 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapter 9 Sheep Care Guide: Pages 14-15
November 25		<ul style="list-style-type: none"><li>• <i>Practical Exercise 4 Due</i></li></ul>
November 24-30	Preventing and troubleshooting problems in goat and sheep production	Alabama Small Ruminant Pocket Guide: Page 19 Meat Goat Producer Certification Program: Chapters 8, 13, 20 Sheep Care Guide: Pages 6-7, 11



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4223/6223 Goat and Sheep Production as a Distance Education course. Offering this course as a Campus 5 course will increase marketability of production courses taught by the Department of Animal and Dairy Sciences. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6223 Goat and Sheep Production as a Distance Education course. Offering this course as a Campus 5 course will increase marketability of production courses taught by the Department of Animal and Dairy Sciences. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road, Mail Stop 9699 (325-0831).

College or School: Ag & Life Sciences

Department: Animal and Dairy Sciences

Contact Person: Jane Parish

Phone: 5-7466 E-mail: jparish@ads.msstate.edu

Nature of Change: AOCE Approval

Date Initiated: 11/05/13 Effective Date: Upon Approval

Current Listing in Catalog:  
Symbol Number Title

Credit Hours  
( )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol Number Title

Credit Hours  
( 3 )

ADS 4223/6223 Goat and Sheep Production

New or Modified Catalog Description:

(Prerequisite: Either ADS 1113 and ADS 1121, Junior standing or greater, or consent of instructor). Three hours lecture. Management and marketing of goats and sheep in production enterprises.

Approved:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Date:

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Distance Education Course Approval Proposal**  
**ADS 4223/6223 Goat and Sheep Production**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

(Prerequisite: Either ADS 1113 and ADS 1121, Junior standing or greater, or consent of instructor). Three hours lecture. Management and marketing of goats and sheep in production enterprises.

**2. JUSTIFICATION FOR CENTER FOR DISTANCE EDUCATION OFFERING**

This proposed distance education course will be offered online to provide extra value to Campus 5 students to take a course while being in their homes or other locations of their choosing while using a personal computer or other internet-capable device. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester will be able to take this course via Campus 5. For example, many professionals who are interested in Animal and Dairy Sciences coursework, including the information taught in ADS 4223/6223, do not currently enroll in the Campus 1 course because of work commitments and excessive geographic distance from Campus 1. Extension Service employees and high school agriculture teachers stationed away from the Mississippi State University main campus are two such groups of professionals for whom the information taught in ADS 4223/6223 is relevant to their career and could be used for professional development. In addition, many of these individuals seek graduate degrees for which ADS 6223 could be included on their program of study. The Campus 5 offering of this course will provide additional value by accommodating more flexible course scheduling and facilitate off-campus students in taking this course.

**3. LEARNING OUTCOMES**

Upon successful completion of this course, students should: 1) understand the importance of small ruminant livestock industries in the United States; 2) be able to apply management concepts to a modern small ruminant livestock production operation; and 3) be able to plan appropriate marketing strategies for small ruminant livestock and their meat, fiber, and milk products. These learning outcomes appear in the course syllabus and are the same for Campus 1 and Campus 5.

**4. DETAILED COURSE OUTLINE OF CAMPUS 5**

A detailed course outline of Campus 5 is presented in Table 1.

**Table 1. Detailed Course Outline of ADS 4223/6223 for Campus 5**

<b>Content Area</b>	<b>Online, Internet, Web-based</b>
Goat and sheep production terminology	1.5 contact hours (video lectures, quizzes, email feedback)
Overview of goat and sheep industries	2.5 contact hours (video lectures, quizzes, email feedback)



Breeds of goats and sheep a. Goat breeds b. Sheep breeds	3.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1.5 contact hour
Genetic management of goats and sheep	2.5 contact hours (video lectures, quizzes, email feedback)
Goat and sheep nutritional management a. Forage systems b. Feeds and feeding	3.5 contact hours (video lectures, quizzes, email feedback)
Reproductive management of goats and sheep	1.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Kidding and lambing management	1.5 contact hours (video lectures, quizzes, email feedback)
Predator control on goat and sheep operations	1.5 contact hours (video lectures, quizzes, email feedback)
Goat and sheep livestock health management a. Parasite control and vaccination b. Foot care and health monitoring	4.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Goat and sheep behavior, handling, and facilities	2.5 contact hours (video lectures, quizzes, email feedback)
Financial and economic management of goat and sheep enterprises	2.5 contact hours (video lectures, quizzes, email feedback)
Marketing goats, sheep, and their products	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Current issues in goat and sheep production	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
General discussion board session	1 contact hour (minimum, spread throughout the course)
Viewing other students' presentations	3 contact hours
Exam (one 1-hour mid-term exam, one 2-hour final exam)	3 contact hours
<b>Total</b>	<b>45 contact hours</b>

## 5. DETAILED COURSE OUTLINE OF CAMPUS 5

A detailed course outline of Campus 5 is presented in Table 1. A syllabus is also included with this proposal for the Campus 5 course. The proposed Campus 5 course has been adapted for distance learning via utilization of web-based video lecture and online assessment delivery. Further, instructor-to-student, student-to-instructor, and student-to-student interaction is facilitated on Campus 5 via electronic formats including discussion boards and email.

## 6. METHOD OF EVALUATION

This course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4223 and ADS 6223 will be done using homework, class participation, quizzes, and exams. Graduate students enrolled in ADS 6223 will also be evaluated on a presentation. Means of evaluation and respective weights assigned to each will be the same for Campus 1 and Campus 5 and will be as noted in Tables 2 and 3. Course grade will be determined as a percentage of a total of 550 points for undergraduates in ADS 4223 (650 points for graduates in ADS 6223). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 4223**

Means of Evaluation	Point Value	Percentage of Total Points
Homework	50 points	9.1%
Article presentations	50 points	9.1%
Course participation	50 points	9.1%
Quizzes	150 points	27.2%
Exams	250 points	45.5%

**Table 3. Means of evaluation and respective weights for ADS 6223**

Means of Evaluation	Point Value	Percentage of Total Points
Homework	50 points	7.7%
Article presentations	50 points	7.7%
Course participation	50 points	7.7%
Quizzes	150 points	23.1%
Exams	250 points	38.5%
Graduate presentation	100 points	15.3%

### *ACADEMIC MISCONDUCT*

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes and exams will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes and exams will be draw from an item pool sufficient in size to allow for unique exams during subsequent quiz and exam administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized.

### ***TARGET AUDIENCE***

The target audience will be persons interested in goat and sheep production. For example, students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester would be a target audience for this course on Campus 5. The target audience will include professionals (e.g., Extension Service employees and high school agriculture teachers), military personnel, and higher education students at other institutions. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

### **7. METHOD OF INSTRUCTION**

Code: C. Lecture

### **8. METHOD OF DELIVERY**

Code: O. Online, Internet, Web-based

The method of delivery for this Campus 5 course will be web-based via the myCourses website. Lectures will be delivered via video posted on the myCourses website. Student participation and interaction will be achieved by instructor-initiated weekly discussion board activities. The discussion board activities will be included as part of the course assessment to provide students with an incentive to participate. The instructor will communicate with students throughout the semester via myCourses tools such as announcements, email, discussion board posts, video, and audio clips.

### **9. DELIVERY STATEMENT**

The proposed online course will not violate the Provost's policies on Campus 5 offerings. This course does not involve dissertation research hours. Campus 1 students will still have the option to take this course via Campus 1. This Campus 5 course will not be offered in an on-campus, face-to-face, classroom setting. Instead, it will be offered online to provide extra value to students to take a course while sitting in their homes or other locations of their choosing while using a personal computer.

### **PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466,  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4223/6223 Goat and Sheep Production

Summer Semester 2014

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**Course Description:** Prerequisite: Either ADS 1113 and ADS 1121, Junior standing or greater, or consent of instructor. Three hours lecture. Management and marketing of goats and sheep in production enterprises.

**Classroom and time:** Online via myCourses: <https://mycourses.msstate.edu>

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
[jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)

**Office Hours:** You should use the myCourses website to ask me questions. I prefer that you email me through myCourses. I will make every effort to respond to you in a timely manner, usually within 24 to 48 hours.

**Textbooks:** **Alabama Meat Goat & Sheep Producers Small Ruminant Pocket Guide.**  
Download from <http://www.aces.edu/pubs/docs/A/ANR-1296/ANR-1296.pdf>  
**Oklahoma Basic Meat Goat Manual.**  
Download from <http://agecan.okstate.edu/meatgoat/manual.asp>  
**Web-Based Training and Certification Program for Meat Goat Producers**  
Download from <http://www2.luresext.edu/goats/training../QAtoc.html>  
**ASI Sheep Care Guide.**  
Download from [http://www.sheepusa.org/get\\_page/pageID/137](http://www.sheepusa.org/get_page/pageID/137)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of goat and sheep industries in the United States.
- 2) Be able to apply management concepts to modern goat and sheep production operations.
- 3) Be able to plan appropriate marketing strategies for goats, sheep, and their meat, fiber, and milk products.

**Assessment:** Points of assessment are as follows: Sheep Safety and Quality Assurance Training (50 points), article presentations (50 points), course participation (50 points), quizzes (150 points), exams (250 points), and narrated slide presentation (ADS 6223 students only; 100 points). Please note that there

are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 550 points for undergraduates in ADS 4223 (650 points for graduates in ADS 6223). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Sheep Safety and Quality Assurance Training (50 points)***

Go online to [http://sheepindustrynews.org/sheep\\_safety/](http://sheepindustrynews.org/sheep_safety/) and follow the instructions to complete Level 1 of the Sheep Safety and Quality Assurance (SSQA) Training. Upon completion of SSQA Level I training, save a copy of your certification of completion, and then submit it to the ADS 4223/6223 instructor (submitting it to the American Sheep Industry Association and paying their certification fee is optional) via myCourses. As part of this submission, briefly describe in 3 sentences in your submission message why you think that quality assurance is important to the livestock industries. This homework assignment is to be completed individually. The due date for this assignment is listed on the course schedule.

***Article presentations (50 points)***

Students will be assigned to prepare 2 topical articles for discussion (25 points each for a total maximum possible score of 50 points for both articles). Specific requirements will be discussed in class. The article discussion will be a 2-3 minute oral presentation (recorded audio file posted to the class discussion board) of a relevant current (within the last year) online news article regarding a concept covered in class. Please include an internet link to the article be discussed. In each article presentation, students are expected to reference the article source, summarize the major points of the article, and discuss how the article relates to course content. Listening to presentations is considered part of learning and your grade. Students are expected to listen to all audio files posted and respond to 2 article posts during the semester with questions for the presenter. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their article presentations. The due date for this assignment is listed on the course schedule.

***Course participation (50 points)***

The instructor will initiate a weekly discussion board. Students are encouraged to participate and use proper written language and etiquette. Participation in the discussion board takes the place of live classroom interaction. Your participation will include a minimum of two response postings per discussion item. This includes one response minimum to one other student for each item. PLEASE NOTE: Rudimentary responses such as "I agree with Billy", "me too", or copying and pasting from the textbook are NOT acceptable and will not be counted toward your score. Discussion is graded on content and quality. Ideally, they will include an application of the

concepts from the text and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit.  
ADDITIONAL NOTE: Posts are due each week by Monday at 11:59 PM CDT. Credit will not be given for any posts past the weekly deadline.

***Quizzes (150 points)***

There will be three 50-point quizzes throughout the semester. These quizzes will be administered through myCourses. You will be given a window of time during which to take each quiz. Each quiz will have a time limit. Questions regarding quizzes should not be posted to the myCourses discussion board until the window of availability for the individual quiz has passed.

***Exams (250 points)***

There will be one hourly exam worth 100 points and a comprehensive final exam worth 150 points. Each exam will be offered during a specified window of time. Exams are open notes, open book and are to be completed individually. Once you begin an exam, you will have a limited duration of time during which to complete the exam. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit. You will not have time to look up all the answers. Questions regarding exams content should not be posted to the myCourses discussion board until the window of availability for the individual exam has passed.

***Graduate Student Narrated Slide Presentation (100 points)***

Develop a 10-12 minute narrated slide presentation directed toward a goat or sheep producer audience. Provide management recommendations and evidence supporting those recommendations on a goat or sheep production or marketing topic of your choosing. The due date for this presentation is listed on the course schedule. Late presentations will not be accepted. Please post the presentation to YouTube, and then submit the link to your YouTube video under the Graduate Student Presentations discussion board thread on myCourses. Provide a 3-5 sentence summary of your presentation along with the link when you post it on myCourses. Respond to all posts commenting on or asking questions about your presentation.

**Honor Code:**

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and

procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

**Student Services:** Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>

**ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
<http://www.its.msstate.edu/>

**Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to distance education courses at Mississippi State University.  
<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
June 5-8	Course introduction	Review syllabus and myCourses
	Goat and sheep production terminology	Alabama Small Ruminant Pocket Guide: Pages 72-73 Meat Goat Producer Certification Program: Chapter 1
	Overview of goat and sheep industries	Alabama Small Ruminant Pocket Guide: Pages 1-7, 10 Oklahoma Basic Meat Goat Manual: Chapter 1 Meat Goat Producer Certification Program: Chapter 1 Sheep Care Guide: Page 3
	Breeds of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 40-41 Oklahoma Basic Meat Goat Manual: Chapter 2 Meat Goat Producer Certification Program: Chapters 1, 15
June 9 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Introduction Post Due</i></li> <li>• <i>Discussion Post A Due</i></li> </ul>
June 9-15	Genetic management of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 37-39, 42-53, 72-81 Oklahoma Basic Meat Goat Manual: Chapters 6-7, 15 Meat Goat Producer Certification Program: Chapter 15 Sheep Care Guide: Page 10
	Goat and sheep nutritional management and forage systems	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 10-11, 17 Sheep Care Guide: Pages 9-10
	Reproductive management of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 13-17, 19 Oklahoma Basic Meat Goat Manual: Chapter 7 Meat Goat Producer Certification Program: Chapters 14, 22 Sheep Care Guide: Page 16
June 16 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Quiz 1 Due</i></li> <li>• <i>Discussion Post B Due</i></li> <li>• <i>1<sup>st</sup> Article Presentation Due</i></li> <li>• <i>Sheep Safety &amp; Quality Assurance Training Assignment Due</i></li> </ul>
June 16-22	Kidding and lambing management	Alabama Small Ruminant Pocket Guide: Pages 13, 18, 20 Oklahoma Basic Meat Goat Manual: Chapter 8 Meat Goat Producer Certification Program: Chapter 14 Sheep Care Guide: Pages 16-19
	Predator control on goat and sheep operations	Oklahoma Basic Meat Goat Manual: Chapter 13 Meat Goat Producer Certification Program: Chapters 16, 19 Sheep Care Guide: Page 8
	Goat and sheep parasite control, foot care, and health management	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapter 5-8 Sheep Care Guide: Pages 4, 11-15
June 23 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Quiz 2 Due</i></li> <li>• <i>Discussion Post C Due</i></li> <li>• <i>MID-TERM EXAM Due</i></li> </ul>



**2014 Course Schedule (continued):**

June 23- 29	Goat and sheep behavior, handling, and facilities	Alabama Small Ruminant Pocket Guide: Pages 11-12 Oklahoma Basic Meat Goat Manual: Chapters 3-5 Meat Goat Producer Certification Program: Chapter 4 Sheep Care Guide: Pages 5-7, 10
	Financial and economic management of goat and sheep enterprises	Oklahoma Basic Meat Goat Manual: Chapter 15 Meat Goat Producer Certification Program: Chapters 12, 18
	Marketing goats, sheep, and their products	Alabama Small Ruminant Pocket Guide: Pages 82-101 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapters 2, 9 Sheep Care Guide: Pages 14-15
June 30 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <i>Quiz 3 Due</i></li><li>• <i>Discussion Post D Due</i></li><li>• <i>2<sup>nd</sup> Article Presentation Due</i></li><li>• <i>Graduate Student Presentation Due</i></li></ul>
June 30- July 6	Current issues in goat and sheep production	
July 7 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <b>FINAL EXAM Due</b></li></ul>



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4223/6223 Goat and Sheep Production

Fall Semester 2014

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**Course Description:** Prerequisite: Either ADS 1113 and ADS 1121, Junior or graduate standing, or consent of instructor. Three hours lecture. Management and marketing of goats and sheep in production enterprises.

**Classroom and time:** WISE 4043. Tuesdays and Thursdays 8:00 a.m. to 9:15 a.m.

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
jparish@ads.msstate.edu

**Office Hours:** The instructor will make every reasonable effort to accommodate student questions and other course-related needs in a timely manner. Office hours will be by appointment.

**Textbooks:** **Alabama Meat Goat & Sheep Producers Small Ruminant Pocket Guide.**  
Download from <http://www.aces.edu/pubs/docs/A/ANR-1296/ANR-1296.pdf>  
**Oklahoma Basic Meat Goat Manual.**  
Download from <http://agecon.okstate.edu/meatgoat/manual.asp>  
**Web-Based Training and Certification Program for Meat Goat Producers**  
Download from <http://www2.luresext.edu/goats/training../QAtoc.html>  
**ASI Sheep Care Guide.**  
Download from [http://www.sheepusa.org/get\\_page/pagelD/137](http://www.sheepusa.org/get_page/pagelD/137)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of goat and sheep industries in the United States.
- 2) Be able to apply management concepts to modern goat and sheep production operations.
- 3) Be able to plan appropriate marketing strategies for goats, sheep, and their meat, fiber, and milk products.

**Assessment:** Points of assessment are as follows: Sheep Safety and Quality Assurance Training (50 points), article presentations (50 points), course participation (50 points), quizzes (150 points), exams (250 points), and narrated slide presentation (ADS 6223 students only; 100 points). Please note that there

are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 550 points for undergraduates in ADS 4223 (650 points for graduates in ADS 6223). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Sheep Safety and Quality Assurance Training (50 points)***

Go online to [http://sheepindustrynews.org/sheep\\_safety/](http://sheepindustrynews.org/sheep_safety/) and follow the instructions to complete Level 1 of the Sheep Safety and Quality Assurance (SSQA) Training. Upon completion of SSQA Level I training, save a copy of your certification of completion, and then submit it to the ADS 4223/6223 instructor (submitting it to the American Sheep Industry Association and paying their certification fee is optional). As part of this submission, briefly describe in 3 typed sentences why you think that quality assurance is important to the livestock industries. This homework assignment is to be completed individually. The due date for this assignment is listed on the course schedule.

***Article presentations (50 points)***

Students will be assigned to prepare 2 topical articles for discussion (25 points each for a total maximum possible score of 50 points for both articles). Specific requirements will be discussed in class. The article discussion will be a 2-3 minute oral presentation of a relevant current (within the last year) online news article regarding a concept covered in class. Please include an internet link, electronic copy, or hard copy of the article discussed. In each article presentation, students are expected to reference the article source, summarize the major points of the article, and discuss how the article relates to course content. Listening to presentations is considered part of learning and your grade. Students are expected to listen to article presentations during the semester and respond with questions for the presenter. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their article presentations. The due date for this assignment is listed on the course schedule.

***Course participation (50 points)***

The instructor will encourage classroom discussions. Students are expected to participate and use proper language and etiquette. Participation in these live classroom interactions will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. Class attendance is critical in course participation.

**Quizzes (150 points)**

There will be three 50-point quizzes throughout the semester. These quizzes will be administered through myCourses. You will be given a window of time during which to take each quiz. Each quiz will have a time limit. Questions regarding quizzes should not be posted to the myCourses discussion board or discussed with other students until the window of availability for the individual quiz has passed.

**Exams (250 points)**

There will be one hourly exam worth 100 points and a comprehensive final exam worth 150 points. These exams will be administered in the classroom. Exam dates are noted in the course schedule. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit.

**Graduate Student Narrated Slide Presentation (100 points)**

Develop a 10-12 minute narrated slide presentation directed toward a goat or sheep producer audience. Provide management recommendations and evidence supporting those recommendations on a goat or sheep production or marketing topic of your choosing. The due date for this presentation is listed on the course schedule. Late presentations will not be accepted. Please post the presentation to YouTube, and then submit the link to your YouTube video under the Graduate Student Presentations discussion board thread on myCourses. Provide a 3-5 sentence summary of your presentation along with the link when you post it on myCourses. Respond to all posts commenting on or asking questions about your presentation.

**Honor Code:**

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

**Student Services:**

Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>

- ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
<http://www.its.msstate.edu/>
- Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to use of myCourses at Mississippi State University.  
<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
August 18-24	Course introduction	Review syllabus and myCourses
August 25-31	Goat and sheep production terminology	Alabama Small Ruminant Pocket Guide: Pages 72-73 Meat Goat Producer Certification Program: Chapter 1
September 1-7	Overview of goat and sheep industries	Alabama Small Ruminant Pocket Guide: Pages 1-7, 10 Oklahoma Basic Meat Goat Manual: Chapter 1 Meat Goat Producer Certification Program: Chapter 1 Sheep Care Guide: Page 3
September 4		<ul style="list-style-type: none"> <li>• <i>Quiz 1 Due</i></li> </ul>
September 8-14	Breeds of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 40-41 Oklahoma Basic Meat Goat Manual: Chapter 2 Meat Goat Producer Certification Program: Chapters 1, 15
September 15-21	Genetic management of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 37-39, 42-53, 72-81 Oklahoma Basic Meat Goat Manual: Chapters 6-7, 15 Meat Goat Producer Certification Program: Chapter 15 Sheep Care Guide: Page 10
September 18		<ul style="list-style-type: none"> <li>• <i>1<sup>st</sup> Article Presentation Due</i></li> </ul>
September 22-28	Goat and sheep nutritional management and forage systems	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 10-11, 17 Sheep Care Guide: Pages 9-10
September 25		<ul style="list-style-type: none"> <li>• <i>Quiz 2 Due</i></li> <li>• <i>Sheep Safety &amp; Quality Assurance Training Assignment Due</i></li> </ul>
September 29-October 5	Reproductive management of goats and sheep	Alabama Small Ruminant Pocket Guide: Pages 13-17, 19 Oklahoma Basic Meat Goat Manual: Chapter 7 Meat Goat Producer Certification Program: Chapters 14, 22 Sheep Care Guide: Page 16
October 6-12	Kidding and lambing management	Alabama Small Ruminant Pocket Guide: Pages 13, 18, 20 Oklahoma Basic Meat Goat Manual: Chapter 8 Meat Goat Producer Certification Program: Chapter 14 Sheep Care Guide: Pages 16-19
October 13-19	Predator control on goat and sheep operations	Oklahoma Basic Meat Goat Manual: Chapter 13 Meat Goat Producer Certification Program: Chapters 16, 19 Sheep Care Guide: Page 8
October 16		<ul style="list-style-type: none"> <li>• <i>MID-TERM EXAM</i></li> </ul>

**2014 Course Schedule (continued):**

October 20-26	Goat and sheep parasite control, foot care, and health management	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapter 5-8 Sheep Care Guide: Pages 4, 11-15
October 27- November 2	Goat and sheep behavior, handling, and facilities	Alabama Small Ruminant Pocket Guide: Pages 11-12 Oklahoma Basic Meat Goat Manual: Chapters 3-5 Meat Goat Producer Certification Program: Chapter 4 Sheep Care Guide: Pages 5-7, 10
November 3-9	Financial and economic management of goat and sheep enterprises	Oklahoma Basic Meat Goat Manual: Chapter 15 Meat Goat Producer Certification Program: Chapters 12, 18
November 6		<ul style="list-style-type: none"><li>• <i>Quiz 3 Due</i></li><li>• <i>Graduate Student Presentation Due</i></li></ul>
November 10-16	Marketing goats, sheep, and their products	Alabama Small Ruminant Pocket Guide: Pages 82-101 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapters 2, 9 Sheep Care Guide: Pages 14-15
November 17-23	Current issues in goat and sheep production	
November 24-30	Complete article discussion presentations and course review	
November 27		<ul style="list-style-type: none"><li>• <i>2<sup>nd</sup> Article Presentation Due</i></li></ul>
December 5, 2014		<ul style="list-style-type: none"><li>• <b>FINAL EXAM</b></li></ul>



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4211/6211 Goat and Sheep Production Laboratory as a Distance Education course. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873





# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6211 Goat and Sheep Production Laboratory as a Distance Education course. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road, Mail Stop 9699 (325-0831).

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jane Parish

**Phone:** 5-7466 **E-mail:** jparish@ads.msstate.edu

**Nature of Change:** AOCE Approval

**Date Initiated:** 11/05/13 **Effective Date:** Upon Approval

**Current Listing in Catalog:**  
Symbol    Number    Title

**Credit Hours**  
(    )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol    Number    Title

**Credit Hours**  
(    )

ADS    4211/6211    Goat and Sheep Production Laboratory

**New or Modified Catalog Description:**

(Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223). Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**Approved:** *John Blanks*  
Department Head

**Date:** *January 6, 2014*

*[Signature]*  
Chair, College or School Curriculum Committee

*2/27/2014*

*[Signature]*  
Dean of College or School

*2/28/14*

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Distance Education Course Approval Proposal**  
**ADS 4211/6211 Goat and Sheep Production Laboratory**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

(Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223). Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**2. JUSTIFICATION FOR CENTER FOR DISTANCE EDUCATION OFFERING**

This proposed distance education course will be offered online to provide extra value to Campus 5 students to take a course while being in their homes or other locations of their choosing while using a personal computer or other internet-capable device. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester will be able to take this course via Campus 5. For example, many professionals who are interested in Animal and Dairy Sciences coursework, including the information taught in ADS 4211/6211, do not currently enroll in the Campus 1 course because of work commitments and excessive geographic distance from Campus 1. Extension Service employees and high school agriculture teachers stationed away from the Mississippi State University main campus are two such groups of professionals for whom the information taught in ADS 4211/6211 is relevant to their career and could be used for professional development. In addition, many of these individuals seek graduate degrees for which ADS 6211 could be included on their program of study. The Campus 5 offering of this course will provide additional value by accommodating more flexible course scheduling and facilitate off-campus students in taking this course.

**3. LEARNING OUTCOMES**

Upon successful completion of this course, students should: 1) be able to determine appropriate best management practices for various scenarios on modern goat and sheep production operations and 2) understand how to implement basic goat and sheep production management practices. These learning outcomes appear in the course syllabus and are the same for Campus 1 and Campus 5.

**4. DETAILED COURSE OUTLINE OF CAMPUS 5**

A detailed course outline of Campus 5 is presented in Table 1.

**Table 1. Detailed Course Outline of ADS 4211/6211 for Campus 5**

<b>Content Area</b>	<b>Online, Internet, Web-based</b>
Goat and sheep production equipment	1.5 contact hours (video laboratory sessions, quizzes, email feedback)
Animal identification,	1.5 contact hours (video

disbudding, dehorning, castration, and age determination	laboratory sessions, quizzes, email feedback)
Goat and sheep breed selection decisions	1.5 contact hours (video laboratory sessions, email feedback)
Structured discussion board session	1.5 contact hours
Goat and sheep sire selection and female culling practices	1.5 contact hours (video laboratory sessions, email feedback)
Goat and sheep nutritional management practices <ul style="list-style-type: none"> <li>a. Forage management practices</li> <li>b. Feeds and feeding management practices</li> </ul>	3.5 contact hours (video laboratory sessions, email feedback)
Goat and sheep breeding season management practices	1.5 contact hours (video laboratory sessions, email feedback)
Structured discussion board session	1 contact hour
Kidding and lambing management practices	1.5 contact hours (video laboratory sessions, email feedback)
Predator control plan development	1.5 contact hours (video laboratory sessions, email feedback)
Goat and sheep health management practices <ul style="list-style-type: none"> <li>a. Parasite control and vaccination</li> <li>b. Foot care and health monitoring</li> </ul>	3.5 contact hours (video laboratory sessions, email feedback)
Structured discussion board session	1 contact hour
Designing, maintaining, and using goat and sheep facilities	1.5 contact hours (video laboratory sessions, email feedback)
Goat and sheep enterprise budget development	1.5 contact hours (video laboratory sessions, email feedback)
Evaluating the monetary value of goats, sheep, and their products	1.5 contact hours (video laboratory sessions, email feedback)
Structured discussion board session	1 contact hour
Preventing and troubleshooting problems in goat and sheep production	1.5 contact hours (video laboratory sessions, email feedback)
Structured discussion board	1 contact hour

session	
General discussion board session	1 contact hour (minimum, spread throughout the course)
<b>Total</b>	<b>30 contact hours</b>

## 5. DETAILED COURSE OUTLINE OF CAMPUS 5

A detailed course outline of Campus 5 is presented in Table 1. A syllabus is also included with this proposal for the Campus 5 course. The proposed Campus 5 course has been adapted for distance learning via utilization of web-based video lecture and online assessment delivery. Further, instructor-to-student, student-to-instructor, and student-to-student interaction is facilitated on Campus 5 via electronic formats including discussion boards and email.

## 6. METHOD OF EVALUATION

This course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4211 and ADS 6211 will be done using practical exercises, class participation, and quizzes. Graduate students enrolled in ADS 6211 will also be evaluated on a graduate project. Means of evaluation and respective weights assigned to each will be the same for Campus 1 and Campus 5 and will be as noted in Tables 2 and 3. Course grade will be determined as a percentage of a total of 325 points for undergraduates in ADS 4211 (425 points for graduates in ADS 6211). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 4211**

Means of Evaluation	Point Value	Percentage of Total Points
Practical exercises	200 points	61.5%
Course participation	25 points	7.7%
Quizzes	100 points	30.8%

**Table 3. Means of evaluation and respective weights for ADS 6211**

Means of Evaluation	Point Value	Percentage of Total Points
Practical exercises	200 points	47.1%
Course participation	25 points	5.9%
Quizzes	100 points	23.5%
Graduate project	100 points	23.5%

### *ACADEMIC MISCONDUCT*

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes will be draw from an item pool sufficient in size to allow for unique exams during subsequent quiz administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be

utilized. The graduate project written deliverable will be submitted by the student to the instructor via an anti-plagiarism software interface within the myCourses website.

#### *TARGET AUDIENCE*

The target audience will be persons interested in goat and sheep production practices. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester would be a target audience for this course on Campus 5. The target audience will include professionals (e.g., Extension Service employees and high school agriculture teachers), military personnel, and higher education students at other institutions. Any student meeting the prerequisite/co-requisite requirement in the course description will be allowed to enroll in the course.

### **7. METHOD OF INSTRUCTION**

The method of instruction will be laboratory.

### **8. METHOD OF DELIVERY**

The method of delivery for this Campus 5 course will be web-based via the myCourses website. Laboratories will be delivered via video posted on the myCourses website. Student participation and interaction will be achieved by instructor-initiated weekly discussion board activities. The discussion board activities will be included as part of the course assessment to provide students with an incentive to participate. The instructor will communicate with students throughout the semester via myCourses tools such as announcements, email, discussion board posts, video, and audio clips.

### **9. DELIVERY STATEMENT**

The proposed online course will not violate the Provost's policies on Campus 5 offerings. This course does not involve dissertation research hours. Campus 1 students will still have the option to take this course via Campus 1. This Campus 5 course will not be offered in an on-campus, face-to-face, classroom setting. Instead, it will be offered online to provide extra value to students to take a course while sitting in their homes or other locations of their choosing while using a personal computer.

### **PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4211/6211 Goat and Sheep Production Laboratory  
Summer Semester 2014

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**Course Description:** Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223. Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**Classroom and time:** Online via myCourses: <https://mycourses.msstate.edu>

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
[jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)

**Office Hours:** You should use the myCourses website to ask me questions. I prefer that you email me through myCourses. I will make every effort to respond to you in a timely manner, usually within 24 to 48 hours.

**Textbooks:** **Alabama Meat Goat & Sheep Producers Small Ruminant Pocket Guide.**  
Download from <http://www.aces.edu/pubs/docs/A/ANR-1296/ANR-1296.pdf>  
**Oklahoma Basic Meat Goat Manual.**  
Download from <http://agecon.akstate.edu/meatgoat/manual.asp>  
**Web-Based Training and Certification Program for Meat Goat Producers**  
Download from <http://www2.luresext.edu/goats/training../QAtoc.html>  
**ASI Sheep Care Guide.**  
Download from [http://www.sheepusa.org/get\\_page/pageID/137](http://www.sheepusa.org/get_page/pageID/137)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Be able to determine appropriate best management practices for various scenarios on modern goat and sheep production operations.
- 2) Understand how to implement basic goat and sheep production management practices.

**Assessment:** Points of assessment are as follows: practical exercises (200 points), course participation (25 points), quizzes (100 points), and project (ADS 6211 students only; 100 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 325 points for

undergraduates in ADS 4211 (425 points for graduates in ADS 6211). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Practical Exercises (200 points)***

Four practical exercises will be assigned worth a maximum value of 50 points each. These exercises are to be completed individually and will test your ability to apply course concepts to practical production scenarios. Specific instructions will be posted with each practical exercise assignment. Due dates for practical exercises are listed in the course schedule.

***Course participation (25 points)***

The instructor will initiate a weekly discussion board. Students are encouraged to participate and use proper written language and etiquette. Participation in the discussion board takes the place of live classroom interaction. Your participation will include a minimum of two response postings per discussion item. This includes one response minimum to one other student for each item. PLEASE NOTE: Rudimentary responses such as "I agree with Billy", "me too", or copying and pasting from the textbook are NOT acceptable and will not be counted toward your score. Discussion is graded on content and quality. Ideally, they will include an application of the concepts from the course information resources to the discussion topic. You will give effort toward these discussions or you will not receive credit. ADDITIONAL NOTE: Posts are due each week by Monday at 11:59 PM CDT. Credit will not be given for any posts past the weekly deadline.

***Quiz (100 points)***

There will be four 25-point quizzes administered through myCourses. You will be given a window of time during which to take this quiz. The quiz will have a time limit. Questions regarding quizzes should not be posted to the myCourses discussion board until the window of availability for the individual quiz has passed.

***Graduate Student Project (100 points)***

Interview a goat or sheep producer about his or her operation. Write a 5-page paper based on the response to your interview questions and your analysis of the interviewee's production operation. The paper must include the following sections: 1) name and contact information for the goat or sheep producer interviewed, 2) overview of the production operation, 3) detailed SWOT analysis with elaboration on each strength, weakness, opportunity, and threat identified, and 4) at least five management recommendations that you think would benefit the interviewee to improve his or her goat or sheep operation. Information on how to submit this paper through myCourses will be posted on myCourses at the beginning of the semester. The due date for this paper is listed in the course schedule. Late papers will not be accepted.



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Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.
- Student Services:** Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>
- ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
<http://www.its.msstate.edu/>
- Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to distance education courses at Mississippi State University.  
<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
June 5-8	Course introduction	Review syllabus and myCourses
	Goat and sheep production equipment	Alabama Small Ruminant Pocket Guide: Pages 13 Oklahoma Basic Meat Goat Manual: Chapter 14 Meat Goat Producer Certification Program: Chapter 3
	Animal identification, disbudding, dehorning, castration, and age determination	Alabama Small Ruminant Pocket Guide: Pages 11 Oklahoma Basic Meat Goat Manual: Chapter 14 Meat Goat Producer Certification Program: Chapter 3 Sheep Care Guide: Pages 13-14, 18-19
	Goat and sheep breed selection decisions	Alabama Small Ruminant Pocket Guide: Pages 40-41, 44 Oklahoma Basic Meat Goat Manual: Chapter 2 Meat Goat Producer Certification Program: Chapters 1, 15
June 9 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• Quiz 1 Due</li> <li>• Introduction Post Due</li> <li>• Discussion Post A Due</li> </ul>
June 9-15	Goat and sheep sire selection and female culling practices	Alabama Small Ruminant Pocket Guide: Pages 37-39, 42-53, 72-81 Oklahoma Basic Meat Goat Manual: Chapters 6-7, 15 Meat Goat Producer Certification Program: Chapters 3, 15 Sheep Care Guide: Page 10
	Goat and sheep nutritional management practices	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 3, 10-11, 17 Sheep Care Guide: Pages 9-10
	Goat and sheep breeding season management practices	Alabama Small Ruminant Pocket Guide: Pages 13-17, 19 Oklahoma Basic Meat Goat Manual: Chapter 7 Meat Goat Producer Certification Program: Chapters 14, 22 Sheep Care Guide: Page 16
June 16 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• Quiz 2 Due</li> <li>• Practical Exercise 1 Due</li> <li>• Discussion Post B Due</li> </ul>
June 16-22	Kidding and lambing management practices	Alabama Small Ruminant Pocket Guide: Pages 13, 18, 20 Oklahoma Basic Meat Goat Manual: Chapter 8 Sheep Care Guide: Pages 16-19
	Predator control plan development	Oklahoma Basic Meat Goat Manual: Chapter 13 Meat Goat Producer Certification Program: Chapter 19 Sheep Care Guide: Page 8
	Goat and sheep health management practices	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapters 5-6 Sheep Care Guide: Pages 4, 11-15
June 23 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• Quiz 3 Due</li> <li>• Practical Exercise 2 Due</li> <li>• Discussion Post C Due</li> </ul>

**2014 Course Schedule (continued):**

June 23- 29	Designing, maintaining, and using goat and sheep facilities	Alabama Small Ruminant Pocket Guide: Pages 11-12 Oklahoma Basic Meat Goat Manual: Chapters 3-5 Meat Goat Producer Certification Program: Chapter 4 Sheep Care Guide: Pages 5-7, 10
	Goat and sheep enterprise budget development	Alabama Small Ruminant Pocket Guide: Pages 82-101 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapter 12
	Evaluating the monetary value of goats, sheep, and their products	Alabama Small Ruminant Pocket Guide: Pages 72-90 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapter 9 Sheep Care Guide: Pages 14-15
June 30 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <i>Practical Exercise 3 Due</i></li><li>• <i>Discussion Post D Due</i></li><li>• <i>Graduate Student Project Due</i></li></ul>
June 30- July 6	Preventing and troubleshooting problems in goat and sheep production	Alabama Small Ruminant Pocket Guide: Page 19 Meat Goat Producer Certification Program: Chapters 8, 13, 20 Sheep Care Guide: Pages 6-7, 11
July 7 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <i>Quiz 4 Due</i></li><li>• <i>Practical Exercise 4 Due</i></li><li>• <i>Discussion Post E Due</i></li></ul>



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4211/6211 Goat and Sheep Production Laboratory

Fall Semester 2014

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**Course Description:** Prerequisite or Co-requisite: Goat and Sheep Production ADS 4223/6223. Two hours laboratory. Practical application of management strategies in goat and sheep production enterprises.

**Classroom and time:** WISE 4043. Tuesdays 1:00 p.m. to 2:50 p.m.

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
jparish@ads.msstate.edu

**Office Hours:** The instructor will make every reasonable effort to accommodate student questions and other course-related needs in a timely manner. Office hours will be by appointment.

**Textbooks:** **Alabama Meat Goat & Sheep Producers Small Ruminant Pocket Guide.**  
Download from <http://www.aces.edu/pubs/docs/A/ANR-1296/ANR-1296.pdf>  
**Oklahoma Basic Meat Goat Manual.**  
Download from <http://agecon.okstate.edu/meatgoat/manual.asp>  
**Web-Based Training and Certification Program for Meat Goat Producers**  
Download from <http://www2.luresext.edu/goats/training../QAtoc.html>  
**ASI Sheep Care Guide.**  
Download from [http://www.sheepusa.org/get\\_page/pageID/137](http://www.sheepusa.org/get_page/pageID/137)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Be able to determine appropriate best management practices for various scenarios on modern goat and sheep production operations.
- 2) Understand how to implement basic goat and sheep production management practices.

**Assessment:** Points of assessment are as follows: practical exercises (200 points), course participation (25 points), quiz (100 points), and project (ADS 6211 students only; 100 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 325 points for

undergraduates in ADS 4211 (425 points for graduates in ADS 6211). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Practical Exercises (200 points)***

Four practical exercises will be assigned worth a maximum value of 50 points each. These exercises are to be completed individually and will test your ability to apply course concepts to practical production scenarios. Specific instructions will be posted with each practical exercise assignment. Due dates for practical exercises are listed in the course schedule.

***Course participation (25 points)***

The instructor will encourage classroom discussions and hands-on activity participation in laboratory sessions. Students are expected to participate and use proper language and etiquette. Participation in these live classroom interactions will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions and activities or you will not receive credit. Class attendance is critical in course participation.

***Quizzes (100 points)***

There will be four 25-point quizzes administered in class. Three quizzes will be unannounced and one, as noted in the course schedule, will be announced.

***Graduate Student Project (100 points)***

Interview a goat or sheep producer about his or her operation. Write a 5-page paper based on the response to your interview questions and your analysis of the interviewee's production operation. The paper must include the following sections: 1) name and contact information for the goat or sheep producer interviewed, 2) overview of the production operation, 3) detailed SWOT analysis with elaboration on each strength, weakness, opportunity, and threat identified, and 4) at least five management recommendations that you think would benefit the interviewee to improve his or her goat or sheep operation. Information on how to submit this paper through myCourses will be posted on myCourses at the beginning of the semester. The due date for this paper is listed in the course schedule. Late papers will not be accepted.

**Honor Code:**

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the

rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

- Student Services:** Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>
- ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues. <http://www.its.msstate.edu/>
- Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to myCourses at Mississippi State University. <http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
August 18-24	Course introduction Goat and sheep production equipment	Review syllabus and myCourses Alabama Small Ruminant Pocket Guide: Pages 13 Oklahoma Basic Meat Goat Manual: Chapter 14 Meat Goat Producer Certification Program: Chapter 3
August 25-31	Animal identification, disbudding, dehorning, castration, and age determination	Alabama Small Ruminant Pocket Guide: Pages 11 Oklahoma Basic Meat Goat Manual: Chapter 14 Meat Goat Producer Certification Program: Chapter 3 Sheep Care Guide: Pages 13-14, 18-19
September 1-7	Goat and sheep breed selection decisions	Alabama Small Ruminant Pocket Guide: Pages 40-41, 44 Oklahoma Basic Meat Goat Manual: Chapter 2 Meat Goat Producer Certification Program: Chapters 1, 15
September 8-14	Goat and sheep sire selection and female culling practices	Alabama Small Ruminant Pocket Guide: Pages 37-39, 42-53, 72-81 Oklahoma Basic Meat Goat Manual: Chapters 6-7, 15 Meat Goat Producer Certification Program: Chapters 3, 15 Sheep Care Guide: Page 10
September 9		<ul style="list-style-type: none"> <li>• <i>Quiz 1</i></li> </ul>
September 15-21	Goat and sheep nutritional management practices: Forage management practices	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 3, 10-11, 17 Sheep Care Guide: Pages 9-10
September 22-28	Goat and sheep nutritional management practices: Feeds and feeding management practices	Alabama Small Ruminant Pocket Guide: Pages 22-36 Oklahoma Basic Meat Goat Manual: Chapters 9-10 Meat Goat Producer Certification Program: Chapters 3, 10-11, 17 Sheep Care Guide: Pages 9-10
September 29-October 5	Goat and sheep breeding season management practices	Alabama Small Ruminant Pocket Guide: Pages 13-17, 19 Oklahoma Basic Meat Goat Manual: Chapter 7 Meat Goat Producer Certification Program: Chapters 14, 22 Sheep Care Guide: Page 16
September 30		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 1 Due</i></li> </ul>
October 6-12	Kidding and lambing management practices	Alabama Small Ruminant Pocket Guide: Pages 13, 18, 20 Oklahoma Basic Meat Goat Manual: Chapter 8 Sheep Care Guide: Pages 16-19
October 13-19	Predator control plan development	Oklahoma Basic Meat Goat Manual: Chapter 13 Meat Goat Producer Certification Program: Chapter 19 Sheep Care Guide: Page 8
October 20-26	Goat and sheep health management practices: Parasite control and vaccination	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapters 5-6 Sheep Care Guide: Pages 4, 11-15
October 21		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 2 Due</i></li> </ul>

**2014 Course Schedule (continued):**

October 27- November 2	Goat and sheep health management practices: Foot care and health monitoring	Alabama Small Ruminant Pocket Guide: Pages 8-9, 21, 54-71 Oklahoma Basic Meat Goat Manual: Chapters 11, 14 Meat Goat Producer Certification Program: Chapters 5-6 Sheep Care Guide: Pages 4, 11-15
November 3-9	Designing, maintaining, and using goat and sheep facilities	Alabama Small Ruminant Pocket Guide: Pages 11-12 Oklahoma Basic Meat Goat Manual: Chapters 3-5 Meat Goat Producer Certification Program: Chapter 4 Sheep Care Guide: Pages 5-7, 10
November 10-16	Goat and sheep enterprise budget development	Alabama Small Ruminant Pocket Guide: Pages 82-101 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapter 12
November 11		<ul style="list-style-type: none"><li>• <i>Practical Exercise 3 Due</i></li><li>• <i>Graduate Student Project Due</i></li></ul>
November 17-23	Evaluating the monetary value of goats, sheep, and their products	Alabama Small Ruminant Pocket Guide: Pages 72-90 Oklahoma Basic Meat Goat Manual: Chapter 12 Meat Goat Producer Certification Program: Chapter 9 Sheep Care Guide: Pages 14-15
November 25		<ul style="list-style-type: none"><li>• <i>Practical Exercise 4 Due</i></li></ul>
November 24-30	Preventing and troubleshooting problems in goat and sheep production	Alabama Small Ruminant Pocket Guide: Page 19 Meat Goat Producer Certification Program: Chapters 8, 13, 20 Sheep Care Guide: Pages 6-7, 11





# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 4324 Beef Cattle Production from a four hour course with a non-credit producing lab to ADS 4323 Beef Cattle Science (three credit hour lecture) has the full support and was voted on unanimously by the Undergraduate Curriculum Committee of the Animal and Dairy Science department. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
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December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 6324 Beef Cattle Production from a four hour course with a non-credit producing lab to ADS 6323 Beef Cattle Science (three credit hour lecture) has the full support and was voted on unanimously by the Graduate Curriculum Committee of the Animal and Dairy Science department. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Trent Smith

**Mail Stop:** 9815

**E-mail:** ts289@ads.msstate.edu

**Nature of Change:** Course Modification

**Date Initiated:** 12/2013

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title
ADS	4324/6324	Beef Cattle Production

**Credit Hours**  
( 4 )

**Current Catalog Description:**

(Prerequisites: ADS 1114). Three hours lecture. Two hours laboratory. Breeding, feeding, management, and marketing of beef cattle.

**New Listing for Catalog:**

Symbol	Number	Title
ADS	4323/6423	Beef Cattle Science

**Credit Hours**  
( 3 )

**New or Modified Catalog Description:**

(Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Breeding, feeding, management, and marketing of beef cattle.

Approved: \_\_\_\_\_

*John Blanton Jr.*  
Department Head

\_\_\_\_\_  
Chair, College or School Curriculum Committee

*John Blanton Jr.*  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

Date: \_\_\_\_\_

*December 18, 2013*

*2/24/2014*

*2/24/14*

## COURSE MODIFICATION

### *Department of Animal and Dairy Sciences*

#### 1. CATALOG DESCRIPTION

**Current Course:**

ADS 4324/6324. Beef Cattle Production. (4) (Prerequisites: ADS 1114). Three hours lecture. Two hours laboratory. Breeding, feeding, management, and marketing of beef cattle.

**Modified Course:**

ADS 4323/6323. Beef Cattle Science. (3) (Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Breeding, feeding, management, and marketing of beef cattle.

#### 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. Change course to be a 3 credit hour (lecture only) from a 4 credit hour course with a non-credit producing laboratory.

#### 3. JUSTIFICATION AND LEARNING OUTCOMES

**Justification:**

The removal of the lab from this course is to allow for ADS students to have more flexibility in scheduling their courses and allow flexibility for students outside the ADS program to take the 3 hour lecture course if needed for an elective without having being required to take the laboratory component.

**Learning outcomes:**

The learning outcomes will stay the same for the course without the lab. Demonstration of the management practices covered in lecture will now be demonstrated in lab with a separate grading system.

#### 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL: No Change
- b. COURSE NUMBER: 4323/6323
  - i. First Digit: No Change
  - ii. Second and Third Digit: No Change
  - iii. Fourth Digit: Modifying course be a 3 credit hour course, therefore, the last digit will change to represent this modification accordingly. The new course number should be 4323 and 6323 for undergraduate and graduate level courses, respectfully.
- c. COURSE TITLE: Beef Cattle Science  
The course title will change to represent content material appropriately.
- d. CREDIT HOURS: Credit hours will decrease to 3 with the deletion of a lab meeting 2 hours per week which constitutes a decrease of one credit hour. Contact hours will decrease by 30 for the entire course.
- e. PRE-REQUISITE/CO-REQUISITE  
Current: (Prerequisites: ADS 1114)

Modified: (Prerequisites: ADS 1113 and ADS 1121)

*See included proposal to separate ADS 1114 into ADS 1113 and 1121.*

f. METHOD/HOURS OF INSTRUCTION

Hours of instruction will change from 75 to 45 with the deletion of the lab meeting 2 hours per week for 15 weeks (additional 30 hours per semester).

g. METHOD OF DELIVERY: No Change

h. COURSE DESCRIPTION

**Current Course:**

ADS 4324/6324. Beef Cattle Production. (4) (Prerequisites: ADS 1114). Three hours lecture. Two hours laboratory. Breeding, feeding, management, and marketing of beef cattle.

**Modified Course:**

ADS 4323/6323. Beef Cattle Science. (3) (Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Breeding, feeding, management, and marketing of beef cattle.

**CURRENT**

**Lecture Outline**

- I. Introduction (5 contact hours)
  - A. U.S. Beef Cattle Industry
  - B. Mississippi Beef Cattle Industry
  - C. Biology of the Cow
- II. Reproduction (5 contact hours)
  - A. Natural or Artificial
  - B. Management of Pregnancy
  - C. Calving process
  - D. Rebreeding
- III. Beef Genetics (4 contact hours)
  - A. Beef cattle traits
  - B. Mating systems
  - C. Gene Technology
- IV. Nutrition (4 contact hours)
  - A. Ruminant digestive system
  - B. Nutrient requirements
    - i. Cow-calf
    - ii. Yearling-Stocker
    - iii. Feedlot
- V. Managing forages (4 contact hours)
  - A. Grazing management
  - B. Forage and hay production
- VI. Herd Health (4 contact hours)
  - A. Herd health program
  - B. Diseases and health problems
  - C. Parasites
- VII. Cattle Facilities and Equipment (3 contact hours)
  - A. Behavior
  - B. Types of facilities
- VIII. Seedstock Segment (5 contact hours)
  - A. Breeding program goals
  - B. Production records
  - C. Bull selection
  - D. Female selection
  - E. Marketing options

IX. Commercial Cow-Calf Segment (5 contact hours)

- A. Breeding program goals
- B. Production records
- C. Weaning management
- D. Marketing options

X. Yearling-Stocker Segment (4 contact hours)

- A. Animal sources
- B. Processing procedures
- C. Budgets and Breakevens
- D. Management considerations

XI. Feedlot Segment (3 contact hours)

- A. Processing procedures
- B. Management considerations

**Laboratory Outline**

(2 contact hours for each lab)

- I. Breed Identification
- II. Animal Identification
- III. Bull Evaluation and Selection
- IV. Record Keeping
- V. Forage Utilization
- VI. Winter Feeding
- VII. Handling Procedures
- VIII. Body Condition Scores and Calf Grades
- IX. Herd Health
- X. Cattle Handling Facilities
- XI. Quality Assurance and Vaccinations
- XII. Ultrasound Technology
- XIII. Heifer Development
- XIV. Marketing Options
- XV. Visitation of Local Operation

**NEW**

**Lecture Outline**

I. Introduction (5 contact hours)

- A. U.S. Beef Cattle Industry
- B. Mississippi Beef Cattle Industry
- C. Biology of the Cow

II. Reproduction (5 contact hours)

- A. Natural or Artificial
- B. Management of Pregnancy
- C. Calving process
- D. Rebreeding

III. Beef Genetics (4 contact hours)

- A. Beef cattle traits
- B. Mating systems
- C. Gene Technology

IV. Nutrition (4 contact hours)

- A. Ruminant digestive system
- B. Nutrient requirements
  - i. Cow-calf
  - ii. Yearling-Stocker
  - iii. Feedlot

- V. Managing forages (4 contact hours)
  - A. Grazing management
  - B. Forage and hay production
- VI. Herd Health (4 contact hours)
  - A. Herd health program
  - B. Diseases and health problems
  - C. Parasites
- VII. Cattle Facilities and Equipment (3 contact hours)
  - A. Behavior
  - B. Types of facilities
- VIII. Seedstock Segment (5 contact hours)
  - A. Breeding program goals
  - B. Production records
  - C. Bull selection
  - D. Female selection
  - E. Marketing options
- IX. Commercial Cow-Calf Segment (5 contact hours)
  - A. Breeding program goals
  - B. Production records
  - C. Weaning management
  - D. Marketing options
- X. Yearling-Stocker Segment (4 contact hours)
  - A. Animal sources
  - B. Processing procedures
  - C. Budgets and Breakevens
  - D. Management considerations
- XI. Feedlot Segment (3 contact hours)
  - A. Processing procedures
  - B. Management considerations

**i. COURSE CONTENT**

The course content will change with the deletion of the lab component. The applied version of the topics will no longer be covered in lecture. A separate course will be created to cover the laboratory content.

**5. GRADUATE STUDENT REQUIREMENTS**

No change.

**6. METHOD OF EVALUATION**

No change.

**7. OUT OF CLASS WORK**

No change.

**8. SUPPORT**

Adequate resources are currently available to support this course. *Letter attached.*

**9. EFFECTIVE DATE**

08/2014

**10. PLANNED FREQUENCY**

The course will be offered every fall semester.

**11. PROPOSED 24 CHARACTER ABBREVIATION**

Beef Cattle Science

**12. PROPOSED SEMESTER EFFECTIVE**

08/2014

**13. PROPOSAL CONTACT PERSON**

Trent Smith

Department of Animal and Dairy Science

[ts289@ads.msstate.edu](mailto:ts289@ads.msstate.edu)

662-325-3691



**ADS 4323/6323**  
**BEEF CATTLE SCIENCE**  
**COURSE SYLLABUS**  
**Fall 2014**

**Course Description:** Beef Cattle Science (3) (Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Breeding, feeding, management, and marketing of beef cattle.

**Class Schedule:** Lecture: M,W,F 10:00 a.m. to 10:50 a.m. WISE 4043

**Instructor:** Trent Smith, Assistant Professor  
WISE 4015  
Phone: (O) 662-325-3691  
Email: [ts289@ads.msstate.edu](mailto:ts289@ads.msstate.edu)

**Office Hours:** MTRF 2:00 to 4:00pm or by appointment

**Textbook:** Thomas G. Field. 2007. Beef Production and Management Decisions. 5<sup>th</sup> Edition. Prentice Hall

**Course Objectives:**

1. Describe and discuss the important segments of the beef cattle industry (Purebred, Commercial, and Stocker).
2. List and describe the various breeds of cattle available and give the importance of each of them to the beef cattle industry.
3. Describe the different parts of the cow's digestive system and nutrition programs that meet the needs of beef cattle.
4. Describe the reproductive anatomy of male and female beef cattle and discuss the use of reproductive technologies such as estrus synchronization, artificial insemination, and embryo transfer.
5. Describe growth patterns and the different grading systems used for live and harvested animals in the beef cattle industry.
6. List and discuss the important traits of purebred and crossbred beef cattle, describe how to measure and express them for cattle evaluation.
7. Understand the terminology used in genetic improvement schemes for beef cattle.
8. Discuss land area requirements, facility requirements, feed and water requirements, labor, equipment needs for beef cattle operations.
9. Discuss the different types of markets available to beef cattle producers.

**Other References:**

1. Cattle Magazines – Beef, Drovers Journal, Gulf Coast Cattleman, Progressive Farmer, etc.
2. Breed Association magazines – Angus Journal, Hereford World, Brahman Journal, Gelbvieh World, etc.
3. State Cattle Association magazines – Cattle Business in Mississippi, The Louisiana Cattleman, etc.

4. Extension and research station service publications.

**Assignments:**

1. Reading assignments will be made before each topic is discussed. This can include handout materials as well as internet readings.
2. Five homework assignments worth 20 points each will be given during the semester.
3. One project assignment worth 50 points will be required relating to the cow-calf segment.

**EXAMINATIONS AND GRADING:**

Exams	3 @ 100 pts each	300 (46.1%)
Homework	5 @ 20 pts each	100 (15.4%)
Quizzes	12 @ 10 pts each*	100 (15.4%)
Project		50 (7.7%)
Final Exam		100 (15.4%)
Total		650

A = 89.5 – 100
B = 79.5 – 89.4
C = 69.5 – 79.4
D = 59.5 – 69.4
F = < 59.4

**\*Quizzes** will be given once a week on Fridays. The two lowest quiz grades out of the twelve will be dropped at the end of the semester. There will be no make up quizzes.

**Exams** will only be made up if a valid excuse is given. The excuse must be provided to the instructor within three school days of the absence by 5:00 pm on the third day. Failure to provide a valid excuse by this time will result in a zero for the test grade. Make-up exams will be taken during the prescribed time for your final. Email documentation of your excuse will not be approved. The instructor will determine approval of absences. Examples of valid excuses are illnesses, class trips, and death in the family.

**Homework and projects** are expected to be turned in on time. Papers that are late will be discounted a full letter grade per day.

**Graduate students** will be required to do an additional project for an extra grade. The project will be decided on by the professor and each student.

**CLASSROOM RULES:**

1. All hats will be removed when entering the classroom.
2. No dipping, chewing or smoking will be permitted inside the classroom or outside during lab.
3. Cell phones will be turned off before entering the classroom and will not be used during lab.

**HONOR CODE:**

All students must abide by AOP 12.07 – Honor Code and Academic Misconduct policies of the Mississippi State University policy and procedures listed at the following website.  
<http://www.msstate.edu/dept/audit/Policies/Old/1207old1.html>



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Box 9815  
Mississippi State, Mississippi 39762  
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Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the proposed addition of ADS 4321 Beef Production Laboratory. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
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Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the proposed addition of ADS 6321 Beef Production Laboratory. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Jane Parish  
Mark Crenshaw  
Brandi Karisch

Dean Jousan  
Daniel Rivera  
Rhonda Vann  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Trent Smith

**Mail Stop** 9815

**E-mail:** ts289@ads.msstate.edu

**Nature of Change:** New Course

**Date Initiated:** 12/2013 **Effective Date:** 08/2014

**Current Listing in Catalog:**  
Symbol      Number      Title

**Credit Hours**  
(    )

**Current Catalog Description:**

**New Listing for Catalog:**  
Symbol      Number      Title  
ADS      4321/6321      Beef Cattle Laboratory

**Credit Hours**  
(   1   )

**New or Modified Catalog Description:**

(Prerequisites: ADS 1113, ADS 1121, and ADS 4323/6323 or concurrently enrolled in ADS 4323/6323). Two hours laboratory. Management practices for beef cattle operations.

**Approved:** John Blanton Jr.  
Department Head

[Signature]  
Chair, College or School Curriculum Committee

[Signature] Fan GH  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Date:** December 18, 2013

2/24/2014

2/24/14

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## COURSE ADDITION

### *Department of Animal and Dairy Sciences*

#### **1. CATALOG DESCRIPTION**

ADS 4321/6321 Beef Cattle Laboratory. (1) (Prerequisites: ADS 1113, ADS 1121, and ADS 4323/6323 or concurrently enrolled in ADS 4323/6323). Two hours laboratory. Management practices for beef cattle operations.

#### **2. DETAILED COURSE OUTLINE**

Hours of instruction will total 30 hours for the semester with the lab meeting 2 hours per week for 15 weeks.

##### COURSE OUTLINE

(2 contact hours for each lab)

I. Cattle Facilities and Handling

II. Animal Identification

III. Bull Evaluation and Selection

IV. Record Keeping: Performance calculations

V. Forage Utilization: Grazing practices

VI. Nutrition: Feedstuffs

VII. Methods of Castration

VIII. Body Condition Scores

IX. Herd Health: Vaccinations and deworming

X. Yearling Performance Measurements

XI. Beef Quality Assurance Certification

XII. Use of Ultrasound Technology in Beef Cattle

XIII. Heifer Development

XIV. Breeding Soundness Evaluations

XV. Final Examination

#### **3. METHOD OF EVALUATION**

##### **UNDERGRADUATE**

*IN CLASS WORK:* Undergraduates will have a 20 point quiz each week from the previous lab for twelve weeks and a comprehensive final exam.

**OUT OF CLASS WORK:** Undergraduates will have a project that will require weekly monitoring of a beef animal throughout the semester and preparation of a report. (See explanation of details below)

Twelve 20-point quizzes	240 points
Cow Project	100 points
<u>Comprehensive Final exam</u>	<u>160 points</u>
Total Points	500

**GRADING SCALE:** Undergraduate

A = 89.5 – 100  
B = 79.5 – 89.4  
C = 69.5 – 79.4  
D = 59.5 – 69.4  
F = < 59.4

### **GRADUATE**

**IN CLASS WORK:** Graduates will have a 20 point quiz each week from the previous lab for twelve weeks and a comprehensive final exam.

**OUT OF CLASS WORK:** Graduates will have a project that will require weekly monitoring of a beef animal throughout the semester and preparation of a report. In addition, graduates will also be required to research a specific topic in the beef cattle industry and prepare a paper and give a presentation. (See explanation of details below)

Twelve 20-point quizzes	240 points
Cow Project	100 points
Paper and presentation	100 points
<u>Comprehensive Final exam</u>	<u>160 points</u>
Total Points	600

**GRADING SCALE:** Graduate

A = 89.5 – 100  
B = 79.5 – 89.4  
C = 69.5 – 79.4  
D = 59.5 – 69.4  
F = < 59.4

#### ***Cow Project***

Students will be assigned a beef cow from the MSU Beef Cattle herd to monitor and collect data on throughout the semester. Students will be responsible for all aspects of production on the cow especially the calving process as well as the processing of the young calf. The student will be responsible for all data that is collected by the farm staff for production records. Students will prepare a report on the animal and its proficiency compared to the herd.

- \*Students will be responsible for staying in contact with farm personnel during calving and processing of the calf.
- \*Students will need to check on their animals once a week to monitor calving.
- \*Students are responsible for the actual processing of their calf at birth.

### ***Beef Cattle Industry Topic***

Students will prepare a five to seven page paper on a specific topic of interest that influences the management of beef cattle operations. Students will be required to prepare a 15-20 minute power point presentation from this information and present to the class.

## **4. JUSTIFICATION & LEARNING OUTCOMES**

### **JUSTIFICATION**

This laboratory will allow students to receive valuable hands on training and see management techniques demonstrated that are common in a beef cattle operation. This course gives more hands on activities for students interested in beef cattle enrolled in the Animal and Dairy Science program. More hands on activities has been a common request by our students over the last five years.

In the past, the class was merged with a three hour lecture for Beef Cattle. Over the last four years with a cap on enrollment at 30, enrollment for the class was at the limit with a few forced in each semester. For this course, multiple sections will be available with a limit of 15 students for each. Fifteen students allows for more exposure for each student during the allotted time.

### **LEARNING OUTCOMES**

Students will know how to perform different management techniques that are used on a daily basis in a beef cattle operation.

## **5. ACADEMIC MISCONDUCT**

Students will sign the MSU Honor Code on the first day of class and will also acknowledge reading and understanding the honor code on all quizzes and the final exam.

## **6. TARGET AUDIENCE**

Animal and Dairy Science majors and students from other programs with an interest in the beef cattle industry.

## **7. SUPPORT**

See attached letters of support for the addition of ADS 4321 and 6321 from Jessica Graves and Stephanie Hill-Ward, the Department of Animal and Dairy Sciences Undergraduate Curriculum Committee Chair and Graduate Curriculum Committee Chairs, respectively.

## **8. INSTRUCTOR OF RECORD (GRADUATE COURSE)**

Dr. Trent Smith

## **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

Graduate students will prepare a five to seven page paper on a specific topic of interest that influences the management of beef cattle operations. Students will be required to prepare a 15-20 minute power point presentation from this information and present it to the class.

## **10. PLANNED FREQUENCY**

Fall and Spring

## **11. EXPLANATION OF ANY DUPLICATION**

No duplication of other courses.

## **12. METHOD OF INSTRUCTION CODE**

L. Laboratory

## **13. METHOD OF DELIVERY**

F. Face to face



**14. PROPOSED C.I.P. NUMBER**

01-0302

**15. PROPOSED 24-CHARACTER ABBREVIATION**

Beef Cattle Laboratory

**16. PROPOSED SEMESTER EFFECTIVE**

08/2014

**17. OTHER APPROPRIATE INFORMATION**

A text book will not be required.

**18. PROPOSAL CONTACT PERSON**

Trent Smith

Department of Animal and Dairy Science

[ts289@ads.msstate.edu](mailto:ts289@ads.msstate.edu)

662-325-3691

**ADS 4321/6321  
BEEF CATTLE LABORATORY  
COURSE SYLLABUS  
Fall 2014**

**Course Description:** ADS 4321/6321 Beef Cattle Laboratory. (1) (Prerequisites: ADS 1113, ADS 1121, and ADS 4323/6323 or concurrent enrolled in ADS 4323/6323). Two hours laboratory. Management practices for beef cattle operations.

**Class Schedule:** Lecture: W 1:00 p.m. to 2:50 p.m. Rm 4043 or South Farm Beef Unit

**Instructor:** Trent Smith, Assistant Professor  
WISE 4015  
Phone: (O) 662-325-3691  
Email: [ts289@ads.msstate.edu](mailto:ts289@ads.msstate.edu)

**Office Hours:** MTRF 2:00 to 4:00pm or by appointment

**Textbook:** No Text Required

**Course Objective:**

Provide students with valuable hands on training and demonstrate management techniques that are common in a beef cattle operation.

**Assignments and Grading:**

*Undergraduates*

Students will have a 20 point quiz each week from the previous lab for twelve weeks and a comprehensive final exam. In addition, students will have a project that will require weekly monitoring of a beef animal throughout the semester and preparation of a report.

Twelve 20-point quizzes	240 points
Cow Project	100 points
Comprehensive Final exam	160 points
Total Points	500

A = 89.5 – 100 B = 79.5 – 89.4 C = 69.5 – 79.4 D = 59.5 – 69.4 F = < 59.4
---

*Graduate*

Graduate students will also be required to research a specific topic in the beef cattle industry and prepare a paper and give a presentation.

Twelve 20-point quizzes	240 points
Cow Project	100 points
Paper and presentation	100 points
Comprehensive Final exam	160 points
Total Points	600

A = 89.5 – 100 B = 79.5 – 89.4 C = 69.5 – 79.4 D = 59.5 – 69.4 F = < 59.4
---

**\*Quizzes** will be given each week at the beginning of class. There will be no make-up quizzes unless a valid excuse is given. The excuse must be provided to the instructor within three school days of the absence by 5:00 pm on the third day. Failure to provide a valid excuse by this time will result in a zero for the test grade. Email documentation of your excuse will not be approved. The instructor will determine approval of absences. Examples of valid excuses are illnesses, class trips, and death in the family.

**\*Cow Projects** are expected to be turned in on time. Projects that are late will be discounted a full letter grade per day.

**CLASSROOM RULES:**

1. All hats will be removed when entering the classroom.
2. No dipping, chewing or smoking will be permitted inside the classroom or outside during lab.
3. Cell phones will be turned off before entering the classroom and will not be used during lab.

**HONOR CODE:**

All students must abide by AOP 12.07 – Honor Code and Academic Misconduct policies of the Mississippi State University policy and procedures listed at the following website.  
<http://www.msstate.edu/dept/audit/Policies/Old/1207old1.html>



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the proposed course modification to ADS 4420 Animal and Dairy Science Internship. The proposed modifications to this course allows for more diverse species and discipline opportunities for students. In addition, by making the course repeatable with variable credit hours (1-3 hours), students will have increased scheduling flexibility. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jessica Graves

**Mailstop:** 9815

**E-mail:** jgraves@ads.msstate.edu

**Nature of Change:** Modify

**Date Initiated:** 12/2013

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4423	Animal and Dairy Science Internship	(3)

**Current Catalog Description:**

ADS 4423. Animal and Dairy Sciences Internship. (3) (Prerequisite: Consent of instructor) Individual work experience with the farm animal species either in animal production, meat production or product promotion with an industry commodity representative under faculty supervision.


**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4420	Animal and Dairy Science Internship	(1-3)


**New or Modified Catalog Description:**

(Prerequisite: Consent of instructor) Experience in production, management, or product promotion as it relates to the livestock, companion animal, or laboratory animal species under faculty supervision. Repeatable.

**Approved:**

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Chair, College or School Curriculum Committee

  
\_\_\_\_\_  
Dean of College or School

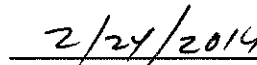
\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

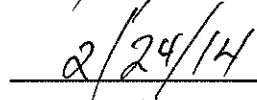
\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Date:**

  
\_\_\_\_\_  
December 18, 2013

  
\_\_\_\_\_  
2/24/2014

  
\_\_\_\_\_  
2/24/14

## 1. CATALOG DESCRIPTION

**Current course:** ADS 4423. Animal and Dairy Sciences Internship. (3) (Prerequisite: Consent of instructor) Individual work experience with the farm animal species either in animal production, meat production or product promotion with an industry commodity representative under faculty supervision.

**Modified course:** ADS 4420. Animal and Dairy Sciences Internship. (1-3) (Prerequisite: Consent of instructor) Experience in production, management, or product promotion as it relates to the livestock, companion animal, or laboratory animal species under faculty supervision. Repeatable.

## 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. Increased flexibility of species and discipline options.
- b. Modified method of evaluation to include final presentation.
- c. Make course variable credit and repeatable.

## 3. JUSTIFICATION AND LEARNING OUTCOMES

Experience in industry, prior to graduation, allows students to use their knowledge in an applied manner. In addition, students are exposed to new areas and knowledge requirements that stimulate their desire to learn and emphasizes areas in which they are deficient. This stepwise process encourages students to not only broaden their understanding production, management and/or product promotion, but it also provides incentive to better understand remaining course work. Internships will strengthen the relationship between the Department, Mississippi State University and the animal science industry stakeholders.

Learning outcomes:

- a. Increase depth and breadth of understanding of various sectors of the animal and dairy sciences.
- b. Allow students to gain professional and practical experience and knowledge of a given sector of the animal and dairy sciences.
- c. Improve soft skills (oral communication, interpersonal skills, etc.).

## 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL: No Change
- b. COURSE NUMBER: 4420
  - i. First Digit: No Change
  - ii. Second and Third Digit: No Change
  - iii. Fourth Digit: Change to make course 1- 3 variable credits.
- c. COURSE TITLE: No Change
- d. CREDIT HOURS: Students are encouraged to take advantage of experiential learning opportunities and due the depth and breadth of the animal and dairy sciences field, students may choose to get practical experience with various species or sectors of a particular industry.

By making this course variable credit, it will allow students to diversify and/or further their understanding of the animal and dairy sciences. Contact hours required are reflected according to AOP 12.12 (Credit and Grades).

i. Contact hour requirement: 50 internship hours/credit hour

e. PREREQUISITE/CO-REQUISITE: No Change

f. METHOD/HOURS OF INSTRUCTION: No Change

g. METHOD OF DELIVERY: No Change

h. COURSE DESCRIPTION:

**Current course:** ADS 4423. (Prerequisite: Consent of instructor) Individual work experience with the farm animal species either in animal production, meat production or product promotion with an industry commodity representative under faculty supervision.

**Modified course:** ADS 4420. (Prerequisite: Consent of instructor) Individual work experience in production, management, or product promotion as it relates to livestock, companion animal, or laboratory animal species under the supervision of industry/commodity representative. Repeatable.

i. COURSE CONTENT: No Change

## 5. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)

N/A

## 6. METHOD OF EVALUATION

*See attachment for details.*

In an effort to enhance the “soft skills” of students, specifically oral communication, students will now be required to give a brief presentation on his or her internship experience. This is replacing the previous requirement of a written “internship report”. No other changes will be made to the method of evaluation.

## 7. ACADEMIC MISCONDUCT

All University regulations and requirements regarding academic misconduct will be followed.

## 8. TARGET AUDIENCE

Undergraduate students majoring in Animal and Dairy Sciences who wish to gain practical experience in industry under the supervision of professional in the field of animal and/or dairy sciences.

## 9. SUPPORT

*Letter attached.*

## 10. EFFECTIVE DATE

08/2014

**11. PLANNED FREQUENCY**

No Change

**12. PROPOSED 24 CHARACTER ABBREVIATION**

No Change

**13. PROPOSAL CONTACT PERSON**

Ms. Jessica Graves, Undergraduate Coordinator  
jgraves@ads.msstate.edu



# EXAMPLE SYLLABUS

## ADS 4420: Animal and Dairy Science Internship

**Supervisor: Ms. Jessica M. Graves**

Undergraduate Coordinator

Email: jgraves@ads.msstate.edu

Office: 662-325-2936

**Student: STUDENT NAME**

Email: netID@msstate.edu

### **Internship Responsibilities:**

- List of intern's responsibilities

### **Expectations of the student:**

- Resume
- Weekly journal
- Presentation

**Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Note: Student is responsible for communicating with mentor(s) throughout internship to ensure requirements are being fulfilled.*



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4440 Research Experience Practicum as a new course. This course will allow students to gain variable course credit (1 – 3 hours) for an experiential learning experience that is research focused. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873

**APPROVAL FORM FOR  
COURSES  
MISSISSIPPI STATE UNIVERSITY**

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences **Department:** Animal and Dairy Sciences

**Contact Person:** Jamie Larson

**Mail Stop** 9815 **E-mail:** jlarson@ads.msstate.edu

**Nature of Change:** New course

**Date Initiated:** 12/2013

**Effective Date:** 08/2014

**Current Listing in Catalog:** N/A

**Symbol      Number      Title**

**Credit Hours**  
(      )

**Current Catalog Description:** N/A

**New or Modified Listing for Catalog:**

**Symbol      Number      Title**


ADS      4440      Research Experience Practicum

**Credit Hours**  
(1 – 3)

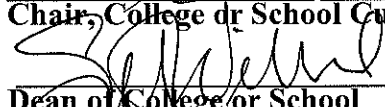
**New or Modified Catalog Description:**

(Prerequisite: ADS 1113 and consent of instructor). One to three hours practicum. Supervised research experience to gain an understanding of experimental design and planning, data collection, handling, and analysis, and interpretation and presentation of results. Repeatable.

**Approved:**

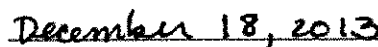
  
\_\_\_\_\_  
**Department Head**

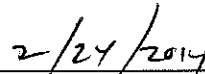
  
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**Chair, College or School Curriculum Committee**

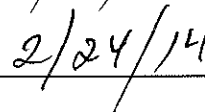
  
\_\_\_\_\_  
**Dean of College or School**

For GH

**Date:**

  
\_\_\_\_\_  
**December 18, 2013**

  
\_\_\_\_\_  
**2/24/2014**

  
\_\_\_\_\_  
**2/24/14**

\_\_\_\_\_  
**Chair, University Committee on Courses and Curricula**

\_\_\_\_\_  
**Chair, Graduate Council (if applicable)**

\_\_\_\_\_  
**Chair, Deans Council**

## **1. CATALOG DESCRIPTION**

ADS 4440. Research Experience Practicum. (1-3). (Prerequisite: ADS 1113 and consent of instructor). One to three hours practicum. Supervised research experience to gain an understanding of experimental design and planning, data collection, handling, and analysis, and interpretation and presentation of results.

## **2. DETAILED COURSE OUTLINE**

*Contact hours per credit*

### **I. Experiment planning and design (2 contact hours)**

- A. Hypothesis-driven research
- B. Experimental design options
- C. Application of treatments (random, blocks, stratified, etc.)
- D. Scheduling – considerations when dealing with live animals in the field

### **II. Data collection (30 contact hours)**

- A. Choosing which samples to collect
- B. Importance of laboratory notebook and managing data
- C. Monitoring records and best practices when dealing with samples and data

### **III. Results (10 contact hours)**

- A. Statistical analysis of data
- B. Interpreting results and drawing conclusions

### **IV. Publication (8 contact hours)**

- A. Verbal presentation of scientific information
- B. Importance of publication in peer-reviewed, scientific journals

## **3. METHOD OF EVALUATION**

Research project data collection 20%

Students will be tasked with completing a research project or an aspect of an ongoing research project. Their participation (completing tasks assigned, promptness, initiative, ability to work with graduate student and/or farm or lab staff involved, etc) will be given an overall grade.

Weekly journal entries 10%

Students will be required to keep a weekly journal about any activities, new skills learned, questions that need to be addressed, etc. This journal will serve two purposes: 1) a written record of what the student has done and hours completed, and 2) a written record of skills learned and knowledge accumulated. This journal will help the students reflect in what they have accomplished and it will also be “signed off” by the faculty advisor to ensure there is proper commitment to the project.

Oral and/or poster presentation 50%

Students must write an abstract and present their research findings in an oral and/or poster format. This will vary from student to student, but may include options such as MSU’s Undergraduate Research Symposium, regional or national scientific meetings in the field, or college-wide research days. This requirement will not be fulfilled within the Department, although a Departmental presentation may occur in addition to one for an outside audience.

Final exam 20%

The final exam will likely differ from student to student but is designed to ensure all students participating in this course gain a fundamental knowledge about research. It is important that students know this final exam will be given and therefore, take learning opportunities seriously. It is also important that the faculty advisor understands that research knowledge is to be taught and that students are not serving as hourly labor on ongoing projects. Depending on the project undertaken, this exam will need to be student-specific but will serve as a final check of the obtainment of learning outcomes.

Grading scale

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	< 60%

#### **4. JUSTIFICATION AND LEARNING OUTCOMES**

The benefits of involving undergraduate students in faculty-led research are becoming more established. Faculty in the Department of Animal and Dairy Sciences, as well as the College and University as a whole, all desire and encourage an increase in participation among undergraduate students. Students themselves are seeing the benefits of their participation, especially those considering furthering their education in graduate or professional schools. It is imperative that students not only get course credit, if desired, for their participation but also that course credit is given in a consistent way with similar expected outcomes. In order to accomplish these goals of encouraging student participation and giving consistent course credit, the addition of this new course is imperative. It will be listed in the course

catalog and on the master schedule as a research experience, so students will become aware that it is an option. With a defined syllabus and course expectations, it will become easier to assign appropriate grades and ensure that students, even though they are working with different faculty, have similar expectations for the grades. This will result in a decrease in using DIS courses for these students, which do not have similar expectations among faculty.

The specific learning outcomes for this course include:

1. Students will gain an understanding of the importance of hypothesis-driven research and of having a clear research objective.
2. Students will gain an understanding of experimental design, including appropriate designs (completely randomized, Latin Square, etc.) for different situations along with proper treatment assignment.
3. Students will gain an understanding of data collection, including collection of and management of both biological samples and data.
4. Students will gain an understanding of the importance of statistical analysis and proper interpretation of results.
5. Students will be able to assemble an oral and/or poster presentation and present their research to an outside audience in a clear, concise, and accurate way.

## **5. ACADEMIC MISCONDUCT**

All University regulations and requirements regarding academic misconduct will be followed.

## **6. TARGET AUDIENCE**

The target audience for this course is undergraduate students enrolled with a major in Animal and Dairy Sciences. Students interested in graduate or professional school may be particularly interested.

## **7. SUPPORT**

*Letter attached.*

## **8. INSTRUCTOR OF RECORD**

N/A

## **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

N/A

## **10. PLANNED FREQUENCY**

This course will be offered every term (Fall, Spring, and Summer).

**11. EXPLANATION OF ANY DUPLICATION**

This course does not duplicate material in other courses. Although some courses contain content in experimental design, handling of data, and presentation in the form of speaking, no courses combine all these aspects in the field of animal and dairy science, in an applied research setting. Other departments may have similar course, but those are focused on their departmental objectives, not Animal and Dairy Sciences.

**12. METHOD OF INSTRUCTION CODE**

E. Practicum

**13. METHOD OF DELIVERY**

F. Face to face

**14. PROPOSED C.I.P. NUMBER**

Animal Sciences, Other. (01.0999)

**15. PROPOSED 24-CHARACTER ABBREVIATION**

Research Exp Pract

**16. PROPOSED SEMESTER EFFECTIVE**

08/2014

**17. OTHER APPROPRIATE INFORMATION**

No other material is required.

**18. PROPOSAL CONTACT PERSON**

Jamie E. Larson  
jlarson@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4520 Livestock Extension Experience as a new course. This course will allow students to gain variable course credit (1 – 3 hours) for experiential learning in Livestock Extension. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jessica Graves

**Mail Stop:** 9815      **E-mail:** jgraves@ads.msstate.edu

**Nature of Change:** New Course

**Date Initiated:** 12/2014

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol      Number      Title

**Credit Hours**

(      )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol      Number      Title

ADS      4520      Livestock Extension Experience

**Credit Hours**

( 1 - 3 )

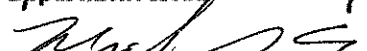
**New or Modified Catalog Description:**

(Prerequisite: ADS 1113 and consent of instructor). One to three hours directed experiential study. Individual work experience with Extension programs related to the animal agriculture industries. Repeatable.

**Approved:**



Department Head



Chair, College or School Curriculum Committee

 RA GH

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Date:**

December 18, 2013

2/24/2014

2/24/14

# **Course Proposal**

## **Livestock Extension Experience**

### **1.) CATALOG DESCRIPTION**

**ADS 4520. Livestock Extension Experience (1-3).** (Prerequisite: Consent of instructor). One to three hours directed experiential study. Individual work experience with Extension programs related to the animal agriculture industries. Repeatable.

### **2.) DETAILED COURSE OUTLINE**

- I. Coordination and planning of extension workshops and programming in the areas of beef, dairy, equine, small ruminant, or youth (20 contact hours)
  - a. Example programming includes: Beef cattle bootcamp, AI school, MS/LA Dairy Management Conference, etc.
  - b. Students will be responsible for preparing materials for conferences/meetings, contacting attendees, and event management
  - c. Assessment of producer/attendee feedback
- II. Preparation of Extension educational materials (15 contact hours)
  - a. Paper and web based extension materials developed from current research in Animal and Dairy Sciences
  - b. Contribute articles to extension.org
  - c. Develop computer 'apps' to be utilized as tools by livestock producers
- III. On-site farm analysis (15 contact hours)
  - a. Conduct on-farm visits with extension personnel (agents and specialist)
  - b. Troubleshooting/problem solving of production/management issues
  - c. Follow up communications with client

### **3.) METHOD OF EVALUATION**

Students will be evaluated by participation (10%), a weekly journal outlining progress (30%), a final presentation open to the Department (30%) detailing experience gained, and finally, student performance will be evaluated by his or her mentor(s) (30%).

Participation	10%
Weekly Journal	30%
Presentation	30%
<u>Mentor Evaluation</u>	<u>30%</u>
Total	100%

Grading scale on a 100-point scale

A	90-100
B	80-89
C	70-79
D	60-69
F	below 60

## **OUT OF CLASS WORK**

A portion of this course requires out of class work.

## **4.) JUSTIFICATION & LEARNING OUTCOMES**

Historically, students graduating with a Bachelor of Science degree in Animal and Dairy Sciences have successfully fulfilled Extension personnel roles. Many of these had prior knowledge of and experience with Extension which influenced them to pursue careers in Extension, specifically as it relates to the livestock industry. The purpose in the development of the proposed course, is to give students an opportunity to “experience” what Extension is all about. There are many different roles one might have when serving with Extension, and there is value to students (especially with no prior knowledge of or experience with Extension) to learn first-hand what it means to have a career in the Extension Service. In addition, students in the proposed course will have the opportunity to meet livestock producers by attending various county meetings, livestock shows and sales. Activities of each student will be tailored to fit his or her interest. For example, if a student wishes to pursue a career in the beef cattle industry, that student will be paired with mentors that specialize in that field. Enrollment will vary depending on the availability of Extension faculty and personnel (ie: county directors and/or agents) accepting student mentees for the academic semester.

There are many skills viewed as “important” by employers. Among some of these “important” skills are effective oral and written communication, problem solving and collaborative skills. Students will be challenged to further development these skills, along with others, by networking and communicating with producers and the general public, keeping a detailed weekly journal, developing materials for publications (might also include online video resources) and projects that will challenge the student to “think outside the box”. By experiencing Extension (from a livestock perspective), students will gain an understanding of how to better relay scientific information in a way that producers and the general public may grasp.

Upon completion of the course, students should have a better understanding of what Extension is and does and also be able to relay this information to both the producer and general public. Specific learning outcomes include: 1) development of Extension outputs specific to animal agriculture and the state of Mississippi, 2) gain a better understanding of the current animal agriculture production systems in Mississippi and 3) learn innovative delivery methods that build upon improving the dissemination of educational information to the people Mississippi (livestock producers, parents of and 4-H’ers showing livestock, and other interested in the animal agriculture industries).

## **5.) ACADEMIC MISCONDUCT**

All University regulations and requirements regarding academic misconduct will be followed.

## **6.) TARGET AUDIENCE**

Undergraduate students enrolled in Animal and Dairy Sciences who have a desire to gain practical experience in Extension.

## **7.) SUPPORT**

*Letter attached.*

## **8.) INSTRUCTOR OF RECORD (GRADUATE COURSE)**

N/A

## **9.) GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

N/A

**10.) PLANNED FREQUENCY**

Course will be offered in Fall, Spring, and Summer semesters.

**11.) EXPLANATION OF ANY DUPLICATION**

The proposed course does not significantly duplicate, in content or approach, other courses currently offered at the University. The proposed course focuses on giving students experience in Extension as it applies specifically to animal agriculture and animal and dairy sciences; therefore, this course cannot significantly duplicate any known courses outside of the Department of Animal and Dairy Sciences.

**12.) METHOD OF INSTRUCTION CODE**

E. Dir. Exp Study, Pract., Co-Op

**13.) METHOD OF DELIVERY**

F. Face to face

**14.) PROPOSED C.I.P. NUMBER**

Animal Sciences, Other. (01.0999)

**15.) PROPOSED 30-CHARACTER ABBREVIATION**

Livestock Extension Experience

**16.) PROPOSED SEMESTER EFFECTIVE**

08/2014

**17.) OTHER APPROPRIATE INFORMATION**

N/A

**18.) PROPOSAL CONTACT PERSON**

Jessica Graves  
jgraves@ads.msstate.edu

# Sample Syllabus

## ADS 4520: Livestock Extension Experience

**Mentor(s):** **Dr. Brandi Karisch**  
 Asst. Extension/Research Prof  
 Email: [bkarisch@ads.msstate.edu](mailto:bkarisch@ads.msstate.edu)  
 Office: 662-325-7465

**Dr. Jane Parish**  
 Extension Professor  
 Email: [jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)  
 Office: 662-325-7466

**Student:**

<i>TENTATIVE Assignment Schedule*</i>			
Date	WEEK	Topic	Comments
January			
7	1	Meeting with Mentors	
14	2	Work with Elwanda Shook (Dixie National)	
21	3	District Show with Julie White (Verona)	
28	4	Dixie Nationals (Jackson)	
February			
4	5	YouTube Production- Meet with Farm Crew	
11	6	Farm visits with Julie White	
18	7	YouTube Production	
25	8	BCIA Sale Prep	
March			
4	9	Film Board Sale Cattle	
11	10	Spring Break: AI School, Heifer Workshop	
18	11	Off Week	
25	12	Agribition Sale (Verona)	
April			
1	13	Farm visits with Julie White	
8	14	Beef cattle Boot Camp (Starkville)	
15	15	Mock Farm/Producer Visit (MSU Farm Units)	
22	16	<b>Final: Presentation of Ext. Experience</b>	

**\*\*Schedule is subject to change as needed.**

**Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mentor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mentor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Note: Student is responsible for communicating with mentor(s) throughout internship to ensure requirements are being fulfilled.*



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4523/6523 Internet-Based Management in Livestock Industries. The proposed course may also be used to meet Computer Literacy requirements. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

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December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6523 Internet-Based Management in Livestock Industries as a Campus 1 course. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Animal and Dairy Sciences

Contact Person: Jane Parish

Mail Stop: 9815

E-mail: jparish@ads.msstate.edu

Nature of Change: New Course

Date Initiated: 12/2013

Effective Date: Upon Approval

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours  
(      )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol      Number      Title  
ADS      4523/6523      Internet-Based Management in Livestock Industries

Credit Hours  
( 3 )

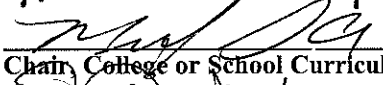
New or Modified Catalog Description:

(Prerequisite: Junior, senior or graduate standing). Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

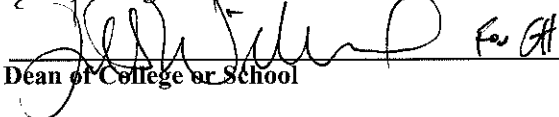
Approved:



Department Head



Chair, College or School Curriculum Committee

 For GH

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date:

December 18, 2013

2/24/2014

2/24/14



# Course Addition Proposal

## ADS 4523/6523 Internet-Based Management in Livestock Industries

### Department of Animal and Dairy Sciences

#### 1. CATALOG DESCRIPTION

ADS 4523/6523. Internet-Based Management in Livestock Industries (3). (Prerequisite: Junior, senior or graduate standing). Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

#### 2. DETAILED COURSE OUTLINE

Table 1 presents a detailed course outline of ADS 4523/6523 for Campus 1.

**Table 1. Detailed Course Outline of ADS 4523/6523 for Campus 1**

Content Area	Face-to-Face
Internet terminology and adoption in livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Misinformation, security, and other internet issues relevant to livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Using social media in livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Mobile applications for livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Internet-based data management in livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Internet-based decision tools for livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Internet-based remote monitoring of livestock operations	3 contact hours (lectures, quizzes, feedback, discussion)
Electronic equipment and gadgets for livestock industries	3 contact hour (lectures, quizzes, feedback, discussion)
Online information searches in livestock industry management	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Online marketing of livestock and livestock products	3 contact hours (lectures, quizzes, feedback, discussion)
Input purchasing via the internet in livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Online continuing education for livestock industry participants	3 contact hours (lectures, feedback, discussion)

Structured discussion board session	N/A
Assessing internet-based technologies for current and future application in livestock industries	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
General discussion board session	N/A
Viewing other students' presentations	3 contact hours
Exam (one 1-hour mid-term exam, one 2-hour final exam)	3 contact hours
<b>Total</b>	<b>45 contact hours</b>

### 3. METHOD OF EVALUATION

This course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4523 and ADS 6523 will be done using article presentations, mobile app critique assignment, class participation, practical exercises, and exams. Graduate students enrolled in ADS 6523 will also be evaluated on a blog project. Course grade will be determined as a percentage of a total of 600 points for undergraduates in ADS 4523 (700 points for graduates in ADS 6523). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 4523**

Means of Evaluation	Point Value	Percentage of Total Points
Article presentations	75 points	12.5%
Mobile app critique assignment	75 points	12.5%
Course participation	50 points	8.3%
Practical exercises	150 points	25.0%
Exams	250 points	41.7%

**Table 3. Means of evaluation and respective weights for ADS 6523**

Means of Evaluation	Point Value	Percentage of Total Points
Article presentations	75 points	10.7%
Mobile app critique assignment	50 points	10.7%
Course participation	50 points	7.1%
Practical exercises	150 points	21.4%
Exams	250 points	35.7%
Graduate blog project	100 points	14.3%

### OUT OF CLASS WORK

A portion of this course requires out of class work. The homework assignments (mobile app critique assignment, practical exercises, and graduate student blog project) noted in the syllabus directly relate to the subject matter and must be completed outside of class meetings. Outside

readings that expand the students' knowledge of the subject will also be assigned as listed in the course syllabus.

#### **4. JUSTIFICATION AND LEARNING OUTCOMES**

This course will serve as a lecture for instructing students in internet-based management in livestock industries. It will be included as a general agriculture elective in the concentration requirements for the Animal and Dairy Sciences undergraduate curriculum and a general animal science course for graduate students to potentially include in their programs of study. It is expected that students in other majors within the College of Agriculture and Life Sciences as well as students of any major with an interest in internet-based livestock management will enroll in this course as an elective credit.

Internet-based technologies are rapidly evolving and becoming commonplace on livestock production operations and throughout the livestock industries. The internet is used by the livestock industries to accomplish a wide variety of management functions such as data management, input purchasing, and remote monitoring of livestock. The relevance of instruction in this subject is growing as adoption of internet-based management increases within the livestock industries. There is a continued need for instruction in applied animal agriculture subjects such as that addressed by this course, particularly with the integration of modern information technology. This course addition helps to modernism the course offerings in Animal and Dairy Sciences. Careers in agricultural education, extension, livestock production, and livestock industry supply and services require workers to have at least a basic understanding of modern management in livestock industries.

Students have a choice in institutions of higher education offering animal and dairy sciences coursework. Given the importance of animal agriculture to the state economy and as the 1862 land-grant university in Mississippi, it is paramount that Mississippi State University offer courses integrating contemporary technologies in major animal agriculture subjects to internet-based management in livestock industries. Material in this course will be updated at each semester to include current information. The addition of this course will allow Mississippi State University to better compete with peer institutions for animal and dairy sciences instructional offerings.

Upon successful completion of this course, students should: 1) understand the importance of internet-based technologies to livestock industries; 2) be able to plan appropriate internet-based management strategies for livestock industries; and 3) be able to apply internet-based management tools to improve decision-making in modern livestock industries.

## **5. ACADEMIC MISCONDUCT**

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes will be drawn from an item pool sufficient in size to allow for unique exams during subsequent quiz administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized.

## **6. TARGET AUDIENCE**

The target audience will be persons interested in internet-based management in livestock industries. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

## **7. SUPPORT**

Please see attached letters of support from the Animal and Dairy Sciences department undergraduate and graduate curriculum committee chairs, Ms. Jessica Graves and Dr. Stephanie Ward, respectively.

## **8. INSTRUCTOR OF RECORD (GRADUATE COURSE)**

Dr. Jane Parish

## **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

As stated previously, this course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4523 and ADS 6523 will be done using article presentations, mobile app critique assignment, class participation, practical exercises, and exams. Graduate students enrolled in ADS 6523 will also be evaluated on a blog project. Course grade will be determined as a percentage of a total of 600 points for undergraduates in ADS 4523 (700 points for graduates in ADS 6523). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

## **10. PLANNED FREQUENCY**

This course will be offered annually as a Campus 1 course during the Fall semester.

**11. EXPLANATION OF ANY DUPLICATION**

The proposed course does not significantly duplicate, in content or approach, other courses currently offered at the University. The proposed course focuses on internet-based management in livestock industries. It is appropriately housed in Animal and Dairy Sciences because of its focus on management in the livestock industries.

**12. METHOD OF INSTRUCTION CODE**

Code: C. Lecture

**13. METHOD OF DELIVERY**

Codes: F. Face to face and O. Online, Internet, Web-based

**14. PROPOSED C.I.P. NUMBER**

01.0302

**15. PROPOSED 30-CHARACTER ABBREVIATION**

Internet Mgmt. Livestock

**16. PROPOSED SEMESTER EFFECTIVE**

Summer 2014

**17. OTHER APPROPRIATE INFORMATION**

Please see the attached syllabus for assigned textbooks and reading lists for this course.

**18. PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences ANIMAL AND DAIRY SCIENCES

ADS 4523/6523 Internet-Based Management in Livestock Industries  
Summer Semester 2014

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**Course Description:** Prerequisite: Junior, senior or graduate standing. Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

**Classroom and time:** Online via myCourses: <https://mycourses.msstate.edu>

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
[jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)

**Office Hours:** You should use the myCourses website to ask me questions. I prefer that you email me through myCourses. I will make every effort to respond to you in a timely manner, usually within 24 to 48 hours.

**Textbooks:** **Farm Computer Usage and Ownership: August 2013.**  
Download from  
[http://www.nass.usda.gov/Publications/Todays\\_Reports/reports/fmpc0813.pdf](http://www.nass.usda.gov/Publications/Todays_Reports/reports/fmpc0813.pdf)  
**Broadband Internet's Value for Rural America.**  
Download from [http://www.ers.usda.gov/media/155154/err78\\_1\\_.pdf](http://www.ers.usda.gov/media/155154/err78_1_.pdf)  
**Internet Strategies to Improve Farm Business Management.**  
Download from [http://](http://srdc.msstate.edu/ecommerce/curricula/farm_mgmt)  
[http://srdc.msstate.edu/ecommerce/curricula/farm\\_mgmt](http://srdc.msstate.edu/ecommerce/curricula/farm_mgmt)  
**Staring at the Sun.**  
Download from <http://msucares.com/ebeat/files/staringatthesun.pdf>  
**McDonald's Twitter Campaign: Hype Versus Reality.**  
Purchase from <https://www.iveycases.com/ProductView.aspx?id=60811>  
**mAgriculture: The Application of Mobile Computing to the Business of Farming.**  
Download from <http://tinyurl.com/nxwuu3e>

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of internet-based technologies to livestock industries.
- 2) Be able to plan appropriate internet-based management strategies for livestock industries.
- 3) Be able to apply internet-based management tools to improve decision-making in modern livestock industries.

**Assessment:**

Points of assessment are as follows: article presentations (75 points), mobile app critique assignment (75 points), course participation (50 points), practical exercises (150 points), exams (250 points), and graduate student blog project (ADS 6523 students only; 100 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 600 points for undergraduates in ADS 4523 (700 points for graduates in ADS 6523). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Article Presentations (75 points)***

Students will be assigned to prepare 2 topical articles for discussion (25 points each for a total maximum possible score of 50 points for both articles). Specific requirements will be discussed in class. The article discussion will be a 2-3 minute oral presentation (recorded audio file posted to the class discussion board) of a relevant current (within the last year) online news article regarding a concept covered in class. Please include an internet link to the article be discussed. In each article presentation, students are expected to reference the article source, summarize the major points of the article, and discuss how the article relates to course content. Listening to presentations is considered part of learning and your grade. Students are expected to listen to all audio files posted and respond to 2 article posts during the semester with questions for the presenter. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their article presentations. The due date for this assignment is listed on the course schedule.

***Mobile App Critique Assignment (75 points)***

Select a mobile app that is relevant and useful to one or more of the following industries: beef cattle, dairy cattle, swine, goats, sheep, or equine. The mobile app can be on an Apple or Android platform; either is acceptable for this assignment. Download the app and thoroughly explore its content and features. Develop a 5-6 minute long video presentation in which you do all of the following: 1) introduce the app and credit its author, 2) outline the purpose of the app and how its use could benefit an animal agriculture industry, 3) briefly explain the main features of the app, and 4) provide a critical review of the pros and cons of the app as you see them. Be sure to

show screenshots of the app in your presentation. Post your app critique video presentation to YouTube, and then post a link to your YouTube presentation under the Mobile App Critique Assignment discussion board thread on myCourses. Students are expected to view other students' presentations and comment on or ask a question regarding the presentations of at least 2 other students. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their mobile app critique presentations. This homework assignment is to be completed individually. The due date for this assignment is listed on the course schedule. Late assignments will not be accepted.

### ***Course participation (50 points)***

The instructor will initiate a weekly discussion board. Students are encouraged to participate and use proper written language and etiquette. Participation in the discussion board takes the place of live classroom interaction. Your participation will include a minimum of two response postings per discussion item. This includes one response minimum to one other student for each item. PLEASE NOTE: Rudimentary responses such as "I agree with Billy", "me too", or copying and pasting from the textbook are NOT acceptable and will not be counted toward your score. Discussion is graded on content and quality. Ideally, they will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit.

ADDITIONAL NOTE: Posts are due each week by Monday at 11:59 PM CDT. Credit will not be given for any posts past the weekly deadline.

### ***Practical Exercises (150 points)***

Three practical exercises will be assigned worth a maximum value of 50 points each. These exercises are to be completed individually and will test your ability to apply course concepts to practical livestock industry scenarios. Specific instructions will be posted with each practical exercise assignment. Due dates for practical exercises are listed in the course schedule.

### ***Exams (250 points)***

There will be one hourly exam worth 100 points and a comprehensive final exam worth 150 points. Each exam will be offered during a specified window of time. Exams are open notes, open book and are to be completed individually. Once you begin an exam, you will have a limited duration of time during which to complete the exam. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit. You will not have time to look up all the answers. Questions regarding exams content should not be posted to the myCourses discussion board until the window of availability for the individual exam has passed.



**Graduate Student Blog Project (100 points)**

Select a livestock or equine industry internet-based management topic of your choosing for focusing the content of an online blog that you will develop. Submit your proposed blog topic to the instructor by the deadline listed in the course schedule. Once approved by the instructor, develop an online blog based on this topic. Post at least weekly to the blog throughout the semester up until the blog project due date, making sure that you post a total of at least 15 blog entries. The due date for this project is listed on the course schedule. Late projects will not be accepted. Please submit a link to your blog along with its title under the Graduate Student Project discussion board thread on myCourses. Respond to all student or instructor posts commenting on or asking questions about your blog. A rubric outlining grading criteria for this project will be provided via myCourses.

**Honor Code:**

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

**Student Services:**

Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>

**ITS Help Desk:**

The Information Technology Services Help Desk assists students with computer and other technology-related issues. <http://www.its.msstate.edu/>

**Center for Distance Education:**

The Center for Distance Education provides online tutorials and other support for students with regard to distance education courses at Mississippi State University. <http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
July 8-13	Course introduction	Review syllabus and myCourses
	Internet terminology and adoption in livestock industries	Farm Computer Usage and Ownership: August 2013 Broadband Internet's Value for Rural America Internet Strategies to Improve Farm Business Mgmt: Module 1
	Misinformation, security, and other internet issues relevant to livestock industries	Internet Strategies to Improve Farm Business Mgmt: Module 1 <a href="http://farmprogress.com/library.aspx/cattle-rustlers-find-helpful-tool-internet-73/75/1072">http://farmprogress.com/library.aspx/cattle-rustlers-find-helpful-tool-internet-73/75/1072</a>
	Using social media in livestock industries	Internet Strategies to Improve Farm Business Mgmt: Module 2 Staring at the Sun McDonald's Twitter Campaign: Hype Versus Reality
July 14 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Introduction Post Due</i></li> <li>• <i>Discussion Post A Due</i></li> <li>• <i>Graduate Student Blog Topics Due</i></li> </ul>
July 14-20	Mobile applications for livestock industries	mAgriculture: The Application of Mobile Computing to the Business of Farming <a href="http://www.mo-ag.com/uploaded/pps-for-Ag-Useful-Apps-for-Farmers-and-Ranchers-KJM-7%2013.pdf">http://www.mo-ag.com/uploaded/pps-for-Ag-Useful-Apps-for-Farmers-and-Ranchers-KJM-7%2013.pdf</a>
	Internet-based data management in livestock industries	<a href="http://www.computerweekly.com/news/2240203528/M2M-increases-livestock-feed-efficiency-by-10">http://www.computerweekly.com/news/2240203528/M2M-increases-livestock-feed-efficiency-by-10</a> <a href="http://www.itnewsafrika.com/2013/03/cell-phones-revolutionizing-kenyas-livestock-sector/">http://www.itnewsafrika.com/2013/03/cell-phones-revolutionizing-kenyas-livestock-sector/</a> <a href="http://www.telecompetitor.com/wireless-and-broadband-enhance-livestock-management/">http://www.telecompetitor.com/wireless-and-broadband-enhance-livestock-management/</a> <a href="http://www.govtech.com/e-government/Montana-Livestock-Branding-Moooves-Online.html">http://www.govtech.com/e-government/Montana-Livestock-Branding-Moooves-Online.html</a>
	Internet-based decision tools for livestock industries	<a href="http://www.tucson.ars.ag.gov/icrw/proceedings/miller%20ryan.pdf">http://www.tucson.ars.ag.gov/icrw/proceedings/miller%20ryan.pdf</a> <a href="http://glews.tamu.edu/africa">http://glews.tamu.edu/africa</a>
July 21 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 1 Due</i></li> <li>• <i>Discussion Post B Due</i></li> <li>• <i>1<sup>st</sup> Article Presentation Due</i></li> <li>• <i>Mobile App Critique Assignment Due</i></li> </ul>
July 21-27	Internet-based remote monitoring of livestock operations	<a href="http://www.beefcentral.com/production/article/3346">http://www.beefcentral.com/production/article/3346</a> <a href="http://www.beefcentral.com/production/article/687">http://www.beefcentral.com/production/article/687</a> <a href="http://www.liveviewgps.com/blog/digital-fences-transform-livestock-management/">http://www.liveviewgps.com/blog/digital-fences-transform-livestock-management/</a> <a href="http://extension.usu.edu/rangelands/htm/utah-projects/biwigk/water">http://extension.usu.edu/rangelands/htm/utah-projects/biwigk/water</a> <a href="http://www.biomedcentral.com/1746-6148/9/191">http://www.biomedcentral.com/1746-6148/9/191</a>
	Electronic equipment and gadgets for livestock industries	<a href="http://www.beefstockerusa.org/rfid/grid.html">http://www.beefstockerusa.org/rfid/grid.html</a> <a href="http://www.fwi.co.uk/articles/22/10/2013/141651/latest-high-tech-solutions-for-precision-livestock-farming.htm">http://www.fwi.co.uk/articles/22/10/2013/141651/latest-high-tech-solutions-for-precision-livestock-farming.htm</a> <a href="http://cowboyjournal.okstate.edu/cjfall05/stories_%20pdf/Cjpg39_Hi_Tech_Cows.pdf">http://cowboyjournal.okstate.edu/cjfall05/stories_%20pdf/Cjpg39_Hi_Tech_Cows.pdf</a>
	Online information searches in livestock industry management	Internet Strategies to Improve Farm Business Mgmt: Module 1 <a href="http://library.iit.edu/guides/evaluate_internet_resources/EvaluatingOnlineResources.pdf">http://library.iit.edu/guides/evaluate_internet_resources/EvaluatingOnlineResources.pdf</a>
July 28 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 2 Due</i></li> <li>• <i>Discussion Post C Due</i></li> <li>• <i>MID-TERM EXAM Due</i></li> </ul>

**2014 Course Schedule (continued):**

July 28- August 3	Online marketing of livestock and livestock products	Internet Strategies to Improve Farm Business Mgmt: Modules 3-6 <a href="http://www.farmweekly.com.au/news/agriculture/livestock/cattle-beef/like-ebay-for-cattle/2647482.aspx">http://www.farmweekly.com.au/news/agriculture/livestock/cattle-beef/like-ebay-for-cattle/2647482.aspx</a>
	Input purchasing via the internet in livestock industries	Internet Strategies to Improve Farm Business Mgmt: Modules 1, 4
	Online continuing education for livestock industry participants	Various websites introduced in class lectures
August 4 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <i>Practical Exercise 3 Due</i></li><li>• <i>Discussion Post D Due</i></li><li>• <i>2<sup>nd</sup> Article Presentation Due</i></li><li>• <i>Graduate Student Blog Project Due</i></li></ul>
August 4-6	Assessing internet-based technologies for current and future application in livestock industries	<a href="http://www.agweb.com/article/high-tech_future_envisioned_for_cattlemen/">http://www.agweb.com/article/high-tech_future_envisioned_for_cattlemen/</a>
August 7 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <b>FINAL EXAM Due</b></li></ul>



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4523/6523 Internet-Based Management in Livestock Industries as a Distance Education course. The potential audience of which may benefit from the proposed course will be greater if offered as a Campus 5 course. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6523 Internet-Based Management in Livestock Industries as a Distance Education course. The potential audience of which may benefit from the proposed course will be greater if offered as a Campus 5 course. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jane Parish

**Mail Stop:** 9815

**E-mail:** jparish@ads.msstate.edu

**Nature of Change:** AOAC Approval

**Date Initiated:** 12/2013

**Effective Date:** Upon Approval

**Current Listing in Catalog:**

Symbol      Number      Title

**Credit Hours**

(      )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol      Number      Title

ADS      4523/6523      Internet-Based Management in Livestock Industries

**Credit Hours**

( 3 )

**New or Modified Catalog Description:**

(Prerequisite: Junior, senior or graduate standing). Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

**Approved:**

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Chair, College or School Curriculum Committee

  
\_\_\_\_\_  
Dean of College or School

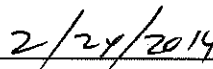
\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

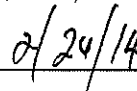
\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Date:**

  
\_\_\_\_\_  
December 18, 2013

  
\_\_\_\_\_  
2/24/2014

  
\_\_\_\_\_  
2/24/14

**Distance Education Course Approval Proposal**  
**ADS 4523/6523 Internet-Based Management in Livestock Industries**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

ADS 4523/6523. Internet-Based Management in Livestock Industries (3). (Prerequisite: Junior, senior or graduate standing). Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

**2. JUSTIFICATION FOR CENTER FOR DISTANCE EDUCATION OFFERING**

This proposed distance education course will be offered online to provide extra value to Campus 5 students to take a course while being in their homes or other locations of their choosing while using a personal computer or other internet-capable device. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester will be able to take this course via Campus 5. For example, many professionals who are interested in Animal and Dairy Sciences coursework, including the information taught in ADS 4523/6523, do not currently enroll in the Campus 1 course because of work commitments and excessive geographic distance from Campus 1. Extension Service employees and high school agriculture teachers stationed away from the Mississippi State University main campus are two such groups of professionals for whom the information taught in ADS 4523/6523 is relevant to their career and could be used for professional development. In addition, many of these individuals seek graduate degrees for which ADS 6523 could be included on their program of study. The Campus 5 offering of this course will provide additional value by accommodating more flexible course scheduling and facilitate off-campus students in taking this course.

**3. LEARNING OUTCOMES**

Upon successful completion of this course, students should: 1) understand the importance of internet-based technologies to livestock industries; 2) be able to plan appropriate internet-based management strategies for livestock industries; and 3) be able to apply internet-based management tools to improve decision-making in modern livestock industries. These learning outcomes appear in the course syllabus and are the same for Campus 1 and Campus 5.

**4. DETAILED COURSE OUTLINE OF CAMPUS 5**

A detailed course outline of Campus 5 is presented in Table 1.

**Table 1. Detailed Course Outline of ADS 4523/6523 for Campus 1 and Campus 5**

<b>Content Area</b>	<b>Online, Internet, Web-based</b>
Internet terminology and adoption in livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Misinformation, security, and other internet issues relevant to	2.5 contact hours (video lectures, quizzes, email feedback)

livestock industries	
Using social media in livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1.5 contact hour
Mobile applications for livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Internet-based data management in livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Internet-based decision tools for livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Internet-based remote monitoring of livestock operations	2.5 contact hours (video lectures, quizzes, email feedback)
Electronic equipment and gadgets for livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Online information searches in livestock industry management	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Online marketing of livestock and livestock products	2.5 contact hours (video lectures, quizzes, email feedback)
Input purchasing via the internet in livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Online continuing education for livestock industry participants	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Assessing internet-based technologies for current and future application in livestock industries	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
General discussion board session	1 contact hour (minimum, spread throughout the course)
Viewing other students' presentations	3 contact hours
Exam (one 1-hour mid-term exam, one 2-hour final exam)	3 contact hours
<b>Total</b>	<b>45 contact hours</b>



## 5. DETAILED COURSE OUTLINE OF CAMPUS 5

A detailed course outline of Campus 5 is presented in Table 1. A syllabus is also included with this proposal for the Campus 5 course. The proposed Campus 5 course has been adapted for distance learning via utilization of web-based video lecture and online assessment delivery. Further, instructor-to-student, student-to-instructor, and student-to-student interaction is facilitated on Campus 5 via electronic formats including discussion boards and email.

## 6. METHOD OF EVALUATION

This course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4523 and ADS 6523 will be done using article presentations, mobile app critique assignment, class participation, practical exercises, and exams. Graduate students enrolled in ADS 6523 will also be evaluated on a blog project. Course grade will be determined as a percentage of a total of 600 points for undergraduates in ADS 4523 (700 points for graduates in ADS 6523). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 4523**

Means of Evaluation	Point Value	Percentage of Total Points
Article presentations	75 points	12.5%
Mobile app critique assignment	75 points	12.5%
Course participation	50 points	8.3%
Practical exercises	150 points	25.0%
Exams	250 points	41.7%

**Table 3. Means of evaluation and respective weights for ADS 6523**

Means of Evaluation	Point Value	Percentage of Total Points
Article presentations	75 points	10.7%
Mobile app critique assignment	50 points	10.7%
Course participation	50 points	7.1%
Practical exercises	150 points	21.4%
Exams	250 points	35.7%
Graduate blog project	100 points	14.3%

### *ACADEMIC MISCONDUCT*

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes and exams will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes and exams will be draw from an item pool sufficient in size to allow for unique exams during subsequent quiz and exam administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized.

### ***TARGET AUDIENCE***

The target audience will be persons interested in internet-based management in livestock industries. For example, students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester would be a target audience for this course on Campus 5. The target audience will include professionals (e.g., Extension Service employees and high school agriculture teachers), military personnel, and higher education students at other institutions. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

### **7. METHOD OF INSTRUCTION**

C. Lecture

### **8. METHOD OF DELIVERY**

O. Online, Internet, Web-based

The method of delivery for this Campus 5 course will be web-based via the myCourses website. Lectures will be delivered via video posted on the myCourses website. Student participation and interaction will be achieved by instructor-initiated weekly discussion board activities. The discussion board activities will be included as part of the course assessment to provide students with an incentive to participate. The instructor will communicate with students throughout the semester via myCourses tools such as announcements, email, discussion board posts, video, and audio clips.

### **9. DELIVERY STATEMENT**

The proposed online course will not violate the Provost's policies on Campus 5 offerings. This course does not involve dissertation research hours. Campus 1 students will still have the option to take this course via Campus 1. This Campus 5 course will not be offered in an on-campus, face-to-face, classroom setting. Instead, it will be offered online to provide extra value to students to take a course while sitting in their homes or other locations of their choosing while using a personal computer.

### **PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466  
jparish@ads.msstate.edu



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 4523/6523 Internet-Based Management in Livestock Industries

Summer Semester 2014

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**Course Description:** Prerequisite: Junior, senior or graduate standing. Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

**Classroom and time:** Online via myCourses: <https://mycourses.msstate.edu>

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
[jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)

**Office Hours:** You should use the myCourses website to ask me questions. I prefer that you email me through myCourses. I will make every effort to respond to you in a timely manner, usually within 24 to 48 hours.

**Textbooks:** **Farm Computer Usage and Ownership: August 2013.**  
Download from [http://www.nass.usda.gov/Publications/Todays\\_Reports/reports/fmpc0813.pdf](http://www.nass.usda.gov/Publications/Todays_Reports/reports/fmpc0813.pdf)  
**Broadband Internet's Value for Rural America.**  
Download from [http://www.ers.usda.gov/media/155154/err78\\_1\\_.pdf](http://www.ers.usda.gov/media/155154/err78_1_.pdf)  
**Internet Strategies to Improve Farm Business Management.**  
Download from [http://srdc.msstate.edu/ecommerce/curricula/farm\\_mgmt](http://srdc.msstate.edu/ecommerce/curricula/farm_mgmt)  
**Staring at the Sun.**  
Download from <http://msucares.com/ebeat/files/staringatthesun.pdf>  
**McDonald's Twitter Campaign: Hype Versus Reality.**  
Purchase from <https://www.iveycases.com/ProductView.aspx?id=60811>  
**mAgriculture: The Application of Mobile Computing to the Business of Farming.**  
Download from <http://tinyurl.com/nxwuu3e>

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of internet-based technologies to livestock industries.
- 2) Be able to plan appropriate internet-based management strategies for livestock industries.
- 3) Be able to apply internet-based management tools to improve decision-making in modern livestock industries.

**Assessment:**

Points of assessment are as follows: article presentations (50 points), mobile app critique assignment (75 points), course participation (75 points), practical exercises (150 points), exams (250 points), and graduate student blog project (ADS 6523 students only; 100 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 600 points for undergraduates in ADS 4523 (700 points for graduates in ADS 6523). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Article Presentations (50 points)***

Students will be assigned to prepare 2 topical articles for discussion (25 points each for a total maximum possible score of 50 points for both articles). Specific requirements will be discussed in class. The article discussion will be a 2-3 minute oral presentation (recorded audio file posted to the class discussion board) of a relevant current (within the last year) online news article regarding a concept covered in class. Please include an internet link to the article be discussed. In each article presentation, students are expected to reference the article source, summarize the major points of the article, and discuss how the article relates to course content. Listening to presentations is considered part of learning and your grade. Students are expected to listen to all audio files posted and respond to 2 article posts during the semester with questions for the presenter. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their article presentations. The due date for this assignment is listed on the course schedule.

***Mobile App Critique Assignment (75 points)***

Select a mobile app that is relevant and useful to one or more of the following industries: beef cattle, dairy cattle, swine, goats, sheep, or equine. The mobile app can be on an Apple or Android platform; either is acceptable for this assignment. Download the app and thoroughly explore its content and features. Develop a 5-6 minute long video presentation in which you do all of the following: 1) introduce the app and credit its author, 2) outline the purpose of the app and how its use could benefit an animal agriculture industry, 3) briefly explain the main features of the app, and 4) provide a critical review of the pros and cons of the app as you see them. Be sure to

show screenshots of the app in your presentation. Post your app critique video presentation to YouTube, and then post a link to your YouTube presentation under the Mobile App Critique Assignment discussion board thread on myCourses. Students are expected to view other students' presentations and comment on or ask a question regarding the presentations of at least 2 other students. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their mobile app critique presentations. This homework assignment is to be completed individually. The due date for this assignment is listed on the course schedule. Late assignments will not be accepted.

#### ***Course participation (75 points)***

The instructor will initiate a weekly discussion board. Students are encouraged to participate and use proper written language and etiquette. Participation in the discussion board takes the place of live classroom interaction. Your participation will include a minimum of two response postings per discussion item. This includes one response minimum to one other student for each item. PLEASE NOTE: Rudimentary responses such as "I agree with Billy", "me too", or copying and pasting from the textbook are NOT acceptable and will not be counted toward your score. Discussion is graded on content and quality. Ideally, they will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. ADDITIONAL NOTE: Posts are due each week by Monday at 11:59 PM CDT. Credit will not be given for any posts past the weekly deadline.

#### ***Practical Exercises (150 points)***

Three practical exercises will be assigned worth a maximum value of 50 points each. These exercises are to be completed individually and will test your ability to apply course concepts to practical livestock industry scenarios. Specific instructions will be posted with each practical exercise assignment. Due dates for practical exercises are listed in the course schedule.

#### ***Exams (250 points)***

There will be one hourly exam worth 100 points and a comprehensive final exam worth 150 points. Each exam will be offered during a specified window of time. Exams are open notes, open book and are to be completed individually. Once you begin an exam, you will have a limited duration of time during which to complete the exam. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit. You will not have time to look up all the answers. Questions regarding exams content should not be posted to the myCourses discussion board until the window of availability for the individual exam has passed.

**Graduate Student Blog Project (100 points)**

Select a livestock or equine industry internet-based management topic of your choosing for focusing the content of an online blog that you will develop. Submit your proposed blog topic to the instructor by the deadline listed in the course schedule. Once approved by the instructor, develop an online blog based on this topic. Post at least weekly to the blog throughout the semester up until the blog project due date, making sure that you post a total of at least 15 blog entries. The due date for this project is listed on the course schedule. Late projects will not be accepted. Please submit a link to your blog along with its title under the Graduate Student Project discussion board thread on myCourses. Respond to all student or instructor posts commenting on or asking questions about your blog. A rubric outlining grading criteria for this project will be provided via myCourses.

- Honor Code:** *"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*  
Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.
- Student Services:** Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>
- ITS Help Desk:** The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
<http://www.its.msstate.edu/>
- Center for Distance Education:** The Center for Distance Education provides online tutorials and other support for students with regard to distance education courses at Mississippi State University.  
<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
July 8-13	Course introduction	Review syllabus and myCourses
	Internet terminology and adoption in livestock industries	Farm Computer Usage and Ownership: August 2013 Broadband Internet's Value for Rural America Internet Strategies to Improve Farm Business Mgmt: Module 1
	Misinformation, security, and other internet issues relevant to livestock industries	Internet Strategies to Improve Farm Business Mgmt: Module 1 <a href="http://farmprogress.com/library.aspx/cattle-rustlers-find-helpful-tool-internet-73/75/1072">http://farmprogress.com/library.aspx/cattle-rustlers-find-helpful-tool-internet-73/75/1072</a>
	Using social media in livestock industries	Internet Strategies to Improve Farm Business Mgmt: Module 2 Staring at the Sun McDonald's Twitter Campaign: Hype Versus Reality
July 14 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Introduction Post Due</i></li> <li>• <i>Discussion Post A Due</i></li> <li>• <i>Graduate Student Blog Topics Due</i></li> </ul>
July 14-20	Mobile applications for livestock industries	mAgriculture: The Application of Mobile Computing to the Business of Farming <a href="http://www.mo-ag.com/uploaded/pps-for-Ag-Useful-Apps-for-Farmers-and-Ranchers-KJM-7%2013.pdf">http://www.mo-ag.com/uploaded/pps-for-Ag-Useful-Apps-for-Farmers-and-Ranchers-KJM-7%2013.pdf</a>
	Internet-based data management in livestock industries	<a href="http://www.computerweekly.com/news/2240203528/M2M-increases-livestock-feed-efficiency-by-10">http://www.computerweekly.com/news/2240203528/M2M-increases-livestock-feed-efficiency-by-10</a> <a href="http://www.itnewsafrika.com/2013/03/cell-phones-revolutionizing-kenyas-livestock-sector/">http://www.itnewsafrika.com/2013/03/cell-phones-revolutionizing-kenyas-livestock-sector/</a> <a href="http://www.telecompetitor.com/wireless-and-broadband-enhance-livestock-management/">http://www.telecompetitor.com/wireless-and-broadband-enhance-livestock-management/</a> <a href="http://www.govtech.com/e-government/Montana-Livestock-Branding-Mooves-Online.html">http://www.govtech.com/e-government/Montana-Livestock-Branding-Mooves-Online.html</a>
	Internet-based decision tools for livestock industries	<a href="http://www.tucson.ars.ag.gov/icrw/proceedings/miller%20ryan.pdf">http://www.tucson.ars.ag.gov/icrw/proceedings/miller%20ryan.pdf</a> <a href="http://glews.tamu.edu/africa">http://glews.tamu.edu/africa</a>
July 21 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 1 Due</i></li> <li>• <i>Discussion Post B Due</i></li> <li>• <i>1<sup>st</sup> Article Presentation Due</i></li> <li>• <i>Mobile App Critique Assignment Due</i></li> </ul>
July 21-27	Internet-based remote monitoring of livestock operations	<a href="http://www.beefcentral.com/production/article/3346">http://www.beefcentral.com/production/article/3346</a> <a href="http://www.beefcentral.com/production/article/687">http://www.beefcentral.com/production/article/687</a> <a href="http://www.liveviewgps.com/blog/digital-fences-transform-livestock-management/">http://www.liveviewgps.com/blog/digital-fences-transform-livestock-management/</a> <a href="http://extension.usu.edu/rangelands/htm/utah-projects/biwegk/water">http://extension.usu.edu/rangelands/htm/utah-projects/biwegk/water</a> <a href="http://www.biomedcentral.com/1746-6148/9/191">http://www.biomedcentral.com/1746-6148/9/191</a>
	Electronic equipment and gadgets for livestock industries	<a href="http://www.beefstockerusa.org/rfid/grid.html">http://www.beefstockerusa.org/rfid/grid.html</a> <a href="http://www.fwi.co.uk/articles/22/10/2013/141651/latest-high-tech-solutions-for-precision-livestock-farming.htm">http://www.fwi.co.uk/articles/22/10/2013/141651/latest-high-tech-solutions-for-precision-livestock-farming.htm</a> <a href="http://cowboyjournal.okstate.edu/cjfall05/stories_%20pdf/Cjpg39_Hi_Tech_Cows.pdf">http://cowboyjournal.okstate.edu/cjfall05/stories_%20pdf/Cjpg39_Hi_Tech_Cows.pdf</a>
	Online information searches in livestock industry management	Internet Strategies to Improve Farm Business Mgmt: Module 1 <a href="http://library.iit.edu/guides/evaluate_internet_resources/EvaluatingOnlineResources.pdf">http://library.iit.edu/guides/evaluate_internet_resources/EvaluatingOnlineResources.pdf</a>
July 28 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 2 Due</i></li> <li>• <i>Discussion Post C Due</i></li> <li>• <i>MID-TERM EXAM Due</i></li> </ul>

**2014 Course Schedule (continued):**

July 28- August 3	Online marketing of livestock and livestock products	Internet Strategies to Improve Farm Business Mgmt: Modules 3-6 <a href="http://www.farmweekly.com.au/news/agriculture/livestock/cattle-beef/like-ebay-for-cattle/2647482.aspx">http://www.farmweekly.com.au/news/agriculture/livestock/cattle-beef/like-ebay-for-cattle/2647482.aspx</a>
	Input purchasing via the internet in livestock industries	Internet Strategies to Improve Farm Business Mgmt: Modules 1, 4
	Online continuing education for livestock industry participants	Various websites introduced in class lectures
August 4 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <i>Practical Exercise 3 Due</i></li><li>• <i>Discussion Post D Due</i></li><li>• <i>2<sup>nd</sup> Article Presentation Due</i></li><li>• <i>Graduate Student Blog Project Due</i></li></ul>
August 4-6	Assessing internet-based technologies for current and future application in livestock industries	<a href="http://www.agweb.com/article/high-tech_future_envisioned_for_cattlemen/">http://www.agweb.com/article/high-tech_future_envisioned_for_cattlemen/</a>
August 7 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• FINAL EXAM Due</li></ul>





# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences ANIMAL AND DAIRY SCIENCES

ADS 4523/6523 Internet-Based Management in Livestock Industries  
Summer Semester 2014

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**Course Description:** Prerequisite: Junior, senior or graduate standing. Three hours lecture. Use of the internet in making management decisions in livestock industries, with emphasis on use in livestock production enterprises.

**Classroom and time:** Online via myCourses: <https://mycourses.msstate.edu>

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
[jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)

**Office Hours:** You should use the myCourses website to ask me questions. I prefer that you email me through myCourses. I will make every effort to respond to you in a timely manner, usually within 24 to 48 hours.

**Textbooks:** **Farm Computer Usage and Ownership: August 2013.**  
Download from  
[http://www.nass.usda.gov/Publications/Todays\\_Reports/reports/fmpc0813.pdf](http://www.nass.usda.gov/Publications/Todays_Reports/reports/fmpc0813.pdf)  
**Broadband Internet's Value for Rural America.**  
Download from [http://www.ers.usda.gov/media/155154/err78\\_1\\_.pdf](http://www.ers.usda.gov/media/155154/err78_1_.pdf)  
**Internet Strategies to Improve Farm Business Management.**  
Download from <http://>  
[http://srdc.msstate.edu/ecommerce/curricula/farm\\_mgmt](http://srdc.msstate.edu/ecommerce/curricula/farm_mgmt)  
**Staring at the Sun.**  
Download from <http://msucare.com/ebeat/files/staringatthesun.pdf>  
**McDonald's Twitter Campaign: Hype Versus Reality.**  
Purchase from <https://www.iveycases.com/ProductView.aspx?id=60811>  
**mAgriculture: The Application of Mobile Computing to the Business of Farming.**  
Download from <http://tinyurl.com/nxwuu3e>

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of internet-based technologies to livestock industries.
- 2) Be able to plan appropriate internet-based management strategies for livestock industries.
- 3) Be able to apply internet-based management tools to improve decision-making in modern livestock industries.

**Assessment:**

Points of assessment are as follows: article presentations (75 points), mobile app critique assignment (75 points), course participation (50 points), practical exercises (150 points), exams (250 points), and graduate student blog project (ADS 6523 students only; 100 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 600 points for undergraduates in ADS 4523 (700 points for graduates in ADS 6523). Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Article Presentations (75 points)***

Students will be assigned to prepare 2 topical articles for discussion (25 points each for a total maximum possible score of 50 points for both articles). Specific requirements will be discussed in class. The article discussion will be a 2-3 minute oral presentation (recorded audio file posted to the class discussion board) of a relevant current (within the last year) online news article regarding a concept covered in class. Please include an internet link to the article be discussed. In each article presentation, students are expected to reference the article source, summarize the major points of the article, and discuss how the article relates to course content. Listening to presentations is considered part of learning and your grade. Students are expected to listen to all audio files posted and respond to 2 article posts during the semester with questions for the presenter. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their article presentations. The due date for this assignment is listed on the course schedule.

***Mobile App Critique Assignment (75 points)***

Select a mobile app that is relevant and useful to one or more of the following industries: beef cattle, dairy cattle, swine, goats, sheep, or equine. The mobile app can be on an Apple or Android platform; either is acceptable for this assignment. Download the app and thoroughly explore its content and features. Develop a 5-6 minute long video presentation in which you do all of the following: 1) introduce the app and credit its author, 2) outline the purpose of the app and how its use could benefit an animal agriculture industry, 3) briefly explain the main features of the app, and 4) provide a critical review of the pros and cons of the app as you see them. Be sure to

show screenshots of the app in your presentation. Post your app critique video presentation to YouTube, and then post a link to your YouTube presentation under the Mobile App Critique Assignment discussion board thread on myCourses. Students are expected to view other students' presentations and comment on or ask a question regarding the presentations of at least 2 other students. Presenters are expected to thoughtfully respond to all questions from the instructor or other students about their mobile app critique presentations. This homework assignment is to be completed individually. The due date for this assignment is listed on the course schedule. Late assignments will not be accepted.

#### ***Course participation (50 points)***

The instructor will initiate a weekly discussion board. Students are encouraged to participate and use proper written language and etiquette. Participation in the discussion board takes the place of live classroom interaction. Your participation will include a minimum of two response postings per discussion item. This includes one response minimum to one other student for each item. PLEASE NOTE: Rudimentary responses such as "I agree with Billy", "me too", or copying and pasting from the textbook are NOT acceptable and will not be counted toward your score. Discussion is graded on content and quality. Ideally, they will include an application of the concepts from the text and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. ADDITIONAL NOTE: Posts are due each week by Monday at 11:59 PM CDT. Credit will not be given for any posts past the weekly deadline.

#### ***Practical Exercises (150 points)***

Three practical exercises will be assigned worth a maximum value of 50 points each. These exercises are to be completed individually and will test your ability to apply course concepts to practical livestock industry scenarios. Specific instructions will be posted with each practical exercise assignment. Due dates for practical exercises are listed in the course schedule.

#### ***Exams (250 points)***

There will be one hourly exam worth 100 points and a comprehensive final exam worth 150 points. Each exam will be offered during a specified window of time. Exams are open notes, open book and are to be completed individually. Once you begin an exam, you will have a limited duration of time during which to complete the exam. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit. You will not have time to look up all the answers. Questions regarding exams content should not be posted to the myCourses discussion board until the window of availability for the individual exam has passed.

**Graduate Student Blog Project (100 points)**

Select a livestock or equine industry internet-based management topic of your choosing for focusing the content of an online blog that you will develop. Submit your proposed blog topic to the instructor by the deadline listed in the course schedule. Once approved by the instructor, develop an online blog based on this topic. Post at least weekly to the blog throughout the semester up until the blog project due date, making sure that you post a total of at least 15 blog entries. The due date for this project is listed on the course schedule. Late projects will not be accepted. Please submit a link to your blog along with its title under the Graduate Student Project discussion board thread on myCourses. Respond to all student or instructor posts commenting on or asking questions about your blog. A rubric outlining grading criteria for this project will be provided via myCourses.

**Honor Code:**

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

**Student Services:**

Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>

**ITS Help Desk:**

The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
<http://www.its.msstate.edu/>

**Center for Distance Education:**

The Center for Distance Education provides online tutorials and other support for students with regard to distance education courses at Mississippi State University.  
<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
July 8-13	Course introduction	Review syllabus and myCourses
	Internet terminology and adoption in livestock industries	Farm Computer Usage and Ownership: August 2013 Broadband Internet's Value for Rural America Internet Strategies to Improve Farm Business Mgmt: Module 1
	Misinformation, security, and other internet issues relevant to livestock industries	Internet Strategies to Improve Farm Business Mgmt: Module 1 <a href="http://farmprogress.com/library.aspx/cattle-rustlers-find-helpful-tool-internet-73/75/1072">http://farmprogress.com/library.aspx/cattle-rustlers-find-helpful-tool-internet-73/75/1072</a>
	Using social media in livestock industries	Internet Strategies to Improve Farm Business Mgmt: Module 2 Staring at the Sun McDonald's Twitter Campaign: Hype Versus Reality
July 14 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Introduction Post Due</i></li> <li>• <i>Discussion Post A Due</i></li> <li>• <i>Graduate Student Blog Topics Due</i></li> </ul>
July 14-20	Mobile applications for livestock industries	mAgriculture: The Application of Mobile Computing to the Business of Farming <a href="http://www.mo-ag.com/uploaded/pps-for-Ag-Useful-Apps-for-Farmers-and-Ranchers-KJM-7%2013.pdf">http://www.mo-ag.com/uploaded/pps-for-Ag-Useful-Apps-for-Farmers-and-Ranchers-KJM-7%2013.pdf</a>
	Internet-based data management in livestock industries	<a href="http://www.computerweekly.com/news/2240203528/M2M-increases-livestock-feed-efficiency-by-10">http://www.computerweekly.com/news/2240203528/M2M-increases-livestock-feed-efficiency-by-10</a> <a href="http://www.itnewsafrika.com/2013/03/cell-phones-revolutionizing-kenyas-livestock-sector/">http://www.itnewsafrika.com/2013/03/cell-phones-revolutionizing-kenyas-livestock-sector/</a> <a href="http://www.telecompetitor.com/wireless-and-broadband-enhance-livestock-management/">http://www.telecompetitor.com/wireless-and-broadband-enhance-livestock-management/</a> <a href="http://www.govtech.com/e-government/Montana-Livestock-Branding-Moooves-Online.html">http://www.govtech.com/e-government/Montana-Livestock-Branding-Moooves-Online.html</a>
	Internet-based decision tools for livestock industries	<a href="http://www.tucson.ars.ag.gov/icrw/proceedings/miller%20ryan.pdf">http://www.tucson.ars.ag.gov/icrw/proceedings/miller%20ryan.pdf</a> <a href="http://glews.tamu.edu/africa">http://glews.tamu.edu/africa</a>
July 21 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 1 Due</i></li> <li>• <i>Discussion Post B Due</i></li> <li>• <i>1<sup>st</sup> Article Presentation Due</i></li> <li>• <i>Mobile App Critique Assignment Due</i></li> </ul>
July 21-27	Internet-based remote monitoring of livestock operations	<a href="http://www.beefcentral.com/production/article/3346">http://www.beefcentral.com/production/article/3346</a> <a href="http://www.beefcentral.com/production/article/687">http://www.beefcentral.com/production/article/687</a> <a href="http://www.liveviewgps.com/blog/digital-fences-transform-livestock-management/">http://www.liveviewgps.com/blog/digital-fences-transform-livestock-management/</a> <a href="http://extension.usu.edu/rangelands/htm/utah-projects/biwegk/water">http://extension.usu.edu/rangelands/htm/utah-projects/biwegk/water</a> <a href="http://www.biomedcentral.com/1746-6148/9/191">http://www.biomedcentral.com/1746-6148/9/191</a>
	Electronic equipment and gadgets for livestock industries	<a href="http://www.beefstockerusa.org/rfid/grid.html">http://www.beefstockerusa.org/rfid/grid.html</a> <a href="http://www.fwi.co.uk/articles/22/10/2013/141651/latest-high-tech-solutions-for-precision-livestock-farming.htm">http://www.fwi.co.uk/articles/22/10/2013/141651/latest-high-tech-solutions-for-precision-livestock-farming.htm</a> <a href="http://cowboyjournal.okstate.edu/cjfall05/stories_%20pdf/Cjpg39_Hi_Tech_Cows.pdf">http://cowboyjournal.okstate.edu/cjfall05/stories_%20pdf/Cjpg39_Hi_Tech_Cows.pdf</a>
	Online information searches in livestock industry management	Internet Strategies to Improve Farm Business Mgmt: Module 1 <a href="http://library.iit.edu/guides/evaluate_internet_resources/EvaluatingOnlineResources.pdf">http://library.iit.edu/guides/evaluate_internet_resources/EvaluatingOnlineResources.pdf</a>
July 28 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Practical Exercise 2 Due</i></li> <li>• <i>Discussion Post C Due</i></li> <li>• <i>MID-TERM EXAM Due</i></li> </ul>

**2014 Course Schedule (continued):**

July 28- August 3	Online marketing of livestock and livestock products	Internet Strategies to Improve Farm Business Mgmt: Modules 3-6 <a href="http://www.farmweekly.com.au/news/agriculture/livestock/cattle-beef/like-ebay-for-cattle/2647482.aspx">http://www.farmweekly.com.au/news/agriculture/livestock/cattle-beef/like-ebay-for-cattle/2647482.aspx</a>
	Input purchasing via the internet in livestock industries	Internet Strategies to Improve Farm Business Mgmt: Modules 1, 4
	Online continuing education for livestock industry participants	Various websites introduced in class lectures
August 4 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <i>Practical Exercise 3 Due</i></li><li>• <i>Discussion Post D Due</i></li><li>• <i>2<sup>nd</sup> Article Presentation Due</i></li><li>• <i>Graduate Student Blog Project Due</i></li></ul>
August 4-6	Assessing internet-based technologies for current and future application in livestock industries	<a href="http://www.agweb.com/article/high-tech_future_envisioned_for_cattlemen/">http://www.agweb.com/article/high-tech_future_envisioned_for_cattlemen/</a>
August 7 by 11:59 p.m., CDT		<ul style="list-style-type: none"><li>• <b>FINAL EXAM Due</b></li></ul>



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 4814 Dairy Farm Management from a four credit hour course with a non-credit producing laboratory to ADS 4813 (three credit lecture) has the full support and was voted on unanimously by the Undergraduate Curriculum Committee of the Animal and Dairy Science department. See included proposal supporting the addition of ADS 4811 Dairy Farm Management Laboratory for details regarding laboratory component of ADS 4813. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

A modification to change ADS 6814 Dairy Farm Management from a four credit hour course with a non-credit producing laboratory to ADS 6813 (three credit lecture) has the full support and was voted on unanimously by the Graduate Curriculum Committee of the Animal and Dairy Science department. See included proposal supporting the addition of ADS 6811 Dairy Farm Management Laboratory for details regarding laboratory component of ADS 6813. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873



APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** College of Ag and Life Sciences    **Department:** Animal and Dairy Sciences

**Contact Person:** Stephanie Ward    **Mail Stop:** 9815    **E-mail:** srhill@ads.msstate.edu

**Nature of Change:** Modify    **Date Initiated:** 12/2013    **Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4814	Dairy Farm Management	( 4 )

**Current Catalog Description:**

(Prerequisites: ADS 1114). Three hours lecture. Two hours laboratory. Planning and integrating dairy farm operations; management principles applied to dairy herd operations.

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ADS4813/6813		Dairy Farm Management	( 3 )

**New or Modified Catalog Description:**

(Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Planning and integrating dairy farm operations; management principles applied to dairy herd operations.

**Approved:**

John Blanks  
Department Head

Stephanie Ward  
Chair, College or School Curriculum Committee

Stephanie Ward for GH  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Date:**

December 18, 2013

2/24/2014

2/24/14

## 1. CATALOG DESCRIPTION

Current Course: ADS 4814/6814 Dairy Farm Management (4) (Prerequisites: ADS 1114). Three hours lecture. Two hours laboratory. Planning and integrating dairy farm operations; management principles applied to dairy herd operations.

Modified Course:

ADS 4813/6813 Dairy Farm Management (3) (Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Planning and integrating dairy farm operations; management principles applied to dairy herd operations.

## 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. The two hours of laboratory will be separated into a standalone course (ADS 4811). The course addition is also in progress.

## 3. JUSTIFICATION AND LEARNING OUTCOMES

The laboratory is being separated to increase flexibility of student scheduling.

## 4. ADDITIONAL INFORMATION

- a. COURSE SYMBOL: No change
- b. COURSE NUMBER: 4813/6813
- c. COURSE TITLE: No change
- d. CREDIT HOURS:

Change from four hour course with non-credit producing laboratory to a three hour course (lecture only). *See attached syllabus for justification of change in material for one hour loss.*

- e. PRE-REQUISITE/CO-REQUISITE:

Current: (Prerequisites: ADS 1114)

Modified: (Prerequisites: ADS 1113 and ADS 1121)

*See included proposal to separate ADS 1114 into ADS 1113 and 1121.*

- f. METHOD/HOURS OF INSTRUCTION: No Change

- h. COURSE DESCRIPTION:

Current Course: ADS 4814/6814 Dairy Farm Management (4) (Prerequisites: ADS 1114). Three hours lecture. Two hours laboratory. Planning and integrating dairy farm operations; management principles applied to dairy herd operations.

Modified Course:

ADS 4813/6813 Dairy Farm Management (3) (Prerequisites: ADS 1113 and ADS 1121). Three hours lecture. Planning and integrating dairy farm operations; management principles applied to dairy herd operations.

- i. COURSE CONTENT: Content of lecture portion of the current (ADS 4814 Dairy Farm Management) will stay the same in the proposed ADS 4813 Dairy Farm Management. Laboratory content is being proposed as a new (credit producing) course which will complement ADS 4813 Dairy Farm Management. (See attached syllabus for details)

## 5. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)

Graduate students enrolled in this course will be expected to give one lecture and will complete an additional final project related to farm management and design.

**6. METHOD OF EVALUATION**

No changes to method of evaluation. Current evaluation is detailed on the attached syllabus.

**7. ACADEMIC MISCONDUCT**

New quizzes and exams will be given each year. Students will be reminded of the honor code on each assignment.

**8. TARGET AUDIENCE**

Any undergraduate or graduate student enrolled at the University who has met the prerequisites and has an interest in the dairy industry.

**9. SUPPORT**

See attached letters of support for ADS 4813 and ADS 6813 from the Department of Animal and Dairy Sciences Undergraduate Curriculum Chair and Graduate Curriculum Committee Chair, Jessica Graves and Stephanie Hill-Ward, respectively.

## **Current Course Syllabus: ADS 4814 Dairy Farm Management Syllabus**

Lecture - M, W, F 10-10:50  
Lab - W 3-4:50

### **Instructor:**

Dr. Stephanie Hill Ward  
Office: 4025 Wise Center  
Phone: 325-8773  
Email: [srhill@ads.msstate.edu](mailto:srhill@ads.msstate.edu)  
Office hours: Mondays 2-5 or by appointment

### **Course Overview:**

This course will cover several topics important to the modern dairy industry. Basic concepts of nutrition, reproduction, and lactation will be covered in addition to application of these concepts to the dairy cow and farm. The laboratory portion of the class will focus on current topics in the agriculture and dairy industry as well as day to day activities on the farm. Specific topics to be covered in lecture and lab are listed below.

### **Course Objectives:**

1. Familiarize students with the basic and practical skills related to feeding, breeding, and milk production on the dairy farm.
2. Gain experience using computerized ration balancing software as well as other software used in the management of dairy farms.
3. Establish a skill set that students can successfully put to use in the agriculture industry, including farm operations, extension services, sales, etc.

**Text Book:** Dairy Cattle Science. Tyler and Ensminger

### **Course Assignments:**

**Reading assignments/Review questions.** Each set of questions will count for 10 points, 150 points total. The goal of this exercise is to familiarize you with the lecture material beforehand and to help you review for exams. Skipping this exercise or doing it 'last minute' will not help you in this class. See syllabus for due dates and chapters to read.

**Exams.** You will have three one hour exams. They are listed by date below. Each exam will be worth 100 point, 300 total points.

**Current Events Presentation.** In class, you will be given a list of topic to choose from. On your assigned day, you will give a 10-12 min presentation on that topic and how it relates to the dairy industry.

**Feed and Forage Notebook:** You have been given a list of 100 feeds commonly used to feed cattle. You must find 10 each of forage feeds, 10 grains or concentrates, and 10 by-product feeds. You can use pictures for up to 2 samples in each category (i.e. 2 forages, 2 grains, and 2 by-products). For every picture used beyond 2 (6 total), you will lose 2 points. For each sample of feed you must include a brief description of the feed and its primary use (energy, protein, etc.) in the dairy industry. More information and examples can be found in the handout attached to this syllabus. These samples will be presented in a notebook with a description of their characteristics. Other feeds may be used with prior consent of instructor or TA. 200 points.

**Final Exam/Project.** Over the course of the semester, you will learn how to interpret and evaluate dairy farm records and data. At the end of the semester, you will be given records from a commercial dairy farm and you will use this information to assess the productivity, profitability, and overall management of this dairy herd. We will visit the dairy farm on the last day of classes. This field trip will take the entire day, so you need to plan now to clear that day. Dr. Ward will give you a letter asking that you be excused, however, other instructors are not required to excuse you and you will be responsible for making arrangements/make up work required.

You will write a detailed report outlining the current management strategies and the improvements you believe could be made. This report will include relevant information from references and up to date (last 10 years) research about practices in reproduction, nutrition, cow comfort and behavior, and profitable management of the dairy. The report will be 1.5 line spaced, typed in 12 point font, times new roman with 1in margins. Your report should have a cover page and a list of referenced material at the end. The report will also include an appendix at the end that demonstrates how your team analyzed the herd information. This report will be worth 100 points of your grade.

In addition to your written report, you will also give an oral presentation to the farm management, telling them your findings for improving management of their dairy farm. This presentation will be done in power point, it will be no more than 30 minutes long and each team member must participate in the presentation. The presentation will be worth 100 points.

**Grade Points:**

Reading/review questions	=	150 pts
3 hour exams	=	300 pts
Feed and forage notebook	=	200 pts
Current Event Reports	=	50 pts
Dairy evaluation report (final exam)	=	100 pts
<u>Dairy evaluation presentation (final exam)</u>	=	<u>100 pts</u>
<b>Total Points</b>	=	<b>900pts</b>

**Scale:**

90-100%	=	A
80-89%	=	B
70-79%	=	C
60-69%	=	D
< 59%	=	F

\*Determine your final % by totaling your points earned for each assignment and dividing by the total points available.

*For Example:* if you earned 580 points, your final % would be =  $580/690 = 0.8405 * 100 = 84.05\%$  (B)

# Lecture and lab topics and assignments

Date	Day	Lecture Topic	Lab Topic	Reading Assignment
<b>January</b>				
7	M	Overview of Dairy Farms		
9	W	Production and Processing of Dairy Products	Tour of dairy farm	Read Section 1, CH 1-5 Answer review questions from CH 2, 3, and 5
11	F	Introduction to Farm Evaluation		
14	M	Dairy Breeding and Genetics		Read Section 2, CH 8, 9, 10. Answer review questions
16	W	Dairy Breeding Decisions	Intro to Dairy Records	Read Section 2, CH 7 and answer review questions (in lab)
18	F	Current Event Presentations (3)		
21	M		<b>MLK Holiday- No Class</b>	
23	W	Dairy Pedigrees/mating decisions	Heat detection**	
25	F	Dairy Farm Evaluation		
28	M	Dairy Reproduction		Read Section 5, CH 24, 25, 26, 27 and 28. Answer review questions C. 27
30	W	Dairy Reproduction	Reproductive Mgmt/Evaluation	
<b>February</b>				
1	F		<b>Exam 1</b>	
4	M	Overview Feeds and Feeding		Read Section 4, CH 16, 19, 20, 22, 23. Answer review questions for C. 20, 22, and 23.
6	W	Dairy Forages and other feeds	Intro to Rations/TMR	
8	F	Cow Nutrition: energy and protein		Read Section 3, CH 11, 12, 13, and 14. Answer review questions 11, 13, 14
11	M	Cow Nutrition: vitamins and minerals		
13	W	Rations	Ration Balancing	Read Section 3, CH 15 and answer review questions (due in lab)
15	F	Heifer Nutrition: pre-weaned		
18	M	Heifer Nutrition: weaned-calving		Read Section 9, CH 48. Answer Review Questions
20	W	Nutrition evaluation of herd	Body Condition Scores	Read Section 7, CH 34, 35, 38, and 39. Answer review questions.
22	F	Current Event Presentations (3)		
25	M	Common Dairy Diseases and Prevention		Read Section 7, CH 37. Answer review questions.
27	W	Mastitis	Mastitis Lab	
<b>March</b>				
<b>Date</b>	<b>Day</b>	<b>Lecture Topic</b>	<b>Lab Topic</b>	<b>Reading Assignment</b>

Exam 2			
1	F		
4	M	Cow management: housing/cow comfort	
6	W	Cow management: milking management	Milking lab**
8	F		
18	M	Cow management: milking management	
20	W	Cow management: milking management	
22	F	Current Event Presentations (3)	
25	M	Cow management: dry period	
27	W	Heifer management	Heifer Growth and Vaccination
29	F	Good Friday	
April			
1	M	Facilities Management: Milking Parlors	
3	W	Farm Management: Grazing vs. conventional	Tour milking parlor
5	F		Exam 3
8	M	Farm Management: Grazing vs. conventional	
10	W	Farm Management: Financial benchmarks	Pasture Walks
12	F	Current Event Presentations (3)	
15	M	Farm Management: Finances	
17	W	Farm Management: Labor	Evaluation of production and financial records
19	F	Farm Management: Mission statements	
22	M	Farm Management: Decision making	
24	W		Review/Field Trip

Read Section 8, CH 40, 41, 42, and 43. Answer review questions CH 42 and 43.

Read Section 6, CH 30, 31, 32, and 33. Answer review questions CH 32, 33.

Read Section 9, CH 47. Answer review questions.

Read Section 9, CH 45, 46. Answer review questions.

Section 4, CH 18. Answer review questions.

Reading assignment will be given in class

Reading assignment will be given in class

Reading assignment will be given in class

## **Modified Course Syllabus: ADS 4813 Dairy Farm Management Syllabus**

Lecture - M, W, F 10-10:50

**Instructor:**

Dr. Stephanie Hill Ward

Office: 4025 Wise Center

Phone: 325-8773

Email: [srhill@ads.msstate.edu](mailto:srhill@ads.msstate.edu)

Office hours: Mondays 2-5 or by appointment

**Course Overview:**

This course will cover several topics important to the modern dairy industry. Basic concepts of nutrition, reproduction, and lactation will be covered in addition to application of these concepts to the dairy cow and farm. Specific topics to be covered in lecture and lab are listed below.

**Course Objectives:**

1. Familiarize students with the basic and practical skills related to feeding, breeding, and milk production on the dairy farm.
2. Gain experience using computerized ration balancing software as well as other software used in the management of dairy farms.
3. Establish a skill set that students can successfully put to use in the agriculture industry, including farm operations, extension services, sales, etc.

**Text Book:** Dairy Cattle Science. Tyler and Ensminger

**Course Assignments:**

**Reading assignments/Review questions.** Each set of questions will count for 10 points, 150 points total. The goal of this exercise is to familiarize you with the lecture material beforehand and to help you review for exams. Skipping this exercise or doing it 'last minute' will not help you in this class. See syllabus for due dates and chapters to read.

**Exams.** You will have three one hour exams. They are listed by date below. Each exam will be worth 100 point, 300 total points.

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about practices in reproduction, nutrition, cow comfort and behavior, and profitable management of the dairy. The report will be 1.5 line spaced, typed in 12 point font, times new roman with 1in margins. Your report should have a cover page and a list of referenced material at the end. The report will also include an appendix at the end that demonstrates how your team analyzed the herd information. This report will be worth 100 points of your grade.

In addition to your written report, you will also give an oral presentation to the farm management, telling them your findings for improving management of their dairy farm. This presentation will be done in power point, it will be no more than 30 minutes long and each team member must participate in the presentation. The presentation will be worth 100 points.

**Grade Points:**

Reading/review questions	=	150 pts
3 hour exams	=	300 pts
Feed and forage notebook	=	200 pts
Current Event Reports	=	50 pts
Dairy evaluation report (final exam)	=	100 pts
<u>Dairy evaluation presentation (final exam)</u>	=	100 pts
<b>Total Points</b>	=	<b>900pts</b>

**Scale:**

90-100%	=	A
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70-79%	=	C
60-69%	=	D
< 59%	=	F

\*Determine your final % by totaling your points earned for each assignment and dividing by the total points available.

*For Example:* if you earned 580 points, your final % would be =  $580/690 = 0.8405 \times 100 = 84.05\%$  (B)

**Lecture and lab topics and assignments**

Date	Day	Lecture Topic	Reading Assignment
Jan 7	M	Overview of Dairy Farms	
9	W	Production and Processing of Dairy Products	Read Section 1, CH 1-5 Answer review questions from CH 2, 3, and 5
11	F	Introduction to Farm Evaluation	
14	M	Dairy Breeding and Genetics	Read Section 2, CH 8, 9, 10. Answer review questions
16	W	Dairy Breeding Decisions	Read Section 2, CH 7 and answer review questions (in 1
18	F	Current Event Presentations (3)	
23	W	Dairy Pedigrees/mating decisions	
25	F	Dairy Farm Evaluation	
28	M	Dairy Reproduction	Read Section 5, CH 24, 25, 26, 27 and 28. Answer review questions CH 26, 27
30	W	Dairy Reproduction	
<b>Feb 1</b>	<b>F</b>		
4	M	Overview Feeds and Feeding	Read Section 4, CH 16, 19, 20, 22, 23. Answer review questions for CH 16, 20, 22, and 23.
6	W	Dairy Forages and other feeds	
8	F	Cow Nutrition: energy and protein	Read Section 3, CH 11, 12, 13, and 14. Answer review questions 11, 12, 13, 14
11	M	Cow Nutrition: vitamins and minerals	

13	W	Rations	Read Section 3, CH 15 and answer review questions (du lab)
15	F	Heifer Nutrition: pre-weaned	
18	M	Heifer Nutrition: weaned-calving	Read Section 9, CH 48. Answer Review Questions
20	W	Nutrition evaluation of herd	Read Section 7, CH 34, 35, 38, and 39. Answer review questions.
22	F	Current Event Presentations (3)	
25	M	Common Dairy Diseases and Prevention	Read Section 7, CH 37. Answer review questions.
27	W	Mastitis	

Date	Day	Lecture Topic	Reading Assignment
<b>March 1</b>	<b>F</b>		
4	M	Cow management: housing/cow comfort	Read Section 8, CH 40, 41, 42, and 43. Answer review questions CH 42 and 43.
6	W	Cow management: milking management	Read Section 6, CH 30, 31, 32, and 33. Answer review questions CH 32, 33.
8	F		Read Section 9, CH 47. Answer review questions.
<b>11/13/15</b>	<b>M, W, F,</b>		
18	M	Cow management: milking management	
20	W	Cow management: milking management	Read Section 9, CH 45, 46. Answer review questions.
22	F	Current Event Presentations (3)	
25	M	Cow management: dry period	
27	W	Heifer management	
29	F	Good Friday	
<b>Apr 1</b>	<b>M</b>	Facilities Management: Milking Parlors	
3	W	Farm Management: Grazing vs. conventional	Section 4, CH 18. Answer review questions.
<b>5</b>	<b>F</b>		
8	M	Farm Management: Grazing vs. conventional	
10	W	Farm Management: Financial benchmarks	Reading assignment will be given in class
12	F	Current Event Presentations (3)	
15	M	Farm Management: Finances	
17	W	Farm Management: Labor	Reading assignment will be given in class
19	F	Farm Management: Mission statements	Reading assignment will be given in class
22	M	Farm Management: Decision making	
<b>24</b>	<b>W</b>	<b>Review/Field Trip</b>	
<b>May 1</b>	<b>W</b>	<b>Final Exam, 8 to 11am</b>	



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4811/6811 Dairy Farm Management Laboratory. This course will serve as the laboratory component of ADS 4813/6813 Dairy Farm Management. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 6811 Dairy Farm Management Laboratory. This course will serve as the laboratory component of ADS 6813 Dairy Farm Management. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** College of Ag and Life Sciences      **Department:** Animal and Dairy Sciences

**Contact Person:** Stephanie Ward      **Mail Stop:** 9815      **E-mail:** srhill@ads.msstate.edu

**Nature of Change:** New course      **Date Initiated:** 12/2013      **Effective Date:** 08/2014

**Current Listing in Catalog:**  
Symbol      Number      Title

**Credit Hours**  
(      )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol      Number      Title  
ADS      4811/6811      Dairy Farm Management Laboratory

**Credit Hours**  
( 1 )

**New or Modified Catalog Description:**

(Prerequisite or Co-requisite: ADS 4813/6813 Dairy Farm Management). Three hours laboratory. Practical application of management strategies in dairy production enterprises.

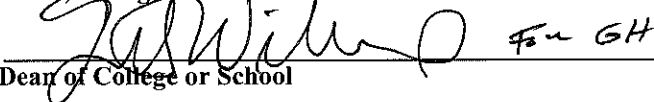
*Approved:*



Department Head



Chair, College or School Curriculum Committee

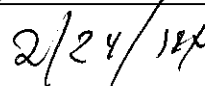
 For GH

Dean of College or School

*Date:*







Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Course Addition Proposal**  
**ADS 4811/6811 Dairy Farm Management Laboratory**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

ADS 4811/6811. Dairy Farm Management Laboratory (1). (Prerequisite or Co-requisite: Dairy Farm Management 4813/6813). Three hours laboratory. Practical application of management strategies in dairy production enterprises.

**2. DETAILED COURSE OUTLINE**

*See attached syllabus.*

**3. METHOD OF EVALUATION**

Students will be evaluated through written assignments (quizzes, laboratory reports, etc.) and oral assignments (presentation of farm data, current topics presentations, etc.), participation, and application of practical techniques demonstrated through hands on lab exercises. The grade values of individual assignments and total point system can be found on the attached syllabus.

**OUT OF CLASS WORK**

A portion of this course requires out of class work. Students will be given homework assignments and a group project which will require outside class time to complete. Outside readings that expand the students' knowledge of the subject will also be assigned.

**4. JUSTIFICATION AND LEARNING OUTCOMES**

This course will serve as the laboratory for Dairy Farm Management (ADS 4813). Historically, this lab and lecture have been combined into one course, ADS 4814. However, due to increasing enrollment and difficulty in scheduling courses, the laboratory is being separated to allow students more flexibility in their schedules. The lecture component will only be offered during one semester, however the lab will be offered in the both the spring and the fall, allowing students maximum flexibility.

Upon successful completion of this course, students should: 1) be able to determine appropriate best management practices for various scenarios on modern dairy production operations and 2) understand how to implement basic dairy production management practices.

**5. ACADEMIC MISCONDUCT**

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes will be draw from an item pool sufficient in size to allow for unique exams during subsequent quiz administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized. The graduate project written deliverable will be submitted by the student to the instructor via an anti-plagiarism software interface within the myCourses website.

**6. TARGET AUDIENCE**

Any undergraduate or graduate student enrolled at the University who has met the prerequisites.

**7. SUPPORT**

Please see attached letters of support from the Animal and Dairy Sciences department undergraduate and graduate curriculum committee chairs.

**8. INSTRUCTOR OF RECORD (GRADUATE COURSE)**

Dr. Stephanie Ward

**9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

As stated previously, this course is being proposed as a split-level 4000/6000 course. Evaluation of student performance for both ADS 4811 and ADS 6811 will be done using practical exercises, class participation, and quizzes. Graduate students enrolled in ADS 6811 will also be evaluated on a graduate project.

**10. PLANNED FREQUENCY**

Spring and Fall

**11. EXPLANATION OF ANY DUPLICATION**

No duplication is known.

**12. METHOD OF INSTRUCTION CODE**

L. Laboratory

**13. METHOD OF DELIVERY**

F. Face to face

**14. PROPOSED C.I.P. NUMBER**

01.0302

**15. PROPOSED 24-CHARACTER ABBREVIATION**

Dairy Mgmt Lab

**16. PROPOSED SEMESTER EFFECTIVE**

08/2014

**17. OTHER APPROPRIATE INFORMATION**

Please see the attached syllabus for assigned textbooks and reading lists for this course.

**18. PROPOSAL CONTACT PERSON**

Stephanie Ward, [srhill@ads.msstate.edu](mailto:srhill@ads.msstate.edu)

Mississippi State University  
Department of Animal and Dairy Sciences



ADS 4811/6811 Dairy Farm Management Lab  
Course Syllabus

**Laboratory:** Monday 1-4 pm

**Instructor:**

Dr. Stephanie Hill Ward  
Office: 4025 Wise Center  
Phone: 325-8773  
Email: [srhill@ads.msstate.edu](mailto:srhill@ads.msstate.edu)  
Office hours: by appointment

**Course Overview:**

This course will cover several topics important to the modern dairy industry. The class will focus on current topics in the agriculture and dairy industry as well as day to day activities on the farm. Specific topics to be covered in lab are listed below.

**Course Objectives:**

1. Familiarize students with the basic and practical skills related to feeding, breeding, and milk production on the dairy farm.
2. Gain experience using computerized ration balancing software as well as other software used in the management of dairy farms.
3. Establish a skill set that students can successfully put to use in the agriculture industry, including farm operations, extension services, sales, etc.

**Course Assignments:**

*Exams and Quizzes:* There will be 14 graded quizzes. These quizzes will be administered weekly before lab starts.

*Current Events:* Prior to each lab, students will give a short (5-10 min) presentation on a current topic in the dairy industry. You will also be responsible for knowing the current price of milk (Class I, II, II, and blend) and milk products (Cheese, butter).

**Swapping dates must be approved in advance (at least 24 h).**

*Homework:* Throughout the semester there will be 5 homework assignments associated with topics covered in lab.

**Lab Assignments:**

As in lecture, attendance and participation is required for lab periods. Attendance and participation in lab will be graded.

In lieu of having lab on Jan 11<sup>th</sup> and April 19<sup>th</sup>, you will have 2 assignments to complete throughout the semester. Sign up sheets will be available in class on Jan 11<sup>th</sup>.

1. Attend milkings. You must sign up to attend one AM milking and one PM milking. You will be responsible for milking the herd under the supervision of farm personnel.
2. Heat watch. You will sign up for a time to go to the dairy and watch for signs of heat in the lactating herd and in heifers. Prime time for heat watching is between 5am – 8 am and 6pm – 8 pm.

**Grade Points:**

14 quizzes @ 20 pts each	=	280 pts
1 Current Event @ 10 pts each	=	10 pts
13 Labs @ 10 pts each	=	130 pts
5 Homework @ 25 pts each	=	125 pts
<u>Final Exam</u>	=	<u>200 pts</u>
Total Points	=	745pts

**Scale:**

745 - 664	=	A
663 - 589	=	B
588 - 515	=	C
514 - 448	=	D
< 447 points	=	F



**Specific Lab Topics and Times**

Date	Day	Topic
Jan 11	M	No Lab
Jan 25	M	Tour of Dairy Farm
Feb 1	M	Feed ID/Sampling
Feb 8	M	Ration Balancing
Feb 15	M	Ration Balancing
Feb 22	M	Pasture Management/Forage Lab
March 1	M	Reproduction – Synchronization Programs
March 8	M	Mastitis Detection, Testing, and Prevention
March 22	M	Calf Handling/Processing Lab
March 29	M	Heifer Handling/Haltering
April 5	M	Cow Handling
April 12	M	Excel Lab (bring laptop)
April 19	M	No Lab (attend milkings, heat watch)

**Homework Assignments and Due Dates (Tentative)**

Due Date	Topic
Feb 22	Ration Balancing Problem Set (30 pts)
March 30	Forage Notebook (45 pts)
April 8	Mission Statement/Decision Tree (25 pts)
April 23	Spreadsheet (25 pts)



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 4111 Swine Production and Management Laboratory as a new course which will complement ADS 4113 Swine Science as a credit producing laboratory. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
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**College or School:** Ag & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Shengfa Liao

**Mailstop:** 9815

**E-mail:** sliao@ads.msstate.edu

**Nature of Change:** New Course

**Date Initiated:** 12/2013

**Effective Date:** 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
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**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4111	Swine Production and Management Laboratory	(1)

**New or Modified Catalog Description:**

(Prerequisites: ADS 1113 and ADS 1121, prior credit or concurrent enrollment in ADS 4113, or consent of instructor). Two hours laboratory. Operational and management practices for further understanding of and skills for modern swine production industry.

**Approved:**

*John Blanks*

Department Head

*[Signature]*

Chair, College or School Curriculum Committee

*[Signature]*

Dean of College or School

**Date:**

*December 18, 2013*

*2/24/2014*

*2/24/14*

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## 1. CATALOG DESCRIPTION

**Current course:** ADS 4111. Swine Production and Management Laboratory. (1) (Prerequisites: ADS 1113 and ADS 1121, prior credit or concurrent enrollment in ADS 4113, or consent of instructor). Two hours laboratory. Operational and management practices for further understanding of and skills for modern swine production industry.

## 2. DETAILED COURSE OUTLINE

Hours of instruction will be a total of 30 hours for a semester with the lab meeting 2 hours per week for 15 weeks.

### *Course Outline:*

Lab*	Lab Title**
1	Commercial/Research Farm Tour
2	Swine Breed and Breeding
3	Boar and Semen Management
4	Heat Detection and Artificial Insemination
5	Swine Feed Stuffs/Ingredients
6	Commercial/Research Feed Mill Tour
7	Swine Diet Formulation
8	Farrowing/Suckling Herd Management
9	Nursery Pig Management
10	Growing-Finishing Pig Management
11	Breeding Herd Management
12	Swine Health Management
13	Live Pig Evaluation
14	Carcass Evaluation
15	Final Examination
*There will be 2 contact hours for each lab.	
**The lab contents will be adjusted based on the resource and schedule/time availability.	

## 3. METHOD OF EVALUATION

**Quizzes:** There will be 8 to 10 quizzes given during the semester. For some quizzes, the instructor will announce the time when the quizzes will be given and what will be tested in the

quizzes, but for others the instructor may not announce anything prior to the quizzes.

**Assignments:** During the semester some assignments will be given to the students in the form of laboratory report. It will depend on the lab content covered.

**Project:** During the semester students may be required to monitor, feed, and care for the pigs assigned on a weekly basis, and students will work as groups to conduct assigned projects. At the end, each group needs to submit a project report that summarizes pigs' production performance.

**Examination:** There will be a final cumulative examination at the end of semester.

**Grading Point Distribution:**

Quizzes	100 points
Assignments	100 points
Project	100 points
<u>Final exam</u>	<u>200 points</u>
Total	500 points

**Final Grading Breakdown:**

<u>Total Points (%)</u>	<u>Letter Grade</u>
89.5 & above	A (Excellent)
79.5 – 89.4	B (Good)
69.5 – 79.4	C (Satisfactory)
69.5 – 69.4	D (Poor)
<u>Less than 59.4</u>	<u>F (Failure)</u>

#### 4. JUSTIFICATION & LEARNING OUTCOMES

**Justification:** The objective of this laboratory course is to provide undergraduate students who have interests in swine biology, production and/or industry with opportunities to receive valuable hands-on training and experiences that will better prepare them for their future careers in animal production (especially swine production) associated professions.

It is predicted that the addition of this course will enhance the teaching and learning effect of our current lecture course, ADS 4113 – Swine Science.

The addition of this course will allow our University (or the Department, specifically) to have a competitive academic program in Swine Science and Production similar to our peer institutions, which include Texas A&M University, University of Florida, University of Georgia, Auburn University, University of Kentucky, Texas Tech University, Kansas State University, University of Missouri, Colorado State University, University of Arkansas, and University of Illinois.

**Learning Outcomes:** Upon completion of this course students will gain much practical knowledge and hands-on experiences of modern swine production and management. Students will know how to perform various management skills and techniques that are used in a swine operation on a daily basis.

**5. ACADEMIC MISCONDUCT**

Students will sign the MSU Honor Code on the first day of class and will also acknowledge reading and understanding the honor code on all quizzes, assignments, project, and the final exam.

**6. TARGET AUDIENCE**

Undergraduate students enrolled at Mississippi State University who wish to further their understanding of swine production and management.

**7. SUPPORT**

*Letter attached.*

**8. PLANNED FREQUENCY**

Spring

**9. EXPLANATION OF ANY DUPLICATION**

No duplication known.

**10. METHOD OF INSTRUCTION**

L. Laboratory

**11. METHOD OF DELIVERY**

F. Face to face

**12. PROPOSED C.I.P. NUMBER**

01.0302

**13. PROPOSED 24-CHARACTER ABBREVIATION**

Swine Production & Mgmt Lab

**14. OTHER APPROPRIATE INFORMATION**

No textbook required.

**15. PROPOSAL CONTACT PERSON**

Shengfa Liao

Department of Animal and Dairy Sciences

E-mail: [sliao@ads.msstate.edu](mailto:sliao@ads.msstate.edu)

Phone: 662-325-7318

## **Proposed Syllabus**

### **ADS 4111 - Swine Production and Management Laboratory:**

**Class Time:** Wednesday 3 - 5 PM

**Classroom Location:** Ballew 119 or a smaller classroom in Wise Center

**Instructor:**

<b>Name:</b>	Shengfa Liao, PhD
<b>Office:</b>	4007 Wise Center
<b>Tel:</b>	(662) 325-7318
<b>Fax:</b>	(662) 325-8873
<b>E-mail:</b>	sliao@ads.msstate.edu

**Guest Lecturers:** Dr. M. Crenshaw (Professor, Dept. of Animal & Dairy Sciences, Mississippi State University); Mr. T. Emerson (General Manager, Prestage Farms of Mississippi, Inc.)

**Office Hours:** Tuesdays & Thursdays: 10:00 ~ 11:59 AM  
In addition, I (the Instructor) have an Open Door Policy, meaning, I will make myself available as much as possible to you when I am in the office. However, it is advisable to call me first before you walk in because I may have another commitment.

**Catalog Description:** Swine Production and Management Laboratory. (1) (Prerequisites: ADS 1113, ADS 1121 and ADS 4113 or concurrently enrolled in ADS 4113, or consent of instructor). Two hours laboratory. Operational and management practices for further understanding of and skills for modern swine production industry.

**Course Objectives:**

- To enhance the teaching and learning effects of the pure classroom-lecture course, ADS 4113 – Swine Science at MSU
- To provide the enrolled students with opportunities to receive valuable hands-on training and experiences that will better prepare them for their future careers in animal production (especially swine production) associated professions

**Course Content and Class Schedule:** The basic techniques, skills, and knowledge that are required for modern business of swine production and management, which include 5 modules: (1) the overview of swine industry, (2) swine genetics, breeding, and reproduction, (3) swine nutrition, feed, and feeding, (4) swine production systems, facilities, and management, and (5) swine production economics. Specifically, the table followed is the outline of the course contents.

Lab*	Lab Title**
1	Commercial/Research Farm Tour
2	Swine Breed and Breeding
3	Boar and Semen Management
4	Heat Detection and Artificial Insemination
5	Swine Feed Stuffs/Ingredients
6	Commercial/Research Feed Mill Tour
7	Swine Diet Formulation
8	Farrowing/Suckling Herd Management
9	Nursery Pig Management
10	Growing-Finishing Pig Management
11	Breeding Herd Management
12	Swine Health Management
13	Live Pig Evaluation
14	Carcass Evaluation
15	Final Examination
*There will be 2 contact hours for each lab. **The lab contents will be adjusted based on the resource and schedule/time availability.	

**Reference Materials/Books:** (1) Holden, P. J., and M. E. Ensminger. 2005. Swine Science. 7th ed. Pearson Education, Inc., Upper Saddle River, NJ. (2) McGlone, J., and W. G. Pond. 2003. Pig Production: Biological Principles and Applications. Thomson Delmar Learning. Clifton Park, NY. (3) Todd See et al. Pork Industry Handbook, Vol. 1 and 2. Purdue Extension, West Lafayette, IN.

**Class Handouts:** At the beginning of each laboratory class, the class notes will be handed out to the students. If you miss a class for a non-excused reason, you will not be able to get the notes pertinent to that class.

**Attendance and Participation:** All students are expected to attend all the scheduled class meetings. A class sign-in sheet will be available immediately before each class session. Students' absences will be recorded and may be reported to the MSU myBanner Internet system administrated by the Registrar's Office, and to the MSU Division of Student Affairs when appropriate.



**Cell Phone Policy:** In accordance with Academic Operating Policy 10.08 and in order to limit classroom disruptions, as well as to protect against academic misconduct, the use by students of cell phones, iPods, iPads, MP3 players, and other electronic devices is prohibited. While attending the class, all the aforementioned electronic devices must be turned off and stowed into your purses, pockets, or backpacks (to be out of sight). On quizzes and exams, cell phones **may not** be used as calculators or clocks. A copy of AOP 10.08 is available online at <http://www.msstate.edu/dept/audit/1008.html>. Should a cell phone (or other e-devices) go off in class or a student is seen using a phone in class, this student will be asked to leave the classroom and counted to have an absence.

**Quizzes:** There will be 8 to 10 quizzes given during the class meetings with or without prior announcement. Students will obtain bonus points from the unannounced quizzes for adding into their final grades.

**Assignments:** Assignments will be given to the students during the semester in the form of laboratory report. In any normal situation, assignments will be due no later than the beginning of next laboratory class. The assignments that are turned in after the due time will not be accepted unless an arrangement has been made in advance with the instructor.

**Project:** During the semester students may/will be required to monitor, feed, and care for the pigs assigned on a weekly basis, and students will work as groups to conduct assigned projects. At the end, each group needs to submit a project report that summarizes pigs' production performance.

**Examinations:** There will be a final cumulative examination at the end of semester.

**Make-up Quizzes and Exams:** No make-up pop quizzes will be given for any reason including the excused absences. Make-up quizzes and exam will only be given to the students with pre-approved excuses or extremely extenuating circumstances (e.g., sickness, death of a family member). An arrangement for a make-up quiz or exam must be made in advance with the instructor. Students who miss a quiz or exam because of sickness need a doctor's statement for verification. Other unavoidable absences from the campus (field trips, intercollegiate events, etc.) must be documented and cleared with the instructor *at least* two days before the quiz or exam that he/she is going to miss.

**Points Distribution:**

- |                         |   |
|-------------------------|---|
| • Class attendance      | 3 points as bonus for each lab attendance |
| • Quizzes (unannounced) | up to 50 points (10%) as bonus            |
| • Quizzes (announced)   | 100 points (20%)                          |
| • Assignments           | 100 points (20%)                          |
| • Project               | 100 points (20%)                          |
| • Final exam            | 200 points (40%)                          |

**Final Grading Breakdown:**

Total Points (%)	Letter Grade
89.5 & above	A (Excellent)
79.5 to 89.4	B (Good)
69.5 to 79.4	C (Satisfactory)
59.5 to 69.4	D (Poor)
Less than 59.4	F (Failure)

**Honor Code:** As stated in the Academic Operating Policy and Procedure (AOP) 12.07

(<http://www.msstate.edu/dept/audit/Policies/Old/1207a-old.pdf>): *"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."* Following the course of action outlined by the MSU Honor Code council, the MSU honor code will be enforced strongly in this class.

**Final Note:** This syllabus was written with an intention to conduct the course as outlined. However, in the event of extenuating circumstances the instructor reserves the right to make changes as necessary.



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Undergraduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the course title modification of ADS 4221 Animal and Dairy Science Senior Seminar to become ADS 4221 Capstone in Animal and Dairy Sciences. Please consider supporting this proposal.

Undergraduate Curriculum Committee Members include:

Jessica M. Graves (Chair)  
Brett Crow  
Carolyn E. Huntington  
Jamie E. Larson  
Caleb O. Lemley  
Shengfa Liao

Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward

Kindly,

Jessica M. Graves, M.S.  
Animal and Dairy Sciences  
Undergraduate Coordinator & Instructor  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2936  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Animal and Dairy Sciences

Contact Person: Erdogan Memili

Mail Stop: 9815

E-mail: em1149@ads.msstate.edu

Nature of Change: Course Modification

Date Initiated:

Effective Date: 08/2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4221	Animal and Dairy Sciences Senior Seminar	(1)

**Current Catalog Description:**

One hour lecture. Review and oral presentation of animal science research and related production problems.

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
ADS	4221	Capstone in Animal and Dairy Sciences	(1)

**New or Modified Catalog Description:**

One hour lecture. Review and oral presentation of animal science research and related production problems.

Approved:

*John Blanks*

Department Head

*[Signature]*

Chair, College or School Curriculum Committee

*[Signature]*

Dean of College or School

for GH

Date:

*December 18, 2013*

*2/24/2014*

*2/24/14*

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## COURSE MODIFICATION

### *Department of Animal and Dairy Sciences*

#### **A. PROPOSAL FORMAT**

##### **1. CATALOG DESCRIPTION**

Current Course:

ADS 4221 Animal and Dairy Sciences Senior Seminar. One hour lecture. Review and oral presentation of animal science research and related production problems.

Modified course:

ADS 4221. Capstone in Animal and Dairy Sciences. (1) One hour lecture. Review and oral presentation of animal science research and related production problems.

##### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

The only modification from the current outline and the new outline will be the change of the name from "Animal and Dairy Sciences Senior Seminar" to "Capstone in Animal and Dairy Sciences".

##### **3. JUSTIFICATION AND LEARNING OUTCOMES**

Justification:

The proposed change will better reflect the course contents and the objectives.

Learning outcomes:

The learning outcomes will stay the same for the course.

##### **4. ADDITIONAL INFORMATION**

- a. COURSE SYMBOL: No Change
- b. COURSE NUMBER: 4221
  - i. First Digit: No Change
  - ii. Second and Third Digit: No Change
  - iii. Fourth Digit: No Change
- c. COURSE TITLE: The course title will change to "Capstone in Animal and Dairy Sciences"
- d. CREDIT HOURS: No Change
- e. PRE-REQUISITE/CO-REQUISITE: No Change
- f. METHOD/HOURS OF INSTRUCTION: No Change
- g. METHOD OF DELIVERY: No Change
- h. COURSE DESCRIPTION: No Change
- i. COURSE CONTENT: No Change

##### **5. GRADUATE STUDENT REQUIREMENTS**

No change.

##### **6. METHOD OF EVALUATION**

No change.

**7. OUT OF CLASS WORK**

No change.

**8. SUPPORT**

Adequate resources are currently available to support this course. *Letter attached.*

**9. EFFECTIVE DATE**

08/2014

**10. PLANNED FREQUENCY**

Spring and Fall

**11. PROPOSED 30- CHARACTER ABBREVIATION**

Capstone in ADS

**12. PROPOSED SEMESTER EFFECTIVE**

08/2014

**13. PROPOSAL CONTACT PERSON**

Dr. Erdogan Memili  
Department of Animal and Dairy Science  
[em149@ads.msstate.edu](mailto:em149@ads.msstate.edu)  
662-325-2937



# MISSISSIPPI STATE UNIVERSITY™

College of Agriculture and Life Sciences  
ANIMAL AND DAIRY SCIENCES  
Spring Semester 2014

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**ADS 4221 Capstone in Animal and Dairy Sciences**  
***Class Location & Time:*** WISE 2005, Wednesday 4:00 – 4:50 PM

***Instructor:*** Dr. Erdoğan (Erdo1) Memili  
4015 Wise Center; Phone: (662) 325-2937; E-mail: em149@ads.msstate.edu

***Course Catalog Description:*** Review and oral presentation of animal science research and related production problems.

***Office Hours:*** Open door policy, by e-mail or by appointment

***Projects:***

1. Developing a resume (1 page), and determining three best practices (essentials for looking for jobs, applying for jobs, and being interviewed: Three bullet points for each). Follow the guidance of Ms. Fitzgerald from the Career Center and develop your resume accordingly. For the three bullet points, listen to her lecture carefully, write down the essentials and then type them into a word document, print and submit it to the instructor.

2. **Develop a review article**

The students will work individually and as part of a team and develop a sound review article under the guidance of the instructor. The topics will be on contemporary topics in animal agriculture. The instructor will provide specific guidance on each of the steps from determining the major factors to finalizing the manuscript. To accomplish this goal, the students will be required to: determine the factors, do a literature search on the assigned factor, critically read research articles and present them in the class, develop section(s) of the manuscript, and review and revise the final manuscript at least three times. See “assignments” under the “grading” below. The instructor will give the deadlines for each of the activities at the beginning of the lectures.

3. **Develop an alternative career plan**

Each student will develop an alternative career plan. Students will be required to develop a career plan as an alternative to their current aspirations. This should be a two page (double spaced paper) that details an alternative plan for after graduation. Details should include the name and nature of alternative career chosen, education requirements to fulfill the alternative career, estimated salary of the field, and availability of positions.

### ***Grading:***

<b>Assignments</b>	<b>Points</b>
Attendance	10
Class participation (discussions and in class assignments)	10
Pros and cons for the debate topic (5 points each)	10
Resume, best practices (3) for seeking and applying for jobs, and interview	10
Alternative Career Plan	10
Contemporary topics in animal agriculture	10
Literature search	10
Paper presentation	10
Manuscript writing	20
<b>Total</b>	<b>100</b>

≥90% A; ≥ 80% B; ≥70% C; ≥ 60% D; ≤ 59% F

***Attendance:*** Students are expected to attend all class meetings, and take a role every class.

### ***Late Assignments:***

All assignments are due by the due date the instructor announces. Assignments that are not turned in by the due date will not be accepted and thus not graded. This is on all assignments. If you miss the classes due to emergencies (defined by the university), you will need to bring me the record, and complete assignment within the first week of your return to the class.

### ***Honor Code:***

“As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

<http://www.honorcode.msstate.edu/policy/>

### ***Cell Phone and Electronic Policy:***

In accordance with Academic Operating Policy 10.08 and in order to limit classroom disruptions, as well as to protect against academic misconduct, the use by students of cell phones, messaging devices, and other electronic devices is prohibited. In this class students are required to put cell phones on the silent mode and stow in backpacks while attending class; this includes Bluetooth headsets. A copy of AOP 10.08 is available online at

<http://www.msstate.edu/dept/audit/1008.html>. All iPods, MP3 players, and other electronic devices must be turned off or put into silent mode, and stowed in backpacks while in class.



**Tentative schedule of activities\***

<b>Date</b>	<b>Activity</b>	<b>Notes/Homework</b>
January 15, 2014	Course introduction, and formation of groups	Pick up the syllabus and other handouts.
January 22, 2014	Doing literature searches	Guest speaker: Bradley Brazzeal Librarian, MSU Phone: (662) 325-7969 E-mail: bbrazzeal@library.msstate.edu
January 29, 2014	Holiday-No class	
February 5, 2014	Developing excellent skills in Microsoft Word Office	Guest Speaker: Ms. Stephanie Agnew Phone: (662) 325-8867 E-mail: SAgnew@library.msstate.edu The class will meet on the first floor of Mitchell Memorial Library in the Eli/Giles Classroom. Please be on time!
February 12, 2014	Critical reading, presentation, and discussion of scientific research articles-Dr. Memili	Read the assigned article and bring it to the class.
February 19, 2014	Developing sound manuscripts-Dr. Memili	Pick up career guide booklet for next week's class: You will need to develop your resume, and three best practices for looking for jobs, applying for jobs, and performing at interviews.  Due: Alternative career plans
February 26, 2014	Developing the best career plans	Guest speaker: Ms. Jan Fitzgerald, Director, Assistant director of MSU Career Center. Phone: (662) 325-3344 E-mail: JFitzgerald@career.msstate.edu www.career.msstate.edu
March 5, 2014	Critical reading, presentation, and discussion of scientific research articles	Read the assigned article critically, bring a paper copy to the class, and actively participate in discussion.
March 12, 2014	No class-Spring break	
March 19, 2014	Critical reading, presentation, and discussion of scientific research articles	Read the assigned article critically, bring a paper copy to the class, and actively participate in discussion.  Due: Resume and the bullet points for looking and applying for jobs, and for interview.
March 26, 2014	Critical reading, presentation, and discussion of scientific research articles	Read the assigned article critically, bring a paper copy to the class, and actively participate in discussion.
April 2, 2014	Critical reading, presentation, and discussion of scientific research articles	Due: First draft of the review manuscript
April 9, 2014	Critical reading, presentation, and discussion of scientific research articles	Read the assigned article critically, bring a paper copy to the class, and actively participate in discussion.
April 16, 2014	Debates	Submit the pros and cons for the debate topics.
April 23, 2014	Debates	Submit the pros and cons for the debate topics Due: Revised version of the review manuscript
April 30, 2014	Guest speaker-industry	Last day of the class

\*The instructor will revise the activities as needed.



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 8533 Beef Cattle Production Systems Management as a new course. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Animal and Dairy Sciences

Contact Person: Jane Parish

Mail Stop: 9815 E-mail: jparish@ads.msstate.edu

Nature of Change: Add

Date Initiated: 12/02/13 Effective Date: 01/01/2014

Current Listing in Catalog:

Symbol    Number    Title

Credit Hours  
(    )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol    Number    Title

ADS    8533    Beef Cattle Production Systems Management

Credit Hours  
( 3 )

New or Modified Catalog Description:

(Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor).  
Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

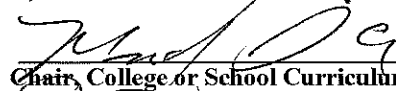
Approved:



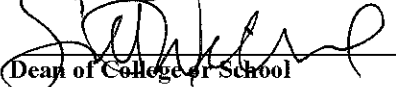
Department Head

Date:

December 18, 2013



Chair, College or School Curriculum Committee



Dean of College or School

For GH

2/20/2014

2/24/14

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

# Course Addition Proposal

## ADS 8533 Beef Cattle Production Systems Management

### Department of Animal and Dairy Sciences

#### 1. CATALOG DESCRIPTION

ADS 8533. Beef Cattle Production Systems Management (3). (Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor). Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

#### 2. DETAILED COURSE OUTLINE

Table 1 presents a detailed course outline of ADS 8533 for Campus 1.

**Table 1. Detailed Course Outline of ADS 8533 for Campus 1.**

<b>Content Area</b>	<b>Face-to-Face</b>
Management roles and responsibilities in a beef cattle production operation	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Interactions amongst beef cattle production industry segments	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Interactions amongst beef cattle production enterprises and other enterprises within a diversified agribusiness	3 contact hours (lectures, quizzes, feedback, discussion)
Sustainable beef cattle production	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Efficiency in beef cattle production	3 contact hours (lectures, quizzes, feedback, discussion)
Meshing beef cattle production practices and consumer demands	3 contact hours (lectures, quizzes, feedback, discussion)
Managing social interests in beef cattle production	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A
Managing environmental impacts of beef cattle production	3 contact hour (lectures, quizzes, feedback, discussion)
Regulatory and legal issues in beef cattle production	3 contact hours (lectures, quizzes, feedback, discussion)
Structured discussion board session	N/A

## 5. DETAILED COURSE OUTLINE OF CAMPUS 5

A detailed course outline of Campus 5 is presented in Table 1. A syllabus is also included with this proposal for the Campus 5 course. The proposed Campus 5 course has been adapted for distance learning via utilization of web-based video lecture and online assessment delivery. Further, instructor-to-student, student-to-instructor, and student-to-student interaction is facilitated on Campus 5 via electronic formats including discussion boards and email.

## 6. METHOD OF EVALUATION

Evaluation of student performance for will be done using class participation, case study assignments, and exams. Means of evaluation and respective weights assigned to each are noted in Table 2. Course grade will be determined as a percentage of a total of 605 points. Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 8533**

Means of Evaluation	Point Value	Percentage of Total Points
Course participation	55 points	9.1%
Case study assignments	350 points	57.9%
Exams	200 points	33.0%

### *ACADEMIC MISCONDUCT*

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes and exams will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes and exams will be draw from an item pool sufficient in size to allow for unique exams during subsequent quiz and exam administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized.

### *TARGET AUDIENCE*

The target audience will be persons interested in beef cattle production systems. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester would be a target audience for this course on Campus 5. The target audience will include professionals (e.g., Extension Service employees and high school agriculture teachers), military personnel, and higher education students at other institutions. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

## 7. METHOD OF INSTRUCTION

C. Lecture

#### **4. JUSTIFICATION AND LEARNING OUTCOMES**

This course will serve as a lecture for instructing students in systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker and feedlot industry segments. It will be included as a production course for graduate students to potentially include in their programs of study. It is expected that students in other majors within the College of Agriculture and Life Sciences as well as students of any major with an interest in beef cattle production systems will enroll in this course as an elective credit.

The beef cattle industry dominates livestock production within Mississippi in economic impact and number of operations as compared with dairy cattle, swine, goat, and sheep operations. It is supported by several commodity associations with a singular focus on beef cattle including the Mississippi Cattlemen's Association and the Mississippi Beef Cattle Improvement Association. Many support industries interface with the beef cattle industry, and the relevance of instruction in this subject is great. There is a continued need for instruction in applied animal agriculture subjects such as that addressed by this course. Further, graduate education often focuses on basic science at the expense of applied instruction. This course offering provides an opportunity to better balance basic and applied animal science courses in graduate programs of study. Careers in agricultural education, extension, livestock production, and livestock industry supply and services require workers to have at least an understanding of applied concepts in livestock production systems. This course is important in that it trains students how to think critically about important questions relating to beef cattle production systems.

Students have a choice in institutions of higher education offering animal and dairy sciences coursework. Given the importance of animal agriculture to the state economy and as the 1862 land-grant university in Mississippi, it is paramount that Mississippi State University offer sufficient courses in major animal agriculture subjects to include small ruminant livestock production. Material in this course will be updated at each semester to include current information in small ruminant livestock production. The addition of this course will allow Mississippi State University to better compete with peer institutions for animal and dairy sciences instructional offerings.

Upon successful completion of this course, students should: 1) understand the importance of systems management approaches in beef cattle production; 2) be able to plan appropriate systems management strategies to beef cattle production operations; and 3) be able to apply systems management concepts to modern beef cattle production operations.

#### **5. ACADEMIC MISCONDUCT**

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes will be drawn from an item pool sufficient in size to allow for unique exams during subsequent quiz administrations. Questions that require higher-

level thinking such as typed responses requiring synthesis of course information will also be utilized.

## **6. TARGET AUDIENCE**

The target audience will be persons interested in beef cattle production systems. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester would be a target audience for this course on Campus 5. The target audience will include professionals (e.g., Extension Service employees and high school agriculture teachers), military personnel, and higher education students at other institutions. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

## **7. SUPPORT**

Please see attached letter of support from the Animal and Dairy Sciences department graduate curriculum committee chair, Dr. Stephanie Ward.

## **8. INSTRUCTOR OF RECORD (GRADUATE COURSE)**

Dr. Jane Parish

## **9. GRADUATE STUDENT REQUIREMENTS (SPLIT-LEVEL COURSES)**

This course is proposed as a graduate standing only course. Therefore, split-level student requirements do not apply.

## **10. PLANNED FREQUENCY**

This course will be offered annually as a Campus 1 course during the Spring semester and as a Campus 5 course during the Fall semester.

## **11. EXPLANATION OF ANY DUPLICATION**

The proposed course does not significantly duplicate, in content or approach, other courses currently offered at the university. The proposed course focuses on systems-based management of beef cattle production enterprises.

## **12. METHOD OF INSTRUCTION CODE**

C. Lecture

## **13. METHOD OF DELIVERY**

F. Face-to-face or O. Online, Internet, Web-based

The method of delivery for the Campus 1 course will be face-to-face lecture instruction. The method of delivery for the Campus 5 course will be web-based via the myCourses website. Lectures will be delivered via video posted on the myCourses website. Student participation and interaction will be achieved by instructor-initiated weekly discussion board activities. The discussion board activities will be included as part of the course assessment to provide students with an incentive to participate. The instructor will communicate with students throughout the semester via myCourses tools such as announcements, email, discussion board posts, video, and audio clips.

**14. PROPOSED C.I.P. NUMBER**

01.0302

**15. PROPOSED 24-CHARACTER ABBREVIATION**

Beef Production Systems

**16. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

**17. OTHER APPROPRIATE INFORMATION**

Please see the attached syllabus for assigned textbooks and reading lists for this course.

**18. PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466, [jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)





# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 8533 Beef Cattle Production Systems Management

Fall Semester 2014

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**Course Description:** Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor. Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

**Classroom and time:** WISE 4043. Tuesdays and Thursdays 9:30 a.m. to 10:45 a.m.

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
jparish@ads.msstate.edu

**Office Hours:** The instructor will make every reasonable effort to accommodate student questions and other course-related needs in a timely manner. Office hours will be by appointment.

**Textbooks:** There is no textbook for this course. Instead, case studies will be used to supplement the lecture notes. Case studies for this course are as follows:

**Harvard Business Review (HBR) Case Studies:**

*Fiddler Livestock Company*

*Breezy Plains Acres: What About Me?*

*Y U Ranch: Strategy and Sustainability in Cattle Ranching (Parts A, B, and C)*

*Old Mule Farms*

*Friona Industries: Delivering Better Beef*

*Borden Ranch: Balancing Private Property Rights and Social Interests in Ag*

*Midland Bull Test - Going Green? (Parts A and B)*

*ViaGen: Revolutionizing the Livestock Industry*

*Kepak and the Future of the Irish Beef Industry*

*Food Fight: The US, Europe, and Trade in Hormone-Treated Beef*

*BSE in Canada*

*ABS Global-Canada*

*Embrapa*

*Rynard Farms*

*Babbitt Ranches: Governance and Strategic Planning in a Family Business*

These HBR Case Studies will be available for purchase as a course pack online. The web link for purchasing this course pack will be posted on myCourses.

**Quality Management and Information Transmission in Cattle Markets:  
A Case Study of the Chariton Valley Beef Alliance**

Download from

[http://www.agmrc.org/media/cms/CARD02BP40\\_E34F0E9EEED45.pdf](http://www.agmrc.org/media/cms/CARD02BP40_E34F0E9EEED45.pdf)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of systems management approaches in beef cattle production.
- 2) Be able to plan appropriate systems management strategies to beef cattle production operations.
- 3) Be able to apply systems management concepts to modern beef cattle production operations.

**Assessment:**

Points of assessment are as follows: course participation (55 points), case study assignments (350 points), and exams (200 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 605 points. Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Course participation (55 points)***

The instructor will initiate regular classroom discussions. Students are encouraged to participate and use proper language and etiquette. Participation in live classroom discussion will include an application of the concepts from the case studies and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. Class attendance is critical in course participation.

***Case study assignments (350 points)***

Students will be assigned to prepare 7 case study responses (50 points each for a total maximum possible score of 350 points for all case studies). Specific requirements will be discussed in class. Each case study response should be typed, 1.5 to 2 pages in length, and include the following sections: 1) summary of a major issue identified in the case study as it relates to course concepts, 2) proposed solution to the issue, 3) science-based evidence that supports your proposed solution, and 4) outline of sequential steps needed to implement your proposed solution. The due dates for these assignments are listed on the course schedule.

**Exams (200 points)**

There will be two exams worth 100 points each. Each exam will be offered in the classroom according to the course schedule. Exams are to be completed individually. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit.

**Honor Code:**

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Academic Misconduct Policy, which may be accessed on the web at <http://www.honorcode.msstate.edu/policy/>.

**Student Services:**

Disability Support Services seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities (as defined by the Americans with Disabilities Act and the Rehabilitation Act of 1973) who are accepted to the University. For additional information please visit: <http://www.sss.msstate.edu/>

**ITS Help Desk:**

The Information Technology Services Help Desk assists students with computer and other technology-related issues.  
<http://www.its.msstate.edu/>

**Center for Distance Education:**

The Center for Distance Education provides online tutorials and other support for students with regard to myCourses at Mississippi State University.  
<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
August 18-24	Course introduction	Review syllabus and myCourses
	Management roles and responsibilities in a beef cattle production operation	Case Study: Fiddler Livestock Company
August 25-31	Interactions amongst beef cattle production industry segments	Case Study: Quality Management and Information Transmission in Cattle Markets: A Case Study of the Chariton Valley Beef Alliance
September 1-7	Interactions amongst beef cattle production enterprises and other enterprises within a diversified agribusiness	Case Study: Breezy Plains Acres: What About Me?
September 8 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Breezy Plains Acres Case Study Assignment Due</i></li> </ul>
September 8-14	Sustainable beef cattle production	Case Study: Y U Ranch: Strategy and Sustainability in Cattle Ranching (Parts A, B, and C)
September 15-21	Efficiency in beef cattle production	Case Study: Old Mule Farms
September 22 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Old Mule Farms Case Study Assignment Due</i></li> </ul>
September 22-28	Meshing beef cattle production practices and consumer demands	Case Study: Friona Industries: Delivering Better Beef
September 29 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Friona Industries Case Study Assignment Due</i></li> </ul>
September 29-October 5	Managing social interests in beef cattle production	Case Study: Borden Ranch: Balancing Private Property Rights and Social Interests in Ag
October 3		<ul style="list-style-type: none"> <li>• <i>MID-TERM EXAM</i></li> </ul>
October 6-12	Managing environmental impacts of beef cattle production	Case Study: Midland Bull Test - Going Green? (Parts A and B)
October 13 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Midland Bull Test Case Study Assignment Due</i></li> </ul>

**2014 Course Schedule (continued):**

October 13-19	Regulatory and legal issues in beef cattle production	Case Study: ViaGen: Revolutionizing the Livestock Industry
October 20-26	Competition and collaboration within and involving the beef cattle industry	Case Study: Kepak and the Future of the Irish Beef Industry
October 27 by 11:59 p.m., CDT		• <i>Kepak Case Study Assignment Due</i>
October 27-November 2	Beef cattle production in a global context	Case Study: Food Fight: The US, Europe, and Trade in Hormone-Treated Beef Case Study: BSE in Canada
November 3-9	Disaster preparation and recovery in beef cattle production	Case Study: ABS Global-Canada
November 10 by 11:59 p.m., CST		• <i>ABS Global Case Study Assignment Due</i>
November 10-16	Technological change in beef cattle production systems	Case Study: Embrapa
November 17-23	Strategic management in beef cattle production enterprises	Case Study: Rynard Farms <i>Or (student chooses one or the other of these cases)</i> Case Study: Babbitt Ranches: Governance and Strategic Planning in a Family Business
November 24 by 11:59 p.m., CST		• <i>Rynard Farms or Babbitt Ranches Case Study Assignment Due</i>
December 5		• <i>FINAL EXAM</i>



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 17, 2013

To the College of Agriculture and Life Science Curriculum Committee,

The Graduate Curriculum Committee of the Animal and Dairy Sciences department voted unanimously and fully supports the addition of ADS 8533 Beef Cattle Production Systems Management as a new course to be taught through Distance Education. Please consider supporting this proposal.

Graduate Curriculum Committee Members include:

Mark Crenshaw  
Dean Jousan  
Jane Parish  
Brandi Karisch  
Rhonda Vann  
Daniel Rivera  
Jamie E. Larson

Caleb O. Lemley  
Shengfa Liao  
Erdogan Memili  
Molly Nicodemus  
Brian J. Rude  
Trent Smith  
Stephanie Hill-Ward (Chair)

Kindly,

Stephanie Hill Ward  
Assistant Professor  
Animal and Dairy Sciences  
4021 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-8773  
Fax: 662-325-8873

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road, Mail Stop 9699 (325-0831).

College or School: Ag & Life Sciences

Department: Animal and Dairy Sciences

Contact Person: Jane Parish

Phone: 5-7466 E-mail: jparish@ads.msstate.edu

Nature of Change: AOCE Approval

Date Initiated: 12/02/13 Effective Date: 01/01/14

Current Listing in Catalog:  
Symbol    Number    Title

Credit Hours  
(    )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol    Number    Title

ADS    8533


Beef Cattle Production Systems Management

Credit Hours  
( 3 )

New or Modified Catalog Description:

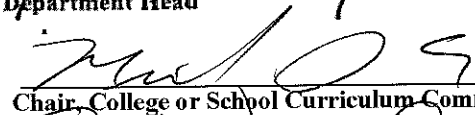
(Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor).  
Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

Approved:

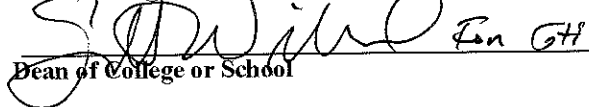
  
Department Head

Date:

December 18, 2013

  
Chair, College or School Curriculum Committee

2/24/2014

  
Dean of College or School

2/24/14

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Distance Education Course Approval Proposal**  
**ADS 8533 Beef Cattle Production Systems Management**  
**Department of Animal and Dairy Sciences**

**1. CATALOG DESCRIPTION**

ADS 8533. Beef Cattle Production Systems Management (3). (Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor). Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

**2. JUSTIFICATION FOR CENTER FOR DISTANCE EDUCATION OFFERING**

This proposed distance education course will be offered online to provide extra value to Campus 5 students to take a course while being in their homes or other locations of their choosing while using a personal computer or other internet-capable device. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester will be able to take this course via Campus 5. For example, many professionals who are interested in Animal and Dairy Sciences coursework, including the information taught in ADS 8533, do not currently enroll in the Campus 1 course because of work commitments and excessive geographic distance from Campus 1. Extension Service employees and high school agriculture teachers stationed away from the Mississippi State University main campus are two such groups of professionals for whom the information taught in ADS 8533 is relevant to their career and could be used for professional development. In addition, many of these individuals seek graduate degrees for which ADS 8533 could be included on their program of study. The Campus 5 offering of this course will provide additional value by accommodating more flexible course scheduling and facilitate off-campus students in taking this course.

**3. LEARNING OUTCOMES**

Upon successful completion of this course, students should: 1) understand the importance of systems management approaches in beef cattle production; 2) be able to plan appropriate systems management strategies to beef cattle production operations; and 3) be able to apply systems management concepts to modern beef cattle production operations.

**4. DETAILED COURSE OUTLINE OF CAMPUS 1**

Table 1 presents a detailed course outline of ADS 8533 for Campus 5.

**Table 1. Detailed Course Outline of ADS 8533 for Campus 5**

<b>Content Area</b>	<b>Online, Internet, Web-based</b>
Management roles and responsibilities in a beef cattle production operation	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board	0.5 contact hour



session	
Interactions amongst beef cattle production industry segments	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	0.5 contact hour
Interactions amongst beef cattle production enterprises and other enterprises within a diversified agribusiness	2.5 contact hours (video lectures, quizzes, email feedback)
Sustainable beef cattle production	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Efficiency in beef cattle production	2.5 contact hours (video lectures, quizzes, email feedback)
Meshing beef cattle production practices and consumer demands	2.5 contact hours (video lectures, quizzes, email feedback)
Managing social interests in beef cattle production	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1.5 contact hours
Managing environmental impacts of beef cattle production	2.5 contact hours (video lectures, quizzes, email feedback)
Regulatory and legal issues in beef cattle production	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Competition and collaboration within and involving the beef cattle industry	2.5 contact hours (video lectures, quizzes, email feedback)
Beef cattle production in a global context	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Disaster preparation and recovery in beef cattle production	2.5 contact hours (video lectures, quizzes, email feedback)
Technological change in beef cattle production systems	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	1 contact hour
Strategic management in beef cattle production enterprises	2.5 contact hours (video lectures, quizzes, email feedback)
Structured discussion board session	0.5 contact hour
General course review discussion	N/A
General discussion board session	1 contact hour (minimum, spread throughout the course)
Exams (two 1-hour exams)	2 contact hours
<b>Total</b>	<b>45 contact hours</b>

## 5. DETAILED COURSE OUTLINE OF CAMPUS 5

A detailed course outline of Campus 5 is presented in Table 1. A syllabus is also included with this proposal for the Campus 5 course. The proposed Campus 5 course has been adapted for distance learning via utilization of web-based video lecture and online assessment delivery. Further, instructor-to-student, student-to-instructor, and student-to-student interaction is facilitated on Campus 5 via electronic formats including discussion boards and email.

## 6. METHOD OF EVALUATION

Evaluation of student performance for will be done using class participation, case study assignments, and exams. Means of evaluation and respective weights assigned to each will be the same for Campus 1 and Campus 5 and will be as noted in Table 2. Course grade will be determined as a percentage of a total of 605 points. Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

**Table 2. Means of evaluation and respective weights for ADS 8533**

Means of Evaluation	Point Value	Percentage of Total Points
Course participation	55 points	9.1%
Case study assignments	350 points	57.9%
Exams	200 points	33.0%

### *ACADEMIC MISCONDUCT*

The Mississippi State University Student Honor Code will be noted on the syllabus and linked on the myCourses website for the course. Students will sign the Mississippi State University Student Honor Code on all exam, quiz, and assignment submission. In order to deter and address academic misconduct, all quizzes and exams will be offered during a limited time window of availability and will be timed during administration. Random-ordered questions and answers will be utilized. Assessment questions for quizzes and exams will be draw from an item pool sufficient in size to allow for unique exams during subsequent quiz and exam administrations. Questions that require higher-level thinking such as typed responses requiring synthesis of course information will also be utilized.

### *TARGET AUDIENCE*

The target audience will be persons interested in beef cattle production systems. It is expected that Animal and Dairy Sciences majors as well as students in other majors in the College of Agriculture and Life Sciences would enroll in this course. Students who would not otherwise sign up for the course on Campus 1 due to scheduling conflicts or who are off-campus during a semester would be a target audience for this course on Campus 5. The target audience will include professionals (e.g., Extension Service employees and high school agriculture teachers), military personnel, and higher education students at other institutions. Any student meeting the prerequisite requirement in the course description will be allowed to enroll in the course.

## 7. METHOD OF INSTRUCTION

C. Lecture

## **8. METHOD OF DELIVERY**

The method of delivery for this Campus 5 course will be web-based via the myCourses website. Lectures will be delivered via video posted on the myCourses website. Student participation and interaction will be achieved by instructor-initiated discussion board activities. The discussion board activities will be included as part of the course assessment to provide students with an incentive to participate. The instructor will communicate with students throughout the semester via myCourses tools such as announcements, email, discussion board posts, video, and audio clips.

## **9. DELIVERY STATEMENT**

The proposed online course will not violate the Provost's policies on Campus 5 offerings. This course does not involve dissertation research hours. Campus 1 students will still have the option to take this course via Campus 1. This Campus 5 course will not be offered in an on-campus, face-to-face, classroom setting. Instead, it will be offered online to provide extra value to students to take a course while sitting in their homes or other locations of their choosing while using a personal computer.

## **PROPOSAL CONTACT PERSON**

Jane Parish, 662.325.7466, [jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)



# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 8533 Beef Cattle Production Systems Management

Fall Semester 2014

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**Course Description:** Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor. Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

**Classroom and time:** Online via myCourses: <https://mycourses.msstate.edu>

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
[jparish@ads.msstate.edu](mailto:jparish@ads.msstate.edu)

**Office Hours:** You should use the myCourses website to ask me questions. I prefer that you email me through myCourses. I will make every effort to respond to you in a timely manner, usually within 24 to 48 hours.

**Textbooks:** There is no textbook for this course. Instead, case studies will be used to supplement the lecture notes. Case studies for this course are as follows:

**Harvard Business Review (HBR) Case Studies:**

*Fiddler Livestock Company*

*Breezy Plains Acres: What About Me?*

*Y U Ranch: Strategy and Sustainability in Cattle Ranching (Parts A, B, and C)*

*Old Mule Farms*

*Friona Industries: Delivering Better Beef*

*Borden Ranch: Balancing Private Property Rights and Social Interests in Ag*

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*Food Fight: The US, Europe, and Trade in Hormone-Treated Beef*

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*Babbitt Ranches: Governance and Strategic Planning in a Family Business*

These HBR Case Studies will be available for purchase as a course pack online. The web link for purchasing this course pack will be posted on myCourses.

**Quality Management and Information Transmission in Cattle Markets:  
A Case Study of the Chariton Valley Beef Alliance**

Download from

[http://www.agmrc.org/media/cms/CARD02BP40\\_E34F0E9EEED45.pdf](http://www.agmrc.org/media/cms/CARD02BP40_E34F0E9EEED45.pdf)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of systems management approaches in beef cattle production.
- 2) Be able to plan appropriate systems management strategies to beef cattle production operations.
- 3) Be able to apply systems management concepts to modern beef cattle production operations.

**Assessment:**

Points of assessment are as follows: course participation (55 points), case study assignments (350 points), and exams (200 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 605 points. Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Course participation (55 points)***

The instructor will initiate regular discussion board threads. Students are encouraged to participate and use proper written language and etiquette. Participation in the discussion board takes the place of live classroom interaction. Your participation will include a minimum of two response postings per discussion item. This includes one response minimum to one other student for each item. PLEASE NOTE: Rudimentary responses such as "I agree with Billy", "me too", or copying and pasting from the textbook are NOT acceptable and will not be counted toward your score. Discussion is graded on content and quality. Ideally, they will include an application of the concepts from the case studies and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. ADDITIONAL NOTE: Post deadlines are Mondays at 11:59 PM CDT/CST. Credit will not be given for any posts past applicable assignment deadlines.

***Case study assignments (350 points)***

Students will be assigned to prepare 7 case study responses (50 points each for a total maximum possible score of 350 points for all case studies). Specific requirements will be discussed in class. Each case study response should be typed, 1.5 to 2 pages in length, and include the following sections:

- 1) summary of a major issue identified in the case study as it relates to

course concepts, 2) proposed solution to the issue, 3) science-based evidence that supports your proposed solution, and 4) outline of sequential steps needed to implement your proposed solution. The due dates for these assignments are listed on the course schedule.

***Exoms (200 points)***

There will be two exams worth 100 points each. Each exam will be offered during a specified window of time. Exams are open notes, open book and are to be completed individually. Once you begin an exam, you will have a limited duration of time during which to complete the exam. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit. You will not have time to look up all the answers. Questions regarding exams content should not be posted to the myCourses discussion board until the window of availability for the individual exam has passed.

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<http://www.distance.msstate.edu>

## 2014 Course Schedule:

Date(s)	Topics	Readings, Assignments, and Assessments
August 18-24	Course introduction	Review syllabus and myCourses
	Management roles and responsibilities in a beef cattle production operation	Case Study: Fiddler Livestock Company
August 25 by 11:59 p.m., CDT		• <i>Introduction Post Due</i>
August 25-31	Interactions amongst beef cattle production industry segments	Case Study: Quality Management and Information Transmission in Cattle Markets: A Case Study of the Chariton Valley Beef Alliance
September 1 by 11:59 p.m., CDT		• <i>Discussion Post A Due</i>
September 1-7	Interactions amongst beef cattle production enterprises and other enterprises within a diversified agribusiness	Case Study: Breezy Plains Acres: What About Me?
September 8 by 11:59 p.m., CDT		• <i>Breezy Plains Acres Case Study Assignment Due</i>
September 8-14	Sustainable beef cattle production	Case Study: Y U Ranch: Strategy and Sustainability in Cattle Ranching (Parts A, B, and C)
September 15 by 11:59 p.m., CDT		• <i>Discussion Post B Due</i>
September 15-21	Efficiency in beef cattle production	Case Study: Old Mule Farms
September 22 by 11:59 p.m., CDT		• <i>Old Mule Farms Case Study Assignment Due</i>
September 22-28	Meshing beef cattle production practices and consumer demands	Case Study: Friona Industries: Delivering Better Beef
September 29 by 11:59 p.m., CDT		• <i>Friona Industries Case Study Assignment Due</i>
September 29-October 5	Managing social interests in beef cattle production	Case Study: Borden Ranch: Balancing Private Property Rights and Social Interests in Ag
October 6 by 11:59 p.m., CDT		• <i>Discussion Post C Due</i> • <i>MID-TERM EXAM Due</i>
October 6-12	Managing environmental impacts of beef cattle production	Case Study: Midland Bull Test - Going Green? (Parts A and B)
October 13 by 11:59 p.m., CDT		• <i>Midland Bull Test Case Study Assignment Due</i>

## 2014 Course Schedule (continued):

October 13-19	Regulatory and legal issues in beef cattle production	Case Study: ViaGen: Revolutionizing the Livestock Industry
October 20 by 11:59 p.m., CDT		• <i>Discussion Post D Due</i>
October 20-26	Competition and collaboration within and involving the beef cattle industry	Case Study: Kepak and the Future of the Irish Beef Industry
October 27 by 11:59 p.m., CDT		• <i>Kepak Case Study Assignment Due</i>
October 27-November 2	Beef cattle production in a global context	Case Study: Food Fight: The US, Europe, and Trade in Hormone-Treated Beef Case Study: BSE in Canada
November 3 by 11:59 p.m., CST		• <i>Discussion Post E Due</i>
November 3-9	Disaster preparation and recovery in beef cattle production	Case Study: ABS Global-Canada
November 10 by 11:59 p.m., CST		• <i>ABS Global Case Study Assignment Due</i>
November 10-16	Technological change in beef cattle production systems	Case Study: Embrapa
November 17 by 11:59 p.m., CST		• <i>Discussion Post F Due</i>
November 17-23	Strategic management in beef cattle production enterprises	Case Study: Rynard Farms <i>Or (student chooses one or the other of these cases)</i> Case Study: Babbitt Ranches: Governance and Strategic Planning in a Family Business
November 24 by 11:59 p.m., CST		• <i>Rynard Farms or Babbitt Ranches Case Study Assignment Due</i>
December 8 by 11:59 p.m., CST		• <i>FINAL EXAM Due</i>





# MISSISSIPPI STATE UNIVERSITY™

## College of Agriculture and Life Sciences

### ANIMAL AND DAIRY SCIENCES

ADS 8533 Beef Cattle Production Systems Management

Fall Semester 2014

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**Course Description:** Prerequisite: Both graduate standing and either ADS 4323/6323 or consent of instructor. Three hours lecture. Systems management approaches to profitable and sustainable beef cattle production including cow-calf, stocker, and feedlot industry segments.

**Classroom and time:** WISE 4043. Tuesdays and Thursdays 9:30 a.m. to 10:45 a.m.

**Instructor:** Dr. Jane Parish  
4012 Wise Center  
Office: (662) 325-7466, Fax: (662) 325-8873  
jparish@ads.msstate.edu

**Office Hours:** The instructor will make every reasonable effort to accommodate student questions and other course-related needs in a timely manner. Office hours will be by appointment.

**Textbooks:** There is no textbook for this course. Instead, case studies will be used to supplement the lecture notes. Case studies for this course are as follows:

**Harvard Business Review (HBR) Case Studies:**

*Fiddler Livestock Company*

*Breezy Plains Acres: What About Me?*

*Y U Ranch: Strategy and Sustainability in Cattle Ranching (Parts A, B, and C)*

*Old Mule Farms*

*Friona Industries: Delivering Better Beef*

*Borden Ranch: Balancing Private Property Rights and Social Interests in Ag*

*Midland Bull Test - Going Green? (Parts A and B)*

*ViaGen: Revolutionizing the Livestock Industry*

*Kepak and the Future of the Irish Beef Industry*

*Food Fight: The US, Europe, and Trade in Hormone-Treated Beef*

*BSE in Canada*

*ABS Global-Canada*

*Embrapa*

*Rynard Farms*

*Babbitt Ranches: Governance and Strategic Planning in a Family Business*

These HBR Case Studies will be available for purchase as a course pack online. The web link for purchasing this course pack will be posted on myCourses.

**Quality Management and Information Transmission in Cattle Markets:  
A Case Study of the Chariton Valley Beef Alliance**

Download from

[http://www.agmrc.org/media/cms/CARD02BP40\\_E34F0E9EEED45.pdf](http://www.agmrc.org/media/cms/CARD02BP40_E34F0E9EEED45.pdf)

**Learning Outcomes:** Upon successful completion of this course, you should:

- 1) Understand the importance of systems management approaches in beef cattle production.
- 2) Be able to plan appropriate systems management strategies to beef cattle production operations.
- 3) Be able to apply systems management concepts to modern beef cattle production operations.

**Assessment:**

Points of assessment are as follows: course participation (55 points), case study assignments (350 points), and exams (200 points). Please note that there are no formal make-up opportunities. So, missing an assignment or exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations and provision of documentary evidence. Course grade will be determined as a percentage of a total of 605 points. Grades available for this course are: A (100%-90%); B (89%-80%); C (79%-70%); D (69%-60%); F (59%-0%).

***Course participation (55 points)***

The instructor will initiate regular classroom discussions. Students are encouraged to participate and use proper language and etiquette. Participation in live classroom discussion will include an application of the concepts from the case studies and lectures to the discussion topic. You will give effort toward these discussions or you will not receive credit. Class attendance is critical in course participation.

***Case study assignments (350 points)***

Students will be assigned to prepare 7 case study responses (50 points each for a total maximum possible score of 350 points for all case studies). Specific requirements will be discussed in class. Each case study response should be typed, 1.5 to 2 pages in length, and include the following sections: 1) summary of a major issue identified in the case study as it relates to course concepts, 2) proposed solution to the issue, 3) science-based evidence that supports your proposed solution, and 4) outline of sequential steps needed to implement your proposed solution. The due dates for these assignments are listed on the course schedule.

**Exams (200 points)**

There will be two exams worth 100 points each. Each exam will be offered in the classroom according to the course schedule. Exams are to be completed individually. Exams will be of such rigor that you must have a good understanding the materials covered to do well on the exam within the time limit.

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September 8 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Breezy Plains Acres Case Study Assignment Due</i></li> </ul>
September 8-14	Sustainable beef cattle production	Case Study: Y U Ranch: Strategy and Sustainability in Cattle Ranching (Parts A, B, and C)
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September 29-October 5	Managing social interests in beef cattle production	Case Study: Borden Ranch: Balancing Private Property Rights and Social Interests in Ag
October 3		<ul style="list-style-type: none"> <li>• <i>MID-TERM EXAM</i></li> </ul>
October 6-12	Managing environmental impacts of beef cattle production	Case Study: Midland Bull Test - Going Green? (Parts A and B)
October 13 by 11:59 p.m., CDT		<ul style="list-style-type: none"> <li>• <i>Midland Bull Test Case Study Assignment Due</i></li> </ul>

**2014 Course Schedule (continued):**

October 13-19	Regulatory and legal issues in beef cattle production	Case Study: ViaGen: Revolutionizing the Livestock Industry
October 20-26	Competition and collaboration within and involving the beef cattle industry	Case Study: Kepak and the Future of the Irish Beef Industry
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**COURSES**

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road (Mail Stop 9699).

College or School: Ag& Life Sciences Department: School of Human Sciences

Contact Person: Melissa Tenhet Mail Stop: 9745 E-mail: mtenhet@humansci.msstate.edu

Nature of Change: Modify Date Initiated: December 15, 2013 Effective Date: Fall 2014

## Current Listing in Catalog:

Symbol	Number	Title	Credit Hours
HS	3803	Child Care Procedures	( 3 )

## Current Catalog Description:

Catalog Description: Prerequisite: HS 2813. Two hours lecture. Two hours laboratory. Selection of appropriate equipment and supplies; program planning for nursery school and day care centers.

## New or Modified Listing for Catalog:

Symbol	Number	Title	Credit Hours
HS	3803	Creativity & Play in Young Children	( 3 )

## New or Modified Catalog Description:

Prerequisite: HS 2813. Two hours lecture. Two hours laboratory. Selection of appropriate equipment, materials, and activities; program planning for birth to age 5; observation and participation at the Child Development and Family Studies Center.

Approved:

Date:

Michael E. Neuma  
Department Head

2-25-14

[Signature]  
Chair, College or School Curriculum Committee

2/26/14

[Signature]  
Dean of College or School

2/26/14

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

## COURSE MODIFICATION

### 1. CATALOG DESCRIPTION

#### Current Catalog Description:

**Prerequisite:** HS 2813. Two hours lecture. Two hours laboratory. Selection of appropriate equipment and supplies; program planning for nursery school and day care centers

#### New Course Description:

**Prerequisite:** HS 2813. Two hours lecture. Two hours laboratory. Selection of appropriate equipment, materials, and activities; program planning for birth to age 5; observation and participation at the Child Development and Family Studies Center

### 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- a. The title of the course will change to better reflect the nature of the course. The course will provide an initial experience for curriculum planning and environmental design for early care and education educators.
- b. The course description will change to better reflect the objectives of the course and the lab experience. Additionally, the language in the new course description reflects appropriate professional language used in early care and education programs.

### 3. METHOD OF EVALUATION

Copy of the syllabus is provided that includes detailed information about the evaluation process. However, below is a summary of the information included in the syllabus:

#### Summary of Student Evaluation:

#### Assessment of Concepts and Skills/Evaluation of Student Progress:

In summary, the following activities will compose your course grade:

	Possible Points
Three (3) Exams @100 points each	300
Workshop Material/Presentation	75
CDFSC Lab Participation (30 hours)	60
Class Participation (2 pts/class attended)	60
Planned Activities (3 @ 25)	75
Philosophy of play and development	50
Unannounced quizzes or in-class activities	30
Resource File	100
Child Assessment Activity	50

Total Points	800
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Grades will be assigned as follows:

A = 720-800 points (90-100%)

B = 639-719 points (80-89%)

C = 558-638 points (70-79%)

D = 477-557 points (60-69%)

F = less than 476 (59% or below)

### 4. JUSTIFICATION & LEARNING OUTCOMES

The modifications to this course are necessary to ensure students are receiving appropriate preparation to successfully plan curriculum and environments for young children and to pass the Praxis for teacher licensure. The course title reflects the nature and intent of the course and the importance of play and development for young children. The course description provides better insight into the objectives and purpose of the course. Students in Human Development and Family Studies who are interested in working with young children will require knowledge and experience in designing curriculum and environments that meet the needs of children birth to 5 years old.

The expected enrollment for this course is 30-40 students per fall semester. This estimate is based on student enrollment in previous semesters.

In addition to the rationale for adding the proposed course to the curriculum, the following learning outcomes are specified on the syllabus.

1. Describe the benefits of programs that are based on principles of child development for children ages five years and younger.
2. Discuss the impact of the early care giving and educational environment on the positive and negative behavior of young children.
3. Consistently demonstrate positive guidance techniques while teaching young children.
4. Develop and use appropriate professional skills including confidentiality and ethical behavior with children, parents and staff as a teaching assistant at the Child Development and Family Studies Center.
5. Identify and describe the contribution of developmentally appropriate curriculum to the overall development of the young child.
6. Discuss the learning centers that are included in a developmentally appropriate program including the benefit of each center to children, the specific materials included and organized in each center, and how to manage activities in these centers.
7. Identify and write instructional objectives for developmentally appropriate activities for young children.
8. Plan, use, and evaluate a wide range of developmentally appropriate techniques, strategies, and materials during weekly lab participation.
9. Develop an organized resource file system for curriculum activities and other teaching materials that are developmentally appropriate for young children.
10. Describe and apply observation and play-based assessment techniques with young children using appropriate assessment tools.

## **5. ADDITIONAL INFORMATION**

- a. COURSE SYMBOL: Course symbols are not being modified.
- b. COURSE NUMBER:
  - i. First Digit: There will be no change to the first digit (3).
  - ii. Second and Third Digit: There will be no change to the second (8) and third digit (0).
  - iii. Fourth Digit: There will be no change to the fourth number (3)
- c. COURSE TITLE: The course title will change to Creativity & Play in Young Children
- d. CREDIT HOURS: The credit hours will not change.
- e. PRE-REQUISITE/CO-REQUISITE: No changes have been made to the pre-requisites or co-requisites.
- f. METHOD/HOURS OF INSTRUCTION: No changes have been made to the method of instruction or hours of instruction.
- g. METHOD OF DELIVERY: No changes have been made to the delivery method.
- h. COURSE DESCRIPTION: The course description has been updated to include appropriate professional language and terminology specific to early care and education programming.
- i. COURSE CONTENT: More than 90 percent of course content will remain the same.
  - i. Content related to child guidance (constituting less than 10 percent of total) has been omitted. This content will be covered in more appropriately extensive depth in the proposed new course, HS 3843 Guiding Young Children's Behavior and Social Development.



- ii. The course will focus more specifically on selection and use of methods and materials for classes with young children.

**6. TARGET AUDIENCE**

The target audience for this course is Human Development and Family Studies students who are preparing to work with young children in clinical, community-based and school programs. Additionally, students who are seeking an endorsement in early childhood for elementary education will benefit from this course.

**7. SUPPORT**

A letter of support from the Human Sciences Curriculum Committee has been included in the appendix of this proposal.

No additional resources will be needed to teach this course beyond designating an HDFS faculty member to the course each semester that it is offered.

**8. INSTRUCTOR OF RECORD (only needed for graduate courses)**

N/A

**9. GRADUATE STUDENT REQUIREMENTS (only needed for split-level courses)**

N/A

**10. PLANNED FREQUENCY**

This course would be offered in the fall and summer semesters.

**11. EXPLANATION OF DUPLICATION**

To our knowledge, the content of our proposed course does not overlap with any other courses currently offered at Mississippi State University.

**12. METHOD OF INSTRUCTION CODE**

B. Lecture/Lab

**13. METHOD OF DELIVERY**

F. Face to face

**14. PROPOSED C.I.P. NUMBER**

19.0706 Child Development

**15. PROPOSED 24-CHARACTER ABBREVIATION (of the course title)**

Creat & Play Young Child

**16. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

**17. OTHER APPROPRIATE INFORMATION**

N/A

**18. PROPOSAL CONTACT PERSON**

Melissa Tenhet  
School of Human Sciences  
Box 9745  
Mississippi State, MS 39762



MISSISSIPPI STATE  
UNIVERSITY™

*School of Human Sciences*

*Agricultural Information Science and Education • Apparel, Textiles and Merchandising  
Human Development and Family Studies • Extension Program and Staff Development*

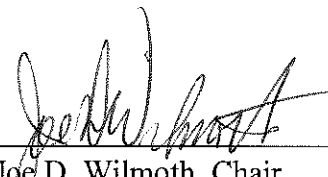
January 28, 2014

Dr. Michael Cox  
Chair, CALS Curriculum Committee  
Box 9555  
Mississippi State, MS 39762

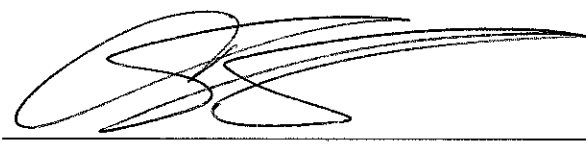
Dr. Michael Cox:

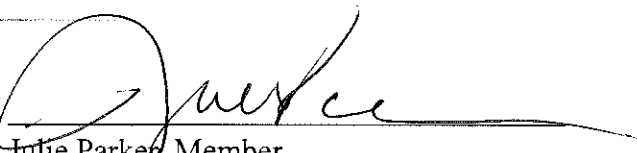
The School of Human Sciences Curriculum Committee has reviewed the proposal for the modification of HS 3803—Creativity and Play in Young Children, and we fully support the proposal. We believe this modification will help our family studies graduates in the job market when the course title and description clearly define the laboratory experiences.

Sincerely,

  
\_\_\_\_\_  
Joe D. Wilmoth, Chair

  
\_\_\_\_\_  
Laura Downey, Member

  
\_\_\_\_\_  
Charles Freeman, Member

  
\_\_\_\_\_  
Julie Parker, Member

  
\_\_\_\_\_  
Tommy Phillips, Member

**MISSISSIPPI STATE UNIVERSITY  
SCHOOL OF HUMAN SCIENCES  
SYLLABUS, FALL 2014**

**Course:** HS 3803, Creativity & Play in Young Children

**Instructor:** Melissa Lewis Tenhet

**Lecture Location:** Lloyd-Ricks Watson, Room 75

**Credit:** Three (3) hours

**Time of Lecture:** 12:00-12:50 p.m., MW

**Lab:** 30 Total Hours

**Lab Location:** Child Development & Family Studies Center Studies Center, 501 College View

**Office Location:** Child Development and Family Studies Center Studies Center, 501 College View

**Office Hours:** By Appointment

**E-mail:** [mtenhet@humansci.msstate.edu](mailto:mtenhet@humansci.msstate.edu)

**Office Phone:** (662)325-2132

**Catalog Description:** Prerequisite: HS 2813. Two hours lecture. Two hours laboratory. Selection of appropriate equipment, materials, and activities; program planning for birth to 5 years of age; observation and participation at the Child Development and Family Studies Center.

**Conceptual Framework:** Application of developmentally appropriate practice in guidance, assessment and learning activities for typically and atypically developing young children.

**Instructional Objectives:**

1. Describe the benefits of programs that are based on principles of child development for children ages five years and younger.
2. Discuss the impact of the early care giving and educational environment on the positive and negative behavior of young children.
3. Consistently demonstrate positive guidance techniques while teaching young children.
4. Develop and use appropriate professional skills including confidentiality and ethical behavior with children, parents and staff as a teaching assistant at the Child Development and Family Studies Center.
5. Identify and describe the contribution of developmentally appropriate curriculum to the overall development of the young child.
6. Discuss the learning centers that are included in a developmentally appropriate program including the benefit of each center to children, the specific materials included and organized in each center, and how to manage activities in these centers.
7. Identify and write instructional objectives for developmentally appropriate activities for young children.
8. Plan, use, and evaluate a wide range of developmentally appropriate techniques, strategies, and materials during weekly lab participation.
9. Develop an organized resource file system for curriculum activities and other teaching materials that are developmentally appropriate for young children.
10. Describe and apply observation and play-based assessment techniques with young children using appropriate assessment tools.

**Student Activities:**

**Exams:** Three exams will be given during the semester. Each exam is worth 100 points. Each exam will cover material from assigned readings, lectures, guest speakers, videos, etc. Each exam may include a selection of multiple choice, true-false, matching and/or fill-in-the-blank questions. Expect several questions to require short answer or discussion.

Workshop presentation: Attendance is required at the art workshop. Each student will demonstrate a creative art activity. Students will work in groups to prepare a presentation which will include the purpose and value of the activity, materials needed, and how to set up and present the activity to children. The workshop will be scheduled in class as a group. We will arrange a time that is agreed upon by the class. The workshop will take place at the Child Development and Family Studies Center. Attendance is required. Students are required to allow time for workshop set-up, presentations/experimentation, and clean up.

Lab participation/evaluation: Students' participation in lab will be evaluated on characteristics such as use of positive and appropriate guidance of young children, involvement in and assistance with daily routines and activities at the CDFSC, promptness, dependability, preparation, and professional conduct with children, children's parents, teachers and other participating students at the CDFSC. Students are required to complete **30 lab hours**. Lab hours must be completed and documented by (TBA). Students will sign up for lab hours during the second class lecture. More information will be given about this in class.

Child Assessment Activity: Students will complete a developmental checklist for one child (assigned) including a summary of skill levels for documentation. Guidelines will be provided and discussed in class.

Planned activities with children: Students will plan, conduct, and evaluate three (3) activities with young children at the Child Development and Family Studies Center (CDFSC). The following activities are required: 1 art, 1 music; and 1 literacy/language. Tentative due dates appear on the class schedule. Any changes in these due dates will be announced in class.

When activities are due, submit items 1-5 on the planned activity form in class. The activity plan should be neat, appropriately spaced, and word processed. Correct spelling and grammar are expected. After the activity is approved and returned to you, you will complete the activity with the children. It is your responsibility to prepare and set up materials prior to the period in which the activity is scheduled. You are responsible for purchasing any special materials other than paint or paper that may be needed for your planned activity. You are also responsible for cleanup after planned activities. After you complete the activity (the group teacher must observe you), answer parts 6-8 on the planned activity form.

At class following the week that you do the activity, turn in parts 1-8 [the original copy of parts 1-5 that were returned to you along with any changes/additions that you were to make and your evaluation of the activity based on parts 6-8] in class. Staple all pages before you submit the final copy to the instructor. Papers that do not meet these basic preparation guidelines will be returned to the student for missing sections, but points will be taken off the overall activity score.

Compare and Contrast Philosophy of Play and Development -Each student will develop a two-part philosophy paper. Part I - will reflect current knowledge and perceptions regarding play and the importance of play in early childhood. Citation are strongly encouraged, requiring in-text citations and a reference page. Part I should be at least one-page in length (see assignment guidelines for specific details). Part II - should reflect knowledge and perceptions based on information gained in class, over the course of this semester, and beliefs about the importance of play. The final paper should provide a compare and contrast model, a then and now philosophy. The final paper should be two to three pages, excluding the title page and reference page. Part II **MUST** contain evidence, in the form of in-text citations in addition to a reference page. All citations should be in APA format. If you have questions, please review the APA format style on the MSU Library website or ask the instructor.

Resource File: Students will prepare an organized file/storage system of developmentally appropriate materials for children Birth-5 years of age. The materials (manipulative game, flannel board story, puppet, teaching pictures, and music cards) must be neatly prepared and labeled. File will be submitted on (TBA) in

class. Materials must be submitted in a 4" binder with the student's name. Guidelines for materials and preparation will be provided in class.

In-class activities/quizzes: In-class assignments or quizzes may be "scheduled" but may also be unannounced. These class activities cannot be "made-up" by students, whatever the reason for class absence.

**Course Policies:**

1. Students are expected to attend class and to participate in class discussions and activities. Attendance will be taken daily. Students are expected to come to class promptly and stay the entire lecture period. Instructor reserves the right to limit access/entry to class to tardy students. Excessive absences will be reported to the student's advisor.
2. Attendance will be taken daily at the beginning of class. It is your responsibility to let the instructor know if you come in after attendance has been taken. Student coming in to class more than 10 minutes late will not receive credit for attendance on that day.
3. Assigned readings should be completed prior to the designated class lecture period. Additional assigned readings may be made in class. Adequate time for students to complete the readings will be allowed.
3. Students are responsible for any material covered in class when they are absent for any reason. However, in-class assignments or quizzes cannot be made-up.
4. Late Work Policy: Late assignments will not be accepted. Drop boxes will open for assignment submissions. If the assignment drop box closes, assignments will not be accepted via MyCourses messages system or email. If you know you have health issues that may impact your participation you will need to submit documentation from your physician to order to make up work. In addition, exams cannot be made up without an appropriate excuse. (No Exceptions)
6. The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her E-mail for official university messages and class announcements.
7. It is the responsibility of any student who has special needs [Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA)] to inform the instructor of this class as soon as possible so that reasonable accommodations may be provided. The student must self-identify concerning disability documentation that is as recent as within the last three (3) years and request necessary accommodations.
8. Cell phone policy: In accordance with Academic Operating Policy (AOP) 10.08 and in order to limit classroom disruptions, as well as to protect against academic misconduct, students' use of cell phones, messaging devices and other electronic devices is prohibited. In this class, students are required to put cell phones in the silent mode and stow in backpack or purse while attending class. Cell phones may not be used as calculators or clocks at any time during class. This AOP also applies to laptops. Students using laptops for purposes other than taking class notes may be asked to leave the class.
9. Mississippi State University has an approved Honor Code that applies to all students. The code is as follows: **"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."**

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit: <http://www.msstate.edu/dept/audit/1207A.html>

10. Every assignment should include the following statement on all assignments, sign and date as

appropriate:

***"On my honor, as a Mississippi State University student, I have neither given nor received unauthorized assistance on this academic work."***

11. Guideline for written assignments: All assignments should be typed, with standard margins, 12 point font, spacing, etc. Appropriate spelling, grammar, punctuation, and writing format is required.
12. By being enrolled in this course, you agree that all assignments submitted become the property of MSU and may be used in a SafeAssign database through myCourses.

#### **CDFSC (Lab) Policies:**

1. Your MSU ID is required to give you access to the CDFSC. If your card does not open the door, you must get a new MSU ID that works. Lab attendance is taken daily by the new fingerprinting system. All lab participants are expected to demonstrate promptness and dependability. Your lab grade is based on your attendance, dependability, and techniques in working with young children (lab evaluation form with specific criteria is attached). You must be prompt and stay the full 50 minute lab period to receive lab credit.
2. A total of 30 hours of participation in a laboratory setting is required for this course. You do not receive a separate grade for attending lab; the lab requirements are part of the final grade in this course. **FAILURE TO COMPLETE THE REQUIRED NUMBER OF LAB HOURS WILL RESULT IN A 10-POINT REDUCTION IN THE TOTAL NUMBER OF POINTS FOR THE CLASS FOR EVERY HOUR NOT COMPLETED.** For example, if you only complete 28 of the 30 required hours, you will receive a 20 point reduction from your lab attendance points in the class. **If you miss more than 6 of the lab hours (60 lab attendance points), the remaining point deductions will be taken from the total points for the class.**
3. Students are strongly encouraged to ride the shuttle to the Child Development and Family Studies Center. Currently the maroon route stops near the CDFSC. Parking spaces and the parking lot in front of the CDFSC are designated for parents and staff. If you drive, park according to campus parking regulations.
4. If you become so seriously ill that you are a health hazard to children, it is **essential** that you call the lab **prior** to your assigned hours. Your lab grade is negatively affected when you fail to report an absence ahead of time. **CDFSC TELEPHONE Number: (662) 325-3031.**
5. All missed labs must be rescheduled and successfully completed in order to pass this course. **Rescheduling is initiated by the student and must be done promptly.** Rescheduled labs will be set up according to the needs of the CDFSC and must have the advanced approval of the Manager.
6. Students will follow the policies and procedures for lab participation that are described in class handouts and in directions given verbally by the CDFSC Manager or Teacher.
7. Please do not bring purses, cell phones, money or food/beverages to the Center.
8. Remember that what you see and hear at CDFSC is confidential.

**Methods of Instruction:** Methods of instruction include experiential learning at the Child Development & Family Studies Center, student presentations, discussion/lecture, videos, and speakers. Active participation by class members is expected.

#### **Assessment of Concepts and Skills/Evaluation of Student Progress:**

In summary, the following activities will compose your course grade:

	Possible Points	Points Earned
Three (3) Exams @100 points each	300	
Workshop Material/Presentation	75	
CDFSC Lab Participation (30 hours)	60	
Class Participation (2 pts/class attended)	60	
Planned Activities (3 @ 25)	75	

Philosophy of play and development	50
Unannounced quizzes or in-class activities	30
Resource File	100
Child Assessment Activity	50
Total Points	<hr/> 800

Grades will be assigned as follows:

- A = 720-800 points (90-100%)
- B = 639-719 points (80-89%)
- C = 558-638 points (70-79%)
- D = 477-557 points (60-69%)
- F = less than 476 (59% or below)

**Texts:**

Mayesky, M. (2012). *Creative activities for young children*. (10<sup>th</sup>). Albany, NY; Delmar Publishers, Inc.

Mississippi Department of Education. (2013). *Mississippi early learning standards for three and four-year-old children*. Jackson, MS: Mississippi Department of Education.

Other readings may be assigned in class.



**Mississippi State University  
School of Human Sciences  
HS 3803 Evaluation Form**

Student's Name \_\_\_\_\_ Date of Evaluation \_\_\_\_\_

Evaluator \_\_\_\_\_ Rating (Grade) \_\_\_\_\_

The purpose of this evaluation sheet is to rate the performance of student interns who are teaching preschool children. The areas rated reflect important competences that should be demonstrated by beginning teachers. The five ratings are: 5 – very good, 4 – good, 3 – average, 2 – below average, 1 – unsatisfactory.

<b>I. GUIDANCE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
a. Maintains a controlled manner, displaying emotions in appropriate situations.					
b. Intervenes only at appropriate times (safety, security, aid, protecting equipment).					
c. Participates without inappropriately directing the course of children's play.					
d. Talks with others (child or adult) as appropriate.					
e. Encourages creativity without modeling.					
f. Gives suggestions and directions only as needed.					
g. Secures child's attention before speaking.					
h. Gives choices when appropriate.					
i. States logical and truthful reasons.					
j. Uses positive statements.					
k. Is consistent.					
l. Follows through with limits and direction.					
m. Uses indirect guidance (management of people, equipment, materials, and space) when appropriate.					
<b>II. ACCEPTING RESPONSIBILITY IN TEACHER ROLE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
a. Arrives and leaves as scheduled.					
b. Is dependable.					
c. Carries out assigned duties.					
d. Knows the daily schedule.					
e. Reads the daily plans, checks with head teacher as needed.					
f. Works effectively and in a cohesive manner with other teachers.					
g. Positions self for maximum supervision.					
h. Is aware of classroom limits and enforces them as necessary.					

i. Is aware of children's activities in assigned area.					
j. Accurately predicts and responds to normative child behavior.					
k. Acts to forestall or diffuse dangerous or inflammatory situations.					

**Class Schedule/Tentative Readings and Assignments**  
**Fall 2014**

<b>Date</b>	<b>Topics, Assignments and Due Dates</b>	<b>Readings</b>	<b>Hours</b>
	<ul style="list-style-type: none"> <li>• Introduction to the course. Review syllabus and lab responsibilities for this term. Sign up for lab hours.</li> <li>• Review CDFSC responsibilities. <ul style="list-style-type: none"> <li>◦ Discussion Question</li> </ul> </li> </ul>	<u>Chapter 1</u>	1 hour class
	<ul style="list-style-type: none"> <li>• Finish course review/lab hour sign-up</li> <li>• The Concept of Creativity</li> </ul>	<u>Chapter 1</u> Discussion Question	1 hour class  2 hour lab
	Promoting Creativity <ul style="list-style-type: none"> <li>• How Creativity Develops in Young Children</li> </ul>	<u>Chapter 2</u>	2 hour lab
	Promoting Creativity The Impact of creativity in an early childhood classroom	<u>Chapter 2</u>	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• Promoting Creativity</li> <li>• Play, Development and Creativity</li> </ul>	<u>Chapter 2</u> <u>Chapter 7</u>	1 hour class
	<ul style="list-style-type: none"> <li>• Play, Development and Creativity</li> <li>• Art and the Development of the Young Child</li> <li>• Philosophy of Play Part 1 due</li> </ul>	Chapter 7 Chapter 9, 10, 11	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• Art and the Development of the Young Child</li> <li>• Planning art workshop presentations and materials lists.</li> <li>• Settings that promote learning and what children learn.</li> </ul>	Chapter 9, 10, 11	1 hour class
	<ul style="list-style-type: none"> <li>• Art and the Development of the Young Child</li> <li>• Overview of MS Early Learning Guidelines</li> <li>• Planned activity for Art Workshop due</li> </ul>	Chapter 9, 10, 11 <u>Mississippi Early Learning Guidelines for Infant/toddlers and Mississippi Early Learning Standards for 3 &amp; 4 year olds</u>	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• Art and the Development of the Young Child.</li> <li>• The Early Childhood Art Program</li> </ul>	Chapter 9, 10, 11 Chapter 13 & 14	1 hour class
	<ul style="list-style-type: none"> <li>• The Early Childhood Art Program</li> <li>• Early Intervention programs in Mississippi. Observation and other play-based assessment procedures and documentation.</li> </ul>	Chapter 13 & 14	1 hour class  2 hour lab

	<ul style="list-style-type: none"> <li>Value of observation skills. Observation as a teaching and assessment tool.</li> </ul>		
	<ul style="list-style-type: none"> <li>Early Intervention programs in Mississippi. Observation and other play-based assessment procedures and documentation.</li> <li>Value of observation skills. Observation as a teaching and assessment tool. Role of Family</li> </ul>	Presentation	1 hour class
	Exam 1		1 hour class 2 hour lab
	<ul style="list-style-type: none"> <li>Dramatic play. Puppetry with young children.</li> </ul>	<u>Chapter 15</u> Due 2/18: Planned activity for art (from each individual class member)	1 hour class
	<ul style="list-style-type: none"> <li>Dramatic play. Puppetry with young children.</li> <li>Planned Activity for Art Due</li> </ul>	<u>Chapter 15</u>	1 hour class 2 hour lab
	<ul style="list-style-type: none"> <li>Language, literacy and literature activities with young children. Selecting appropriate books for the classroom.</li> </ul>	<u>Chapter 18</u>	1 hour class
	<ul style="list-style-type: none"> <li>Language, literacy and literature activities with young children. Early reading skills</li> </ul>	<u>Chapter 18</u> Due 3/5: Literacy planned activity	1 hour class 2 hour lab
	<ul style="list-style-type: none"> <li>Language, literacy and literature activities with young children. Literacy throughout the classroom</li> </ul>		2 hours class
	<ul style="list-style-type: none"> <li>Teaching children through music, movement</li> <li>Literacy Planned Activity Due</li> </ul>	<u>Chapter 16 &amp; 17</u>	1 hour class
	<ul style="list-style-type: none"> <li>Teaching children through music, and fingerplays</li> </ul>	<u>Chapter 16 &amp; 17</u> Due 3/17: Music planned activity	1 hour class 2 hour lab
	<ul style="list-style-type: none"> <li>Creative Science and Math</li> <li>Music Planned Activity due</li> </ul>	<u>Chapter 19 &amp; 20</u>	1 hour class

	<ul style="list-style-type: none"> <li>• Creative Science and Math</li> <li>• Developmentally appropriate science and math</li> </ul>	<u>Chapter 19 &amp; 20</u>	1 hour class  2 hour lab
	Exam 2		1 hour class
	<ul style="list-style-type: none"> <li>• Creative Social Studies</li> <li>• Developmentally appropriate social studies</li> </ul>	<u>Chapter 22</u>	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• Social Studies In the Real World</li> <li>• Resource File Due</li> </ul>	<u>Chapter 22</u> <i>Due Resource File Due</i>	1 hour class
	<ul style="list-style-type: none"> <li>• Creative Social Studies</li> <li>• Social studies in the classroom</li> </ul>	<u>Chapter 22</u>	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• The outdoor play environment.</li> <li>• The outdoor classroom</li> </ul>	<u>Presentation</u>	1 hour class
	<ul style="list-style-type: none"> <li>• The outdoor play environment</li> <li>• Why outdoor play is important for development</li> </ul>	<u>Presentation</u>	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• Sand and water play.</li> <li>• Philosophy of Play Part 2 due</li> </ul>	<u>Presentation</u>	1 hour class
	<ul style="list-style-type: none"> <li>• Creative Food Experiences</li> <li>• Let's get cooking</li> <li>• Last day to submit final activity forms</li> </ul>	<u>Chapter 21</u>	1 hour class  2 hour lab
	<ul style="list-style-type: none"> <li>• Creative Food Experiences</li> <li>• Healthy meal planning</li> <li>• Child Assessment Due</li> </ul>	<u>Chapter 21</u>	1 hour class
	Final Exam (TBA)		

**Instructor's Note: In order to allow you to plan ahead for your semester activities, we will make every effort to stay on schedule. However, the above class schedule as well as the course requirements and procedures are subject to change in the case of unforeseen events.**

MISSISSIPPI STATE UNIVERSITY  
COLLEGE OF AGRICULTURE AND LIFE SCIENCES, SCHOOL OF HUMAN SCIENCES  
SYLLABUS, SPRING 2013

**Course: HS 3803, Child Care Procedures**

Instructor:	Angel Fason, M.S.	Lecture:	12:00-12:50 p.m. Mondays & Wednesdays
Credit:	Three (3) hours	Location:	Room 75, Lloyd-Ricks
Office:	201 A Lloyd-Ricks	Lab:	TBA, 30 total hours, 2/week
Telephone:	325-3790	Lab Location:	CDFSC, 501 College View
E-mail:	<a href="mailto:angelf@humansci.msstate.edu">angelf@humansci.msstate.edu</a>	Office hours:	T TH 9:00-11:00 a.m.; and by appointment

Catalog Description: Prerequisite: HS 2813. Two hours lecture. Two hours laboratory. Selection of appropriate equipment and supplies; program planning for nursery school and day care centers.

**Important information regarding myCourses:** This course is part of a pilot project implementing MSU's new course management system, *Blackboard Learn 9*. You can login to the course at [pilot.mycourses.msstate.edu](http://pilot.mycourses.msstate.edu) or by following the information on the Instruction Guide distributed in class.

Conceptual Framework:

Application of developmentally appropriate practice in guidance, assessment and learning activities for typically and atypically developing young children.

Instructional Objectives:

By the end of this course, students will:

1. Describe the benefits of programs that are based on principles of child development for children ages five years and younger.
2. Discuss the impact of the early care giving and educational environment on the positive and negative behavior of young children.
3. Consistently demonstrate positive guidance techniques while teaching young children.
4. Develop and use appropriate professional skills including confidentiality and ethical behavior with children, parents and staff as a teaching assistant at the Child Development and Family Studies Center.
5. Identify and describe the contribution of developmentally appropriate curriculum to the overall development of the young child.
6. Discuss the learning centers that are included in a developmentally appropriate program including the benefit of each center to children, the specific materials included and organized in each center, and how to manage activities in these centers.
7. Identify instructional objectives for developmentally appropriate activities for young children.
8. Plan, use, and evaluate a wide range of developmentally appropriate techniques, strategies, and materials during weekly lab participation.
9. Develop an art demonstration and literacy plan that includes curriculum activities that are developmentally appropriate for young children.
10. Describe and apply observation and play-based assessment techniques with young children using appropriate assessment tools.

Topics to Be Covered:

- A. Using the CDFSC effectively. Establishing a prosocial environment.
  1. Philosophy and theory of programs based on child development. Goals and objectives in program planning. Assessing and organizing the learning environment. Free play and guidelines for daily routines.
- B. Beliefs about child guidance. Direct and indirect guidance techniques. Positive communication.
  1. Positive action and guidelines for effective discipline. Guidance strategies for chronic misbehavior.
  2. Understanding reasons for problem behavior.
- C. The whole child and curriculum areas in developmentally appropriate environments for young children

1. Theories, developmental stages of art and the value of creative activities for young children. Including creative art in the curriculum. Developing and planning activities for young children.
  2. Creativity and healthy emotional and social development through music, movement and fingerplays with young children.
  3. Fostering the whole child through play in all curriculum areas.
  4. Supporting literacy. Language and literature activities with young children. Selecting appropriate books for young children. Puppetry with young children.
- C. Ethical issues and conduct for teachers of young children. Developmentally appropriate practice.
- D. Assessment of young children using varied approaches. Review selected assessment tools.  
Working effectively with children who have special abilities and their families in programs for young children. Early Intervention programs in Mississippi.

### Student Activities:

**Exams:** Two exams will be given during the semester. Each exam is worth 100 points. Each exam will cover material from assigned readings, lectures, guest speakers, videos, etc. Each exam may include a selection of multiple choice, true-false, matching and/or fill-in-the-blank questions. Expect several questions to require short answer or discussion. If an exam is missed for any reason, the student will take a make-up exam on **Fri., April 12 at 1:00 p.m.**

**Literacy Activity Presentation:** Students will locate a children's book that feelings and or specific pro-social skills (e.g. sharing) and is appropriate for young children. The student will review the book and provide an oral report to the class that includes: (1) an overview of the book (objectives), (2) an example of at least 3 activities (at least 1 art activity) that may be implemented within a classroom with young children, birth to eight years of age, (3) a bulletin board (tri-fold board) that reflects the book and could be used in an early childhood classroom. Rubrics will be provided on myCourses.

**Lab participation:** Students' participation in lab will be evaluated on characteristics such as use of positive and appropriate guidance of young children, involvement in and assistance with daily routines and activities at the CDFSC, promptness, dependability, preparation and completion of assigned planned activities, and professional conduct with children, children's parents, teachers and other participating students at the CDFSC. Students are required to complete 30 lab hours at regular lab times each week. Lab hours must be completed and documented by April 26, 2013. A copy of the form that will be used is attached to syllabus.

**Planned activities with children:** Students will plan, conduct, and evaluate three (3) activities with young children at the Child Development and Family Studies Center (CDFSC). The following activities are required: 1 art, 1 music; and 1 literacy/language. Tentative due dates appear on the class schedule. Any changes in these due dates will be announced in class.

When activities are due, submit a word processed copy of items 1-5 on the planned activity form. The activity plan should be neat, appropriately spaced, and word processed. After the activity is **approved and returned to you**, you will complete the activity with the children. It is your responsibility to arrive ahead of the start of your lab and prepare and set up materials. Basic materials for your activities are available at the Center and/or at the Resource and Referral located near the front desk. You are also responsible for cleanup after planned activities. After you complete the activity (the regular teacher or Ms. Andrelyn must observe you), answer parts 6-8 and submit.

**Art Demonstration:** Students will be responsible for creating a developmentally appropriate art activity to share with the class. Students will complete the planned activity form for their activity and submit for approval, along with detailed instructions and materials needed for the activity. Once the activity is approved, you will submit photographs of the process for this activity as well as a photograph of the finished product. Each student will upload all required documents for all students in the class.

**Lab Reflection Journal:** Students will be required to journal each week about their lab experiences. Detailed instructions will be given later in the syllabus.

In-class activities/quizzes: In-class assignments or quizzes may be “announced” but may also be unannounced. These class activities cannot be made-up by students, whatever the reason.

Assessment of Concepts and Skills/Evaluation of Student Progress:

	Possible Points
Two (2) Exams @100 points each	200
Art Demonstration	75
Literacy Activity and Display Board	100
CDFSC Lab Participation (30 hours)	60
Planned Activities (3 @ 50 each)	150
Lab Reflection Journal	25
In-class Activities or Quizzes	30
Class attendance (2 points/class)	60

**TOTAL POINTS = 700**

Grades will be assigned as follows:

- A = 630-700 points (90-100%)
- B = 560-629 points (80-89%)
- C = 490-559 points (70-79%)
- D = 420-489 points (60-69%)
- F = Less than 420 (Below 60%)

Course Policies:

1. Students are expected to attend class and to participate in class discussions and activities. Students are expected to come to class promptly and stay the entire lecture period. Instructor reserves the right to limit access/entry to class to tardy students. Excessive absences will be reported to the student's advisor.
2. Attendance will be taken daily. **It is your responsibility to sign the attendance sheet, which will be passed around daily.** Failure to sign in before sheet is pulled will result as an absence. The attendance sheet will be pulled ten minutes into the class. You will not be allowed to sign the sheet after that time. **Students coming in to class more than 10 minutes late will not receive credit for attendance on that day.**
3. Assigned readings should be completed prior to the designated class lecture period. Additional assigned readings may be made in class. Adequate time for students to complete the readings will be allowed.
4. Students remain responsible for readings or notes covered in class when they are absent.
5. Laptop computers can be used for note taking in class. **However, if you want to use your laptop in class, you must sit on the first two rows in the classroom.** The first time I see that computers are being used for activities other than note taking during class time I will change my policy to “no computers in class.”
6. All late assignments will be penalized 10 percent per day for each day after the deadline, up to a maximum of one week. After one week from the original due date, the assignment will not be accepted.
7. There will one make-up day for missed exams. **The make-up date is April 12 at 1:00 p.m.** This will be the only opportunity for a make-up exam.
8. In-class activities cannot be made up regardless of the circumstances.
9. It is the student's responsibility to inform the instructor of special needs regarding disabilities (Section 504 of the Rehabilitation Act and the Americans with Disabilities Act or ADA). Disability documentation that is current within that past 3 years is requested for necessary accommodations.
10. Cell phones are to remain OFF and out of sight during class. Cell phone policy: In accordance with Academic Operating Policy 10.08 (approved July 12, 2005) and in order to limit classroom disruptions, as well as to protect against academic misconduct, students' use of cell phones, messaging devices and other electronic devices is prohibited. In this class, students are required to put cell phones in the silent mode and stow in backpack or purse while attending class. Cell phones may not be used as calculators or clocks at any time during class.



11. EXTRA CREDIT ASSIGNMENTS, IF OFFERED, WILL BE AVAILABLE TO THE CLASS AS A WHOLE. NO INDIVIDUAL EXTRA CREDIT ASSIGNMENTS WILL BE GIVEN.
11. Mississippi State University has an approved Honor Code. The code is as follows:  
**"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."**
- Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit:  
<http://www.msstate.edu/dept/audit/1207A.html>
- Any blatant cheating and/or plagiarism will result in a failing grade (XF or Dishonesty F) in this course.**
12. Every assignment should include the following statement that is signed and dated when submitted: ***"On my honor, as a Mississippi State University student, I have neither given nor received unauthorized assistance on this academic work."***
13. The university and instructor contacts students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her E-mail for official university messages and class announcements.
14. By being enrolled in this course, you agree that all assignments submit become the property of MSU and may be used in a SafeAssign database through myCourses.

#### **CDFSC (Lab) Policies:**

1. Lab attendance will be taken daily. All lab participants are expected to demonstrate promptness and dependability. Your lab grade is based on your attendance, dependability, and techniques in working with young children.
2. Students are required to complete 30 hours in the lab with young children. All 30 lab hours must be documented for this class no later than April 26 at 5:30 p.m. **FAILURE TO COMPLETE THE REQUIRED NUMBER OF LAB HOURS WILL RESULT IN A 10-POINT REDUCTION IN THE TOTAL NUMBER OF POINTS FOR THE CLASS FOR EVERY HOUR NOT COMPLETED.** For example, if you only complete 28 of the 30 required hours, you will receive a 20 point reduction from your lab attendance points in the class. **If you miss more than 6 of the lab hours (60 lab attendance points), the point deduction will be taken from the total points for the class.**
3. If you drive to lab, you will have to park in approved lots following university parking guidelines. Contact the campus police if you have questions. Students are strongly encouraged to ride the shuttle to the Child Development and Family Studies Center. Currently the maroon route stops near the CDFSC. Parking spaces at the Center are designated for parents and staff.
4. If you become so seriously ill that you are a health hazard to children, it is essential that you call the lab prior to your assigned hours. Your lab grade is negatively affected when you fail to report an absence ahead of time.  
**TELEPHONE: 325-3031.**
5. All missed labs must be rescheduled and successfully completed in order to pass this course. Rescheduling is initiated by the student and must be done promptly. Rescheduled labs will be set up according to the needs of the CDFSC and must have the advanced approval of the Manager.
6. Students will follow the policies and procedures for lab participation that are described in class handouts and in directions given verbally by the CDFSC Manager or Teacher.
7. Please do **not** bring purses, money, or food/beverages to lab at the Center.

#### **Class Texts:**

- Bullard, J. (2010). Creating environments for learning: Birth to age eight. Upper Saddle River, NJ: Pearson.  
**CEL. RECOMMENDED ONLY.**
- Hendrick, J, & Weissman, P. (2011). Total learning: Developmental curriculum for the young child (8<sup>th</sup> ed.). Upper Saddle River, NJ: Pearson. **TL**
- Miller, D.F. (2013). Positive child guidance (7th ed.). Belmont, CA: Wadsworth/Cengage Learning. **PCG**

**HS 3803 Child Care Procedures  
Lab Reflection Journal Topics**

Week 1:	Describe how your first week of lab went. Familiarize yourself with the classroom and the teacher and students. Describe your interactions in the journal.
Week 2:	Discuss the schedule followed by the classroom. Ask for a copy of the schedule or jot it down. Discuss this schedule in your journal.
Week 3:	Discuss the type of curriculum and/or activities being used in the classroom. Does the teacher use a particular curriculum? Or is it based on the Core Curriculum? Reflect on these questions in your journal.
Week 4:	Discuss teacher- parent interactions you observe. Observe arrival and departure of children and discuss those interactions. If you are not observing at these times, ask the teacher to give you an overview of arrival and departure.
Week 5:	Observe the types of art activities used in the classroom. Identify the types of art you observe. Discuss the ways these activities benefit the children. Relate this to course content on art in the classroom.
Week 6:	Discuss the value of observation in the classroom. How has your observation in the classroom benefited you and how can it benefit the early childhood professional? Relate to course content.
Week 7:	Visit the Resource and Referral Center in the center. Discuss the resources found and specifically list one resource you plan to use in one of your planned activities.
Week 8:	Observe the various learning centers in the classroom. Write about the setup of each center, including the materials in each center and how the center is managed (i.e., how many children are allowed in the center, cleanup, etc.)
Week 9:	Discuss literacy in the classroom. Make note of all activities that you observe that promote literacy development. Remember, this includes much more than reading books. Provide specific examples and discuss in the journal.
Week 10:	Discuss the types of music and fingerplays you observed being used in the classroom. Provide specific examples. How do these activities fit into the curriculum? When and how often are music and fingerplays used?
Week 11:	Discuss how physical development is promoted in the classroom. Observe both physical development inside and outside the classroom.
Week 12:	Discuss activities that promote math and science/critical thinking skills in the classroom. These can include designated centers, but may also include many other activities. Provide a thorough description and discuss how these activities benefit the math and science skills of the children.
Week 13:	Discuss guidance of young children. What examples of positive guidance have you seen used? What strategies have you seen used? Also, think about the potential causes for some of the behaviors you have seen displayed. Provide a thorough discussion of positive guidance based on your observations and your course content.
Weeks 14 & 15	Provide a final reflection over your entire semester in the classroom.

PLANNED ACTIVITY FORM FOR HS 3803

Name: \_\_\_\_\_ Your scheduled lab days and times: \_\_\_\_\_

Age of Children in your lab: \_\_\_\_\_

1. Type of activity (art, music, literacy):
2. Name of activity:
3. Objectives for the children (at least 2):  
(Begin each objective with "The child will ..." then complete the statement.  
At least one objective must come from Mississippi Early Learning Guidelines and one objective from The Creative Curriculum. The objectives must reflect different skills and focus on and developmental domains.)
4. List materials needed for activity:
5. Describe specific step-by-step procedure that you will use to introduce and complete this activity with children.
6. Describe children's reactions to the activity.
7. How did you recognize that the objectives were accomplished?
8. What would you change if you were repeating this activity?

## CDFSC Evaluation

Student's Name \_\_\_\_\_ Date of Evaluation \_\_\_\_\_

Evaluator \_\_\_\_\_ Rating (Grade) \_\_\_\_\_

The purpose of this evaluation sheet is to rate the performance of student interns who are teaching preschool children. The areas rated reflect important competences that should be demonstrated by beginning teachers. The five ratings are: 5 - very good, 4 - good, 3 - average, 2 - below average, 1 - unsatisfactory.

<b>I. GUIDANCE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
a. Maintains a controlled manner, displaying emotions in appropriate situations.					
b. Intervenes only at appropriate times (safety, security, aid, protecting equipment).					
c. Participates without inappropriately directing the course of children's play.					
d. Talks with others (child or adult) as appropriate.					
e. Encourages creativity without modeling.					
f. Gives suggestions and directions only as needed.					
g. Secures child's attention before speaking.					
h. Gives choices when appropriate.					
i. States logical and truthful reasons.					
j. Uses positive statements.					
k. Is consistent.					
l. Follows through with limits and direction.					
m. Uses indirect guidance (management of people, equipment, materials, and space) when appropriate.					
<b>II. ACCEPTING RESPONSIBILITY IN TEACHER ROLE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
a. Arrives and leaves as scheduled.					
b. Is dependable.					
c. Carries out assigned duties.					
d. Knows the daily schedule.					
e. Reads the daily plans, checks with head teacher as needed.					
f. Works effectively and in a cohesive manner with other teachers.					
g. Positions self for maximum supervision.					
h. Is aware of classroom limits and enforces them as necessary.					
i. Is aware of children's activities in assigned area.					
j. Accurately predicts and responds to normative child behavior.					
k. Acts to forestall or diffuse dangerous or inflammatory situations.					

### HS 3803 Class Schedule, Readings and Assignments, Spring 2013

*PCG = Positive Child Guidance; TL = Total Learning*

Date	Topics, Assignments and Due Dates	Readings/Due Dates
1/7	Introduction to the course. Review syllabus and lab responsibilities for this term. Sign up for lab hours. Review CDFSC responsibilities.	
1/8	Lab participation begins Wednesday, January 8, 2013 at 7:30 a.m. at the Child Development and Family Studies Center.	
1/9	<ul style="list-style-type: none"> <li>Review child growth and development</li> <li>Developmentally appropriate practice.</li> <li><a href="http://www.naeyc.org/files/naeyc/file/positions/PSDAP.pdf">http://www.naeyc.org/files/naeyc/file/positions/PSDAP.pdf</a></li> <li>Child guidance objectives and goals</li> </ul>	PCG, Chapter 1
1/14	Value of observation skills. Observation as a teaching and assessment tool.	PCG, Chapter 4
1/16	Early Intervention programs in Mississippi. Observation and other play-based assessment procedures and documentation/Guest Lecture	PCG, Chapter 6
1/21	University Holiday	
1/23	Supporting children's self-esteem. Appreciating similarity and diversity in culture, gender and ability.	TL, Chapter 12
1/28 & 1/30	Establishing positive classroom environments; welcoming and including families	TL, Chapter 2
2/4, 2/6 & 2/11	Creative Arts in the Classroom <ul style="list-style-type: none"> <li>Developing and planning creative art activities for young children.</li> <li>Establishing classroom art centers</li> </ul>	TL, Chapter 13 <b>Art Demonstration Act due for approval - 2/11</b>
2/13	<b>Exam 1</b>	
2/18, 2/20, 2/25 & 2/27	Literacy in the Curriculum <ul style="list-style-type: none"> <li>Language and verbal competence</li> <li>Literacy and literature activities with young children. Creating a literacy center. Selecting appropriate books for young children.</li> <li>Teaching children through music, movement and finger plays</li> </ul>	TL, Chapters 14 & 15 <b>Art Plan Act due 2/18</b> <b>Lit Plan Act due 2/27</b>
3/4 & 3/6	Math and Science in the Curriculum	TL, Chapters 16 & 17 <b>Art Demon. - due 3/4</b>
3/18 & 3/20	Physical Development in the Curriculum <ul style="list-style-type: none"> <li>Outdoor, Sand/Water, Blocks, Developing Physical Competence</li> <li>Special Interest Centers</li> </ul>	TL, Chapters 8 & 9 <b>Mus Plan Act due 3/20</b>
3/25	Achieving Emotional Competence	TL, Chapter 10 and 11
3/27, 4/1, & 4/3	Positive Child Guidance/Effective Guidance Techniques	PCG, Chapters 4-9
4/8	<b>Exam 2</b>	
4/10, 4/15, 4/17, 4/22 & 4/24	Literacy Presentations by students (8 per class day) Names will be drawn for presentation dates	<b>All final activity forms due 4/17</b> <b>**Blog posting of Art Dem due 4/22</b>
4/26	Last day to complete lab hours at CDFSC	

## APPROVAL FORM FOR

**COURSES**

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road (Mail Stop 9699).

College or School: Ag& Life Sciences Department: School of Human Sciences

Contact Person: Melissa Tenhet Mail Stop: 9745 E-mail: mtenhet@humansci.msstate.edu

Nature of Change: Modify Date Initiated: December 15, 2013 Effective Date: Spring 2015

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
HS	3823	Designing Child Care Programs	( 3 )

**Current Catalog Description:**

Prerequisites: HS 2813 and junior standing. Two hours lecture. Two hours laboratory. Designing programs for nursery-age children with emphasis on children's developmental characteristics as related to appropriate learning experiences.

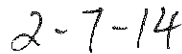
**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
HS	3823	Methods & Materials for Early Care and Education Programs.	( 3 )

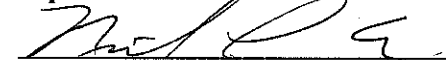
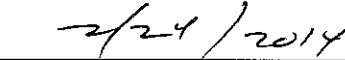
**New or Modified Catalog Description:**

**Catalog Description:** Prerequisites: HS 2813, HS 3803 and junior standing. Two hours lecture. Two hours laboratory. Designing curriculum and programming for children birth to 5 years of age with emphasis on children's developmental characteristics as related to appropriate learning experiences.

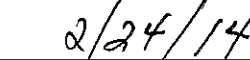
**Approved:****Date:**



Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## **COURSE MODIFICATION**

### **1. CATALOG DESCRIPTION**

Current Catalog Description:

Prerequisites: HS 2813 and junior standing. Two hours lecture. Two hours laboratory. Designing programs for nursery-age children with emphasis on children's developmental characteristics as related to appropriate learning experiences.

New Catalog Description:

Prerequisites: HS 2813, HS 3803 and junior standing. Two hours lecture. Two hours laboratory. Designing curriculum and programming for children birth to 5 years of age with emphasis on children's developmental characteristics as related to appropriate learning experiences.

### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

- a. The title of the course will change to better reflect the nature of the course. The course will provide experiences in comprehensive curriculum planning and program design for early care and education educators.
- b. The course description will change to better reflect the objectives of the course and the lab experience.

### **3. METHOD OF EVALUATION**

Copy of the syllabus is provided that includes detailed information about the evaluation process. However, below is a summary of the information included in the syllabus:

#### **Summary of Student Evaluation:**

#### **Assessment of Concepts and Skills/Evaluation of Student Progress:**

	<u>Points</u>
Exams (2 @ 100 pts).....	200
Class participation .....	60
Lab hours .....	60
Classroom organizational signage .....	30
Bulletin Board Display .....	100
Outdoor Classroom Learning Area.....	40
Planned activities (3 @ 100 pts) .....	300
Curriculum Plan Presentation .....	190
In-Class Quizzes .....	20

**Total Possible Points 1000**

#### **Grading Scale:**

Letter grades will be assigned as follows:

A = 900-1000

B = 800-899

C = 700-799

D = 600-699

F = 599 or Below

### **4. JUSTIFICATION & LEARNING OUTCOMES**

The modifications to this course are necessary to ensure students are receiving appropriate preparation to successfully plan curriculum and design programs for young children and to pass the Praxis for teacher licensure. The course title reflects the nature and intent of the course and the importance of curriculum planning and program design for young children. The course description provides better insight in to the objectives and purpose of the course. Students in Human Development and Family Studies who are interested in working with young children will require knowledge and experience in designing curriculum and programs that meet the needs of children birth to 5 years old.

The expected enrollment for this course is 30-40 students per spring semester. This estimate is based on student enrollment in previous semesters.

In addition to the rationale for adding the proposed course to the curriculum, the following learning outcomes are specified on the syllabus.

1. Recognize and appreciate the characteristic behaviors of children at different developmental levels, being especially aware of children and families with special needs.
2. Plan and evaluate activities that meet the physical, social, emotional, cognitive and creative needs of children.
3. Recognize the contribution of meaningful learning activities for young children as part of an integrated curriculum.
4. Recognize and appreciate the cultural and ethnic heritage of children and families, incorporating meaningful learning activities into center experiences.
5. Plan, use, and evaluate a wide range of developmentally appropriate teaching strategies and learning materials during weekly lab hours with young children at the Child Development and Family Studies Center.
6. Consistently use positive guidance techniques while interacting with young children.
7. Interact with staff and other lab students in an appropriate and responsible manner.
8. Develop and present a unit plan that reflects principles of developmentally appropriate practice.
9. Identify methods of evaluating children's progress and of interpreting this information and sharing it with parents.
10. Compare and contrast historical influences and effectiveness of curriculum models for young children.
11. Review NAEYC code of ethics and apply to case studies.
12. Plan and evaluate an outdoor learning environment at the Child Development and Family Studies Center.

## **5. ADDITIONAL INFORMATION**

- a. **COURSE SYMBOL:** Course symbols are not being modified.
- b. **COURSE NUMBER:**
  - i. First Digit: There will be no change to the first digit (3).
  - ii. Second and Third Digit: There will be no change to the second (8) and third digit (2).
  - iii. Fourth Digit: There will be no change to the fourth number (3)
- c. **COURSE TITLE:** The course title will change to Methods & Materials for Early Care and Education Programs.
- d. **CREDIT HOURS:** The credit hours will not change.
- e. **PRE-REQUISITE/CO-REQUISITE:** A pre-requisite, HS 3803, has been added to ensure students have an appropriate foundation in child development and theory. This course requires students to understand child development and theory and begin the process of using these constructs in an applied manner to design appropriate curriculum activities.
- f. **METHOD/HOURS OF INSTRUCTION:** No changes have been made to the method of instruction or hours of instruction.
- g. **METHOD OF DELIVERY:** No changes have been made to the delivery method.



h. **COURSE DESCRIPTION:** The course description has been updated to include appropriate professional language and terminology specific to early care and education programming.

i. **COURSE CONTENT:** Course content will remain the same.

**6. TARGET AUDIENCE**

The target audience for this course is Human Development and Family Studies students who are preparing to work with young children in clinical, community-based and school programs. Additionally, students who are seeking an endorsement in early childhood for elementary education will benefit from this course.

**7. SUPPORT**

A letter of support from the Human Sciences Curriculum Committee has been included in the appendix of this proposal.

No additional resources will be needed to teach this course beyond designating an HDFS faculty member to the course each semester that it is offered.

**8. INSTRUCTOR OF RECORD (only needed for graduate courses)**

N/A

**9. GRADUATE STUDENT REQUIREMENTS (only needed for split-level courses)**

N/A

**10. PLANNED FREQUENCY**

This course would be offered in the fall and summer semesters.

**11. EXPLANATION OF DUPLICATION**

To our knowledge, the content of our proposed course does not overlap with any other courses currently offered at Mississippi State University.

**12. METHOD OF INSTRUCTION CODE**

B. Lecture/Lab

**13. METHOD OF DELIVERY**

F. Face to face

**14. PROPOSED C.I.P. NUMBER**

19.0706 Child Development

**15. PROPOSED 24-CHARACTER ABBREVIATION (of the course title)**

Early Child Mthds/Mtrls

**16. PROPOSED SEMESTER EFFECTIVE**

Spring 2015

**17. OTHER APPROPRIATE INFORMATION**

N/A

**18. PROPOSAL CONTACT PERSON**

Melissa Tenhet  
School of Human Sciences  
Box 9745  
Mississippi State, MS 39762



# MISSISSIPPI STATE UNIVERSITY™

## *School of Human Sciences*

*Agricultural Information Science and Education • Apparel, Textiles and Merchandising  
Human Development and Family Studies • Extension Program and Staff Development*

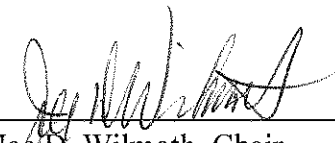
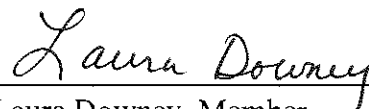


January 28, 2014

Dr. Michael Cox  
Chair, CALS Curriculum Committee  
Box 9555  
Mississippi State, MS 39762

Dr. Michael Cox:

The School of Human Sciences Curriculum Committee has reviewed the proposal for the modification of HS 3823—Methods and Materials for Early Care and Education Programs, and we fully support the proposal. We believe this modification will help our family studies graduates in the preparation for the Praxis for teacher licensure, when the course title and description are updated and clearly defined.

Sincerely,

  
\_\_\_\_\_  
Joe D. Wilmoth, Chair  
\_\_\_\_\_  
Laura Downey, Member  
\_\_\_\_\_  
Charles Freeman, Member  
\_\_\_\_\_  
Julie Parker, Member  
\_\_\_\_\_  
Tommy Phillips, Member

**MISSISSIPPI STATE UNIVERSITY  
SCHOOL OF HUMAN SCIENCES  
SYLLABUS, Spring 2015**

**Course:**                    **HS 3823, Methods & Materials for Young Children**

**Instructor:**                Melissa Lewis Tenhet  
**Lecture Location:**        Lloyd-Ricks Watson, Room 75  
**Credit:**                    Three (3) hours  
**Time of Lecture:**        12:00-12:50 p.m., MW  
**Lab:**                        30 Hours  
**Lab Location:**            Child Development & Family Studies Center Studies Center, 501 College View  
**Office Location:**        Child Development and Family Studies Center Studies Center, 501 College View  
**Office Hours:**            By Appointment  
**E-mail:**                    [mtenhet@humansci.msstate.edu](mailto:mtenhet@humansci.msstate.edu)  
**Office Phone:**            (662)325-2132

**Catalog Description:** Prerequisites: HS 2813, HS 3803, and junior standing. Two hours lecture. Two hours laboratory. Designing curriculum and programming for children birth-5 years of age with emphasis on children's development characteristics as related to appropriate learning experiences.

In this course, we will have a comprehensive overview of early childhood education that is solidly based on current research and theories. Grounded in constructivist theory but also covering other perspectives, the course will focus on developmentally appropriate practices for infants and toddlers, preschoolers, early elementary school children, and children with disabilities. The course will review curriculum and the fostering of creativity as well as physical, cognitive, language, and social development--every facet of early childhood education is examined and explained. This course will include standards (both DAP and NAEYC) and accountability in the field of early childhood education, an expanded emphasis on working with children from diverse backgrounds, the latest brain-based research, and discussions of the role of families and forms of parent communication. With a strong emphasis on defining the components of high-quality early childhood programs

**Instructional Objectives:**

1. Recognize and appreciate the characteristic behaviors of children at different developmental levels, being especially aware of children and families with special needs.
2. Plan and evaluate activities that meet the physical, social, emotional, cognitive and creative needs of children.
3. Recognize the contribution of meaningful learning activities for young children as part of an integrated curriculum.
4. Recognize and appreciate the cultural and ethnic heritage of children and families, incorporating meaningful learning activities into center experiences.
5. Plan, use, and evaluate a wide range of developmentally appropriate teaching strategies and learning materials during weekly lab hours with young children at the Child Development & Family Studies Center.
6. Consistently use positive guidance techniques while interacting with young children.
7. Interact with staff and other lab students in an appropriate and responsible manner.
8. Develop and present a unit plan that reflects principles of developmentally appropriate practice.
9. Identify methods of evaluating children's progress and of interpreting this information and sharing it with parents.
10. Compare and contrast historical influences and effectiveness of curriculum models for young children.
11. Review NAEYC code of ethics and apply to case studies.
12. Plan and evaluate an outdoor learning environment at the Child Development and Family Studies Center.

## **Student Activities:**

**Exams:** Two (2) exams will be given during the semester. Each exam is made up of 100 points. The final exam may include comprehensive questions from content that has been covered throughout the semester. Each exam will include a combination of short answer/discussion questions and may include a selection of multiple choice and/or true-false questions

**Class participation:** Students will be given 2 points for every class they attend. Students who are more than 10 minutes late for class will not receive attendance points for that day.

**In-Class Quizzes:** Students may be given short daily quizzes. Questions will come from readings assigned and/or class content and readings from the preceding classes. In-class activities may be assigned involving individual or small group work. In-class quizzes and activities cannot be made up. Students may make in-class reports on assigned readings. There is no "make up" for this activity.

**Lab participation/evaluation:** Students' participation in lab will be evaluated on characteristics such as use of positive and appropriate guidance of young children, involvement in and assistance with daily routines and activities at the CDFSC, promptness, dependability, preparation, and professional conduct with children, children's parents, teachers and other participating students at the CDFSC. Students are required to complete **30 lab hours**. Lab hours must be completed and documented by (TBA). Students will sign up for lab hours during the second class lecture. More information will be given about this in class.

**Lab activities:** Each student will plan, conduct, and evaluate three (3) activities with young children at the Child Development & Family Studies Center (CDFSC). The following types of activities are required: 1 social studies, 1 math (not a folder game), and 1 language. Due dates for activities appear in assignment schedule in this syllabus. The planned activity format appears at the end of the syllabus.

When activities are due, submit items 1-5 on the planned activity form via myCourses. The activity plan should be neat, appropriately spaced, and word processed. Correct spelling and grammar are expected. After the activity is approved and returned to you, you will complete the activity with the children. It is your responsibility to prepare and set up materials prior to the period in which the activity is scheduled. You are responsible for purchasing any special materials other than paint or paper that may be needed for your planned activity. You are also responsible for cleanup after planned activities.

After you complete the activity (the teacher must observe you), answer parts 6-8 on the planned activity form. Following completion of the activity, turn in parts 1-8 of the planned activity form in the appropriate assignment link on myCourses.

**Classroom organizational signage:** Students will prepare signage for a specific learning center in a classroom at the Child Development and Family Studies Center. You will select your area in class. Requirements will be distributed in class and discussed.

**Bulletin Board Display:** Students will prepare an early childhood bulletin board to be display at the Child Development and Family Studies Center. You will be required to follow the guidelines discussed in class. You are responsible for purchasing any special materials other than paint or paper that may be needed for your planned board.

**Outdoor Classroom Learning Area:** Students will work in designated groups to organize and set up an outside learning area. The center will provide all needed materials. You will select your area in class.

Curriculum Plan Presentation: Students will prepare a curriculum plan for a selected group of young children. The curriculum plan must address the following areas:

2 Math activities

2 Science Activities

One activity must be demonstrated

2 Social Studies

3 Learning Center

2 Transitions Activities

Topics for curriculum plans will be selected in class. Students will present their unit plan in class using a visual display (poster, PowerPoint). A date for the presentation will be assigned. Requirements will be distributed in class and discussed.

### **Course Policies:**

1. Students are expected to attend class and to participate in class discussions and activities. Attendance will be taken daily. Students are expected to come to class promptly and stay the entire lecture period. Instructor reserves the right to limit access/entry to class to tardy students. Excessive absences will be reported to the student's advisor.
2. Attendance will be taken daily at the beginning of class. It is your responsibility to let the instructor know if you come in after attendance has been taken. Student coming in to class more than 10 minutes late will not receive credit for attendance on that day.
3. Assigned readings should be completed prior to the designated class lecture period. Additional assigned readings may be made in class. Adequate time for students to complete the readings will be allowed.
3. Students are responsible for any material covered in class when they are absent for any reason. However, in-class assignments or quizzes cannot be made up.
4. Late Work Policy: Late assignments will not be accepted. Drop boxes will open for assignment submissions. If the assignment drop box closes, assignments will not be accepted via MyCourses messages system or email. If you know you have health issues that may impact your participation, you will need to submit documentation from your physician to order to make up work. In addition, exams cannot be made up without an appropriate excuse. (No Exceptions)
6. The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her e-mail for official university messages and class announcements.
7. It is the responsibility of any student who has special needs [Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA)] to inform the instructor of this class as soon as possible so that reasonable accommodations may be provided. The student must self-identify concerning disability documentation that is as recent as within the last three (3) years and request necessary accommodations.
8. Cell phone policy: In accordance with Academic Operating Policy (AOP) 10.08 and in order to limit classroom disruptions, as well as to protect against academic misconduct, students' use of cell phones, messaging devices and other electronic devices is prohibited. In this class, students are required to put cell phones in the silent mode and stow in backpack or purse while attending class. Cell phones may not be used as calculators or clocks at any time during class. This AOP also applies to laptops. Students using laptops for purposes other than taking class notes may be asked to leave the class.
9. Mississippi State University has an approved Honor Code that applies to all students. The code is as follows: **"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."**

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit:

**<http://www.msstate.edu/dept/audit/1207A.html>**

10. Every assignment should include the following statement on all assignments, signed and dated as appropriate:  
***"On my honor, as a Mississippi State University student, I have neither given nor received unauthorized assistance on this academic work."***
11. Guideline for written assignments: All assignments should be typed, with standard margins, 12 point font, spacing, etc. Appropriate spelling, grammar, punctuation, and writing format is required.
12. By being enrolled in this course, you agree that all assignments submitted become the property of MSU and may be used in a SafeAssign database through myCourses.

#### **CDFSC (Lab) Policies:**

1. Your MSU ID is required to give you access to the CDFSC. If your card does not open the door, you must get a new MSU ID that works. Lab attendance is taken daily by the new fingerprinting system. All lab participants are expected to demonstrate promptness and dependability. Your lab grade is based on your attendance, dependability, and techniques in working with young children (lab evaluation form with specific criteria is attached). You must be prompt and stay the full 50-minute lab period to receive lab credit.
2. A total of 30 hours of participation in a laboratory setting is required for this course. You do not receive a separate grade for attending lab; the lab requirements are part of the final grade in this course. **FAILURE TO COMPLETE THE REQUIRED NUMBER OF LAB HOURS WILL RESULT IN A 10-POINT REDUCTION IN THE TOTAL NUMBER OF POINTS FOR THE CLASS FOR EVERY HOUR NOT COMPLETED.** For example, if you only complete 28 of the 30 required hours, you will receive a 20-point reduction from your lab attendance points in the class. **If you miss more than 6 of the lab hours (60 lab attendance points), the remaining point deductions will be taken from the total points for the class.**
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8. Remember that what you see and hear at CDFSC is confidential.

**Methods of Instruction:** Methods of instruction include experiential learning at the Child Development and Family Studies Center, student presentations, discussion/lecture, videos, and speakers. Active participation by class members is expected.

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\*These need to be downloaded by the student.

\*\*Students may be assigned additional articles to read and/or report on in class.\*\*

**Assessment of Concepts and Skills/Evaluation of Student Progress:**

	<u>Points</u>
Exams (2 @ 100 pts).....	200
Class participation .....	60
Lab hours .....	60
Classroom organizational signage .....	30
Bulletin Board Display .....	100
Outdoor Classroom Learning Area .....	40
Planned activities (3 @ 100 pts) .....	300
Curriculum Plan Presentation .....	190
In-Class Quizzes .....	<u>20</u>

**Total Possible Points 1000****Grading Scale:**

Letter grades will be assigned as follows:

- A = 900-1000
- B = 800-900
- C = 700-800
- D = 600-700
- F = Below 600

**Course Outline and Tentative Schedule:**  
**HS 3823, Fall 2013**

<b>Date</b>	<b>Activity</b>	<b>Reading Assessment</b>	<b>Assignments Due</b>	<b>Hours</b>
	Introduction to the course. Review syllabus, discussion of assignments, lab observation schedule, and The What of Early Childhood Education	Chapter 1- The Scope of and Need for Early Childhood Education		1 hour class
	The Scope of and Need for Early Childhood Education, Sign up for lab hours. Orientation to participation at the Child Development & Family Studies Center (CDFSC).	ALL STUDENTS MUST BE IN CLASS!	Syllabus Quiz 8/21 (10 points of in-class assignments grade)	1 hour class
	Lab participation begins _____ at the Child Development and Family Studies Center (CDFSC).			2 hour lab
	The Who of Early Childhood  Bulletin Board Process	Chapter 2, 3, & 4: The Children, The Families, and The Teachers/Caregivers		2 hours class  2 hour lab
	The Why of Early Childhood Education: Keeping track of learning. Developmentally appropriate assessment tools. Recordkeeping and documentation of children's	Chapter 5 & 6: The Rationale Supporting Early Childhood Education and Accountability, Standards, and Assessment		4 hours Class 2 hours lab



	development.  Use of the ECERS-R as assessment of programming			
	Exam 1	Chapters: 1, 2, 3, 4, 5, 6, and readings		1 class
	The Where Of Early Childhood Education. Planning environments to support the curriculum.  Classroom Signage	Chapter 7: The Physical Environment		2 hour class  2 hour lab
	The How of Early Childhood Education-Curriculum  Profile Planner- review	Chapter 8: Scheduling and Curriculum Planning		2 hours class 2 hour lab
	The How of Early Childhood Education-Curriculum.  Review of Curriculum Planning and Discussion of Unit Plan	Chapter 9: Creative Development through the Curriculum		2 hours class  2 hour lab
	Enhancing physical development. Keeping children safe and well fed.  Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Chapter 10: Physical Development through the Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards		2 hours class  2 hour lab
	Helping children learn to think for themselves. Developing competence in cognitive development areas  Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Chapter 11: Cognitive Development through the Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards		2 hours class  2 hour lab
	The How of Early Childhood Education-Curriculum.  Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Chapter 12: Language Development through the Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards		2 hours class  2 hour lab
	Exam 2	Chapters: 7, 8, 9, 10, 11, and 12		1 hour class
	The How of Early Childhood Education-Curriculum.  Using instructional/behavioral	Chapter 13: Social Development through the Curriculum		1 hour class 2 hour lab

	objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Copies of the Early Learning Guidelines and Early Learning Standards		
	The How of Early Childhood Education-Curriculum.	Chapter 14: Guiding Routines and Group Activities		2 hours class 2 hour lab
	The How of Early Childhood Education-Curriculum.	Chapter 15: Guiding Social Behaviors		1 hour class 2 hour lab
	Curriculum Plan Exhibits			2 hours class 2 hour lab
	Curriculum Plan Exhibits			1 hour class 2 hour lab
	Curriculum Plan Exhibits	Chapter 16: Helping Children Cope with Stress		1 hour class 2 hour lab
	<b>Friday, (TBA): 30 lab hours at CDFSC must be completed by 5:30 p.m.</b>			
	<b>FINAL EXAM</b>			

**Instructor's Note:** In order to allow you to plan ahead for your semester activities, we will make every effort to stay on schedule. However, the above class schedule as well as the course requirements and procedures are subject to change in the case of unforeseen events.

**School of Human Sciences Links:** "Like" us on Facebook. Follow us on Twitter(HumanSciences)

# CDFSC Lab Evaluation Form

Student's Name \_\_\_\_\_

Date of Evaluation \_\_\_\_\_

Evaluator \_\_\_\_\_

Rating (Grade) \_\_\_\_\_

The six ratings are:

1—unsatisfactory, 2—below average, 3—average, 4—very good, 5—excellent, 6—no opportunity to observe

Circle One:

Midterm

Final

	1	2	3	4	5	6
<b>I. GUIDANCE</b>						
a. Maintains a controlled manner, displaying emotions in appropriate situations.						
b. Intervenes only at appropriate times (safety, security, aid, protecting equipment).						
c. Participates without inappropriately directing the course of children's play.						
d. Talks with others (child or adult) as appropriate.						
e. Encourages creativity without modeling.						
f. Gives suggestions and directions only as needed.						
g. Secures child's attention before speaking.						
h. Gives choices when appropriate.						
i. States logical and truthful reasons.						
j. Uses positive statements.						
k. Is consistent.						
l. Follows through with limits and direction.						
<b>II. ACCEPTING RESPONSIBILITY IN TEACHER ROLE</b>	1	2	3	4	5	6
a. Arrives and leaves as scheduled.						
b. Is dependable.						
c. Carries out assigned duties.						
d. Reads the daily plans, checks with head teacher as needed.						
e. Works effectively and in a cohesive manner with other teachers.						
f. Accurately predicts and responds to normative child behavior.						
g. Positions self for maximum supervision.						
h. Is aware of classroom limits and enforces them as necessary.						
i. Is aware of children's activities in assigned area.						
j. Acts to forestall or diffuse dangerous or inflammatory situations.						
<b>III. PLANNING AND EXECUTING ACTIVITIES</b>	1	2	3	4	5	6
a. Shows evidence of planning and preparation for activities.						
b. Uses a variety of teaching skills and materials.						
c. Plans for individual abilities of children.						
d. Shows creativity in selecting and implementing activities.						
e. Prepares alternative plans if original plan cannot be implemented.						
f. Meets goals specified for activity.						
g. Uses concise, clear directions.						
h. Shows confidence in diverse learning situations.						

PLANNED ACTIVITY FORM FOR HS 3803

Name: \_\_\_\_\_ Your scheduled lab days and times: \_\_\_\_\_

Age of Children in your lab: \_\_\_\_\_

1. Type of activity (art, music, literacy):
2. Name of activity:
3. Objectives for the children (at least 2):  
(Begin each objective with "The child will ..." then complete the statement.  
At least one objective must come from Mississippi Early Learning Guidelines and one objective from The Creative Curriculum. The objectives must reflect different skills and developmental domains.)
4. List materials needed for activity:
5. Describe specific step-by-step procedure that you will use to introduce and complete this activity with children.
6. Describe children's reactions to the activity.
7. How did you recognize that the objectives were accomplished?
8. What would you change if you were repeating this activity?

# Lab Assignments/Due Dates

## HS 3823

Date:	Assignment:	Due Date:
	Easel Art Project	
	Making Play dough Project	
	Art Activity- Nursery Rhythms	<b>(Maroon)</b>
	Art Activity- Authors/Illustrators	<b>(White)</b>
	Bulletin Board Project set up in Lab School Topic: Include these ideas in your Bulletin Board display: <u>October</u> <b>Fall is Here</b> September 30-October 4: Apples October 7-11: Maroon & White Week (MSU Homecoming) October 14-18: Trees October 21-25: Leaves <b>October 24: Center will close at</b> <b>12:30 p.m. for Kentucky Game</b> October 28-November 1: Pumpkins	by 5:30 p.m. all boards should be set up.  <b>(Maroon &amp; White)</b>
	The Signage project	<b>(Maroon &amp; White)</b>
	Literacy Activity-Trees and Leaves	<b>(Maroon)</b>
	Literacy Activity- Pumpkins	<b>(White)</b>
	Math Activity- Family	<b>(Maroon)</b>
	Math Activity- Pets	<b>(White)</b>
	Outside Learning Center Activity	<b>(Maroon &amp; White)</b>
	Social & Emotional	<b>(Maroon &amp; White)</b>

**MISSISSIPPI STATE UNIVERSITY  
SCHOOL OF HUMAN SCIENCES  
SYLLABUS, FALL 2013**

**Course:** HS 3823, Designing Child Care Programs

**Instructor:** Melissa Lewis Tenhet

**Lecture Location:** Lloyd-Ricks Watson, Room 75

**Credit:** Three (3) hours

**Time of Lecture:** 12:00-12:50 p.m., MW

**Lab:** 2 hours/To Be Arranged, 30 Total Hours

**Lab Location:** Child Development & Family Studies Center Studies Center, 501 College View

**Office Location:** Child Development and Family Studies Center Studies Center, 501 College View

**Office Hours:** By Appointment

**E-mail:** [mtenhet@humansci.msstate.edu](mailto:mtenhet@humansci.msstate.edu)

**Office Phone:** (662)325-2132

**Catalog Description:** Prerequisites: HS 2813 and junior standing. Two hours lecture. Two hours laboratory. Designing programs for nursery-age children with emphasis on children's developmental characteristics as related to appropriate learning experiences.

In this course, we will have a comprehensive overview of early childhood education that is solidly based on current research and theories. Grounded in constructivist theory but also covering other perspectives, the course will focus on developmentally appropriate practices for infants and toddlers, preschoolers, early elementary school children, and children with disabilities. The course will review curriculum and the fostering of creativity as well as physical, cognitive, language, and social development--every facet of early childhood education is examined and explained. This course will include standards (both DAP and NAEYC) and accountability in the field of early childhood education, an expanded emphasis on working with children from diverse backgrounds, the latest brain-based research, and discussions of the role of families and forms of parent communication. With a strong emphasis on defining the components of high-quality early childhood programs

**Instructional Objectives:**

1. Recognize and appreciate the characteristic behaviors of children at different developmental levels being especially aware of children and families with special needs.
2. Plan and evaluate activities that meet the physical, social, emotional, cognitive and creative needs of children.
3. Recognize the contribution of meaningful learning activities for young children as part of an integrated curriculum.
4. Recognize and appreciate the cultural and ethnic heritage of children and families incorporating meaningful learning activities into center experiences.
5. Plan, use, and evaluate a wide range of developmentally appropriate teaching strategies and learning materials during weekly lab hours with young children at the Child Development & Family Studies Center.
6. Consistently use positive guidance techniques while interacting with young children.
7. Interact with staff and other lab students in an appropriate and responsible manner.
8. Develop and present a unit plan that reflects principles of developmentally appropriate practice.
9. Identify methods of evaluating children's progress and of interpreting this information and sharing it with parents.
10. Compare and contrast historical influences and effectiveness of curriculum models for young children.
11. Review NAEYC code of ethics and apply to case studies.
12. Plan and evaluate an outdoor learning environment at the Child Development and Family Studies Center.

**Student Activities:**

**Exams:** Three (3) exams will be given during the semester. Each exam is made up of 100 points. The final exam

may include comprehensive questions from content that has been covered throughout the semester. Each exam will include a combination of short answer/discussion questions and may include a selection of multiple choice and/or true-false questions

Class participation: Students will be given 2 points for every class they attend. Students who are more than 10 minutes late for class will not receive attendance points for that day.

In-Class Quizzes: Students may be given short daily quizzes. Questions will come from readings assigned and/or class content and readings from the preceding classes. In-class activities may be assigned involving individual or small group work. In-class quizzes and activities cannot be made up. Students may make in-class reports on assigned readings. There is no "make up" for this activity.

Lab participation/evaluation: Students' participation in lab will be evaluated on characteristics such as use of positive and appropriate guidance of young children, involvement in and assistance with daily routines and activities at the CDFSC, promptness, dependability, preparation, and professional conduct with children, children's parents, teachers and other participating students at the CDFSC. Students are required to complete **30 lab hours**. Lab hours must be completed and documented by Tuesday, December 3, 2013 at 5:30 p.m. Students will sign up for lab hours during the second class lecture. More information will be given about this in class.

Lab activities: Each student will plan, conduct, and evaluate three (3) activities with young children at the Child Development & Family Studies Center (CDFSC). The following types of activities are required: 1 social studies, and 1 math (not a folder game) and 1 language. Due dates for activities appear in assignment schedule in this syllabus. The planned activity format appears at the end of the syllabus.

When activities are due, submit items 1-5 on the planned activity form via myCourses. The activity plan should be neat, appropriately spaced, and word processed. Correct spelling and grammar are expected. After the activity is approved and returned to you, you will complete the activity with the children. It is your responsibility to prepare and set up materials prior to the period in which the activity is scheduled. You are responsible for purchasing any special materials other than paint or paper that may be needed for your planned activity. You are also responsible for cleanup after planned activities.

After you complete the activity (the teacher must observe you), answer parts 6-8 on the planned activity form. Following completion of the activity, turn in parts 1-8 of the planned activity form in the appropriate assignment link on myCourses.

Lab Observations: Students will respond to the three observations questions posted on myCourses. The response should include an analysis of the classroom experience and/or specific concepts identified. The responses should be validated by appropriate citations, using APA format.

Classroom organizational signage: Students will prepare signage for a specific learning center in a classroom at the Child Development and Family Studies Center. You will select your area in class. Requirements will be distributed in class and discussed.

Bulletin Board Display: Students will prepare an early childhood bulletin board to be display at the Child Development and Family Studies Center. You will be required to follow the guidelines discussed in class. You are responsible for purchasing any special materials other than paint or paper that may be needed for your planned board.

Outdoor Classroom Learning Area: Students will work in designated groups to organize and set-up an outside learning area. The center will provide all needed materials. You will select your area in class.

**Curriculum Plan Presentation:** Students will prepare a curriculum plan for a selected group of young children. The curriculum plan must address the following areas:

2 Math activities

2 Science Activities

2 Social Studies

3 Learning Center

2 Transitions Activities

One activity must be demonstrated

Topics for curriculum plans will be selected in class. Students will present their unit plan in class using a visual display (poster, PowerPoint). A date for the presentation will be assigned. Requirements will be distributed in class and discussed.

### **Course Policies:**

1. Students are expected to attend class and to participate in class discussions and activities. Attendance will be taken daily. Students are expected to come to class promptly and stay the entire lecture period. Instructor reserves the right to limit access/entry to class to tardy students. Excessive absences will be reported to the student's advisor.
2. Attendance will be taken daily at the beginning of class. It is your responsibility to let the instructor know if you come in after attendance has been taken. Student coming in to class more than 10 minutes late will not receive credit for attendance on that day.
3. Assigned readings should be completed prior to the designated class lecture period. Additional assigned readings may be made in class. Adequate time for students to complete the readings will be allowed.
3. Students are responsible for any material covered in class when they are absent for any reason. However, in-class assignments or quizzes cannot be made-up.
4. Late Work Policy: Late assignments will not be accepted. Drop boxes will open for assignment submissions. If the assignment drop box closes, assignments will not be accepted via MyCourses messages system or email. If you know you have health issues that may impact your participation you will need to submit documentation from your physician to order to make up work. In addition, exams cannot be made up without an appropriate excuse. (No Exceptions)
6. The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her E-mail for official university messages and class announcements.
7. It is the responsibility of any student who has special needs [Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA)] to inform the instructor of this class as soon as possible so that reasonable accommodations may be provided. The student must self-identify concerning disability documentation that is as recent as within the last three (3) years and request necessary accommodations.
8. Cell phone policy: In accordance with Academic Operating Policy (AOP) 10.08 and in order to limit classroom disruptions, as well as to protect against academic misconduct, students' use of cell phones, messaging devices and other electronic devices is prohibited. In this class, students are required to put cell phones in the silent mode and stow in backpack or purse while attending class. Cell phones may not be used as calculators or clocks at any time during class. This AOP also applies to laptops. Students using laptops for purposes other than taking class notes may be asked to leave the class.
9. Mississippi State University has an approved Honor Code that applies to all students. The code is as follows: **"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."**

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit:

**<http://www.msstate.edu/dept/audit/1207A.html>**



10. Every assignment should include the following statement on all assignments, sign and date as appropriate:  
***"On my honor, as a Mississippi State University student, I have neither given nor received unauthorized assistance on this academic work."***
11. Guideline for written assignments: All assignments should be typed, with standard margins, 12 point font, spacing, etc. Appropriate spelling, grammar, punctuation, and writing format is required.
12. By being enrolled in this course, you agree that all assignments submitted become the property of MSU and may be used in a SafeAssign database through myCourses.

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- C = 700-800
- D = 600-700
- F = Below 600

**Course Outline and Tentative Schedule:**  
**HS 3823, Fall 2013**

<b>Date</b>	<b>Activity</b>	<b>Reading Assessment</b>	<b>Assignments Due</b>
8/19	Introduction to the course. Review syllabi, discussion of assignments, lab observation schedule, and The What of Early Childhood Education	Chapter 1- The Scope of and Need for Early Childhood Education	
8/21	The Scope of and Need for Early Childhood Education, Sign up for lab hours. Orientation to participation at the Child Development & Family Studies Center (CDFSC).	ALL STUDENTS MUST BE IN CLASS!	Syllabus Quiz 8/21 (10 points of in-class assignments grade)
8/22 (Thursday)	Lab participation begins Thursday, August 22, 2013 at 7:30 a.m. at the Child Development and Family Studies Center (CDFSC).		
8/26 & 28	The Who of Early Childhood  Bulletin Board Process	Chapter 2, 3, & 4: The Children, The Families, and The Teachers/Caregivers	
9/2	University Holiday		
9/4, 9/9, 9/11, &	The Why of Early Childhood Education: Keeping track of learning.	Chapter 5 & 6: The Rationale Supporting Early Childhood	

9/16	Developmentally appropriate assessment tools. Recordkeeping and documentation of children's development.  Use of the ECERS-R as assessment of programming	Education and Accountability, Standards, and Assessment	
9/18	Exam 1	Chapters: 1, 2, 3, 4, 5, 6, and readings	
9/23 & 9/25	The Where Of Early Childhood Education. Planning environments to support the curriculum.  Classroom Signage	Chapter 7: The Physical Environment	
9/30 & 10/2	The How of Early Childhood Education- Curriculum  Profile Planner- review	Chapter 8: Scheduling and Curriculum Planning	
10/7 & 10/9	The How of Early Childhood Education- Curriculum.  Review of Curriculum Planning and Discussion of Unit Plan	Chapter 9: Creative Development through the Curriculum	
10/14 & 10/16	Enhancing physical development. Keeping children safe and well-fed.  Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Chapter 10: Physical Development through the Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards	
10/21 & 10/23	Helping children learn to think for themselves. Developing competence in cognitive development areas  Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Chapter 11: Cognitive Development through the Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards	
10/28 & 10/30	The How of Early Childhood Education- Curriculum.  Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Chapter 12: Language Development through the Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards	
11/4	Exam 2	Chapters: 7, 8, 9, 10, 11, and 12	
11/6	The How of Early Childhood Education- Curriculum.	Chapter 13: Social Development through the	

	Using instructional/behavioral objectives and MS Early Learning Guidelines/Standards in curriculum planning.	Curriculum  Copies of the Early Learning Guidelines and Early Learning Standards	
11/11 & 11/13	The How of Early Childhood Education-Curriculum.	Chapter 14: Guiding Routines and Group Activities	
11/18	The How of Early Childhood Education-Curriculum.	Chapter 15: Guiding Social Behaviors	
11/20 & 11/25	Curriculum Plan Exhibits		
11/27	University Holiday		
12/2	Curriculum Plan Exhibits	Chapter 16: Helping Children Cope with Stress	
12/3	<b>Friday, 12/3: 30 lab hours at CDFSC must be completed by 5:30 p.m.</b>		
12/6 (F)	<b>FINAL EXAM, 12 p.m. (noon)</b>		

**Instructor's Note:** In order to allow you to plan ahead for your semester activities, we will make every effort to stay on schedule. However, the above class schedule as well as the course requirements and procedures are subject to change in the case of unforeseen events.

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# CDFSC Lab Evaluation Form

Student's Name \_\_\_\_\_

Date of Evaluation \_\_\_\_\_

Evaluator \_\_\_\_\_

Rating (Grade) \_\_\_\_\_

The six ratings are:

1—unsatisfactory, 2—below average, 3—average, 4—very good, 5—excellent, 6—no opportunity to observe

Circle One:

**Midterm**

**Final**

	1	2	3	4	5	6
<b>I. GUIDANCE</b>						
a. Maintains a controlled manner, displaying emotions in appropriate situations.						
b. Intervenes only at appropriate times (safety, security, aid, protecting equipment).						
c. Participates without inappropriately directing the course of children's play.						
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<b>II. ACCEPTING RESPONSIBILITY IN TEACHER ROLE</b>	1	2	3	4	5	6
a. Arrives and leaves as scheduled.						
b. Is dependable.						
c. Carries out assigned duties.						
d. Reads the daily plans, checks with head teacher as needed.						
e. Works effectively and in a cohesive manner with other teachers.						
f. Accurately predicts and responds to normative child behavior.						
g. Positions self for maximum supervision.						
h. Is aware of classroom limits and enforces them as necessary.						
i. Is aware of children's activities in assigned area.						
j. Acts to forestall or diffuse dangerous or inflammatory situations.						
<b>III. PLANNING AND EXECUTING ACTIVITIES</b>	1	2	3	4	5	6
a. Shows evidence of planning and preparation for activities.						
b. Uses a variety of teaching skills and materials.						
c. Plans for individual abilities of children.						
d. Shows creativity in selecting and implementing activities.						
e. Prepares alternative plans if original plan cannot be implemented.						
f. Meets goals specified for activity.						
g. Uses concise, clear directions.						
h. Shows confidence in diverse learning situations.						

PLANNED ACTIVITY FORM FOR HS 3803

Name: \_\_\_\_\_ Your scheduled lab days and times: \_\_\_\_\_

Age of Children in your lab: \_\_\_\_\_

1. Type of activity (art, music, literacy):
2. Name of activity:
3. Objectives for the children (at least 2):  
(Begin each objective with "The child will ..." then complete the statement.  
At least one objective must come from Mississippi Early Learning Guidelines and one objective from The Creative Curriculum. The objectives must reflect different skills and developmental domains.)
4. List materials needed for activity:
5. Describe specific step-by-step procedure that you will use to introduce and complete this activity with children.
6. Describe children's reactions to the activity.
7. How did you recognize that the objectives were accomplished?
8. What would you change if you were repeating this activity?

## Lab Assignments/Due Dates Fall 2013- Mrs. Melissa's Class

Date:	Assignment:	Due Date:
September 3-6	Easel Art Project	September 9
September 9-13	Making Play dough Project	September 16
September 16-20	Art Activity- Nursery Rhythms	September 23 <b>(Maroon)</b>
September 23-27	Art Activity- Authors/Illustrators	September 30 <b>(White)</b>
September 30-October 4	<p>Bulletin Board Project set up in Lab School</p> <p>Topic: Include these ideas in your Bulletin Board display:</p> <p><u>October</u>  <b>Fall is Here</b>            September 30-October 4: Apples            October 7-11: Maroon &amp; White            Week (MSU Homecoming)            October 14-18: Trees            October 21-25: Leaves  <b>October 24: Center will close at 12:30 p.m. for Kentucky Game</b>            October 28-November 1: Pumpkins</p>	<p>October 4 by 5:30 p.m. all boards should be set up.</p> <p><b>(Maroon &amp; White)</b></p>
October 7- October 18	The Signage project	October 21 <b>(Maroon &amp; White)</b>
October 18-October 23	Literacy Activity-Trees and Leaves	October 28 <b>(Maroon)</b>
October 28-November 1	Literacy Activity- Pumpkins	November 4 <b>(White)</b>
November 4-8	Math Activity- Family	November 11 <b>(Maroon)</b>
November 11-15	Math Activity- Pets	November 18 <b>(White)</b>
November 18-26	Outside Learning Center Activity	November 26 <b>(Maroon &amp; White)</b>
November 18-26	Social & Emotional	November 26 <b>(Maroon &amp;</b>

		White)
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APPROVAL FORM FOR  
**COURSES**

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road (Mail Stop 9699).

College or School: Ag& Life Sciences      Department: School of Human Sciences

Contact Person: Julie C. Parker      Mail Stop: 9745      E-mail: [jparker@humansci.msstate.edu](mailto:jparker@humansci.msstate.edu)

Nature of Change: ADD      Date Initiated: December 5, 2013      Effective Date: Summer 2014

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(    )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol      Number      Title

HS      3843      Guiding Young Children's Behavior and Social Development

Credit Hours  
( 3 )

New or Modified Catalog Description:

HS 3843. Guiding Children's Behavior and Social Development (3) (Prerequisites: HS 2803 and HS 2813). Three hours lecture. Examine and design appropriate guidance techniques based on developmental growth patterns and individual differences in young children from birth to 5 years old.

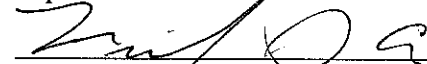
Approved:

Date:



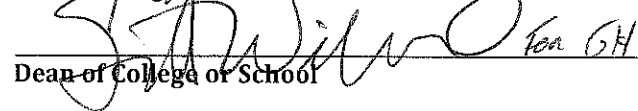
2-25-14

Department Head



2-26-14

Chair, College or School Curriculum Committee

 for GH

2/26/14

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## COURSE ADDITION

### 1. CATALOG DESCRIPTION

**HS 3843. Guiding Children's Behavior and Social Development (3) (Prerequisite: HS 2803, HS 2813).** Three hours lecture. Examine and design appropriate guidance techniques based on developmental growth patterns and individual differences in young children from birth to 5 years old.

### 2. DETAILED COURSE OUTLINE

Date	Topic	Readings	Hours
Week I			
Monday	Introduction to Course, Overview of Syllabi, Discussion of assignments, Lab observation schedule  Overview-Child Guidance in Today's World	Chapter 1	2.25 hours
Tuesday	Why Guidance Matters What is the purpose of developmentally appropriate guidance?	Chapter 1	2.25 hours
Wednesday	Do children have rights? Who should be responsible for the well-being if young children?	Chapter 1	2.25 hours
Thursday	Setting long-term goals and short-term objectives Working in an inclusive classroom	Handouts	2.25 hours
Friday	The nurturing environment and long term development Building a community in the classroom	Handouts	2.25 hours
Week II			
Monday	Historical Perspectives of guidance -How early influences affect young children and their behavior	Chapter 2	2.25 hours
Tuesday	The child in society- how life is different in today's changing world	Chapter 2	2.25 hours
Wednesday	Philosophies of guidance Nature vs. Nurture Origin of personality	Chapter 2	2.25 hours
Thursday	Understanding children's behavior -Why do babies cry? -Stranger and separation anxiety -Using words to express feelings in preschool	Chapter 3	2.25 hours
Friday	Infant brain development and	Chapter	2.25 hours

	brain behavior	3 & Handouts	
Week III			
Monday	How to Observe Young Children -The observation sequence	Chapter 4	2.25 hours
Tuesday	Observation strategies -Anecdotal Record -Time Sampling -Running Account	Chapter 4	2.25 hours
Wednesday	Serving Culturally Diverse Children and Families -Using the Ecological Model to Frame Programming	Chapter 5	2.25 hours
Thursday	Prejudice, racism and discrimination- How can we teach children to resist bias?	Chapter 5	2.25 hours
Friday	The Anti-biased classroom- What is our responsibility	Chapter 5	2.25 hours
Week IV			
Monday	Planning the Developmentally Appropriate, Prosocial Environment -What impact does the physical environment have on young children?	Chapter 6	2.25 hours
Tuesday	Why is consistency important? Demonstrating appropriate behaviors in the classroom?	Chapter 6	2.25 hours
Wednesday	Developing behavior plans for the classroom	Chapter 6	2.25 hours
Thursday	Building a Foundation for Positive Communication -Listening to young children -Providing positive, mutual communication	Chapter 7	2.25 hours
Friday	Nonverbal Cues and Body Language -What happens at eye level? -Natural consequences	Chapter 8	2.25 hours

A copy of the syllabus is provided that includes a detailed course outline

### 3. METHOD OF EVALUATION

Copy of the syllabus is provided that includes detailed information about the evaluation process. However, below is a summary of the information included in the syllabus:

#### **Summary of Student Evaluation:**

1. Compare and Contrast Philosophy of Guidance Paper (50 points)
2. Book Report (90 points)
3. Debated Issues (60 points)
4. Designing a Behavior Plan (50 points)
5. In-Class Assignments (20 points)

6. Quiz (2 @ 50 points each =100 points)
7. Final Exam (100 points)

**GRADING SCALE:**

423-470 = A	90- 100%
375-422 = B	80 -89%
327-374 = C	70 -79%
279-326 = D	60 -69%
278 and below = F	59% and below

#### **4. JUSTIFICATION & LEARNING OUTCOMES**

Social development and behavior management are two important issues for child and family professionals. Child Studies students are trained to work with children, families, and other professionals on issues that impact the social and emotional development of young children. This course will be specifically designed to provide the student with a foundational knowledge base, strategies, and interventions that promote social competence and emotional regulation. This course will also address classroom management strategies for the Pre-K teacher candidate. Classroom management strategies are addressed in teacher licensure exams. All child studies students completing a teacher candidacy in a community-based or public school are required to take the Praxis.

The expected enrollment for this course is 30 - 40 students per semester. This estimate is based on student enrollment in other HDFS courses required of all child studies majors.

In addition to the rationale for adding the proposed course to the curriculum, the following learning outcomes are specified on the syllabus.

1. Explain developmental theories within appropriate techniques of guidance.
2. Demonstrate an understanding of child development and guidance within the context of diverse family systems.
3. Examine and defend important issues that promote capacity building and wellness in young children.
4. Identify and evaluate effective guidance techniques that encourage positive and supportive relationships with and among children.
5. Analyze the impact of effective guidance techniques on children's sense of self and self-esteem.
6. Design appropriate guidance techniques based on developmental growth patterns and individual differences in young children.
7. Demonstrate an understanding of the reasons for problem behavior during the early childhood period.
8. Utilize developmentally effective materials and strategies that meet the basic human needs of children and families, promote individual well-being and family strengths, and foster community vitality

#### **6. SUPPORT**

A letter of support from the Human Sciences Curriculum Committee has been included with this proposal.

No additional resources will be needed to teach this course beyond designating an HDFS faculty member to the course each semester that it is offered.

#### **7. INSTRUCTOR OF RECORD (only needed for graduate courses)**

N/A

**8. GRADUATE STUDENT REQUIREMENTS (only needed for split-level courses)**

N/A

**9. PLANNED FREQUENCY**

This course would be offered one time per year during the Fall or Spring and during the Summer as needed.

**10. EXPLANATION OF DUPLICATION**

To our knowledge, the content of our proposed course does not overlap with any other courses currently offered at Mississippi State University. This course is specifically designed for students entering professional roles and working with young children, birth to 5 years old. The developmental aspects of this course will focus on the first 5 years.

**11. METHOD OF INSTRUCTION CODE**

B. Lecture

Method of delivery:

F. Face to face

**12. PROPOSED C.I.P. NUMBER**

13.1210 Early Childhood Education and Teaching

**13. PROPOSED 24-CHARACTER ABBREVIATION (of the course title)**

Guiding Child Behavior

**14. PROPOSED SEMESTER EFFECTIVE**

Summer 2014

**15. OTHER APPROPRIATE INFORMATION**

N/A

**16. PROPOSAL CONTACT PERSON**

Julie C. Parker, Ph.D.  
School of Human Sciences  
Box 9745  
Mississippi State, MS 39762



MISSISSIPPI STATE  
UNIVERSITY™

*School of Human Sciences*

*Agricultural Information Science and Education • Apparel, Textiles and Merchandising  
Human Development and Family Studies • Extension Program and Staff Development*

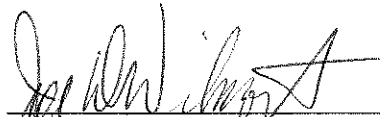
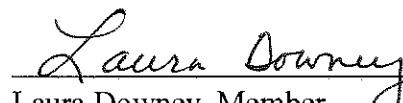

January 28, 2014

Dr. Michael Cox  
Chair, CALS Curriculum Committee  
Box 9555  
Mississippi State, MS 39762

Dr. Michael Cox:

The School of Human Sciences Curriculum Committee has reviewed the proposal for the addition of HS 3843—Guiding Young Children's Behavior and Social Development, and we fully support the proposal. We believe this addition will help our family studies graduates in the preparation for the Praxis for teacher licensure, as well as Pre-K teaching candidates.

Sincerely,

  
\_\_\_\_\_  
Joe D. Wilmoth, Chair  
\_\_\_\_\_  
Laura Downey, Member  
\_\_\_\_\_  
Charles Freeman, Member  
\_\_\_\_\_  
Julie Parker, Member  
\_\_\_\_\_  
Tommy Phillips, Member

**MISSISSIPPI STATE UNIVERSITY  
COLLEGE OF AGRICULTURE AND LIFE SCIENCES  
SCHOOL OF HUMAN SCIENCES  
SYLLABUS, Summer 2014**

**HS 3843: Guiding Young Children's Behavior  
and Social Development**

**Semester: Summer 2014**

**Time/Place:**

**Instructor: Julie C. Parker, Ph.D., CCLS**

**Course Credit: 3**

**Prerequisites: HS 2803, HS 2813**

**Phone: 662-325-0828**

**Office: 217 Lloyd-Ricks-Watson**

**Office Hours:**

**Email:**  
**[jparker@humansci.msstate.edu](mailto:jparker@humansci.msstate.edu)**

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**Course Description**

**HS 3843. Guiding Children's Behavior and Social Development (3) (Prerequisites: HS 2803, HS 2813).** Examine and design appropriate guidance techniques based on developmental growth patterns and individual differences in young children from birth to 5 years old.

**Course Overview**

This course provides students with opportunities to recognize, analyze, and evaluate effective guidance techniques. Students will be challenged to develop an understanding and appreciation of best practices that guide interactions and interventions with young children. An emphasis is placed on the adult's role in providing an environment that encourages the positive development of self in young children.

**Required Texts**

Miller, D. F. (2010). *Positive child guidance*. Belmont, CA: Wadsworth.

**Course Objectives**

1. Explain developmental theories within appropriate techniques of guidance.
2. Demonstrate an understanding of child development and guidance within the context of diverse family systems.
3. Examine and defend important issues that promote capacity building and wellness in young children.
4. Analyze the impact of effective guidance techniques on children's sense of self and self-esteem.
5. Design appropriate guidance techniques based on developmental growth patterns and individual differences in young children.
6. Demonstrate an understanding of reasons for problem behavior during the early childhood period.
7. Utilize developmentally effective materials and strategies that meet the basic human needs of children and families, promote individual well-being and family strengths, and foster community vitality.

## Course Policies

### 1. Tests:

Tests *cannot be made up or taken at different times, without an approved university excuse*. Make sure you are in class on the assigned dates and on time. If you are an athlete and have a scheduled meet/game, *you must make arrangements PRIOR TO the exam date*.

### 2. Written assignments: Technical Expectations for APA Formatting – Assignment Preparation

It is expected that all students will be able to download and transfer documents. Be aware that the APA manual recommends the use of 12-point, serif font such as Times New Roman in professional writing. APA format recommends that paragraphs be indented .5 -.7 inches, double spaced, and one space following a period. It also recommends “uniform margins of at least 1 in. (2.54 cm) at the top, bottom, left, and right of every page.” It’s good to get into the habit of formatting your document this way. Use these guidelines in all assignments submitted in this course.

Papers submitted are to be typewritten, double-spaced, and submitted on the due date. *Late papers will not be accepted without a doctor’s excuse.*

*Students are expected to adhere to the highest standards of academic honesty. Any information that is copied from another source must be noted as such in student materials. Page number or Internet reference must appear in text, and full bibliographic references must appear in the reference section of the paper/assignment. Sources must be in quotes and include author(s), year of publication, or other reference notes as required by the college department format (e.g., APA). Other forms of academic dishonesty include, but are not limited to, buying papers, copying paragraphs/pages of text/whole papers off the Internet, copying another student’s answers, etc. Academic dishonesty will result in the grade of a “0” on the assignment and/or in the course, and the student will be reported to the Honor Council.*

### 3. Disability Statement:

If a student has a disability that qualifies under the Americans with Disabilities Act and requires accommodations, he/she should contact Student Support Services for assistance in determining accommodations. Additionally, students requiring special arrangements for exams should contact the office of Student Support Services.

01 Montgomery Hall  
P.O. Box 806  
Mississippi State, MS 39762  
Mail Stop 9724  
Phone:(662) 325-3335-Phone  
(662) 325-8190 - Fax  
Location: 01 Montgomery Hall  
Office Hours: 8 a.m. to 5 p.m., M-F



#### 4. Honor Code:

Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code.

Please include the following statement on all assignments, sign and date as appropriate:

The work that I have submitted for this assignment is my own, and I did not copy, plagiarize, or fabricate information nor take any other action that does not uphold the MSU Honor Code. Signed: _____ Date _____
---

For additional information please visit: <http://www.msstate.edu/dept/audit/1207A.html>

#### 5. E-mail Communication:

The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her e-mail for official university messages and class announcements.

### ASSIGNMENTS AND GRADING HS 3843

1. **Compare and Contrast Philosophy of Guidance Paper (50 points)**—Each student will develop a philosophy of guidance paper. Part I will reflect current knowledge and perceptions regarding guidance for young children and beliefs about appropriate guidance strategies. Citations are required, in text and reference page. Part II should reflect knowledge and perceptions based on information gained in class, over the course of this semester, and beliefs about appropriate guidance strategies. The final paper should provide a compare and contrast model, a then and now philosophy. The final paper should be at least two pages, excluding the title page and reference page. All citations should be included in text and on the reference page. All citations should be in APA format. If you have questions, please review the APA format style on the library website or ask the instructor.
2. **Book Report (90 points)**—Students will locate a children's book that addresses values and feelings. The student will review the book and provide an oral report to the class that includes: (1) an overview of the book, (2) examples of activities that may be implemented within a classroom with young children, birth to 8 years of age, and (3) a bulletin board (tri-fold board) that reflects the book and could be used in an early childhood classroom. Rubrics will be provided on Blackboard.
3. **Debated Issues (60 points)**—The class will participate in a debate on the following issues related to childhood behaviors and guidance.

- *Should Time-Out be used as a strategy for guidance in an early childhood classroom? (time-out vs. my space)*
- *Should Parents be Counseled For or Against Spanking? (spanking vs. alternative behavioral methods)*
- *Should Children with Special Needs be Included in Early Childhood Environments. (Inclusion vs. exclusion)*

Student groups will be assigned a debate topic. The groups will divide, and one section will advocate for a “Pro” stance and the other section will advocate for a “Con” stance. Each group section should be ready to defend its application with young children birth to 8 years of age.

Guidelines and a rubric for each debate will be provided and located on Blackboard.

4. **Designing a Behavior Plan (50 points)** —Students will develop a realistic behavior plan that you could implement for your target child. This plan should help a child modify an existing behavior in order to acquire new pro-social skills. You must write two objectives: one for the child and one for you.
5. **In-Class Assignments (20 points)** —Students will perform in-class assignments that may include but are not limited to: 2-minute papers, reflective questions, small-group activities/discussions/presentations.
6. **Quiz (2 @ 50 points each = 100 points)** —Students will have 2 quizzes throughout the semester.
7. **Final Exam (100 points)** —The final exam will be given in class during the last week of class. It will be comprehensive, consisting of multiple choice, true/false, short essay questions, and a guidance scenario.

#### GRADING SCALE:

423-470 = A	90- 100%
375-422 = B	80 -89%
327-374 = C	70 -79%
279-326 = D	60 -69%
278 and below = F	59% and below

## TENTATIVE COURSE OUTLINE, READINGS, AND ASSIGNMENTS

### COURSE ACTIVITIES:

Date	Topic	Readings	Hours
<b>Week I</b>			
Monday	Introduction to Course, Overview of Syllabi, Discussion of assignments, Lab observation schedule  Overview-Child Guidance in Today's World	Chapter 1	2.25 hours
Tuesday	Why Guidance Matters What is the purpose of developmentally appropriate guidance?	Chapter 1	2.25 hours
Wednesday	Do children have rights? Who should be responsible for the well-being of young children?	Chapter 1	2.25 hours
Thursday	Setting long-term goals and short-term objectives Working in an inclusive classroom	Handouts	2.25 hours
Friday	The nurturing environment and long-term development Building a community in the classroom	Handouts	2.25 hours
<b>Week II</b>			
Monday	Historical Perspectives of guidance -How early influences affect young children and their behavior	Chapter 2	2.25 hours
Tuesday	The child in society- how life is different in today's changing world	Chapter 2	2.25 hours
Wednesday	Philosophies of guidance Nature vs. Nurture Origin of personality	Chapter 2	2.25 hours
Thursday	Understanding children's behavior -Why do babies cry? -Stranger and separation anxiety -Using words to express feelings in preschool	Chapter 3	2.25 hours

Friday	Infant brain development and brain behavior	Chapter 3 & Handouts	2.25 hours
Week III			
Monday	How to Observe Young Children -The observation sequence	Chapter 4	2.25 hours
Tuesday	Observation strategies -Anecdotal Record -Time Sampling -Running Account	Chapter 4	2.25 hours
Wednesday	Serving Culturally Diverse Children and Families -Using the Ecological Model to Frame Programing	Chapter 5	2.25 hours
Thursday	Prejudice, racism and discrimination- How can we teach children to resist bias?	Chapter 5	2.25 hours
Friday	The Anti-biased classroom- What is our responsibility	Chapter 5	2.25 hours
Week IV			
Monday	Planning the Developmentally Appropriate, Prosocial Environment -What impact does the physical environment have on young children?	Chapter 6	2.25 hours
Tuesday	Why is consistency important? Demonstrating appropriate behaviors in the classroom?	Chapter 6	2.25 hours
Wednesday	Developing behavior plans for the classroom	Chapter 6	2.25 hours
Thursday	Building a Foundation for Positive Communication -Listening to young children -Providing positive, mutual communication	Chapter 7	2.25 hours
Friday	Nonverbal Cues and Body Language -What happens at eye level? -Natural consequences	Chapter 8	2.25 hours

## APPROVAL FORM FOR

**COURSES**

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road (Mail Stop 9699).

College or School: Ag& Life Sciences      Department: School of Human Sciences

Contact Person: Julie C. Parker      Mail Stop: 9745      E-mail: jparker@humansci.msstate.edu

Nature of Change: ADD      Date Initiated: December 15, 2013      Effective Date: Spring 2015

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(      )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol      Number      Title  
HS      4832      Child Life Clinical

Credit Hours

( 2 )

New or Modified Catalog Description:

**HS 4832. Child Life Clinical (2)** (Prerequisites: HS 2813, 4833, junior standing and permission of the instructor). Two hours laboratory. This course provides the student with a child life practicum experience in a pediatric health care facility.

Approved:

Date:

*Michael E. Neuman*

*2-7-14*

Department Head

*[Signature]*

*2-24-2014*

Chair, College or School Curriculum Committee

*[Signature]* *Fong H*

*2/24/14*

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## COURSE MODIFICATION

### 1. CATALOG DESCRIPTION

HS 4832. Child Life Clinical (2) (Prerequisites: HS 4833, junior standing and permission of the instructor). Two hours laboratory. This course provides the student with a child life practicum experience in a pediatric health care facility.

### 2. DETAILED COURSE OUTLINE

Please see attached proposed course syllabus

### 3. METHOD OF EVALUATION

Copy of the syllabus is provided that includes detailed information about the evaluation process. However, below is a summary of the information included in the syllabus:

#### Summary of Student Evaluation:

POINTS	ASSIGNMENT
200	Tests – Two tests will include documentation skills and medical terminology.
150	Quizzes
100	Clinical case presentation – case study on assigned patient
100	Discussion/Journal Entries – weekly journal entries and discussion of related topic and practicum experience.
75	Documentation – documentation assignments will vary but will consist of information reviewed and discussed.
60	Case Studies – case studies will assist the student in using the APIE process and improving assessment skills.

#### GRADING SCALE

A	90-100%	617–685 points
B	80-89%	548-616 points
C	70-79%	479-547 points
D	60-69%	410-578 points
F	< 59%	409 points and below

#### Clinical Competency Evaluation (Pass/Fail)

A clinical competency evaluation will be used to assess professional and clinical growth at mid-term and at the end of the semester. The clinical competence evaluation tool is provided in the course packet. This is a Pass/Fail evaluation.

### 4. JUSTIFICATION & LEARNING OUTCOMES

This course will be an essential part of training for child life students. All clinical internships require student candidates to have at least one practicum experience working with children and families in healthcare environments. Students will be exposed to child life programming, therapeutic interventions, family-centered care, assessment, treatment planning, documentation, and interdisciplinary teamwork. Students will have the opportunity to put academic preparation (theories, principles, and clinical preparation) into practice.

The expected enrollment for this course is 10 students per spring semester.

In addition to the rationale for adding the proposed course to the curriculum, the following learning outcomes are specified on the syllabus.

By the end of this course, students will demonstrate the following competencies:

1. Assess and interpret the psychosocial, developmental, and emotional needs of hospitalized children and their families reflecting on principles of human growth and development, family systems, and cultural background.
2. Utilize informal assessment techniques to determine the child's and family's needs.
3. Develop individualized patient care plans for a child that address specific psychosocial needs identified during the assessment process.
4. Select and implement developmentally appropriate therapeutic play techniques that facilitate the child's mastery and enhance coping with the healthcare experience.
5. Plan and implement play sessions that provide/teach healthy coping mechanisms so that he/she can deal effectively with the stress of hospitalization and illness.
6. Identify the process of patient/family teaching to increase the family's skills and knowledge in dealing with the child's illness or disability.
7. Demonstrate the process of medical play/procedures that are developmentally appropriate and address the emotional and social needs of the family unit.
8. Demonstrate concise communication skills to healthcare team members that integrate theory when evaluating the child's and family's needs and progress.
9. Demonstrate effective documentation skills – treatment plans & progress notes.
10. Review personnel policies and procedures, including standards of clinical practice and standards of ethical responsibility.

#### **5. TARGET AUDIENCE**

The target audience for this course is child studies students, with an emphasis in child life, who need this clinical experience to apply for child life clinical internships.

#### **6. SUPPORT**

A letter of support from the Human Sciences Curriculum Committee has been included in the appendix of this proposal.

No additional resources will be needed to teach this course beyond designating an HDFS faculty member to the course each semester that it is offered.

#### **7. INSTRUCTOR OF RECORD (only needed for graduate courses)**

N/A

#### **8. GRADUATE STUDENT REQUIREMENTS (only needed for split-level courses)**

N/A

#### **9. PLANNED FREQUENCY**

This course would be offered in the spring semester.

#### **10. EXPLANATION OF DUPLICATION**

To our knowledge, the content of our proposed course does not overlap with any other courses currently offered at Mississippi State University. The clinical experiences and additional coursework in

this course will build on foundations established in HS 4833.

**11. METHOD OF INSTRUCTION CODE**

H. Clinical Instruction

**12. Method of delivery:**

F. Face to face

**13. PROPOSED C.I.P. NUMBER**

19.0706 Child Development

**14. PROPOSED 24-CHARACTER ABBREVIATION (of the course title)**

Child Life Clinical

**15. PROPOSED SEMESTER EFFECTIVE**

Spring 2015

**16. OTHER APPROPRIATE INFORMATION**

N/A

**17. PROPOSAL CONTACT PERSON**

Julie C. Parker, Ph.D., CCLS  
School of Human Sciences  
Box 9745  
Mississippi State, MS 39762





# MISSISSIPPI STATE UNIVERSITY™

## *School of Human Sciences*

*Agricultural Information Science and Education • Apparel, Textiles and Merchandising  
Human Development and Family Studies • Extension Program and Staff Development*

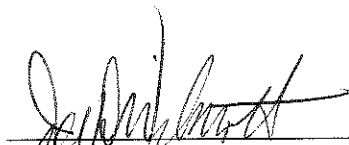
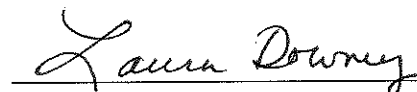
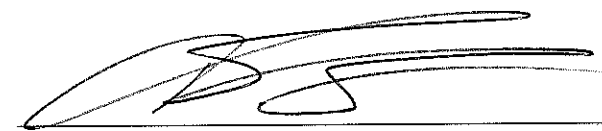

January 28, 2014

Dr. Michael Cox  
Chair, CALS Curriculum Committee  
Box 9555  
Mississippi State, MS 39762

Dr. Michael Cox:

The School of Human Sciences Curriculum Committee has reviewed the proposal for the addition of HS 4832—Child Life Clinical, and we fully support the proposal. We believe this addition will help our family studies students in the preparation for clinical internships by providing a practicum laboratory experience, as is required as prior to starting clinical internships.

Sincerely,

  
\_\_\_\_\_  
Joe D. Wilmoth, Chair  
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Laura Downey, Member  
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Charles Freeman, Member  
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Julie Parker, Member  
\_\_\_\_\_  
Tommy Phillips, Member

**Mississippi State University  
School of Human Sciences**

**Child Life Clinical  
Spring 2015  
Time/Place:**

**Phone: 662-325-0828  
Office: 217 Lloyd-Ricks-Watson  
Office Hours:  
M 11:00-12:30  
T/TH:2:00-3:00, or  
By appointment**

**Instructor: Julie C. Parker, Ph.D, CCLS**

**Email: [Jparker@humansci.msstate.edu](mailto:Jparker@humansci.msstate.edu)**

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**Course Description**

HS 4832. Child Life Clinical (2) (Prerequisites: HS 2813, 4833, junior standing and permission of the instructor). Two hours laboratory. This course provides the student with a child life practicum experience in a pediatric health care facility.

**Course Overview**

The main purpose of this course is to provide a hands-on clinical experience with children and their families for child life students prior to the internship experience. Students will be exposed to child life programming, therapeutic interventions, family-centered care, assessment, treatment planning, documentation, and interdisciplinary teamwork. Students will have the opportunity to put academic preparation (theories, principles, and clinical preparation) in to practice.

**Required Text**

Rollins, J A., Bolig, R. & Mahan, C. C. (2005). *Meeting children's psychosocial needs across the health-care continuum*. Austin, TX: Pro.Ed Publishers.

Ehrlich, A. & Schroeder, C.L. (2012). *Medical terminology for health professions* (7<sup>th</sup> Ed.). Albany, NY: Delmar/Thomson Learning.

**Course Objectives**

By the end of this course, students will demonstrate the following competencies:

1. Assess and interpret the psychosocial, developmental, and emotional needs of hospitalized children and their families reflecting on principles of human growth and development, family systems, and cultural background.
2. Utilize informal assessment techniques to determine the child's and family's needs.
3. Develop individualized patient care plans for a child that address specific psychosocial needs identified during the assessment process.
4. Select and implement developmentally appropriate therapeutic play techniques that facilitate the child's mastery and enhance coping with the healthcare experience.
5. Plan and implement play sessions that provide/teach healthy coping mechanisms so that he/she can deal effectively with the stress of hospitalization and illness.
6. Identify the process of patient/family teaching to increase the family's skills and knowledge in dealing with the child's illness or disability.
7. Demonstrate the process of medical play/procedures that are developmentally appropriate and address the emotional and social needs of the family unit.
8. Demonstrate concise communication skills to healthcare team members that integrate theory when evaluating the child's and family's needs and progress.
9. Demonstrate effective documentation skills – treatment plans & progress notes.

10. Review personnel policies and procedures, including standards of clinical practice and standards of ethical responsibility.

### **Course Policies**

1. **Attendance:** This course is designed to prepare the student for clinical practice. As such, you are expected to be punctual, appropriately dressed, and prepared to work as a clinician in a healthcare setting. It will be extremely disruptive for students to arrive at different times. If you are late or do not attend, you are depriving yourself of valuable clinical experience and supervision. Remember, you are not only affecting your fellow students and instructor, more importantly you are disrupting the care of a child and his/her family. Please demonstrate professional integrity, as you not only represent yourself but the university and the profession as well.
2. **Tests:** Tests *cannot be made up or taken at different times without an approved university excuse*. Make sure you are in class on the assigned dates and on time.
3. **Written assignments:** Papers submitted are to be typewritten, double-spaced, and submitted on the due date. *Late papers will result in grade reduction as indicated on rubric*.
4. **Participation:** Student participation is a prerequisite to good learning. Read your assignments before coming to class, and be prepared to work in a clinical setting providing the clinical treatment process (assessment, plan, intervention, and evaluation).
5. **Disability Statement:**

If a student has a disability that qualifies under the Americans with Disabilities Act and requires accommodations, he/she should contact the Services for Students with Office of Disability Support Services for information on appropriate policies and procedures. Contact information: Services for Students with Disabilities:

01 Montgomery Hall  
P.O. Box 806  
Mississippi State, MS 39762  
Mail Stop 9724  
Phone: (662) 325-3335-Phone  
(662) 325-8190 - Fax  
Location: 01 Montgomery Hall  
Office Hours: 8 a.m. to 5 p.m., M-F

### **6. Honor Code:**

Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other

academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code.  
Please include the following statement on all assignments, sign, and date as appropriate:

The work that I have submitted for this assignment is my own and I did not copy, plagiarize, or fabricate information nor take any other action that does not uphold the MSU Honor Code.  
Signed: \_\_\_\_\_ Date \_\_\_\_\_

For additional information please visit: <http://www.msstate.edu/dept/audit/1207A.html>

#### 7. Email Communication:

The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her email for official university messages and class announcements.

### ASSIGNMENTS AND GRADING

POINTS	ASSIGNMENT
200	Tests— Two tests will include documentation skills and medical terminology.
150	Quizzes
100	Clinical case presentation – case study on assigned patient
100	Discussion/Journal Entries – weekly journal entries and discussion of related topic and practicum experience.
75	Documentation – documentation assignments will vary but will consist of information reviewed and discussed.
60	Case Studies – case studies will assist the student in using the APIE process and improving assessment skills.

### GRADING SCALE

A	90-100%	617-685 points
B	80-89%	548-616 points
C	70-79%	479-547 points
D	60-69%	410-578 points
F	< 59%	409 points and below

### ASSIGNMENT DESCRIPTIONS

#### Tests – two exams (2 @ 100 points = 200 points)

There will be 2 exams midterm and final. The exams will consist of multiple choice questions, true/false questions, and essay.

#### Quizzes – (6 @ 25 points = 150)

There will be 6 quizzes throughout the semester. Each quiz will be on assigned medical terminology and medical abbreviations. Each quiz will be on Blackboard

and should be completed by Sunday @ 10:00 p.m. each week identified on the syllabus.

**Clinical Competency Evaluation (Pass/Fail)**

A clinical competency evaluation will be used to assess professional and clinical growth at mid-term and at the end of the semester. The clinical competence evaluation tool is provided in the course packet. This is a Pass/Fail evaluation.

**Journal Entries/Discussion (10 @ 10 points each = 100 points)**

Students are expected to keep journals of the practicum experience. Journals will be posted to Blackboard in the assignment drop box of the assigned week. In addition to the journal entry, students will respond to a discussion question as posted on Blackboard. The discussion question will correspond with the week's readings or additional information provided. Students are expected to provide a comprehensive response including EBP, psychosocial issues, and related clinical experience. Journal/Discussion entries should be posted by 5:00 p.m. each Friday as indicated on the syllabus. A guideline is provided in your course packet.

**Documentation (3 @ 25 points each = 75 points)**

In accordance with institutional rules and regulations, documentation of service shall be an integral part of child life programming. Documentation shall demonstrate the process of patient assessment, planning, intervention, and evaluation. Each participant will evaluate the assigned patient and provide appropriate documentation using the SOAP format.

**Case Studies (3 @ 20 points each = 60 points)**

Case studies will be presented and assessed. Students will provide insight in to the psychosocial needs of the patient and family. This is an opportunity to demonstrate comprehensive clinical skills (i.e., assessment, family-centered care, individual interventions, etc.)

**Clinical Case Presentation (100 points)**

Each student will select one of their assigned patients during the course of the semester and develop a clinical case review. Students will follow the case presentation guide provided by the instructor. Students must include a step-by-step presentation of the treatment process as well as a review of the patient diagnosis and how it shapes and directs the intervention process. Students will be graded on clarity of presentation as well as accuracy of the assessment, intervention, and evaluation process.

DATE	TOPIC/READING/ ASSIGNMENTS	QUIZ/EXAM	PLACE/HRS	
Week 1	Introduction of Course Overview of Manual Documentation of Health Requirements		MSU	4 Clinical Hours
Week 2	Child Life Philosophy and Professionalism Competencies of Child Life Profession Chp 11 – Psychosocial Needs	Handouts Self-Evaluation	CLINICAL FACILITY	4 Clinical Hours
Week 3	Clinical Practice Theory into Practice The Medical Record Journal Entry	Handouts Chp 1 – Medical Terminology Quiz	CLINICAL FACILITY	4 Clinical Hours
Week 4	Clinical Practice Child Life Processes and Charting Psychosocial Needs, Chp. 8 Discussion Question		CLINICAL FACILITY	4 Clinical Hours
Week 5	Clinical Practice Documentation with SOAP and Brief Notes Brief Note Assignment Discussion Question	Med. Term – Chap. 2 Quiz  Handouts	CLINICAL FACILITY	4 Clinical Hours
Week 6	Clinical Practice Psychosocial Needs, Chap. 2 & 7 Discussion Question		CLINICAL FACILITY	4 Clinical Hours
Week 7	Clinical Practice Play in the Healthcare Setting Discussion Question		CLINICAL FACILITY	4 Clinical Hours
Week 8	Clinical Practice Psychosocial Needs, Chp.1 Journal Entry	Midterm Exam & Chapter 3 Medical Terminology Quiz	CLINICAL FACILITY	4 Clinical Hours
Week 9	Clinical Practice Preparation and family involvement		CLINICAL FACILITY	4 Clinical Hours
Week 10	Clinical Practice SOAP note assignment Journal Entry	Medical Terminology, Chap. 6 Quiz	CLINICAL FACILITY	4 Clinical Hours
Week 11	Clinical Practice Psychosocial Needs, Chap. 3 & 4 Journal Entry		CLINICAL FACILITY	4 Clinical Hours

Week 12	Clinical Practice Psychosocial Needs, Chap. 10 Discussion Question	Medical Terminology, Chap. 7 Quiz	CLINICAL FACILITY	4 Clinical Hours
Week 13	Clinical Practice Psychosocial Needs, Chap. 12 Journal Entry Comprehensive SOAP on assigned patient		CLINICAL FACILITY	4 Clinical Hours
Week 14	Clinical Practice Child Life Programming Discussion Question	Medical Terminology Quiz 13, 15	CLINICAL FACILITY	4 Clinical Hours
Week 15	Clinical Case Presentations		MSU	4 Clinical Hours
Week 16	Final Exam		MSU	4 Clinical Hours

## APPROVAL FORM FOR

**COURSES**

MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suite B, 100 Walker Road (Mail Stop 9699).

**College or School:** Ag& Life Sciences      **Department:** School of Human Sciences

**Contact Person:** Julie C. Parker      **Mail Stop:** 9745      **E-mail:** jparker@humansci.msstate.edu

**Nature of Change:** Modify      **Date Initiated:** December 15, 2013      **Effective Date:** Summer 2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
HS	4834	The Hospitalized Child	( 4 )

**Current Catalog Description:**

(Prerequisite: HS 3813 or concurrent enrollment, junior standing and permission of the instructor). Three hours lecture. Two hours laboratory. A pre-practicum development approach to the special needs of the hospitalized infant, child and adolescent.

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
HS	4833	The Hospitalized Child	( 3 )

**New or Modified Catalog Description:**

**HS 4833. The Hospitalized Child (3)** (Prerequisites: HS 3803 and 3813 or concurrent enrollment, junior standing and permission of the instructor). Three hours lecture. A pre-practicum development approach to the special needs of the hospitalized infant, child and adolescent.

**Approved:****Date:**

Michael E. Newman  
Department Head

2-7-14

[Signature]  
Chair, College or School Curriculum Committee

2-21-2014

[Signature] For GH  
Dean of College or School

2/24/14

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council



## COURSE MODIFICATION

### 1. CATALOG DESCRIPTION

Current Catalog Description:

HS 4834. The Hospitalized Child (4) (Prerequisite: HS 3813 or concurrent enrollment, junior standing and permission of the instructor). Three hours lecture. Two hours laboratory. A pre-practicum development approach to the special needs of the hospitalized infant, child and adolescent.

New Catalog Description:

HS 4833. The Hospitalized Child (3) (Prerequisites: HS 3803 and 3813, junior standing and permission of the instructor). Three hours lecture. A pre-practicum development approach to the special needs of the hospitalized infant, child and adolescent.

### 2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

- The course description changes because the lab component has been deleted from this course and added to HS 4832.
- The course number changes because the course hours are reduced to three.
- An additional prerequisite has been added to ensure the student has appropriate foundational child development knowledge to be successful in this course.
- The course also will be offered online. (proposed online syllabus attached)

### 3. METHOD OF EVALUATION

Copies of the syllabi are provided that include detailed information about the evaluation process. However, below is a summary of the information included in the syllabus:

#### Summary of Student Evaluation:

#### ASSIGNMENTS AND GRADING HS 4834

There are a total of 530 points for the course. Each assignment's value is given next to the corresponding assignment.

POINTS	ASSIGNMENT	DUE DATE
200	Exams – there will be 2 exams during the semester.	Midterm Final
150	Comprehensive Project – student will complete a comprehensive project on an assigned diagnosis.	As assigned
30	Competency Standard Essays	As assigned
120	Chapter/Article Reflection Papers	As assigned
30	Discussions Questions	As assigned

A	477-526	90-100%
B	423-476	80-89%
C	369-422	70-79%
D	315-368	60-69%
F	314 or below	59% or below

#### **4. JUSTIFICATION & LEARNING OUTCOMES**

The modifications to this course are necessary because the lab component is being deleted from this course and added to HS4832, thus modifying the course description. The course number requires a modification to meet the new credit-hour requirement. The additional prerequisite allows the student to develop a firm knowledge base in child development as a foundation for this course. The additional prerequisite course will assist the student in being more successful with this course content.

The expected enrollment for this course is 15-18 students per fall semester. This estimate is based on student enrollment in previous semesters.

In addition to the rationale for adding the proposed course to the curriculum, the following learning outcomes are specified on the syllabus.

1. Understand the role of the Child Life Specialist (CLS) in working with the child and family in a healthcare environment.
2. Recognize and articulate the code of ethical responsibility for CLSs.
3. Recognize and articulate the philosophical foundation of the Child Life discipline (Mission, Vision, Values)
4. Understand and apply developmental theories and theories of coping and stress in relation to children and their families experiencing traumatizing situations (e.g., hospitalization).
5. Recognize and articulate the importance of medical/therapeutic play and preparation in facilitating children's mastery of, and coping with, the healthcare experience.
6. Identify the role of the Child Life Specialist in terms of providing psychosocial and family-centered care to children and families.
7. Demonstrate effective communication skills.
8. Identify children's individualized experiences depending on a variety of factors including age, gender, culture, and diagnostic and treatment procedures.

#### **5. ADDITIONAL INFORMATION**

- a. COURSE SYMBOL: Course symbols are not being modified.
- b. COURSE NUMBER:
  - i. First Digit: There will be no change to the first digit (4).
  - ii. Second and Third Digit: There will be no change to the second (8) and third digit (3).
  - iii. Fourth Digit: The fourth number will change to (3).
- c. COURSE TITLE: The course title will not be changed. .
- d. CREDIT HOURS: The credit hours will be modified from 4 to 3.
- e. PRE-REQUISITE/CO-REQUISITE: A pre-requisite has been added to ensure students have an appropriate foundation in child development and theory. This course requires students to understand child development and theory and begin the process of using these constructs in an applied manner.
- f. METHOD/HOURS OF INSTRUCTION: The course hours will change from a 4-hour course to a 3-hour course. The 1-hour lab will be deleted and added to the proposal for HS 4832. The deletion of the lab hours does not change the course content hours.
- g. METHOD OF DELIVERY: This course will be delivered in both face to face and online formats.
- h. COURSE DESCRIPTION: There are no changes to the course description except the two hours laboratory have been deleted.
- i. COURSE CONTENT: Course content will remain the same. Detailed descriptions of the both the old and new content follows.

## TENTATIVE COURSE OUTLINE, READINGS, AND ASSIGNMENTS

DATE	TOPIC	READINGS	ASSIGNMENTS AND TESTS	Hours
Week 1	<input type="checkbox"/> Introduction & Review of Assignments <input type="checkbox"/> What is Child Life? <input type="checkbox"/> Pre/Post Test <input type="checkbox"/> The Story of Child Life			3 hours
Week 2	<input type="checkbox"/> The Child in the Context of the Family- Family Centered Care <input type="checkbox"/> Professionalism and Ethical Responsibility	Chap.2-3 -Potts & Mandleco  Chap. 1, 6 – Handbook of CL	Internet Assignment 8/27	3 hours
Week 3	<input type="checkbox"/> Theoretical Approaches <input type="checkbox"/> Theoretical Framework <input type="checkbox"/> Evidence-Based Practice	Chap. 6 – Potts & Mandleco  Chap. 2 -Handbook of CL	Chapter Reflection 9/5	3 hours
Week 4	<input type="checkbox"/> Growth and Dev of the Infant <input type="checkbox"/> Growth and Dev of the Toddler <input type="checkbox"/> Comprehensive Project Selection	Chap. 8 -9Potts & Mandleco	Reflection/Discussion Question	3 hours
Week 5	<input type="checkbox"/> Growth and Dev. of the Preschooler <input type="checkbox"/> Growth and Dev. of School-age child	Chap. 9-10 – Potts & Mandleco	Reflection/Assignment Question	3 hours
Week 6	<input type="checkbox"/> Growth and Dev. of the Adolescent <input type="checkbox"/> Caring for Children Who Are Hospitalized	Chap. 11- Potts & Mandleco Chap. 16- Potts & Mandleco	Reflection/Discussion Questions	3 hours
Week 7	<input type="checkbox"/> Talking to Children and Families About the Health Care Exp. <input type="checkbox"/> Therapeutic Relationships in CL <input type="checkbox"/> Communication and CL	Chap. 4 or 5- Handbook of CL Chap. 13- Mandleco & Potts	Chapter Reflection 10/3	3 hours
Week 8	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Midterm (10/10)	Handouts- PowerPoints		3 hours
Week 9	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Paradigms of Play <input type="checkbox"/>	Chap. 8, 9- Handbook of CL Handouts	Essay-Play and the Healthcare Experience-10/17	3 hours
Week 10	<input type="checkbox"/> Psychological Preparation and Coping			3 hours
Week 10	<input type="checkbox"/> Chronic & Acute Conditions in Childhood <input type="checkbox"/> Chronic Illness and Rehabilitation <input type="checkbox"/> Pain Management –Non Pharmacologic Approaches	Chp. 17, 18 – Potts & Mandleco Chap. 13 –Handbook of CL	Chapter Reflection	3 hours
Week 11	Student Presentations			3 hours
Week 12	Student Presentations			3 hours
Week 13	Student Presentations  <input type="checkbox"/> Child Abuse and Neglect <input type="checkbox"/> The Emergency Department	Chap. 36- Potts & Mandleco	Chapter Reflection	3 hours

	and Ambulatory Care	Chap. 14-Handbook of CL Chap. 7, Handbook of CL		
Week 14	<input type="checkbox"/> Working with Grieving Children and Families <input type="checkbox"/> Issues of death and dying <input type="checkbox"/> Child Life: A Global Perspective	Chap. 16-Global Perspective		3 hours
Week 15	<input type="checkbox"/> Review for final	Handouts		1.5 hours
Week 16	Monday Final Exam:		Final Exam	3 hours

New Course Content- HS 4833

### TENTATIVE COURSE OUTLINE, READINGS, AND ASSIGNMENTS

DATE	TOPIC	READINGS	ASSIGNMENTS AND TESTS	Hrs
Week 1	<input type="checkbox"/> Introduction & Review of Assignments <input type="checkbox"/> What is Child Life? <input type="checkbox"/> Pre/Post Test <input type="checkbox"/> The Story of Child Life			3 hours
Week 2	<input type="checkbox"/> The Child in the Context of the Family- Family Centered Care <input type="checkbox"/> Professionalism and Ethical Responsibility	Chap.2-3 – Potts & Mandleco  Chap. 1, 6 – Handbook of CL	Internet Assignment	3 hours
Week 3	<input type="checkbox"/> Theoretical Approaches <input type="checkbox"/> Theoretical Framework <input type="checkbox"/> Evidence-Based Practice	Chap. 6 – Potts & Mandleco  Chap. 2 -Handbook of CL	Chapter Reflection	3 hours
Week 4	<input type="checkbox"/> Growth and Dev of the Infant <input type="checkbox"/> Growth and Dev of the Toddler <input type="checkbox"/> Comprehensive Project Selection	Chap. 8 -9 – Potts & Mandleco	Reflection/ Discussion Question	3 hours
Week 5	<input type="checkbox"/> Growth and Dev. of the Preschooler <input type="checkbox"/> Growth and Dev. of School-age child	Chap. 9-10 – Potts & Mandleco	Reflection/ Assignment Question	3 hours
Week 6	<input type="checkbox"/> Growth and Dev. of the Adolescent <input type="checkbox"/> Caring for Children Who Are Hospitalized	Chap. 11 – Potts & Mandleco Chap. 16 – Potts & Mandleco	Reflection/D iscussion Questions	3 hours
Week 7	<input type="checkbox"/> Talking to Children and Families About the Health Care Exp. <input type="checkbox"/> Therapeutic Relationships in CL <input type="checkbox"/> Communication and CL	Chap. 4 or 5- Handbook of CL Chap. 13- Mandleco & Potts	Chapter Reflection	3 hours
Week 8	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Midterm	Handouts and PowerPoints		3 hours
Week 9	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Paradigms of Play	Chap. 8 – Handbook of CL	Essay – Play and the	3 hours

		Handouts	Healthcare Experience	
Week 10	<input type="checkbox"/> Psychological Preparation and Coping	Chap. 9 – Handbook of CL Handouts		3 hours
Week 11	<input type="checkbox"/> Chronic & Acute Conditions in Childhood <input type="checkbox"/> Chronic Illness and Rehabilitation <input type="checkbox"/> Pain Management –Non Pharmacologic Approaches	Chp. 17, 18 – Potts & Mandleco Chap. 13 –Handbook of CL	Chapter Reflection	3 hours
Week 12	Student Presentations			3 hours
Week 13	Student Presentations			3 hours
Week 14	<input type="checkbox"/> Child Abuse and Neglect <input type="checkbox"/> The Emergency Department and Ambulatory Care	Chap. 36 – Potts & Mandleco Chap. 14-Handbook of CL	Chapter Reflection	3 hours
Week 15	<input type="checkbox"/> Child Life: A Global Perspective <input type="checkbox"/> Review for final	Handouts		1.5 hours
Week 16	Final Exam:		Final Exam	3 hours

### Equivalency Table Comparing Face-to-Face and Online Delivery

Content Area	Face-to-Face	Online
<input type="checkbox"/> Introduction & Review of Assignments <input type="checkbox"/> What is Child Life? <input type="checkbox"/> Pre/Post Test <input type="checkbox"/> The Story of Child Life	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> The Child in the Context of the Family- Family Centered Care <input type="checkbox"/> Professionalism and Ethical Responsibility	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Theoretical Approaches <input type="checkbox"/> Theoretical Framework <input type="checkbox"/> Evidence-Based Practice	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Growth and Dev of the Infant <input type="checkbox"/> Growth and Dev of the Toddler <input type="checkbox"/> Comprehensive Project Selection	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Growth and Dev. of the Preschooler <input type="checkbox"/> Growth and Dev. of School-age child	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Growth and Dev. of the Adolescent <input type="checkbox"/> Caring for Children Who Are Hospitalized	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Talking to Children and Families About the Health Care Exp. <input type="checkbox"/> Therapeutic Relationships in CL <input type="checkbox"/> Communication and CL	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Health Care Play <input type="checkbox"/> Midterm	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Health Care Play <input type="checkbox"/> Paradigms of Play	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)

<input type="checkbox"/> Psychological Preparation and Coping	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Chronic & Acute Conditions in Childhood <input type="checkbox"/> Chronic Illness and Rehabilitation <input type="checkbox"/> Pain Management –Non Pharmacologic Approaches	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<b>Student Presentations</b>	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<b>Student Presentations</b>	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<b>Student Presentations</b> <input type="checkbox"/> Child Abuse and Neglect <input type="checkbox"/> The Emergency Department and Ambulatory Care	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<input type="checkbox"/> Child Life: A Global Perspective <input type="checkbox"/> Review for final	3 contact hours (lectures, feedback, discussion)	3 contact hours (Blackboard Collaborate lectures, online feedback, online discussion)
<b>Exams: (2 3-hour exams)</b>	6 contact hours	6 contact hours
<b>Total</b>	<b>45 contact hours</b>	<b>45 contact hours</b>

## 6. TARGET AUDIENCE

The target audience for this course are students who need The Hospitalized Child course for clinical certification and non-matriculating students from other colleges and universities. All emerging child life professionals must take at least one course taught by a Certified Child Life Specialist, and non-matriculating students from other colleges and universities have expressed an interest in taking the course online. This course meets the requirements set forth by the Child Life Council for students who are interested in obtaining a child life internship and professional certification.

## 7. SUPPORT

A letter of support from the Human Sciences Curriculum Committee has been included in the appendix of this proposal.

No additional resources will be needed to teach this course beyond designating an HDFS faculty member to the course each semester that it is offered.

## 8. INSTRUCTOR OF RECORD (only needed for graduate courses)

N/A

## 9. GRADUATE STUDENT REQUIREMENTS (only needed for split-level courses)

N/A

## 10. PLANNED FREQUENCY

This course would be offered in the fall and summer semesters.

## 11. EXPLANATION OF DUPLICATION

To our knowledge, the content of our proposed course does not overlap with any other courses currently offered at Mississippi State University.

**12. METHOD OF INSTRUCTION CODE**

D. Lecture

**13. Method of delivery:**

F. Face to face

O. Online

**14. PROPOSED C.I.P. NUMBER**

19.0706 Child Development

**15. PROPOSED 24-CHARACTER ABBREVIATION (of the course title)**

The Hospitalized Child

**16. PROPOSED SEMESTER EFFECTIVE**

Summer 2014

**17. OTHER APPROPRIATE INFORMATION**

N/A

**18. PROPOSAL CONTACT PERSON**

Julie C. Parker, Ph.D., CCLS  
School of Human Sciences  
Box 9745  
Mississippi State, MS 39762



MISSISSIPPI STATE  
UNIVERSITY™

*School of Human Sciences*

*Agricultural Information Science and Education • Apparel, Textiles and Merchandising  
Human Development and Family Studies • Extension Program and Staff Development*

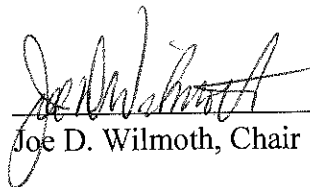
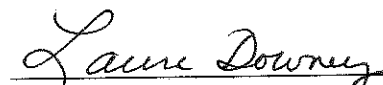
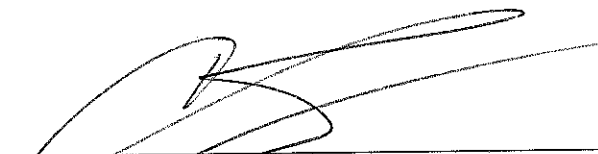
January 28, 2014

Dr. Michael Cox  
Chair, CALS Curriculum Committee  
Box 9555  
Mississippi State, MS 39762

Dr. Michael Cox:

The School of Human Sciences Curriculum Committee has reviewed the proposal for the modification of HS 4833—The Hospitalized Child, and we fully support the proposal. We believe this modification provides a course description and credit hours more in-line with course content, since the lab portion is removed and included in HS 4832 (new course addition).

Sincerely,

  
Joe D. Wilmoth, Chair  
Laura Downey, Member  
Charles Freeman, Member  
Julie Parker, Member  
Tommy Phillips, Member



**MISSISSIPPI STATE UNIVERSITY  
COLLEGE OF AGRICULTURE AND LIFE SCIENCES  
SCHOOL OF HUMAN SCIENCES  
SYLLABUS, Fall 2014**

**HS 4833: The Hospitalized Child**  
**Fall 2014**  
**Time/Place: T/TH/F 11:00-12:15 LRW 75**  
**Instructor: Julie C. Parker, Ph.D., CCLS**

**Phone: 662-325-0828**  
**Office: 217 Lloyd-Ricks-Watson**

**Office Hours: Monday: 3:00-4:00**  
**Tuesday/Thursday 1:00-2:30, or by appointment**

**Course Credit: 3**

**Prerequisites:**

HS 3803 and HS 3813

**Email:**

[jparker@humansci.msstate.edu](mailto:jparker@humansci.msstate.edu)

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**Course Description**

**HS 4833. The Hospitalized Child (3) (Prerequisites: HS 3803 and 3813 or concurrent enrollment, junior standing and permission of the instructor).** Three hours lecture. A pre-practicum development approach to the special needs of the hospitalized infant, child and adolescent.

**Required Texts**

Potts, N. L, & Mandleco, B. L. (2007) *Pediatric nursing: Caring for children and their families*. Clifton Park, NY: Delmar Thompson Learning.

Thompson, R.H. (2009). *The handbook of child life: A guide for pediatric psychosocial care*. Springfield, IL: Charles C. Thomas Publisher, LTD.

**Course Objectives**

This course provides the student with an overview of the role of a child life specialist serving children and families in a healthcare setting. Emphasis will be on both theory and practice. Students will gain an understanding of clinical programing, developmental/emotional responses to the healthcare experience, therapeutic interventions, family-centered care, diagnostic and treatment interventions, and interdisciplinary communication. By the end of this course, students will be able to demonstrate the following competencies:

1. Understand the role of the Child Life Specialist (CLS) in working with the child and family in a healthcare environment.
2. Recognize and articulate the code of ethical responsibility for CLSs.
3. Recognize and articulate the philosophical foundation of the Child Life discipline (Mission, Vision, Values)
4. Understand and apply developmental theories and theories of coping and stress in relation to children and their families experiencing traumatizing situations (e.g., hospitalization).
5. Recognize and articulate the importance of medical/therapeutic play and preparation in facilitating children's mastery of, and coping with, the healthcare experience.
6. Identify the role of the Child Life Specialist in terms of providing psychosocial and family-centered care to children and families.

7. Demonstrate effective communication skills.
8. Identify children's individualized experiences depending on a variety of factors including age, gender, culture, and diagnostic and treatment procedures.

## **Course Policies**

### **1. Tests:**

Tests *cannot be made up or taken at different times without an approved university excuse*. Make sure you are in class on the assigned dates and on time.

### **2. Written assignments: Technical Expectations for APA Formatting – Assignment Preparation**

It is expected that all students will be able to download and transfer documents. Be aware that the APA manual recommends the use of 12-point, serif font such as Times New Roman in professional writing. APA format recommends that paragraphs be indented .5 -.7 inches, double spaced and one space following a period. It also recommends “uniform margins of at least 1 in. (2.54 cm) at the top, bottom, left and right of every page.” It’s good to get into the habit of formatting your document this way. Use these guidelines in all assignments submitted in this course.

Papers submitted are to be typewritten, double-spaced and submitted on the due date. *Late papers will not be accepted without an approved university excuse.*

*Students are expected to adhere to the highest standards of academic honesty. Any information that is copied from another source must be noted as such in student materials. Page number or Internet reference must appear in- text and full bibliographic references must appear in the reference section of the paper/assignment. Sources must be in quotes, and include author(s), year of publication or other reference notes as required by the college department format (e.g. APA). Other forms of academic dishonesty include, but are not limited to buying papers, copying paragraphs/pages of text/whole papers off the Internet, copying another student’s answers, etc. Academic dishonesty will result in the grade of a “0” on the assignment and/or in the course, and the student will be reported to the Honor Council.*

### **3. Disability Statement:**

If a student has a disability that qualifies under the Americans with Disabilities Act and requires accommodations, he/she should contact Student Support Services for assistance in determining accommodations. Additionally, students requiring special arrangements for exams should contact the office of Student Support Services.

01 Montgomery Hall  
P.O. Box 806  
Mississippi State, MS 39762  
Mail Stop 9724  
Phone: (662) 325-3335-Phone  
(662) 325-8190 - Fax  
Location: 01 Montgomery Hall  
Office Hours: 8 a.m. to 5 p.m., M-F

#### 4. Honor Code:

Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code.

Please include the following statement on all assignments, sign, and date as appropriate:

The work that I have submitted for this assignment is my own, and I did not copy, plagiarize, or fabricate information nor take any other action that does not uphold the MSU Honor Code.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

For additional information please visit: <http://www.msstate.edu/dept/audit/1207A.html>

#### 5. Email Communication:

The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her email for official university messages and class announcements.

### ASSIGNMENTS AND GRADING HS 4833

There are a total of 530 points for the course. Each assignment's value is given next to the corresponding assignment.

POINTS	ASSIGNMENT	DUE DATE
200	Exams – there will be 2 exams during the semester.	Midterm Final
150	Comprehensive Project – student will complete a comprehensive project on an assigned diagnosis.	As assigned
30	Competency Standard Essays	As assigned
120	Chapter/Article Reflection Papers	As assigned
30	Discussions Questions	As assigned

### ASSIGNMENT DESCRIPTIONS

**Exams – 2 tests (2 @ 100 points each= 200) 38%**

There will be two exams, a mid-term exam and a final exam. **No make-up exams are given without a doctor's excuse.**

### **Comprehensive Project (150 points) 28%**

Students are required to complete a comprehensive project that includes a research presentation, fact sheet, and developmental intervention. Students will work on a specific diagnosis that most CLSs will experience in the workplace. The instructor must approve the selected diagnosis. Students will identify the psychosocial and developmental needs of children and their families in the specified diagnostic group. Students will develop a fact sheet on the diagnosis, create a Child Life intervention, and develop a PowerPoint presentation that identifies diagnostic and psychosocial concerns, educational resources, and family-related issues. Based on the research, the student will present a PowerPoint presentation to the class. The instructor will provide a detailed outline during the semester to be used as a guide for completing this project.

### **Competency Standard Essay/Presentation (1 @ 30 each = 30) 5%**

The IOF will be used to construct the paper. The topic will be "Play and the Healthcare Experience." The essay on "Play and the Healthcare Experience" will be 2-3 pages in content with an additional page for references. The essay should adhere to APA guidelines. A rubric will be posted on Blackboard.

### **Chapter/Article Reflections (3 @ 40 each = 120) 23%**

Chapter reflections will provide an opportunity for the student to read and reflect on the chapter/article content that was found interesting or posed professional questions. The chapter reflections will frame the psychosocial and healthcare implications for child life work with children and families as identified in the chapter, and the reflection will make connections to other information discussed in class or in other readings. Chapter/article reflections should be at least one page with a reference page, adhering to all APA and written guidelines. Due dates are provided on the syllabus and MyCourses. A rubric is provided in the rubric folder on MyCourses.

### **Discussion Questions (3 @ 10 each = 30) 5%**

Each student will be expected to answer specific questions pertaining to that week's assigned readings and class discussion. Reflections should address what you have learned/studied/viewed/read and reflect observations, concerns, feelings, strengths, and weaknesses of theory and/or research. You may also include content that was found unclear, controversies, or issues about which additional information will be helpful. References in text must be cited using APA format and then included in a reference section with each discussion response. Students are expected to read the assignments in advance and be prepared to make meaningful contributions to the discussion board. *The discussion response should be a minimum of 200 words, maximum of 500 words. (This does not include your references.) This will not be an attachment: it should be posted directly to the discussion board to allow everyone an opportunity to easily read each post.* Questions should be submitted to the discussion board on MyCourses by Friday at 5:00 p.m.

A	177.53%	99.100%
B	121.17%	81.80%

C	560-572	70-79%
D	515-565	60-69%
F	314 or below	59% or below

## TENTATIVE COURSE OUTLINE, READINGS, AND ASSIGNMENTS

DATE	TOPIC	READINGS	ASSIGNMENTS AND TESTS	Hrs
Week 1	<input type="checkbox"/> Introduction & Review of Assignments <input type="checkbox"/> What is Child Life? <input type="checkbox"/> Pre/Post Test <input type="checkbox"/> The Story of Child Life			3 hours
Week 2	<input type="checkbox"/> The Child in the Context of the Family- Family Centered Care <input type="checkbox"/> Professionalism and Ethical Responsibility	Chap.2-3 – Potts & Mandleco  Chap. 1, 6 – Handbook of CL	Internet Assignment	3 hours
Week 3	<input type="checkbox"/> Theoretical Approaches <input type="checkbox"/> Theoretical Framework <input type="checkbox"/> Evidence-Based Practice	Chap. 6 – Potts & Mandleco  Chap. 2 -Handbook of CL	Chapter Reflection	3 hours
Week 4	<input type="checkbox"/> Growth and Dev of the Infant <input type="checkbox"/> Growth and Dev of the Toddler <input type="checkbox"/> Comprehensive Project Selection	Chap. 8 -9 – Potts & Mandleco	Reflection/ Discussion Question	3 hours
Week 5	<input type="checkbox"/> Growth and Dev. of the Preschooler <input type="checkbox"/> Growth and Dev. of School-age child	Chap. 9-10 – Potts & Mandleco	Reflection/ Assignment Question	3 hours
Week 6	<input type="checkbox"/> Growth and Dev. of the Adolescent <input type="checkbox"/> Caring for Children Who Are Hospitalized	Chap. 11 – Potts & Mandleco Chap. 16 – Potts & Mandleco	Reflection/D iscussion Questions	3 hours
Week 7	<input type="checkbox"/> Talking to Children and Families About the Health Care Exp. <input type="checkbox"/> Therapeutic Relationships in CL <input type="checkbox"/> Communication and CL	Chap. 4 or 5- Handbook of CL Chap. 13- Mandleco & Potts	Chapter Reflection	3 hours
Week 8	<input type="checkbox"/> Health Care Play <input type="checkbox"/> <b>Midterm</b>			3 hours
Week 9	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Paradigms of Play	Chap. 8, 9- – Handbook of CL Handouts	Essay – Play and the Healthcare Experience	3 hours
Week 10	<input type="checkbox"/> Psychological Preparation and Coping			3 hours
Week 11	<input type="checkbox"/> Chronic & Acute Conditions in Childhood <input type="checkbox"/> Chronic Illness and Rehabilitation <input type="checkbox"/> Pain Management –Non	Chp. 17, 18 – Potts & Mandleco Chap. 13 –Handbook of CL	Chapter Reflection	3 hours

	Pharmacologic Approaches			
Week 12	Student Presentations			3 hours
Week 13	Student Presentations			3 hours
Week 14	<b>Student Presentations</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Child Abuse and Neglect</li> <li><input type="checkbox"/> The Emergency Department and Ambulatory Care</li> </ul>	Chap. 36 – Potts & Mandleco Chap. 14-Handbook of CL  Chap. 7 – Handbook of CL	<b>Chapter Reflection</b>	3 hours
Week 15 Dec. 3	<input type="checkbox"/> Child Life: A Global Perspective  <input type="checkbox"/> Review for final	Handouts		1.5 hours
Week 16	<b>Monday Final Exam: 12-3</b>		<b>Final Exam</b>	<b>3 hours</b>

**MISSISSIPPI STATE UNIVERSITY  
COLLEGE OF AGRICULTURE AND LIFE SCIENCES  
SCHOOL OF HUMAN SCIENCES  
SYLLABUS, Fall 2013**

**HS 4834: The Hospitalized Child  
Fall 2013  
Time/Place: T/TH/F 11:00-12:15 LRW-75  
Instructor: Julie C. Parker, Ph.D., CCLS**

**Phone: 662-325-0828  
Office: 217-Lloyd-Ricks-  
Watson  
Office Hours: Monday: 3:00-  
4:00 Tuesday/Thursday 1:00-  
2:30, or by appointment**

**Course Credit: 4**

**Prerequisites:**

HS 3813

**Email:**

**[jparker@humansci.msstate.edu](mailto:jparker@humansci.msstate.edu)**

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**Course Description**

(Prerequisite: HS 3813 or concurrent enrollment, junior standing and permission of the instructor). Three hours lecture. Two hours laboratory. A pre-practicum development approach to the special needs of the hospitalized infant, child and adolescent.

**Required Texts**

Potts, N. L., & Mandelco, B. L. (2007) *Pediatric nursing: Caring for children and their families*. Clifton Park, NY: Delmar Thompson Learning.

Thompson, R.H. (2009). *The handbook of child life: A guide for pediatric psychosocial care*. Springfield, IL: Charles C. Thomas Publisher, LTD.

**Course Objectives**

This course provides the student with an overview of the role of a child life specialist serving children and families in a healthcare setting. Emphasis will be on both theory and practice. Students will gain an understanding of clinical programming, developmental/emotional responses to the healthcare experience, therapeutic interventions, family centered care, diagnostic and treatment interventions, and interdisciplinary communication. By the end of this course, students will be able to demonstrate the following competencies:

1. Understand the role of the Child Life Specialist (CLS) in working with the child and family in a healthcare environment.
2. Recognize and articulate the code of ethical responsibility for CLSs.
3. Recognize and articulate the philosophical foundation of the Child Life discipline (Mission, Vision, Values)
4. Understand and apply developmental theories, theories of coping and stress in relation to children and their families experiencing traumatizing situations (e.g., hospitalization).
5. Recognize and articulate the importance of medical/therapeutic play and preparation in facilitating children's mastery of, and coping with, the healthcare experience.
6. Identify the role of the Child Life Specialist in terms of providing psychosocial and family centered care to children and families.
7. Demonstrate effective communication skills.

8. Identify children's individualized experiences depending on a variety of factors including age, gender, culture, and diagnostic and treatment procedures.

## **Course Policies**

### **1. Tests:**

Tests *cannot be made up or taken at different times*. Make sure you are in class on the assigned dates and on time. If you are an athlete and have a scheduled meet/game, *you must make arrangements PRIOR TO the exam date*.

### **2. Written assignments: Technical Expectations for APA Formatting – Assignment Preparation**

It is expected that all students will be able to download and transfer documents. Be aware that the APA manual recommends the use of 12-point, serif font such as Times New Roman in professional writing. APA format recommends that paragraphs be indented .5 -.7 inches, double spaced and one space following a period. It also recommends “uniform margins of at least 1 in. (2.54 cm) at the top, bottom, left and right of every page.” It’s good to get into the habit of formatting your document this way. Use these guidelines in all assignments submitted in this course.

Papers submitted are to be typewritten, double-spaced and submitted on the due date. *Late papers will not be accepted without a doctor’s excuse.*

*Students are expected to adhere to the highest standards of academic honesty. Any information that is copied from another source must be noted as such in student materials. Page number or Internet reference must appear in- text and full bibliographic references must appear in the reference section of the paper/assignment. Sources must be in quotes, and include author(s), year of publication or other reference notes as required by the college department format (e.g. APA). Other forms of academic dishonesty include, but are not limited to buying papers, copying paragraphs/pages of text/whole papers off the Internet, copying another student’s answers, etc. Academic dishonesty will result in the grade of a “0” on the assignment and/or in the course and/or the student may be reported to the Honor Council.*

### **3. Disability Statement:**

If a student has a disability that qualifies under the Americans with Disabilities Act and requires accommodations, he/she should contact the Office for Disability Accommodations (ODA) for information on appropriate policies and procedures. Disabilities covered by the ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students should contact Services for Students with Disabilities:

01 Montgomery Hall

P.O. Box 806

Mississippi State, MS 39762

Mail Stop 9724

Phone:(662) 325-3335-Phone

(662) 325-8190 - Fax

Location: 01 Montgomery Hall



Office Hours : 8 a.m. to 5 p.m., M-F

#### 4. Honor Code:

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Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code.

Please include the following statement on all assignments, sign and date as appropriate:

The work that I have submitted for this assignment is my own and I did not copy, plagiarize, or fabricate information nor take any other action that does not uphold the MSU Honor Code.  
Signed: \_\_\_\_\_ Date \_\_\_\_\_

For additional information please visit: <http://www.msstate.edu/dept/audit/1207A.html>

#### 5. Email Communication:

The university and instructor contact students with official information via email using a university-assigned netID. It is the student's responsibility to regularly check his/her E-mail for official university messages and class announcements.

#### 6. Lab Hours

The course is designed to include time for field trips to visit approved Child Life programs. These activities will require a minimum of 15 contact hours and may include overnight stays.

#### ASSIGNMENTS AND GRADING HS 4834

There are a total of 500 points for the course. Each assignment's value is given next to the corresponding assignment.

POINTS	ASSIGNMENT	DUE DATE
200	Exams – there will be 2 exams during the semester.	Midterm Final
150	Comprehensive Project – student will complete a comprehensive project on an assigned diagnosis.	As assigned
30	Competency Standard Essays/Presentation-	As assigned
50	In-class/out of class assignments – as assigned.	As assigned
160	Chapter/Article Reflection Papers	As assigned
30	Reflection Questions	As assigned

## ASSIGNMENT DESCRIPTIONS

### **Exams – 2 tests (2 @ 100 points each= 200) 30%**

There will be two exams, a mid-term exam and a final exam. **No make-up exams are given without a doctor's excuse.**

### **Comprehensive Project (150 points) 32%**

Students are required to complete a comprehensive project that includes a research presentation, fact sheet and developmental intervention. Students will work on a specific diagnosis that most CLSs will experience in the workplace. The instructor must approve the selected diagnosis. Students will identify the psychosocial and developmental needs of children and their families in the specified diagnostic group. Students will develop a fact sheet on the diagnosis, create a Child Life intervention, and develop a PPTX that identifies diagnostic and psychosocial concerns, educational resources and family related issues. Based on the research, the student will present a PowerPoint presentation to the class. The instructor will provide a detailed outline during the semester to be used as a guide for completing this project.

### **In-class/Out of class assignments (varied = 50 points) 8%**

During the course of the semester, the instructor will assign tasks during the class session or as a take-home assignment. These assignments will include group work and informal presentations, Internet assignments, writing assignments, etc. that relate to the topic of that particular unit. ***Students must be present at the time of the assignment in order to receive credit, as no make up assignments will be given.***

### **Competency Standard Essay/Presentation (1 @ 30 each= 30) 5%**

Two essays on specific topics will be assigned. The IOF will be used to construct the paper. The topics will be "Play and the Healthcare Experience" and "Cultural Competence in Child Life." The essay on "Play and the Healthcare Experience" will be 2-3 pages in content with an additional page for references. The essay should adhere to APA guidelines. The essay on "Cultural Competence in Child Life" will be a PowerPoint presentation on a specifically assigned cultural/ethnic topic. A rubric will be posted on Blackboard.

### **Chapter/Article Reflections (4 @ 40 each= 160) 25%**

Chapter reflections will provide an opportunity for the student to read and reflect on the chapter/article content that was found interesting or posed professional questions. The chapter reflections will frame the psychosocial and healthcare implications for child life work with children and families as identified in the chapter and the reflection will make connections to other information discussed in class or in other readings. Chapter/article reflections should be at least one page with a reference page, adhering to all APA and written guidelines. Due dates are provided on the syllabus and MyCourses. A rubric is provided in the rubric folder on MyCourses.

### **Reflection Questions (3 @ 10 each= 30) 5%**

Each student will be expected to answer specific questions pertaining to that week's assigned readings and class discussion. Reflections should address what you have learned/ studied/ viewed/ or read and reflect observations, concerns, feelings, strengths and weaknesses of theory and/or research. You may also include content that was found unclear, controversies, or issues about which additional information will be helpful. References in text must be cited using APA format and then included in a reference section with each discussion response. Students are expected to read the assignments in advance and be prepared to make meaningful contributions to the discussion board. *The discussion response should be a minimum of 200 words, maximum of 500 words. (this does not include your references) This will not be an attachment, it should be posted directly to the discussion board to allow everyone an opportunity to easily read each post.* Questions should be submitted to the discussion board on MyCourses by Friday at 5:00 p.m.

GRADING SCHEME	
A	558-629
B	498-557
C	437-497
D	357-436
F	368 or below

# TENTATIVE COURSE OUTLINE, READINGS, AND ASSIGNMENTS

DATE	TOPIC	READINGS	ASSIGNMENTS AND TESTS
Week 1 Aug. 20 & 22	<input type="checkbox"/> Introduction & Review of Assignments <input type="checkbox"/> What is Child Life? <input type="checkbox"/> Pre/Post Test <input type="checkbox"/> The Story of Child Life		
Week 2 Aug. 27 & 29	<input type="checkbox"/> The Child in the Context of the Family- Family Centered Care <input type="checkbox"/> Professionalism and Ethical Responsibility	Chap.2-3 -Potts & Mandleco  Chap. 1, 6 – Handbook of CL	Internet Assignment 8/27
Week 3 Sept. 3 & 5	<input type="checkbox"/> Theoretical Approaches <input type="checkbox"/> Theoretical Framework <input type="checkbox"/> Evidence-Based Practice  Child Life 101Conference-St. Jude November 15, 2013 Registration opens August 9, 2013 <a href="http://www.stjude.org/stjude/v/index.jsp?vgnextoid=c984bda9822c2210VgnVCM1000001e0215acRCRD&amp;vgnextchannel=a064708372c3310VgnVCM100000290115acRCRD">http://www.stjude.org/stjude/v/index.jsp?vgnextoid=c984bda9822c2210VgnVCM1000001e0215acRCRD&amp;vgnextchannel=a064708372c3310VgnVCM100000290115acRCRD</a>	Chap. 6 – Potts & Mandleco  Chap. 2 -Handbook of CL	Chapter Reflection 9/5
Week 4 Sept. 10 & 12	<input type="checkbox"/> Growth and Dev of the Infant <input type="checkbox"/> Growth and Dev of the Toddler <input type="checkbox"/> Comprehensive Project Selection	Chap. 8 -9Potts & Mandleco	Reflection/Discussion Question
Week 5 Sept. 17 & 19	<input type="checkbox"/> Growth and Dev. of the Preschooler <input type="checkbox"/> Growth and Dev. of School-age child	Chap. 9-10 – Potts & Mandleco	Reflection/Assignment Question
Week 6 Sept. 24 & 26	<input type="checkbox"/> Growth and Dev. of the Adolescent <input type="checkbox"/> Caring for Children Who Are Hospitalized	Chap. 11- Potts & Mandleco Chap. 16- Potts & Mandleco	Reflection/Discussion Questions
Week 7 Oct. 1 & 3	<input type="checkbox"/> Talking to Children and Families About the Health Care Exp. <input type="checkbox"/> Therapeutic Relationships in CL <input type="checkbox"/> Communication and CL	Chap. 4 or 5- Handbook of CL Chap. 13- Mandleco & Potts	Chapter Reflection 10/3
Week 8 Oct. 8 & 10	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Midterm (10/10)		
Week 9 Oct. 15 & 17	<input type="checkbox"/> Health Care Play <input type="checkbox"/> Paradigms of Play <input type="checkbox"/>	Chap. 8, 9- Handbook of CL Handouts	Essay-Play and the Healthcare Experience- 10/17

Week 10 Oct. 22 24-Fall Break	<input type="checkbox"/> Psychological Preparation and Coping		
Week 10 Oct. 29 & 31	<input type="checkbox"/> Chronic & Acute Conditions in Childhood <input type="checkbox"/> Chronic Illness and Rehabilitation <input type="checkbox"/> Pain Management –Non Pharmacologic Approaches	Chp. 17, 18 – Potts & Mandleco Chap. 13 –Handbook of CL	Chapter Reflection
Week 11 Nov. 5 & 7	Student Presentations		
Week 12 Nov. 12 & 14 Nov. 15-St. Jude Conference	Student Presentations		
Week 13 Nov. 19 &  21	Student Presentations  <input type="checkbox"/> Child Abuse and Neglect <input type="checkbox"/> The Emergency Department and Ambulatory Care	Chap. 36- Potts & Mandleco Chap. 14-Handbook of CL  Chap. 7, Handbook of CL	Chapter Reflection
Week 14 Nov. 26 28- Thanksgiving holiday	<input type="checkbox"/> Working with Grieving Children and Families <input type="checkbox"/> Issues of death and dying <input type="checkbox"/> Child Life: A Global Perspective	Chap. 16-Global Perspective	
Week 15 Dec. 3	<input type="checkbox"/> Review for final	Handouts	
Week 16 Dec. 9	Monday Final Exam: 12-3		Final Exam

## APPROVAL FORM FOR

**COURSES**

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag and Life Sciences

Department: Landscape Architecture

Contact Person: Taze Fulford

Mail Stop 9725

E-mail: tfulford@lalc.msstate.edu

Nature of Change: Add

Date Initiated: Oct. 15, 2013

Effective Date: January 1, 2014

Current Listing in Catalog:

Symbol Number Title

Credit Hours

( )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol Number Title

LA 4653/6653 Study Abroad: Gardens and Urban Spaces

Credit Hours

( 3 )

New or Modified Catalog Description:

LA 4653/6653 Study Abroad: Gardens and Urban Spaces. (3) (Prerequisite: Junior or graduate standing or consent of instructor) Special on-site travel study to experience and document notable landscape architecture projects, methods of construction, and professional offices overseas.

Approved:

Date:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag and Life Sciences

Department: Landscape Architecture

Contact Person: Taze Fulford

Mail Stop 9725

E-mail: tfulford@lal.msstate.edu

Nature of Change: Add

Date Initiated: Oct. 15, 2013

Effective Date: January 1, 2014

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(    )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol      Number      Title

LA      4653/6653      Study Abroad: Gardens and Urban Spaces

Credit Hours

( 3 )

New or Modified Catalog Description:

LA 4653/6653 Study Abroad: Gardens and Urban Spaces. (3) (Prerequisite: Junior or graduate standing or consent of instructor) Special on-site travel study to experience and document notable landscape architecture projects, methods of construction, and professional offices overseas.

Note: Students will be required to apply through the Mississippi State University Office of Study Abroad

Approved:

Date:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Nov. 1, 2013

12-12-2013

12/12/13

## 1. CATALOG DESCRIPTION

### Proposed:

LA 4653/6653 Study Abroad: Gardens and Urban Spaces. (3) (Prerequisite: Junior or graduate standing or consent of instructor) Special on-site travel study to experience and document notable landscape architecture projects, methods of construction, and professional offices overseas.

## 2. DETAILED COURSE OUTLINE

This course will have a total of 90 contact hours. There is no language requirement for this class.

### I. Introduction (5 contact hours)

1. Introduction of course materials, grading, schedule, etc.
2. Assign students individual case studies. Students will present information to the class.

### II. On-Site Travel Sketchbook/Journal (60 contact hours)

1. The journal/sketchbook project is for students to document visited works of architecture, landscape architecture, design, and art. Students will be required to produce multiple types of drawings for each site visited. Entries will depend upon the type of site visited. Entries will include:
  - **(8 Hours)** Detailed diagrams of the way people move and use physical spaces within gardens and urban spaces. Students will be asked to look at different scales of development from the small courtyard, streetscapes, public squares, community parks, and finally to larger city parks.
  - **(4 Hours)** Diagrams of methods of storm water controls and best management practices will be made for each type of designed space as listed above.
  - **(8 Hours)** Each student will produce section drawings for multiple streetscapes and give narratives about each condition and how these conditions relate to creating safety for pedestrians, human scale, and sense of place.
  - **(8 Hours)** Students will be asked to find portions of parks and urban spaces that they can both be critical of, as well as portions that they find appealing, and write narrative about each. This will be done in multiple settings as listed above.
  - **(6 Hours)** Diagramming will also be made concerning spatial relationships within multiple parks and urban areas so that students can examine environmental factors such as solar exposure, wind, vegetation, and shade, etc. Each of these will also have a narrative component with student's impressions as to why certain spaces



may be used more or less frequently due to the surrounding environmental aspects of the overall design.

- **(6 Hours)** Journals will also require entries that discuss the difference in the sense of place of parks and plazas from nighttime visits to the daytime hours. Sketches and narrative of amenities will be produced to document and discuss differences.
- **(10 Hours)** Exercises that require students to examine design elements such as line, color, form, and texture. These may be explored in a variety of ways from illustrating details with pen and ink, to watercolor explorations. These may concentrate on architectural details, plant palettes, or site amenities.
- **(5 Hours)** Each student will be required to sketch five works of art (3 in private collections or museums and two pieces of public art) each must also have a narrative concerning material use, sense of place, and perceived cultural value.
- **(5 Hours)** Professional office visits will be documented through digital and analog means. The practitioner's methodology and philosophy will be examined and written into a narrative relating the firm's work to the student's aspirations in the field of landscape architecture.

### **III. Travel Blog (20 Contact Hours)**

- Student will be required to keep a blog record of site and professional office visits. Drawings and images developed by the student will be used to discuss various aspects of design depending on type of site visited.
  - **(8 Hours)** Over the course of the trip the student will be required to scan or import imagery from the sketchbook portion of the course. These scans will be uploaded and reflected upon with narrative.
  - **(6 Hours)** Students will be required to make entries at different points of time during the trip that require them to reflect upon the importance of built works they have visited during the trip, compare and contrast city parks, city squares, or other gathering spaces.
  - **(4 Hours)** Imagery will be required of material use in the city, open spaces, and various forms of park spaces to facilitate a material library for the students. Each of these will require narrative to explain context, sense of place, and sustainability.
  - **(2 Hours)** Entries will be required illustrating alternative modes of travel, such as pedestrian ways and bicycle lanes, and how these are designed.

**IV. Critique of a Built work of Landscape Architecture (5 contact hours)**

- Student will be required to produce an in depth review of a site visited during the trip utilizing drawings produced while on site, digital images, and concepts discussed during visits.

**3. METHOD OF EVALUATION**

	Undergraduates	Points
• One Case Study	12.5%	50
• On-site travel sketchbook	50%	200
• Travel Blog	25%	100
• Critique of a Built work of Landscape Architecture	12.5%	50
	Graduates	Points
• Three Case Studies	12.5%	50
• On-site travel sketchbook	50%	200
• Travel Blog	25%	100
• Three Critiques of Built works of Landscape Arch.	12.5%	50

The following grading scale will be used:

A = 90-100%

Excellent work: All components demonstrate excellent understanding of assignment. Assignment is complete in its execution, persuasive in its presentation, turned in on time, and clearly demonstrates extra effort that results in a superior product.

B = 80-89.9%

Good work: Above average in all or most every component of an assignment, but with some area of deficiency or lacking clear evidence of extra effort that separate it from Excellent or "A" work.

C = 70-79.9%

Average work: All aspects of an assignment are complete, but are average in detail, solution, scope, presentation, completeness of answer, etc.

D = 60-69.9%

Poor work: Inferior-passing, but not acceptable as satisfactory for degree requirements for students enrolled in the Master of Landscape Architecture program.

F = 0-59.9%

Failure: Work is incomplete, perhaps a poor solution, possibly very late, little evidence of work effort, answers are incorrect or incomplete, etc.

#### **4. JUSTIFICATION & LEARNING OUTCOME**

##### Justification for the course

We strongly believe that actually experiencing notable built works of landscape architecture complements the work that students do on campus (i.e., studios, lectures, readings, research) by experiencing work of professional practitioners first hand, and building their visual vocabulary. The landscape architecture profession encompasses design thinking from rural to urban. Our physical location aids us greatly in dealing with half of that equation, but we are not proximate to nationally and internationally known landscape architecture examples. Students are expected to experience examples of such work prior to beginning work in the profession. We believe that this precedent study trip will be a significant addition to accomplishing that objective, and would also provide them with points of reference as they pursue their degree. Finally, this trip provides students the opportunity to experience other cultures and provides opportunities to discuss how to create sense of place and place theory. As Landscape Architecture faculty will be leading the class there is no language requirement.

This course will look at both historical and contemporary precedents. The trip destination will vary, but will include both landmark historical precedents and new and noteworthy design work. Examples of trip destinations include: Paris, Amsterdam, Berlin, Madrid, London, Copenhagen, and Istanbul.

##### Course objectives

Students will have improved their understanding of professional firms, of international influences, and site-specific relationships to landscape architectural design along with the importance of special constructed design details. They will have obtained a better understanding of the climactic and cultural influences on landscape architectural projects.

Upon satisfactory completion of this course, students will:

- Have a greater understanding of other cultures and the meaning of place within those cultures.
- Develop both analog and digital skills of inventory and analysis of a site.
- Develop critical analysis skills and develop writing skills to communicate that analysis.
- Be able to inventory and analyze the aforementioned factors, and synthesize their meaning as related to the design problem and possible solutions.
- Have a greater appreciation of the meaning of a site and its context, and how this can be used to inform design and resulting forms.
- Have a greater appreciation of international planning and design efforts and the conceptual ideas used in development of spaces.

#### **5. Academic Misconduct**

"As a Mississippi State University student I will conduct myself with honor and

integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements of the processes of the Honor Code. For additional information, please visit <http://students.msstate.edu/honorcode/>.

**6. Target Audience**

Students in the Department of Landscape Architecture

**7. Letter of Support**

See attached letter of support that covers this course addition.

**8. Instructor of Record**

C. Taze Fulford

**9. Graduate Student Requirements (Split-level Courses)**

Graduate students will be required to produce three pre-trip case studies of built works and three critiques of visited sites in addition to the journal and travel blog.

**10. Planned Frequency**

Summer

**11. Explanation of Any Duplication**

None

**12. Method of Instruction Code**

A

**Method of Delivery:** F

**13. Proposed CIP Number**

04.0601

**14. Proposed 24-Character Abbreviation of the Course Title**

St Ab Gardens and Urban Spaces

**15. Proposed Semester Effective**

Summer, 2014

**16. Other Appropriate Information**

None

**17. Proposal Contact Person**

C. Taze Fulford, Associate Professor  
325-0507

**Mississippi State University  
College of Agriculture and Life Sciences  
Department of Landscape Architecture**

**LA 4653/6653 – Study Abroad: Gardens and Urban Spaces**

<b>Title:</b>	Study Abroad: Gardens and Urban Spaces
<b>Number:</b>	LA 4653/6653
<b>Credit Hours:</b>	3
<b>Format:</b>	Face to Face
<b>Prerequisites:</b>	Junior or graduate standing or consent of instructor

**Catalog Statement**

LA 4653/6653 Study Abroad: Gardens and Urban Spaces. (3) (Prerequisite: Junior or graduate standing or consent of instructor) Special on-site travel study to experience and document notable landscape architecture projects, methods of construction, and professional offices overseas.

**Course Goal**

Students will improve their understanding of professional firms, of international influences, and site-specific relationships to landscape architectural design along with the importance of special constructed design details. They will obtain a better understanding of the climactic and cultural influences on landscape architectural projects.

**Course Objectives**

On satisfactory completion of the course, students will be able to:

- Have a greater understanding of other cultures and the meaning of place within those cultures.
- Develop both analog and digital skills of inventory and analysis of a site.
- Develop critical analysis skills and develop writing skills to communicate that analysis.
- Be able to inventory and analyze the aforementioned factors, and synthesize their meaning as related to the design problem and possible solutions.
- Have a greater appreciation of the meaning of a site and its context, and how this can be used to inform design and resulting forms.
- Have a greater appreciation of international planning and design efforts and the conceptual ideas used in development of spaces.

**Course Outline**

This course will meet three times during the semester for a total of three hours. During the 30 day field trip, students will meet an average of 3 hours per day.

**Week 1:**

- Introduction to the course
  - Review of locations that we will be staying, flight times, modes of transportation, phone lists, safety
- Overview of trip
  - Schedule
- Case Study assignment
- Fly to Paris

- Site Investigation Week 1 (Diagramming movement through space, environmental issues, water, and Streetscapes) Sketchbook work
  - Versailles
  - Louve
  - Notre Dame
  - Montmartre
  - Parc de la Villette
  - Champs-Elysees
  - Neighborhood walks
- Travel Blog
  - Scanning and Photography
  - Reflective writing concerning significant built works
  - Materials library
  - Documenting use of the bicycle, train, and walking

#### Week 2:

- Case Study assignment due
- Site Investigation Week 2 (Diagramming movement through space, environmental issues, water, and Streetscapes) Sketchbook work
  - Jardin d'Ecole
  - Musee du Quai Branly
  - Parc Andre Citroen
  - Centre Pompidou
  - Eiffel Tower
  - Parc Floral de Paris
  - Neighborhood Walks
- Travel Blog
  - Scanning and Photography
  - Reflective writing concerning significant built works
  - Materials library
  - Documenting use of the bicycle, train, and walking
  - Office visit (Mutabilis)

#### Week 3:

- Travel to Maastricht
- Site Investigation Week 3 (Diagramming movement through space, environmental issues, water, and Streetscapes) Sketchbook work
  - Her Vrijthof (town Square)
  - The White Village of Thorn
  - Neighborhood Walks
- Travel Blog
  - Scanning and Photography
  - Reflective writing concerning significant built works
  - Materials library
  - Documenting use of the bicycle, train, and walking
- Travel to Amsterdam
- Site Investigation Week 3 (Diagramming movement through space, environmental issues, water, and Streetscapes) Sketchbook work
  - Van Gogh Museum
  - Rembrandt Museum
  - Leidse Plein
  - Anne Frank House
  - Neighborhood walks

- Travel Blog
  - Scanning and Photography
  - Reflective writing concerning significant built works
  - Materials library
  - Documenting use of the bicycle, train, and walking
  - Office Visit (Delva Landscape Architects)

**Week 4:**

- Site Investigation Week 4 (Diagramming movement through space, environmental issues, water, and Streetscapes) Sketchbook work
  - Ecolonia
  - Albert Cuyp Market
  - Dam Square
  - Vondelpark
  - Westerpark
  - Neighborhood Walks
- Travel Sketchbook due
- Travel Blog due
- Critique of Built Work due

**Course Evaluation**

		Undergraduates	Points
•	One Case Study	12.5%	50
•	On-site travel sketchbook	50%	200
•	Travel Blog	25%	100
•	Critique of a Built work of Landscape Arch.	12.5%	50
		Graduates	Points
•	Three Case Studies	12.5%	50
•	On-site travel sketchbook	50%	200
•	Travel Blog	25%	100
•	Three Critiques of Built works of Land. Arch.	12.5%	50

**The following grading scale will be used:**

A = 90 - 100%  
 B = 80 - 89.9%  
 C = 70 - 79.9%  
 D = 60 - 69.9%  
 F = 0 - 59.9%

**The following grading scale will be used:**

A = 90-100%  
 Excellent work: All components demonstrate excellent understanding of assignment. Assignment is complete or near complete in its execution, persuasive in its presentation, turned in on time, and clearly demonstrates extra effort that results in a superior product.



B = 80-89.9%

Good work: Above average in all or most every component of an assignment, but with some area of deficiency or lacking clear evidence of extra effort that separate it from Excellent or "A" work.

C = 70-79.9%

Average work: All aspects of an assignment are complete, but are average in detail, solution, scope, presentation, completeness of answer, etc.

D = 60-69.9%

Poor work: Inferior-passing, but not acceptable as satisfactory for degree requirements for students enrolled in Landscape Architecture or Landscape Contracting as their major.

F = 0-59.9%

Failure: Work is incomplete, perhaps a poor solution, possibly very late, little evidence of work effort, answers are incorrect or incomplete, etc.

### **Course Policies**

Attendance at classes is required. The student should be aware that attendance is crucial to progress and learning in a professional course.

Honor Code All work submitted in this course must be that of the student enrolled. "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements of the processes of the Honor Code. For additional information, please visit <http://students.msstate.edu/honorcode/>.

Students must prepare for the lectures and exercises by completing the assigned readings prior to class. Studio time is provided to work on exercises and projects. The exercises and projects are related to the reading and lecture material, and most will be intensive and short in duration.

There is no language requirement for this course.

### **Required Text(s)**

Readings to be assigned.

### **Materials, Supplies, and Computer:**

The Department of Landscape Architecture requires every student to have a laptop computer. The department's computer policy and performance standards are available via the web at <http://www.lalc.msstate.edu/prosp/computer/>.

## **1. CATALOG DESCRIPTION**

### Proposed:

LA 4653/6653 Study Abroad: Gardens and Urban Spaces. (3) (Prerequisite: Junior or graduate standing or consent of instructor) Special on-site travel study to experience and document notable landscape architecture projects, methods of construction, and professional offices overseas.

Note: Students will be required to apply through the Mississippi State University Office of Study Abroad

## **2. DETAILED COURSE OUTLINE**

This course will have a total of 90 contact hours.

### **I. Introduction (5 contact hours)**

1. Introduction of course materials, grading, schedule, etc.
2. Assign students individual case studies. Students will present information to the class.

### **II. On-Site Travel Sketchbook/Journal (60 contact hours)**

1. The journal/sketchbook project is for students to document visited works of architecture, landscape architecture, design, and art. Students will be required to produce multiple types of drawings to produce for each site visited. Entries will depend upon the type of site visited.
2. Professional office visits will be documented through digital means and the practitioner's methodology and philosophy will be examined and written into a narrative relating the firm's work to the student's aspirations in the field of landscape architecture.

### **III. Travel Blog (20 Contact Hours)**

- Student will be required to keep a blog record of site and professional office visits. Drawings and images developed by the student will be used to discuss various aspects of design depending on type of site visited.

### **IV. Critique of a Built work of Landscape Architecture (5 contact hours)**

- Student will be required to produce an in depth review of a site visited during the trip utilizing drawings produced while on site, digital images, and concepts discussed during visits.

### 3. METHOD OF EVALUATION

	Undergraduates	Points
• One Case Study	12.5%	50
• On-site travel sketchbook	50%	200
• Travel Blog	25%	100
• Critique of a Built work of Landscape Architecture	12.5%	50
	Graduates	Points
• Three Case Studies	12.5%	50
• On-site travel sketchbook	50%	200
• Travel Blog	25%	100
• Three Critiques of Built works of Landscape Arch.	12.5%	50

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D = 60-69.9%

Poor work: Inferior-passing, but not acceptable as satisfactory for degree requirements for students enrolled in the Master of Landscape Architecture program.

F = 0-59.9%

Failure: Work is incomplete, perhaps a poor solution, possibly very late, little evidence of work effort, answers are incorrect or incomplete, etc.

### 4. JUSTIFICATION & LEARNING OUTCOME

#### Justification for the course

We strongly believe that actually experiencing notable built works of landscape architecture complements the work that students do on campus (i.e., studios, lectures,

readings, research) by experiencing work of professional practitioners first hand, and building their visual vocabulary. The landscape architecture profession encompasses design thinking from rural to urban. Our physical location aids us greatly in dealing with half of that equation, but we are not proximate to nationally and internationally known landscape architecture examples. Students are expected to experience examples of such work prior to beginning work in the profession. We believe that this precedent study trip will be a significant addition to accomplishing that objective, and would also provide them with points of reference as they pursue their degree. Finally, this trip provides students the opportunity to experience other cultures and provides opportunities to discuss how to create sense of place and place theory.

This course will look at both historical and contemporary precedents. The trip destination will vary, but will include both landmark historical precedents and new and noteworthy design work. Examples of trip destinations include: Paris, Amsterdam, Berlin, Madrid, London, Copenhagen, and Istanbul.

#### Course objectives

Students will have improved their understanding of professional firms, of international influences, and site-specific relationships to landscape architectural design along with the importance of special constructed design details. They will have obtained a better understanding of the climactic and cultural influences on landscape architectural projects.

Upon satisfactory completion of this course, students will:

- Have a greater understanding of other cultures and the meaning of place within those cultures.
- Develop both analog and digital skills of inventory and analysis of a site.
- Develop critical analysis skills and develop writing skills to communicate that analysis.
- Be able to inventory and analyze the aforementioned factors, and synthesize their meaning as related to the design problem and possible solutions.
- Have a greater appreciation of the meaning of a site and its context, and how this can be used to inform design and resulting forms.
- Have a greater appreciation of international planning and design efforts and the conceptual ideas used in development of spaces.

## **5. Academic Misconduct**

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be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements of the processes of the Honor Code. For additional information, please visit <http://students.msstate.edu/honorcode/>.

**6. Target Audience**

N/A

**7. Letter of Support**

See attached letter of support that covers this course addition.

**8. Instructor of Record**

C. Taze Fulford

**9. Graduate Student Requirements (Split-level Courses)**

Graduate students will be required to produce three pre-trip case studies of built works and three critiques of visited sites in addition to the journal and travel blog.

**10. Planned Frequency**

Summer

**11. Explanation of Any Duplication**

None

**12. Method of Instruction Code**

A

Method of Delivery: F

**13. Proposed CIP Number**

04.0601

**14. Proposed 24-Character Abbreviation of the Course Title**

LA Study Abroad

**15. Proposed Semester Effective**

Summer, 2014

**16. Other Appropriate Information**

None

**17. Proposal Contact Person**

C. Taze Fulford, Associate Professor  
325-0507

**Mississippi State University  
College of Agriculture and Life Sciences  
Department of Landscape Architecture**

**LA 4990/6990 – Study Abroad: Gardens and Urban Spaces**

**Title:** Study Abroad: Gardens and Urban Spaces  
**Number:** LA 4990/6990  
**Credit Hours:** 3  
**Format:** Face to Face  
**Prerequisites:** Note: Students will be required to apply through the Mississippi State University Office of Study Abroad

**Catalog Statement**

LA 4990/6990 Study Abroad: Gardens and Urban Spaces. (3) (Prerequisite: Junior or graduate standing or consent of instructor) Special on-site travel study to experience and document notable landscape architecture projects, methods of construction, and professional offices overseas.

Note: Students will be required to apply through the Mississippi State University Office of Study Abroad

**Course Goal**

Students will have improved their understanding of professional firms, of international influences, and site-specific relationships to landscape architectural design along with the importance of special constructed design details. They will have obtained a better understanding of the climactic and cultural influences on landscape architectural projects.

**Course Objectives**

On satisfactory completion of the course, students will be able to:

- Have a greater understanding of other cultures and the meaning of place within those cultures.
- Develop both analog and digital skills of inventory and analysis of a site.
- Develop critical analysis skills and develop writing skills to communicate that analysis.
- Be able to inventory and analyze the aforementioned factors, and synthesize their meaning as related to the design problem and possible solutions.
- Have a greater appreciation of the meaning of a site and its context, and how this can be used to inform design and resulting forms.
- Have a greater appreciation of international planning and design efforts and the conceptual ideas used in development of spaces.

**Course Outline**

This course will meet three times during the semester for a total of three hours. During the five to ten day field trip, students will meet 6-8 hours per day.

**Week 1:**

Introduction to the course  
Overview of trip  
Case Study assignment  
Site Investigation

Week 2:  
Case Study assignment due  
Site Investigation  
Sketchbook  
Travel Blog

Week 3:  
Site Investigation  
Sketchbook  
Travel Blog

Week 4:  
Site Investigation  
Travel Sketchbook due  
Travel Blog due  
Critique of Built Work due

#### Course Evaluation

		Undergraduates	Points
•	One Case Study	12.5%	50
•	On-site travel sketchbook	50%	200
•	Travel Blog	25%	100
•	Critique of a Built work of Landscape Arch.	12.5%	50
		Graduates	Points
•	Three Case Studies	12.5%	150
•	On-site travel sketchbook	50%	200
•	Travel Blog	25%	100
•	Three Critiques of Built works of Land. Arch.	12.5%	150

#### The following grading scale will be used:

A = 90 - 100%  
B = 80 - 89.9%  
C = 70 - 79.9%  
D = 60 - 69.9%  
F = 0 - 59.9%

#### The following grading scale will be used:

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F = 0-59.9%

Failure: Work is incomplete, perhaps a poor solution, possibly very late, little evidence of work effort, answers are incorrect or incomplete, etc.

### **Course Policies**

Attendance at classes is required. The student should be aware that attendance is crucial to progress and learning in a professional course.

Honor Code All work submitted in this course must be that of the student enrolled. "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements of the processes of the Honor Code. For additional information, please visit <http://students.msstate.edu/honorcode/>.

Students must prepare for the lectures and exercises by completing the assigned readings prior to class. Studio time is provided to work on exercises and projects. The exercises and projects are related to the reading and lecture material, and most will be intensive and short in duration.

### **Required Text(s)**

Readings to be assigned.

### **Materials, Supplies, and Computer:**

The Department of Landscape Architecture requires every student to have a laptop computer. The department's computer policy and performance standards are available via the web at <http://www.lalc.msstate.edu/prosp/computer/>.

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Plant and Soil Sciences

Contact Person: Barry Stewart

Mail Stop: 9555

E-mail: brs40@msstate.edu

Nature of Change: Add

Date Initiated: 1/22/14    Effective Date: Fall 2014

Current Listing in Catalog:

Symbol    Number    Title

Credit Hours  
(    )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol    Number    Title

PSS    2111    Turfgrass Management Lab

Credit Hours  
( 1 )

New or Modified Catalog Description:

Two hours laboratory. (Pre or co-requisite PSS 2113) This lab gives the student hands on experience with grass and weed identification and turfgrass management operations. Turfgrass calculations and equipment calibration will be mastered.

Approved:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date:

2/25/14

2/25/14

2/25/14



# MISSISSIPPI STATE UNIVERSITY™

## *Department of Plant and Soil Sciences*

January 22, 2014

University Courses & Curriculum Committee  
Kirk Swortzel, Chair  
Box 9745  
Mississippi State, MS 39762

UCCC:

The PSS CCC met as a committee to discuss the proposed addition of PSS 2111 Turfgrass Management Laboratory. After discussion, the committee voted unanimously to support the addition of the PSS 2111 Turfgrass Management Lab. The committee determined this course will enhance the PSS GSTM curricular program. This course does not represent a duplication of effort with other programs or courses offered at Mississippi State University.

Sincerely,

Richard L. Harkess, Chair  
Plant and Soil Sciences Courses & Curriculum Committee

PSS CCCCommittee:

Michael Cox  
Jim DelPrince  
William Kingery  
David Lang  
Fred Musser  
Brenda Reed  
Dan Reynolds  
Barry Stewart

c: Mike Phillips, Dept. Head, PSS

**PROPOSAL FOR COURSE ADDITION  
TURFGRASS MANAGEMENT LABORATORY**

**A. PROPOSAL**

**A.1. CATALOG DESCRIPTION**

PSS 2111 Turfgrass Management Lab. Two hours laboratory. (Pre or co-requisite PSS 2113) This lab gives the student hands on experience with grass and weed identification and turfgrass management operations. Turfgrass calculations and equipment calibration will be mastered.

**A.2. DETAILED COURSE OUTLINE (OR COPY OF THE SYLLABUS)**

Outline of Course Topics (1 lab credit = 30 contact hours)

1. Review of Turfgrass morphology and growth (2 hours)
2. Turfgrass Identification (5 hours)
3. Weed Identification (5 hours)
4. Turfgrass Calculations (4 hours)
5. Turfgrass Cultural Practices (2 hours)
6. Dry Calibration (3 hours)
7. Wet Calibration (3 hours)
8. Irrigation auditing (2 hours)
9. Visit to golf course with tour led by golf course superintendent (2 hours)
10. Visit campus athletic fields with tour led by sports turf manager (2 hours)

**A.3. METHOD OF EVALUATION**

Bi-Weekly Quiz (8)	200 pts
Calibration demonstrations (2)	50 pts
Homework and course exercises	75 pts
Grass and Weed Collection	100 pts
Final	75 pts

**% Grading Scale**

- A 90 to 100
- B 80 to 89
- C 70 to 79
- D 60 to 69
- F below 59

**Out of class work**

Study Turfgrass and weed identification, collect and press grass and weed samples for collection.

#### **A.4. JUSTIFICATION AND EXPECTED LEARNING OUTCOMES**

*Justification:* Although classroom learning is adequate for some areas of turfgrass management, some topics require hands on experience for the student to gain confidence in their knowledge and understanding. This course will provide the student with hands on experience in the identification of grasses and weeds encountered in turfgrass management. The students will learn how to use and calibrate the equipment that is used to apply, nutrients, water, seed, and pesticides. Specifically, it will serve as an active laboratory to re-enforce material taught in PSS 2113 Introduction to Turfgrass Science. This laboratory will also serve students in the Landscape contracting and Professional Golf Management Programs whose majors require them to take a course in Turfgrass Management with a lab. This course will prepare students for other turfgrass related courses including EPP 4523, PSS 4413, PSS 4423, PSS 4443 and PSS 4823.

*Expected enrollment:* Predominant enrollment will include students in the Golf and Sports Turf Management (GSTM), Landscape Contracting (LC) and Professional Golf Management (PGM) programs. However, students enrolled in the Landscape Architecture and Horticulture programs may also take this course. Enrollment of at least 40 students each Fall would be expected in this course. On average, total enrollment in the GSTM and PGM programs are 45 and 125 students, respectively.

*Expected Learning Outcomes:* At the end of this course, the student will be expected to be able to:

- identify the major warm- and cool-season turfgrasses
- identify important turfgrass weeds
- demonstrate the ability calibrate and use both wet and dry application equipment.
- understand the process of an irrigation audit.
- Understand the mechanics of turfgrass cultural practices
- be proficient at calculations used to apply water and agri-chemicals to turfgrass.

Exams, quizzes, hands on experience and homework exercises will serve as tools to ensure students achieve the learning objectives.

#### **A.5. ACADEMIC MISCONDUCT (Distance Learning Proposals)**

#### **A.6. TARGET AUDIENCE (Distance Learning Proposals)**

#### **A.7. SUPPORT**

Letters of support from the PSS curriculum committee, Landscape Contracting, and Professional Golf Management are attached.

**A.10. INSTRUCTOR OF RECORD (Graduate Courses)**

Not applicable

**A.11. GRADUATE STUDENT REQUIREMENTS (Split Level Courses)**

Not offered for graduate credit.

**A.12. PLANNED FREQUENCY**

This course will be offered every Fall semester (perhaps spring as well depending on demand).

**A.13. EXPLANATION OF ANY DUPLICATION**

This course is not a duplication of any other departmental course.

**A.14. METHOD OF INSTRUCTION AND DELIVERY CODE SYMBOLS**

Method of Instruction  
L (Laboratory).

Method of Delivery  
F (Face-to-face)

**A.15. PROPOSED C.I.P NUMBER**

01.0607 **Turf and Turfgrass Management.** A program that focuses on turfgrasses and related groundcover plants and prepares individuals to develop ornamental or recreational grasses and related products; plant, transplant, and manage grassed areas; and to produce and store turf used for transplantation. Includes instruction in applicable plant sciences, genetics of grasses, turf science, use analysis, turf management, and related economics.

**A.16. PROPOSED 20-CHARACTER ABBREVIATION**

Turf Management Lab

**A.17. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

**A.18.     OTHER APPROPRIATE INFORMATION**

Required Text: Mathematics for the Green Industry, Agnew, M. L., Angew, N. H. Christians, N. E. and VanderZanden, A. M. John Wiley and Sons, Hoboken, NJ. ISBN 978-0-470-13672-0

**A.19.     PROPOSAL CONTACT PERSON**

Barry Stewart, 662-325-2725

**B.        SPECIAL NOTES**

**B.1.     CROSS-LISTING**

This course will not be cross-listed.

**B.2.     EFFECTIVE DATE**

Fall 2014

**B.3.     REQUIRED COURSES**

This course will be a required course. It will be listed in the Agronomy: Golf and Sports Turf Management curriculum.

# PSS 2111 Turfgrass Management Lab

Fall 2014

**Instructor:** Dr. Barry Stewart (brs40@msstate.edu)

**Office:** 356 Dorman Hall

**Phone:** 325-2725

**Office Hours:** Tu, 9-11 am; F, 11:00 am-12:00 pm

**Course Objectives:** This lab gives the student hands on experience with grass and weed identification and turfgrass management operations. Turfgrass calculations, calibration and use of application equipment in the application of seed and agri-chemicals will be mastered. Pre or co-requisite PSS 2113.

**Lab Schedule,** 1:00 - 2:50 or 3:00 – 4:50 M 152 Dorman, or 104 Greenhouse; however, locations will vary and will be posted on Mycourses and students will be notified by email. Many labs will be held outside so dress accordingly including proper footwear for the situation.

**Required Text: Turfgrass Management.** Required Text: Mathematics for the Green Industry, Agnew, M. L., Angew, N. H. Christians, N. E. and VanderZanden, A. M. John Wiley and Sons, Hoboken, NJ. ISBN 978-0-470-13672-0

**Examinations and Grading:** A grade of 94 or better prior to the final exam will exempt the student from the final exam and will result in an 'A' grade for the class. **Your final grade is final!**

	<u>Class points</u>	<u>% Grading Scale</u>
8 bi-weekly quizzes	200 pts	90-100 = A
Calibration proficiency (2)	50 pts	80-89 = B
Homework and Projects	75 pts	70-79 = C
Grass and Weed collection	100 pts	60-69 = D
Final Exam	75 pts	< 60 = F

**Class Attendance:** Class attendance is outlined in the student handbook. Excusable absences (class trips, etc.) must be approved in writing prior to the class missed. Regular attendance will be 'encouraged' with quizzes. **REGULAR ATTENDANCE WILL RESULT IN A BETTER GRADE!**

**Cell Phone Policy:** Cell phones are to be used in lab with the following exception: Cell phones may be used as calculators or clocks in lab but not during exams or quizzes.

**Academic Misconduct:** Academic misconduct of any form (cheating, plagiarism, forgery, etc.) can result in serious consequences. Penalties may be as severe as receiving a grade of 'F' in this course, suspension, and/or possible expulsion. Faculty members and students are responsible for reporting cases of academic misconduct. See: <http://www.msstate.edu/dept/audit/1207A.html>



**Honor Code:** Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. *For additional information please visit: <http://www.msstate.edu/dept/audit/PDF/1207.pdf>* ***"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."***

**Make-up Exams:** All exams must be taken at the scheduled time. Exceptions will be granted in accordance with university policy only.

### **Tentative Laboratory Schedule**

<b>Week</b>	<b>Topic</b>
18 Aug	Lab OrganizationTurfgrass and plant morphology
25 Aug	Identification of warm season grasses and weeds
1 Sept	No Class Labor Day
8 Sept	Identification of warm season grasses and weeds
15 Sept	Turfgrass Calculations
22 Sept	Visit MSU Athletic Fields
29 Sept	Lawn Renovation/Turfgrass Cultural Practices
6 Oct	Spreader Calibration/Overseeding
13 Oct	Visit Starkville CC or MSU GCCourse
19 Oct	Spreader Calibration/Overseeding
27 Oct	Identification of cool season grasses and weeds
3 Nov	Sprayer Calibration
10 Nov	Spreader/sprayer calibration proficiency quiz 50 pts
17 Nov	Identification of cool season grasses and weeds
24 Nov	No Lab - Thanksgiving
Dec 1	Final Grass and Weed ID Quiz - Circle of Death
Dec 7	Final Exam

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences

Department: Plant and Soil Sciences

Contact Person: Barry Stewart

Mail Stop: 9555 E-mail: brs40@msstate.edu

Nature of Change: Add

Date Initiated: 3/23/13 Effective Date: Fall 2014

Current Listing in Catalog:  
Symbol Number Title

Credit Hours  
( )

Current Catalog Description:

New or Modified Listing for Catalog:  
Symbol Number Title

Credit Hours  
( 3 )

PSS 2113 Introduction to Turfgrass Science

New or Modified Catalog Description:

Three hours lecture. Introduction to basic principles associated with the art and science of turfgrass management including propagation, establishment, renovation, and basic pest management.

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

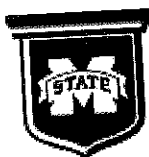
Chair, Deans Council

Date: \_\_\_\_\_

2/10/14

2-24-2014

2/24/14



# MISSISSIPPI STATE UNIVERSITY

*Department of Plant and Soil Sciences*

January 22, 2014

University Courses & Curriculum Committee  
Kirk Swortzel, Chair  
Box 9745  
Mississippi State, MS 39762

UCCC:

The PSS CCC met as a committee to discuss the proposed addition of PSS 2113 Introduction to Turfgrass Science. After discussion, the committee voted unanimously to support the addition of the PSS 2113 Intr Turfgrass Science. The committee determined this course will enhance the PSS GSTM curricular program better preparing the students for more advanced study in this subject. This course does not represent a duplication of effort with other programs or courses offered at Mississippi State University.

Sincerely,

Richard L. Harkess, Chair  
Plant and Soil Sciences Courses & Curriculum Committee

PSS CCCCommittee:

Michael Cox  
Jim DelPrince  
William Kingery  
David Lang  
Fred Musser  
Brenda Reed  
Dan Reynolds  
Barry Stewart

c: Mike Phillips, Dept. Head, PSS

**PROPOSAL FOR COURSE ADDITION  
INTRODUCTION TO TURFGRASS SCIENCE**

**A. PROPOSAL**

**A.1. CATALOG DESCRIPTION**

PSS 2113 Introduction to Turfgrass Science. Three hours lecture. Introduction to basic principles associated with the art and science of turfgrass management including propagation, establishment, renovation, and basic pest management.

**A.2. DETAILED COURSE OUTLINE (OR COPY OF THE SYLLABUS)**

Outline of Course Topics

- I. History of turfgrasses (2 contact hours)
  - a. First uses of turf
  - b. Early management practices
- II. Careers in Turf (1 contact hour)
  - a. Career profiles
  - b. Certifications
- III. Importance of turfgrasses (3 contact hours)
  - a. Economic impact
  - b. Types of turfgrass uses
  - c. Functional, recreational, and aesthetic qualities of turfgrasses
- IV. Turfgrass Quality (1 contact hour)
  - a. How is quality measured
  - b. Meeting expectations
- V. Warm-season grasses and cool-season grasses (3 contact hours)
  - a. Identification
  - b. Seasonal growth cycles
- VI. Turf establishment (3 contact hours)
  - a. Sprigs
  - b. Seed
  - c. Sod
- VII. Soil management and modification (4 contact hours)
  - a. Aerification, topdressing
  - b. Compaction
  - c. Structure
  - d. Porosity
  - e. Drainage
- VIII. Turfgrass culture (6 contact hours)
  - a. Proper selection of turfgrasses
  - b. Growth and development
  - c. Turfgrass plant structures
  - d. Turfgrass physiology
- IX. Turfgrass problems and solutions (6 contact hours)
  - a. Real-world, practical problem solving

- X. Business management problems (1 contact hour)
  - a. Leasing vs. buying equipment
  - b. Leading vs. managing
- XI. Environmental Stresses (3 contact hours)
  - a. Biotic stresses
  - b. Abiotic stresses
- XII. Fertility (2 contact hours)
  - a. Sources
  - b. Tissue testing
  - c. Macro- vs. Micro-nutrients
  - d. Deficiency symptoms
- XIII. Weeds (2 contact hours)
  - a. Overview of problematic weeds
  - b. Basic herbicide calculations
  - c. Understanding product labels
- XIV. Diseases (2 contact hours)
  - a. Overview of major diseases
  - b. Management practices to reduce outbreaks
- XV. Insects (1 contact hour)
  - a. Overview of major insects
- XVI. Water management (3 contact hours)
  - a. Evapotranspiration
  - b. Factors influencing water use
  - c. Irrigation systems
  - d. Conservation strategies
  - e. Wetting agent use
- XVII. Integrated pest management (2 contact hours)
  - a. Monitoring strategies
  - b. Biological control
  - c. Cultural control

**A.3. METHOD OF EVALUATION**

Hour Exams (3)	45%
Final	25%
Course Project	15%
Quizzes and course exercises	15%

100 point scale

A 90 to 100

B 80 to 89

C 70 to 79

D 60 to 69

F below 59

Out of class work

Field Trips: Visits with MSU sports turf manager and MSU golf course superintendent

Course Project: 10 minute PowerPoint presentation related to a topic on turfgrass culture

**A.4. JUSTIFICATION AND EXPECTED LEARNING OUTCOMES**

*Justification:* This course will provide basic turfgrass scientific principles and introductory information that is not a duplication of other courses for all majors who are interested in turfgrass management. Some material in this course may be offered in existing courses; however, the material in this course will be offered in an introductory manner. This course will also serve as an introduction course for turfgrass majors as an essential course that is not currently available to the student in preparation for other turfgrass related courses including EPP 4523, PSS 4414, PSS 4423, and PSS 4443.

*Expected enrollment:* Predominant enrollment will include students in the Golf and Sports Turf Management (GSTM) and Professional Golf Management (PGM) programs. However, students enrolled in the Landscape Architecture and Horticulture programs may also take this course. Enrollment of at least 25 would be expected in this course. On average, total enrollment in the GSTM and PGM programs are 45 and 125 students, respectively.

*Expected Learning Outcomes:* At the end of this course, the student will be expected to be able to:

- identify the major warm- and cool-season turfgrasses
- understand how to establish these grasses
- apply best management practices to minimize the environmental impact of turfgrasses
- apply basic IPM principals.

Exams, quizzes, and course projects will serve as tools to ensure students achieve the

learning objectives.

**A.5. ACADEMIC MISCONDUCT (Distance Learning Proposals)**

**A.6. TARGET AUDIENCE (Distance Learning Proposals)**

**A.7. SUPPORT**

A letter of support from the PSS curriculum committee is attached.

**A.8. INSTRUCTOR OF RECORD (Graduate Courses)**

Not applicable

**A.9. GRADUATE STUDENT REQUIREMENTS (Split Level Courses)**

Not offered for graduate credit.

**A.10. PLANNED FREQUENCY**

This course will be offered every Fall semester (perhaps spring as well depending on demand).

**A.11. EXPLANATION OF ANY DUPLICATION**

This course is not a duplication of any other departmental course.

**A.12. METHOD OF INSTRUCTION CODE SYMBOL**

C (Lecture).

**A.13. METHOD OF DELIVERY CODE SYMBOL**

F (Face-to-face)

**A.14. PROPOSED C.I.P NUMBER**

01.0607 **Turf and Turfgrass Management.** A program that focuses on turfgrasses and related groundcover plants and prepares individuals to develop ornamental or recreational grasses and related products; plant, transplant, and manage grassed areas; and to produce and store turf used for transplantation. Includes instruction in applicable plant sciences, genetics of grasses, turf science, use analysis, turf management, and related economics.

**A.15. PROPOSED 20-CHARACTER ABBREVIATION**

Intr to Turf Science

**A.16. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

**A.17.     OTHER APPROPRIATE INFORMATION**

Required Text: *Turfgrass Science and Management*, Fourth Edition. Emmons, R.D.  
Delmar Publishers Inc., Albany, NY (ISBN-13: 978-1-4180-1330-1)

**A.18.     PROPOSAL CONTACT PERSON**

Christian Baldwin, 662-325-8280

**B.         SPECIAL NOTES**

**B.1.       CROSS-LISTING**

This course will not be cross-listed.

**B.2.       EFFECTIVE DATE**

Fall 2014

**B.3.       REQUIRED COURSES**

This course will be a required course. It will be listed in the Agronomy: Golf and Sports Turf Management curriculum.



**Introduction to Turfgrass Science**  
PSS 2113  
Course Syllabus

**Instructor:** Dr. Christian Baldwin  
Office: 358 Dorman Hall  
Phone: 325-8280  
**Preferred Contact Method:** Email: [cmb907@msstate.edu](mailto:cmb907@msstate.edu)  
**Office Hours:** -----  
**Class Schedule and Location:** MWF 11:00 to 11:50, Dorman 128

**Course Prerequisites:** PSS 1313

**Course Description:** Introduction to basic principles associated with the art and science of turfgrass management including propagation, establishment, renovation, and basic pest management.

**Purpose of this course:** This course will provide the basic scientific principles and introductory information, not presented in other courses for all majors who are interested in turfgrass management. It also serves as an introduction course for turfgrass majors as an essential course for the study of other advanced turfgrass management courses (PSS 4414, PSS 4443, PSS 4423, PSS 4823, EPP 4523, and EPP 3423).

**Course Goals:** 3 credit hours. This course will introduce the basic principles associated with the science of turfgrass culture. It will provide the techniques associated with the propagation, establishment, renovation, and basic pest management of turfgrasses. It will also cover the history and evolution of turfgrasses and turfgrass culture. The course will explore career potentials in the turf industry and it will serve as an introductory level course for both turf majors and any other related majors.

**Field Trips:** Several field trips are scheduled for the course. Appropriate attire is recommended.

**Expected Learning Outcomes:** At the end of this course the students will be expected to be able to:

- Identify the major warm- and cool-season turfgrass species.
- Understand how to establish these grasses.
- Apply best management practices to minimize the environmental impact of turfgrasses.
- Apply basic IPM principals.

**Required Text:** *Turfgrass Science and Management* Fourth Edition, 2008. Emmons, R.D., Delmar Publishers Inc., Albany, NY. Students will also be responsible to keep abreast of material in the text and hand-outs that complements lecture material.

**Main Lecture Topics:**

History of turfgrasses  
Careers in Turf  
Importance of Turfgrasses  
Turfgrass Quality  
War-season grasses and cool-season grasses  
Turf establishment  
Soil Management and Modification  
Turfgrass Culture  
Turfgrass Problems and Solutions  
Business Management Problems  
Environmental stresses  
Fertility  
Weeds  
Diseases  
Insects  
Water management  
Integrated pest management

**Class Attendance Policy**

Prompt attendance for all classes is required and will be recorded at the beginning of each class period. Students who miss more than 4 classes will be dropped from the course. Medical emergencies or other pre-approved absences will only be considered excused absences. Arrangements to make-up missed work due to excused absences shall be initiated by the student. Students are expected to wait 10 minutes for the professor if delayed unless otherwise notified.

**Cell Phone Policy**

Cell phones are expected to be off before entering class and during all field visits.

**Honor Code: Academic integrity, cheating, & plagiarism**

There will be zero tolerance for cheating, plagiarism, or other academic misconduct as defined in the Mississippi State University Academic Honesty Policy

<http://www.msstate.edu/dept/audit/1207A.html> "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

-Mississippi State Honor Code

**Policy on academic accommodations due to disability**

If you have a documented disability that requires academic accommodations, please notify the instructor as soon as possible. In order to receive accommodations in this course, you must provide a Letter of Accommodation from Student Support Services for coordination of campus disability services available to students with disabilities.

**Cheating/Plagiarism:** University policy regarding cheating/academic dishonesty will be strictly followed. Please refer to the student handbook regarding cheating and plagiarism. Be aware that the minimum penalty for either of these offenses is a grade of 'F' for the course.

**Exams and Grading:**

Hour Exams (3)	45%
Final	25%
Course Project	15%
Quizzes and course exercises	15%

**Examination dates:**

<b>First Hour Exam:</b>	----
<b>Second Hour Exam:</b>	----
<b>Third Hour Exam:</b>	----
<b>Final Exam:</b>	----

**Grading Scale:**

90 to 100 %	A
80 to 89 %	B
70 to 79 %	C
60 to 69 %	D
59 or less	F

**Other References:** (Not required)

**Books**

*Best Golf Course Management Practices* by L.B. McCarty  
*Southern Lawns* by L.B. McCarty  
*Color Atlas of Turfgrass Weeds* by L. B. McCarty, J. W. Everest, D. W. Hall, T. R. Murphy, F. Yelverton.  
*Managing Bermudagrass Turf* by L. B. McCarty and Grady Miller  
*Turfgrass Management* Sixth Edition by A. J. Turgeon  
*Turfgrass Science and Culture* by J. B. Beard  
*Turfgrass* ASA, CSSA, and SSSA Monograph No. 32. Edited by D. V. Waddington, R. N. Carrow, and R. C. Shearman  
*Turfgrass Ecology & Management* by T. K. Danneberger  
*Fundamentals of Turfgrass Management* by Nick Christians  
*Turfgrass Management Information Directory*, Third Edition, Edited by Keith Karnok

**Journals and Magazines**

*Golf Course Management*, *Turf*, *Grounds Maintenance*, *Lawn & Landscape*, etc.  
*Crop Science*, *Agronomy Journal*, *HortScience*, etc.

## COURSE PROJECT GUIDELINES – POWERPOINT PRESENTATION

### The General Guidelines

1. The **typed topic title and outline** will be due on ----.
2. A scheduled 10 minute presentation will be on -----.
3. Any missed deadlines will result in a 10-point reduction on your course project grade.
4. The presentation can be any topic related to turfgrass culture.

#### Examples:

Football field management in South  
Winter over-seeding  
Sod production in Mississippi  
Intern/co-op experiences  
Putting green or any aspects of golf course management  
Cool-season turfgrass seed production in USA  
Comparison of lawn care in Mississippi and Florida  
Comparing sports turf management between football fields and baseball fields

5. The format of the presentation should be flexible and it may include the following:
  - a. **Introduction** – to provide a brief background information on the topic
  - b. **Facts and data** - to use the collected information to support the topic
  - c. **Importance and significance** – to discuss the impact and significance of the topic to the local, national, or world turf industry
  - d. **Conclusion** - to summarize what have been presented
  - e. **References** - to list any cited publications and web sites

### The General Requirements:

1. All the literature parts need to be well-written and correctly spelled.
2. Try to avoid topics that are too general. Try to be specific.
3. Try to avoid repeating the topics and materials covered in the class
4. All the graphic parts of the presentation need to be well designed in high quality.
5. Slide presentation techniques are needed during the presentation.
6. The score for power point presentation for each student is based on the content of the slides (40%), the quality of the slides (30%), and the quality of the presentation (30%).
7. Professional appearance is required during the presentation.
8. Necessary rehearsal is highly recommended.

### AN IMPORTANT NOTE

THIS SYLLABUS MAY BE SUBJECT TO MINOR ADJUSTMENTS

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Ag & Life Sciences

**Department:** Plant and Soil Sciences

**Contact Person:** Barry Stewart

**Mail Stop:** 9555

**E-mail:** brs40@msstate.edu

**Nature of Change:** Modify

**Date Initiated:** 3/23/13    **Effective Date:** Fall 2014

**Current Listing in Catalog:**

Symbol	Number	Title
PSS	4414/6414	Turfgrass Management

**Credit Hours**  
( 4 )

**Current Catalog Description:**

(Prerequisite: Junior Standing). Three hours lecture. Two hours laboratory. Comprehensive study turfgrasses, their establishment, and the varied management strategies employed for golf and sports turf, home lawns and commercial turf, and sod production.

**New or Modified Listing for Catalog:**

Symbol	Number	Title
PSS	4413/6413	Turfgrass Management

**Credit Hours**  
( 3 )

**New or Modified Catalog Description:**

(Prerequisite: PSS 2113). Three hours lecture. An advanced comprehensive study of turfgrasses and the varied management strategies employed for golf and sports turf, home lawns, commercial turf, and sod production.

**Approved:**

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Chair, College or School Curriculum Committee

\_\_\_\_\_  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

**Date:**

2/10/14

2-24-2014

2/24/14



# MISSISSIPPI STATE UNIVERSITY™

## *Department of Plant and Soil Sciences*

January 22, 2014

University Courses & Curriculum Committee  
Kirk Swortzel, Chair  
Box 9745  
Mississippi State, MS 39762

UCCC:

The PSS CCC met as a committee to discuss the proposed modification of PSS 4414 Turfgrass Management. After discussion, the committee voted unanimously to support the modification of the PSS 4414 Turfgrass Management. The committee determined this modification will better prepare the PSS GSTM students for careers in this field of study. This course does not represent a duplication of effort with other programs or courses offered at Mississippi State University.

Sincerely,

Richard L. Harkess, Chair  
Plant and Soil Sciences Courses & Curriculum Committee

PSS CCommittee:

Michael Cox  
Jim DelPrince  
William Kingery  
David Lang  
Fred Musser  
Brenda Reed  
Dan Reynolds  
Barry Stewart

c: Mike Phillips, Dept. Head, PSS

## PROPOSAL FOR COURSE MODIFICATION

PSS 4414/6414 Turfgrass Management to PSS 4413/6413 Turfgrass Management

### A. PROPOSAL

#### A.1. CATALOG DESCRIPTION

Current: **PSS 4414/6414 Turfgrass Management** (4) (Prerequisite: Junior Standing). Three hours lecture. Two hours laboratory. Comprehensive study turfgrasses, their establishment, and the varied management strategies employed for golf and sports turf, home lawns and commercial turf, and sod production.

Proposed: **PSS 4413/6413. Turfgrass Management** (3) (Prerequisite: PSS 2113). Three hours lecture. An advanced comprehensive study of turfgrasses and the varied management strategies employed for golf and sports turf, home lawns, commercial turf, and sod production.

#### A.2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

1. This course is being modified from a 3 hour lecture, 2 hour lab format to a 3 hour lecture format resulting in a change from 4 to 3 credit hours. The lab will be taught as a new, independent course PSS 2111.
2. Minor modification to the course description to reflect this is an advanced course.
3. The pre-requisites are being changed from Junior standing to requiring PSS 2113.

#### A.3. JUSTIFICATION AND EXPECTED LEARNING OUTCOMES

##### *Justification:*

Changes to this course are due to the addition of PSS 2113 Turfgrass Science and a lab with independent credit; PSS 2111 Turfgrass Management Lab. The addition of these courses will allow more advanced topics of turf management to be covered in PSS 4413 suitable for a capstone experience. Case studies and management scenarios will be used to develop management strategies for different turfgrass species and management situations. The laboratory that was associated with this course will become a one hour stand-alone lab (PSS 2111). This will allow students in the Landscape Contracting and Professional Golf Management majors to continue to take 4 credits of turfgrass with a lab. In addition, requiring students take PSS 2113 prior to taking PSS 4413 will allow more advanced topics to be presented re-enforcing student understanding of turfgrass management and the development of management strategies and programs.

*Expected Learning Outcomes:* Upon completion of this course, the student will be expected to be able to:

- Describe the methods of propagation, growth and development for the turfgrass species studied.
- Develop management plans including mowing, cultural practices, nutrition, water, plant growth regulator and pesticide application for the turfgrass species studied.
- Recognize the modes of actions of agri-chemicals such as, plant growth regulators, herbicides, fungicides, and insecticides when applied to different turfgrass species.
- Read and evaluate a turfgrass management program and identify its strengths and weaknesses.
- Critically assess new products and practices.

#### A.4. ADDITIONAL INFORMATION

a. COURSE SYMBOL

No change

b. COURSE NUMBER

PSS 4414/6414 to PSS 4413/6413

c. COURSE TITLE

No change

d. CREDIT HOURS

PSS 4413 Turfgrass Management. (3) Three hours lecture. An advanced comprehensive study of turfgrasses and the varied management strategies employed for golf and sports turf, home lawns, commercial turf, and sod production.

*Justification for credit hour change:* The non-credit producing lab has been dropped from PSS 4414 making it a three hour lecture course, PSS 4413. The previous non-credit producing lab will become a new stand-alone lab course, PSS 2111 Turfgrass Management Lab.

PSS 4414 current contact hours	PSS 4413 proposed contact hours
Lecture 45 hours/ Lab 30 hours	Lecture 45 hours
Introduction/History/Terminology (1)	Class organization and Introduction (1)
Adaptation/Morphology/Growth and Development (3)	Review of turfgrass species and characteristics (2)
Warm-Season Grasses (2)	Propagation of Turfgrass Species (2)
Cool-Season Grasses (2)	Intensity of Management (1)
Soils (3)	Mowing and mowing strategies (3)
Nutrition (3)	Advanced topics in soils for turfgrass managers (1)
Water Management/Irrigation (3)	Fertilizers, and the development of
Establishment (3)	
Greens Establishment (3)	
Renovation (3)	



Pesticides (2) Weed Control (2) Miscellaneous Chemicals (2) Insects (2) Diseases (2) Mowing (2) Cultural Practices (3) Overseeding (2) Plant Growth Regulators (2)  <b>Laboratory Topics</b> Morphology Characteristics & ID (2) GH Study (2) Turfgrass ID (4) Turfgrass Seed ID (2) Turfgrass Weed ID (2) Turfgrass Calculations (4) Turfgrass Cultural Practices (4) Renovation - Overseeding (2) Spreader Calibration (2) Sprayer Calibration (2) Irrigation auditing (2) Visit MSU GC or Starkville CC (2)	fertility programs (3) Vertical Mowing, Aerification, and other cultural practices (3) Weed control and weed control programs (3) Insect Management and Control (3) Disease Management and Control (3) Integrated Pest Management Principles (2) Plant Growth Regulators – where, when, how (3) Development of Comprehensive Management programs (3) Site Specific Management programs for golf greens, tees, fairways (3) Wettings Agents and other surfactants (2) Overseeding and turf Colorents (2) Painting (1) Sustainable Turfgrass Management (3) Graduate student oral presentations (1)
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- e. PRE-REQUISITE  
PSS 2113 Introduction to Turfgrass Science

This pre-requisite will replace the requirement for Junior standing and will serve as an introductory course to prepare students for the advanced topics to be studied in PSS 4413.

- f. METHOD/HOURS OF INSTRUCTION  
C (Lecture)

The course is being modified from a lecture/lab to a lecture only course. The primary purpose of the lab in the past has been to give the students hands on experience with grass and weed identification, sprayer and spreader calibration and use and to allow for local field trips to see how turfgrass is managed on golf courses and sod farms. With the advent of technology, "virtual" field trips and case studies will be incorporated into the lecture portion of the class. Modifying the course from a 3 hour lecture/2 hour lab to a 3 hour lecture format will allow greater implementation of new teaching

pedagogy. Teaching in a 3 hour lecture format will allow more time for re-enforcing student understanding of turfgrass management in varying situations.

See A.4.i. for a detailed outline of topics including clock hours for each.

g. METHOD OF DELIVERY

F (Face-to-face) (no change)

h. COURSE DESCRIPTION

Advanced has been added to the course description and turfgrass establishment has been removed from the course description.

i. COURSE CONTENT

**The course content will change in that much of the adaption and use material that was covered in this class will now be taught in PSS 2113. PSS 4413 will place much more emphasis on management issues and developing management programs.**

**Topics Covered (class periods devoted to topic)**

Class organization and Introduction (1)  
Review of turfgrass species and characteristics (2)  
Propagation of Turfgrass Species (2)  
Intensity of Management (1)  
Mowing and mowing strategies (3)  
Advanced topics in soils for turfgrass managers (1)  
Fertilizers, and the development of fertility programs (3)  
Vertical Mowing, Aerification, and other cultural practices (3)  
Weed control and weed control programs (3)  
Insect Management and Control (3)  
Disease Management and Control (3)  
Integrated Pest Management Principles (2)  
Plant Growth Regulators – where, when, how (3)  
Development of Comprehensive Management programs (3)  
Site Specific Management programs for golf greens, tees, fairways (3)  
Wettings Agents and other surfactants (2)  
Overseeding and turf Colorents (2)  
Painting (1)  
Sustainable Turfgrass Management (3)  
Graduate student oral presentations (1)

**A.5. GRADUATE STUDENT REQUIREMENTS (Split Level Courses)**

Graduate Student Project: Graduate students will make a presentation related to a topic of Turfgrass Management. The project may be part of your research or something unrelated to you research. Preparation is the key. Your presentation should be as if you were giving it in front of *your professional organization*. An oral presentation will be made by each graduate student. A hard copy and

electronic version, in scientific style, are due on the day of the presentation. Computer projection (in MS PowerPoint) is the desired form of the presentation. Do not wait until the week before this assignment is due. There are slide scanners, picture scanners, and full sheet scanners in the building. Ask me and I will make them available to you.

#### **A.6. METHOD OF EVALUATION**

Grades will be calculated based on three one-hour exams, a COMPREHENSIVE take-home final, an assigned research project (graduate students only). You will be graded as a class. Those who excel will receive A s, above average; B s, average performance; C s, below average; D s and F s. These generally fall into the final class percent standard groupings (though not always) of 90s receiving As, 80s receiving Bs, 70s receiving Cs, 60s receiving Ds, and those below a 60 receiving Fs.

<b>Activity</b>	<b>undergrad</b>	<b>graduate</b>
2 midterm exams	40%	40%
Comprehensive final	20%	15%
quizzes	15%	10%
Homework/projects	25%	20%
Graduate project		15%

#### **A.7. ACADEMIC MISCONDUCT (Distance Learning Proposals)**

Not Applicable

#### **A.8. TARGET AUDIENCE (Distance Learning Proposals)**

Not Applicable

#### **A.9. SUPPORT**

Letter of support from the PSS curriculum committee is attached.

#### **A.10. INSTRUCTOR OF RECORD (Graduate Courses)**

Barry Stewart, 662-325-2725

#### **B. SPECIAL NOTES**

##### **B.1. CROSS-LISTING**

This course will not be cross-listed.

##### **B.2. EFFECTIVE DATE**

Fall 2014

**B.3. GENERAL EDUCATION COURSE DESIGNATION**

This course is not designated as an MSU General Education course.

**B.4. EFFECTS ON OTHER COURSES**

There will be minimal effect on other courses.



## PSS 4414 Turfgrass Management

[current syllabus]

**Instructor:** Dr. Barry Stewart (brs40@msstate.edu)

**Office:** 356 Dorman Hall

**Phone:** 325-2725

**Office Hours:** Tu, 9-11 am; F, 11:00 am-12:00 pm

**Course Objectives:** To develop an understanding of certain principles of turfgrass management. Agronomic challenges in the turfgrass industry will be discussed. Topics will include turfgrass growth and development, identification, adaptation and use, and establishment and renovation. Ecological and cultural factors that influence turfgrass production are covered. Emphasis is placed on the development of practical turf cultural programs that are effective, resource efficient, and environmentally sensitive.

**Lecture Schedule:** 10:00 - 10:50 MWF 152 Dorman

**Lab Schedule:** 1:00 - 2:50 or 3:00 - 4:50 M 152 Dorman, or 104 Greenhouse; however, locations will vary (will be announced in lecture on the day of lab) and many labs will be held outside so dress accordingly.

**Required Text:** **Turfgrass Management.** A. J. Turgeon, 9<sup>th</sup> edition. A very easy to follow book that encompasses all aspects of turfgrass management. This book will be a valuable reference for turfgrass managers.

**Examinations and Grading:** A grade of 94 (96 for grad students) or better prior to the final exam will exempt the student from the final exam and will result in an 'A' grade for the class. Because the final exam is comprehensive, if you score a 75% or better on the final, you can replace your lowest exam score with the percentage earned on the final exam. **Your final grade is final!**

### Grading

Items	Points	Undergraduate	Graduate
3 'mid-term exams'	300	90 - 100 A	93 - 100 A
Final Exam	100	80 - 89 B	85 - 92 B
Quizzes Lecture and lab	220	70 - 79 C	77 - 84 C
Homework/projects	150	60 - 69 D	70 - 77 D
Approx. total	775	< 60 F	< 70 F

**Class Attendance:** Class attendance is outlined in the student handbook. Excusable absences (class trips, etc.) must be approved in writing prior to the class missed. Regular attendance will be 'encouraged' with quizzes. **REGULAR ATTENDANCE WILL RESULT IN A BETTER GRADE!**

**Cell Phone Policy:** Cell phones are to be left turned off (not vibrate, not silent) in your bags or your car. Cell phones may not be used as calculators or clocks in class (or lab) or during exams.

**Academic Misconduct:** Academic misconduct of any form (cheating, plagiarism, forgery, etc.) can result in serious consequences. Penalties may be as severe as receiving a grade of 'F' in this course, suspension, and/or possible expulsion. Faculty members and students are responsible for reporting cases of academic misconduct. See: <http://www.msstate.edu/dept/audit/1207A.html>

**Honor Code:** Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. *For additional information please visit: <http://www.msstate.edu/dept/audit/PDF/1207.pdf> "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

**Make-up Exams:** All exams must be taken at the scheduled time. Exceptions will be granted in accordance with university policy only.

### **Schedule of Topics**

**This schedule is subject to change due to weather and progression through the material.**

#### **Topic Reading**

Introduction/History/Terminology Ch. 1

Adaptation/Morphology/Growth and Development Ch. 2

Warm-Season Grasses Ch. 3

Cool-Season Grasses Ch. 3

#### **EXAM 1**

Soils Ch. 4

Nutrition Ch. 5

Water Management/Irrigation Ch. 5

Establishment Ch. 8

Greens Establishment Ch. 8

Renovation Ch. 8

**EXAM 2**

Pesticides Ch. 7

Weed Control Ch. 7

Miscellaneous Chemicals Ch. 7

Insects Ch. 7

Diseases Ch. 7

**EXAM 3**

Mowing Ch. 5

Cultural Practices Ch. 6

Overseeding Ch. 8

Plant Growth Regulators Ch. 6

**FINAL EXAM**

**Tentative Laboratory Schedule**

**Week Topic**

August 26	Morphology Characteristics and ID
Sept 2	No Lab Labor Day
Sept 9	GH Study/Turfgrass/Weed ID
Sept 16	Exam 1
Sept 23	Turfgrass and Weed ID
Sept 30	Turfgrass and Weed ID
Oct 7	Renovation – Overseeding
Oct 14	Turfgrass ID quiz / Seed ID
Oct 21	Visit MSU GC or Starkville CC
Oct 28	Spreader Calibration
Nov 4	Sprayer Calibration
Nov 11	TBD
Nov 18	Calibration/Application quiz
Nov 25	Plant and Weed ID quiz Circle of Death

**IMPORTANT DATES**

Sep 2 Holiday—no class

**Sep 19 Exam 1**

Sep 30 Last day to drop with a W grade

**Oct 18 Exam 2**

**Nov 15 Exam 3**

Nov 27 & 29—no class. Give thanks!

**Dec 6 Final exam (8-11)**

## **[Proposed] Syllabus for PSS 4413 Turfgrass Management**

**Instructor:** Dr. Barry Stewart (brs40@msstate.edu)

**Office:** 356 Dorman Hall

**Phone:** 325-2725

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**Lecture Schedule:** 10:00 - 10:50 MWF 152 Dorman

**Required Text: Turfgrass Management.** A. J. Turgeon, 9<sup>th</sup> edition. A very easy to follow book that encompasses all aspects of turfgrass management. This book will be a valuable reference for turfgrass managers.

**Examinations and Grading:** A grade of 94 (96 for grad students) or better prior to the final exam will exempt the student from the final exam and will result in an 'A' grade for the class. Because the final exam is comprehensive, if you score a 75% or better on the final, you can replace your lowest exam score with the percentage earned on the final exam. **Your final grade is final!**

Activity	Points UG	Points Grad	Undergraduate	Graduate
2 "mid-term" exams	300	300	90-100% A	93-100% A
Final exam	150	113	80-89 B	85-92 B
Quizzes	113	75	70-79 C	77-84 C
Homework/projects	188	150	60-69 D	70-77 D
Grad project		113	< 60 F	< 70 F
	Approx 750 pts	Approx 750 pts		

**Class Attendance:** Class attendance is outlined in the student handbook. Excusable absences (class trips, etc.) must be approved in writing prior to the class missed. Regular attendance will be 'encouraged' with quizzes. **REGULAR ATTENDANCE WILL RESULT IN A BETTER GRADE!**

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receiving a grade of 'F' in this course, suspension, and/or possible expulsion. Faculty members and students are responsible for reporting cases of academic misconduct. See: <http://www.msstate.edu/dept/audit/1207A.html>

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**Make-up Exams:** All exams must be taken at the scheduled time. Exceptions will be granted in accordance with university policy only.

## Schedule of Topics

This schedule is subject to change due to progression through the material.

Topic	Lectures on topic
Class organization and Introduction	1
Review of turfgrass species and characteristics	2
Propagation of Turfgrass Species	2
Intensity of Management	1
Mowing and mowing strategies	3
Advanced Soils for turfgrass managers	1
Fertilizers, and the development of fertility programs	3
Vertical Mowing, Aerification, and other cultural practices	3
Weed control and weed control programs	3
Insect Management and Control	3
Disease Management and Control	3
Integrated Pest Management Principles	2
Plant Growth Regulators – where, when, how	3
Development of Comprehensive Management programs	3
Site Specific Management programs for greens, tees, fairways	3
Wetings Agents and other surfactants	2
Overseeding and Turf Colorents	2
Painting	1
Sustainable Turfgrass Management	3
Graduate student oral presentations	1

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Arts and Sciences      Department: Classical and Modern Languages & Lit

Contact Person: Sally Hatch Gray      Mail Stop 9517      E-mail: sgray@fl.msstate.edu

Nature of Change: Add      Date Initiated: Jan. 31, 2014      Effective Date: Jan. 1, 2015

Current Listing in Catalog: N/A


Symbol	Number	Title	Credit Hours
Current Catalog Description: N/A			( )

New or Modified Listing for Catalog:

Symbol	Number	Title	Credit Hours
FLG	4533	Art, Politics, & Propaganda	( 3 )

New or Modified Catalog Description: (Prerequisite: FLG 2143 or the equivalent or consent of the instructor). Three hours lecture. A study of the inter-connections of German aesthetics, artistic movements, and political theory from the age of Enlightenment through the 20<sup>th</sup> Century.

Approved:

  
Department Head

  
Chair, College or School Curriculum Committee

  
Dean of College or School

Date:

1/31/14

2/20/14

2-28-14

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

## PROPOSED COURSE ADDITION

### 1. Catalog Description

**FLG 4533/6533 Art, Politics, & Propaganda (3)** (Prerequisite: FLG 2143 or the equivalent or consent of the instructor) Three hours lecture. A study of the inter-connections of German aesthetics, artistic movements, and political theory from the age of Enlightenment through the 20<sup>th</sup> Century.

### 2. Detailed Course Outline

*The total is 45 contact hours including the final exam.*

#### I. Introduction: An Ancient Perspective (4.5)

- A. The Good Life (1.5)  
Plato's *Republic* Book 1
- B. The Cave Metaphor: What is Reality? (1.5)  
Plato's *Republic* Book 7
- C. Art must be Useful: Throw the Poets Out! (1.5)  
Plato's *Republic* Book 10

#### II. Introduction to the Age of Enlightenment (3)

Kant, "Was ist Aufklärung"

#### III. A New Idea of Fine Art: That which is Complete in Itself (3)

Moritz „Versuch einer Vereinigung aller schönen Künste und Wissenschaften unter dem Begriff des in sich selbst Vollendeten“

#### IV. Kant's Aesthetics (3)

Kant, *Kritik der Urteilskraft* (Selections)

#### V. Schiller's Thoughts on Kant's Aesthetics: On Beauty and the Polity (6)

- A. What Kant got wrong: Art and Technical Writing (1.5)  
Schiller, *Über die Ästhetische Erziehung des Menschen* (Briefe 1-5)
- B. The Problem of Specialization in Modern Society (1.5)  
Schiller *Über die Ästhetische Erziehung des Menschen* (Briefe 6-9)
- C. On Aesthetical versus Political Freedom (3)  
Schiller, *Über die Ästhetische Erziehung des Menschen* (Briefe 23-25)  
Schiller, *Über die Ästhetische Erziehung des Menschen* (Briefe 26-29)  
(Undergrad essay due, Graduate students' short paper due)

#### IV. Review (1.5)

#### V. Midterm exam (1.5)

#### VI. Introduction to a 20th Century Perspective: On an Inherent Conflict between the Individual and the Society (3)

- A. Sigmund Freud, *Das Unbehagen in der Kultur* (I-II)
- B. Sigmund Freud, *Das Unbehagen in der Kultur* (II-III)

#### VII. Introduction: The Nazi Aesthetic (3)

Leni Riefenstahl, *Triumph des Willens* (Film viewing and discussion)

#### VIII. On Film, Reality, and the Nazi Aesthetic (7.5)

- A. Introduction to Benjamin's essay on Art in the Age of Technical Reproduction (1.5)  
Walter Benjamin, „Das Kunstwerk im Zeitalter seiner technischen Reproduzierbarkeit“ (Prolog, I-IV)
- B. How has photography and film changed art? (3)

- Benjamin, „Das Kunstwerk“ (V-IX)
- Benjamin, „Das Kunstwerk“ (X-XII)
- C. On the Astheticization of Politics (1.5)
- Benjamin, „Das Kunstwerk“ (XIII-XV, Nachwort)
- D. Making a Benjaminian Critique of *Kolberg* (1.5)
- Veit Harlan, *Kolberg* (Film viewing and discussion)

**IX. Hitlers „Entartete Kunst“(3)**

Student Oral Presentations of Art Works and Artists featured in Hitler’s “Degenerate Art” Exhibition

**X. Thoughts on Defining an Ahistorical Fascist Aesthetic (1.5)**

Critique of Susan Sontag’s essay „The Fascist Aesthetic“

**XI. Review (Undergraduate Essay due. Graduate students’ final paper due) (1.5)**

**XII. Final exam (3)**

**3. Method of Evaluation**

*Grade Breakdown Undergraduates (100%)*

- 30% Two essays
- 15% Oral presentation
- 10% Homework & weekly responses
- 15% Midterm
- 20% Final
- 10% Class Participation

*Grade Breakdown Graduates (100%)*

- 5% Participation and class preparation
- 10% Written responses
- 10% Short paper
- 10% Oral Presentation (leading class discussion)
- 30 % Final Paper (including the bibliography)
- 15% Midterm
- 20% Final

A = 90-100    B = 80-89    C = 70-79    D = 60-69    F = 59 or below

**Course Requirements:**

*Attendance & Class Participation:*

Language proficiency is acquired and maintained through daily practice. For this reason, regular attendance and active participation are essential. In order to prepare for discussions, students will be required on a regular basis to write brief synopses in German of the material assigned as homework. Student performance will be monitored on a daily basis and will be suitably evaluated. It is imperative that students come to class prepared and be ready and willing to actively discuss the texts, art, and films. Two absences will be granted during the semester, but each subsequent absence will result in an automatic reduction of participation grades. Exceptions can be made for students with an official excuse with written proof (e.g., serious illness, a death in the family, representing the university as an athlete, etc.). In case of absence, it is the student’s responsibility to find out what was covered in class. Late homework without an official

excuse will not be accepted. Together, participation and homework grades can affect final grades significantly!

*Presentations (undergraduates):*

Undergraduate students will be required to choose an artist from Hitler's "Degenerate Art" exhibit and give a 10-minute presentation in German on this person and their work. A brief biography would be in order, along with a presentation of some of the artist's work. All oral presentations must be submitted to the instructor one week before they are presented for corrections, and the corrections must be reflected in the final presentation. More details regarding the requirements for this assignment will be provided.

*Leading Discussion (graduates):*

Graduate students will be required to present the argument in a piece of secondary literature which they are reading for their final paper to the class. This presentation and following discussion will take place in German. Students will be evaluated on the content of their presentation and according to their ability to engage the class in an interesting and active dialogue based on the most important elements of the text, while keeping the discussion in the target language. Students must submit the article they are presenting to the instructor a week before the presentation.

*Weekly Written Responses:*

As a means of helping students to improve their written German and to help them to engage with the texts, they will be required each week to write a brief written response (half a page to a page) to one of the works that has been covered in class that week. The instructor will provide possible topics for responses. These responses will be due every week. Grammar will be corrected, and improvement is expected. As long as improvement is evident and careful attention to repeated mistakes is made, grades will be based solely on the content of the response.

*Essays (undergraduates):*

Undergraduates will be required to write two short, three to five page essay papers in German. Topics will be chosen with the help of the instructor. Papers are to present a clear thesis and analysis of a text. Papers should represent original work that goes beyond class discussions and should be grounded in students' own close readings of the texts. For the most part, it will be better to offer an in-depth analysis of a small problem than a general discussion of large, overarching issues. The first paper will be due before the midterm and the second due on the last day of class. More details regarding the requirements for these assignments will be provided.

*Graduate Student Papers:*

In order to be awarded graduate credit for this course, graduate students will be required to write a short paper of four to five pages in which they perform a close reading of a text. This will be due before the midterm. They are then to prepare a bibliography which will be due shortly after spring break. After reading secondary materials, graduate students will do a presentation on one of these readings. They will then write a final research paper of ten to twelve pages in German analyzing a text from one of the themes covered in the course. Topics will be discussed with the instructor. The final version of the paper will be due on the last day of class. Papers should demonstrate an ability to illuminate topics in an informative way as well as to develop a

student's own standpoint regarding a topic. Papers should show a familiarity with a certain range of primary and secondary sources as well as an ability to place one's own original argument within the larger scholarly discourse.

*Midterm and Final Exam:*

Written midterm and final: short answer, text identification, and essay questions.

#### **4. Justification & Learning Outcomes**

This course aims to refine language proficiency skills, including reading knowledge, written German, spoken German, and listening comprehension, while strengthening students' ability to analyze literary and philosophical texts and to think critically. Students will be expected to read the material in German, be able to summarize major themes in the target language in class, participate in class discussions, and complete a series of short writing assignments. Graduate students will be required, in addition, to write a ten to twelve-page research paper. Graduate students will learn to write a scholarly paper. All students will learn to express complex ideas in German, greatly increase their vocabulary, and gain substantial cultural understanding through the discussion of major, relevant literary, aesthetical, and political themes. The texts are challenging, but selections will be kept short, and students should be able to work with them with the help of a good dictionary, attentive reading and some patience. This course will be offered in the spring semester, so that students will have had the opportunity to take other literature courses in German in the fall before taking this course. Reading questions will be provided to guide students' reading. The course will be centered around themes regarding definitions of fine art, its meaning for humanity and ideas of human freedom, as well as its uses in politics. This course crosses genres, including philosophy, political treatises, essays on aesthetics, discussions of art movements, paintings, and film. The semester plan of this proposal, while very specific, is not meant to be exclusionary. The theme of this course could be taught with varied text, film, and art selections, while including ideas of art developed during the 18<sup>th</sup> century and following developments in the 19<sup>th</sup> and 20<sup>th</sup> centuries. Students will gain a broad understanding of the relationship between art theory, art movements and political movements in Germany. They will also learn to read and think critically, and should be able to use knowledge gained in this course to recognize aesthetics found in politics when they see it in other contexts.

This course has been taught twice as a special topics course, and was successful. Students have enjoyed it and found it to be enlightening. The German curriculum was updated in 2010 and many new courses were added. This work is ongoing. This course was experimental at that time and has been developed over the last five years. It is now ready to be a permanent part of our curriculum. While most of our majors begin at German I and take two years of courses at the literature level, our curriculum needs to have a enough courses for upper-level students to take three years of literature, and it needs more split-level undergraduate/graduate courses in the catalog at this time.

Course content is organized around the following course objectives:

- Students will increase their active and passive vocabulary in German.
- Through the analysis of texts, weekly writing assignments, essays, class discussion and tests, students will be able to demonstrate clear logical, critical thinking.

- Graduate student final papers and presentations will demonstrate familiarity with relevant secondary material and current academic work in the field.
- Undergraduate students will be able to express themselves in the written language. They will be required to write weekly responses to the reading and correct their grammar. In the end, they will be able to write more clearly and accurately in German.
- Graduate students will be required to write the weekly responses, write a short 4-5 page paper detailing a close reading of a text, prepare a bibliography, read secondary materials, and write a final research paper. Thus they will learn the process of academic work and learn how to do research in this field.
- Graduate students will gain professional experience leading an interactive class discussion of advanced undergraduates.
- Students will increase their ability to express themselves orally in German through participation in class discussions. Each will be required to lead class discussion once per semester.
- Students' listening comprehension of spoken German will improve.
- Students will acquire some competence in major philosophical issues and artistic movements and become familiar with a variety of German authors, both widely known and lesser-known.
- Students will gain vital cultural understanding by reading philosophical and literary texts reflective of German-speaking people, many of which are being commonly read and referred to throughout the German-speaking lands.

## **5. Academic Misconduct**

### *Honor Code*

Students are reminded to abide by the MSU Honor Code. Cheating or plagiarism will not be tolerated and will be dealt with according to university policy. A full text of the Mississippi State Honor Code may be found at <http://students.msstate.edu/honorcode/>. Students are responsible for knowing this information. The Mississippi State Honor Code Oath states: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." I will pass this out in class for you to sign.

All assignments must represent students' own work. While students are encouraged to form study groups with classmates and discuss the content of papers and presentations with other students in the course and with me, assistance from anyone outside the class may be considered unauthorized aid. If students have any questions about this, they should feel free to discuss it with the instructor.

## **6. Target Audience**

Any student who has completed German IV or the equivalent, or who has the consent of the instructor, i.e. can speak, read and write in German, may take this class. The German curriculum must have advanced courses on a three-year rotation so that international business students coming back from study abroad in their fifth year may take new courses. We have two professors of German and can only offer two advanced-level courses per semester. Our majors must take all of these. If they are not completing their advanced German study in two years, then we need to have courses for these students to take as well.

**7. Support**

Current CMLL Department staff and MSU library holdings and electronic journals are adequate to support this course. A letter of support has been provided by the CMLL Curriculum Committee Co-Chair, Mark Clark.

**8. Instructor of Record**

Dr. Sally Hatch Gray. Alternate instructor, Dr. Edward Potter

**9. Graduate Student Requirements**

Graduate students in this course will be expected to undertake an independent research project and to submit a final paper of ten to twelve pages in German detailing the results of their findings. In preparation, graduate students will be asked to write a short four to five page paper analyzing a specific aspect of a text, give an oral presentation on secondary source that they will be using for their final paper in which they summarize the author's argument and evaluate that argument. They will prepare a bibliography. The final paper must demonstrate the student's ability to illuminate the topic in an informative way, as well as to develop an independent standpoint regarding the topic. The paper must demonstrate a familiarity with a certain range of primary and secondary sources, as well as the student's ability to place an original argument within the larger framework of scholarly discourse on the topic. All assignments must be completed in German. Graduate students will be held to a higher standard than undergraduate students in the course.

**10. Planned frequency**

The course will be offered once every three years in the spring semester.

**11. Explanation of any duplication**

There is no duplication with any existing course.

**12. Method of instruction code**

Method of Instruction: C

**13. Method of delivery code**

Method of Delivery: F

**14. Proposed C.I.P. number**

16.0501

**15. Proposed 24 character abbreviations**

Art, Politics, & Propaganda

**16. Proposed Semester Effective**

Spring 2015

**17. Other appropriate information**

Recommended texts and other materials for discussion (included in #4. Detailed course outline):



Plato's *Republic*

Immanuel Kant, "Was ist Aufklärung"

Karl Philipp Moritz „Versuch einer Vereinigung aller schönen Künste und Wissenschaften unter dem Begriff des in sich selbst Vollendeten“

Immanuel Kant, *Kritik der Urteilskraft*

Friedrich Schiller *Über die Ästhetische Erziehung des Menschen*

Sigmund Freud, *Das Unbehagen in der Kultur*

Leni Riefenstahl, *Triumph des Willens*

Walter Benjamin, „Das Kunstwerk im Zeitalter seiner technischen Reproduzierbarkeit“

Veit Harlan, *Kolberg*

Works of Art featured in Adolf Hitler's "Degenerate Art" Exhibition

Susan Sontag „The Fascist Aesthetic“

**18. Proposal contact person:**

Dr. Sally Hatch Gray, Associate Professor of German

Department of Classical & Modern Languages and Literatures

Email: [sgray@fl.msstate.edu](mailto:sgray@fl.msstate.edu)



# MISSISSIPPI STATE UNIVERSITY

Classical & Modern Languages and Literatures  
P.O. Box FL • Mississippi State, MS 39762-5720  
Phone: (662) 325-3480 • Fax: (662) 325-8209

January 31, 2014

To: The Arts and Sciences Committee on Courses and Curricula

From: Mark Clark, Associate Professor of Classics  
Co-Chair, Classical and Modern Languages & Literature Curriculum Committee

As Co-Chair of the Curriculum Committee in the Department of Classical and Modern Languages & Literature, I am writing in support of the addition of adding "Art, Politics and Propaganda" (FLG 4533) to the curriculum in German. As stated in the proposal, the German section needs to add this course so that students may take advanced-level literature courses over three years without repetition. The content of the course is also an excellent addition to the German program. The course has been taught twice successfully as a special topics course, and we are ready to add it to the course catalog. The Classical and Modern Languages & Literature curriculum committee has voted unanimously in favor of this proposal.

Thank you for your consideration of this course addition.

Dr. Mark Clark, Associate Professor of Classics

Dr. Sally Hatch Gray, Associate Professor of German

Dr. Keith Moser, Assistant Professor of French

Dr. Sol Peláez, Assistant Professor of Spanish

**APPROVAL FORM FOR  
COURSES  
MISSISSIPPI STATE UNIVERSITY**

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

**College or School:** A&S                      **Department:** History

**Contact Person:** Judith Ridner              **Mail Stop:** 9707

**E-mail:** jridner@history.msstate.edu

**Nature of Change:** ADD              **Date Initiated:** Dec 1, 2013      **Effective Date:** Fall 2014

**Current Listing in Catalog:**  
Symbol      Number      Title

**Credit Hours**  
(      )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
HI	4343	Immigration and Ethnicity in the US	( 3 )

**New or Modified Catalog Description:**

A history of American immigration from the colonial period to the present day. Outlines immigration patterns, policies, and the immigrant experience.

**Approved:** 

**Date:** 2/20/14

Chair

**Department Head**

12/3/13

Dept. Head

**Chair, College or School Curriculum Committee**

2-28-14

  
**Dean of College or School**

**Chair, University Committee on Courses and Curricula**

**Chair, Graduate Council (if applicable)**

**Chair, Deans Council**

## **Proposal for Course Addition**

HI 4343: Immigration and Ethnicity in the US

### **1. Catalog Description**

HI 4343. Immigration and Ethnicity in the US. (3). (Prerequisite: Completion of any 1000-level history course). Three hours lecture. A history of American immigration from the colonial period to the present day. Outlines immigration patterns, policies, and the immigrant experience.

### **2. Detailed Course Outline**

*Note: this course will meet twice per week for 1 1/4 hours per lecture*

CONTENT (C) Lecture

Part I -- Where Do We Stand Today?

#### Immigration Since 1965

- |  |          |
|--|----------|
| 1. Today's "New" Immigrants: Who They Are; Why They Come;<br>Where They Live and Work. | 2.5 hrs. |
| 2. Today's Immigrants: A Case Study of Latino Immigrants<br>in the South               | 2.5 hrs  |
| 3. Issues Pertaining to & Experiences of the "Undocumented"                            | 2.5 hrs  |
| 4. The Recent Politics of Immigration Reform and Restriction                           | 2.5 hrs  |

Part II -- Setting Today's Patterns in Context of the Past

#### Colonial America (1607-1776)

- |   |         |
|---|---------|
| 5. European Colonists Arrive (English, German, Scots, Irish):<br>Both Free and Indentured | 2.5 hrs |
| 6. Enslaved African "Immigrants": Their Experiences                                       | 2.5 hrs |

#### The Early Republic / Antebellum America (1787-1860s)

- |   |          |
|---|----------|
| 7. Immigrants, Ethnic Politics, and American National Identity        | 2.5 hrs. |
| 8. Irish Famine Immigrants: A Case Study of the Irish<br>in the South | 2.5 hrs. |
| 9. Anti-Immigrant / Nativist Backlash at Mid-Century                  | 2.5 hrs. |

#### The Industrial Age (1870-1924)

- |   |          |
|---|----------|
| 10. The First "New" Immigrant Groups (Italians, Russian Jews) Arrive:<br>Issues of Assimilation | 2.5 hrs. |
| 11. Fears of Asian Immigrants: Case Study of the Chinese  | 2.5 hrs. |
| 12. First Legal Restrictions: The Chinese Exclusion Act and its<br>Ramifications                | 2.5 hrs. |
| 13. Administering Immigration: Ellis Island and Angel Island                                    | 2.5 hrs. |
| 14. Restrictions at their Zenith: National Origins Act  | 2.5 hrs. |

Part III -- Coming Full Circle: Back to the Twentieth and Twenty-First Century

#### The 1920s and Beyond

- |  |          |
|--|----------|
| 15. Implications of the National Origins Act                     | 2.5 hrs. |
| 16. Immigration Reform in the 1960s: Setting the Stage for Today | 2.5 hrs. |

17. Discussion / Presentation of Family History Research Projects	2.5 hrs.
Final Exam	2.5 hrs.

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Total Contact Hours	45 hrs.
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#### CLASS TEXTS

- Thomas Dublin, ed., *Immigrant Voices: New Lives in America, 1773-1986* (Champagne-Urbana: University of Illinois Press, 1993) (a collection of first-person immigrant narratives)
- David Gleeson, *The Irish in the South, 1815-77* (Chapel Hill: University of North Carolina Press, 2000)
- Erika Lee, *At America's Gates: Chinese Immigration During the Exclusion Era, 1882-1943* (Chapel Hill: University of North Carolina Press, 2007).
- Helen Marrow, *New Destination Dreaming: Immigration, Race, and Legal Status in the Rural American South* (Palo Alto: Stanford University Press, 2011)

### 3. Method of Evaluation

#### ASSIGNMENTS (HI 4343)

#### GRADE BREAKDOWN

Take-Home Essay 1	20%
Take-Home Essay 2	20%
Family History Research Paper (term paper)	25%
In-Class and Take-Home Response Writings	15%
In-Class Final Exam	20%

#### GRADING SCALE:

- A = 90-100 %
- B = 80-89 %
- C = 70-79 %
- D = 60-69 %
- F = 59 % and below.

#### CRITERIA FOR EVALUATION:

##### Take-Home Essays (2 @ 20%):

- Take Home Essay 1 -- Students will respond to a prompt distributed by the instructor with a 4-5 page essay (approximately 1200-1500 word). The prompt will address themes discussed in lectures and readings for the first five weeks of class. In their essays, students must cite evidence from relevant assigned readings; no additional research is required.
- Take Home Essay 2 -- Students will respond to a prompt distributed by the instructor with a 4-5 page essay (approximately 1200 word). The prompt will address themes discussed in lectures and readings for the second five weeks of class. In their essays, students must cite evidence from relevant assigned readings; no additional research is required.

##### Term Paper (25%)

- Family History Research Paper -- Students will also research and write a family history research paper (term paper) of approximately 9-10 pages (2700-3000 words). Unlike

the previous take-home essays that required no additional research, this paper asks students to:

- ✓ conduct original research into the stories their family tells about its history as Americans, and especially their family's immigrant / ancestral / ethnic / racial backgrounds via an interview they will conduct with one of their family members.
- ✓ then, students will analyze those stories using library research to gather scholarly sources (books/journal articles) that will historicize their family's past.

Students will develop the ideas and bibliography for their papers in consultation with the instructor.

Response Writings (15%) -- *\*\* these will be written both inside and outside of class*

- Response Writings / Quizzes -- As a way to encourage completion of the reading assignments and foster class participation, as well as to encourage preparatory thinking for the take-home essays and final, students will complete approximately ten response writings / quizzes on the assigned course readings over the semester (not quite once per week). These assignments will vary in scope and content. Some will be given as take-home assignments; they will ask students to answer specific short-answer questions about the readings. Others will ask students to respond in class to a posted question or prompt on the assigned readings. All of these writings will be short, 1-2 page writings (no more than 300-500 words). The response writing with the lowest grade will be dropped at the end of the semester.

In-Class Final Exam (20%):

- Final Exam -- Students will also complete an in-class, essay based final exam. This comprehensive exam will consist of essay prompt[s] and short-answer questions. It will ask students to reflect back over a semester's worth of course materials. It will require no additional reading or research.

#### **4. Justification & Learning Outcome**

Justification:

This course adds a new and important topic to the History Department's curriculum. Immigration and ethnic history is a long-standing field in the discipline. Yet because of the dramatic recent surge in immigration that began during the 1980s and just recently hit its peak, the field has gained new scholarly momentum. Particularly as new waves of Asian and Latin American immigrants continue to change the face of America (including the South), historians are among the vanguard of scholars studying the patterns of their migrations, their multiple impacts on the US, and their experiences as newcomers.

Introducing this topic into the history curriculum is especially timely as well. As Congress and the President debate comprehensive immigration reform, immigration has become one of the most hotly contested political issues of our time, one being discussed at the national, state, and local levels. More important to students at Mississippi State, the recent controversy over Alabama's restrictive immigration law, as well as a push to enact a similar statute in Mississippi, has brought the divisive politics of immigration home to the Deep South in ways not seen before. This course, in asking students to understand immigration in its various historic contexts and from the experience of immigrants themselves, will better enable them to navigate these political debates as informed citizens.

In sum, this course expands the history curriculum and addresses an especially timely topic that should be of interest to students.

Learning Outcomes:

By the end of the semester, students will be able to:

- Understand the continuities and changes shaping the historical patterns and policies of immigration and the immigrant experience from the colonial period to the present day.

- Analyze and evaluate scholarly writing and first-person narratives pertaining to the history of immigration and ethnicity and the experiences of immigrants in the US.
- Apply assigned course materials to the writing of historical essays.
- Research, analyze, and historicize their own family's history.

## **5. Academic Misconduct**

To discourage and identify plagiarism, students will submit all formal writing assignments (the take-home essays and the family history research paper) through the "Turnitin" feature of Blackboard Learn. In addition, the instructor will alter essay and response writing prompts each semester to discourage the duplication of the previous term's assignments. The instructor will give students verbal and written instruction on proper citation techniques in history, specifically use of the Chicago style, as well as the MSU Honor Code. Students will be required to sign the MSU Honor Code when submitting any formal written work.

## **6. Target Audience**

History majors are the obvious target audience. Yet the broad, survey nature of this course and the timeliness of its topic would also make it especially appropriate for students in Secondary Education, as well as undergraduates in Sociology, Anthropology, and African-American Studies.

## **7. Support**

The History Department has all the resources necessary to implement this course immediately.

Please see attached letters of support from:

Dr. Alan Marcus, Head, MSU History Department  
 Dr. Anne Marshall, Undergraduate Coordinator, MSU History Department  
 Dr. David May, Chair, Department of Sociology Undergraduate Curriculum Committee  
 Dr. Stephen Middleton, Head, MSU African-American Studies Department

## **8. Instructor of Record**

Because this course will not be offered at the graduate level, there is no need for an instructor of record.

## **9. Graduate Student Requirements**

Because this course will not be offered at the graduate level, there are no graduate requirements.

## **10. Planned Frequency**

This course will be offered every other fall semester beginning in Fall 2015.

## **11. Explanation of Any Duplication**

In its attention to issues of ethnicity and race and how these factors shaped the immigrant experience, this course complements those offered by other programs/departments at MSU, including Sociology and African-American Studies.

The Department of Sociology, for example, offers SO 2203 Racial and Cultural Minorities. This course (SO 2203), too, pays close attention to the history of immigrant minorities in the US. Yet it frames the topic in ways reflective of that discipline, including exploring theories of minority-group relations, analyzing the social and economic inequalities of minority groups, and assessing public policy. This (proposed) history course tackles similar material, but asks questions more reflective of history's disciplinary perspective. As such, the course puts great emphasis on issues of causality by focusing on how various historical and cultural contexts

influenced immigrants' decisions to leave their home countries and then shaped how Americans perceived and received them through time. The course also places a heavy premium on individual experience, focusing on how immigrants narrate their histories. In these ways, this proposed history course complements the existing course in Sociology.

Likewise, African-American Studies offers courses on African-American history (AAS 3013 and AAS 3023) and the Modern Civil Rights Movement (AAS 4373), all cross-listed in History. Focused as they are on questions of race as it pertains to the African-American experience, these courses raise the critically important issue of how race shaped American identity. A new course on immigration and the immigrant experience in US history (as proposed here) will thus expand and complement these courses by analyzing how ethnicity as well as race shaped definitions of whiteness in America and how, in turn, these evolving notions of whiteness determined which immigrant/ethnic groups enjoyed the privileges of that status and when. [For example, the course engages students in the scholarly discourse of how nineteenth-century Irish immigrants became white]. This (proposed) history course complements African-American Studies courses in another way by detailing how racial discrimination and racialized definitions of "others" were used throughout our nation's history to restrict and contain not only African-Americans, but also non-white immigrant groups such as the Chinese--or, more recently, Mexicans.

**12. Method of Instruction Code**

C / Lecture

**13. Method of Delivery**

F / Face to Face

**14. Proposed CIP number**

54.0102

**15. Proposed 24-Character Abbreviation**

Immigration Hist of US

**16. Proposed Semester Effective**

Fall 2014

**17. Other Appropriate Information**

none

**18. Proposal Contact Person**

Dr. Judith Ridner  
Department of History  
662-323-5147 (home)  
610-434-2498 (cell)  
jridner@history.msstate.edu





# MISSISSIPPI STATE UNIVERSITY™

Department of History  
P. O. Box H  
Mississippi State, MS 39762  
(662) 325-3604  
(662) 325-1139 (Fax)

September 9, 2013

To: Curriculum Committee

From: Alan I Marcus

Professor and Head

Letter in Support of course proposal, Immigration and Ethnicity in the US

It has often been said that America is a nation of immigrants, that every one in the United States came from some place else. While this may not be literally true—there were indigenous people here before the European onslaught—it does capture at least a facet of the nation's past. Most people came to the United States as outsiders, persons removed from their place of origin. While that event provided a sense of commonality, not all immigrant experiences were the same or even equivalent. There are many stories to tell and analyses to be undertaken.

Recently historians have begun to actively assert the agency of the immigrants. Rather than helpless travelers to a new world, scholars have been examining what kinds of skills and techniques immigrant and others used to mitigate an otherwise difficult passage. Also of note has been a reexamination of just how acculturating American culture has been. What remains of the immigrant experience? What was lost?

It is within the last context that ethnicity plays center stage. Ethnicity is an intellectual concept. Biology and memory are often involved, of course, but how persons identify themselves and with whom is a state of mind. And that state of mind has had and continues to have real ramifications.

Ridner's course proposal brings historical perspective to the mix. It tempers and explains the uniquenesses of the experiences as well as show how they may have changed over time. And it does so with sophistication and aplomb. It is an important course to offer at MSU.

I offer my unequivocal support.



# Mississippi State UNIVERSITY

Department of History  
P. O. Box H  
Mississippi State, MS 39762  
(662) 325-3604  
(662) 325-1139 (Fax)

University Committee on Courses and Curricula

Mail Stop 9638

Mississippi State, MS 39759

October 10, 2013

Dear UCCC:

On behalf of the Department of History Undergraduate Curriculum Committee, I write to offer support for the creation of HI 4343 Immigration and Ethnicity in the United States. One of the goals of history instructors is to link historical events and trends to the present and underscore their contemporary relevance for students. This course addresses a topic that is not only a defining historical concept for United States history, but also carries tremendous contemporary significance. In addition, the course also asks students to consider the experience of diverse groups of people, which is one of our department's pedagogical goals as well as one of our institutional effectiveness objectives. This course would be a very useful and important addition to our current offerings.

Sincerely,

Anne Marshall

Associate Professor of History

Undergraduate Coordinator

Dr. Christopher Snyder

Member, Undergraduate Committee

Dr. Matthew Lavine

Member, Undergraduate Committee

Dr. Judith Ridner

Member, Undergraduate Committee



**MISSISSIPPI STATE**  
**UNIVERSITY**



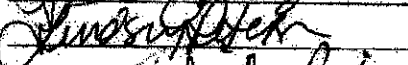
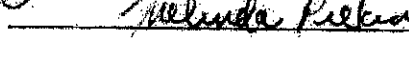

November 11, 2013

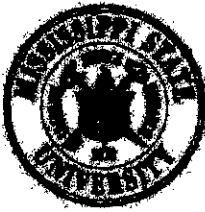
Dear Chair, University Committee on Courses and Curriculum,

Please accept this letter of support for the newly proposed course, HI 4343- Immigration and Ethnicity in the United States. We concur with that department that increasing the course offerings on the immigration and ethnicity is an important addition to the MSU curriculum. Additionally, as currently written, we do not believe that it encroaches on any course material that we deliver within our department. For these reasons, our departmental faculty is fully supportive of efforts of this course; in fact, the departmental faculty voted for approval of this course at our October 11, 2013 faculty meeting. Please contact David May, Chair of the Department of Sociology Undergraduate Curriculum Committee, if you have further questions.

Sincerely yours,

Department of Sociology Undergraduate Curriculum Committee

	Shannon Lane
	David May (chair)
	Ashley Perry
	Lindsey Peterson
	Melinda Pilkinton



**MISSISSIPPI STATE  
UNIVERSITY,**

*College of Arts & Sciences  
African American Studies*

---

September 9, 2013

To Whom It May Concern:

African American Studies has reviewed the outline for the proposed course HI 4343/6343 Immigration and Ethnicity in the US and considers it a complement to its curriculum. The proposed course will not conflict with the curriculum in AAS.

Respectfully,

A handwritten signature in black ink, appearing to read "Stephen Middleton".

Stephen Middleton, Director

**APPROVAL FORM FOR  
COURSES  
MISSISSIPPI STATE UNIVERSITY**

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Butler-Williams Building, Suit B, 100 Walker Road, Mail Stop 9699 (325-0831)

College or School: Arts & Sciences  
Contact Person: Mohammad Sepehrifar

Department: Mathematics and Statistics  
E-mail: ms1914@msstate.edu

Nature of Change: AOCE Approval

Date Initiated: 2/3/14

Effective Date: 8/19/14

**Current Listing in Catalog:**

Symbol	Number	Title
ST	8114	Statistical Methods

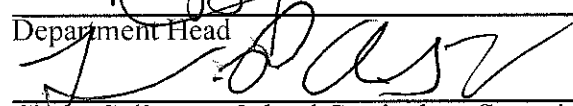
Credit Hours  
( 4 )


**Current Catalog Description:**

ST 8114 Statistical Methods: 4 hours. (Prerequisite: MA 1313). Three hours lecture. Two hours laboratory. Fall and Spring semesters. Descriptive statistics; sampling distributions; inferences for one and two populations; completely random, block, Latin square, split-plot designs; factorials; simple linear regression; chi-square tests.

Approved:

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Chair, College or School Curriculum Committee

  
\_\_\_\_\_  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

Date:

2/25/2014

2/28/14

2-28-14

## **COURSE PROPOSAL FOR CAMPUS 5**

### **1. CATALOG DESCRIPTION**

ST 8114 Statistical Methods: 4 hours. (Prerequisite: MA 1313). Three hours lecture. Two hours laboratory. Fall and Spring semesters. Descriptive statistics; sampling distributions; inferences for one and two populations; completely random, block, Latin square, split-plot designs; factorials; simple linear regression; chi-square tests.

### **2. JUSTIFICATION FOR AOCE OFFERING**

This distance learning course has been requested by the REC (Research and Extension Center) for off-campus MAFES and MSU Extension faculty, and would be of interest at other locations. The students are seeking advanced degrees in disciplines requiring this statistics course in their program of study. The course will be offered in our classrooms with internet connection, which will allow all students to view the lectures as well as material on the web. Having access to statistical software such as SAS is part of the requirements for this course. These graduate students will have access to this software thorough the MSU account. The lecture will be recorded and posted on the web by an IT officer for viewing at a later date.

### **3. LEARNING OUTCOMES**

The students will gain knowledge of the tools and techniques used in applied statistics. Students will be prepared to solve problems in research projects, to make decisions based on data, and to become critical readers of Statistical Analysis. In fact, this three- hour lecture along with the two- hour laboratory tries to connect Statistical Methods with Data Analysis.

### **4. DETAILED COURSE OUTLINE OF CAMPUS 1**

During the semester, there will be 47 in-class one-hour lectures along with 7 sessions of 2-hours for the lab sections. Chapters 1 through 15 will be covered in this course. Statistical methods will be stressed throughout the course and applications will be used to illustrate the concepts covered. Topics to be covered include:

Campus 1	Contact hours
I. Summarizing Data	<b>(6.5 hours)</b>
A. Descriptive Statistics	1.5
B. Measures of central tendency	2.5
C. Measures of variability	2.5
D. Lab #1 : Introduction to SAS	<b>(2 hours)</b>
II. Probability and Probability Distributions	<b>(8 hours)</b>
A. Distributions for Discrete Random Variables	2
B. Distributions for Continuous Random Variables	2
C. The Normal Distribution	2.5
D. Normal Approximation	1.5
E. Lab #2: Outlier detection	<b>(2 hours)</b>
III. Analyzing Data, Interpreting the Analyses, and Communicating	<b>(9.5 hours)</b>
A. Inferences about mean for a Normal Population	3
B. Inferences about $\mu_1 - \mu_2$ : Independent Samples	3
C. Estimation and Tests for a Population Variance	1.5
D. A Statistical Test about More Than Two Population Means: ANOVA	2
E. Lab#3: Graphical Methods for one Variable	<b>(2 hours)</b>
IV. Categorical Data	<b>(7.5 hours)</b>
A. Inferences about a Population Proportion $p$	2.5
B. Difference between Two Population Proportions, $p_1 - p_2$	2.5
C. Contingency Table	2.5
D. Lab#4:The Normal Probability Distribution	<b>(2 hours)</b>
V. Linear Regression and Correlation	<b>(7.5 hours)</b>
A. Estimating Model Parameters	2.5

	B. Inferences about Regression Parameters	2.5
	C. Correlation	2.5
	D. Lab#5: Inference about One Population Parameter	(2 hours)
VI.	Completely Randomized Designs	(8 hours)
	A. Completely Randomized Design with a Single Factor	2
	B. Factorial Treatment Structure	2
	C. Comparisons of Treatment Means	2
	D. Blocked Designs, Latin Square Design, and Factorial Treatment Structure	2
	E. Lab#6: Inference about Two Populations Parameters	(2 hours)
	F. Lab#7: Completely Randomized Design- One-Way Class Analysis	(2 hours)
	<b>Total:</b>	<b>61 hours</b>

In addition, 3 contact hours will be allocated to the final exam.

## 5. DETAILED COURSE OUTLINE OF CAMPUS 5

The same material will be covered in both Campus 1 and Campus 5 courses. During the semester, there will be 40 lectures of one hour along with 7 sessions of two hours for the lab sections. The lectures will be delivered to remote sites during the regular class period using the AOCE distance learning facilities at either MSU or the ERDC Graduate Institute. The students may submit their homework by either email or FAX. All major tests are held on campus and students must take these exams including the final exam (during the scheduled time) on campus. In a special situation, the instructor may accommodate tests at another time (morning or evening). The instructor may also assign a proctor in case the student has a valid excuse not to take tests on campus. The major topics in the course will be allocated the following contact hours.



Campus 5	Contact hours
I. Summarizing Data	<b>(6.5 hours)</b>
A. Descriptive Statistics	1.5
B. Measures of central tendency	2.5
C. Measures of variability	2.5
D. Lab #1 : Introduction to SAS	<b>(2 hours)</b>
II. Probability and Probability Distributions	<b>(8 hours)</b>
A. Distributions for Discrete Random Variables	2
B. Distributions for Continuous Random Variables	2
C. The Normal Distribution	2.5
D. Normal Approximation	1.5
E. Lab #2: Outlier detection	<b>(2 hours)</b>
III. Analyzing Data, Interpreting the Analyses, and Communicating	<b>(9.5 hours)</b>
A. Inferences about mean for a Normal Population	3
B. Inferences about $\mu_1 - \mu_2$ : Independent Samples	3
C. Estimation and Tests for a Population Variance	1.5
D. A Statistical Test about More Than Two Population Means: ANOVA	2
E. Lab#3: Graphical Methods for one Variable	<b>(2 hours)</b>
IV. Categorical Data	<b>(7.5 hours)</b>
A. Inferences about a Population Proportion $p$	2.5
B. Difference between Two Population Proportions, $p_1 - p_2$	2.5
C. Contingency Table	2.5
D. Lab#4: The Normal Probability Distribution	<b>(2 hours)</b>
V. Linear Regression and Correlation	<b>(7.5 hours)</b>
A. Estimating Model Parameters	2.5

B. Inferences about Regression Parameters	2.5
C. Correlation	2.5
D. Lab#5: Inference about One Population Parameter	(2 hours)
VI. Completely Randomized Designs	(8 hours)
A. Completely Randomized Design with a Single Factor	2
B. Factorial Treatment Structure	2
C. Comparisons of Treatment Means	2
D. Blocked Designs, Latin Square Design, and Factorial Treatment Structure	2
E. Lab#6: Inference about Two Populations Parameters	(2 hours)
F. Lab#7: Completely Randomized Design- One-Way Class Analysis	(2 hours)
<b>Total:</b>	<b>61 hours</b>

In addition, 3 contact hours will be allocated to the final exam.

## 6. METHOD OF EVALUATION

There will be 15 homework assignments which will include both exercises exploring the statistical theory and the validity of the statistical model or statistical methods. Homework assignments will be given at one-week intervals during the semester. Three exams and the final examination must be taken on campus.

Grading will be based on the following.

3 major tests	45% (15% each)
Homework	25%
Final exam (a comprehensive test)	30%
Total	100%

Grading scale

A:	90- 100
B:	80- 89
C:	70-79
D:	60- 69
F:	0- 59

XF: failure due to academic dishonesty

## **7. ACADEMIC MISCONDUCT**

Mississippi State University has an approved Honor Code that applies to all students. Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students are required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements of the processes of the Honor Code. Distance learning students are expected to complete homework, computer assignments and tests honestly. Academic misconduct is any activity which may compromise the academic integrity of the University. Academic misconduct includes, but is not limited to, deceptive acts such as the following:

- Using unauthorized materials as an aid during an examination.
- Providing assistance to, or receiving assistance from, another person in any manner prohibited by the instructor.
- Possessing or providing an examination or assignment, or any part thereof, at any time or in any manner not authorized by the instructor.
- Taking a quiz, examination, or similar evaluated assignment for another person; or utilizing another person to take a quiz, examination, or similar assignment in place of oneself.
- Submitting any course materials or activities not the student's own, allowing such a submission to be made for oneself, making such a submission for another.

An incident in academic dishonesty can result in an XF for the course and can be as severe as expulsion for the university.

In order to prevent academic misconduct, the students' academic activities are monitored carefully.

- In-class and final exams will be newly created each semester. The exams will require the students to answer the open questions with writing the related mathematical proof; multiple-choice problems will be included.
- Additionally, weekly assignments will remade each year, limiting the ability of former students to assist current students.
- In-class and final exams will be proctored. These proctors will be chosen according the standard procedure for distance learning. Hard copies of the exams, with paid return envelopes, will be sent to the proctors in advance.
- All homework and projects will include problems which require students to submit the solution written in hand-writing. The hand-writing will be checked to determine if it matches the hand-writing on the exams.

## **8. TARGET AUDIENCE**

This course is intended to prepare the off-campus MAFES and MSU Extension faculty to use statistical methods for analyzing data in many different fields of study.

## **9. METHOD OF INSTRUCTION C**

## **10. METHOD OF DELIVERY O**

The AOCE course will be delivered over interactive video during lecture hours with the lectures posted on the web.

## **11. DELIVERY STATEMENT**

This AOCE course will not violate the Provost's policies on Campus 5 offerings.

## **12. Letter of support from the Department of Mathematics and Statistics**

### **B. SPECIAL NOTES**

#### **1. CROSS-LISTING**

This course is not cross-listed with any other departments

#### **2. EFFECTIVE DATE**

Fall, 2014

#### **3. EFFECT ON OTHER COURSES**

This distance learning course is not requirement for any other department

#### **4. CONTACT PERSON**

Mohammad Sepehrifar, 662-325-7145, msepehrifar@math.msstate.edu



INDUSTRIAL & SYSTEMS ENGINEERING

DEPARTMENT OF INDUSTRIAL & SYSTEMS ENGINEERING  
260 McCain Engineering Building  
Post Office Box 9542  
Mississippi State, MS 39762  
Phone: 662.325.3865 Fax: 662.625.7618  
<http://www.ise.msstate.edu>

November 22, 2013

To whomever it may concern:

The faculty of the Department of Industrial & Systems Engineering endorse the proposed changes to the MBA – Business Administration program with a concentration in Project Management.

Sincerely,

A handwritten signature in cursive script, appearing to read "John M. Usher".

John M. Usher, Ph.D., P.E.  
Professor and Head

A handwritten signature in cursive script, appearing to read "Linkan Bian".

Linkan Bian, Ph.D.

A handwritten signature in cursive script, appearing to read "Stan Bullington".

Stan Bullington, Ph.D., P.E.

A handwritten signature in cursive script, appearing to read "Kari Babski-Reeves".

Kari Babski-Reeves, Ph.D.

A handwritten signature in cursive script, appearing to read "Burak Eksioglu".

Burak Eksioglu, Ph.D.

A handwritten signature in cursive script, appearing to read "Sandra Eksioglu".

Sandra Eksioglu, Ph.D.

A handwritten signature in cursive script, appearing to read "Allen Greenwood".

Allen Greenwood, Ph.D., P.E.

A handwritten signature in cursive script, appearing to read "Mengqi Hu".

Mengqi Hu, Ph.D.

A handwritten signature in cursive script, appearing to read "Hugh Medal".

Hugh Medal, Ph.D.

A handwritten signature in cursive script, appearing to read "Lesley Strawderman".

Lesley Strawderman, Ph.D., P.E.

## Rebecca Long - Re: MBA course modifications

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**From:** Steve Turner  
**To:** Long, Rebecca  
**Date:** 11/21/2013 12:40 PM  
**Subject:** Re: MBA course modifications  
**CC:** Barnett, Barry; Garner, Donna

---

Rebecca:

The Department of Agricultural Economics has no objections to the changes proposed in ACC 8112 which will become ACC 8113. Please let me know if this message is sufficient for your records. Thanks.

steve

>>> Rebecca Long 11/20/2013 2:39 PM >>>  
Good afternoon, Steve -

We in the College of Business are currently in the midst of a strategic realignment of our MBA program and, as part of that process, will be increasing the earned credit associated with three of the program's required courses. One of these courses, ACC 8112 (required in the MABM) will become ACC 8113 thus increasing the number of core hours earned by MABM students from 14 to 15.

**M.A.B.M. Core**—The core portion of the program consists of 14 hours of coursework.

ACC 8112 Financial Statement and Management Accounting Report Analysis for Decision Making

AEC 6530 Agribusiness Internship

AIS 8203 Advanced Communication in Agricultural Information Sciences

FIN 8113 Corporate Finance

MKT 8153 Marketing Management

We would appreciate a letter (I believe an email is sufficient in this case) from you indicating that your faculty has no objections to these course modifications. Please let me know if you have any questions at all.

Thank you -

*Rebecca G. Long, Ph.D.*  
Director of Graduate Studies  
College of Business  
Mississippi State University  
P.O. Box 5288  
Mississippi State, MS 39762  
662.325.1891



# Mississippi State UNIVERSITY MERIDIAN CAMPUS

1000 Highway 19 North • Meridian, MS 39307-5799

The division head and the faculty members in the business division of the Meridian campus, by signing below, are indicating their support for the modification of ACC 8112, BIS 8112, BL 8112, and MGT 8112 into a three-hour courses. This change is fully consistent with the proposed changes in the overall MBA program and should be beneficial to students. The change will also make scheduling of classes easier for the departments.

William W. Hill, II

12/4/13  
Date

Kevin L. Ennis

12/4/13  
Date

Natasha Wilkins Randle

12/4/13  
Date

Harold White

12/4/13  
Date

Seungjae Shin

12/4/13  
Date

Carlton C. Young

12/4/13  
Date

W. Paul Spurlin

12/5/13  
Date



# MISSISSIPPI STATE UNIVERSITY™

Richard C. Adkerson School of Accountancy  
College of Business

November 20, 2013

Dear Dr. Long:

The graduate faculty of the Adkerson School of Accountancy is very supportive of the change in ACC 8112 (Financial and Report Analysis for Decision Making) to ACC 8113 and the resultant change in the course from two to three credit hours. The course needs to be changed to allow ample time to present and reflect on significant topics of accounting.

Respectfully submitted,

Frances McNair  
Professor

Noel Addy  
Associate Professor

John Rigsby  
Associate Professor

Brian Carver  
Assistant Professor

Brad Trinkle  
Assistant Professor

Thomas Webb  
Assistant Professor

Marcia Watson  
Associate Professor

Charlene Henderson  
Assistant Professor

Spencer Usrey  
Assistant Professor

James Scheiner  
Professor







# MISSISSIPPI STATE UNIVERSITY™

Department of Marketing,  
Quantitative Analysis & Business Law  
College of Business

To: University Committee on Courses and Curricula

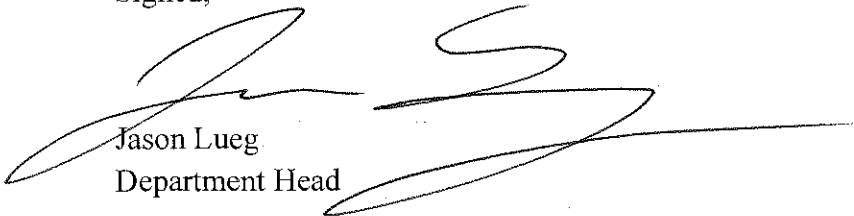
From: Department of Marketing, Quantitative Analysis, and Business Law  
College of Business

Date: December 4, 2013

Re: Proposed modification to BL 8112

The Department of Marketing, Quantitative Analysis, and Business Law has reviewed the proposal to modify BL 8112—Law, Ethics, and Dispute Resolution into BL 8113 (a three-hour course). By a unanimous vote of the faculty at our December 4, 2013 departmental faculty meeting we support this modification. This change is fully consistent with the proposed changes in the overall MBA program and should be beneficial to students. The change will also make scheduling of classes easier for the department. If you have any questions, or need any additional information, please feel free to contact me.

Signed,



Jason Lueg  
Department Head





# MISSISSIPPI STATE UNIVERSITY™

Department of Management and Information Systems  
College of Business

November 18, 2013

RE: Modification of MGT 8112 into a three-hour course.

The faculty members in Management, by signing below, are indicating their support for the modification of MGT 8112 into a single three-hour course. This change is fully consistent with the proposed changes in the overall MBA program and should be beneficial to students. The change will also make scheduling for classes easier for the department.

Tim Barnett, Department Head &  
Professor of Management

Jim Chrisman, Professor of Management

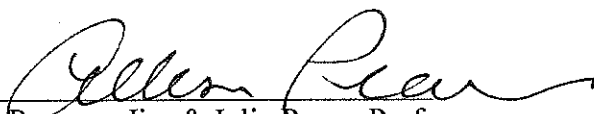
Josh Daspit, Assistant Professor of Management

Daniel Holt, Assistant Professor of Management

Rebecca Long, Associate Professor of Management

Laura Marler, Assistant Professor of Management





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Allison Pearson, Jim & Julia Rouse Professor  
of Management



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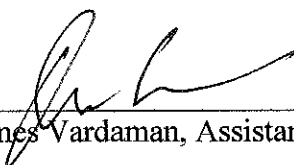
Christopher Penney, Assistant Professor of Management

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Barbara Spencer, Professor of Management

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Stephen Taylor, Professor of Management



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James Vardaman, Assistant Professor of Management

## Rebecca Long - Modification of MGT 8112

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**From:** Steve Taylor  
**To:** Rebecca Long  
**Date:** 12/5/2013 2:51 PM  
**Subject:** Modification of MGT 8112

---

Dr. Long,

I support the modification of MGT 8112 into a single three-hour course. This change is fully consistent with the proposed changes in the overall MBA program and should be beneficial to students. The change will also make scheduling for classes easier for the department.

Best regards,

G. Stephen Taylor, Ph.D.  
Executive Director, Center for Distance Education  
301 Memorial Hall  
Mississippi State University  
Mississippi State  
MS 39762

Phone: 662.325.0007  
<http://www.distance.msstate.edu>

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: **Business**

Department: **Accounting**

Contact Person: **Dr. Noel Addy**

Mail Stop: **9584**

E-mail: [noel.addy@business.msstate.edu](mailto:noel.addy@business.msstate.edu)

Nature of Change: **Modification**

Date Initiated: **Spring 2014**

Effective Date: **Fall 2015**

Current Listing in Catalog:

Symbol  
**ACC**

Number  
**8112**

Title  
**Fin & Acc Report Analysis**

Credit Hours  
**(2)**

Current Catalog Description:

(Prerequisites: ACC 8303 or equivalent). Two hours lecture. Analysis of financial statements and internal accounting reports to help management make decisions.

New or Modified Listing for Catalog:

Symbol  
**ACC**

Number  
**8213**

Title  
**Fin & Acc Report Analysis**

Credit Hours  
**(3)**

New or Modified Catalog Description:

(Prerequisites: ACC 2203 or equivalent). Three hours lecture. Analysis of financial statements and internal accounting reports to help management make decisions.

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: \_\_\_\_\_

2/26/2014

2-26-14

COURSE MODIFICATION PROPOSAL (Campus 1 and Campus 5)  
ACC 8112 to ACC 8213

1. CATALOG DESCRIPTION

A. Current Course Listing

ACC 8112. Fin & Acc Report Analysis. (Prerequisites: ACC 8303 or equivalent). Two hours lecture. Analysis of financial statements and internal accounting reports to help management make decisions.

B. New Course Listing

ACC 8213. Fin & Acc Report Analysis. (Prerequisites: ACC 2203 or equivalent). Three hours lecture. Analysis of financial statements and internal accounting reports to help management make decisions.

2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

The course content is being expanded from 2 to 3 credit hours, with an increase in contact hours from 30 to 45.

Please see the Detailed Course Outline for the Campus 1 and Campus 5 side-by-side comparison. The current course syllabus and the proposed new syllabus for the course are attached.

3. JUSTIFICATION

As part of the College of Business MBA Strategic plan to realign our MBA program, the Graduate Faculty of the College of Business decided to modify the content of ACC 8112, among other courses, and increase the earned credit from two (2) to three (3) credit hours. These changes will allow for more in-depth analysis and application and strengthen the skills of our students leading to better placement in the workforce. It does not necessitate a change to learning objectives, but should improve the learning outcomes since more contact hours will be spent on these areas.

4. LEARNING OUTCOMES

At the conclusion of the course you will be able to state the two uses of accounting. The two uses of accounting are (1) as a tool for helping evaluate best courses of action and (2) as a tool for evaluation or monitoring of what has already happened. The criteria we use for evaluating best courses of action is that the choice being made is better than the alternatives. We need expectations about the future for the choice being considered and the alternatives. Information that helps us develop expectations about the future can be different from information used to evaluate what has already happened.

5. ADDITIONAL INFORMATION

a. COURSE SYMBOL –No Change

b. COURSE NUMBER –

First Digit – No Change

Second and Third Digit – 21

Fourth Digit - Increase the hours from 2 credits to 3 credits (See Topic Outline chart for course content prior to and after the change. Course syllabi from prior and after the change, Campus 01 and Campus 5, are attached.

TOPIC OUTLINE				
Topic	Two (2) Credits	hours	Three (3) Credits	hours
Module One: Financial statement performance measures				
	Financial accounting cycle, and comparing operational and monitoring decisions.	2 contact hours (lecture, feedback, quizzes)	Financial accounting cycle, comparing operational and monitoring decisions, multiple performance measures, integrity of accounting information	5 contact hours (lecture, feedback, quizzes)
Module Two: Use of accounting in short-term operational decisions				
	Differential costs across short term operational decisions, emphasizing effects of cost structure decisions (CVP) on earnings volatility	3 contact hours (lecture, feedback, quizzes)	Differential costs across short term operational decisions, emphasizing (1) effects of cost structure decisions (CVP) on earnings volatility and (2) make-or-buy decisions	5 contact hours (lecture, feedback, quizzes)
Module Three: Use of accounting in long-term operational decisions				
	Planning capital projects where time makes a difference, so that interest rates are important.	3 contact hours (lecture, feedback, quizzes)	Planning capital projects where time makes a difference, so that interest rates are important (Net Present Value). Challenges in making forecasts, and challenges in using forecasts made by others	5 contact hours (lecture, feedback, quizzes)
Module Four: Use of accounting in management control decisions				
	Use of accounting in monitoring decisions.	3 contact hours (lecture, feedback, quizzes)	Use of accounting in monitoring decisions, including substituting organizations for market relationships.	5 contact hours (lecture, feedback, quizzes)
Exam 1: modules one through four.		2 contact hours		2 contact hours
Module Five: Financial statement analysis for external users				
	Developing a scheme for reading financial statements.	2 contact hours (lecture, feedback, quizzes)	Developing a scheme for reading financial statements. Alternative revenue recognition principles.	5 contact hours (lecture, feedback, quizzes)
Module Six: Use of accounting in investing decisions				
	Use of accounting in financial valuation models	3 contact hours (lecture, feedback, quizzes)	Use of accounting in multiple financial valuation models. Sensitivity analysis to assumptions	5 contact hours (lecture, feedback, quizzes)
Module Seven: Use of accounting in monitoring decisions				
	Use of accounting in monitoring by creditors and shareholders: debt covenants and CEO compensation plans.	3 contact hours (lecture, feedback, quizzes)	Design and application of accounting in monitoring by creditors and shareholders: debt covenants and CEO compensation plans.	4 contact hours (lecture, feedback, quizzes)
Exam 2: modules five through seven.		2 contact hours		2 contact hours



Project one: Financial statement analysis				
	Evaluate financial statements against benchmarks	2 hours project discussion and email feedback	Evaluate financial statements against multiple benchmarks	2 hours project discussion and email feedback
Project two: Valuation decision				
	Apply a valuation model that uses accounting information as the inputs	3 email project discussion and email feedback	Apply a valuation model that uses accounting information as the inputs	3 hours project discussion and email feedback
Project three: Monitoring decisions				
	Evaluate the use of financial information in CEO compensation plans.	2 hours project discussion and email feedback	Evaluate the use of financial information in CEO compensation plans.	2 hours, project discussion and email feedback
<b>Total hours</b>		<b>30</b>		<b>45</b>

#### 6. DETAILED COURSE OUTLINE OF CAMPUS 1 and CAMPUS 5

Please see the table below for the Campus 1 and Campus 5 side-by-side comparison. The new syllabi for Campus 1 and Campus 5 are attached.

TOPIC OUTLINE			
Topic	Content Area	(F) Face to face	(O) Online, Internet, Web based
Module One: Financial statement performance measures			
	Financial accounting cycle, comparing operational and monitoring decisions, multiple performance measures, integrity of accounting information	5 contact hours (lecture, feedback, quizzes)	5 contact hours (video lecture, email feedback, quizzes)
Module Two: Use of accounting in short-term operational decisions			
	Differential costs across short term operational decisions, emphasizing (1) effects of cost structure decisions (CVP) on earnings volatility and (2) make-or-buy decisions	5 contact hours (lecture, feedback quizzes)	5 contact hours (video lecture, email feedback, quizzes)
Module Three: Use of accounting in long-term operational decisions			
	Planning capital projects where time makes a difference, so that interest rates are important (Net Present Value). Challenges in making forecasts, and challenges in using forecasts made by others	5 contact hours (lecture, feedback quizzes)	5 contact hours (video lecture, email feedback, quizzes)
Module Four: Use of accounting in management control decisions			

	Use of accounting in monitoring decisions, including substituting organizations for market relationships.	5 contact hours (lecture, feedback, quizzes)	5 contact hours (video lecture, email feedback, quizzes)
Exam 1, covers modules one through four.		2 contact hours	2 contact hours
Module Five: Financial statement analysis for external users			
	Developing a scheme for reading financial statements. Alternative revenue recognition principles.	5 contact hours (lecture, feedback, quizzes)	5 contact hours (video lecture, email feedback, quizzes)
Module Six: Use of accounting in investing decisions			
	Use of accounting in multiple financial valuation models. Sensitivity analysis to assumptions	5 contact hours (lecture, feedback quizzes)	5 contact hours (video lecture, email feedback, quizzes)
Module Seven: Use of accounting in monitoring decisions			
	Design and application of accounting in monitoring by creditors and shareholders: debt covenants and CEO compensation plans.	4 contact hours (lecture, feedback, quizzes)	4 contact hours (video lecture, email feedback, quizzes)
Exam 2, covers modules five through seven.		3 contact hours	3 contact hours
Project one: Financial statement analysis			
	Evaluate financial statements against multiple benchmarks, or equivalent project	2 hours project discussion and feedback	2 hours project discussion and email feedback
Project two: Valuation decision			
	Apply a valuation model that uses accounting information as the inputs, or equivalent project	3 hours project discussion and feedback	3 hours project discussion and email feedback
Project three: Monitoring decisions			
	Evaluate the use of financial information in CEO compensation plans, or equivalent project	2 hours project discussion and feedback	2 hours, project discussion and email feedback
<b>Total hours</b>		<b>46</b>	<b>46</b>

## 7. METHOD OF EVALUATION

All methods of delivery reflect this percentage distribution of assessments:

Exam #1	25%
Exam #2	25%
Additional Work*	50%

\* Additional Work includes various individual assignments, quizzes, discussion participation, projects, and other individual involvement.

Grading scale (Both methods of delivery reflect this grading scale on a percentage basis):

A	90.0 – 100%
B	80.0 – 89.99%
C	70.0 – 79.99%
D	60.0 – 69.99%
F	< 59.99%

## 8. ACADEMIC MISCONDUCT

Using the tools available through the web-based delivery course space, the instructor will seek to discourage academic misconduct through the following methods:

- Randomly ordered exam questions
- Minimal use of test banks
- Time-sensitive exams
- Frequently revised exams

## 9. TARGET AUDIENCE

We intend to target current business professionals, military personnel, and other persons interested in a graduate degree in business.

## 10. METHOD OF INSTRUCTION

Lecture

## 11. METHOD OF DELIVERY

On-line, Internet, Web-based

The course in both delivery methods is structured around seven (7) modules, plus projects. In the face-to-face course and in the interactive video course, these areas are met with approximately 2-5 contact hours each, including lecture, discussion, and both individual and group exercises. The remaining 6 contact hours consist of exams. The number and duration of the exams adjusts to suit class format.

The same content areas are covered in the Web-based section as face to face, but the contact hours are arranged differently. The contact hours allocated to each content area are comprised of two primary parts:

- Lectures: Each content area is framed around a series of lectures. The Face to face course uses live lecture. The online course uses video lectures. In the online course, students are encouraged to pause when needed to take notes and re-watch lectures at least once. Adequate coverage of the video lectures requires a minimum of 2-5 contact hours per content area.
- Discussion Questions, Homework, Quizzes, and Projects: In both methods of delivery, students conduct individual and group work. Individual work includes homework, quizzes, and projects. Students also act in groups to respond to discussion questions related to the topics for that week. Preparation, discussion, and feedback takes 2-4 hours per content area.

## 12. DELIVERY STATEMENT

This course offering will not violate the Provost's policies on Campus 5 offerings. This course is not used for dissertation hours. The course is offered on campus and online, during the same semester. The capacity of the on campus course is sufficient to accommodate the demand, so that no campus student would be required to take the course online.

## 13. SUPPORT

A letter of support from the academic department is attached.

## SPECIAL NOTES

### 1. CROSS-LISTING

N/A

### 2. EFFECTIVE DATE

Fall 2015

### 3. EFFECT ON OTHER COURSES

None. This course is not a required course or prerequisite for other programs, and will have no adverse effect on requirements or electives for other departments.

### 4. CONTACT PERSON

Dr. Noel Addy  
Noel.addy@msstate.edu, 325-1644



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

COLLEGE OF BUSINESS  
RICHARD C ADKERSON SCHOOL OF ACCOUNTANCY  
ACC 8112: Financial and Report Analysis for Decision Making  
Fall 2012, Term II

- Credit Hours:** 2
- Prerequisites:** ACC 8303, Survey of Accounting or equivalent.
- Class meetings:** TR: 10:00-11:50
- Instructor:** Dr. Jim Scheiner  
Drawer EF, Mississippi State, MS 39762  
662-325-1633 (office)
- I'm available 1:30-3 pm TR or by appointment
- Course Description:** Analysis of financial statements and internal accounting reports to help management make decisions.
- Required Text:** We use a custom text titled, Financial Reporting ACC8112.  
ISBN thirteen digit: 978-1-12-148035-3
- Course Goal:** At the conclusion of the course you will be able to state and apply in select circumstances the two uses of accounting – (1) as a tool for helping evaluate best courses of action and (2) as a tool for evaluation or monitoring of what has already happened. The criteria used for evaluating the best course of typically depend upon the choice being made being better than the alternatives. We need expectations about the future for the choice being considered and the alternatives. Information that helps us develop expectations about the future can be different from information used to evaluate what has already happened.
- For example, consider a banker who receives a loan application. The banker is going to evaluate whether to make the loan, and may use accounting as part of the estimating whether the loan and interest are going to be repaid; and whether making this loan is a better than the alternative loan applications. This is an example of using accounting as a tool for evaluating courses of action (#1).
- Suppose that the loan is made, with the provision that the debtor maintain certain minimum financial ratios. The bank may require the debtor to continue to furnish financial statements that allow the banker to monitor the debtor compliance with the loan provisions. This is an application of the use of accounting as a monitoring tool (#2).

My goal is for it to become natural to recognize what information is needed for decision making and the extent that accounting can play a significant role in that situation.

**Assessment:** Grades will be determined by the number of points achieved out of a total of 300 points.  
The distribution of possible points is

Exam I	100
Exam II	100
Financial Statement Analysis	50
Class Participation/Homework	20
Special Problem	30

If you earn 90% or more points it is an "A". A "B" is above 80% and below 90%. And so on. However, I reserve the right to adjust grades if there are "natural break" points. Such an adjustment, if applied, would only be used to raise a grade or grades. This adjustment is not guaranteed.

**Projects:** There are two types of projects – those that will have a separate assessment structure (Financial Statement Analysis (Analysis) due at the end of the semester & the Special Problem which is due in installments during the term. The failure to turn in an appropriately completed special problem on a timely basis can have a significant impact on the points for Class Participation/Homework.

**Homework:** Homework is due on the 2<sup>nd</sup> class period for a chapter. For problems assigned from the text, I'm primarily interested in that you contemplate the homework item and make a thoughtful attempt at the solution.

**Honor Code:** *"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

In this course, your work is expected to be your own. You may, of course, work with study partners on homework. This exception does not apply to special problems and the project.

**Support Services:** Anyone who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are the most appropriate for an individual student with disabilities.

*Accounting 8112*  
*Fall 2012*

Date		Title	Chapters	Problems
Oct	16	T Introduction & Review	Appendix & Ch 1	
	18	R		1-2,(A)2-2,2-5,2-7,E4-6, Special Problem
	23	T The Nature of Costs	2	2-15,2-16,2-26,2-33
	25	R		Special Problem
	30	T Opportunity Cost of Capital and Capital Budgeting	3	3-4,3-10,3-19,3-36
Nov	1	R		Special Problem
	6	T Essentials of Financial Statement Analysis	5	E5-2,E-5-3,E-5-4,5-1,5-7,5-9,5-13,5-16,5-17
	8	R		
	13	T Exam I		
	15	R The Role of Financial Information in Valuation & Credit Risk Assessment	6	E6-2,E6-4,E6-5,6-3,6-7,6-9,6-13
	20	T		
	22	R Happy Thanksgiving!		
	27	T The Role of Financial Information in Contracting	7	E7-2,E7-3,E7-4,E7-10,7-8
	29	R		Special Problem
Dec	4	T Organizational Architecture	4	4-10,4-13,4-20
	10	Exam II		Analysis

Notes - Problems: Format chapter-problem, (A) refers to Appendix chapters  
all references are to problems unless otherwise indicated.

*ACC 8112  
Fall 2012  
Special Problem*

*For October 18*

Select three companies that are required to file with the SEC.

All assignments relate only to the latest year filed.

*For October 25*

- I. Determine who is their auditor?
- II. Based upon the latest annual financial statements – determine (and provide a brief explanation of)
  - a. (1) what are the special or unusual items reported on the income statement, (2) the discontinued items reported and (3) the extraordinary items reported (if any). (Appendix - Chapter 2)
  - b. How revenue is recognized (Appendix-Chapter 3)
  - c. Whether there were any accounting errors, earnings restatements and/or prior period adjustments (Appendix-Chapter 3)

*For November 1*

(hint - may want to develop a matrix of disclosure by company)

- I. What are the significant accounting policies reported?
- II. Which of the significant accounting policies are consistently reported?
- III. What are the topics of the other notes?
- IV. Which, if any, significant accounting policies also have separate notes? What is the difference between the significant accounting policy disclosure and the relevant note?
- V. Which of the notes are consistently reported?

*For November 29*

- I. In the past year what is the subject of each 8-K disclosure?
- II. What financial information is contained in a proxy statement that is not in the 10-K?
- III. For one of companies that you selected, compare the disclosures made in the annual report in one of their quarterly reports.
- IV. For one of the companies that you selected, determine what evidence the compensation committee uses to evaluate management in setting compensation. What percentage of total compensation is in immediate cash payments, stock options and/or other compensation methods?



**Accounting 8112**  
**Company Valuation Project**  
**Fall 2012**

**Overview:** Select a public company. It is suggested that the company not be part of the banking or insurance industry. The company can be one of the three companies that you use for the special problem assignments

In addition to the SEC's website, the company's website may have stock price information, and financial statements. Investment websites like Yahoo! Finance and Motley Fool might occasionally be helpful with predictions and plausible assumptions, depending on your company. Frankly, for most companies, it will be difficult to find analysts' predictions of income beyond the current year. In that case, you should make your own prediction.

**Background:** We will study a model of stock valuation that uses accounting information to infer the "correct price" of a share of stock. The model is the Abnormal Earnings model, which uses the recent past financial statements of the company. Your text is a composite of two texts, the Zimmerman text and the Revsine et al. text. This model is in Chapter 6 of the Revsine et al. text. My references to page numbers are to the square shaded page numbers at the tops of the pages. Your investigations of the company will include:

- a. reviewing the latest financial data for the company including its most recent 10-K and Proxy (DEF-14).
- b. evaluating the components of earnings on the income statement according to their relative persistence. Another way of stating b. is that you'll need to make a prediction about future incomes.
- c. use the model to arrive at a hypothetical price of a share.

**Abnormal Earnings model:** Make sure you describe your data sources and how you performed each step. The text background for this approach surrounds Equation 6.7 (pg 243) and Equation 6.8 (pg 244), with implementations in Exhibit 6.2 (pg 245, this is the simplified version) and Exhibit 6.9 (pg 271, full-blown implementation). I believe you will need to perform each of the following steps to finish using this model.

- a. make a prediction about the growth in earnings over the next five years, and a prediction about growth in abnormal earnings after five years.
- b. use the format of Exhibit 6.9 to compute the price of the share.
- c. compare the actual price and your computed price.
- d. explain the source, in your opinion, of any difference.
- e. if the difference is significant, say more than 10 percent of the actual price, do a little bit of sensitivity analysis to show first (1) how different the discount rate would need to be to match the current price, (2) how different the earnings forecast would need to be to match the current price, and (3) how different the long-run growth would need to be to match the current price.

**Required:** The following three components of your project are required:

1. Provide a written report of the process and outcome. This can be an excel file, if you use enough comments and writing to explain what you did. Provide an analysis that describes what assumptions your valuation is most sensitive to.
3. Provide a written report of the process and results of the Abnormal Earnings model. This should include
  - (a) what your company does,

- (b) the major owners
- (c) how you arrived at your assumptions about future growth,
- (d) how you arrived at your discount rate(s),
- (e) how close your valuation is to the actual share price, and
- (f) why you are close to the actual value or sensitivity analysis on what is required to find a value that matches the market.
- (g) provide an analysis that describes what assumptions your valuation is most sensitive to
- (h) your estimates (see above) – which can be in a separate Excel file.

Some “things” to watch for –

- Is the comprehensive income correctly identified for each year
- Are the dividends identified for each year?
- Are the net shares values issued and repurchased identified?
- Are the most recent number of shares outstanding identified?
- Is the expected growth in earnings stated and justified?
- Is the expected change in dividends and share issues and repurchases stated and justified?
- Is the discount rate stated and justified?
- Is there an effort to conduct sensitivity analysis to determine which assumptions the value is most sensitive to?
- Is there a statement about what assumptions would need to be different to justify the actual price



# MISSISSIPPI STATE UNIVERSITY™

*Distance, prior to modification*

**COLLEGE OF BUSINESS**

**RICHARD C ADKERSON SCHOOL OF ACCOUNTANCY**

ACC 8112: Financial and Report Analysis for Decision Making

Spring, Term I, January 13-March 5, 2014

- Credit Hours:** 2
- Prerequisites:** ACC 8303, Survey of Accounting or equivalent.
- Classroom:** The course is entirely online at <http://mycourses.msstate.edu/>  
*See the bottom of the syllabus for a preview of the website!*
- Class meetings:** The course is entirely online with weekly deadlines.
- Instructor:** Noel Addy, Ph.D., CPA  
Drawer EF, Mississippi State, MS 39762  
662-341-5428 (cell), noel.addy (skype name), [noel@nsaddy.net](mailto:noel@nsaddy.net) (facetime)  
Use the mycourses e-mail  
I'm available 5-7pm central time TWTh, or anytime working or nonworking hours that we agree to talk! We can use email, telephone, skype, facetime, or collaborate.
- Course Website:** [mycourses.msstate.edu](http://mycourses.msstate.edu)
- Course Description:** Analysis of financial statements and internal accounting reports to help management make decisions.
- Required Text:** We use a custom text titled, Financial Reporting ACC8112.  
  
ISBN thirteen digit: 978-1-12-185695-0
- Other Materials:** Microphone and software for constructing video presentations.  
Class project presentations can be uploaded at:  
[youtube.com](http://youtube.com)  
login account: msu.mba.addy  
password: msu\_mba1234 (subject to change as necessary)

There will be two videos. The first is a brief biographical sketch, and the second will be the presentation. Please title the videos with this pattern:

Last\_name.First\_name.bio

Last\_name.First\_name.valuation

**Course Goal:**

At the conclusion of the course you will be able to state the two uses of accounting. The two uses of accounting are (1) as a tool for helping evaluate best courses of action and (2) as a tool for evaluation or monitoring of what has already happened. The criteria we use for evaluating best courses of action is that the choice being made is better than the alternatives. We need expectations about the future for the choice being considered and the alternatives. Information that helps us develop expectations about the future can be different from information used to evaluate what has already happened.

Consider the first use of accounting! Consider a banker who receives a loan application. The banker is going to evaluate whether to make the loan, and may use accounting as part of the estimating whether the loan and interest are going to be repaid; and whether making this loan is a better idea than the alternative loans applications. This is an example of use (1), accounting as a tool for evaluating courses of action.

Consider the second use of accounting! Suppose now that the loan gets made, with the provision that the debtor not borrow too much more from other banks. The bank may require the debtor to continue to produce financial statements that will allow the banker to monitor how much debt the debtor has borrowed. This is an application of use (2), accounting as a tool to monitor what has happened.

My goal is that it become natural for you to recognize what information is needed for the decision and the extent to which accounting can play a role in that situation.

**Course Content:**

A typical week will involve:

- reading the text,
- listening to lectures,
- taking quizzes
- solving homework problems, and
- participating in discussion questions
- project checkpoints!

We have three projects. These activities are intended to build knowledge and skills toward the course goal of being able to state the two uses of accounting.

**Assessment:**

Grades will be determined by the number of points achieved out of a total of 400 points.

The distribution of possible points looks like this

Source	Points
Exam I (8am February 7 to February 8 midnight).....	100
Exam II (8am March 2 to March 3 midnight).....	100
Discussion papers.....	25
Homework.....	20
Quizzes.....	20
Beneish analysis.....	45
Valuation Project.....	45
Management Compensation Project.....	45
Total	400

An A is 360 or more points. A B is 320 to 359. A C is 280 to 319. And so on. Grades will be available on the mycourses page.

**Exams** I and II are open book, entirely online, and include both multiple choice and open response questions. They are open book, which includes your text and notes. No other aid is appropriate.

You have two hours to complete an exam. Pick a two hour interval during the open time to take the exam. If something happens to the computer connection during the exam, don't worry. Send me an email or call and I'll reset the exam. I'll see the email, but I probably won't see the email instantly, so you'll need to plan to take the exam later in the exam window.

To be successful on exams, you will need a comprehensive understanding of the material. Selected exercises and problems from the text and in the quizzes should expose you to representative material, but cannot cover the entire range of possible test situations.

**Discussion** questions for the papers will be posted on the mycourses site by Monday midnight of the week prior. You should post a discussion paper for your group by the next Monday at 8am. For example, the first discussion question will be posted by Monday, January 13, and your group should submit a response, by Monday, January 20, 8am.

We will split into several groups. Each group will have a discussion question per week. You will be responsible for participating in the discussion question for your group. You should also review the questions and responses for the other groups, because essay questions on the exam can be drawn from the discussion questions.

**Homework.** Success on tests will require routine attention to homework. Due dates for the homework from the text's exercises and problems are intended to keep us

moving forward and avoid having work pile up at the end. Every Monday morning, beginning on January 20, is a homework due date.

Submit the homework to the assignment box by 8am Central Time each Monday morning. I'll put a single assignment box for each assignment/problem. You should be able to make multiple submissions to the assignment box because you may change your mind after submitting homework. Feel free to submit the homework in excel, a word document, or pdf.

I'm primarily interested in that you contemplate the homework item and make a thoughtful attempt at the solution. You get credit for a reasonable attempt at the solution, rather than whether you got it exactly correct. Solutions will be available after the due date.

There are a total of 20 points associated with homework, though there will probably be more than 20 homework problems, so each homework problem counts as less than 1 point

**Projects.** The requirements for the Beneish project, valuation project, and management compensation project are set out separately. Your first requirement is to select a company to study. The company should be publically traded, so that you can be certain of getting the financial statements, and it should not be a bank or other financial intermediary, because their financial statements look odd. You should tell me your selection by January 20. I have set out a list of companies on a link on the front page to prompt your thinking. **A project not completed reduces the course grade by one letter.** and the grading rubric is available on each project assignment tool.

**Honor Code:** *"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, you immediately assume a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. You will be required to state your commitment to the Honor Code on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit: <http://www.msstate.edu/dept/audit/1207.html>

**Attendance:**

The course is entirely online. You will need to bring your full work ethic to staying up to date. The course deadlines are intended to keep us moving forward.

**Campus Resources:**

If you find that you need administrative or technical assistance beyond the course content, you might wish to contact:

*Technology assistance,*

[http://www.distance.msstate.edu/distance/technical\\_assistance](http://www.distance.msstate.edu/distance/technical_assistance)

**Support Services:** Anyone who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are most appropriate for students with disabilities based on documentation of their disability. Examples of classroom accommodations are varied, but may include: Adapted testing arrangements, extended time on tests, assistance with ordering recorded texts, and access to special equipment. The Student Support Services Website is <http://www.sss.msstate.edu/>

**Course Schedule:** We will follow a schedule of due dates like the following:

Begin date	Due date	Title
January 13	January 20	Module 1: Introduction
January 20	January 27	Module 2: The nature of costs
January 27	February 3	Module 3: Opportunity cost of capital and capital budgeting
February 3	February 10	Module 4: Organizational architecture
<b>February 7-8</b>		<b>Exam I</b>
February 10	February 17	Module 5: Essentials of Financial Statement Analysis
February 17	February 24	Module 6: The Role of Financial Information in Valuation and Credit Risk Assessment
February 24	March 3	Module 7: The Role of Financial Information in Contracting
<b>March 2-3</b>		<b>Exam II</b>

Due dates related to the projects

date	Beneish analysis	Valuation project	Management Compensation project
January 20	*****Choose your company*****		
January 27	Identify the (1) Comprehensive Income and (2) Cash dividends Written biography		
February 10	Beneish project due	Video Biography	
February 17		Tab 1:Changes in book values	List of performance factors
March 5		Final Valuation project due: written and video	Final Management Compensation project due

When the site becomes available you should first look at the 'Look here first!' page.





# MISSISSIPPI STATE UNIVERSITY

*Face to Face, as modified*

**COLLEGE OF BUSINESS**

**RICHARD C ADKERSON SCHOOL OF ACCOUNTANCY**

ACC 8213: Financial and Report Analysis for Decision Making  
Fall Term II, 2015

- Credit Hours:** 3
- Prerequisites:** ACC 2203, Survey of Accounting or equivalent.
- Classroom:** McCool XXX
- Class meetings:** The course is entirely online with weekly deadlines.
- Instructor:** Instructor, Ph.D., CPA  
Drawer EF, Mississippi State, MS 39762  
telephone 662-325-XXXX  
Use the mycourses e-mail
- Course Website:** [mycourses.msstate.edu](http://mycourses.msstate.edu)
- Course Description:** Analysis of financial statements and internal accounting reports to help management make decisions.
- Required Text:** We use a custom text titled, Financial Reporting ACC8112.  
  
ISBN thirteen digit: 978-1-12-185695-0
- Course Goal:** At the conclusion of the course you will be able to state the two uses of accounting. The two uses of accounting are (1) as a tool for helping evaluate best courses of action and (2) as a tool for evaluation or monitoring of what has already happened. The criteria we use for evaluating best courses of action is that the choice being made is better than the alternatives. We need expectations about the future for the choice being considered and the alternatives. Information that helps us develop expectations about the future can be different from information used to evaluate what has already happened.
- Consider the first use of accounting! Consider a banker who receives a loan application. The banker is going to evaluate whether to make the loan, and may use accounting as part of the estimating whether the loan and interest are going to be

repaid; and whether making this loan is a better idea than the alternative loans applications. This is an example of use (1), accounting as a tool for evaluating courses of action.

Consider the second use of accounting! Suppose now that the loan gets made, with the provision that the debtor not borrow too much more from other banks. The bank may require the debtor to continue to produce financial statements that will allow the banker to monitor how much debt the debtor has borrowed. This is an application of use (2), accounting as a tool to monitor what has happened.

My goal is that it become natural for you to recognize what information is needed for the decision and the extent to which accounting can play a role in that situation.

**Course Content:** A typical week will involve:

- reading the text,
- lectures,
- taking quizzes
- solving homework problems, and
- participating in discussion questions
- project checkpoints!

We have projects intended to build knowledge and skills toward the course goal of being able to state the two uses of accounting.

**Assessment:** Grades will be determined by the number of points achieved out of a total of 400 points.

The distribution of possible points looks like this

Source	Points
Exam I.....	100
Exam II .....	100
Discussion papers.....	25
Homework.....	20
Quizzes.....	20
Projects .....	135
Total	400

An A is 360 or more points. A B is 320 to 359. A C is 280 to 319. And so on. Grades will be available on the mycourses page.

*Exams* I and II include both multiple choice and open response questions.

To be successful on exams, you will need a comprehensive understanding of the material. Selected exercises and problems from the text and in the quizzes should expose you to representative material, but cannot cover the entire range of possible test situations.

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Submit the homework to the assignment box by 8am Central Time each Monday morning. I'll put a single assignment box for each assignment/problem. You should be able to make multiple submissions to the assignment box because you may change your mind after submitting homework. Feel free to submit the homework in excel, a word document, or pdf.

I'm primarily interested in that you contemplate the homework item and make a thoughtful attempt at the solution. You get credit for a reasonable attempt at the solution, rather than whether you got it exactly correct. Solutions will be available after the due date.

There are a total of 20 points associated with homework, though there will probably be more than 20 homework problems, so each homework problem counts as less than 1 point

**Projects.** The projects will develop skills in the reading and application of accounting to a variety of decisions.

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**Attendance:** Attendance is important both for you and for your colleagues. Your colleagues will be encouraged by your regular attendance and attention. Attendance also means you will have similar backgrounds when you meet in your study groups.

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Begin date	Due date	Title
Proposed dates		Module 1: Introduction
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		Module 3: Opportunity cost of capital and capital budgeting
		Module 4: Organizational architecture
		<b>Exam I</b>
		Module 5: Essentials of Financial Statement Analysis
		Module 6: The Role of Financial Information in Valuation and Credit Risk Assessment
		Module 7: The Role of Financial Information in Contracting
		<b>Exam II</b>

Due dates related to example projects

date	Beneish analysis	Valuation project	Management Compensation project
proposed	*****Choose your company*****		

Identify the (1) Comprehensive Income and (2) Cash dividends  
Written biography

Beneish project due	Video Biography	List of performance factors
	Tab 1:Changes in book values	
	Final Valuation project due: written and video	Final Management Compensation project due



# MISSISSIPPI STATE UNIVERSITY™

*Distance, as modified*

**COLLEGE OF BUSINESS**

**RICHARD C ADKERSON SCHOOL OF ACCOUNTANCY**

ACC 8213: Financial and Report Analysis for Decision Making  
Fall Term I, 2015

- Credit Hours:** 3
- Prerequisites:** ACC 2203, Survey of Accounting or equivalent.
- Classroom:** The course is entirely online at <http://mycourses.msstate.edu/>  
*See the bottom of the syllabus for a preview of the website!*
- Class meetings:** The course is entirely online with weekly deadlines.
- Instructor:** Noel Addy, Ph.D., CPA  
Drawer EF, Mississippi State, MS 39762  
662-341-5428 (cell), noel.addy (skype name), [noel@nsaddy.net](mailto:noel@nsaddy.net) (facetime)  
Use the mycourses e-mail  
I'm available 5-7pm central time TWTh, or anytime working or nonworking hours that we agree to talk! We can use email, telephone, skype, facetime, or collaborate.
- Course Website:** [mycourses.msstate.edu](http://mycourses.msstate.edu)
- Course Description:** Analysis of financial statements and internal accounting reports to help management make decisions.
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ISBN thirteen digit: 978-1-12-185695-0
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login account: msu.mba.addy  
password: msu\_mba1234 (subject to change as necessary)

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Last\_name.First\_name.valuation

**Course Goal:**

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<u>Management Compensation Project.....</u>	<u>45</u>
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I'm primarily interested in that you contemplate the homework item and make a thoughtful attempt at the solution. You get credit for a reasonable attempt at the solution, rather than whether you got it exactly correct. Solutions will be available after the due date.

There are a total of 20 points associated with homework, though there will probably be more than 20 homework problems, so each homework problem counts as less than 1 point

**Projects.** The requirements for the Beneish project, valuation project, and management compensation project are set out separately. Your first requirement is to select a company to study. The company should be publically traded, so that you can be certain of getting the financial statements, and it should not be a bank or other financial intermediary, because their financial statements look odd. You should tell me your selection by January 20. I have set out a list of companies on a link on the front page to prompt your thinking. **A project not completed reduces the course grade by one letter.** and the grading rubric is available on each project assignment tool.

**Honor Code:** *"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

Upon accepting admission to Mississippi State University, you immediately assume a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. You will be required to state your commitment to the Honor Code on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information please visit: <http://www.msstate.edu/dept/audit/1207.html>

**Attendance:**

The course is entirely online. You will need to bring your full work ethic to staying up to date. The course deadlines are intended to keep us moving forward.

**Campus Resources:** If you find that you need administrative or technical assistance beyond the course content, you might wish to contact:

*Technology assistance,*

[http://www.distance.msstate.edu/distance/technical\\_assistance](http://www.distance.msstate.edu/distance/technical_assistance)

**Support Services:** Anyone who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are most appropriate for students with disabilities based on documentation of their disability. Examples of classroom accommodations are varied, but may include: Adapted testing arrangements, extended time on tests, assistance with ordering recorded texts, and access to special equipment. The Student Support Services Website is <http://www.sss.msstate.edu/>

**Course Schedule:** We will follow a schedule of due dates like the following:

Begin date	Due date	Title
Proposed dates		Module 1: Introduction
		Module 2: The nature of costs
		Module 3: Opportunity cost of capital and capital budgeting
		Module 4: Organizational architecture
		<b>Exam I</b>
		Module 5: Essentials of Financial Statement Analysis
		Module 6: The Role of Financial Information in Valuation and Credit Risk Assessment
		Module 7: The Role of Financial Information in Contracting
		<b>Exam II</b>

Due dates related to the projects

Due dates related to the projects			
date	Beneish analysis	Valuation project	Management Compensation project
proposed	*****Choose your company*****		
Identify the (1) Comprehensive Income and (2) Cash dividends			
Written biography			
	Beneish project due	Video Biography	
		Tab 1:Changes in book values	List of performance factors
		Final Valuation project due: written and video	Final Management Compensation project due

When the site becomes available you should first look at the 'Look here first!' page.

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: **Business**

Department: **Management and Information Systems**

Contact Person: **Dr. Gary Templeton**

Mail Stop: **9581**

E-mail: <mailto:gtempleton@business.msstate.edu>

Nature of Change: **Modification**

Date Initiated: **Spring 2014**

Effective Date: **Fall 2015**

Current Listing in Catalog:

Symbol  
**BIS**

Number  
**8112**

Title  
**Mgt Info Tech & Sys**

Credit Hours  
**(2)**

Current Catalog Description:

Two hours lecture. Course includes the description, acquisition or development and use of systems from a local and global perspective. Technology-enabled concepts are used for student assignments.

New or Modified Listing for Catalog:

Symbol  
**BIS**

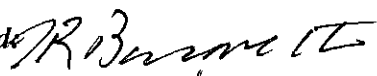
Number  
**8113**

Title  
**Mgt Info Tech & Sys**

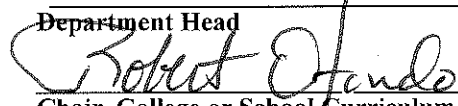
Credit Hours  
**(3)**

New or Modified Catalog Description:

Three hours lecture. Course includes the description, acquisition or development and use of systems from local and global perspectives. Technology-enabled concepts are used for student assignments.

Approved: 

Department Head

  
Chair, College or School Curriculum Committee

  
Dean of College or School

Date:







Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

COURSE MODIFICATION PROPOSAL (Campus 1 and Campus 5)  
**BIS 8113 Mgt Info Tech & Sys**

1. CATALOG DESCRIPTION

A. Current Course Listing

**BIS 8112. Mgt Info Tech & Sys.** Two hours lecture. Course includes the description, acquisition or development and use of systems from a local and global perspective. Technology-enabled concepts are used for student assignments.

B. New Course Listing

**BIS 8113. Mgt Info Tech & Sys.** Three hours lecture. Course includes the description, acquisition or development and use of systems from local and global perspectives. Technology-enabled concepts are used for student assignments.

2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

The course content is being expanded from 2 to 3 credit hours, with an increase in contact hours from 30 to 45.

Please see the Detailed Course Outline for the Campus 1 and Campus 5 side-by-side comparison. The current course syllabus and the proposed new syllabus for the course are attached.

3. JUSTIFICATION

The Masters Advisory Committee (MAC) of the College of Business recommended that the Graduate Faculty approve increasing the earned credit of BIS 8112 to a three hour course. This change is necessary to increase the amount of material covered in the course.

4. LEARNING OUTCOMES

Learning outcomes include:

- Understanding the managerial and technical topics related to managing systems development projects
- Understanding the traditional systems development life cycle (SDLC) and its alternatives
- Understanding IT project management, organizational problem solving, user issues, feasibility analysis, licensing and other legal issues, and outsourcing and technology partner relationships.

5. ADDITIONAL INFORMATION

a. COURSE SYMBOL –No Change

b. COURSE NUMBER –

First Digit – No Change

Second and Third Digit – No Change

Fourth Digit - Increase the hours from 2 credits to 3 credits (See Topic Outline chart for course content prior to and after the change. Course syllabi from prior and after the change, Campus 01 and Campus 5, are attached.

TOPIC OUTLINE		
Topic	Two (2) Credits	Three (3) Credits
<b>Module One: Foundations of Information Technology in Business</b>		
A Look Toward the Future of Information Technology	2 contact hours (lecture, feedback, discussion, problems/diagramming)	3 contact hours (video lectures, email feedback, discussion board)
Information Management and IT Architecture	2 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Networks, Collaboration, and Sustainability	2 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
E-Business & E-Commerce Models and Strategies	2 contact hour (lecture, feedback, discussion, problems/diagramming)	3 contact hour (video lectures, email feedback, discussion board)
(Exam #1 - proctored)	2 contact hours	3 contact hours
<b>Module Two: Organizational and Interorganizational Systems</b>		
Mobile Technologies and Commerce	2 contact hours (lecture, discussion, meetings with individual teams)	3 contact hours (interactive audio/video conferences with teams, plus email feedback and discussion board)
Web 2.0 and Social Media	2 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
Functional Area and Compliance Systems	2 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Enterprise Systems and Applications	2 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
(Exam #2 - proctored)	2 contact hours	3 contact hours
<b>Module Three: The Influence of Information Technology in Business and Society</b>		
Performance Management using Data Visualization, Mashups, and Mobile Intelligence	2 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
IT Strategy, Sourcing, and Vendor Relationships	2 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
Business Process and Project Management	2 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
IT Ethics and Responsible Conduct	2 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
(Exam #3 - proctored)	2 contact hours	3 contact hours
Total	30 contact hours	45 contact hours

## 6. DETAILED COURSE OUTLINE OF CAMPUS 1 and CAMPUS 5

Please see the table below for the Campus 1 and Campus 5 side-by-side comparison. The new syllabi for Campus 1 and Campus 5 are attached.

TOPIC OUTLINE		
Content Area	(F) Face to face, (I) Interactive video	(O) Online, Internet, Web-based
<b>Module One: Foundations of Information Technology in Business</b>		
A Look Toward the Future of Information Technology	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Information Management and IT Architecture	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Networks, Collaboration, and Sustainability	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
E-Business & E-Commerce Models and Strategies	3 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
(Exam #1 - proctored)	3 contact hours	3 contact hours
<b>Module Two: Organizational and Interorganizational Systems</b>		
Mobile Technologies and Commerce	3 contact hours (lecture, discussion, meetings with individual teams)	3 contact hours (interactive audio/video conferences with teams, plus email feedback and discussion board)
Web 2.0 and Social Media	3 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
Functional Area and Compliance Systems	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Enterprise Systems and Applications	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
(Exam #2 - proctored)	3 contact hours	3 contact hours
<b>Module Three: The Influence of Information Technology in Business and Society</b>		
Performance Management using Data Visualization, Mashups, and Mobile Intelligence	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
IT Strategy, Sourcing, and Vendor Relationships	3 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
Business Process and Project Management	3 contact hour (lecture, feedback, discussion)	3 contact hour (video lectures, email feedback, discussion board)
IT Ethics and Responsible Conduct	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
(Exam #3 - proctored)	3 contact hours	3 contact hours
Total	45 contact hours	45 contact hours

## 7. METHOD OF EVALUATION

All methods of delivery:

Online Test 1	14%
Online Test 2	17%
Online Test 3	19%
Company Case 1	14%
Company Case 2	17%
Company Case 3	19%
Total	100%

\* Company cases are essay responses to specific questions about a company of the student's choice

Grading scale (Both methods of delivery):

- A 90.0 – 100
- B 80.0 – 89.99
- C 70.0 – 79.99
- D 60.0 – 69.99
- F < 59.99

#### 8. ACADEMIC MISCONDUCT

Using the tools available through the web-based delivery course space, the instructor will seek to discourage academic misconduct through the following methods:

- Randomly ordered exam questions
- Time-sensitive exams
- Unique exams for each student
- Unique exams for each semester
- The use of turnitin.com to check all submitted written work

#### 9. TARGET AUDIENCE

We intend to target current business professionals, military personnel, and other persons interested in a graduate degree in business.

#### 10. METHOD OF INSTRUCTION

Lecture

#### 11. METHOD OF DELIVERY

On-line, Internet, Web-based

The course in both delivery methods is structured around twelve (12) chapters plus three individualized Company Cases. In the face-to-face course and in the interactive video course, these areas are met with approximately 3 contact hours each, including classroom lecture, discussion, and both individual and group design exercises (interactive diagramming exercises, etc.). The remaining 9 contact hours consist of three 3-hour exams during the course.

The same content areas are covered in the Web-based section, but the contact hours are 50% more. The contact hours allocated to each content area are comprised of three parts:

- Video Lectures: Each content area is framed around a series of video lectures. Students are encouraged to pause when needed to take notes and re-watch lectures at least once. Adequate coverage of the video lectures requires a minimum of 3 contact hours per chapter.
- Discussion Points: In both methods of delivery, students are required to provide discussion points and/or questions related to the assigned readings for that week. In the web-based section, students can submit their discussion points on the course discussion board, where they will be made available to the entire class.
- Company Cases: In both methods of delivery, students are required to respond to questions about the Fortune 500 company of their choice. There are three total assignments throughout the semester and all questions pertain to the same company. In both delivery methods, students must submit their responses to turnitin.com

#### 12. DELIVERY STATEMENT

This course offering will not violate the Provost's policies on Campus 5 offerings. This course is not used for dissertation hours. The course is offered on campus and online, during the same semester. The capacity of the on campus course is sufficient to accommodate the demand, so that no campus student would be required to take the course online. The Starkville campus section of the course is usually offered at night, to accommodate the needs of campus employees and part



time students holding jobs. Students living outside the Starkville area, or even students living within commuting distance who prefer the flexibility and convenience of taking the course online from their home or office, can do so by registering in the Distance Learning sections of the course.

### 13. SUPPORT

A letter of support from the academic department is attached.

### SPECIAL NOTES

#### 1. CROSS-LISTING

N/A

#### 2. EFFECTIVE DATE

Fall 2015

#### 3. EFFECT ON OTHER COURSES

None. This course is not a required course or prerequisite for other programs, and will have no adverse effect on requirements or electives for other departments.

#### 4. CONTACT PERSON

Dr. Templeton, Gary  
[gtempleton@business.msstate.edu](mailto:gtempleton@business.msstate.edu), 325-1956

Lecture

## Course Syllabus

### Management of Information Technology and Systems BIS 8112

Fall Term, 2013



MISSISSIPPI STATE  
UNIVERSITY™

#### Professor

Lectures: See videos in MyCourses  
Lecture Location: mycourses.msstate.edu  
Office Location: 313-E McCool Hall  
Office Phone: 1 (662) 325-1956  
Cell Phone: 1 (662) 341-0082  
Office Hours: Telephone meetings are available upon request  
Web: <http://mycourses.msstate.edu/>  
Note: Email me through mycourses and make sure your mycourses email address is the one you use most.

Dr. Gary F. Templeton  
Associate Professor of MIS



#### BIS 8112 Mission Statement

“We will constantly learn (which includes learning *how* to learn) about managing information systems for competitive or comparative advantage.”

*Catalog Description:* “Two hours lecture. Course includes the description, acquisition or development and use of systems from a local and global perspective. Technology-enabled concepts are used for student assignments.”

#### Course Materials and Resources

##### Required Material

*Information Technology for Management: Advancing Sustainable, Profitable Business Growth,*  
9th edition, Turban, Volonino and Wood (ISBN 978-1-118-35704-0)  
*Microsoft Office* (Word, PowerPoint, Excel)

### Grading Policy

*Final Grade:* A final grade will be assigned based on the following scale:

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = Below 60

The above grading scale is not negotiable.

*Assignments:* The final grade score for BIS 8112 class participants will be calculated as follows:

Online Test 1 .....	14%	}	50%
Online Test 2 .....	17%		
Online Test 3 .....	19%		
Intellectual Capitalism Case 1 .....	14%	}	50%
Intellectual Capitalism Case 2 .....	17%		
Intellectual Capitalism Case 3 .....	19%		
Total .....	100%		

I don't worry or talk about grades or a class grade distribution. Consequently, I have awarded high percentages of both good and bad grades. My role is to facilitate your *learning* about the course subject matter. Learning is a very arduous and challenging student-driven process, while grades are an outcome of that process. Many people in the world are not willing to do what is necessary to learn and truly understand reality. In order to optimize your grade in any class, you must focus on the cause of that grade, which is primarily the learning process. Therefore, learn as much as you can and the grade should take care of itself. I will discuss learning processes and strategies extensively in class, but will not discuss final grades.

*Bonus Points:* Bonus points may or may not be awarded during the semester. The instructor may deduct, from any student, any bonus points awarded for any reason. Annoying the teacher about your final semester grade is an example of how bonus points may be deducted. Again, I encourage discussion about the causes of classroom success – at the time final grades are awarded, it is too late for a far more constructive discussion about causes of good grades.

*Students with Disabilities:* It is the policy of this instructor and MSU to make necessary accommodations for students with disabilities. Any student with a disability that will require special attention or accommodations should inform the instructor *as soon as possible*. If you have not registered with Student Support Services by the time of the assignment or exam, you are not excused.

## Graded Assignments

### Online Tests (50% of semester grade)

Students will complete online tests after a series of lectures on textbook chapters. The purpose is to ensure that students *understand* the chapter since these assignments are timed. You will be provided with a URL and instructions in MyCourses to access the online tests.

Tests will comprise of multiple choice questions and must be taken at the scheduled time unless the instructor, at his discretion, grants prior permission for an alternative time. Any makeup test may be granted only if the instructor is provided with a written excuse. This is important, as failure to provide such an excuse will result in a zero for the test.

Learning styles differ among students. It is incumbent upon you to prepare for these tests in ways that are compatible with the ways in which you think, and based on your strengths and weaknesses. At the time of a test, the extent of your preparedness is entirely your responsibility.

During tests, the following rules apply:

1. All online tests are timed.
2. Mark all answers on an individual and independent basis
3. You may use your textbook or hand written notes
4. Test questions are “practically verbatim” from the textbook (study relevant chapters).

### Intellectual Capitalism Cases (50% of grade)

Intellectual capitalism is a perspective on capitalism that centers on data, information, knowledge, experience, wisdom and any other form of intellectual capital available to firms. Follow instructions provided in the link “Intellectual Capitalism Case” in MyCourses. You are to select one publicly traded corporation and respond to all questions regarding your chosen corporation throughout the term. There are three separate projects pertaining to your case study on strategic matters pertaining to the chosen corporation. This case leads you to a number of web databases to find information on your company. Of course, you should never cram and certainly pace yourself toward completion of each of the three projects during the term. An important part of this assignment is to make you aware of the existence and location of significant data on publicly traded companies. Furthermore, you are to show an ability to analyze some of this data and interpret your results. This project intends to improve your overall information literacy – a vital skill as we live in an ever-increasing intellectual capitalistic society.

## The Student's Academic Responsibility: “Learn with Honor”

### Learn and Learn How to Learn

Students are expected to adapt accordingly to satisfy all requirements of the course. All students will be expected to actively participate in supporting one another online. Creating a negative culture does not facilitate learning and causes distractions. Therefore, consistently being productive each day and accomplishing assignments well in advance, not being negative, is expected. My experience has been that students failing to consistently stay attentive to course assignments learn less and receive lower grades. Good learning influences good grades. Therefore, I am much more interested in talking about your learning process than your grades.

**MSU Honor Code**

All acts of dishonesty constitute academic misconduct. Cheating arbitrarily enhances one's performance while belittling the achievements of others. As an MSU student, you are obligated to inform your instructor if you know others are behaving dishonestly. Refer to the *Mississippi State University Honor Code* (<http://students.msstate.edu/honorcode/>) for further details regarding student expectations. I encourage students to help one another verbally, although providing answers is obviously strictly prohibited. At any time during the semester, if you are unsure of this policy, talk to your instructor before acting. Academic honesty policies are strictly enforced in BIS 8112.

**BIS 8112 Class Schedule: Class Activities and Due Dates**

Date	Class Activity	Assignment Due
August 19	Watch Introduction video on MyCourses	
August 20 – September 3	Chapter 1: A Look Toward the Future of Information Technology	
	Chapter 2: Information Management and IT Architecture	
	Chapter 4: Networks, Collaboration, and Sustainability	
	Chapter 6: E-Business & E-Commerce Models and Strategies	
September 4	Test 1	Online Test 1
September 5		Intellectual Capitalism Case 1
September 6 – September 21	Chapter 7: Mobile Technologies and Commerce	
	Chapter 8: Web 2.0 and Social Media	
	Chapter 9: Functional Area and Compliance Systems	
	Chapter 10: Enterprise Systems and Applications	
September 22	Test 2	Online Test 2
September 23		Intellectual Capitalism Case 2
September 24 – October 9	Chapter 11: Performance Management using Data Visualization, Mashups, and Mobile Intelligence	
	Chapter 12: IT Strategy, Sourcing, and Vendor Relationships	
	Chapter 13: Business Process and Project Management	
	Chapter 14: IT Ethics and Responsible Conduct	
October 10	Test 3	Online Test 3
October 11		Intellectual Capitalism Case 3

**Disclaimer:** The instructor reserves the right to change this syllabus at any point to satisfy the objectives of the course.

Online

## Course Syllabus

### Management of Information Technology and Systems BIS 8112

Spring Term, 2013



MISSISSIPPI STATE  
UNIVERSITY™

#### Professor

Lectures: Tues and Thurs, 10:00AM – 11:50AM  
Lecture Location: 202 McCool Hall  
Office Location: 313-E McCool Hall  
Office Phone: 1 (662) 325-1956  
Cell Phone: 1 (662) 341-0082  
Office Hours: Tues and Thurs, 2:00PM – 4:00PM  
Web: <http://mycourses.msstate.edu/>

Note: Email me through mycourses and make sure your mycourses email address is the one you use most.

Dr. Gary F. Templeton  
Associate Professor of MIS



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##### Required Material

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Online Test 3 . . . . .	19%	
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Intellectual Capitalism Case 3 . . . . .	19%	
Total . . . . .	100%	

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Intellectual capitalism is a perspective on capitalism that centers on data, information, knowledge, experience, wisdom and any other form of intellectual capital available to firms. Follow instructions provided in the link “Intellectual Capitalism Case” in MyCourses. You are to select one publicly traded corporation and respond to all questions regarding your chosen corporation throughout the term. There are three separate projects pertaining to your case study on strategic matters pertaining to the chosen corporation. This case leads you to a number of web databases to find information on your company. Of course, you should never cram and certainly pace yourself toward completion of each of the three projects during the term. An important part of this assignment is to make you aware of the existence and location of significant data on publicly traded companies. Furthermore, you are to show an ability to analyze some of this data and interpret your results. This project intends to improve your overall information literacy – a vital skill as we live in an ever-increasing intellectual capitalistic society.

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**BIS 8112 Class Schedule: Class Activities and Due Dates**

Date	Class Activity	Assignment Due
February 28	Syllabus Overview	
March 5	Chapter 1: Information Systems in the 2010s Chapter 2: IT Infrastructure and Support Systems	
March 7	Chapter 4: Network Management and Mobility	
March 12	Spring Break	
March 14		
March 19	Chapter 6: E-Business and E-Commerce	
March 21	Test 1	Online Test 1 Intellectual Capitalism Case 1
March 26	Chapter 7: Mobile Computing and Commerce	
March 28	Chapter 8: Web 2.0 and Social Media	
April 2	Chapter 9: Operational Planning and Control Systems	
April 4	Chapter 10: Enterprise Information Systems	
April 9	Test 2	Online Test 2 Intellectual Capitalism Case 2
April 11	Chapter 11: Business Intelligence and Decision Support	
April 16	Chapter 12: IT Strategic Planning	
April 18	Chapter 13: Business Process Management and Systems Development Chapter 14: Global Ecology, Ethics, and Social Responsibility	
April 23 10:00AM	Test 3	Online Test 3 Intellectual Capitalism Case 3

**Disclaimer:** The instructor reserves the right to change this syllabus at any point to satisfy the objectives of the course.

Lecture

## Course Syllabus

### Management of Information Technology and Systems BIS 8113

Summer I Term, 2015



MISSISSIPPI STATE  
UNIVERSITY™

#### Professor

Lectures: MTWR, 10am-11:45am  
Lecture Location: McCool 202  
Office Location: 313-E McCool Hall  
Office Phone: 1 (662) 325-1956  
Cell Phone: 1 (662) 341-0082  
Office Hours: Immediately after class  
Web: <http://mycourses.msstate.edu/>  
Note: Email me through mycourses and make sure your mycourses email address is the one you use most.

Dr. Gary F. Templeton  
Associate Professor of MIS



#### BIS 8113 Mission Statement

“We will constantly learn (which includes learning *how* to learn) about managing information systems for competitive or comparative advantage.”

*Catalog Description:* “Three hours lecture. Course includes the description, acquisition or development and use of systems from a local and global perspective. Technology-enabled concepts are used for student assignments.”

#### Course Materials and Resources

##### Required Material

*Information Technology for Management: Improving Strategic and Operational Performance, 8<sup>th</sup> Edition*, Turban and Volonino (ISBN 978-0-470-91680-3)  
*Microsoft Office* (Word, PowerPoint and Excel)

### Grading Policy

*Final Grade:* A final grade will be assigned based on the following scale:

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = Below 60

The above grading scale is not negotiable.

*Assignments:* The final grade score for BIS 8113 class participants will be calculated as follows:

Online Test 1 .....	14%	}	50%
Online Test 2 .....	17%		
Online Test 3 .....	19%		
Intellectual Capitalism Case 1 .....	14%	}	50%
Intellectual Capitalism Case 2 .....	17%		
Intellectual Capitalism Case 3 .....	19%		
Total .....	100%		

I don't worry or talk about grades or a class grade distribution. Consequently, I have awarded high percentages of both good and bad grades. My role is to facilitate your *learning* about the course subject matter. Learning is a very arduous and challenging student-driven process, while grades are an outcome of that process. Many people in the world are not willing to do what is necessary to learn and truly understand reality. In order to optimize your grade in any class, you must focus on the cause of that grade, which is primarily the learning process. Therefore, learn as much as you can and the grade should take care of itself. I will discuss learning processes and strategies extensively in class, but will not discuss final grades.

*Bonus Points:* Bonus points may or may not be awarded during the semester. The instructor may deduct, from any student, any bonus points awarded for any reason. Annoying the teacher about your final semester grade is an example of how bonus points may be deducted. Again, I encourage discussion about the causes of classroom success – at the time final grades are awarded, it is too late for a far more constructive discussion about causes of good grades.

*Students with Disabilities:* It is the policy of this instructor and MSU to make necessary accommodations for students with disabilities. Any student with a disability that will require special attention or accommodations should inform the instructor *as soon as possible*. If you have not registered with Student Support Services by the time of the assignment or exam, you are not excused.

## Graded Assignments

### Online Tests (50% of semester grade)

Students will complete online tests after a series of lectures on textbook chapters. The purpose is to ensure that students *understand* the chapter since these assignments are timed. You will be provided with a URL and instructions in MyCourses to access the online tests.

Tests will comprise of multiple choice questions and must be taken at the scheduled time unless the instructor, at his discretion, grants prior permission for an alternative time. Any makeup test may be granted only if the instructor is provided with a written excuse. This is important, as failure to provide such an excuse will result in a zero for the test.

Learning styles differ among students. It is incumbent upon you to prepare for these tests in ways that are compatible with the ways in which you think, and based on your strengths and weaknesses. At the time of a test, the extent of your preparedness is entirely your responsibility.

During tests, the following rules apply:

1. All online tests are timed.
2. Mark all answers on an individual and independent basis
3. You may use your textbook or hand written notes
4. Test questions are “practically verbatim” from the textbook (study relevant chapters).

### Intellectual Capitalism Cases (50% of grade)

Intellectual capitalism is a perspective on capitalism that centers on data, information, knowledge, experience, wisdom and any other form of intellectual capital available to firms. Follow instructions provided in the link “Intellectual Capitalism Case” in MyCourses. You are to select one publicly traded corporation and respond to all questions regarding your chosen corporation throughout the term. There are three separate projects pertaining to your case study on strategic matters pertaining to the chosen corporation. This case leads you to a number of web databases to find information on your company. Of course, you should never cram and certainly pace yourself toward completion of each of the three projects during the term. An important part of this assignment is to make you aware of the existence and location of significant data on publicly traded companies. Furthermore, you are to show an ability to analyze some of this data and interpret your results. This project intends to improve your overall information literacy – a vital skill as we live in an ever-increasing intellectual capitalistic society.

## The Student's Academic Responsibility: “Learn with Honor”

### Learn and Learn How to Learn

Students are expected to adapt accordingly to satisfy all requirements of the course. All students will be expected to actively participate in supporting one another online. Creating a negative culture does not facilitate learning and causes distractions. Therefore, consistently being productive each day and accomplishing assignments well in advance, not being negative, is expected. My experience has been that students failing to consistently stay attentive to course assignments learn less and receive lower grades. Good learning influences good grades. Therefore, I am much more interested in talking about your learning process than your grades.

**MSU Honor Code**

All acts of dishonesty constitute academic misconduct. Cheating arbitrarily enhances one's performance while belittling the achievements of others. As an MSU student, you are obligated to inform your instructor if you know others are behaving dishonestly. Refer to the *Mississippi State University Honor Code* (<http://students.msstate.edu/honorcode/>) for further details regarding student expectations. I encourage students to help one another verbally, although providing answers is obviously strictly prohibited. At any time during the semester, if you are unsure of this policy, talk to your instructor before acting. Academic honesty policies are strictly enforced in BIS 8113.

**BIS 8113 Class Schedule: Class Activities and Due Dates**

Date	Class Activity	Assignment Due
June 6	Introduction to the class	
June 10	Chapter 1: Information Systems in the 2010s	
June 11	Chapter 2: IT Infrastructure and Support Systems	
June 12	Chapter 4: Network Management and Mobility	
June 13	Chapter 6: E-Business and E-Commerce	Intellectual Capitalism Case 1
June 17	Test 1	Online Test 1
June 18	Chapter 7: Mobile Computing and Commerce	
June 19	Chapter 8: Web 2.0 and Social Media	
June 20	Chapter 9: Operational Planning and Control Systems	
June 24	Chapter 10: Enterprise Information Systems	Intellectual Capitalism Case 2
June 25	Test 2	Online Test 2
June 26	Chapter 11: Business Intelligence and Decision Support	
June 27	Chapter 12: IT Strategic Planning	
July 1	Chapter 13: Business Process Management and Systems Development	
July 2	Chapter 14: Global Ecology, Ethics, and Social Responsibility	Intellectual Capitalism Case 3
July 3	Test 3	Online Test 3

**Disclaimer:** The instructor reserves the right to change this syllabus at any point to satisfy the objectives of the course.

Online

## Course Syllabus

### Management of Information Technology and Systems BIS 8113

Fall Term, 2015



MISSISSIPPI STATE  
UNIVERSITY<sup>TM</sup>

#### Professor

Lectures: See videos in MyCourses  
Lecture Location: mycourses.msstate.edu  
Office Location: 313-E McCool Hall  
Office Phone: 1 (662) 325-1956  
Cell Phone: 1 (662) 341-0082  
Office Hours: Telephone meetings are available upon request  
Web: <http://mycourses.msstate.edu/>  
Note: Email me through mycourses and make sure your mycourses email address is the one you use most.

Dr. Gary F. Templeton  
Associate Professor of MIS



#### BIS 8113 Mission Statement

“We will constantly learn (which includes learning *how* to learn) about managing information systems for competitive or comparative advantage.”

*Catalog Description:* “Three hours lecture. Course includes the description, acquisition or development and use of systems from a local and global perspective. Technology-enabled concepts are used for student assignments.”

#### Course Materials and Resources

##### Required Material

*Information Technology for Management: Advancing Sustainable, Profitable Business Growth, 9th edition*, Turban, Volonino and Wood (ISBN 978-1-118-35704-0)  
*Microsoft Office* (Word, PowerPoint, Excel)

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**BIS 8113 Class Schedule: Class Activities and Due Dates**

Date	Class Activity	Assignment Due
August 19	Watch Introduction video on MyCourses	
August 20 – September 3	Chapter 1: A Look Toward the Future of Information Technology	
	Chapter 2: Information Management and IT Architecture	
	Chapter 4: Networks, Collaboration, and Sustainability	
	Chapter 6: E-Business & E-Commerce Models and Strategies	
September 4	Test 1	Online Test 1
September 5		Intellectual Capitalism Case 1
September 6 – September 21	Chapter 7: Mobile Technologies and Commerce	
	Chapter 8: Web 2.0 and Social Media	
	Chapter 9: Functional Area and Compliance Systems	
	Chapter 10: Enterprise Systems and Applications	
September 22	Test 2	Online Test 2
September 23		Intellectual Capitalism Case 2
September 24 – October 9	Chapter 11: Performance Management using Data Visualization, Mashups, and Mobile Intelligence	
	Chapter 12: IT Strategy, Sourcing, and Vendor Relationships	
	Chapter 13: Business Process and Project Management	
	Chapter 14: IT Ethics and Responsible Conduct	
October 10	Test 3	Online Test 3
October 11		Intellectual Capitalism Case 3

**Disclaimer:** The instructor reserves the right to change this syllabus at any point to satisfy the objectives of the course.

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garuer Hall, Room 279, Mail Stop 9702.

College or School: Business

Department: Marketing, Q.A., & Business Law

Contact Person: Dr. Gloria Liddell

Mail Stop: 9587

E-mail: [gliddell@business.msstate.edu](mailto:gliddell@business.msstate.edu)

Nature of Change: Modification Date Initiated: Spring 2014 Effective Date: Fall 2015

Current Listing in Catalog:

Symbol	Number	Title	Credit Hours
BL	8112	Law Ethics Disp Res	(2)

Current Catalog Description:

Two hours lecture. Legal and ethical issues faced by the business firm with emphasis on prevention and resolution of disputes, including mediation, negotiation and alternative dispute resolution.

New or Modified Listing for Catalog:

Symbol	Number	Title	Credit Hours
BL	8113	Law Ethics Disp Res	(3)

New or Modified Catalog Description:

Three hours lecture. Legal and ethical issues faced by the business firm with emphasis on prevention and resolution of disputes, including mediation, negotiation and alternative dispute resolution.

Approved:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date:

2/24/14

2/24/2014

2-26-14

COURSE MODIFICATION PROPOSAL (Campus 1 and Campus 5)  
**BL 8112 to BL 8113 Law Ethics Dispute Resolution**

1. CATALOG DESCRIPTION

A. Current Course Listing

**BL 8112. Law Ethics Disp Res.** Two hours lecture. Legal and ethical issues faced by the business firm with emphasis on prevention and resolution of disputes, including mediation, negotiation and alternative dispute resolution.

New Course Listing

**BL 8113. Law Ethics Disp Res.** Three hours lecture. Legal and ethical issues faced by the business firm with emphasis on prevention and resolution of disputes, including mediation, negotiation and alternative dispute resolution.

2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

The course content is being expanded from 2 to 3 credit hours, with an increase in contact hours from 30 to 45.

Please see the Detailed Course Outline for the Campus 1 and Campus 5 side-by-side comparison. The current course syllabus and the proposed new syllabus for the course are attached.

3. JUSTIFICATION

The proposed course content expands and improves upon the existing course content by allowing time for a more thorough, detailed and comprehensive analysis of this fairly complex course material. Expanding the credit hours for this course will allow students to spend more time upon each of the primary focus areas of the course – law, ethics and dispute resolution. Over the course of time that this has been taught as a 2 credit course, it has been difficult, for example to discuss the federal and state court system in the short time allowed. This has been of particular concern with respect to teaching students from foreign nations who are not familiar with the legal system in the U.S. All students will benefit from expanded lecture time on that topic by being able to conduct more than just a cursory review of that topic.

Both criminal law and ethics are topics which would benefit from expanded discussion opportunities, particularly due to the increasing ethical issues arising in the business world. You will note from the proposed syllabus the additional time allotted for both of those topics.

Cyberlaw is also an area of law increasing in legal complexity. Expanded time for doing in depth analyses of cases on this topic and other legal topics will no doubt benefit the students tremendously and allow our students to be more competitive globally.

4. LEARNING OUTCOMES

Learning outcomes include:

- Increased comprehension of the structure of the legal system in the U.S.
- Increased familiarity with both the theoretical and practical legal jargon and concepts that business managers may encounter.
- Broader comprehension of the actual types of legal matters a typical business manager may encounter through in depth cases analyses.
- Greater sensitivity to the ethical and criminal issues about which a business manager must be aware.

5. ADDITIONAL INFORMATION

- a. COURSE SYMBOL –No Change

b. COURSE NUMBER –

First Digit – No Change

Second and Third Digit – No Change

Fourth Digit - Increase the hours from 2 credits to 3 credits (See Topic Outline chart below for course content prior to and after the change. Course syllabi from prior and after the change, Campus 01 and Campus 5, are attached.)

TOPIC OUTLINE		
Content area	TWO CREDITS	THREE CREDITS
<b>UNIT ONE – LEGAL FRAMEWORK</b>		
Overview of Legal System	2 contact hours (lecture, feedback, discussion)	2.5 contact hours (video lectures, email feedback, discussion board)
Analysis of structure of federal and state court system.	1 contact hours (lecture, feedback, discussion)	1.5 contact hours (video lectures, email feedback, discussion board)
The Civil Trial Process	1.5 contact hours (lecture, feedback, discussion)	2.5 contact hours (video lectures, email feedback, discussion board)
Conduct of Case Research	1.5 contact hour (lecture, feedback, discussion, case presentations)	2.5 contact hour (lecture, feedback, discussion, case presentations)
Enforcement and Appellate Process	2 contact hour (lecture feedback, discussion)	2 contact hour (lecture, feedback, discussion)
Criminal Law and Procedure	1 contact hour (lecture, feedback, discussion, cases)	1 contact hour (video lectures, email feedback, discussion board, cases)
<b>UNIT TWO – EMPLOYMENT LAW AND ETHICS IN THE WORKPLACE</b>		
Employment law cases	2 contact hours (lecture, discussion of cases, meetings with individual Groups)	2.5 contact hours (video lectures, plus email feedback and cases discussion board)
Ethics, Part I - overview	1 contact hours (lecture, feedback, discussion)	1.5 contact hour (video lectures, email feedback, discussion board)
Ethics, Part II – case studies	1 contact hours (lecture, feedback, discussion of cases)	2.5 contact hours (video lectures, email feedback, cases discussion board)
(Exam #1) Meet with Research Groups	1 contact hours	1.5 contact hours
<b>UNIT THREE - SUBSTANTIVE BUSINESS LAW – A CASE STUDY APPROACH FOR MANAGERS</b>		
Commercial Transactions	1 contact hours (lecture, feedback, discussion of cases)	1.5 contact hours (video lectures, email feedback, discussion board)
International Law	1 contact hour (lecture, feedback, discussion of cases)	1.5contact hour (video lectures, email feedback, discussion board)
Business Organizations	1 contact hour (lecture, feedback, discussion of cases)	1.5 contact hour (video lectures, email feedback, discussion board)
Accountants Liability	1 contact hours (lecture, feedback, discussion of cases)	1.5 contact hours (video lectures, email feedback, cases discussion board)
Tortious Conduct	1.5 contact hours (lecture, feedback, discussion)	2.5 contact hour (video lectures, email feedback, discussion board)
Cyberlaw and Jurisdictional Issues	1.5 contact hours (lecture, feedback, discussion of cases)	2.5 contact hour (video lectures, email feedback, cases discussion board)
Intellectual Property Law	1.5 contact hours (lecture, feedback, discussion of cases)	2.5 contact hours (video lectures, email feedback, cases discussion board)
<b>UNIT FOUR – ALTERNATIVE DISPUTE RESOLUTION</b>		
	2.5 contact hours (lecture, feedback, classroom participation)	3.50 hours (video lecture, email, feedback, ADR video simulation)

Group Research Projects, including final presentations	3 contact hours (lecture, discussion, final Group presentations)	3.75 contact hours (audio/video group presentation Groups, plus email feedback and discussion board)
(Exam #2 and Final)	2 contact hours	4.25 contact hours
Total	30 contact hours	45 contact hours

6. DETAILED COURSE OUTLINE OF CAMPUS 1 and CAMPUS 5

Please see the table below for the Campus 1 and Campus 5 side-by-side comparison. The new syllabi for Campus 1 and Campus 5 are attached.

COURSE OUTLINE		
Content area	(F) Face to face	(O) Online, Internet, Web-based
<b>UNIT ONE – LEGAL FRAMEWORK</b>		
Overview of Legal System	2.5 contact hours (lecture, feedback, discussion)	2.5 contact hours (video lectures, email feedback, discussion board)
Analysis of structure of federal and state court system.	1.5 contact hours (lecture, feedback, discussion)	1.5 contact hours (video lectures, email feedback, discussion board)
The Civil Trial Process	2.5 contact hours (lecture, feedback, discussion)	2.5 contact hours (video lectures, email feedback, discussion board)
Conduct of Case Research	2.5 contact hour (lecture, feedback, discussion, case presentations)	2.5 contact hour (lecture, feedback, discussion, case presentations)
Enforcement and Appellate Process	2 contact hour (lecture feedback, discussion)	2 contact hour (lecture, feedback, discussion)
Criminal Law and Procedure	1 contact hour (lecture, feedback, discussion, cases)	1 contact hour (video lectures, email feedback, discussion board, cases)
<b>UNIT TWO – EMPLOYMENT LAW AND ETHICS IN THE WORKPLACE</b>		
Employment law cases	2.5 contact hours (lecture, discussion of cases, meetings with individual Groups)	2.5 contact hours (video lectures, plus email feedback and cases discussion board)
Ethics, Part I - overview	1.5 contact hours (lecture, feedback, discussion)	1.5 contact hour (video lectures, email feedback, discussion board)
Ethics, Part II -- case studies	2.5 contact hours (lecture, feedback, discussion of cases)	2.5 contact hours (video lectures, email feedback, cases discussion board)
(Exam #1) Meet with Research Groups	1.5 contact hours	1.5 contact hours
<b>UNIT THREE - SUBSTANTIVE BUSINESS LAW – A CASE STUDY APPROACH FOR MANAGERS</b>		
Commercial Transactions	1.5 contact hours (lecture, feedback, discussion of cases)	1.5 contact hours (video lectures, email feedback, discussion board)
International Law	1.5 contact hour (lecture, feedback, discussion of cases)	1.5contact hour (video lectures, email feedback, discussion board)
Business Organizations	1.5 contact hour (lecture, feedback, discussion of cases)	1.5 contact hour (video lectures, email feedback, discussion board)
Accountants Liability	1.5 contact hours (lecture, feedback, discussion of cases)	1.5 contact hours (video lectures, email feedback, cases discussion board)
Tortious Conduct	2.5 contact hours (lecture, feedback, discussion)	2.5 contact hour (video lectures, email feedback, discussion board)
Cyberlaw and Jurisdictional Issues	2.5 contact hours (lecture, feedback, discussion of cases)	2.5 contact hour (video lectures, email feedback, cases discussion board)
Intellectual Property Law	2.5 contact hours (lecture, feedback, discussion of cases)	2.5 contact hours (video lectures, email feedback, cases discussion board)
<b>UNIT FOUR – ALTERNATIVE DISPUTE RESOLUTION</b>		
	3.5 contact hours (lecture, feedback,	3.5 hours (video lecture, email,

	classroom participation)	feedback, ADR video simulation)
Group Research Projects, including final presentations	3.75 contact hours (lecture, discussion, final Group presentations)	3.75 contact hours (audio/video group presentation Groups, plus email feedback and discussion board)
(Exam #2 and Final)	4.25 contact hours	4.25 contact hours
Total	45 contact hours	45 contact hours

## 7. METHOD OF EVALUATION

All methods of delivery:

Exam #1	20%
Exam #2	25%
Group Research Project	35%
Roundtable Discussion	10%
Individual Work*	10%

\* Individual Work includes various individual assignments, discussion participation, and other individual involvement.

Grading scale (Both methods of delivery):

A	90.0 – 100
B	80.0 – 89.99
C	70.0 – 79.99
D	60.0 – 69.99
F	< 59.99
Out of Class Work	

## 8. ACADEMIC MISCONDUCT

Using the tools available through the web-based delivery course space, the instructor will seek to discourage academic misconduct through the following methods:

- Randomly ordered exam questions
- The use of original exam questions only (not using available test banks)
- Time-sensitive exams
- Some essay (case briefing) questions

## 9. TARGET AUDIENCE

We intend to target current business professionals, military personnel, and other persons interested in a graduate degree in business.

## 10. METHOD OF INSTRUCTION

Lecture

## 11. METHOD OF DELIVERY

Face to Face and Online via MyCourses (interactive video based)

The course in both delivery methods is structured around three (3) modules with 3-6 content areas each, plus group design activities. In the face-to-face course, these areas are met with approximately 2-4 contact hours each, including classroom lecture, discussion, and both individual and group design exercises. The remaining 6 contact hours consist of two 75 minute exams during the course.

The same content areas are covered in the online section, but the contact hours are arranged differently. The contact hours allocated to each content area are comprised of two parts:

- Video Lectures: Each content area is framed around a series of video lectures. Students are encouraged to pause when needed to take notes and re-watch lectures at least once. Adequate coverage of the video lectures requires a minimum of 2-4 contact hours per content area.
- Discussion Points: In both methods of delivery, students are required to provide discussion points and/or questions related to the assigned readings for that week. In the web-based section, students must submit their discussion points on the course discussion board, where they will be made available to the entire class. This activity requires 1 to 2 contact hours per content area.

## 12. DELIVERY STATEMENT

This course offering will not violate the Provost's policies on Campus1 and 5 offerings. This course is not used for dissertation hours. The course is offered on campus and online, during the same semester. The capacity of the on campus course is sufficient to accommodate the demand, so that no campus student would be required to take the course online. Students living outside the Starkville area, or even students living within commuting distance who prefer the flexibility and convenience of taking the course online from their home or office, can do so by registering in the Distance Learning sections of the course.

## 13. SUPPORT

A letter of support from the academic department is attached.

## SPECIAL NOTES

### 1. CROSS-LISTING

N/A

### 2. EFFECTIVE DATE

Fall 2015

### 3. EFFECT ON OTHER COURSES

None.

### 4. CONTACT PERSON

Dr. Gloria Liddell  
gliddell@business.msstate.edu, 325-7002

## COURSE SYLLABUS BL8112 SPRING 2014 (On Campus- Term 1)

BL 8112 Law, Ethics and Dispute Resolution (for Business Managers) Spring, 2014

Dr. Gloria J. Liddell, Assistant Professor, Business Law

Dept. of Marketing, Quantitative Analysis and Business Law

Room: 324N McCool Hall

How to Contact Me: E-mail: Through MyCourses (This is the best way to reach me.)

Web site: MyCourses (CHECK YOUR GRADES AT MyCourses)

**Have your MyCourses email forwarded to your official university email account and check it regularly. Frequent communications are made using this medium.**

Lecture tapes available at MyMedia for review of material.

Graduate Assistant: usr3@msstate.edu (for questions regarding grade and attendance records.)

Office Hours: 8:00am – 10:00am; or by appointment (appointments are best)

Class Meeting: 10:00a – 11:50a Room 208A, McCool Hall

Textbook: Ethics Essentials for Business Leaders, by Brian T. Engelland and William D. Eshee, Jr., Rockwell Press, 2007.

Supplemental Materials: Handouts, case assignments and research projects.

Grade Scale: A=90-100; B=80-89; C=70-79; D=60-69 F=below 60

Attendance:

(EMAIL GRADUATE ASSISTANT FOR ATTENDANCE RECORDS)

You are required to **attend every class** and be on time. It is your responsibility to find out about any assignments missed because of an absence. Tests can be made up only with a **written medical excuse, or documentation of an official school outing**. It is your responsibility to contact the instructor to arrange to take a make-up test within **two (2) days** after the date the test was given. Failure to take a make-up within the prescribed time will result in an "F" for that test.

All corrections to attendance records must be made **no later than the next class** after the incorrect attendance record was recorded. All final corrections must be requested by **February 15, 2014**.

If you do not sign the roll you are absent from class. **You may not sign the roll if you are tardy (more than 15 minutes late), or if you leave early (unless due to a prearranged unavoidable commitment you have received approval from me about.)** On test days **no one will be admitted to class after the test has begun**. Check the web daily or ask to see attendance records. (Tests will normally be given in the computer lab – room 218.)

**Attendance Rule:** Attendance affects your grade. You are **allowed one absence during the semester regardless of the reason** without losing any points. Since you may catch a cold, have car trouble or have a family emergency or something else that may cause you to have to miss a day, use your absences wisely. **You will lose 1% off of your final grade per absence** after the 1<sup>st</sup> absence regardless of the reason, unless it is an officially approved school outing/activity; or you have a documented ADA disability for which the documentation states certain absences are required during the semester. If you have an official school outing, please email me so that those outings won't be included in your absences. If you have a documented ADA disability that prevents you from attending class, please provide me the documentation. Official recorded roll taking begins on **January 18, 2014**. Signing the roll for someone other than you is considered cheating and academic misconduct, and will result in an "F" in the course and also will be reported to the appropriate university official. **WE SPOT CHECK SIGNATURES!**

Courtesy Requests:

\*Arrive in class on time. If you must be late, walk in quietly. Do not leave class early except with prior approved permission.

\*Do not sleep in class or lay your head on the desk, unless the instructor is sleeping too ☺.

\*All cell phones, laptops and other electronic devices turned off **BEFORE** entering class and kept put away.



\*Do not read newspapers, information on laptops or other materials other than materials that you should be reading in this class.

\*No eating or drinking in the classroom (unless you bring enough for everybody, including THE TEACHER!)

If you need academic accommodations based on a disability, contact the office of Student Support Services in Room 01 Wedtgomery Hall (325-3335) or email Julie Berry at [jberry@saffairs.msstate.edu](mailto:jberry@saffairs.msstate.edu).

Description of Course:

This is a two hour graduate level course designed to make the student familiar with and sensitive to the legal and ethical issues faced by the business firm. There will be an emphasis upon the legal process involved in the judicial resolution of disputes, while at the same time acquainting the students with the processes involved for prevention and resolution of disputes outside of the court process. The study of substantive areas of law necessary for business managers will be conducted utilizing the "case study" approach. The student is also expected to become familiar with "legal jargon" in order to better understand legal concepts and materials in this class and to become comfortable with the legal issues business managers may encounter. The student should keep apprised of current events that relate to instructional material.

Objectives:

- (1) To familiarize the student with our legal system, especially certain issues peculiar to business managers;
- (2) To teach students how to manage employees in such a manner as to avoid potential legal issues;
- (3) To acquaint students with alternative means of resolving disputes other than the traditional court process;
- (4) To develop in the student a recognition of ethical, global, and diversity principles that arise in the workplace particularly pertaining to laws that affect our society and the business enterprise;

Prerequisites: Graduate Standing

International Coverage: Covered in selected subject areas

Specific Topics covered: (May be revised)

Unit 1: The Legal Framework

Unit 2: The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations

Unit 3: Substantive Areas of Business Law – A Case Study Approach

Unit 4: Prevention of Disputes and Negotiation  
Alternative Methods of Dispute Resolution (Mediation and Arbitration)

Detailed Daily Agenda (May be revised):  
(Be prepared by staying ahead.)

**Unit 1 – The Legal Framework**

Mon., Jan. 13	Review of Syllabus and Introduction to the course material Sources of Law (including the UCC) Reading Cases , Briefing Cases  Homework Assignment #1 - Find a case using Lexis Nexis
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### Finding a Case

Do the Lexis Nexis self-tutorial at the library web site. (Go to library, indexes & databases, popular databases on the right, Lexis-Nexis Academic, Legal tab, view tutorials at the bottom). Use Lexis Nexis to find a case that has your last name as a party in the case and outline it as follows:

1. State the name of the case, the citation (book, volume, page etc. it is found in),
2. The name of the court that decided the case.
3. The year the case was decided.
4. The Facts - Briefly tell what the case was about.
5. The Issue - what the issue was the court was dealing with
6. The Decision - what the court decided in conclusion.
7. The Reasoning – why the court decided the way it did.
8. Dissenting or Concurring Opinions – Just indicate whether there is one, or more.

If you cannot find your last name (especially if you have a foreign or unusual name, use the name of your closest relative or best friend who has a more common name.) Do not use a case that only has a few sentences for the report of the whole case. If the case you found seems hard to understand, find another one.

Plan to present your case to the class. It is not turned in.

Wed, Jan 15	<p>Discuss Assignment #1 – Sources of Law – specific cases found The federal and state court system The Civil Trial Process</p> <p>Homework Assignment #2 – [“The Rat’s in the Grocery Store” Case: <i>U.S. v. Park</i>, 421 U.S. 658 (1975)] – Brief the Case. Read the Ethics textbook.</p> <p><b>Recommend:</b> Start a Case Brief Notebook in which you can maintain all briefs of all assigned cases. Look up the meaning of all new terms in the cases. (This notebook will not be checked, but you will probably find it useful for class participation.)</p> <p><b>Standing Assignment thru Test 1:</b> Know the definitions for the List of Terms and Concepts for Units 1 &amp; 2 .</p> <p>Read the Ethics textbook. Yes, the WHOLE BOOK in one day! At least be finished by Wed., Jan. 16.</p>
Mon, Jan 20	HOLIDAY
Wed, Jan 22	<p>Discuss <i>U.S. v. Park</i> Civil Remedies – Legal and Equitable Appeals Enforcement of Judgments</p> <p>Complete reading of ethics textbook</p>

## Unit 2 – The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations

- Mon., Jan 27      Ethics - The Ethical Responsibilities of Employees, Managers and Business Organizations  
The Criminal Trial Process and white collar crimes (Figure 4.1)  
Study the BP oil spill pending criminal matter in the news (indictment pending as of this writing).  
  
Homework Assignment #3 - Read and Brief cases for employment law.
- Wed, Jan 29      Employment Law - The Legal Responsibilities of Employees and Business Organizations  
  
Cases:  
*Stuab v. Proctor Hospital*, No. 09-400 (U.S.S.Ct. March 1, 2011)  
*Crawford v. Metropolitan Government of Nashville*, 129 S.Ct. 846 (2009) (sexual harassment)  
*Chaney v. Plainfield Healthcare Center*, No. 09-3661 (7th Cir. July 20, 2010) (racial discrimination)  
*Diedre Townsend-Taylor v Ameritech*, 2008 U.S. App. LEXIS 9237 [FMLA]  
*Webb v. City of Philadelphia*, 562 F.3d. 256 (2009)[religious discrimination]  
*VandenBroek v. PSEG Power CT LLC*, No. 09-1109, F.3d (2d Cir.). [ADA]
- Mon., Feb. 3      **Test #1** (Units 1 and 2) (Includes all terms and concepts for these units)  
Research Paper Group Meetings  
Homework Assignment #5 – Read and Brief cases for Unit 3. Research Paper Outlines due.

## Unit 3: Substantive Areas of Business Law – A Case Study Approach

- Wed., Feb. 5      Commercial Transactions (including the UCC)  
International Business Laws (Globalization of the Business Firm)  
Cases:  
*J. McIntyre Machinery, Ltd. vs. Nicastro* (U.S. Sup Ct., 2011) 09-1343 [jurisdiction over international business]  
*Cook v. Downing*, 891 P2d 611 (Okla. App. 1995)[ are dentures goods?]  
*Regal Finance Co., Ltd. v. Tex Star Motors, Inc.*, 246 S.W.3d 745, 2010 WL 3277132, 53 Tex. Sup. Ct. J. 1034 (Tex.2010)  
*Sky Cast, Inc. v. Global Direct Dist.*, (2008 U.S. Dist. LEXIS 21121) [CISG]  
  
Research Paper Group Discussion (time permitting)
- Mon., Feb 10      Business Organizations  
Accountant's Liability  
Cases:  
*Smith v. Redd*, 593 So.2d 989 (Miss., 1991) [oral partnership]  
*Pitman v. Flanagan Lumber Co.*, 567 So.2d 1335 (1990) [limited partnership]  
*Hite v. Thomas & Howard Company of Florence*, 409 S.E. 2d 340 (1991) [corporate suit by shareholders]  
  
Roundtable teams assigned - Meeting
- Wed, Feb 12      Torts  
Cases:  
*Randi v. Muroc School Dist*, 929 P2d 582 (Cal 1997) [negligence – letter of ref]  
*Abney v. Crosman & Owens*, 919 So.2d 289 (Ala., 2005) [strict liability]

*Kniesel v ESPN*, 393 F.3d 1068 (9<sup>th</sup> Cir.) [defamation]  
*Rasnick v. Krishna*, 690 S.E. 2d. 670 (2010) [innkeeper liability]  
*Flores v. Expretzit! Stores*, 696 S.E. 2d. 125 (2010) [dram shop laws]  
 The unreported case of Stella Liebeck [negligence and punitive damages]

Mon, Feb 17

Cyber law

Cases:

*City of Ontario, California v. Quon*, 08-1332, U.S Supreme Court [sexually explicit text messaging by employee], decided 6/17/2011.  
*United States v. Cotterman*, No. 09-10139 (9th Cir. 2011). [computer laptop border search]  
*Craig Marten v. Harold Goodwin*, 499 F. 3 290 [jurisdiction – effects test]  
*Sony Music Entertainment v. Does*, 326 F.Supp.2d 556 [illegal downloads of music through file copying network]

Homework Assignment #6 – Read :

- Negotiation Materials on Mycourses
- ADR Materials on Mycourses

DEADLINE TO EMAIL ME YOUR ROUNDTABLE TOPIC DISCUSSION FOR APPROVAL – FIRST COME, FIRST SERVED (NO TWO PEOPLE MAY HAVE THE SAME TOPIC – KEEP IT A NARROW TOPIC)

#### **Unit 4 Prevention of Disputes and Negotiation**

##### **Alternative Methods of Dispute Resolution (Mediation and Arbitration)**

Wed., Feb 19

Dispute Prevention

The Art of Negotiation (incl. international cultural issues)  
 Alternative Dispute Resolution (Mediation and Arbitration for Businesses)  
 Be prepared to answer questions from the assigned ADR material.  
**(Participation quiz)**

Mon., Feb 24

Research Paper Presentations

Research Paper due by 8am today through Mycourses

Homework Assignment #7 – Prepare the ½ page outline for the Roundtable and distribute to all students through MyCourses by 5pm today.

Wed., Feb 26

Roundtable Discussions+

Mon., March 3

Focus on Your Future Speaker

Wed., March 5

**\*Test #2 (Units 3&4)**

\*Test 2 includes terms from both units 3 & 4 and briefing of cases from memory along with questions from research paper presentations.

#### **ASSIGNMENTS:**

##### Research Paper

You are required to prepare a MINIMUM 6000 word research paper as a group. (Graphs and diagrams may be used but are not included in the word minimum.) The paper is required to integrate ethics and substantive law, particularly as it affects business managers. Your group will present this paper. The

paper must be on any substantive area of law you select as if affects business managers and discuss ethical issues relating to that substantive area of law. (It cannot be on any topic concerning your roundtable discussion) **The paper should contain at least 18 different references to cases (other than the ones you are discussing), law review articles, business journal articles, treatises, books (not textbooks) or major magazine or newspaper articles from major newspapers. QUALITY REFERENCES IS ESSENTIAL.**

Remember to put all quoted materials in quotations marks and reference the source, OTHERWISE YOU WILL BE REPORTED FOR PLAGIARISM.

**On your bibliography or works cited page, number your references and categorize them putting law review article references first.** On the bibliography or works cited page you are also required to provide the author's name (last name first), the name of the article in italics, the name of the publication along with the volume, page number and year where the article can be found. For web pages provide the full web page address and place in parentheses the last date you visited that address. **YOU MAY NOT USE REFERENCES OR CASES THAT HAVE BEEN PROVIDED TO YOU IN THIS COURSE.** You may use other less notable materials as references but not for the required 18 references. You may not use any "Wiki" references, dictionaries or textbooks as one of your references. **At least 9 of the references should be law review articles found on Lexis-Nexis Academic Universe which are at least 8,000 words in length.** Except as specified in this syllabus, use the MLA format for writing the paper and citing references. The chosen topic of your Research Paper submitted through MyCourses for approval is due as soon as possible but not later than Wednesday, **Feb. 3 at 10am.** IT MUST BE APPROVED BY ME BEFORE YOUR GROUP CAN PROCEED. Submit the final paper through MyCourses Assignment tool by Thursday, **Feb 24 at 8am;**

Be prepared to make a 25 minute minimum group presentation of the paper. You may do the presentation of the papers using power point, posters, a skit, or any creative format you choose. Part of your grade will be based upon creativity. You may not read the paper or hold a copy of the paper during the presentation.

Suggested substantive areas of law include, but are not limited to, contract disputes, international commercial disputes, partnership and LLC disputes, shareholder derivative lawsuits, accountant's liability, strict liability, product liability, negligence, the negligence doctrine of *respondeat superior*, negligent hiring, employment discrimination, worker's compensation, disability discrimination, religious discrimination, sexual harassment, cyber law, environmental violations, OSHA violations. After you have selected the substantive law topic you must:

- (a) Introduction. Your introduction should say what the paper is about and what it will cover.
- (b) Discussion of the law. Here you will discuss the substantive law topic itself separately from the cases, using at least 3 (of the required 9) different references to law review articles on Lexis Nexis. (article should be no more than 6 years old and at least 8000 words long). So if your topic is disability discrimination, for example, your paper should discuss the law of disability discrimination in general.
- (c) Discuss in summary at least six (6) recent court cases on that topic involving businesses decided in the federal or state court (do not use cases discussed or referenced in class). Also discuss why you believe the business leader in each situation you reference made a bad business decision using the concepts in the ethics text book as your guide (but not your reference – use outside references). Discuss (at least 3 sentences for each case) the specific ethical philosophy from the textbook you think the business manager utilized or failed to utilize for each case.
- (d) Compare and contrast the cases.
- (e) Discuss how the cases affect business managers, and what the business managers involved in these cases could have done differently to avoid the action being brought. (even though the business might have been successful), specifically referencing ADR as applicable.
- (f) Conclusion and Recommendations

**Outline your final paper with roman numerals, alphabetical subheadings and captions to show that each of the above requirements is covered OR LOSE POINTS!**

**You will lose points for failure to meet any of the above stated paper requirements and for poor quality references.**

#### Roundtable Discussions

A Roundtable Discussions is an opportunity to informally discuss a particular topic in a small group. The purpose of this type of discussion is to encourage the free flow of ideas among participants. In these discussions one person serves as the facilitator. Each person around the table is expected to contribute to the discussion by interacting and sharing ideas and thoughts. The discussion facilitator should do the following:

- Get approval of your topic from the Professor on or before **Feb 17**.
- Distribute by **Feb 24** a one/half page handout to the class members which outlines the topic for discussion
- Introduce the subject matter for discussion
- Encourage class members to participate
- Guide the discussion by introducing new points on the same topic to keep the discussion moving

Each person will serve as a facilitator. The discussion should be designed to be **fast paced, somewhat controversial and thought provoking!** The topic may include any law topic, except that it may not be concerning a subject contained in your research or ethics paper. You must prepare a ½ page double spaced 14 point font outline of the subject to be covered in the roundtable discussion. Each discussion must be concluded within 8 minutes. (The professor is an observer.)

**\*\*Participation points are not earned for roundtable discussions since this is a mandatory activity for full class participation. However, you will lose participation points for failure to meaningfully contribute to at least 3 of the separate roundtable discussions. Your roundtable grade is based upon how well you serve as a facilitator.**

#### Grades:

There will be two exams (NO FINAL). The first exam will count as 20% of the final grade and will cover Units 1&2. The second exam will count as 25% of the final grade and will cover Units 3&4 and questions about research papers presented by each group. The research paper counts as 40% of the grade based upon both written and oral presentation of the project. Roundtable Discussion counts as 5% of the final grade. Class participation will count as 10% of the grade. The class participation grade is determined by participating in discussions of the terms, concepts, assigned cases, ADR and roundtable discussions, and all other class activities by contributing a thoughtful or learned comment that moves the discussion forward and adds to the learning experience in the class; and by completing all assigned tasks on time.

Calculate your final grade as follows: Multiply .20 x your first exam score, multiply .25 x second exam score, multiply .40 x your research paper grade, multiply .05 x roundtable discussion grade, and .10 x class participation grade. Add these scores together. Then deduct 1% from this average for each absence after the first absence, and this is your final grade.

All corrections to grade records must be requested no later than two days after the disputed grade is posted on the web or made available in class, whichever is sooner. ALL final corrections to disputed grade records and attendance records posted to date must be requested by **Feb. 19, 2014**. (except Test 2 obviously)

Remember, "What you make is what you get." **Do not ask for any special consideration or extra assignments to make up poor grades you have earned** (not even for one twenty-eighth of a point. Just study hard and come to class. Remember, this is a reading and memorization course to a great extent, therefore it does not usually pay to wait until the last minute to cram – there is just too much stuff. But if

you make note cards as you go along or keep good notes in a notebook, chances are you will retain more info for test time. (Ask about the "right pile/wrong pile" game as a study tool - it works!)

Requirements:

You are responsible for **reading** all material covered in the text outlined above **before you come to class** each day and all material covered in class which may not be in the text.

The standing assignment is to be prepared for the material to be covered in class. You are expected to brief all cases in writing and place in a notebook; and write out definitions of all terms and concepts on the List on the course content page of MyCourses and place them in the front of the Case Brief Notebook; however this is not required.

+Cheating is taken very seriously in this class. If you are caught cheating you will receive an "F" out of the course automatically, and the cheating incident will be reported to the appropriate university official as academic misconduct. Any form of plagiarism is also considered cheating. Failure to put quotes and a footnote reference on quoted material is plagiarism. You are encouraged to review the MSU Academic Operating Policy and Procedure Manual. All violations of the Honor Code will be dealt with in accordance with the guidelines and procedures outlined. ( See AOP 12.07--Honor Code and go to <http://students.msstate.edu/honorcode/> ) Mississippi State University has approved an Honor Code that states as follows: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." You are bound by this code. PLACE THE HONOR CODE ON ALL ASSIGNMENTS.

If you need any special assistance due to any type of disability, it is your responsibility to advise me and provide me with appropriate documentation. We will assist you with any reasonable accommodation.

**THIS SYLLABUS IS SUBJECT TO CHANGE AT THE DISCRETION OF THE INSTRUCTOR  
SO STAY TUNED!**

"This syllabus is intended to give the student guidance in what may be covered during the semester. However, the professor reserves the right to modify, supplement and make changes as the course needs arise."

## SYLLABUS BL8112 - DISTANCE SPRING 2014 (Term 1)

DISTANCE LEARNING COURSE (via internet – Mycourses.msstate.edu)

BL 8112 Law, Ethics and Dispute Resolution (for Business Managers) Spring, 2014 (Term 2)

DISTANCE LEARNING COURSE (via internet)

Dr. Gloria J. Liddell, Assistant Professor, Business Law

Dept. of Marketing, Quantitative Analysis and Business Law

E-mail: Send email through MyCourses mail

Distance Learning web sites: <https://mycourses.msstate.edu/webct>; <http://mymedia.msstate.edu/>

(ALL COURSE CONTENT, GRADES, PARTICIPATION RECORDS, ETC. ARE INITIATED THROUGH THESE WEB SITES. IF YOU ARE COMMUNICATING WITH ME CONCERNING THE CLASS OUTSIDE OF THIS MEDIUM YOU ARE IN THE WRONG PLACE.)

**Check MyCourses email regularly. Frequent communications will be made using this medium.**

**Recommend: Have your Mycourses email forwarded to your regular email account.**

**Ethics Text:** Ethics Essentials for Business Leaders, by Brian T. Engelland and William D. Eshee, Jr., Rockwell Press, 2007. Purchase textbook online at Barnes & Nobles, Mississippi State Univ. at this web site:

<http://msstate.bncollege.com/webapp/wcs/stores/servlet/TBWizardView?catalogId=10001&storeId=10058&langId=-1>

Handouts and assigned readings posted on MyCourses.

Computer Equipment: Computer with high speed internet. Access to AV software.

Video Lectures: <http://mymedia.msstate.edu/>

Grade Scale: A=90-100; B=80-89; C=70-79; D=60-69 F=below 60

### Expectations:

This course is “time driven” and not “self-paced”. In other words, the tasks must be completed within specified time deadlines. It is an 8 week course that begins and ends at a specified time. (Dates: January 13, 2014 – March 5, 2014.) There is no final exam for this course.

Of course you will need access to a computer capable of performing the tasks required by this course. High speed internet connection is necessary – not dialup. You will also be required to make an audio visual digital file to present to the class with your group that can be played on windows media player or other AV digital device.

You are **required to participate in every group or individual presentation/discussion.** (See Grades section near the end of the syllabus.) The discussions are an important part of the course.

There are two tests. Tests can be made up only with a written medical excuse, or for a preapproved reason. It is your responsibility to contact the instructor to arrange to take a make-up test at the beginning of the course. Failure to take a make up at the prescribed time will result in an “F” for that test. **Recommend: Use a university approved proctor.** The unproctored version of the tests will be **fast paced, strictly timed and you will not be allowed to revisit questions on the tests.** If you are not a really fast reader/writer you should **make arrangements immediately** through the MSU AOCE Distance Learning Office to use an approved proctor.

### Description of Course:

This is a two hour graduate level course designed to make the student familiar with and sensitive to the legal and ethical issues faced by the business firm. There will be an emphasis upon the legal process involved in the judicial resolution of disputes, while at the same time acquainting the students with the processes involved for prevention and resolution of disputes outside of the court process. The study of substantive areas of law necessary for business managers will be conducted utilizing the “case study” approach. The student is also expected to become familiar with “legal jargon” in order to better



understand legal concepts and materials in this class and to become comfortable with the legal issues business managers may encounter. The student should keep apprised of current events that relate to instructional material.

Objectives:

- (1) To familiarize the student with our legal system, especially certain issues peculiar to business administration of management;
- (2) To teach students how to manage employees and business situations in such a manner as to avoid potential legal issues;
- (3) To acquaint students with alternative means of resolving disputes other than the traditional court process;
- (4) To develop in the student a recognition of ethical, global, and diversity principles that arise in the workplace particularly pertaining to laws that affect our society and the business enterprise;

Prerequisites: Graduate Standing

International Coverage: Covered in selected subject areas

Specific Topics covered: (May be revised)

Unit 1: The Legal Framework

Unit 2: The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations

Unit 3: Substantive Areas of Business Law – A Case Study Approach

Unit 4: Alternative Methods of Dispute Resolution  
Prevention of Disputes and Negotiation  
Mediation and Arbitration

Detailed Daily Agenda (May be revised):  
(Be prepared by staying ahead.)

**UNIT 1 – The Legal Framework**

**TAPES:** Listen to and review tapes G1-G14 for GL and Tapes P1-P6 (criminal law) for PL (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia; but the following is a list of the content areas covered by the tapes for this unit.) Also be sure to review the Terms & Concepts for Units 1 and 2 on MyCourses home page.

Sources of Law (including the UCC)  
The federal and state court system  
Finding a Case/Briefing Cases  
Civil Remedies – Legal and Equitable  
The Civil Trial Process  
Appeals  
Collection of Judgments  
The Criminal Trial Process and white collar crimes (Figure 4.1)

**Assignment #1** - Find a case using Lexis Nexis (Tape 3).

Finding a Case

Do the Lexis-Nexis Academic Universe self-tutorial at the library web site. Go to library, databases, Lexis-Nexis Academic Universe, U.S. Legal on the left, to find cases and law reviews. Use Lexis Nexis to find a case that has your last name as a party in the case and outline it as follows:

1. State the name of the case, the citation (book, volume, page etc. it is found in),

2. The name of the court that decided the case.
  3. The year the case was decided.
  4. The Facts - Briefly tell what the case was about.
  5. The Issue - what the issue was the court was dealing with
  6. The Decision - what the court decided in conclusion.
  7. The Reasoning – why the court decided the way it did.
  8. Dissenting or Concurring Opinions – Just indicate whether there is one, or more.
- If you cannot find your last name (especially if you have a foreign or unusual name, use the name of your closest relative or best friend who has a more common name.) Do not use a case that only has a few sentences for the report of the whole case. If the case you found seems hard to understand, find another one.

Plan to present your case to the class in a required discussion group. It is not turned in.

You can find assistance on how to brief a case at the following web site. Follow the instructions for a student brief rather than an appellate brief, but use the format stated above. If it is confusing, just use the format provided at the web site through step 6:  
[www.lib.jjay.cuny.edu/research/brief.html](http://www.lib.jjay.cuny.edu/research/brief.html)

**Assignment #2** – Read and Brief “The Rat’s in the Grocery Store” Case: *U.S. v. Park*, 421 U.S. 658 (1975)] (Tape 3). Also read latest news on the Deepwater Horizon BP spill of 2010 regarding criminal charges against engineers.

**REQUIRED DISCUSSION SET A** (with GL): (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation)  
 During the Set A discussion groups we will discuss the cases for Assignment #1 and #2. In addition, questions concerning Tapes G1-G14 can be answered at this time. Informal questions may also be posed to assess your comprehension of these materials. Feel free to email any questions prior to the discussion group. Tapes G1-G14 and Assignments #1 & 2 should be completed prior to Discussion Group Set A.

**DEADLINE:** Jan 24, 2014

## **UNIT 2 – The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations**

**TAPES:** Listen to and review Tapes P7-P10 (ethics) for PL and Tapes G15-G18 (employment law) for GL. (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia, but the following is a list of the content areas covered by tapes for this unit.) Also, be sure to review the Terms and Concepts for Units 1 & 2 on the MyCourses home page.

Ethics - The Ethical Responsibilities of Employees, Managers and Business Organizations  
 Employment Law - The Legal Responsibilities of Employees and Business Organizations

**Assignment #3 - Complete reading of the Ethics textbook**  
**Assignment #4 - Read cases for employment law.**

Employment Law Cases:  
*Stuab v. Proctor Hospital*, No. 09-400 (U.S.S.Ct. April 1, 2011)  
*Crawford v. Metropolitan Government of Nashville*, 129 S.Ct. 846 (2009)  
 (sexual harassment)  
*Chaney v. Plainfield Healthcare Center*, No. 09-3661 (7th Cir. July 20, 2010)  
 (racial discrimination)  
*Diedre Townsend-Taylor v Ameritech*, 2008 U.S. App. LEXIS 9237 [FMLA]  
*Webb v. City of Philadelphia*, 562 F.3d. 256 (2009)[religious discrimination]  
*VandenBroek v. PSEG Power CT LLC*, No. 09-1109, F.3d (2d Cir.). [ADA]

**REQUIRED DISCUSSION SET B** (PL and GL): (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation)

During the Set B discussion groups we will discuss any questions concerning criminal law (Tapes P1-P6), ethics (Tapes P7-P10), and employment law (tapes G14-G17). You are expected to participate to demonstrate that you have listened to the tapes and read the materials and cases. Tapes P1-P10 and Tapes G14-G17 should be completed prior to Discussion Group Set B.

**DEADLINE:** Jan. 31, 2014

**TEST #1 (Units 1 and 2) Jan 31 – Feb. 3,** (multiple choice/true & false – an all objective test. See List of Terms and Concepts for Units 1 and 2)

**UNIT 3:** Substantive Areas of Business Law – A Case Study Approach

**TAPES:** Listen to and review tapes G18-G23 for GL (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia, but the following is a list of the content areas covered by the tapes and the cases you should read and brief for this unit.) Also, be certain to review the Terms and Concepts for Units 3&4 on the MyCourses home page.

Assignment #5 – Read cases for Unit 3

Commercial Transactions (including the UCC)  
International Business Laws (Globalization of the Business Firm)

Cases:

*J. McIntyre Machinery, Ltd. vs. Nicastro* (U.S. Sup Ct., 2011) 09-1343  
[jurisdiction over international business]  
*Cook v. Downing*, 891 P2d 611 (Okla. App. 1995) [are dentures goods?]  
*Regal Finance Co., Ltd. v. Tex Star Motors, Inc.*, 246 S.W.3d 745, 2010 WL 3277132, 53 Tex. Sup. Ct. J. 1034 (Tex.2010)  
*Sky Cast, Inc. v. Global Direct Dist.*, (2008 U.S. Dist. LEXIS 21121) [CISG]

Business Organizations  
Accountant's Liability

Cases:

*Smith v. Redd*, 593 So.2d 989 (Miss., 1991) [oral partnership]  
*Pitman v. Flanagan Lumber Co.*, 567 So.2d 1335 (1990) [limited partnership]  
*Hite v. Thomas & Howard Company of Florence*, 409 S.E. 2d 340 (1991)  
[corporate suit by shareholders]

Torts

Cases:

*Randi v. Muroc School Dist.*, 929 P2d 582 (Cal 1997) [negligence – letter of ref]  
*Abney v. Crosman & Owens*, 919 So.2d 289 (Ala., 2005) [strict liability]  
*Kniesel v ESPN*, 393 F3d 1068 (9<sup>th</sup> Cir.) [defamation]  
*Rasnick v. Krishna*, 690 S.E. 2d. 670 (2010) [innkeeper liability]  
*Flores v. Expretzit! Stores*, 696 S.E. 2d. 125 (2010) [dram shop laws]  
The unreported case of Stella Liebeck [negligence and punitive damages]

Cyber law

Cases:

*City of Ontario, California v. Quon*, 08-1332, U.S Supreme Court [sexually explicit text messaging by employee], decided 6/17/2011.

*United States v. Cotterman*, No. 09-10139 (9th Cir. 2011). [computer laptop border search]  
*Craig Marten v. Harold Goodwin*, 499 F. 3 290 [jurisdiction – effects test]  
*Sony Music Entertainment v. Does*, 326 F.Supp.2d 556 [illegal downloads of music through file copying network]

**REQUIRED DISCUSSION SET C** (with GL): (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation )

During the Set C discussion groups we will discuss the cases for this unit 3. You are expected to participate to demonstrate that you have listened to the tapes and briefed the cases. Tapes G18-G23 should be completed prior to Discussion Group Set C.

DEADLINE: February 15, 2014

**UNIT4** Prevention of Disputes and Negotiation  
Alternative Methods of Dispute Resolution (Mediation and Arbitration)

**TAPES:** Listen to and review Tape G24 (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia, but the following is a list of the content areas covered by the tape and the materials you should read for this unit.) Also, be certain to review the Terms and Concepts for Units 3&4 on the MyCourses home page.

Dispute Prevention - The Art of Negotiation (incl. international cultural issues)  
Alternative Dispute Resolution (Mediation and Arbitration for Businesses)

**Assignment #6** – Read Negotiation and ADR Materials (See Terms and Concepts Units 3&4)

**REQUIRED DISCUSSION SET D** (with GL): (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation)

During the Set D discussion groups we will discuss the assigned reading for this unit 4. You are expected to participate to demonstrate that you have listened to the tapes and done the reading. Tape G24 should be completed prior to Discussion Group Set D.

DEADLINE: Feb. 20, 2014

**TEST #2** (Units 3 and 4) – Feb. 28 – March 3, 2014 (Short answer/case briefing or some variation of this format – may be some multiple choice/true or false.)

RESEARCH PAPER

You are required to prepare a MINIMUM 6500 word research paper as a group. (Graphs and diagrams may be used but are not included in the word minimum.) The paper is required to integrate ethics and substantive law, particularly as it affects business managers. Your group will present this paper. The paper must be on any substantive area of law you select as it affects business managers and discuss ethical issues relating to that substantive area of law. (It cannot be on any topic concerning your roundtable

discussion) **The paper should contain at least 18 different references to cases (other than the ones you are discussing), law review articles, business journal articles, treatises, books (not textbooks) or major magazine or newspaper articles from major newspapers.**

Remember to put all quoted materials in quotations marks and reference the source, OTHERWISE YOU WILL BE REPORTED FOR PLAGIARISM.

On your bibliography or works cited page, number your references and categorize them putting law review article references first. On the works cited page you are also required to provide the author's name (last name first), the name of the article in italics, the name of the publication along with the volume, page number and year where the article can be found. For web pages provide the full web page address and place in parentheses the last date you visited that address. **YOU MAY NOT USE REFERENCES OR CASES THAT HAVE BEEN PROVIDED TO YOU IN THIS COURSE.** You may use other less notable materials as references but not for the required 18 references. You may not use any "Wiki" references, dictionaries or textbooks as one of your references. **At least 9 of the references should be law review articles found on Lexis-Nexis Academic Universe which are at least 8,000 words in length.** Except as specified in this syllabus, use the MLA format for writing the paper and citing references. The chosen topic of your Research Paper submitted through MyCourses for approval is due as soon as possible but not later than **Jan 27 at 10am.** IT MUST BE APPROVED BY ME BEFORE YOUR GROUP CAN PROCEED. Submit the final paper through MyCourses Assignment tool by **Feb 24 at 10am;**

Suggested areas of law include, but are not limited to, contract disputes, international commercial disputes, partnership and LLC disputes, shareholder derivative lawsuits, accountant's liability, strict liability, product liability, negligence, the negligence doctrine of *respondeat superior*, negligent hiring, employment discrimination, worker's compensation, disability discrimination, religious discrimination, sexual harassment, cyber law, environmental violations, OSHA violations. After you have selected the substantive law topic you must:

- (a) Introduction. Your introduction should say what the paper is about and what it will cover.
- (b) Discussion of the law. Here you will discuss the substantive law topic itself separately from the cases, using at least 3 (of the required 9) different references to law review articles on Lexis Nexis. (article should be no more than 6 years old and at least 8000 words long). So if your topic is disability discrimination, for example, your paper should discuss the law of disability discrimination in general.
- (c) Discuss in summary at least six (6) recent court cases on that topic involving businesses decided in the federal or state court (do not use cases discussed or referenced in class). Also discuss why you believe the business leader in each situation you reference made a bad business decision using the concepts in the ethics text book as your guide (but not your reference – use outside references). Discuss (at least 3 sentences for each case) the specific ethical philosophy you think the business manager utilized or failed to utilize for each case.
- (d) Compare and contrast the cases.
- (e) Discuss how the cases affect business managers, and what the business managers involved in these cases could have done differently to avoid the action being brought. (even though the business might have been successful), specifically referencing ADR as applicable.
- (f) Conclusion

Outline your final paper with roman numerals, alphabetical subheadings and captions to show that each of the above requirements is covered.

**Part of your grade for the paper is based upon your ability to precisely comply with all of the above instructions. If all of the requirements are not met, your grade will be reduced significantly.**

**IF ANYONE IN YOUR GROUP FAILS TO CONTINUOUSLY AND MEANINGFULLY PARTICIPATE IN THE GROUP FOR PREPARING THE PAPER OR THE ORAL**

**PRESENTATION, YOU MUST NOTIFY THE PROFESSOR IMMEDIATELY SO APPROPRIATE ACTION CAN BE TAKEN. ANY SUCH PERSON FAILING TO PARTICIPATE IN THIS MANNER WILL LIKELY RECEIVE AN "F" FOR THE RESEARCH PAPER.**

**RESEARCH PAPER GROUP PRESENTATIONS (audio visual capability required)**

Each group of presenters should do the following: **DEADLINE: Feb. 24, 2014**

- Develop an audio/visual power point presentation of your paper.
- Everyone in the group must participate/speak in the AV presentation so a little technology will have to be employed to coordinate the group. Start working on this early.
- Make an mp3 file or utilize another tool that will enable you to make a digital AV presentation.
- Test your AV file to make sure others can open it and play it with windows media player or other common internet media device.
- By Feb. 24 send an email to the entire class with a link to the AV file and post the file on the discussion page for comment.
- **BORING IS NOT AN OPTION!** Do not read your paper. Do not try to cover everything in the written paper – just highlight parts of it – you do not have to cover everything that is in the written paper – that is separately graded. **You can even be creative and figure out a way to do a skit presentation using Avatars for each member of the group!**

Each audio/visual presentation must be concluded within 15 minutes. **The research paper presentation grade for presenters is a group grade and is based upon** how well you present and conduct the discussion (not reading!), creativity, equal participation by all members of your group, your power point or other method of illustration, knowledge of the subject matter and how well you are able to keep the discussion flowing. In addition, your grade is based upon responding to questions/comments anyone may have. The person who wrote that part of the paper should respond to the question/comment posted.

**REQUIRED DISCUSSION GROUP SET E** (monitored by GL): (discussions will take place asynchronously on the discussion tool; however there is a deadline for participation)

**DEADLINE COMMENTS/QUESTIONS: March 1, 2014. DEADLINE RESPONSES: March 4, 2013**

During this discussion set you are required to make a meaningful comment/question on each of the group paper presentations. Prior to commenting you must have completely viewed the presentations. Your comment/question must be different from any comment/question that has already been made. In addition, group members must monitor the comments/questions and respond.

Grades:

<http://misweb.cbi.msstate.edu/gliddell> (CHECK YOUR GRADES AND ATTENDANCE AT THIS WEB SITE)

There will be two exams. The first exam will count as 20% of the final grade and will cover Units 1&2. The second exam will count as 25% of the final grade and will cover Units 3&4. Research paper counts as 35% of the grade based upon both written and oral presentation. Discussion groups count as 15% of the final grade. Class participation will count as 5% of the grade. The class participation grade is determined by participating in discussions of the terms, concepts, assigned cases, ADR and all other class activities by contributing a thoughtful or learned comment that moves the discussion forward and adds to the learning experience in the class; and by completing all assigned tasks on time.

Calculate your final grade as follows: Multiply .20 x your first exam score, multiply .25 x second exam score, multiply .35 x your research paper grade, multiply .15 x discussion grade and .05 x class

participation grade. Add these scores together. . You will lose 10% off of your final grade and 25% off of your participation grade for each required discussion in which you fail to participate. You will also receive an "F" for any group project where you fail to meaningfully participate with the group. So then deduct any applicable percentage, and this is your final grade.

All corrections to grade records must be requested no later than two days after the disputed grade is posted on MyCourses. ALL final corrections to disputed grade records posted to date must be requested by **February 15, 2014** .

Cheating is taken very seriously in this class. If you are caught cheating you will receive an "F" out of the course automatically, and the cheating incident will be reported to the appropriate university official as academic misconduct. Any form of plagiarism is also considered cheating. Failure to put quotes and a footnote reference on quoted material is plagiarism. You are encouraged to review the MSU Academic Operating Policy and Procedure Manual. All violations of the Honor Code will be dealt with in accordance with the guidelines and procedures outlined. ( See AOP 12.07--Honor Code and go to <http://students.msstate.edu/honorcode/> ) Mississippi State University has approved an Honor Code that states as follows: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." You are bound by this code.

If you need any special assistance due to any type of disability, it is your responsibility to advise the professor and provide the professor with appropriate documentation. We will assist you with any reasonable accommodation.

**THIS SYLLABUS IS SUBJECT TO CHANGE AT THE DISCRETION OF THE INSTRUCTOR  
SO STAY TUNED!**

**COURSE SYLLABUS BL8112 FALL 2015 3 credit course**

BL 8112 Law, Ethics and Dispute Resolution (for Business Managers) Fall, 2015

Dept. of Marketing, Quantitative Analysis and Business Law

Room: 324N McCool Hall

E-mail: Through MyCourses (This is the best way to reach me.)

Web site: MyCourses (CHECK YOUR GRADES AND ATTENDANCE AT MyCourses)

**Have your MyCourses email forwarded to your official university email account and check it regularly. Frequent communications may be made using this medium.**

Graduate Assistant: usr3@msstate.edu (for questions regarding grade and attendance records.)

Office Hours: TBA It is best to email for an appointment.

Class Meeting: TBA Room 208A, McCool Hall;

Textbook: Ethics Essentials for Business Leaders, by Brian T. Engelland and William D. Eshee, Jr., Rockwell Press.

Supplemental Materials: Handouts, case assignments and research projects.

Grade Scale: A=90-100; B=80-89; C=70-79; D=60-69 F=below 60

**Attendance:**

You are required to **attend every class** and be on time. It is your responsibility to find out about any assignments missed because of an absence. Tests can be made up only with a **written medical excuse, or documentation of an official school outing**. It is your responsibility to contact the instructor to arrange to take a make-up test within **two (2) days** after the date the test was given. Failure to take a make up within the prescribed time will result in an "F" for that test.

All corrections to attendance records must be made no later than the next class after the incorrect attendance record was recorded. All final corrections must be requested by TBA

If you do not sign the roll you are absent from class. **You may not sign the roll if you are tardy (more than 15 minutes late), or if you leave early (more than 15 minutes early due to a prearranged unavoidable commitment you have informed me of.)** On test days **no one will be admitted to class after the test has begun**. Check MyCourses daily or ask to see attendance records.

**Attendance Rule:** Attendance affects your grade. You are **allowed one absence during the semester regardless of the reason** without losing any points. Since you may catch a cold, have car trouble or have a family emergency or something else that may cause you to have to miss a day, use your absences wisely. **You will lose 1% off of your final grade per absence (up to 10%)** after the 1<sup>st</sup> absence regardless of the reason, unless it is an officially approved school outing/activity; or you have a documented ADA disability for which the documentation states certain absences are required during the semester. If you have an official school outing, please email me so that those outings won't be included in your absences. If you have a documented ADA disability that prevents you from attending class, please provide me the documentation. Official recorded roll taking begins **on** . Signing the roll for someone other than you is considered cheating and academic misconduct, and will result in an "F" in the course and also will be reported to the appropriate university official. **WE SPOT CHECK SIGNATURES!**

**Courtesy Requests:**

\*Arrive in class on time. If you must be late, walk in quietly. Do not leave class early except with prior approved permission.

\*Do not sleep in class or lay your head on the desk, unless the instructor is sleeping too ☺.

\*All cell phones, laptops and other electronic devices turned off **BEFORE** entering class and kept put away.

\*Do not read newspapers, information on laptops or other materials other than materials that you should be reading in this class.

\*No eating, drinking or dancing in the classroom (unless you bring enough food for everybody – and everyone wants to dance, including THE TEACHER!)



\*Remove hats and keep your underwear “under” as a sign of respect.

If you need academic accommodations based on a disability, contact the office of Student Support Services in Room 01 Montgomery Hall (325-3335) or email Julie Berry at [jberry@saffairs.msstate.edu](mailto:jberry@saffairs.msstate.edu) . or other appropriate person in Student Support Services

Description of Course:

This is a three hour graduate level course designed to make the student familiar with and sensitive to the legal and ethical issues faced by the business firm. There will be an emphasis upon the legal process involved in the judicial resolution of disputes, while at the same time acquainting the students with the processes involved for prevention and resolution of disputes outside of the court process. The study of substantive areas of law necessary for business managers will be conducted utilizing the “case study” approach. The student is also expected to become familiar with “legal jargon” in order to better understand legal concepts and materials in this class and to become comfortable with the legal issues business managers may encounter. You will also be expected to write and do legal research using LEXIS/NEXIS. The student should keep apprised of current events that relate to instructional material.

Objectives:

- (1) To familiarize the student with our legal system, especially certain issues peculiar to business managers;
- (2) To teach students how to manage employees in such a manner as to avoid potential legal issues;
- (3) To acquaint students with alternative means of resolving disputes other than the traditional court process;
- (4) To develop in the student a recognition of ethical, global, and diversity principles that arise in the workplace particularly pertaining to laws that affect our society and the business enterprise;

Prerequisites: Graduate Standing

International Coverage: Covered in selected subject areas

Specific Topics covered: (May be revised)

Unit 1: The Legal Framework

Unit 2: The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations

Unit 3: Substantive Areas of Business Law – A Case Study Approach

Unit 4: Prevention of Disputes and Negotiation  
Alternative Methods of Dispute Resolution (Mediation and Arbitration)

Detailed Daily Agenda (May be revised):

(Be prepared by staying ahead.)

**Unit 1 – The Legal Framework**

Mon, Aug. 19                      Review of Syllabus and Introduction to the course material

Wed., Aug 21                      Sources of Law  
Reading Cases , Briefing Cases

Homework Assignment #1 - Find a case using Lexis Nexis and Read Outline of Civil Procedure

### Finding a Case

Do the Lexis Nexis self tutorial at the library web site. (Go to library, indexes & databases, popular databases on the right, Lexis-Nexis Academic, Legal tab, view tutorials at the bottom). Use Lexis Nexis to find a case that has your last name as a party in the case and outline it as follows:

1. State the name of the case, the citation (book, volume, page etc. it is found in),
2. The name of the court that decided the case.
3. The year the case was decided.
4. The Facts - Briefly tell what the case was about.
5. The Issue - what the issue was the court was dealing with
6. The Decision - what the court decided in conclusion.
7. The Reasoning – why the court decided the way it did.
8. Dissenting or Concurring Opinions – Just indicate whether there is one, or more.

If you cannot find your last name (especially if you have a foreign or unusual name, use the name of your closest relative or best friend who has a more common name.) Do not use a case that only has a few sentences for the report of the whole case. This paper, as all homework, must be typed and should be in a neat format. If the case you found seems hard to understand, find another one.

Plan to present your case to the class next week.

Mon, Aug 26                      The Federal and State Court System

Wed, Aug 28                      Discuss Assignment #1 – specific cases found and new terminologies

Wed, Sept 4                      The Civil Trial Process

Homework Assignment #2 – [“The Rats in the Grocery Store” Case: *U.S. v. Park*, 421 U.S. 658 (1975)] – Brief the Case.

Start a **Case Brief Notebook** in which you may maintain all briefs of all assigned cases along with the cases themselves. This is not required, but helpful.

**Standing Assignment thru Test 1:** Know the definitions for the List of Terms and Concepts for Units 1 & 2 and maintain in the front of the Case Brief Notebook. This is not required, but helpful.

Mon Sept 9                      Civil Remedies, Appeals and Enforcement of Judgments

Wed, Sept 11                      The Criminal Trial Process and white collar crimes (Figure 4.1)  
Discuss *U.S. v. Park*  
Homework Assignment #3 - Read and Brief cases for employment law.

Read the Ethics textbook. Yes, the WHOLE BOOK!

### **Unit 2 – The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations**

Mon, Sept 16                      Employment Law - The Legal Responsibilities of Employees and Business Organizations  
Cases:  
*Stuab v. Proctor Hospital*, No. 09-400 (U.S.S.Ct. March 1, 2011) (military discrimination)  
*Crawford v. Metropolitan Government of Nashville*, 129 S.Ct. 846 (2009) (sexual harassment)  
*Union Pacific Railroad Employees v. Union Pacific*, 479 F. 3d 936 [Pregnancy Discrimination Act]

*Wal-Mart v. Dukes*, U.S. S. Ct. 2011 [sex discrimination]

Wed, Sept 18

Employment Law (continued)

*Chaney v. Plainfield Healthcare Center*, No. 09-3661 (7th Cir. July 20, 2010) (racial discrimination)

*Webb v. City of Philadelphia*, 562 F.3d. 256 (2009)[religious discrimination]

*Diedre Townsend-Taylor v Ameritech*, 2008 U.S. App. LEXIS 9237 [FMLA]

*VandenBroek v. PSEG Power CT LLC*, No. 09-1109, F.3d (2d Cir.). [ADA]

Homework Assignment #4 - Complete reading of the Ethics textbook.

Mon, Sept 23

Ethics Part I - The Ethical Responsibilities of Employees, Managers and Business Organizations - Theory

Wed, Sept 25

Ethics Part II – Case Studies

Mon, Sept 30

**Test #1 (Units 1 and 2)** (Includes all terms and concepts for these units and ethics.)

Research Paper Group Meetings – RETURN TO CLASS AFTER TEST!

Homework Assignment #5 – Read and Brief cases for Unit 3 and place them in your Case Brief Notebook. Highlight words and Write out definitions of new terms.

Research Paper Topic deadline to request approval of your chosen topic.

**Standing Assignment thru Test 2:** Know all definitions for the List of Terms and Concepts for Units 3 & 4.

### **Unit 3: Substantive Areas of Business Law – A Case Study Approach**

Wed, Oct 2

Commercial Transactions (including the UCC)

Cases:

*Cook v. Downing*, 891 P2d 611 (Okla. App. 1995)[ are dentures goods?]

*C&L Check Cash Corp. V. Fleet*, 800 N.Y.S. 2d 343 (Cv.Ct. N.Y. 2004) [HDC]

*Regal Finance Co., Ltd. v. Tex Star Motors, Inc.*, 246 S.W.3d 745, 2010 WL 3277132, 53 Tex. Sup. Ct. J. 1034 (Tex.2010) [UCC – secured transactions]

Mon, Oct 7

International Business Laws (Globalization of the Business Firm)

Cases:

*J. McIntyre Machinery, Ltd. vs. Nicaastro* (U.S. Sup Ct., 2011) 09-1343

[jurisdiction over international business]

*Sky Cast, Inc. v. Global Direct Dist.*, (2008 U.S. Dist. LEXIS 21121) [CISG]

Research Paper Group Discussion (time permitting)

Wed, Oct 9

Business Organizations

Cases:

*Smith v. Redd*, 593 So.2d 989 (Miss., 1991) [oral partnership]

*Pitman v. Flanagan Lumber Co.*, 567 So.2d 1335 (1990) [limited partnership]

Mon, Oct 14

Business Organizations (cont.) and Accountant's Liability

Cases:

*Travelers Casualty and Surety Company v. Ernst & Young LLP*, 542 F. 3d 475 (5<sup>th</sup> Cir., 2008) [accountant's liability]  
*Hite v. Thomas & Howard Company of Florence*, 409 S.E. 2d 340 (1991) [corporate suit by shareholders]

Research Paper Group Discussion (time permitting)

- |             |   |
|-------------|---|
| Wed Oct 16  | <p>Torts</p> <p>Cases:</p> <p><i>Randi v. Muroc School Dist</i>, 929 P2d 582 (Cal 1997) [negligence – letter of ref]</p> <p><i>Abney v. Crosman &amp; Owens</i>, 919 So.2d 289 (Ala., 2005) [strict liability]</p> <p><i>Knievel v ESPN</i>, 393 F3d 1068 (9<sup>th</sup> Cir.) [defamation]</p>  |
| Mon, Oct 21 | <p>Torts (continued)</p> <p><i>Rasnick v. Krishna</i>, 690 S.E. 2d. 670 (2010) [innkeeper liability]</p> <p><i>Flores v. Expretzit! Stores</i>, 696 S.E. 2d. 125 (2010) [dram shop laws]</p> <p>The unreported case of Stella Liebeck [negligence and punitive damages]</p> <p>Roundtable Partners Meeting</p>  |
| Wed, Oct 23 | <p>Cyber law</p> <p>Cases:</p> <p><i>City of Ontario, California v. Quon</i>, 08-1332, U.S Supreme Court [sexually explicit text messaging by employee], decided 6/17/2011.</p> <p><i>United States v. Cotterman</i>, No. 09-10139 (9th Cir. 2011). [computer laptop border search]</p>   |
| Mon, Oct 28 | <p>Cyber law (cont)</p> <p><i>Craig Marten v. Harold Goodwin</i>, 499 F. 3 290 [jurisdiction – effects test]</p> <p><i>i.LAN Systems v. NetScout Service</i>, 183 F. Supp.2d 328 [clickwrap license a contract]</p> <p><i>Sony Music Entertainment v. Does</i>, 326 F.Supp.2d 556 [illegal downloads of music through file copying network]</p> <p>Homework Assignment #6 – Find a case in the area of intellectual property law. This is to be your original research – not a group project.</p> |
| Wed, Oct 30 | <p>Intellectual Property Law</p> <p>Cases: Your Turn (Present your case dealing with an area of intellectual property law)</p> <p>Homework Assignment #7 – Read :</p> <ul style="list-style-type: none"> <li>• Negotiation Handouts</li> <li>• ADR Handouts</li> </ul>  |
| Mon, Nov 4  | <p>Intellectual Property Law (continued)</p>  |

DEADLINE TO EMAIL ME YOUR ROUNDTABLE TOPIC DISCUSSION FOR APPROVAL  
 – FIRST COME, FIRST SERVED (NO TWO PEOPLE MAY HAVE THE SAME TOPIC)

#### Unit 4 Alternative Methods of Dispute Resolution (Negotiation, Mediation and Arbitration)

Wed, Nov 6	Introduction to ADR (Dispute Prevention) Listening Skills (Lego Exercise)
Mon, Nov 11	Alternative Dispute Resolution (Negotiation) The Art of Negotiation (incl. international cultural issues)
Wed, Nov 13	Alternative Dispute Resolution (Mediation and Arbitration for Businesses) Be prepared to answer questions from the ADR material. ( <b>Participation quiz</b> )
Mon., Nov 18	<b>Test #2 (Units 3&amp;4)</b> Test 2 includes terms from both units and briefing of cases. Group Research Paper Meetings – RETURN TO CLASS
Wed, Nov 20	Group Research Paper Presentations. <b>Research Papers Due by 8am through MyCourses</b>
Mon., Nov 25	Group Research Paper Presentations (continued) <b>Homework Assignment #7</b> – Prepare the 1 page outline for the Roundtable and distribute to all students through MyCourses by 5pm today.
Mon, Dec 2	Roundtable Discussions+

#### +Roundtable Discussions

A Roundtable Discussions is an opportunity to informally discuss a particular topic in a small group. The purpose of this type of discussion is to encourage the free flow of ideas among participants. In these discussions you and a partner (class size depending) will serve as discussion facilitators. Each of the other people around the table is expected to contribute to the discussion by interacting and sharing ideas and thoughts. The discussion facilitators should do the following:

- Get email approval of your topic from the Professor by **TBA**
- Distribute by **TBA** a one page handout to all the class members which outlines the topic for discussion, including at least 3 cases on your topic. Project the outline on the screen in class during your presentation, time permitting.
- Introduce the subject matter for discussion
- Encourage class members to participate
- Guide the discussion by introducing new points on the same topic to keep the discussion moving

. The discussion should be designed to be **fast paced, somewhat controversial and thought provoking! Interrupt each other to make your point!!** The topic must include any law topic, except that it **may not** be concerning a subject contained in your substantive research or ethics paper. You must prepare a ½ page double spaced 14 point font outline of the subject to be covered in the roundtable discussion. Each discussion must be concluded within 5 minutes. (The professor is an observer.)

**\*\*Participation credit is not earned for roundtable discussions since this is a mandatory activity for full class participation. However, you will lose participation credit for failure to meaningfully contribute an average of at least one time during at least 10 of the separate roundtable discussions.**

Your roundtable grade is based upon:  
Getting through your entire outline in the allotted time

1. Covering actual law on your topic, i.e. cases, regulations and/or statutes
2. Stimulating the group to participate in the discussion

### 3. Knowing your topic area

#### Research Paper

You are required to prepare a MINIMUM 8000 word research paper as a group. Both the number of words and the number of references referenced herein are subject to change depending upon the number of students in each group. The paper is required to integrate ethics and substantive law, particularly as it affects business managers. Your group will present this paper. The paper must be on any substantive area of law you select as if affects business managers and discuss ethical issues relating to that substantive area of law. (It cannot be on any topic concerning your roundtable discussion) **The paper should contain at least 18 different references to cases (other than the ones you are discussing), law review articles, business journal articles, treatises, books (not textbooks) or major magazine or newspaper articles from major newspapers.** On your works cited page, number your references and categorize them putting law review article references first. On the works cited page you are also required to provide the author's name (last name first), the name of the article in italics, the name of the publication along with the volume, page number and year where the article can be found. For web pages provide the full web page address and place in parentheses the last date you visited that address. **YOU MAY NOT USE REFERENCES OR CASES THAT HAVE BEEN PROVIDED TO YOU IN THIS COURSE.** You may use other less notable materials as references but not for the required 18 references. You may not use any "Wiki" references, dictionaries or textbooks as one of your references. **At least 9 of the references should be law review articles found on Lexis Nexis which are at least 8,000 words in length.** All written work submitted in this course must be original.

Failure to put any quoted material in quotations marks with the source referenced will be considered plagiarism and will be reported.

Use the MLA format for writing the paper and citing references. The chosen topic of your Research Paper submitted through MyCourses is due as soon as possible but not later than **TBA**. **IT MUST BE APPROVED BY ME BEFORE YOUR GROUP CAN PROCEED.** Submit the final paper through MyCourses Assignment tool by **TBA**;

Be prepared to make a 21 minute group presentation of the paper. You may do the presentation of the papers using power point, posters, a skit, or any creative format you choose. You may not read the paper or hold a copy of the paper during the presentation.

Suggested substantive areas of law include, but are not limited to, contract disputes, international commercial disputes, partnership and LLC disputes, shareholder derivative lawsuits, accountant's liability, strict liability, product liability, negligence, the negligence doctrine of *respondeat superior*, negligent hiring, employment discrimination, worker's compensation, disability discrimination, religious discrimination, sexual harassment, cyber law, copyright infringement, trademark, environmental violations, OSHA violations. After you have selected the substantive law topic you must:

- A. Introduction. Your introduction should say what the paper is about and what it will cover.
- B. Discussion of the law. Here you will discuss the substantive law topic itself TBAarately from the cases, using at least 3 (of the required 9) different references to law review articles on Lexis Nexis. (article should be no more than 6 years old and at least 8000 words long). So if your topic is disability discrimination, for example, your paper should discuss the law of disability discrimination in general.
- C. Discuss in summary at least six (6) recent court cases on that topic involving businesses decided in the federal or state court (do not use cases discussed or referenced in class). Also discuss why you believe the business leader in each situation you reference made a bad business decision using the concepts in the ethics text book as your guide (but not your reference – use outside references). Where possible, discuss the ethical philosophy you think the business manager utilized or failed to utilize.
- D. Compare and contrast the cases.
- E. Discuss how the cases affect business managers, and what the business managers involved in these cases could have done differently to avoid the action being brought. (even though the business might have been successful), specifically referencing ADR as applicable.

## F. Conclusion

Outline your final paper with roman numerals, alphabetical subheadings and captions to show that each of the above requirements is covered.

You will lose points for failure to meet any of the requirements and for poor quality references.

### Grades:

There will be two exams plus the final. The first exam will count as 20% of the final grade and will cover Units 1&2. The second exam will count as 20% of the final grade and will cover Units 3&4. The research paper counts as 30% of the grade based upon both written (70%) and oral (30%) presentation of the paper. Roundtable Discussion counts as 5% of the final grade. Class participation will count as 10% of the grade. The final exam counts as 15% of the grade. (Deduct the applicable percentage for excess absences.)

Class participation grade is determined by participating in discussions of the terms, concepts and assigned cases by contributing a thoughtful or learned comment that moves the discussion forward and adds to the learning experience in the class; and by completing all assigned tasks.

All corrections to grade records must be requested no later than two days after the disputed grade is posted on the web or made available in class, whichever is sooner. ALL final corrections to disputed grade records and attendance records posted to date must be requested by TBA.

Remember, "What you make is what you get." **Do not ask for any special consideration or extra assignments to make up poor grades you have earned** (not even for one twenty-eighth of a point. Just study hard and come to class.

### Requirements:

You are responsible for **reading** all material covered in the text outlined above **before you come to class** each day and all material covered in class which may not be in the text.

The standing assignment is to be prepared for the material to be covered in class and brief all cases in writing and place in a notebook; and write out definitions of all terms and concepts on the List on the course content page of MyCourses and place them in front of the Case Brief Notebook.

+Cheating is taken very seriously in my class. If you are caught cheating you will receive an "F" out of the course automatically, and the cheating incident will be reported to the appropriate university official as academic misconduct. Any form of plagiarism is also considered cheating. Failure to put quotes and a footnote reference on quoted material is plagiarism. You are encouraged to review the MSU Academic Operating Policy and Procedure Manual. All violations of the Honor Code will be dealt with in accordance with the guidelines and procedures outlined. ( See AOP 12.07--Honor Code and go to <http://students.msstate.edu/honorcode/> ) Mississippi State University has approved an Honor Code that states as follows: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." You are bound by this code.

If you need any special assistance due to any type of disability, it is your responsibility to advise me and provide me with appropriate documentation. We will assist you with any reasonable accommodation.

**THIS SYLLABUS IS SUBJECT TO CHANGE AT THE DISCRETION OF THE INSTRUCTOR  
SO STAY TUNED!**

"This syllabus is intended to give the student guidance in what may be covered during the semester. However, the professor reserves the right to modify, supplement and make changes as the course needs arise."

## SYLLABUS BL8113 DISTANCE 2015

DISTANCE LEARNING COURSE (via internet – Mycourses.msstate.edu)

BL 8112 Law, Ethics and Dispute Resolution (for Business Managers) 2015

DISTANCE LEARNING COURSE (via internet)

Dept. of Marketing, Quantitative Analysis and Business Law

E-mail: Send email through MyCourses mail

Distance Learning web sites: <https://mycourses.msstate.edu/webct>; <http://mymedia.msstate.edu/>

(ALL COURSE CONTENT, GRADES, PARTICIPATION RECORDS, ETC. ARE INITIATED THROUGH THESE WEB SITES. IF YOU ARE COMMUNICATING WITH ME OR A FELLOW STUDENT CONCERNING THE CLASS OUTSIDE OF THIS MEDIUM YOU ARE IN THE WRONG PLACE.)

**Check MyCourses email regularly. Frequent communications will be made using this medium.**

**Recommend: Have your Mycourses email forwarded to your regular email account.**

**Ethics Text:** Ethics Essentials for Business Leaders, by Brian T. Engelland and William D. Eshee, Jr., Rockwell Press. Purchase textbook online at Barnes & Nobles, Mississippi State Univ. at this web site: <http://msstate.bncollege.com/webapp/wcs/stores/servlet/TBWizardView?catalogId=10001&storeId=10058&langId=-1>)

Handouts and assigned readings posted on MyCourses.

Computer Equipment: Computer with high speed internet. Access to AV software.

Video Lectures: <http://mymedia.msstate.edu/>

Grade Scale: A=90-100; B=80-89; C=70-79; D=60-69 F=below 60

### Expectations:

This course is “time driven” and not “self-paced”. In other words, the tasks must be completed within specified time deadlines.

Of course you will need access to a computer capable of performing the tasks required by this course. High speed internet connection is necessary – not dialup. You will also need to be able to access files in mymedia. You will also be required to make an audio visual digital file to present to the class with your group that can be played on windows media player or other AV digital device.

You are **required to participate in every group or individual presentation/discussion**. (See Grades section near the end of the syllabus.) The discussions are a significant part of the course.

There are two tests. Tests can be made up only with a written medical excuse, or for a preapproved reason. It is your responsibility to contact the instructor to arrange to take a make-up test at the beginning of the course. Failure to take a make up at the prescribed time will result in an “F” for that test. **Recommend: Use a university approved proctor.** The unproctored version of the tests will be **fast paced, strictly timed and you will not be allowed to revisit questions on the tests**. If you are not a really fast reader/writer you should **make arrangements immediately** through the MSU AOCE Distance Learning Office to use an approved proctor.

### Description of Course:

This is a three hour graduate level course designed to make the student familiar with and sensitive to the legal and ethical issues faced by the business firm. There will be an emphasis upon the legal process involved in the judicial resolution of disputes, while at the same time acquainting the students with the processes involved for prevention and resolution of disputes outside of the court process. The study of substantive areas of law necessary for business managers will be conducted utilizing the “case study” approach. The student is also expected to become familiar with “legal jargon” in order to better understand legal concepts and materials in this class and to become comfortable with the legal issues



business managers may encounter. The student should keep apprised of current events that relate to instructional material.

Objectives:

- (1) To familiarize the student with our legal system, especially certain issues peculiar to business administration of management;
- (2) To teach students how to manage employees and business situations in such a manner as to avoid potential legal issues;
- (3) To acquaint students with alternative means of resolving disputes other than the traditional court process;
- (4) To develop in the student a recognition of ethical, global, and diversity principles that arise in the workplace particularly pertaining to laws that affect our society and the business enterprise;

Prerequisites: Graduate Standing

International Coverage: Covered in selected subject areas

Specific Topics covered: (May be revised)

Unit 1: The Legal Framework

Unit 2: The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations

Unit 3: Substantive Areas of Business Law – A Case Study Approach

Unit 4: Alternative Methods of Dispute Resolution  
Prevention of Disputes and Negotiation  
Settlement, Mediation and Arbitration

Detailed Daily Agenda (May be revised):

(Be prepared by staying ahead.)

**UNIT 1 – The Legal Framework**

**TAPES:** Listen to and review tapes G1-G14 for GL and Tapes P1-P6 (criminal law) for PL (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia; but the following is a list of the content areas covered by the tapes for this unit.) Also be sure to review the Terms & Concepts for Units 1 and 2 on MyCourses home page.

Sources of Law (including the UCC)  
The federal and state court system  
Finding a Case/Briefing Cases  
Civil Remedies – Legal and Equitable  
The Civil Trial Process  
Appeals  
Collection of Judgments  
The Criminal Trial Process and white collar crimes (Figure 4.1)

**Assignment #1** - Find a case using Lexis Nexis (Tape 3).

Finding a Case

Do the Lexis Nexis self tutorial at the library web site. (Go to library, indexes & databases, popular databases on the right, Lexis-Nexis Academic, Legal tab, view tutorials at the bottom). Use Lexis Nexis to find a case that has your last name as a party in the case and outline it as follows:

1. State the name of the case, the citation (book, volume, page etc. it is found in),
2. The name of the court that decided the case.

3. The year the case was decided.
  4. The Facts - Briefly tell what the case was about.
  5. The Issue - what the issue was the court was dealing with
  6. The Decision - what the court decided in conclusion.
  7. The Reasoning – why the court decided the way it did.
  8. Dissenting or Concurring Opinions – Just indicate whether there is one, or more.
- If you cannot find your last name (especially if you have a foreign or unusual name, use the name of your closest relative or best friend who has a more common name.) Do not use a case that only has a few sentences for the report of the whole case. If the case you found seems hard to understand, find another one.

Plan to present your case to the class in a required discussion group. It is not turned in. Individual cases will be discussed.

You can find assistance on how to brief a case at the following web site. Follow the instructions for a student brief rather than an appellate brief, but use the format stated above. If it is confusing, just use the format provided at the web site through step 6:  
[www.lib.jjay.cuny.edu/research/brief.html](http://www.lib.jjay.cuny.edu/research/brief.html)

**Assignment #2** – Read and Brief “The Rat’s in the Grocery Store” Case: *U.S. v. Park*, 421 U.S. 658 (1975)] (Tape 3). Also read latest news on the Deepwater Horizon BP spill of 2010 regarding criminal charges against engineers.

**REQUIRED DISCUSSION SET A1** (with GL): (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation)  
During the Set A discussion groups we will discuss the cases for Assignment #1. In addition, questions concerning Tapes G1-G14 can be answered at this time. Informal questions may also be posed to assess your comprehension of these materials. Feel free to email any questions prior to the discussion group. Tapes G1-G14 and Assignments #1 & 2 should be completed prior to Discussion Group Set A.

**REQUIRED DISCUSSION SET A2** (with GL) Discussion of the court system. Discussion of Assignment #2 and legal research tools.

**DEADLINE:** TBA

**ALL CASES OUTLINED IN THIS SYLLABUS ARE SUBJECT TO CHANGE AS MORE CURRENT AND RELEVANT COURT DECISIONS ARE RENDERED.**

**UNIT 2 – The Legal and Ethical Responsibilities of Employees, Managers and Business Organizations**

**TAPES:** Listen to and review Tapes P7-P10 (ethics) for PL and Tapes G15-G18 (employment law) for GL. (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia, but the following is a list of the content areas covered by tapes for this unit.) Also, be sure to review the Terms and Concepts for Units 1 & 2 on the MyCourses home page.

Ethics - The Ethical Responsibilities of Employees, Managers and Business Organizations  
Employment Law - The Legal Responsibilities of Employees and Business Organizations

**Assignment #3 - Complete reading of the Ethics textbook**  
**Assignment #4 - Read cases for employment law.**

Employment Law Cases:  
*Stuab v. Proctor Hospital*, No. 09-400 (U.S.S.Ct. April 1, 2011)  
*Crawford v. Metropolitan Government of Nashville*, 129 S.Ct. 846 (2009)

(sexual harassment)  
*Chaney v. Plainfield Healthcare Center*, No. 09-3661 (7th Cir. July 20, 2010)  
(racial discrimination)  
*Diedre Townsend-Taylor v Ameritech*, 2008 U.S. App. LEXIS 9237 [FMLA]  
*Webb v. City of Philadelphia*, 562 F.3d 256 (2009)[religious discrimination]  
*Union Pacific Railroad Employees v. Union Pacific*, 479 F. 3d 936 [Pregnancy Discrimination Act]  
*Wal-Mart v. Dukes*, U.S. S. Ct. 2011 [sex discrimination]  
*VandenBroek v. PSEG Power CT LLC*, No. 09-1109, F.3d (2d Cir.). [ADA]

**REQUIRED DISCUSSION SET B 1** (with PL): (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation)  
During the Set B1 discussion groups we will discuss criminal law and procedure (Tapes P1-P6)

**REQUIRED DISCUSSION SET B 2** (with PL)  
Ethics (Tapes P7-P10), You are expected to participate to demonstrate that you have listened to the tapes and read the materials and cases. Tapes P7-P10 should be completed prior to Discussion Group Set B2.

**REQUIRED DISCUSSION SET B3** (with GL) (same as above)  
In depth discussion of employment law concepts and cases. (tapes G14-G17) Complete these tapes prior to discussion groups.

**DEADLINE:** TBA

**TEST #1 (Units 1 and 2)** – Dates: TBA (multiple choice/true & false – an all objective test. See List of Terms and Concepts for Units 1 and 2)

**UNIT 3:** Substantive Areas of Business Law – A Case Study Approach

**TAPES:** Listen to and review tapes G18-G23 for GL (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia, but the following is a list of the content areas covered by the tapes and the cases you should read and brief for this unit.) Also, be certain to review the Terms and Concepts for Units 3&4 on the MyCourses home page.

Assignment #5 – Read cases for Unit 3

Commercial Transactions (including the UCC)  
International Business Laws (Globalization of the Business Firm)

Cases:

*J. McIntyre Machinery, Ltd. vs. Nicaastro* (U.S. Sup Ct., 2011) 09-1343  
[jurisdiction over international business]  
*Cook v. Downing*, 891 P2d 611 (Okla. App. 1995)[ are dentures goods?]  
*C&L Check Cash Corp. V. Fleet*, 800 N.Y.S. 2d 343 (Cv.Ct. N.Y. 2004) [HDC]  
*Regal Finance Co., Ltd. v. Tex Star Motors, Inc.*, 246 S.W.3d 745, 2010 WL 3277132, 53 Tex. Sup. Ct. J. 1034 (Tex.2010)  
*Sky Cast, Inc. v. Global Direct Dist.*, (2008 U.S. Dist. LEXIS 21121) [CISG]

Business Organizations  
Accountant's Liability

Cases:

*Smith v. Redd*, 593 So.2d 989 (Miss., 1991) [oral partnership]  
*Pitman v. Flanagan Lumber Co.*, 567 So.2d 1335 (1990) [limited partnership]

*Travelers Casualty and Surety Company v. Ernst & Young LLP*, 542 F.3d 475 (5<sup>th</sup> Cir., 2008) [accountant's liability]  
*Hite v. Thomas & Howard Company of Florence*, 409 S.E. 2d 340 (1991) [corporate suit by shareholders]

#### Torts

##### Cases:

*Randi v. Muroc School Dist.*, 929 P2d 582 (Cal 1997) [negligence – letter of ref]  
*Abney v. Crosman & Owens*, 919 So.2d 289 (Ala., 2005) [strict liability]  
*Kniesel v. ESPN*, 393 F3d 1068 (9<sup>th</sup> Cir.) [defamation]  
*Rasnack v. Krishna*, 690 S.E. 2d. 670 (2010) [innkeeper liability]  
*Flores v. Expretzit! Stores*, 696 S.E. 2d. 125 (2010) [dram shop laws]  
The unreported case of Stella Liebeck [negligence and punitive damages]

#### Cyber law

##### Cases:

*City of Ontario, California v. Quon*, 08-1332, U.S Supreme Court [sexually explicit text messaging by employee], decided 6/17/2011.  
*United States v. Cotterman*, No. 09-10139 (9th Cir. 2011). [computer laptop border search]  
*Craig Marten v. Harold Goodwin*, 499 F. 3 290 [jurisdiction – effects test]  
*i.LAN Systems v. NetScout Service*, 183 F. Supp.2d 328 [clickwrap license a contract]  
*Sony Music Entertainment v. Does*, 326 F.Supp.2d 556 [illegal downloads of music through file copying network]

**REQUIRED DISCUSSION SETS C (with GL):** (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation )

During the Set C discussion groups we will discuss the cases for this unit 3. You are expected to participate to demonstrate that you have listened to the tapes and briefed the cases. Tapes G18-G23 should be completed prior to Discussion Group Set C.

**There will be a separate discussion set (C1-C4) for each separate area of law and you are expected to participate in each one.**

DEADLINE: TBA

#### **UNIT4 Prevention of Disputes and Negotiation** **Alternative Methods of Dispute Resolution (Mediation and Arbitration)**

**TAPES:** Listen to and review Tape G24 (See content of each tape with a brief outline by clicking on the title of the tape in MyMedia, but the following is a list of the content areas covered by the tape and the materials you should read for this unit.) Also, be certain to review the Terms and Concepts for Units 3&4 on the MyCourses home page.

Dispute Prevention - The Art of Negotiation (incl. international cultural issues)  
Alternative Dispute Resolution (Mediation and Arbitration for Businesses)

**Assignment #6 – Read Negotiation and ADR Materials** (See Terms and Concepts Units 3&4)

**REQUIRED DISCUSSION SET D (with GL):** (discussions will take place asynchronously on the discussion tab, however there is a deadline for participation)

During the Set D discussion groups we will discuss the assigned reading for this unit 4. You are expected to participate to demonstrate that you have listened to the tapes and done the reading. Tape G24 should be completed prior to Discussion Group Set D.

There will be a separate discussion set for settlement (negotiation), arbitration and Mediation. (G1-G3).

**DEADLINE:** TBA

**TEST #2** (Units 3 and 4) – Dates: TBA (Short answer/case briefing or some variation of this format – may be some multiple choice/true or false.)

### **WRITTEN ASSIGNMENTS:**

#### Research Paper

You are required to prepare a MINIMUM 8000 word research paper as a group. (Both the number of words and the number of references stated herein are subject to change depending upon the number of people in the group. (Graphs and diagrams may be used but are not included in the word minimum.) The paper is required to integrate ethics and substantive law, particularly as it affects business managers. Your group will present this paper. The paper must be on any substantive area of law you select as if affects business managers and discuss ethical issues relating to that substantive area of law. (It cannot be on any topic concerning your roundtable discussion) **The paper should contain at least 18 different references to cases (other than the ones you are discussing), law review articles, business journal articles, treatises, books (not textbooks) or major magazine or newspaper articles from major newspapers.**

Remember to put all quoted materials in quotations marks and reference the source, OTHERWISE YOU WILL BE REPORTED FOR PLAGIARISM.

On your works cited page, number your references and categorize them putting law review article references first. On the works cited page you are also required to provide the author's name (last name first), the name of the article in italics, the name of the publication along with the volume, page number and year where the article can be found. For web pages provide the full web page address and place in parentheses the last date you visited that address. **YOU MAY NOT USE REFERENCES OR CASES THAT HAVE BEEN PROVIDED TO YOU IN THIS COURSE.** You may use other less notable materials as references but not for the required 18 references. You may not use any "Wiki" references, dictionaries or textbooks as one of your references. **At least 9 of the references should be law review articles found on Lexis Nexis which are at least 8,000 words in length.** Except as specified in this syllabus, use the MLA format for writing the paper and citing references. The chosen topic of your Research Paper submitted through MyCourses for approval is due as soon as possible but not later than TBA. **IT MUST BE APPROVED BY ME BEFORE YOUR GROUP CAN PROCEED.** Submit the final paper through MyCourses Assignment tool by TBA;

Suggested areas of law include, but are not limited to, contract disputes, international commercial disputes, partnership and LLC disputes, shareholder derivative lawsuits, accountant's liability, strict liability, product liability, negligence, the negligence doctrine of *respondeat superior*, negligent hiring, employment discrimination, worker's compensation, disability discrimination, religious discrimination, sexual harassment, cyber law, environmental violations, OSHA violations. After you have selected the substantive law topic you must:

- (a) Introduction. Your introduction should say what the paper is about and what it will cover.
- (b) Discussion of the law. Here you will discuss the substantive law topic itself separately from the cases, using at least 3 (of the required 9) different references to law review articles on Lexis Nexis. (article should be no more than 6 years old and at least 8000 words long). So if your topic is disability discrimination, for example, your paper should discuss the law of disability discrimination in general.

- (c) Discuss in summary at least six (6) recent court cases on that topic involving businesses decided in the federal or state court (do not use cases discussed or referenced in class). Also discuss why you believe the business leader in each situation you reference made a bad business decision using the concepts in the ethics text book as your guide (but not your reference – use outside references). Discuss (at least 3 sentences for each case) the specific ethical philosophy you think the business manager utilized or failed to utilize for each case.
- (d) Compare and contrast the cases.
- (e) Discuss how the cases affect business managers, and what the business managers involved in these cases could have done differently to avoid the action being brought. (even though the business might have been successful), specifically referencing ADR as applicable.
- (f) Conclusion

Outline your final paper with roman numerals, alphabetical subheadings and captions to show that each of the above requirements is covered.

**Part of your grade for the paper is based upon your ability to precisely comply with all of the above instructions. If all of the requirements are not met, your grade will be reduced significantly.**

**IF ANYONE IN YOUR GROUP FAILS TO CONTINUOUSLY AND MEANINGFULLY PARTICIPATE IN THE GROUP FOR PREPARING THE PAPER OR THE ORAL PRESENTATION, YOU MUST NOTIFY THE PROFESSOR IMMEDIATELY SO APPROPRIATE ACTION CAN BE TAKEN. ANY SUCH PERSON FAILING TO PARTICIPATE IN THIS MANNER WILL LIKELY RECEIVE AN “F” FOR THE RESEARCH PAPER.**

#### **RESEARCH PAPER GROUP PRESENTATIONS (audio visual capability required)**

Each group of presenters should do the following: **DEADLINE: TBA**

- Develop an audio/visual power point presentation of your paper.
- Everyone in the group must participate/speak in the AV presentation so a little technology will have to be employed to coordinate the group. Start working on this early.
- Make an mp3 file or utilize another tool that will enable you to make a digital AV presentation.
- Test your AV file to make sure others can open it and play it with windows media player or other common internet media device.
- By April 25 send an email to the entire class with a link to the AV file and post the file on the discussion page for comment.
- **BORING IS NOT AN OPTION!** Do not read your paper. Do not try to cover everything in the written paper – just highlight parts of it – you do not have to cover everything that is in the written paper – that is separately graded. **You can even be creative and figure out a way to do a skit presentation using Avatars for each member of the group!**

Each audio/visual presentation must be concluded within 15 minutes. **The research paper presentation grade for presenters is a group grade and is based upon** how well you present and conduct the discussion (not reading!), creativity, equal participation by all members of your group, your power point or other method of illustration, knowledge of the subject matter and how well you are able to keep the discussion flowing. In addition, your grade is based upon responding to questions/comments anyone may have. The person who wrote that part of the paper should respond to the question/comment posted.

**REQUIRED DISCUSSION GROUP SET E** (monitored by GL): (discussions will take place asynchronously on the discussion tool; however there is a deadline for participation)

**DEADLINE COMMENTS/QUESTIONS: TBA; DEADLINE RESPONSES: TBA**

During this discussion set you are required to make a meaningful comment/question on each of the group paper presentations. Prior to commenting you must have completely viewed the presentations. Your comment/question must be different from any comment/question that has already been made. In addition, group members must monitor the comments/questions and respond.

Grades:

<http://misweb.cbi.msstate.edu/gliddell> (CHECK YOUR GRADES AND ATTENDANCE AT THIS WEB SITE)

There will be two exams. The first exam will count as 20% of the final grade and will cover Units 1&2. The second exam will count as 20% of the final grade and will cover Units 3&4. Research paper counts as 25% of the grade based upon both written and oral presentation. Discussion groups count as 15% of the final grade. Class participation will count as 5% of the grade. Final exam counts as 15%. The class participation grade is determined by participating in discussions of the terms, concepts, assigned cases, ADR and all other class activities by contributing a thoughtful or learned comment that moves the discussion forward and adds to the learning experience in the class; and by completing all assigned tasks on time.

You will lose 2% off of your final grade for each required discussion in which you fail to participate. You will also receive an "F" for any group project where you fail to meaningfully participate with the group. All corrections to grade records must be requested no later than two days after the disputed grade is posted on MyCourses. ALL final corrections to disputed grade records posted to date must be requested by **TBA**

Cheating is taken very seriously in this class. If you are caught cheating you will receive an "F" out of the course automatically, and the cheating incident will be reported to the appropriate university official as academic misconduct. Any form of plagiarism is also considered cheating. Failure to put quotes and a footnote reference on quoted material is plagiarism. You are encouraged to review the MSU Academic Operating Policy and Procedure Manual. All violations of the Honor Code will be dealt with in accordance with the guidelines and procedures outlined. ( See AOP 12.07--Honor Code and go to <http://students.msstate.edu/honorcode/> ) Mississippi State University has approved an Honor Code that states as follows: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." You are bound by this code.

If you need any special assistance due to any type of disability, it is your responsibility to advise the professor and provide the professor with appropriate documentation. We will assist you with any reasonable accommodation.

**THIS SYLLABUS IS SUBJECT TO CHANGE AT THE DISCRETION OF THE INSTRUCTOR  
SO STAY TUNED!**

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School: Business**

**Contact Person: Dr. James Vardaman      Mail Stop: 9581      E-mail: [jvardaman@business.msstate.edu](mailto:jvardaman@business.msstate.edu)**

**Nature of Change: Modification      Date Initiated: Spring 2014      Effective Date: Fall 2015**

**Current Listing in Catalog:**

Symbol	Number
MGT	8112

### Current Catalog Description:

(Prerequisite: MGT 8063 or MGT 3114 or equivalent). Two hours lecture. Survey of major behavioral skills used by managers to help them understand and influence behavior in an organizational setting.

**New or Modified Listing for Catalog:**

Symbol	Number
MGT	8113

**New or Modified Catalog Description:**

(Prerequisite: MGT 8063 or MGT 3114 or equivalent). Three hours lecture. Survey of major behavioral skills used by managers to help them build human capital and influence behavior in an organizational setting.

Approved: *J R Burnett*

Date: 2-26-14

**Department Head**

Robert E. Hondo

Chair, College or School Curriculum Committee

Dean of College or School

**Chair, University Committee on Courses and Curricula**

**Chair, Graduate Council (if applicable)**

## Chair, Deans Council



COURSE MODIFICATION PROPOSAL (Campus 1 and Campus 5)  
**MGT 8112 to MGT 8113**

1. CATALOG DESCRIPTION

A. Current Course Listing

MGT 8112. **Leadership Skills for Managerial Behavior.** (Prerequisite: MGT 8063 or MGT 3114 or equivalent). Two hours lecture. Survey of major behavioral skills used by managers to help them understand and influence behavior in an organizational setting.

New Course Listing

MGT 8113. **Leadership Skills for Managerial Behavior.** (Prerequisite: MGT 8063 or MGT 3114 or equivalent). Three hours lecture. Survey of major behavioral skills used by managers to help them build human capital and influence behavior in an organizational setting.

2. ITEMIZED LIST AND DESCRIPTION OF CHANGES

The course content is being expanded from 2 to 3 credit hours, with an increase in contact hours from 30 to 45.

Please see the Detailed Course Outline for the Campus 1 and Campus 5 side-by-side comparison. The current course syllabus and the proposed new syllabus for the course are attached.

3. JUSTIFICATION

As part of the College of Business MBA Strategic plan to realign our MBA program, the Graduate Faculty of the College of Business discussed, voted on, and passed two changes to the MBA program in Spring 2013--acceptance of GRE in addition to GMAT, and a condensed set of prerequisites. The modification to the degree program is the next step in our strategic plan.

In 2012, the College of Business Executive Advisory Board created a Product Alignment Committee, tasked with surveying numerous organizations – including HR departments and functional departments (marketing, accounting, etc.) – to develop a composite view of what these companies seek in grads they hire. In February 2013, faculty members of the Masters Advisory Committee (MAC) and COB Office of Graduate Studies conducted an environmental analysis, comparing prerequisites and core courses in four of our benchmark universities. Results from both of these studies were incorporated in our strategic plan for curriculum changes.

As a result, the Graduate Faculty decided to modify the content of ACC 8112, BIS 8112, BL 8112 and MGT 8112 and increase the earned credit from two (2) to three (3) credit hours. These changes will allow for more in depth analysis and application and strengthen the skills of our students leading to better placement in the workforce. It does not necessitate a change to learning objectives, but should improve the learning outcomes since more contact hours will be spent on these areas.

4. LEARNING OUTCOMES

Learning outcomes include:

- Understanding one's strengths and weaknesses as a leader
- Understanding the role of self awareness in management and career success

- Understanding the import of developing both management and leadership skills to foster employee motivation

## 5. ADDITIONAL INFORMATION

- COURSE SYMBOL –No Change
- COURSE NUMBER – Change from 8112 to 8113  
First Digit – No Change  
Second and Third Digit – No Change  
Fourth Digit - Increase the hours from 2 credits to 3 credits (See Topic Outline chart for course content prior to and after the change. Course syllabi from prior and after the change, Campus 01 and Campus 5, are attached.
- COURSE TITLE – The course title remains the same, as does the 24-character abbreviation (i.e., Leadership Skills).

TOPIC OUTLINE		
Topic	Two (2) Credits	Three (3) Credits
Human Capital	2 contact hours (lecture, feedback, discussion, problems)	3 contact hours (lecture, feedback, discussion, problems)
Self Awareness	4 contact hours (lecture, feedback, discussion)	4 contact hours (lecture, feedback, discussion)
Time Management	2 contact hours (lecture, feedback, discussion)	3 contact hours (lecture, feedback, discussion)
Stress Management	2 contact hour (lecture, feedback, discussion, problems/diagramming)	3 contact hour (lecture, feedback, discussion, problems/diagramming)
Strategic Thinking	2contact hours (lecture, feedback, discussion, problems/diagramming)	4 contact hours (lecture, feedback, discussion, problems/diagramming)
Course Individual Projects	1 contact hour (lecture, discussion, meetings with individual teams)	1 contact hour (lecture, discussion, meetings with individual teams)
(Exam #1 - proctored)	2 contact hours	2 contact hours
Motivating Employees	6 contact hours (lecture, discussion, meetings with individual teams)	6 contact hours (lecture, discussion, meetings with individual teams)
Leading through Behavioral Science		3 contact hours (lecture, discussion, meetings with individual teams)
Power in Organizations		3 contact hours (lecture, discussion, meetings with individual teams)
Communicating with Employees	4 contact hours (lecture, feedback, discussion)	5 contact hours (lecture, feedback, discussion)
Developing Talent		3 contact hours (lecture, feedback, discussion)
Course Individual Projects	3 contact hours (lecture, feedback, discussion)	3 contact hours (lecture, feedback, discussion)
(Exam #2 - proctored)	2 contact hours	2 contact hours
Total	30 contact hours	45 contact hours

## 6. DETAILED COURSE OUTLINE OF CAMPUS 1 and CAMPUS 5

Please see the table below for the Campus 1 and Campus 5 side-by-side comparison. The new syllabi for Campus 1 and Campus 5 are attached.

COURSE OUTLINE		
Content area	(F) Face to face	(O) Online, Internet, Web-based
Human Capital	3 contact hours (lecture, feedback, discussion, problems)	3 contact hours (video lectures, email feedback, discussion board)
Self Awareness	4 contact hours (lecture, feedback, discussion)	4 contact hours (video lectures, email feedback, discussion board)
Time Management	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Stress Management	3 contact hour (lecture, feedback, discussion, problems/diagramming)	3 contact hours (video lectures, email feedback, discussion board)
Strategic Thinking	4 contact hours (lecture, feedback, discussion, problems/diagramming)	4 contact hours (video lectures, email feedback, discussion board)
Course Individual Projects	1 contact hour (lecture, discussion, meetings with individual teams)	1 contact hour (email feedback, skype discussions)
(Exam #1 - proctored)	2 contact hours	2 contact hours (online exam delivery)
Motivating Employees	6 contact hours (lecture, discussion, meetings with individual teams)	6 contact hours (video lectures, email feedback, discussion board)
Leading through Behavioral Science	3 contact hours (lecture, discussion, meetings with individual teams)	3 contact hours (video lectures, email feedback, discussion board)
Power in Organizations	3 contact hours (lecture, discussion, meetings with individual teams)	3 contact hours (video lectures, email feedback, discussion board)
Communicating with Employees	5 contact hours (lecture, feedback, discussion)	5 contact hours (video lectures, email feedback, discussion board)
Developing Talent	3 contact hours (lecture, feedback, discussion)	3 contact hours (video lectures, email feedback, discussion board)
Course Individual Projects	3 contact hours (lecture, feedback, discussion)	3 contact hours (interactive audio/video conferences, plus email feedback)
(Exam #2 - proctored)	2 contact hours	2 contact hours (online exam delivery)
Total	45 contact hours	45 contact hours

## 7. METHOD OF EVALUATION

All methods of delivery:

Exam #1	30%
Exam #2	40%
Individual Course Project	15%
Individual Work*	15%

\* Individual Work includes various individual assignments, quizzes, discussion participation, and other individual involvement. Participation will count no more than 10% of final grade.

Grading scale (Both methods of delivery):

A	90.0 – 100
B	80.0 – 89.99
C	70.0 – 79.99
D	60.0 – 69.99
F	< 59.99
Out of Class Work	

## 8. ACADEMIC MISCONDUCT

Using the tools available through the web-based delivery course space, the instructor will seek to discourage academic

misconduct through the following methods:

- Randomly ordered exam questions
- The use of original exam questions only (not using available test banks)
- Time-sensitive exams
- Revised exams for each semester
- The use of turnitin.com to check all submitted written work
- Individualized exam questions and/or individualized follow-up on exams

9. TARGET AUDIENCE

MBA students

10. METHOD OF INSTRUCTION

Lecture

11. METHOD OF DELIVERY

On campus and On-line, Internet, Web-based

The course in both delivery methods is structured similarly, with only means of delivery being different for on-campus versus distance sections.

12. DELIVERY STATEMENT

This course offering will not violate the Provost's policies on Campus 5 offerings. This course is not used for dissertation hours. The course is offered on campus and online, during the same semester. The capacity of the on campus course is sufficient to accommodate the demand, so that no campus student would be required to take the course online.

13. SUPPORT

A letter of support from the academic department is attached.

SPECIAL NOTES

1. CROSS-LISTING

N/A

2. EFFECTIVE DATE

Fall 2015

3. EFFECT ON OTHER COURSES

None. This course is not a required course or prerequisite for other programs, and will have no adverse effect on requirements or electives for other departments.

4. CONTACT PERSON

Dr. James Vardaman

[jvardaman@business.msstate.edu](mailto:jvardaman@business.msstate.edu), 325-2613



# MISSISSIPPI STATE UNIVERSITY™

## COLLEGE OF BUSINESS MANAGEMENT AND INFORMATION SYSTEMS MGT 8112 01 Leadership Skills for Managerial Behavior Spring 2014 **OLD ON-CAMPUS SECTION**

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<b>Credit Hours:</b>	2
<b>Prerequisites:</b>	MGT 8063 or MGT 3114 or equivalent
<b>Classroom:</b>	McCool Hall 208
<b>Class meetings:</b>	01/14/13 – 3/5/13 1:00 – 2:50 P.M. Tuesday & Thursday
<b>Instructor:</b>	James Vardaman, Ph.D. McCool Hall 302M 901.335.1209 JVardaman@business.msstate.edu Office Hours: 12:00 P.M. -1:00 PM Tuesday & Thursday.
<b>Course Website:</b>	<a href="http://misweb.cbi.msstate.edu/~COBI/faculty/professor.shtml?jvardaman">http://misweb.cbi.msstate.edu/~COBI/faculty/professor.shtml?jvardaman</a>
<b>Course Description:</b>	Two hours lecture. The catalog description states: Survey of major behavioral skills used by managers to help them understand and influence behavior in an organizational setting.
<b>Required Text:</b>	All students are expected to purchase the course text: "Developing Management Skills" by Whetten, Pearson Education, 8th edition, ISBN 0-1-31612529-8.
<b>Course Goals:</b>	By the end of this course, you should:  Be aware of your own strengths and weaknesses as a leader. Have had the opportunity to improve those strengths and weaknesses. Be able to apply the concepts learned in class to public and private sector management examples. Have had the opportunity to develop your written communication skills.  <b>The course leader expects that you will:</b> Invest time and effort in understanding the principles of self-improvement Take responsibility for your own learning <b>Check, at least daily, established communication mechanisms (e.g., e-mail)</b> Complete the assigned tasks and readings within the specified time frames Communicate any difficulties that might impair learning or academic performance Follow the guidelines provided for the submission of written work Provide constructive feedback to the instructor regarding the content and delivery of the course  <b>You can expect that the course leader will:</b> Provide a course outline that clearly states the objectives of the course Provide a weekly breakdown of the course content, reading requirements and any tasks Provide a program of study that is challenging and intellectually stimulating

Provide a clear indication of the forms of assessment and submission dates for written work  
 Create a climate that enhances student learning and achievement and is conducive to the open sharing of ideas  
 Provide constructive feedback on work within one week of completion  
 Be available for appointments to provide opportunities for the discussion of areas of interest and/or difficulty

**Course Content:**

The course will cover each of the following topics, and highlight the way in which they impact on the management of different organizations. You will be expected to have read each of the required chapters from the course text/readings before the start of each class.

<b>Date</b>	<b>Topic</b>	<b>Chapter(s)</b>
January 14	Course Overview	
January 16	Course Introduction-The import of Human Capital; In class exercise: Survey completion	Intro
January 21	Self Awareness Case analysis Self Awareness and Leadership Quiz over Introduction Chapter Project introduction	Intro, 1
January 23	Self Awareness and Leadership In class exercises: Computerized Exam; Through the Looking Glass Self Awareness and Leadership Role Play Case analysis	1
January 28	Thinking Strategically	1
January 30	Stress Quiz over Chapter 1	2
February 4	Stress Case analysis Quiz over Chapter 2	2
February 6	Exam 1	Intro, 1, 2
February 11	Exams returned and reviewed; Chapter 8 empowering and delegating	8
February 13	Motivation	6
February 18	Motivation Case analysis	6
February 20	Communication Quiz on Chapter 6	4
February 25	Communication Case analysis	4
February 27	Final Projects presented	
March 4	Final Exam	6,4,8

**Assessment:**

There are four points of assessment: Quizzes (worth a total of 15% of your final grade), the mid-term exam (30% of your final grade), a final exam (40%) and the final project (15%), Please note, there are no formal make-up opportunities so missing an exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations; provision of documentary evidence, such as a note from a doctor confirming an illness, will be required if a score of 0 is to be avoided. Grades available for this course are: A (100%-90%); B (89.99%-80%);

C (79.99%-70%); D (69.99%-60%); F (59.99%-0%).

***Attendance (0% - opportunity for loss)***

You must attend class. Each student gets one "free" absence for the session. After that, 1% will be deducted from your final grade for each absence. There is no need for excuses if you must miss unless you have missed an exam or project. You have one free "no questions asked" absence unless it is an exam day, so don't bother with excuses or to let me know why you aren't attending. Please make contacts with friends in class to get any missed assignments. Anyone missing more than 8 class meetings will be dropped from the course. Additionally, you must make sufficient effort to participate in class discussions. Part of being in an MBA program is the ability to think critically; participating in class discussions serves that end.

***Quizzes (15%)***

The instructor will offer quizzes from time to time. Quiz items come from reading assignments for the week or material covered in the previous class. The quizzes are intended to insure that students are keeping up with the material as the course develops. Quizzes will occur at the beginning of class or at the instructor's discretion, and will be indicated in the syllabus.

***Mid-term Exam (30%)***

There will be a mid-term exam. The exam will start promptly at the beginning of class – if you are late, make every effort not to disturb other students. Please be prepared to answer questions that will draw upon lectures, discussions, readings, videos or other information with which you have been provided. You will learn more about the exam format as the exam date advances.

***Project (15%)***

You will be given an individual project to improve your leadership skills. The assignment and grading rubric will be handed out at the 3<sup>rd</sup> class meeting.

***Final Exam (40%)***

There will be a final exam given the final day of class. The exam will be multiple-choice in nature.

**Support Services:** Any student who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are most appropriate for students with disabilities based on documentation of their disability. Examples of classroom accommodations are varied, but may include: Adapted testing arrangements, extended time on tests, assistance with ordering recorded texts, and access to special equipment. The Student Support Services Website is <http://www.sss.msstate.edu/>

**Course Schedule:  
& Deadlines** Classes Begin: January 14  
Projects due: February 27  
Final Exam date: March 4



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**MANAGEMENT AND INFORMATION SYSTEMS**

MGT 8112 511 Leadership Skills for Managerial Behavior  
Spring 2014

## **OLD ONLINE SECTION**

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<b>Credit Hours:</b>	2
<b>Prerequisites:</b>	MGT 8063 or MGT 3114 or equivalent
<b>Classroom:</b>	Online
<b>Class meetings:</b>	Online
<b>Instructor:</b>	James Vardaman, Ph.D. McCool Hall 302M 901.335.1209 JVardaman@business.msstate.edu Office Hours: virtual via e-mail.
<b>Course Website:</b>	<a href="https://oncampus.msstate.edu/cp/home/loginf">https://oncampus.msstate.edu/cp/home/loginf</a>
<b>Course Description:</b>	Two hours lecture. The catalog description states: Survey of major behavioral skills used by managers to help them understand and influence behavior in an organizational setting.
<b>Required Text:</b>	All students are expected to purchase the course text: "Developing Management Skills" by Whetten, Pearson Education, 8th edition, ISBN 0-1-31612529-8.
<b>Course Goals:</b>	<p>By the end of this course, you should:</p> <ul style="list-style-type: none"><li>Be aware of your own strengths and weaknesses as a leader.</li><li>Have had the opportunity to improve those strengths and weaknesses.</li><li>Be able to apply the concepts learned in class to public and private sector management examples.</li><li>Have had the opportunity to develop your written communication skills.</li></ul> <p><b>The course leader expects that you will:</b></p> <ul style="list-style-type: none"><li>Invest time and effort in understanding the principles of self-improvement</li><li>Take responsibility for your own learning</li><li><b>Check, at least daily, established communication mechanisms (e.g., e-mail)</b></li><li>Complete the assigned tasks and readings within the specified time frames</li><li>Communicate any difficulties that might impair learning or academic performance</li><li>Follow the guidelines provided for the submission of written work</li><li>Provide constructive feedback to the instructor regarding the content and delivery of the course</li></ul> <p><b>You can expect that the course leader will:</b></p> <ul style="list-style-type: none"><li>Provide a course outline that clearly states the objectives of the course</li><li>Provide a weekly breakdown of the course content, reading requirements and any tasks</li></ul>



Provide a program of study that is challenging and intellectually stimulating  
 Provide a clear indication of the forms of assessment and submission dates for written work  
 Create a climate that enhances student learning and achievement and is conducive to the open sharing of ideas  
 Provide constructive feedback on work within one week of completion  
 Be available for appointments to provide opportunities for the discussion of areas of interest and/or difficulty

**Course Content:**

The course will cover each of the following topics, and highlight the way in which they impact on the management of different organizations. You will be expected to have read each of the required chapters from the course text/readings in order to complete each week.

Date	Topic	Chapter(s)
Week 1	Course Introduction-Human Capital; Self Awareness and Leadership	Intro, 1
Week 2	Self-Awareness; Quiz 1; Project introduction	1
Week 3	Stress; Quiz 2	2
Week 4	Mid-Term Exam	Intro, 1, 2
Week 5	Empowering and Delegating; Motivation; Quiz 3	8,6
Week 6	Communication; Quiz 4	4
Week 7-8	Final Projects; Final Exam	8,6,4

**Assessment:**

There are four points of assessment: Quizzes (worth a total of 15% of your final grade), the mid-term exam (30% of your final grade), a final exam (40%) and the final project (15%). Please note, there are no formal make-up opportunities so missing an exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations; provision of documentary evidence, such as a note from a doctor confirming an illness, will be required if a score of 0 is to be avoided. Grades available for this course are: A (100%-90%); B (89.99%-80%); C (79.99%-70%); D (69.99%-60%); F (59.99%-0%).

***Attendance (0% - opportunity for loss)***

You must attend class. Each student gets one "free" absence for the session. After that, 1% will be deducted from your final grade for each absence. There is no need for excuses if you must miss unless you have missed an exam or project. You have one free "no questions asked" absences unless it is an exam day, so don't bother with excuses or to let me know why you aren't attending. Please make contacts with friends in class to get any missed assignments. Anyone missing more than 8 class meetings will be dropped from the course. Additionally, you must make sufficient effort to participate in class discussions. Part of being in an MBA program is the ability to think critically; participating in class discussions serves that end.

***Quizzes (15%)***

The instructor will offer quizzes from time to time. Quiz items come from reading assignments for the week or material covered in the previous class. The quizzes are intended to insure that students are keeping up with the material as the course develops. Quizzes will occur at the beginning of class or at the instructor's discretion, and will be indicated in the syllabus.

***Mid-term Exam (30%)***

There will be a mid-term exam. The exam will start promptly at the beginning of class – if you are late, make every effort not to disturb other students. Please be prepared to answer questions that will draw upon lectures, discussions, readings, videos or other information with which you have been provided. You will learn more about the exam format as the exam date advances.

***Project (15%)***

You will be given an individual project to improve your leadership skills. The assignment and

grading rubric will be handed out at the 3<sup>rd</sup> class meeting.

***Final Exam (40%)***

There will be a final exam given the final day of class. The exam will be multiple-choice in nature.

**Support Services:** Any student who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are most appropriate for students with disabilities based on documentation of their disability. Examples of classroom accommodations are varied, but may include: Adapted testing arrangements, extended time on tests, assistance with ordering recorded texts, and access to special equipment. The Student Support Services Website is <http://www.sss.msstate.edu/>

**Course Schedule:  
& Deadlines** Classes Begin: January 14  
Projects due: February 27  
Final Exam date: March 4



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**MANAGEMENT AND INFORMATION SYSTEMS**  
MGT 8113 01 Leadership Skills for Managerial Behavior  
Spring 2014  
**NEW ON-CAMPUS SECTION**

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<b>Credit Hours:</b>	3
<b>Prerequisites:</b>	MGT 8063 or MGT 3114 or equivalent
<b>Classroom:</b>	McCool Hall 208
<b>Class meetings:</b>	Tuesday – Thursday 11:00-12:15
<b>Instructor:</b>	James Vardaman, Ph.D. McCool Hall 302M 901.335.1209 JVardaman@business.msstate.edu Office Hours: 12:00 P.M. -1:00 PM Tuesday & Thursday.
<b>Course Website:</b>	<a href="http://misweb.cbi.msstate.edu/~COBI/faculty/professor.shtml?jvardaman">http://misweb.cbi.msstate.edu/~COBI/faculty/professor.shtml?jvardaman</a>
<b>Course Description:</b>	Three hours lecture. Survey of major behavioral skills used by managers to help them build human capital and influence behavior in an organizational setting.
<b>Required Text:</b>	All students are expected to purchase the course text: "Developing Management Skills" by Whetten, Pearson Education, 8th edition, ISBN 0-1-31612529-8.
<b>Course Goals:</b>	By the end of this course, you should:  Understanding one's strengths and weaknesses as a leader Understanding the role of self awareness in management and career success Understanding the import of developing both management and leadership skills to foster employee motivation  <b>The course leader expects that you will:</b> Invest time and effort in understanding the principles of self-improvement Take responsibility for your own learning <b>Check, at least daily, established communication mechanisms (e.g., e-mail)</b> Complete the assigned tasks and readings within the specified time frames Communicate any difficulties that might impair learning or academic performance Follow the guidelines provided for the submission of written work Provide constructive feedback to the instructor regarding the content and delivery of the course  <b>You can expect that the course leader will:</b> Provide a course outline that clearly states the objectives of the course Provide a weekly breakdown of the course content, reading requirements and any tasks Provide a program of study that is challenging and intellectually stimulating Provide a clear indication of the forms of assessment and submission dates for written work Create a climate that enhances student learning and achievement and is conducive to the open

sharing of ideas

Provide constructive feedback on work within one week of completion

Be available for appointments to provide opportunities for the discussion of areas of interest and/or difficulty

**Course Content:**

The course will cover each of the following topics, and highlight the way in which they impact on the management of different organizations. You will be expected to have read each of the required chapters from the course text/readings before the start of each class.

Date	Topic
January 14	Human Capital
January 16	Human Capital
January 21	Human Capital/Project Introduction
January 23	Self Awareness
January 28	Self Awareness
January 30	Self Awareness
February 4	Time Management
February 6	Time Management
February 11	Time Management/Stress Management
February 13	Strategic Thinking
February 18	Strategic Thinking
February 20	Strategic Thinking
February 25	Exam I
February 27	Exams Returned and Reviewed, Motivating employees
March 4	Motivating Employees
March 6	Motivating Employees
March 18	Motivating Employees
March 20	Motivating Employees
March 25	Behavioural Science
March 27	Behavioural Science
April 1	Behavioural Science
April 3	Power
April 8	Power
April 10	Communication
April 15	Communication
April 17	Communication
April 22	Developing Talent
April 24	Developing Talent
April 29	Final Projects presented
May 5	Final Exam

**Assessment:**

There are four points of assessment: Quizzes (worth a total of 15% of your final grade), the mid-term exam (30% of your final grade), a final exam (40%) and the final project (15%), Please note, there are no formal make-up opportunities so missing an exam will result in a score of 0 unless

there are the utmost of exceptional circumstances as per the university regulations; provision of documentary evidence, such as a note from a doctor confirming an illness, will be required if a score of 0 is to be avoided. Grades available for this course are: A (100%-90%); B (89.99%-80%); C (79.99%-70%); D (69.99%-60%); F (59.99%-0%).

***Quizzes (15%)***

The instructor will offer quizzes from time to time. Quiz items come from reading assignments for the week or material covered in the previous class. The quizzes are intended to insure that students are keeping up with the material as the course develops. Quizzes will occur at the beginning of class or at the instructor's discretion, and will be indicated in the syllabus.

***Mid-term Exam (30%)***

There will be a mid-term exam. The exam will start promptly at the beginning of class – if you are late, make every effort not to disturb other students. Please be prepared to answer questions that will draw upon lectures, discussions, readings, videos or other information with which you have been provided.

***Project (15%)***

You will be given an individual project to improve your leadership skills. The assignment and grading rubric will be handed out at the 3<sup>rd</sup> class meeting.

***Final Exam (40%)***

There will be a final exam given the final day of class. Please be prepared to answer questions that will draw upon lectures, discussions, readings, videos or other information with which you have been provided.

**Support Services:** Any student who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are most appropriate for students with disabilities based on documentation of their disability. Examples of classroom accommodations are varied, but may include: Adapted testing arrangements, extended time on tests, assistance with ordering recorded texts, and access to special equipment. The Student Support Services Website is <http://www.sss.msstate.edu/>

**Course Schedule:  
& Deadlines**

Classes Begin: January 14  
Projects due: April 29  
Final Exam date: May 5



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**MANAGEMENT AND INFORMATION SYSTEMS**

MGT 8112 511 Leadership Skills for Managerial Behavior  
Spring 2014

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**NEW ONLINE SECTION**

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<b>Credit Hours:</b>	3
<b>Prerequisites:</b>	MGT 8063 or MGT 3114 or equivalent
<b>Classroom:</b>	Online
<b>Class meetings:</b>	Online
<b>Instructor:</b>	James Vardaman, Ph.D. McCool Hall 302M 901.335.1209 JVardaman@business.msstate.edu Office Hours: Virtual via e-mail.
<b>Course Website:</b>	<a href="https://oncampus.msstate.edu/cp/home/loginf">https://oncampus.msstate.edu/cp/home/loginf</a>
<b>Course Description:</b>	Three hours lecture. Survey of major behavioral skills used by managers to help them build human capital and influence behavior in an organizational setting.
<b>Required Text:</b>	All students are expected to purchase the course text: "Developing Management Skills" by Whetten, Pearson Education, 8th edition, ISBN 0-1-31612529-8.
<b>Course Goals:</b>	By the end of this course, you should:  Understanding one's strengths and weaknesses as a leader Understanding the role of self awareness in management and career success Understanding the import of developing both management and leadership skills to foster employee motivation  <b>The course leader expects that you will:</b> Invest time and effort in understanding the principles of self-improvement Take responsibility for your own learning <b>Check, at least daily, established communication mechanisms (e.g., e-mail)</b> Complete the assigned tasks and readings within the specified time frames Communicate any difficulties that might impair learning or academic performance Follow the guidelines provided for the submission of written work Provide constructive feedback to the instructor regarding the content and delivery of the course  <b>You can expect that the course leader will:</b> Provide a course outline that clearly states the objectives of the course Provide a weekly breakdown of the course content, reading requirements and any tasks

Provide a program of study that is challenging and intellectually stimulating  
 Provide a clear indication of the forms of assessment and submission dates for written work  
 Create a climate that enhances student learning and achievement and is conducive to the open sharing of ideas  
 Provide constructive feedback on work within one week of completion  
 Be available for appointments to provide opportunities for the discussion of areas of interest and/or difficulty

**Course Content:** The course will cover each of the following topics, and highlight the way in which they impact on the management of different organizations. You will be expected to read each of the required chapters to complete each week.

Date	Topic
Week 1	Course Introduction-Human Capital
Week 2	Self-Awareness; Project introduction
Week 3	Self Awareness
Week 4	Self Awareness
Week 5	Time Management
Week 6	Time Management
Week 7	Stress
Week 8	Stress
Week 9	Mid Term Exam
Week 10	Motivating Employees
Week 11	Motivating Employees
Week 12	Communication
Week 13	Communication/Behavioural Science
Week 14	Behavioural Science/Developing Talent
Week 15	Developing Talent
Week 16	Final Projects; Final Exam

**Assessment:** There are four points of assessment: Quizzes (worth a total of 15% of your final grade), the mid-term exam (30% of your final grade), a final exam (40%) and the final project (15%). Please note, there are no formal make-up opportunities so missing an exam will result in a score of 0 unless there are the utmost of exceptional circumstances as per the university regulations; provision of documentary evidence, such as a note from a doctor confirming an illness, will be required if a score of 0 is to be avoided. Grades available for this course are: A (100%-90%); B (89.99%-80%); C (79.99%-70%); D (69.99%-60%); F (59.99%-0%).

***Quizzes (15%)***

The instructor will offer quizzes from time to time. Quiz items come from reading assignments for the week or material covered in the previous class. The quizzes are intended to insure that students are keeping up with the material as the course develops. Quizzes will occur at the beginning of class or at the instructor's discretion, and will be indicated in the syllabus.

***Mid-term Exam (30%)***

There will be a mid-term exam. Please be prepared to answer questions that will draw upon lectures, discussions, readings, videos or other information with which you have been provided.

***Project (15%)***

You will be given an individual project to improve your leadership skills. The assignment and grading rubric will be handed out at the 3<sup>rd</sup> class meeting.

***Final Exam (40%)***

There will be a final exam the final week of class. The exam will be multiple-choice in nature.

**Support Services:** Any student who feels s/he may need an accommodation based on the impact of a disability should contact the instructor privately to discuss specific needs. Student Support Services is available to assist in determining classroom accommodations that are most appropriate for students with disabilities based on documentation of their disability. Examples of classroom accommodations are varied, but may include: Adapted testing arrangements, extended time on tests, assistance with ordering recorded texts, and access to special equipment. The Student Support Services Website is <http://www.sss.msstate.edu/>

**Course Schedule:  
& Deadlines**

Classes Begin: January 14

Projects due: April 29

Final Exam date: May 5



APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Education

**Department:** Curr., Instruction, & Spec. Edu.

**Contact Person:** Penny Craven

**Mail Stop** 9705      **E-mail:** pennypaige78@gmail.com

**Nature of Change:** Add

**Date Initiated:** 1/13/2014      **Effective Date:** 5/1/2014

**Current Listing in Catalog:**  
Symbol      Number      Title

**Credit Hours**  
(      )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

Symbol EDX      Number 6813      Title Introduction to Assessment Issues in Special Education (3)

**New or Modified Catalog Description:**

Assessment as it relates specifically to working with special education students. Topics to be covered will include Special Education Law, IEP development, and related topics.

**Approved:**

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Date:**

1/13/14

1-31-14

2/20/14

## Proposal Format

### 1. CATALOG DESCRIPTION

EDX 6813. Introduction to Assessment Issues in Special Education. Assessment as it relates specifically to working with special education students. Topics to be covered will include Special Education Law, IEP development, and related topics.

### 2. JUSTIFICATION FOR CDE OFFERING

The proposed course is required for students who are pursuing a one year alternate route teacher license in special education through the Teach Mississippi Institute Program sponsored by the Institutions of Higher Learning. (After one year of successful teaching, the student can apply for a renewable five year alternate route license.) The target audience is individuals who already have a bachelor's degrees and are interested in obtaining a teaching license and becoming special educators in the state of Mississippi. The benefit for the course to be offered through Campus 5, CDE, is that students, most of whom who work in fulltime jobs outside of education, are able to work and complete the requirements for the one year alternate route license. The extra value that students will receive from this Campus 5 course is that they will be able to live and work in their local communities and attend class.

### 3. LEARNING OUTCOMES

This class is required for participants in the Teach Mississippi Institute. The TMI program is not an official degree program but leads to special education licensure for grades K-12. Participants in the program become special education teachers across the state of Mississippi. After completing this course the students are expected to have an understanding of basic special education laws and legal issues. They are expected to have the ability to implement and interpret a variety of assessment tools to understand the academic achievement of students with special needs and to develop appropriate lesson plans for those students. They should be able to participate as members of the Individualized Education Plan team in the schools where they are hired and use assessment to make recommendations about teaching and learning. This course is required by the Mississippi Department of Education for special Education Licensure.

### 4. DETAILED COURSE OUTLINE OF CAMPUS 1

Not applicable. This course is not taught through Campus 1.

### 5. DETAILED COURSE OUTLINE OF CAMPUS 5

## Topics/Outline:

- A. Special Education Laws and Legal Issues – (3 contact hours)
  - 1. Major Special Education Laws and Litigation
  - 2. Assessment Specific Topics
- B. Types of Assessments and Testing Considerations – (3 contact hours)
  - 1. Methods of Assessment
  - 2. Testing Considerations
- C. Basic Assessment Concepts – (3 contact hours)
  - 1. Reliability and Validity
  - 2. Scoring Terminology
- D. Interpretation of Standardized Assessments – Norm Referenced – (3 hours)
  - 1. Common Standardized Assessments
    - i. Intelligence Tests
    - ii. Achievement Tests
    - iii. Adaptive Measures
- E. Response to Intervention – (3 hours)
  - 1. History of RTI
  - 2. RTI in Mississippi
  - 3. Tiers
- F. Special Education Referral Process – (3 hours)
  - 1. Child Find
  - 2. Assessment Process
- G. Individualized Education Plans – (3 hours)
  - 1. Stakeholders
  - 2. Meetings
- H. Writing Individualized Education Plan Goals – (3 hours)
- I. Creating Behavioral Goals and Writing Behavioral Objectives – (3 hours)
- J. Progress Monitoring and Graphing – (3 hours)
- K. Assessing Reading – (3 hours)
  - 1. Curriculum Based Measurement
    - i. Basic Reading
    - ii. Reading Comprehension
    - iii. Reading Fluency
  - 2. Universal Screeners
  - 3. Achievement Tests
  - 4. Functional Reading Assessment
- L. Assessing Mathematics – (3 hours)
  - 1. Curriculum Based Measurement
    - i. Math Reasoning
    - ii. Math Computation
  - 2. Universal Screeners
  - 3. Achievement Tests
  - 4. Functional Math Assessment
- M. Assessing Early Childhood – (3 hours)
- N. Assessing Other Areas – (3 hours)
  - 1. Speech and Language

2. Hearing
  3. Physical and Occupational Therapy
  4. Multicultural Assessment
- O. High Stakes Testing – (3 hours)
1. Allowable Accommodations and Modifications

### **Schedule/Order**

Focus	Face-to-Face	Assignment
Special Education Laws and Legal Issues – (3 contact hours)	N/A	Read Syllabus Read Assigned Reading Reading Response #1 Discussion #1 Quiz #1
Types of Assessments and Testing Considerations – (3 contact hours)	N/A	Read Assigned Reading Reading Response #2 Discussion #2 Quiz #2
Basic Assessment Concepts – (3 contact hours)	N/A	Read Assigned Reading Reading Response #3 Discussion #3 Quiz #3
Interpretation of Standardized Assessments – Norm Referenced – (3 hours)	N/A	Read Assigned Reading Reading Response #4 Discussion #4 Quiz #4
Response to Intervention – (3 hours)	N/A	Read Assigned Reading Reading Response #5 Discussion #5 Quiz #5
Special Education Referral Process – (3 hours)	N/A	Read Assigned Reading Reading Response #6 Discussion #6 Quiz #6
Individualized Education Plans – (3 hours)	N/A	Read Assigned Reading Reading Response #7 Discussion #7 Quiz #7
Writing Individualized Education Plan Goals – (3 hours)	N/A	Read Assigned Reading Reading Response #8 Discussion #8 Quiz #8
Creating Behavioral Goals and Writing Behavioral Objectives– (3 hours)	N/A	Read Assigned Reading Reading Response #9 Discussion #9 Quiz #9
Progress Monitoring and Graphing		Read Assigned Reading

– (3 hours)	N/A	Reading Response #10 Discussion #10 Quiz #10
Assessing Reading – (3 hours)	N/A	Read Assigned Reading Reading Response #11 Discussion #11 Quiz #11
Assessing Mathematics – (3 hours)	N/A	Read Assigned Reading Reading Response #12 Discussion #12 Quiz #12
Assessing Early Childhood – (3hours)	N/A	Read Assigned Reading Reading Response #13 Discussion #13 Quiz #13
Assessing Other Areas – (3 hours)	N/A	Read Assigned Reading Reading Response #14 Discussion #14 Quiz #14
High Stakes Testing – (3 hours)	N/A	Read Assigned Reading Reading Response #15 Discussion #15 Quiz #15

## 6. METHOD OF EVALUATION

### **Evaluation of Student Progress**

- A. Performance on content area quizzes – (15 x 10 = 150 points)
- B. Performance on response to readings – (15 x 3 = 45 points)
- C. Performance on discussions – (15 x 2 = 30 points)
- D. Performance on examinations (midterm and final) – (2 x 100 = 200 points)
- E. Performance on paper – 100 points

### **Assignment of Final Grade**

- A (472-525 points)
- B (419-471 points)
- C (366-418 points)
- D (313-365 points)
- F (312 and below)

### **ACADEMIC MISCONDUCT/HONOR CODE:**

1. "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."
2. The rules and procedures pertaining to the honor code will be followed.

### **7. METHOD OF INSTRUCTION**

C, Lecture

### **8. METHOD OF DELIVERY**

Online

The method of delivery for this CDE course is web-based. The delivery of subject matter material includes 15 quizzes, 15 reading responses to assigned readings with electronic feedback, 15 discussion posts with electronic feedback, 2 examinations, and a paper with electronic feedback. Additionally, a midterm and final will be administered to assure that the material has been mastered.

### **9. DELIVERY STATEMENT**

The submitted CDE course will not violate the Provost's policies on Campus 5 offerings.

### **OTHER INFORMATION**

Instructor of Record: Penny Craven

Frequency of Offering: Spring, Summer, and Fall

Explanation of Duplication: There is some overlap with undergraduate special education courses that address RTI, IEPs, special education law, and assessment, however, this course is restricted to participants in the TMI program and is a graduate course. There may be some overlap with assessment courses offered by the Educational Psychology department however this course focuses on assessment in the special education classroom. The department of Counseling and Educational Psychology has signed a letter of support for the course.

Proposed CIP Number: 13.1001

**EDX 6813**  
**Assessment Issues in Special Education**

**Credit:** 3 semester hours

**Prerequisites:** None

**Instructor:** Dr. Penny P. Craven  
**Office:** 343 Allen Hall  
**Phone:** (662) 570-5964  
**Email:** pennypaige78@gmail.com

**Textbook:**

Pierangelo, R. & Giuliani, G. A. (2012). *Assessment in special education: A practical approach fourth edition*. Boston: Pearson.

**Catalog Description**

Assessment as it relates specifically to working with special education students. Topics to be covered will include Special Education Law, IEP development, and related topics.

**Purpose of the Course**

Assessment Issues in Special Education was designed to help prospective special educators gain the necessary legal and assessment knowledge that will be necessary for them to work with regular educators, counselors, psychologists, and other stakeholders in creating and implementing appropriate IEPs and delivering appropriate services to students included in special education programs. Diversity is inherent in this course. All content is geared toward helping prospective educators gain the necessary assessment skills they will need to serve children with exceptionalities and diverse needs.

**Objectives**

1. Demonstrate knowledge of laws and legal issues related to the practice of special education (CFPO 1, 3, 6; INTASC 4, 9).
2. Demonstrate knowledge of types of assessments and testing considerations used in the evaluation process for special education (CFPO 3, 6, 14; INTASC 4, 6).
3. Demonstrate knowledge of basic statistical concepts, reliability, and validity (CFPO 3, 4, 13; INTASC 4).
4. Demonstrate the ability to interpret common standardized assessments that are used in the evaluation process for special education (i.e., measurements of intelligence, achievement, and adaptive behavior) (CFPO 3, 4, 13; INTASC 5, 6).
5. Demonstrate knowledge of Response to Intervention (CFPO 3, 4, 13; INTASC 4).
6. Demonstrate knowledge of the special education referral process (CFPO 3, 4; INTASC 4, 5).
7. Demonstrate knowledge of the process of developing and individualized education plan (IEP) and write appropriate IEP goals (CFPO 3, 4; INTASC 4, 5, 7, 8).
8. Demonstrate knowledge of how to write behavior goals for an IEP (CFPO 3, 4; INTASC 4, 5, 7, 8).

9. Demonstrate knowledge of how to use graphs to monitor progress as part of the special education evaluation and monitoring process for students with IEPs (CFPO 3, 4; INTASC 4, 5, 6, 7, 8).
10. Demonstrate the ability to assess reading and develop interventions for struggling learners (CFPO 3, 4; INTASC 4, 5, 6, 7).
11. Demonstrate the ability to assess math and develop interventions for struggling learners (CFPO, 3, 4; INTASC 4, 5, 6, 7).
12. Demonstrates knowledge of the issues related to high stakes testing (CFPO, 3, 4; INTASC 4, 6, 9).

### **Topics to be Covered**

1. Special Education Laws and Legal Issues – (3 contact hours)
  - a. Major Special Education Laws and Litigation
  - b. Assessment Specific Topics
2. Types of Assessments and Testing Considerations – (3 contact hours)
  - a. Intelligence Tests
  - b. Achievement Tests
  - c. Tests of Adaptive Behavior
  - d. Tests of Behavior and Personality
  - e. Methods of Assessment
  - f. Testing Considerations
3. Basic Assessment Concepts – (3 contact hours)
  - a. Reliability and Validity
  - b. Scoring Terminology
4. Interpretation of Standardized Assessments – Norm Referenced – (3 hours)
  - a. Common Standardized Assessments
    - i. Intelligence Tests
    - ii. Achievement Tests
    - iii. Adaptive Measures
5. Response to Intervention – (3 hours)
  - a. History of RTI
  - b. RTI in Mississippi
  - c. Tiers
6. Special Education Referral Process – (3 hours)
  - a. Child Find
  - b. Assessment Process
7. Individualized Education Plans – (3 hours)
  - a. Stakeholders
  - b. Meetings
8. Writing Individualized Education Plan Goals – (3 hours)



9. Creating Behavioral Goals and Writing Behavioral Objectives – (3 hours)

10. Progress Monitoring and Graphing – (3 hours)

11. Assessing Reading – (3 hours)

- a. Curriculum Based Measurement
  - i. Basic Reading
  - ii. Reading Comprehension
  - iii. Reading Fluency
- b. Universal Screeners
- c. Achievement Tests
- d. Functional Reading Assessment

12. Assessing Mathematics – (3 hours)

- a. Curriculum Based Measurement
  - i. Math Reasoning
  - ii. Math Computation
- b. Universal Screeners
- c. Achievement Tests
- d. Functional Math Assessment

13. Assessing Early Childhood – (3hours)

14. Assessing Other Areas – (3 hours)

- a. Speech and Language
- b. Hearing
- c. Physical and Occupational Therapy
- d. Multicultural Assessment

15. High Stakes Testing – (3 hours)

- a. Allowable Accommodations and Modifications

### **Suggested Student Activities**

1. Quizzes to be completed at the end of each learning module (CFPO 1, 3, 4, 6, 13; INTASC 4, 5, 6, 7, 8, 9).
2. Response to Reading (CFPO 1, 3, 4, 6, 13; INTASC 4, 5, 6, 7, 8, 9) – One page response to assigned relevant readings.
3. Chat Room Posts (CFPO 1, 3, 4, 6, 13; INTASC 4, 5, 6, 7, 8, 9) – Respond to discussion topics assigned for each learning module.
4. Midterm and Final (CFPO 1, 3, 4, 6, 13; INTASC 4, 5, 6, 7, 8, 9) – 50 question multiple choice tests
5. Paper (CFPO 1, 3, 4, 6, 13; INTASC 4, 5, 6, 7, 8, 9) – Each student will complete a 10 page paper on a topic of his or her choice. Paper topics will be chosen from the topics presented in class and must be approved by the professor.

**Method of Instruction**

Lecture/class discussions – Professor will lead discussions of various topics to be covered. Students will participate in discussion of topics. Students will engage in online activities.

**Evaluation of Student Progress**

Course grades will be assigned on the following scale of possible points.

Quizzes (15) –	150 points
Responses to Assigned Readings –	45 points
Chat Room Posts (15) –	30 points
Midterm –	100 points
Final –	100 points
Paper –	100 points

Total - 525 points

The numerical score received will be converted into the corresponding letter grade.

Grading Scale:

A	(472-525 points)
B	(419-471 points)
C	(366-418 points)
D	(313-365 points)
F	(312 and below)

**Methods of Instruction/Technology**

This class will be online and will consist primarily of reading/reflection with associated activities. This course does not include a field component.

**University Honor Code**

1. "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."
2. The rules and procedures pertaining to the honor code will be followed.

**Technology**

This course is an online course and will be delivered using the MyCourses platform. Students in the course will use a variety of online tools including videos, email, discussion boards, and other tools to access the content and to demonstrate their learning in the course.

**Field Component**

This course does not have a field component. This course provides prerequisite knowledge that TMI students will need during their teaching internship later in the program.

**Diversity**

This course focuses on assessment of students with special needs and implications for the classroom. As such, the course focuses on understanding and teaching diverse students throughout the semester.

**Student Support Services/Statement on Disability**

Students with documented special needs will be provided with appropriate accommodations. Student Support Services “seeks to provide educational access and opportunity through support, resources, advocacy, collaboration, and academic accommodations for students with disabilities who are accepted to the University.” The website for Student Support Services is <http://www.ss.msstate.edu/>

**References**

- Gronlund, N. E. (2006). *Assessment of student achievement 8<sup>th</sup> Edition*. Boston, MA: Pearson.
- McMaster, K. L., Du, X., Parker, D. C., & Pinto, V. (2001). Using curriculum-based measurement for struggling beginning writers. *TEACHING Exceptional Children*, 44(2), 26-34.
- Pierangelo, R., & Giuliani, G. A. (2012). *Assessment in special education: A practical approach 4<sup>th</sup> edition*. Boston, MA: Pearson.
- Rosenberg, M. S., O’Shea, L. J., & O’Shea, D. J. (2006). *Student Teacher to Master Teacher: A practical guide for educating students with special needs 4<sup>th</sup> edition*. Upper Saddle River, NJ: Pearson.
- Sands, D. J., Kozleski, E. B., & French, N. K. (2000). *Inclusive Education for the 21<sup>st</sup> Century*. Australia: Wadsworth.
- School accommodations and modifications. (2001). *Families and Advocates Partnership for Education (FAPE)*. website: [www.fape.org](http://www.fape.org)

CURRICULUM | INSTRUCTION | SPECIAL EDUCATION

To: Box Council and UCCC Committee Members

From: Special Education Faculty

RE: Support of proposal to create EDX 6818


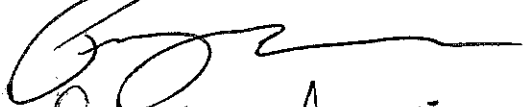
Date: January 13, 2014

This letter of support is offered by special education faculty in the Department of Curriculum, Instruction, and Special Education, for the proposal to create EDX 6813. We support the creation of this course to provide an assessment course more tailored to the needs of students enrolled in courses that will lead to an alternate route licensure in special education. The proposed course will be required for students who are pursuing a one year alternate route teacher license in special education through the Teach Mississippi Institute Program sponsored by the Institutions of Higher Learning. (After one year of successful teaching, the student can apply for a renewable five year alternate route license.) The benefit for the course to be offered through Campus 5, CDE, is that students, most of whom who work in fulltime jobs outside of education, are able to work and complete the requirements for the one year alternate route license. The extra value that students will receive from this Campus 5 course is that they will be able to live and work in their local communities and attend class.

Special Education faculty includes Drs. Sandy Devlin, Kent Coffey, Bethany McKissick, and Penny Craven. As indicated by the signatures below, a majority of the faculty members have approved the proposal.

Special Education Faculty

Date

  
  
Sandy Devlin  
Bethany McKissick

1/13/2014



# MISSISSIPPI STATE UNIVERSITY™

DEPARTMENT OF COUNSELING AND EDUCATIONAL PSYCHOLOGY

508 Allen Hall, Mailstop 9727

175 President's Circle

Mississippi State, MS 39762

Phone (662) 325-3426 FAX (662) 325-3263

January 13, 2014

To: Dr. Vickers and Members of the Box Council:

Faculty in the Educational Psychology program area support the proposal of EDX 6813: Introduction to Assessment Issues in Special Education. We understand that this course is being offered through distance to meet the needs of alternate route prepared teachers in Special Education. We have reviewed the course proposal and see no conflict with our course offerings. The overlap with any of our courses is not substantial. Furthermore, the focus of this new course is to provide necessary instruction in assessment issues for students preparing for a special education classroom. It will meet the specialized needs of the students in their program.

Sincerely,

Dr. Anastasia Elder, acting coordinator for EPY programs

Dr. Daniel Wong, department head

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Education

Department: Kinesiology

Contact Person: Kimberly Hall

Mail Stop: 9300

E-mail: khall@meridian.msstate.edu

Nature of Change: Modify

Date Initiated: 02/04/2014

Effective Date: Fall 2014

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(      )

Current Catalog Description:

New or Modified Listing for Catalog:

Symbol      Number      Title

Credit Hours

(      )

New or Modified Catalog Description:

No Change to Catalog Descriptions

The following courses are being proposed to be offered at the Meridian campus:

FNH 3163

KI 2023, 2603

EP 2013, 3183, 3233, 3304, 3613, 3643, 4113, 4123, 4133, 4143, 4183, 4503, 4603, 4703, 4803, 4810

BIO 3004, 3014

Approved: 

Department Head

  
Chair, College or School Curriculum Committee

  
Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: 3-3-14

3-5-14

3/6/14

## **COURSE MODIFICATIONS**

The following courses are being proposed to be taught at the Meridian campus. The course content and objectives for all courses will mirror that of Starkville. All current syllabi for the Department of Kinesiology are attached.

FNH 3163 Basic Principles of Health Promotion  
KI 2023 Foundations of Health Education  
KI 2603 Medical Training  
EP 2013 Introduction to Exercise Science  
EP 3183 Exercise Psychology  
EP 3233 Anatomical Kinesiology  
EP 3304 Exercise Physiology  
EP 3613 Exercise Electrocardiography  
EP 3643 Applied Anatomy and Pathophysiology  
EP 4113 Fitness Programs and Testing Procedures  
EP 4123 Aging and Physical Activity  
EP 4133 Exercise Programs for Clinical Populations  
EP 4143 Aging and Disability  
EP 4183 Exercise and Weight Control  
EP 4503 Mechanical Analysis of Movement  
EP 4603 Physical Activity Epidemiology  
EP 4703 Neural Control of Human Movement  
EP 4803 Professional Seminar in Exercise Science  
EP 4810 Clinical Exercise Physiology Internship (6 credits)

### **1. CATALOG DESCRIPTION**

All catalog descriptions will remain the same – no changes.

### **2. DESCRIPTION OF CHANGES**

Each of the courses listed above will be offered at the Meridian Campus (campus 2).

### **3. JUSTIFICATION AND LEARNING OUTCOMES**

The Clinical Exercise Physiology program in Kinesiology is currently offered only on the Starkville Campus. The current proposal extends the reach of the program by proposing to offer the Clinical Exercise Physiology program at the Meridian campus as well.

Extension of the Bachelor of Science degree in Kinesiology with a concentration in Clinical Exercise Physiology to the Meridian campus of Mississippi State University will provide educational opportunities for area residents to gain the skills they need to compete for jobs in the health care field and will provide region businesses the workforce they need to continue to build this area as a medical zone. Responding proactively to this opportunity is reflective of the leadership role that Mississippi State University plays in the educational development of the state.

While all courses will remain the same, we are including course modification proposals to offer the courses at the Meridian campus. All syllabi for each course will remain the same. All learning outcomes for each course will remain the same.

**4. ADDITIONAL INFORMATION**

**A. COURSE SYMBOL**

All course symbols will remain the same.

**B. COURSE NUMBERS**

All course numbers will remain the same.

**C. COURSE TITLE**

All course titles will remain the same.

**D. CREDIT HOURS**

All credit hours will remain the same.

**E. PREREQUISITE/CO-REQUISITE**

All prerequisites and/or co-requisites will remain the same.

**F. METHOD/HOURS OF INSTRUCTION**

All methods and hours of instruction will remain the same.

**G. METHOD OF DELIVERY**

The method of delivery will remain the same for all classes that are taught face-to-face at the Meridian campus. While the Kress building in Meridian is being renovated, courses may also be taught through interactive video between the Starkville and Meridian campuses.

**H. COURSE DESCRIPTION**

All course descriptions will remain the same.

**I. COURSE CONTENT**

All course content will remain the same.

**5. GRADUATE STUDENT REQUIREMENTS**

All courses are taught at the undergraduate level.

**6. METHOD OF EVALUATION**

All methods of evaluation will remain the same.

**OUT OF CLASS WORK**

All out of class work will remain the same.



**7. ACADEMIC MISCONDUCT**

The MSU Honor Code will be reviewed in each course. Honor Code information on all course syllabi will remain the same.

**8. TARGET AUDIENCE**

The target audience for the Meridian campus will be students in the surrounding area that are able to attend classes at the Meridian campus.

**9. SUPPORT**

A letter of support from the Department of Kinesiology (Starkville Campus) and the Division of Education (Meridian) is attached.

**SPECIAL NOTES**

**1. CROSS LISTING**

Not applicable

**2. EFFECTIVE DATE**

August 2014

**3. GENERAL EDUCATION COURSE DESIGNATION**

No applicable

**4. EFFECTS ON OTHER COURSES**

Because the kinesiology bachelor's degree will be a new degree offering at the Meridian campus, we do not foresee any negative effects on current course offerings. Enrollment in some elective courses may increase.

**5. PROPOSED SEMESTER EFFECTIVE**

Fall 2014

**6. PROPOSAL CONTACT PERSON**

Kimberly R. Hall

601-484-0189

khall@meridian.msstate.edu

## APPROVAL FORM FOR

**COURSES**

MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Education**Department:** Counseling & Educational Psychology**Contact Person:** Anastasia Elder**Mail Stop:** 9727**Email:** aelder@colled.msstate.edu**Nature of Change:** Modification**Date Initiated:** 1/2014**Effective Date:** June 1, 2014**Current Listing in Catalog:****Symbol      Number      Title**

EPY      4053      Psychology &amp; Education of the Mentally Retarded

**Credit Hours**

(3)

**Current Catalog Description:**

Three hours lecture. Definitions, etiology, evaluation, development, and learning strategies of the mentally retarded; the role of family, community, and school in programming for the mentally retarded.

**New or Modified Listing for Catalog:****Symbol      Number      Title**

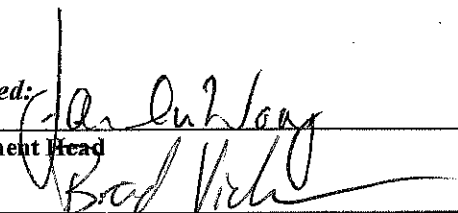
EPY      3063      Psychology of Individual Differences and Exceptional Ability

**Credit Hours**

(3)

**New or Modified Catalog Description:**

Three hours lecture. Individual differences and exceptional ability in children/youth that deviate from norm in physical, mental, emotional, and social characteristics. Definitions, etiology, identification, learning strategies, applications.

**Approved:****Date:**
  
 Department Head

  
 Chair, College or School Curriculum Committee

  
 Dean of College or School

 \_\_\_\_\_  
 Chair, University Committee on Courses and Curricula

 \_\_\_\_\_  
 Chair, Graduate Council (if applicable)

 \_\_\_\_\_  
 Chair, Deans Council

1-13-14

1-31-14

2-28-14

## COURSE MODIFICATION

### *Department of Counseling and Educational Psychology*

#### **1. CATALOG DESCRIPTION**

**Current Course:** EPY 4053: Psychology & Education of the Mentally Retarded. Three hours lecture. Definitions, etiology, evaluation, development, and learning strategies of the mentally retarded; the role of family, community, and school in programming for the mentally retarded.

**New Course:** EPY 3063: Psychology of Individual Differences and Exceptional Ability. Three hours lecture. Individual differences and exceptional ability in children/youth that deviate from norm in physical, mental, emotional, and social characteristics. Definitions, etiology, identification, learning strategies, applications.

#### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

- a. The course title change reflects the currently accepted terminology in the field.
- b. The course number change allows students to gain and apply this knowledge earlier in their degree program.
- c. The change in course objectives allows students to learn about a wider range of differences in intelligence and ability, going beyond just intellectual disability.

#### **3. JUSTIFICATION AND LEARNING OUTCOMES**

This newly modified course will allow us to streamline topics in individual differences. These topics are currently covered in a few courses: EDX 3213 (exceptionalities), EPY 3553 (giftedness), & EPY 4053 (intellectual disability) during which some topics overlapped. The proposed change will allow the topics to be covered in one course and allow a more extensive coverage of creativity with innovation in another course (currently EPY 3553, requesting modification to EPY 4553) moving coverage of giftedness out of it into this course. Alterations in another department instigated some changes to the curriculum to better meet the needs of our majors by creating one individual difference course. The currently required EDX course (3213) includes a teacher focus (not appropriate for our majors) and this one will emphasize the psychological aspects relevant for understanding individual differences. Furthermore, the other program, EDX, which required the EPY 4053 course in the past has plans to remove its requirement.

Learning outcomes include the following:

- a) Students will become familiar with a range of exceptionalities in physical, mental, emotional and social arenas.
- b) Students will learn about the definitions, identifications, and etiology of those exceptionalities.
- c) Students will explore planning and strategies for working with people with exceptionalities.

#### **4. ADDITIONAL INFORMATION**

- a. COURSE SYMBOL: Course symbols are not being modified.
- b. COURSE NUMBER:
  - i. First digit: The first digit will be changed from (4) to (3), so that students will be encouraged to enroll in the course earlier in their degree program.
  - ii. Second and Third digit: There will be no change to the second digit (0). The third digit will be changed from (5) to (6) in order to prevent confusion since EPY 3503 exists in the Educational Psychology core.
  - iii. Fourth digit: There will be no change to the fourth digit (3).
- c. COURSE TITLE: The course title will be changed to Psychology of Individual Differences and Exceptional Ability.
- d. CREDIT HOURS: There will be no change to the credit hours.
- e. PREREQUISITE: There is no prerequisite for this course.
- f. METHOD/HOURS OF INSTRUCTION: There will be no change to the method or hours of instruction.
- g. METHOD OF DELIVERY: There will be no change to the method of delivery.
- h. COURSE DESCRIPTION: The course description for this course will be changed to accurately reflect accepted terminology in the field, and to clearly state the range of varying exceptional differences and abilities to be covered.

i. Current description: EPY 4053: Psychology & Education of the Mentally Retarded. Three hours lecture. Definitions, etiology, evaluation, development, and learning strategies of the mentally retarded; the role of family, community, and school in programming for the mentally retarded.

ii. Modified description: EPY 3063: Psychology of Individual Differences and Exceptional Ability. Three hours lecture. Individual differences and exceptional ability in children/youth that deviate from norm in physical, mental, emotional, and social characteristics. Definitions, etiology, identification, learning strategies, applications.

i. COURSE CONTENT: The course content will be modified to include a survey of additional disorders and disabilities beyond just intellectual disability. The course content will also include the addition of covering intelligence and ability that is above average. This modification of course content will provide students with an overview of the entire spectrum of ability from high to low.

## **5. GRADUATE STUDENT REQUIREMENTS**

None

## **6. EVALUATION**

Students' final grade will be comprised of the following:

4 exams	50%
2 case study analysis	25%
<u>Homework &amp; participation</u>	<u>25%</u>
Total:	100%

Final grades will be determined based on the following scale:

100-90%	A
89-80%	B
79-70%	C
69-60%	D
< 60%	F

## **7. OUT OF CLASS WORK**

a. Homework assignments: Assigned during lecture and are due at date designated by instructor.

b. Case studies: Assigned during lecture and are due at date designated by instructor.

## **8. SUPPORT**

Adequate resources are currently available to support this course.

## **9. EFFECTIVE DATE**

08/2014

## **10. PLANNED FREQUENCY**

The course will be offered every fall and spring term with some summer offerings.

## **11. PROPOSED 24 CHARACTER ABBREVIATION**

Indiv Diff/Exceptional

## **12. PROPOSED SEMESTER EFFECTIVE**

08/2014

## **13. PROPOSAL CONTACT PERSON**

Anastasia Elder

Department of Counseling and Educational Psychology

[aelder@colled.msstate.edu](mailto:aelder@colled.msstate.edu)

662-325-0387

## **CURRENT**

**Psychology and Education of the Mentally Retarded**

**EPY 4053- Fall 2013**

### **Text:**

Drew, Clifford J and Hardman, Michael L. (2007). Intellectual Disabilities Across the Lifespan (9<sup>th</sup> ed.). Upper Saddle River, NJ: Prentice-Hall.

### **Catalog Description:**

Three lecture hours. Definitions, etiology, evaluation, development, and learning strategies of the mentally retarded; the role of family, community, and school in programming for the mentally retarded.

**Instructional Objectives:**

1. Develop an increased understanding of the physical, emotional, social, moral, and intellectual issues facing individuals with mental retardation. INTASC #2 & #3; CFPO #2
2. Develop a conceptual and theoretical understanding of the nature, levels, and etiology of mental retardation. INTASC #1, CFPO # 2
3. Understand the procedures used to assess individuals who are suspected of having mental retardation. INTASC #8; CFPO # 4
4. Develop a conceptual and theoretical understanding of procedures used to teach students with mental retardation. INTASC #3,4,5,6,7; CFPO #5,6, & 7
5. Develop some practical skills that will allow someone to teach individuals with mental retardation. INTASC #7,9; CFPO #7
6. Develop an understanding of the historical treatment of people with mental retardation. INTASC #1; CFPO #3
7. Identify the roles of families, peers, schools, and culture in delivering services to people with mental retardation. INTASC #10; CFPO #1
8. Develop a working knowledge of the different services available for individuals with mental retardation from pre-school through adulthood and across vocational, recreational, independent living, academic and intellectual domains. INTASC #10; CFPO #9 & #10
9. Develop an understanding of the legal, ethical, social, and scientific issues, findings, and trends and how these effect people with mental retardation. INTASC #1; CFPO #1 & #9

**Course Requirements:**

1. All students must carefully read the text prior to class lectures.
2. Class participation is required. Class participation by discussion and role play are important forms of class activity. Thus, class attendance is required. All students are expected to respond to questions regarding the assigned reading material.

**Methods of Instruction:**

The primary mode of instruction in this class is by instructor lectures. Lectures may be augmented by videotapes, role play, instructor materials (such as journal articles), and discussion.

**Attendance Policy:**

Students are expected to attend each class. Refer to University Policy on undergraduate attendance. Arranging to take make-up exams is the responsibility of the student. Make up exams will only be given if the student has an excused absence via University Policy.

## **Evaluation of Student Progress:**

<b>Activity</b>	<b>Points</b>	<b>Grading Scale:</b>
<b>Exams</b>	<b>50% of grade</b>	<b>A = 90-100%</b>
<b>Assignments</b>	<b>50% of grade</b>	<b>B = 80-89%</b>
		<b>C = 70-79%</b>
		<b>D = 60-69%</b>
		<b>F = 59% and below</b>

## **Late Assignments:**

Assignments turned in after the due date will automatically receive a 5-point deduction for each day it is late. Material turned in more than 5 days after the due date will not be accepted and will receive a point value of zero (0). All due dates are in the calendar/schedule; therefore, if you miss class the assignment will be counted as late unless the absence is excused via University Policy. No work will be accepted after the final day of class.

## **Electronic Device Policy**

Cell phones should be turned off or to vibrate during class. Cell phone texting and/or reading are not permitted in class. Laptops and tablets in class could only be used for the purpose of the class.

## **Incompletes and Withdrawals**

Grades associated with incomplete course work or withdrawal from class will be assigned in strict conformity to University policy. If you wish to drop this course you may do so by the 10th class day with no grade assignment. From the 10th class day to mid-quarter a W (withdrawn-passing) grade will be recorded in your transcripts. After this period withdrawal from the course will only be granted under unusual circumstances and must be approved by the Dean of the College of Education.

## **Academic Misconduct**

- Academic Honesty

Mississippi State University has an approved Honor code that applies to all students. The code is as follows: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do." Any acts of academic misconduct will be dealt with in guidelines and procedures outlined in the official University policy. For more information see: <http://www.honorcode.msstate.edu/policy/>

- Plagiarism

For more information, see:



<http://www.collegeboard.com/student/plan/college-success/10314.html>

<http://owl.english.purdue.edu/owl/resource/589/01/>

<http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml>

### **Disability Accommodations**

Students who need special accommodations in class, as provided for by the American Disabilities Act, should arrange a confidential meeting with the instructor during office hours at the first two weeks of classes or as soon as possible if accommodations are needed immediately. All reasonable accommodations will be provided to ensure that special needs based on disabilities do not restrict a student's opportunity to learn and participate in the class. The course and its related materials will be 100% accessible during initial development. Written confirmation from the MSU Student Support Services Office (SSS) is required for accommodations during class session and during tests/exams. SSS office is located at 01 Montgomery Hall, telephone: (662)325-3335. For more information see:  
<http://www.sss.msstate.edu/disabilities/>

### **Library Assistance**

If you have any questions for the librarian, please email her at [rcannady@library.msstate.edu](mailto:rcannady@library.msstate.edu). She will be glad to assist you. Her information is as follows:

Rachel Cannady

Distance Education Librarian

Education Reference Librarian

MSU Libraries

662-325-8403

## **PROPOSED**

### **EPY 3063- PSYCHOLOGY OF INDIVIDUAL DIFFERENCES AND EXCEPTIONAL ABILITY**

**Credit Hours:** 3 semester hours

**Course Type:** Lecture

**Course Description:** EPY 3063. Psychology of Individual Differences and Exceptional Ability. Three hours lecture. Individual differences and exceptional ability in children/youth that deviate from norm in physical, mental, emotional, and social characteristics. Definitions, etiology, identification, learning strategies, applications.

**Prerequisites:** None.

#### **Course Objectives:**

1. Introduce a range of exceptionalities in ability that include developmental, sensory, physical, health, communication, behavioral, and emotional disorders; as well as above and below average intelligence. (CFPO #2, 3, 5, & 6)
2. Inform students and discuss current issues in program planning and collaboration and their applications. (CFPO #9, 12)
3. Develop skills needed to provide scaffolding for relevant strategies for working with people with special needs. (CFPO #1, 2, 5, & 10)

**Required Texts:** Taylor, R., Smiley, L., & Richards, S. (2009). *Exceptional students: Preparing teachers for the 21<sup>st</sup> century* (1<sup>st</sup> Ed.). New York, NY: McGraw-Hill Publishing.

#### **Topics to be Covered:**

1. Overview of Special Education (3 hours)
2. Special Education Process: Identification to Service Delivery (3 hours)
3. School, Family, and Community Collaboration (3 hours)
4. Learning Disabilities (3 hours)
5. Mental Retardation/Intellectual Disabilities (3 hours)
6. Emotional and Behavioral Disorders (3 hours)
7. Communication Disorders (3 hours)
8. Deaf and Hard of Hearing (3 hours)
9. Blindness, Low Vision, Physical and Health Disabilities (3 hours)
10. Autism Spectrum Disorders (3 hours)
11. Severe Disabilities (3 hours)
12. Early Identification and Intervention for At-Risk Students (3 hours)

13. Attention Deficit/Hyperactivity Disorder (3 hours)
14. Gifted and Talented (6 hours)

**Methods of Instruction:** Include lecture, class discussion, and demonstrations.

**Student Activities:**

In an effort to meet Objectives 1-3 listed above, each student will:

1. Participate in class discussion
2. Apply learned skills via case study analysis.
3. Complete class assignments as assigned by the instructor.
4. Prepare for and take exams and quizzes as assigned by the instructor.

**Honor Code/Academic Misconduct:**

Cheating and plagiarism are strictly forbidden and will be dealt with as MSU policy on academic honesty stipulates. MSU has an approved Honor Code that applies to all students. The code is as follows:

“As a Mississippi State University student, I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

All MSU students are bound to this code, and the guidelines of the MSU policy will be followed in this course. Any acts of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the official University policy:

<http://students.msstate.edu/honorcode/>

**Target Audience:** Undergraduate students majoring in Educational Psychology with a classification of Sophomore or Junior status.

**Technology:** The use of technology is not an integral part of this course.

**Diversity:** This course covers a wide range of individual differences in physical, mental, emotional, and social ability; therefore, the topic of diversity is central.

**Disabilities:**

Students with special needs or concerns should inform the instructor within the first week of class so that suitable arrangements may be made. The Student Support Services office is located in Room 1, Montgomery Hall. <http://www.sss.msstate.edu/>

**Field Component:** Students will visit the T. K. Martin Center for Technology and Disability on campus to observe individuals with exceptional abilities. This will provide a real world context in which the students may gain a deeper understanding of the course content.

**Evaluation:**

Students' final grade will be comprised of the following:

4 exams	50%
2 case study analysis	25%
<u>Homework &amp; participation</u>	<u>25%</u>
Total:	100%

Final grades will be determined based on the following scale:

100-90%	A
89-80%	B
79-70%	C
69-60%	D
< 60%	F

**Bibliography:**

Clark, B. (2013). Growing up gifted. (8th ed.). Upper Saddle River, NJ: Pearson.

Drew, C., & Hardman, M. (2007). Intellectual disabilities across the lifespan (9th ed.). Upper Saddle River, NJ: Prentice-Hall.

Freiberg, K. (2012). Annual editions: Educating children with exceptionalities (21st ed.). New York, NY: McGraw-Hill.

APPROVAL FORM FOR  
**COURSES**

MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Education

**Department:** Counseling & Educational Psychology

**Contact Person:** Anastasia Elder

**Mail Stop:** 9727

**Email:** aelder@colled.msstate.edu

**Nature of Change:** Modification and raise level

**Date Initiated:** 1/2014

**Effective Date:** June 1, 2014

**Current Listing in Catalog:**

Symbol	Number	Title	Credit Hours
EPY	3553	Gifted/Creativity	(3)

**Current Catalog Description:**

Three hours lecture. An introduction to giftedness and creativity emphasizing uniqueness of gifted/creative individuals; a survey of creative problem-solving approaches.

**New or Modified Listing for Catalog:**

Symbol	Number	Title	Credit Hours
EPY	4553/6553	Creativity/Innovation	(3)

**New or Modified Catalog Description:**

(Pre-requisite: Junior or graduate standing or consent of the instructor). Three hours lecture. Introduction to creativity/innovation emphasizing uniqueness of creative individuals. Exploration of origins of creative/innovative behavior. Application of creativity/innovation enhancing techniques.

**Approved:**

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

**Date:**

1-13-2014

1-31-14

2-28-14

## COURSE MODIFICATION

### *Department of Counseling and Educational Psychology*

#### **1. CATALOG DESCRIPTION**

**Current Course:** EPY 3553. Gifted/Creativity. (3). Three hours lecture. An introduction to giftedness and creativity emphasizing uniqueness of gifted/creative individuals; a survey of creative problem-solving approaches.

**New Course:** EPY 4553/6553. Creativity/Innovation. (3) (Pre-requisite: Junior or graduate standing or consent of the instructor). Three hours lecture. Introduction to creativity/innovation emphasizing uniqueness of creative individuals. Exploration of origins of creative/innovative behavior. Application of creativity/innovation enhancing techniques.

#### **2. ITEMIZED LIST AND DESCRIPTION OF CHANGES**

- a. The course title change reflects the nature of course material, including the addition of innovative practice.
- b. The course number change requires students to have obtained junior or graduate standing in order to have the background in educational psychology to apply knowledge of creativity/innovation.
- c. The change in course objectives allows students to learn about creativity and innovation practice in a more applied and in depth way.

#### **3. JUSTIFICATION AND LEARNING OUTCOMES**

##### **Justification**

The modification of this course title and description is necessary to more accurately describe the applied nature of creative/innovative practice as presented to students in educational psychology. The class moves beyond a survey of information on creativity, to creativity enhancing and problem solving techniques that can be applied in students' personal lives and communities.

Our world has increasing complexity, change, and competition, so the generation of new ideas, innovative strategies and inventions will be increasingly necessary to be successful personally and professionally. Betterment of our workplace, environment, and community depend on creative problem solving skills and innovative leadership. The ability to apply creative problem solving techniques will distinguish our students in a positive way.

##### **Learning Outcomes**

Students will:

- a. explore the background and premises of creativity, innovation, and creative leadership.
- b. explore the origins of creative behavior and its cognitive aspects.

- c. develop his/her own creative potential during the course of the semester by completion of a personal project and presentation requiring creativity.
- d. actively participate in individual and group creativity/innovation enhancing activities, exercises, case studies, and activities designed to increase creative decision making.

#### **4. ADDITIONAL INFORMATION**

- a. COURSE SYMBOL: Course symbols are not being modified.
- b. COURSE NUMBER:
  - i. First digit: The first digit will be changed from (3) to (4/6), to reflect the greater depth of content explored, effort and preparation for which is more appropriate for upper level students or graduate level. This change also reflects the emphasis on application of creative/innovative techniques.
  - ii. Second and Third digit: There will be no change to the second (5) or third digit (5).
  - iii. Fourth digit: There will be no change to the fourth digit (3).
- c. COURSE TITLE: The course title will be changed to Creativity/Innovation. "Giftedness" is being deleted from the title because the intellectual giftedness content now will be included in the EPY 3063, Individual Differences and Exceptional Ability class and is being deleted from this class. In its place additional content related to creative cognition, innovative thinking and creative leadership has been added.
- d. CREDIT HOURS: There will be no change to the credit hours.
- e. PREREQUISITE: Junior or Graduate standing or consent of the instructor.
- f. METHOD/HOURS OF INSTRUCTION: Although lecture will remain the primary mode of instruction, there will be a greater emphasis on student problem solving, interaction, and activity rather than lecture. There will be no change to the hours of instruction.
- g. METHOD OF DELIVERY: There will be no change to the method of delivery.
- h. COURSE DESCRIPTION: The course description for this course will be changed to accurately reflect accepted terminology in the field of creativity and innovative thought, and to reflect the emphasis on application of creative/innovative techniques.
  - i. Current description: EPY 3553: Gifted/Creativity. Three hours lecture. An introduction to giftedness and creativity emphasizing uniqueness of gifted/creative individuals; a survey of creative problem-solving approaches.

ii. Modified description: EPY 4553/6553: Creativity/Innovation (Pre-requisite: Junior or graduate standing or consent of the instructor). Three hours lecture. Introduction to creativity/innovation emphasizing uniqueness of creative individuals. Exploration of origins of creative/innovative behavior. Application of creativity/innovation enhancing techniques.

i. COURSE CONTENT: The course content will be modified to include an exploration of origins of creative/innovative behavior including contrasting these constructs. In addition content related to using creativity/innovative enhancing techniques to apply to specific cases, problems or leadership situations will be added. Aspects of creative/innovative cognition will also be added. This additional content is added to replace the “intellectual giftedness and exceptionality” content which has now been moved to EPY 3063.

## 5. GRADUATE STUDENT REQUIREMENTS

Graduate students will be required to produce an additional research paper on a topic related to creativity or innovation relevant to their field.

## 6. EVALUATION

Students' final grade will be comprised of the following:

Activity	Points
Chapter exams, final, and quizzes	370
Journal article critique	80
Creativity and innovation idea book and reflection	50
Creative person paper	80
Creativity project, presentation, and handout	120
Homework assignments	50
<u>Class participation</u>	<u>50</u>
Total	800

Final grades will be determined based on the following scale:

720 + points = A

640-719 = B

560-639 = C

480-559 = D

< 480 = F

## 7. OUT OF CLASS WORK

- Creative idea book: ideas and sketches kept across the semester due at designated intervals and the completed idea book due at the end of the class.
- Creativity/innovation project or paper with accompanying presentation



- c. A critique of a professional journal article related to creativity or innovation due at a date designated by the instructor.
- d. Brief Homework assignments: Assigned during lecture and are due at date designated by instructor.

## **8. SUPPORT**

Adequate resources are currently available to support this course.

## **9. EFFECTIVE DATE**

08/2014

## **10. PLANNED FREQUENCY**

The course will be offered every fall and spring term and occasional summer.

## **11. PROPOSED 24 CHARACTER ABBREVIATION**

Creativity/Innovation

## **12. PROPOSED SEMESTER EFFECTIVE 08/2014**

## **13. PROPOSAL CONTACT PERSON**

Anastasia Elder

Department of Counseling and Educational Psychology

[aelder@colled.msstate.edu](mailto:aelder@colled.msstate.edu)

662-325-0387

**Present Syllabus:**

**EPY 3553-01 Gifted/Creativity**

**Fall 2013**

**Course Description:** 3 hour lecture. Three hours lecture. An introduction to giftedness and creativity emphasizing uniqueness of gifted/creative individuals; a survey of creative problem-solving approaches.

**Required text:** Davis, G. A. (2004). *Creativity is forever*. (5th ed.) Dubuque, IA: Kendall Hunt.

**Optional text:** Clark, B. (2013). *Growing up gifted*. (8th ed.) Upper Saddle River, NJ: Pearson.

**Objectives and Goals:**

Students will:

- § Describe and define intelligence, creativity, and giftedness.
- § Explore history and background of the concepts of giftedness and creativity as well as the many types of giftedness and creativity that have been identified.
- § Describe procedures and instruments for assessing giftedness and creativity.
- § Demonstrate an understanding of the special needs of gifted and/ or creative individuals, including: social emotional, development, self-esteem, motivation, special classes, programs, and schools.
- § Examine recent research in areas related to the special needs of gifted and creative individuals with an emphasis on leadership and motivation of these individuals.
- § Demonstrate an understanding of the different needs of creative versus academically gifted learners.
- § Reflect upon, understand, and enhance their own creative potential.
- § Explore the influence of personality traits, leadership styles and communication styles on the motivation, education and leadership of creative/gifted individuals.
- § Develop personal and standard creative thinking and problem solving techniques.
- § Develop the knowledge and skills to create environments that foster creativity
- § Discuss how creativity and innovation assist in adapting to change and crises.
- § Participate in interactive activities designed to explore and personality traits of creative/gifted individuals

**Course Requirements and Student Activities:** You are expected to:

1. Attend and actively participate in all sessions. Because this class will be highly interactive, it is difficult to explain and re-create group interactions. Notify the instructor or in advance if a class session is to be missed by phone or e-mail.
2. Read the textbook, complete the brief homework assignments for each chapter, and read relevant handouts as assigned.
3. All written assignments should be typed in APA style (Times New Roman, 12 point font, double spaced). If you need help with APA formatting, check the APA website or the Owl at Purdue website. [www.apa.org](http://www.apa.org) or <http://owl.english.purdue.edu/owl/resource/560/01/>
4. You will be required to write a 1.5-3 page journal article review. Locate, read, and prepare a written reaction to one professional journal article concerning a topic related to **creativity, giftedness, gifted education, or creative leadership**. A specific format will be provided.
5. Homework assignments: At the end of each chapter in the Davis text there are brief exercises to complete.
6. You will be required to compose a final checklist for identifying a gifted or creative child in the classroom (2) based upon what you have learned in the course. This should be very detailed and informative. (e.g. How might SES, gender, race, twice exceptional, etc. differ).
7. Participate in interactive activities, assessments and simulations designed to explore your creativity, leadership style, and personality traits.
8. Complete other brief written work as assigned.
9. Prepare for and take exams and quizzes in a conscientious manner.

**Evaluation of Student Progress:**

**Grading Scale**

Exams (3)	300	A 90-100%
Final (non-comprehensive)	100	B 80-89%
Assessment Checklist	100	C 70-79%
Homework	70	D 60-69%
Class activities	40	F 59% and below
<u>Participation/attendance</u>	<u>20</u>	
Total points	630	

**PROPOSED**

**EPY 4553/6553- Creativity/Innovation**

**Credit:** 3 semester hours

**Type of course:** Lecture, simulation, activities

**Course Description:** EPY 4553/6553(Pre-requisite: Junior or graduate standing or consent of the instructor). Three hours lecture. Introduction to creativity/innovation emphasizing uniqueness of creative individuals. Exploration of origins of creative/innovative behavior. Application of creativity/innovation enhancing techniques.

**Textbook:**

Sawyer, R. K. (2012) *Explaining creativity: The science of human innovation, 2e*. New York: Oxford University Press. Required

**Objectives and Goals**

1. Describe and define creativity, innovation, and creative leadership. (CFPO 2,3)
2. Explore history and background of the concepts of creativity as well as the many types of creativity that have been identified. (CFPO 2, 3, 12)
3. Describe procedures and instruments for assessing creativity, innovation, and leadership. (CFPO 2,3, 4)
4. Demonstrate an understanding of the special needs of creative individuals, including: social emotional, development, self-esteem, motivation, special classes, programs, schools, and leadership preferences. (CFPO 1, 2, 3, 6)
5. Examine recent creativity and innovation research in areas related to the special needs of creative individuals with an emphasis on leadership and motivation of these individuals. (CFPO 2,3,6)
6. Explore the role of vision and design in the creative process. (CFPO 1,3,9,12)
7. Demonstrate an understanding of the creative and innovative approaches to problem solving. (CFPO 3,9,10,12)
8. Reflect upon, understand, and enhance their own creative potential. (CFPO 8,11, 12)
9. Explore the influence of personality traits, leadership styles, and communication styles on the motivation, education, and leadership of creative/innovative individuals. (CFPO 2,3,)

10. Develop personal and standard creative thinking and problem solving techniques and record the results in the idea book. (CFPO 3,8,10,11,12)
11. Develop the knowledge and skills to create environments that foster creativity. (CFPO 1,3,10)
12. Participate in interactive activities designed to explore leadership styles and personality traits of creative/innovative individuals. (CFPO 2,5,6,9)
13. Discuss and apply methods of creativity/innovation to cases or examples of change or crisis. (CFPO 8, 9,10,11,12)
14. Plan and deliver a creative classroom presentation regarding their creativity project. (CFPO 1, 2, 7,10)

### **Course Topics:**

<b><u>Principle course topics and extent of coverage in the course:</u></b>	<b><u>Instruction Hours:</u></b>
1. Self-actualization, flow, and creativity	2 hrs
2. Barriers and blocks to creativity	2 hrs
3. Definitions and theories of creativity	5 hrs
4. Creative personality traits and leadership	3 hrs
5. Creativity and the brain	3 hrs
6. Cognitive aspects of creativity and innovation	4 hrs
7. Developing and maintaining the creative environment	2 hrs
8. Creative and innovative inspiration through analogical thinking	3 hrs
9. Dreams and creativity	2 hrs
10. Creative processes: Problem solving, brain storming, and other standard creative thinking processes	4 hrs
11. Enhancing creativity in self and others: techniques	3 hrs
12. Leadership as a category of creativity: identification and development	3 hrs
13. Leading and managing creative and innovative individuals	2 hrs
14. Creative/innovative leadership in times of crisis	2 hrs
15. Developing innovative vision: creative planning for implementation and the place of design	3 hrs
16. Assessing creativity, innovation, and leadership	2 hrs

**Methods of Instruction:** Lecture, case study, application exercises and simulation. Although lecture is the primary means of sharing information in this class, it will be supplemented by class demonstrations, simulations, multimedia presentations, group discussion, videos, and interactive exercises.

### **Suggested Student Activities:**

1. Attend and actively participate in all sessions as well as prepare readings and homework. (Meets all Objectives)
2. **Journal Article Critique.** Locate, read, and prepare a written reaction to one professional journal article concerning a topic related to **creativity, innovation, or creative leadership**. A specific format will be provided. (Obj. 2, 3, 4, 5)
3. **Creativity and Innovation Idea Book.** You will be expected to keep a small notebook or journal of ideas that come to you throughout the semester. You are encouraged to include sketches, pictures, and other artifacts. You will write a reflection about this collection of ideas and turn it in along with the idea book at the end of the semester. (Obj. 6, 7, 8, 10)
4. **Creative Person Paper.** After we have read about the characteristics of creative people, choose an exceptionally creative person to research and write a 6-7 page paper. Specific directions will be provided. (Obj. 1, 2, 4, 5)
5. **Creativity project.** Choose a topic of interest to research or related to creativity, innovation, creative leadership, or leading creative individuals, you will provide a write up of your process or research paper, an oral presentation, attractive, visually interesting handout for the rest of the class, as well as an annotated bibliography of sources you consulted. (Obj. 14, 13, 10, 8, 7, 6)
6. **Prepare** for and take exams and quizzes in a conscientious manner. (Meets all Objectives)

#### **Honor Code/Academic Misconduct**

Mississippi State University has an approved Honor Code that applies to all students. The code is: "As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

For additional information, please visit <http://www.honorcode.msstate.edu/policy/>.

**Target Audience:** EPY undergraduates in their Junior and senior years; EPY graduate students, both Masters and Doctoral level; also an elective for other students interested in topic.

**Technology:** Students will be exposed to a variety of technology applications and will be required to use presentation software, word processing, and myCourses.

**Diversity:** Educational psychology majors take a course in human/cultural diversity as well as a course in individual differences. The topics in this course will help to reinforce diversity issues from previous courses.

**Disabilities.** Students with disabilities are encouraged to discuss their needs with the instructor during the first week of the semester. All reasonable accommodations will be made to see that disabilities do not restrict a student's opportunity to learn. Help is also available from Student Support Services (<http://www.sss.msstate.edu/disabilities>, Room 1, Montgomery Hall, 325-3335).

**Field Component:** none.

**Evaluation of Student Progress:**

Activity	Points
Chapter exams, final, and quizzes	370
Journal article critique	80
Creativity and innovation idea book and reflection	50
Creative person paper	80
Creativity project, presentation, and handout	120
Homework assignments	50
Class participation	50
Total	800

**Grading Scale:**

Final grades will be determined using the following points:

720 + points = A

640-719 = B

560-639 = C

480-559 = D

< 480 = F

Graduate students will be required to produce an additional research paper on a topic related to creativity or innovation relevant to their field. This paper will be worth 200 points, with the total points being 1000, with an adjusted scale for computing letter grades, (i.e., 900 points + for an A).

**Bibliography**

Cskszentmihalyi, M. (1990). *Flow: The psychology of optimal experience*. New York: Harper and Row.

Csikszentmihalyi, M. (1996). *Creativity: Flow and the psychology of discovery and invention*. New York: Harper Perennial.

Hurson, T. (2008). *Think better: An innovator's guide to productive thinking*. Boston: McGraw-Hill.

McCann, J.M. (2006). Leadership as creativity: Finding the opportunity hidden within decision making and dialogue. *National Endowment for the Arts: Resources*.  
<http://www.nea.gov/resources/Lessons/MCCANN2.HTML>

Puccio, G. J., Mance, M., & Murdock, M.C. (2011). *Creative leadership: Skills that drive change* (2<sup>nd</sup> ed.). Thousand Oaks, CA: Sage.

Sawyer, R.K. (2006). *Explaining creativity: The science of human innovation*. Oxford: Oxford University Press.

Sternberg, R. (1999). *Handbook of creativity*. Cambridge, UK: Cambridge University Press.

APPROVAL FORM FOR  
**COURSES**

MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Education

**Department:** Counseling & Educational Psychology

**Contact Person:** A. Elder

**Mail Stop 9727**

**E-mail:** aelder@colled.msstate.edu

**Nature of Change:** new

**Date Initiated:** 11/22/13 **Effective Date:** Fall 2014

**Current Listing in Catalog:**

**Symbol      Number      Title**

**Credit Hours**

(      )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**

**Symbol      Number      Title**

**Credit Hours**

EPY 4683 Junior/Senior Seminar in Educational Psychology

3

**New or Modified Catalog Description:**

Three hours lecture. Contemporary issues, community non-profit service opportunities, job and graduate school placement, and a practicum experience.

**Approved:**

**Date:**

**Department Head**

**Chair, College or School Curriculum Committee**

**Dean of College or School**

**Chair, University Committee on Courses and Curricula**

**Chair, Graduate Council (if applicable)**

**Chair, Deans Council**

1-14-13

1-31-14

2-28-14



## Course Addition

### Addition of New Course Junior/Senior Seminar in Educational Psychology

#### Department of Counseling & Educational Psychology

#### 1. Catalog Description

**EPY 4683. Junior/Senior Seminar in Educational Psychology.** (Prerequisite: junior standing) Three hours lecture. Contemporary issues, community non-profit service opportunities, job and graduate school placement and a practicum experience.

#### 2. Detailed Course Outline

Please see attached proposed syllabus.

#### 3. Method of Evaluation

##### **Evaluation:**

Each student will be required to complete the following:

Portfolio for job placement or graduate school	25%
Participation in mock interview	5%
Complete a 30 hour practicum	30%
Journal from practicum	20%
Participation in class activities	10%
Reflection essay on contemporary educational psychology	10%

Grades will be assigned on a 100 point scale:

A = 90 – 100

B = 89.9 – 80

C = 79.9 – 70

D = 69.9 - 60

F = below 60

##### **OUT OF CLASS WORK:**

Students are required to participate in 30 hours of internship activity worth 30% of course grade. Those activities are supported in the classroom instruction. Combined with writing reflective journals about internship activities (20%), this component is worth 50% of course grade.

#### 4. Justification and Learning Outcomes

At present, the EPY major does not offer a course which covers contemporary issues, nor does it offer an opportunity for a practicum experience. Both are critical for students who will shortly be pursuing either a job or graduate schools opportunities. The addition of this course would be compatible with what other majors in the College of Education offer and require. This course will allow students to understand practical applications of the field, participate in service learning, interact with professionals in the field, explore

career paths, and encourage reflection of students' aspirations as related to field of Educational Psychology. The enrollment of this course is expected to be 15-20 students per fall and spring semesters.

Student will reach the following learning outcomes:

1. Develop employability skills and/or prepare for graduate school.
2. Become familiar with current and emerging trends, issues and problems in educational psychology.
3. Develop and improve communication skills required for today's human services fields
4. Gain practical experience in human service fields.
5. Interact with educational psychology and other non-profit agency representatives in order to augment their development as an educational psychology professional.

#### **6. Academic Misconduct**

Students will sign the MSU Honor Code the first day of class and will also acknowledge reading and understanding the honor code on all exams.

#### **7. Target Audience**

EPY majors admitted to the program with junior or senior standing.

#### **8. Support**

Members of the department of Counseling and Educational Psychology indicated their support via signature on attached sheet for this course addition along with degree modification

#### **9. Instructor of Record**

Dr. Anastasia Elder or Dr. Linda Morse

#### **10. Graduate Students' Requirements**

Not applicable.

#### **11. Planned Frequency**

The course will be offered each semester.

#### **12. Explanation of Duplication**

The course does not duplicate materials in other EPY courses.

**13. Method of Instruction Code**

C and E

**14. Method of Delivery**

F

**15. Proposed CIP Number**

42.2806

**16. Proposed 24-Character Abbreviation**

Jr/Sr Seminar in EPY

**17. Proposed Semester Effective**

Spring 2015

**18. Other Appropriate Information**

**19. Proposal Contact Person**

Anastasia Elder

Department of Counseling and Educational Psychology

[aelder@colled.msstate.edu](mailto:aelder@colled.msstate.edu)

662-325-0387

## SYLLABUS

### EPY 4683 — JUNIOR/ SENIOR SEMINAR IN EDUCATIONAL PSYCHOLOGY

**Course Description:** EPY 4683. Junior/Senior Seminar in Educational Psychology. Three hours lecture. Topics to cover contemporary issues in educational psychology, job and graduate school placement and a practicum experience.

**Prerequisites:** Junior standing; satisfactory completion of EPY 3503 Principles of Educational Psychology and EPY 3513 Behavioral Sciences Writing

#### Course Goals/Objectives:

1. Provide preparation for employment and/or graduate school by improving understanding of and communication with today's human service fields.
2. Become familiar with current and emerging trends, issues and problems in educational psychology.
3. Acquaint students with diversity and practical experience through practicum experience.
4. Provide opportunities for observation, interaction, and reflection in an effort to develop an understanding and identify as an educational psychology professional.

#### Required Texts:

Harwood, L. (2012). *Your career: How to make it happen* (8<sup>th</sup> Ed.). Mason, OH: South-Western Educational Publishing. Other readings as assigned.

#### Topics to be Covered:

1. Career Planning (2 hours)
  - a. Self-evaluation
  - b. Workplace issues
  - c. Future planning – work vs graduate school
2. The Job Search (3 hours)
  - a. Organize network
  - b. Organize job search
  - c. Career information survey
  - d. Job qualifications
  - e. Potential employers
  - f. Winning resume
  - g. Application form
  - h. Application letter
3. Successful Interview (2 hours)
  - a. Interview skills
  - b. Questions and answers
  - c. Negotiations
  - d. Mock Interview
  - e. Follow Up
  - f. Dining etiquette
4. Graduate School (2 hours)
  - a. Choosing programs
  - b. Making applications
  - c. Resumes, interviews
5. Issues in Contemporary Educational Psychology (6 hours)
  - a. American Psychological Association
  - b. Contemporary issues in American education
  - c. Issues in human services
  - d. Emerging trends
  - e. The practice of psychology
6. Practicum Experience in Educational Psychology (30 hours)
  - a. Locating a site
  - b. Responsibilities and requirements
  - c. Journaling & follow up
  - d. Evaluation

**Methods of Instruction:** Methods of instruction will include lecture, class discussions, interviews, and participating in a practicum experience.

**Student Activities:**

1. Each student will participate in class discussion (objectives 1 -3).
2. Each student will complete job application materials, including a portfolio (objective 1).
3. Each student will complete a mock interview for a position in human services (objective 1-2).
4. Students will complete class projects as assigned by the instructor (objectives 1 -3).
5. Each student will complete 30 hours of a practicum in a human services field. This experience is designed as a cumulative learning experience (objectives 2, 3, 4).

**Accommodation for Students with Disabilities.** Students with disabilities are encouraged to discuss their needs with the instructor during the first week of the semester. All reasonable accommodations will be made to see that disabilities do not restrict a student's opportunity to learn. Help is also available from Student Support Services (<http://www.sss.msstate.edu/disabilities>, Room 1, Montgomery Hall, 325-3335).

**Mississippi State University Honor Code/Academic Misconduct**

Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

“As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.”

For additional information, please visit <http://www.honorcode.msstate.edu/policy/>.

**Evaluation:**

Each student will be required to complete the following:

Portfolio for job placement or graduate school	25%
Participation in mock interview	5%
Participation in dinner etiquette	5%
Complete a 30 hour practicum	40%
Journal from practicum	10%
Participation in class activities	10%
Reflection essay on contemporary educational psychology	5%

Grades will be assigned as follows:

- A = 90 – 100%
- B = 89.9 – 80%
- C = 79.9 – 70%
- D = 69.9 - 60%
- F = below 60%

**Diversity**

This class will discuss contemporary topics in educational psychology, and how various constructs occur as individual differences. There will also be discussions relating to diversity as observed in the practicum experience.

**Technology**

Students will be exposed to technology applications when the job search is discussed.

## Bibliography

- American Psychological Association. (2007). *Getting in: A step-by-step plan for gaining admission to graduate school in psychology* (2<sup>nd</sup> ed.). Washington, DC: American Psychological Association.
- American Psychological Association. (2014). *Graduate study in psychology*. Washington, DC: American Psychological Association.
- Blake, J. (2011). *Life after college: The complete guide to getting what you want*. Philadelphia: Running Press.
- Buskist, W.F., & Burke, C. (2006). *Preparing for graduate study in Psychology: 101 questions and answers* (2<sup>nd</sup> ed.). Oxford, UK: Blackwell Publishing.
- Darley, J. M., Zanna, M. P., & Roediger, H. (2004). *The compleat academic: A career guide* (2nd ed.). Washington, DC: American Psychological Association.
- Davis, S.F., & Landrum, R.E. (2013). *The psychology major: Career options and strategies for success* (5<sup>th</sup> ed.). Upper Saddle River, NJ: Pearson.
- Giordano, P.J., Davis, S.F., & Licht, C.A. (2012). *Your graduate training in psychology: Effective strategies for success*. Thousand Oaks, CA: Sage Publications, Inc.
- Hettich, P.I., & Landrum, R.E. (2014). *Your undergraduate degree in psychology: From college to career*. Thousand Oaks, CA: Sage Publications, Inc.
- Landrum, R.E. (2009). *Finding jobs with a psychology bachelor's degree: Expert advice for launching your career*. Washington, DC: American Psychological Association.
- Silvia, P.J., Delaney, P.F., & Marcovitch, S. (2009). *What psychology majors could (and should) be doing: An informal guide to research experience and professional skills*. Washington, DC: American Psychological Association.
- Stec, A.M., & Bernstein, D. (1998). *Psychology: Fields of applications*. Independence, KY: Cengage Learning.
- Sternberg, R.J. (2006). *Career paths in psychology: Where your degree can take you* (2<sup>nd</sup> ed.). Washington, DC: American Psychological Association.

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

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College or School: Engineering  
Contact Person: James E. Fowler  
Nature of Change: Add

Department: Electrical & Computer Engineering  
Mail Stop: 9571 E-mail: fowler@ece.msstate.edu  
Date Initiated: 2/7/2014 Effective Date: 1/1/2015

Current Listing in Catalog:  
Symbol Number Title

Credit Hours  
( )

Current Catalog Description:

New or Modified Listing for Catalog:  
Symbol Number Title  
ECE 8333 Radar Signal Processing

Credit Hours  
( 3 )

New or Modified Catalog Description:

(Prerequisite: ECE4413/6413 and ECE4433/6433, or permission of instructor). Three hours lecture. An overview of radar signal processing, including waveform selection, Doppler processing, integration, pulse compression, target detection, and synthetic-aperture-radar processing.

Approved: Nicolas Younan

Department Head

James E. Fowler  
Chair, College or School Curriculum Committee

Klaus Rehani  
Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: 2/10/14

February 22, 2014

2-27-2014

## 1. Catalog description

ECE 8333. Radar Signal Processing. (3) (Prerequisite: ECE4413/6413 and ECE4433/6433, or permission of instructor). Three hours lecture. An overview of radar signal processing, including waveform selection, Doppler processing, integration, pulse compression, target detection, and synthetic-aperture-radar processing.

## 2. Detailed course outline

Course outline:

- 1) Introduction (Chapter 1) – 2 hours
  - a) Syllabus, Radar Block Diagram
  - b) Probability Review
- 2) Radar Review (Chapter 2) – 2 hours
  - a) Radar overview
  - b) Signal Models
  - c) Radar Equation
- 3) Sampling and Demodulation (Chapter 3) – 2 hours
  - a) Sampling Radar Signals
  - b) IQ Demodulator
  - c) IQ Imbalance correction
- 4) Radar Data Processing (Chapter 4) – 8 hours
  - a) Matched Filtering
  - b) Mismatched Filtering
  - c) Ambiguity Function
  - d) Linear Frequency Modulated (LFM) Chirp Processing
  - e) Non-Linear Frequency Modulated (NLFM) Chirp Processing
  - f) Stretch Processing
- 5) Moving Target Processing (Chapter 5) – 8 hours
  - a) Pulsed Doppler Processing
  - b) Range Doppler Maps
  - c) Doppler Repair
  - d) Moving Target Indicator (MTI)
  - e) MTI Filtering
  - f) MTI Performance Assessment
  - g) Displaced Phase Center Antenna (DPCA) Processing
- 6) Detecting targets (Chapters 6,7) – 6 hours
  - a) Constant False Alarm Rate (CFAR) Processing
  - b) Robust CFAR
  - c) CFAR Loss and Performance Assessment
  - d) Improving Detection Performance
- 7) Synthetic Aperture Radar (SAR) (Chapter 8) – 11 hours
  - a) SAR Concepts
  - b) SAR Data Characteristics
  - c) Doppler Beam Sharpening
  - d) Quadratic Phase Errors



- e) Spotlight SAR
- f) Interferometric SAR
- g) Improving SAR Image Quality
- h) Remote Sensing Applications of SAR
- 8) Final Project Presentations – 3 hours (see note below).
- 9) Final Exam – 3 hours

Final Project Presentations: On-campus students will present their semester projects during the last few days of class. Local students will present in class. Distance students will have the option to (1) come to MSU and present their project or (2) record their presentation and submit their recording to the instructor.

### 3. Method of evaluation

Students will be evaluated based on homework exercises, a mid-term exam, a semester project, and a comprehensive final exam.

Area	Percentage
Homework and Computer Simulations	20 %
Mid-term exam	25 %
Semester Project	25 %
Comprehensive Final Exam	30 %

Grading will be based on a 100-point scale:

A	90-100
B	80-89
C	70-79
D	60-69
F	below 60

### 4. Justification and learning outcome

There is interest in this course because of several companies in the Mississippi area that work with Radar and develop radar products. Enrollment is expected to be 10-15 students based on prior contact with potential students both on and off campus.

Learning outcomes – Students completing this course will be able to:

- Understand the basic components in the radar signal processing chain.
- Understand waveform modulation schemes and their benefits and limitations.
- Understand and implement Moving Target Indicator and Doppler processing algorithms.
- Understand and implement target detection algorithms.
- Understand and implement radar integration techniques, and associated performance improvements.
- Understand and implement Synthetic Aperture Radar processing.
- Perform simulations and assess radar signal processing performance.

## **7. Academic misconduct**

To deter academic misconduct, all examinations for distance students will be proctored. The individual nature of the presentation and project likewise deters misconduct, because these items cannot be copied from classmates or based on materials from previous semesters. In addition, all student will sign the academic honor code on each test to remind them of their responsibilities.

## **8. Instructor of record**

John E. Ball, jeball@ece.msstate.edu, Assistant Professor of Electrical and Computer Engineering

## **9. Graduate student requirements**

Not applicable – This is a graduate-only class.

## **10. Planned frequency**

Once every two years in the spring semester.

## **11. Explanation of any duplication**

This course has two lectures of radar review at the beginning, and a small portion of the CFAR lecture which cover materials similar to ECE 4433/6433. This is designed to be a review and contains about 5% overlap. This review is necessary to clarify the radar nomenclature used in this class. Other than this small overlap with that ECE course, this course does not duplicate, in content or approach, any other course offered at the university.

## **12. Method of instruction code**

C – Lecture

Method of delivery:

F – Face-to-face

## **13. Proposed C.I.P. number**

14.1001

## **14. Proposed 24-character abbreviation**

Radar Signal Processing

## **15. Proposed semester effective**

Spring 2015

**16. Other appropriate information**

None.

**17. Proposal contact person**

John E. Ball  
Assistant Professor of Electrical and Computer Engineering  
Simrall 233  
Ph. 325-4169  
E-mail: jeball@ece.msstate.edu

## ECE 8333 — Radar Signal Processing — Syllabus

**Instructor:** Dr. John E. Ball  
**Office:** Simrall 233  
**Phone:** 662-325-4169  
**Email:** [jeball@ece.msstate.edu](mailto:jeball@ece.msstate.edu)  
**Office Hours:** By appointment

**Prerequisite:** Prerequisite: ECE4413/6413 and ECE4433/6433, or permission of instructor.

**Objectives:** To provide an overview of radar signal processing, including waveform selection, Doppler processing, integration, pulse compression, target detection, and Synthetic Aperture Radar (SAR) processing.

**Text:** M. A. Richards, Fundamentals of Radar Signal Processing. ISBN: 0-07-144474-2.

### Matlab:

Matlab will be utilized for in-class examples, homework, and simulations. Matlab exercises can include problems where students code the entire project/problem/simulation, partially-developed code that students finish, and fully-developed code where students run the code and analyze the results. Students can purchase a student version of Matlab (does not require VPN), or use a free version provided by university ITS (requires VPN).

### Class Materials:

1. Blackboard is the official repository for class materials.
2. Download the app 'Blackboard Mobile Learn' for free to access on phones, iPads, etc.
3. For assistance with blackboard – call the helpdesk at 662-325-1403 or email [help@ctl.msstate.edu](mailto:help@ctl.msstate.edu).
4. Students are expected to **check blackboard regularly**.

### Grading:

Students will be evaluated based on homework exercises, a mid-term exam, a semester project, and a comprehensive final exam.

Area	Percentage
Homework and Computer Simulations	20 %
Mid-term exam	25 %
Semester Project	25 %
Comprehensive Final Exam	30 %

**Overall grade:** The overall grade is based on a ten-point scale.

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
< 60	F

**Homework:**

Homework assignments will be given covering the class topics. Homework may be worked on in groups, but each student is responsible for their own understanding. The homework will be a mixture of problem-solving and computer simulations. **Homework must be emailed to the instructor as a scanned PDF. This policy applies to both distance and local MSU students.**

**Final Projects:**

The final project entails a literature review, short summaries of previous scholarly work, a computer simulation, a final report, and a presentation. Local students will present in class. Distance students will have the option to (1) come to MSU and present their project or (2) record their presentation and submit their recording to the instructor.

**Exams:**

All exams are individual effort.

**Honor Code:**

Mississippi State University has an approved Honor Code that applies to all students. The code is:

*"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."*

## Topics:

- 1) Introduction (Chapter 1)
  - a) Syllabus, Radar Block Diagram
  - b) Probability Review
- 2) Radar Review (Chapter 2)
  - a) Radar overview
  - b) Signal Models
  - c) Radar Equation
- 3) Sampling and Demodulation (Chapter 3)
  - a) Sampling Radar Signals
  - b) IQ Demodulator
  - c) IQ Imbalance correction
- 4) Radar Data Processing (Chapter 4)
  - a) Matched Filtering
  - b) Mismatched Filtering
  - c) Ambiguity Function
  - d) Linear Frequency Modulated (LFM) Chirp Processing
  - e) Non-Linear Frequency Modulated (NLFM) Chirp Processing
  - f) Stretch Processing
- 5) Moving Target Processing (Chapter 5)
  - a) Pulsed Doppler Processing
  - b) Range Doppler Maps
  - c) Doppler Repair
  - d) Moving Target Indicator (MTI)
  - e) MTI Filtering
  - f) MTI Performance Assessment
  - g) Displaced Phase Center Antenna (DPCA) Processing
- 6) Detecting targets (Chapters 6,7)
  - a) Constant False Alarm Rate (CFAR) Processing
  - b) Robust CFAR
  - c) CFAR Loss and Performance Assessment
  - d) Improving Detection Performance
- 7) Synthetic Aperture Radar (SAR) (Chapter 8)
  - a) SAR Concepts
  - b) SAR Data Characteristics
  - c) Doppler Beam Sharpening
  - d) Quadratic Phase Errors
  - e) Spotlight SAR
  - f) Interferometric SAR
  - g) Improving SAR Image Quality
  - h) Remote Sensing Applications of SAR
- 8) Final Project Presentations

APPROVAL FORM FOR  
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MISSISSIPPI STATE UNIVERSITY

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College or School: Engineering  
Contact Person: James E. Fowler  
Nature of Change: Distance Approval

Department: Electrical & Computer Engineering  
Phone: 5-3640 E-mail: fowler@ece.msstate.edu  
Date Initiated: 1/7/2014 Effective Date: 1/1/2015

Current Listing in Catalog:  
Symbol Number Title

Credit Hours  
( )

Current Catalog Description:

New or Modified Listing for Catalog:  
Symbol Number Title  
ECE 8333 Radar Signal Processing

Credit Hours  
( 3 )

New or Modified Catalog Description:

(Prerequisite: ECE4413/6413 and ECE4433/6433, or permission of instructor). Three hours lecture. An overview of radar signal processing, including waveform selection, Doppler processing, integration, pulse compression, target detection, and synthetic-aperture-radar processing.

Approved: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date: \_\_\_\_\_

2/10/14

February 22, 2014

2-27-2014

## **1. Catalog description**

ECE 8333. Radar Signal Processing. (3) (Prerequisite: ECE4413/6413 and ECE4433/6433, or permission of instructor). Three hours lecture. An overview of radar signal processing, including waveform selection, Doppler processing, integration, pulse compression, target detection, and synthetic-aperture-radar processing.

## **2. Justification for distance learning offering**

Graduate students who enroll as radar systems professionals or as members of the military find it difficult to participate in traditional campus 1 offerings due to their non-academic duties. The ability to enroll at a course then engage in its material during times the student is available without the necessity of traveling to the MSU campus provides significant value for these students.

## **3. Learning outcomes**

Students completing this course will be able to:

- Understand the basic components in the radar signal processing chain.
- Understand waveform modulation schemes and their benefits and limitations.
- Understand and implement Moving Target Indicator and Doppler processing algorithms.
- Understand and implement target detection algorithms.
- Understand and implement radar integration techniques, and associated performance improvements.
- Understand and implement Synthetic Aperture Radar processing.
- Perform simulations and assess radar signal processing performance.

## **4. Detailed course outline of campus 1**

Course outline:

- 1) Introduction (Chapter 1) – 2 hours
  - a) Syllabus, Radar Block Diagram
  - b) Probability Review
- 2) Radar Review (Chapter 2) – 2 hours
  - a) Radar overview
  - b) Signal Models
  - c) Radar Equation
- 3) Sampling and Demodulation (Chapter 3) – 2 hours
  - a) Sampling Radar Signals
  - b) IQ Demodulator
  - c) IQ Imbalance correction
- 4) Radar Data Processing (Chapter 4) – 8 hours
  - a) Matched Filtering
  - b) Mismatched Filtering
  - c) Ambiguity Function
  - d) Linear Frequency Modulated (LFM) Chirp Processing



- e) Non-Linear Frequency Modulated (NLFM) Chirp Processing
- f) Stretch Processing
- 5) Moving Target Processing (Chapter 5) – 8 hours
  - a) Pulsed Doppler Processing
  - b) Range Doppler Maps
  - c) Doppler Repair
  - d) Moving Target Indicator (MTI)
  - e) MTI Filtering
  - f) MTI Performance Assessment
  - g) Displaced Phase Center Antenna (DPCA) Processing
- 6) Detecting targets (Chapters 6,7) – 6 hours
  - a) Constant False Alarm Rate (CFAR) Processing
  - b) Robust CFAR
  - c) CFAR Loss and Performance Assessment
  - d) Improving Detection Performance
- 7) Synthetic Aperture Radar (SAR) (Chapter 8) – 11 hours
  - a) SAR Concepts
  - b) SAR Data Characteristics
  - c) Doppler Beam Sharpening
  - d) Quadratic Phase Errors
  - e) Spotlight SAR
  - f) Interferometric SAR
  - g) Improving SAR Image Quality
  - h) Remote Sensing Applications of SAR
- 8) Final Project Presentations – 3 hours (see note below).
- 9) Final Exam – 3 hours

Final Project Presentations: On-campus students will present their semester projects during the last few days of class. Local students will present in class. Distance students will have the option to (1) come to MSU to present their project, or (2) video-record their presentation and submit their recording to the instructor (in this latter case, distance-student presentation videos will be shown to the on-campus class during the in-class presentations made by the on-campus students).

## 5. Detailed course outline of campus 5

Course outline:

Content area	Face-to-Face	Web-based
1) Introduction (Chapter 1) a) Syllabus, Radar Block Diagram b) Probability Review	2 hours (lectures)	2 hours (video lectures)
2) Radar Review (Chapter 2) a) Radar overview b) Signal Models c) Radar Equation	2 hours (lectures)	2 hours (video lectures)
3) Sampling and Demodulation (Chapter 3) a) Sampling Radar Signals b) IQ Demodulator c) IQ Imbalance correction	2 hours (lectures)	2 hours (video lectures)
4) Radar Data Processing (Chapter 4) a) Matched Filtering b) Mismatched Filtering c) Ambiguity Function d) Linear Frequency Modulated (LFM) Chirp Processing e) Non-Linear Frequency Modulated (NLFM) Chirp Processing f) Stretch Processing	8 hours (lectures)	8 hours (video lectures)
5) Moving Target Processing (Chapter 5) a) Pulsed Doppler Processing b) Range Doppler Maps c) Doppler Repair d) Moving Target Indicator (MTI) e) MTI Filtering f) MTI Performance Assessment g) Displaced Phase Center Antenna (DPCA) Processing	8 hours (lectures)	8 hours (video lectures)
6) Detecting targets (Chapters 6,7) a) Constant False Alarm Rate (CFAR) Processing b) Robust CFAR c) CFAR Loss and Performance Assessment d) Improving Detection Performance	6 hours (lectures)	6 hours (video lectures)
7) Synthetic Aperture Radar (SAR) (Chapter 8) a) SAR Concepts	11 hours (lectures)	11 hours (video lectures)

b) SAR Data Characteristics c) Doppler Beam Sharpening d) Quadratic Phase Errors e) Spotlight SAR f) Interferometric SAR g) Improving SAR Image Quality h) Remote Sensing Applications of SAR		
8) Final Project Presentations	3 hours (in-class presentations)	3 hours (student-recorded video presentations)
9) Final Exam	3 hours (proctored exam)	3 hours (proctored exam)

## 6. Method of evaluation

Students will be evaluated based on homework exercises, a mid-term exam, a semester project, and a comprehensive final exam.

Area	Percentage
Homework and Computer Simulations	20 %
Mid-term exam	25 %
Semester Project	25 %
Comprehensive Final Exam	30 %

Grading will be based on a 100-point scale:

A	90-100
B	80-89
C	70-79
D	60-69
F	below 60

## 7. Academic misconduct

To deter academic misconduct, all examinations for distance students will be proctored. The individual nature of the presentation and project likewise deters misconduct, because these items cannot be copied from classmates or based on materials from previous semesters. In addition, all student will sign the academic honor code on each test to remind them of their responsibilities.

## 8. Target audience

This course targets professional engineers and engineering managers who want to learn radar fundamentals, in addition to military personnel involved in designing, using, evaluating or assessing radars.

## **9. Method of instruction**

C – Lecture

## **10. Method of delivery**

I & O – Interactive Video, Online Internet

Lectures will be given on-campus and recorded for the distance students. Distance students will be able to watch streaming lectures live or view them later. Interactive video or telephone calls can be arranged as needed to provide additional interactive support. Emails will also be used to communicate.

## **11. Delivery statement**

This course will not violate the Provost's policies on Campus 5 offerings.

 JAMES WORTH  
**BAGLEY**  
COLLEGE OF ENGINEERING  
MISSISSIPPI STATE UNIVERSITY™  
**ELECTRICAL & COMPUTER ENGINEERING**  
Box 9571  
Mississippi State, MS 39762  
Tel: (662) 325-3912 Fax: (662) 325-2298

Department of Electrical &  
Computer Engineering  
Mississippi State University  
Box 9571, 406 Hardy Rd.  
Mississippi State, MS 39762

February 7, 2014

University Committee on Courses and Curricula  
281 Garner Hall  
Mailstop 9702  
Mississippi State University

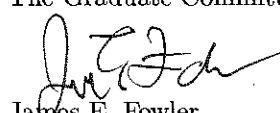
UCCC Committee:

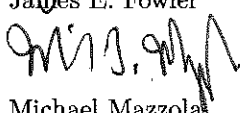
With this letter, the Department of Electrical and Computer Engineering requests approval to add ECE 8333 Radar Signal Processing and to offer the course through Campus 5 distance education. The graduate committee of the Department of Electrical and Computer Engineering approves this request.

We thank you in advance for your kind attention to this matter. Please do not hesitate to contact us if any additional information is needed.

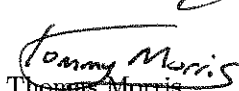
Sincerely,

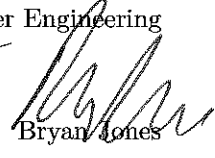
The Graduate Committee of the Department of Electrical & Computer Engineering

  
James E. Fowler

  
Michael Mazzola

Yong Fu

  
Thomas Morris

  
Bryan Jones



**MISSISSIPPI STATE**  
UNIVERSITY™

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595** E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(    )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title  
**PTE      3902      Petroleum Engineering Lab 1**

Credit Hours  
( **2** )

New or Modified Catalog Description:

PTE 3902. Petroleum Engineering Lab 1. (2) (Prerequisite: PTE 3953 and PTE 3963). Four hours laboratory. Laboratory experiments, statistical analysis, and report writing in rock properties and drilling and completion.

Approved:



Date:

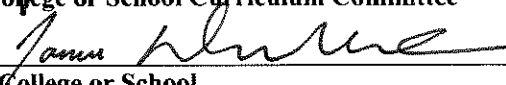
**2/6/2014**

Department Head



Chair, College or School Curriculum Committee

**February 27, 2014**



Dean of College or School

**2/27/2014**

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 3902. Petroleum Engineering Lab 1. (2) (Prerequisite: PTE 3953 and PTE 3963). Four hours laboratory. Laboratory experiments, statistical analysis, and report writing in rock properties and drilling and completion.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Laboratory basics	2
2. Laboratory safety	3
3. Experiment in rock properties measurement – porosity and permeability 3.1 Experimentation and data collection (2) 3.2 Statistical analysis (1) 3.3 Report writing (2)	5
4. Experiment in rock properties measurement – fluid saturation 4.1 Experimentation and data collection (2) 4.2 Statistical analysis (1) 4.3 Report writing (2)	5
5. Experiment in rock properties measurement – elastic modulus 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
6. Experiment in drilling and completion fluids properties 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
7. Experiment in drilling well control 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5

Total: 30 contact hours

### 3. METHOD OF EVALUATION

Graded Element	Total Points
a. Laboratory Quizzes	10%
b. Laboratory Reports (5 reports at 15% each)	75%
c. Participation	15%
	100%

## Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

## 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate familiarity of laboratory safety methods
- Demonstrate familiarity with laboratory experimental methods in order to secure accurate data
- Demonstrate ability to function as a member of a team
- Demonstrate comprehension of rock properties experiments
- Demonstrate comprehension of drilling experiments

## 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

## 6. TARGET AUDIENCE

N/A (not a distance course)

## 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

## 8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

## 9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

## 10. PLANNED FREQUENCY



The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<b><u>Code</u></b>	<b><u>Name</u></b>	<b><u>Description</u></b>
L	Laboratory	students study in a classroom/lab setting conducive to the practical application of concepts and principles; typically associated with biological, physical, and other sciences. A lab grade is assigned apart from the lecture grade

13. METHOD OF DELIVERY

<b><u>Code</u></b>	<b><u>Name</u></b>	<b><u>Description</u></b>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

PTE Lab 1

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

N/A

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail keith@che.msstate.edu

**Mississippi State University**  
**PTE 3902 – Petroleum Engineering Lab 1**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** Laboratory experiments, statistical analysis, and report writing in rock properties and drilling and completion.

**Prerequisites** PTE 3953 and PTE 3963

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Laboratory Quizzes	10%
b. Laboratory Reports (5 reports at 15% each)	75%
c. Participation	<u>15%</u>
	100%

## Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

**MSU Honor Code:** Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

<http://www.honorcode.msstate.edu//>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:

<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

This is an excerpt from the MSU Academic Operating Policy AOP 12.12 - Credit, Grades, and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

**Students with Disabilities:** “Students with disabilities requesting academic accommodations must identify themselves to the office of Student Support Services. Current documentation, verifying the disability must be submitted. Specific guidelines for this documentation occur at

<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

#### Course Topics:

Topic	Hours
1. Laboratory basics	2
2. Laboratory safety	3
3. Experiment in rock properties measurement – porosity and permeability 3.1 Experimentation and data collection (2) 3.2 Statistical analysis (1) 3.3 Report writing (2)	5
4. Experiment in rock properties measurement – fluid saturation 4.1 Experimentation and data collection (2) 4.2 Statistical analysis (1) 4.3 Report writing (2)	5
5. Experiment in rock properties measurement – elastic modulus 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
6. Experiment in drilling and completion fluids properties 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
7. Experiment in drilling well control 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

## Dave C. Swalm School of Chemical Engineering

Box 9595 • Mississippi State, MS 39762  
Phone (662) 325-2480 • FAX (662) 325-2482

Date: December 7, 2013  
To: University Committee on Courses and Curricula  
Through: Bagley College of Engineering Committee on Courses and Curricula  
RE: New courses in Petroleum Engineering

We, the undersigned faculty, request approval for the development of the following courses in petroleum engineering.

PTE 3903 Reservoir Fluid Properties  
PTE 3953 Reservoir Rock Properties and Fluid Flow  
PTE 3963 Drilling  
PTE 3973 Petroleum Production Operations  
PTE 3902 Petroleum Engineering Lab 1  
PTE 3912 Petroleum Engineering Lab 2  
PTE 4903 Reservoir Engineering 1  
PTE 4913 Reservoir Engineering 2  
PTE 4923 Completion Design  
PTE 4953 Formation Evaluation  
PTE 4963 Oil Recovery Methods  
PTE 4993 Petroleum Economic Analysis

Mark Bricka

Bill B. Elmore

Todd French

Priscilla Hill

Jason Keith, Director

Santanu Kundu

Neeraj Rai

Hossein Toghiani

Keisha Walters

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595** E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(    )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      3903      Reservoir Fluid Properties

Credit Hours

( 3 )

New or Modified Catalog Description:

PTE 3903. Reservoir Fluid Properties. (3) (Prerequisite: PH 2213, MA 2733, and credit or registration in CHE 3113). Three hours lecture. A study of the physical and chemical properties of petroleum reservoir fluids for use in the study, evaluation, and management of oil and gas reservoirs.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 3903. Reservoir Fluid Properties. (3) (Prerequisite: PH 2213, MA 2733, and credit or registration in CHE 3113). Three hours lecture. A study of the physical and chemical properties of petroleum reservoir fluids for use in the study, evaluation, and management of oil and gas reservoirs.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to petroleum fluids	3
2. Phase behavior of pure substances and multicomponent mixtures	3
3. Ideal gas and real gas laws	3
4. Introduction to reservoir fluids	3
5. Dry gases	3
6. Wet gases	3
7. Black oils 7.1 Definitions: specific gravity, formation volume, compressibility, viscosity (3) 7.2 Field data (3) 7.3 Reservoir fluid studies (3) 7.4 Correlations (3)	12
8. Gas-liquid equilibria of petroleum fluids	3
9. Oilfield waters	3
10. Gas hydrates	3
11. Midterm exams	3
12. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate comprehension of the physical and chemical behavior of petroleum fluids used in reservoirs
- Demonstrate comprehension of methods to estimate physical properties of petroleum fluids

### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

### 6. TARGET AUDIENCE

N/A (not a distance course)

### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

### 8. INSTRUCTOR OF RECORD (GRADUATE COURSE)



N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Reservoir Fluid Prop

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: The Properties of Petroleum Fluids, W. D. McCain

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail keith@che.msstate.edu

**Mississippi State University**  
**PTE 3903 – Reservoir Fluid Properties**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** The Properties of Petroleum Fluids, W. D. McCain

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** A study of the physical and chemical properties of petroleum reservoir fluids for use in the study, evaluation, and management of oil and gas reservoirs.

**Prerequisites:** PH 2213, MA 2733, and credit or registration in CHE 3113

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

### Grading Scale

Final Letter Grade	100 Point Scale
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

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<http://www.honorcode.msstate.edu/>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:

<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

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<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Introduction to petroleum fluids	3
2. Phase behavior of pure substances and multicomponent mixtures	3
3. Ideal gas and real gas laws	3
4. Introduction to reservoir fluids	3
5. Dry gases	3
6. Wet gases	3
7. Black oils	12
7.1 Definitions: specific gravity, formation volume, compressibility, viscosity (3)	
7.2 Field data (3)	
7.3 Reservoir fluid studies (3)	
7.4 Correlations (3)	
8. Gas-liquid equilibria of petroleum fluids	3
9. Oilfield waters	3
10. Gas hydrates	3
11. Midterm exams	3
12. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595** E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours  
(    )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

**PTE      3912      Petroleum Engineering Lab 2**

Credit Hours  
( **2** )

New or Modified Catalog Description:

PTE 3912. Petroleum Engineering Lab 2. (2) (Prerequisite: PTE 3903 and PTE 3902). Four hours laboratory. Laboratory experiments, statistical analysis, and report writing in rock properties and drilling and completion and reservoir fluid mechanics.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 3912. Petroleum Engineering Lab 2. (2) (Prerequisite: PTE 3903 and PTE 3902). Four hours laboratory. Laboratory experiments, statistical analysis, and report writing in rock properties and drilling and completion and reservoir fluid mechanics.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Laboratory basics	2
2. Laboratory safety	3
3. Experiment in oil and gas well testing 3.1 Experimentation and data collection (2) 3.2 Statistical analysis (1) 3.3 Report writing (2)	5
4. Experiment in hydrocarbon phase behavior 4.1 Experimentation and data collection (2) 4.2 Statistical analysis (1) 4.3 Report writing (2)	5
5. Experiment in secondary recovery by water flooding 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
6. Experiment in two-dimensional flow 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
7. Experiment in enhanced oil recovery 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5

Total: 30 contact hours

### 3. METHOD OF EVALUATION

Graded Element	Total Points
a. Laboratory Quizzes	10%
b. Laboratory Reports (5 reports at 15% each)	75%
c. Participation	15%
	100%

### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

#### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate comprehension of laboratory safety methods
- Demonstrate comprehension with laboratory experimental methods in order to secure accurate data
- Demonstrate ability to function as a member of a team
- Demonstrate comprehension of drilling experiments
- Demonstrate comprehension of reservoir fluids experiments

#### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

#### 6. TARGET AUDIENCE

N/A (not a distance course)

#### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

#### 8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

#### 9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

#### 10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
L	Laboratory	students study in a classroom/lab setting conducive to the practical application of concepts and principles; typically associated with biological, physical, and other sciences. A lab grade is assigned apart from the lecture grade

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

PTE Lab 2

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

N/A

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail keith@che.msstate.edu



**Mississippi State University**  
**PTE 3902 – Petroleum Engineering Lab 2**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** Laboratory experiments, statistical analysis, and report writing in rock properties and drilling and completion and reservoir fluid mechanics.

**Prerequisites** PTE 3903 and PTE 3902

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Laboratory Quizzes	10%
b. Laboratory Reports (5 reports at 15% each)	75%
c. Participation	<u>15%</u>
	100%

**Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

**MSU Honor Code:** Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

<http://www.honorcode.msstate.edu//>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:

<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

This is an excerpt from the MSU Academic Operating Policy AOP 12.12 - Credit, Grades, and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

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<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Laboratory basics	2
2. Laboratory safety	3
3. Experiment in oil and gas well testing 3.1 Experimentation and data collection (2) 3.2 Statistical analysis (1) 3.3 Report writing (2)	5
4. Experiment in hydrocarbon phase behavior 4.1 Experimentation and data collection (2) 4.2 Statistical analysis (1) 4.3 Report writing (2)	5
5. Experiment in secondary recovery by water flooding 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
6. Experiment in two-dimensional flow 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5
7. Experiment in enhanced oil recovery 5.1 Experimentation and data collection (2) 5.2 Statistical analysis (1) 5.3 Report writing (2)	5

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      3953      Reservoir Rock Properties and Fluid Flow

Credit Hours

( 3 )

New or Modified Catalog Description:

PTE 3953. Reservoir Rock Properties and Fluid Flow. (3) (Prerequisite: PH 2213, MA 2733, and CHE 3113). Three hours lecture. Study of the physical properties of petroleum reservoir rocks as they relate to the flow of oil, water, and gas through porous and permeable rocks.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head \_\_\_\_\_

Chair, College or School Curriculum Committee \_\_\_\_\_

Dean of College or School \_\_\_\_\_

Chair, University Committee on Courses and Curricula \_\_\_\_\_

Chair, Graduate Council (if applicable) \_\_\_\_\_

Chair, Deans Council \_\_\_\_\_

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 3953. Reservoir Rock Properties and Fluid Flow. (3) (Prerequisite: PH 2213, MA 2733, and CHE 3113). Three hours lecture. Study of the physical properties of petroleum reservoir rocks as they relate to the flow of oil, water, and gas through porous and permeable rocks.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to rock properties	2
2. Porosity—total versus effective	3
3. Permeability— 3.1 Absolute, effective, and relative permeability (2) 3.2 Laboratory permeability versus field permeability measurements (1) 3.3 Core sample measured permeability versus porosity relationship (1) 3.4 Mathematical calculated permeability versus porosity relationships (1)	5
4. Water saturation - core analysis and/or log analysis	2
5. Capillary Pressure---Definition, significance, measurement	3
6. Wettability – definition and effect on laboratory core measurements – imbibition vs drainage	2
7. Darcy's porous medium flow equation 7.1 Background, incompressible liquids, slightly compressible liquids, very compressible gas, and flow equation units (3) 7.2 One-dimensional flow-series and parallel flow , comparison of Darcy, Ohm, and Fourier's law– oil vs. gas (3) 7.3 Radial flow: series flow for oil vs. gas (2) 7.4 Radial flow: parallel flow for oil vs gas (3) 7.5 Pressure distribution from well into the reservoir (3) 7.6 Steady state and semi steady state flow (3)	17
8. Naturally fractured reservoirs – matrix permeability/porosity versus fracture permeability	3
9. Stress effects on rock properties	2
10. Midterm exams	3
11. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate comprehension of porosity and permeability and their effect on the ability to extract petroleum fluids
- Demonstrate mastery of Darcy's law for flow in porous media
- Demonstrate familiarity with the impact on fracturing on the ability to recover petroleum fluids

### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

### 6. TARGET AUDIENCE

N/A (not a distance course)

### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Reservoir Rock Prop

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: Petrophysics: Theory and Practice of Measuring Reservoir Rock and Fluid Transport Properties, Tiab and Donaldson

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail [keith@che.msstate.edu](mailto:keith@che.msstate.edu)



**Mississippi State University**  
**PTE 3953 – Reservoir Rock Properties and Fluid Flow**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Petrophysics: Theory and Practice of Measuring Reservoir Rock and Fluid Transport Properties, Tiab and Donaldson

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** Study of the physical properties of petroleum reservoir rocks as they relate to the flow of oil, water, and gas through porous and permeable rocks

Prerequisites PH 2213, MA 2733, and CHE 3113

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

**Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
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F	Below 60

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"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:  
<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

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and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

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<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

#### Course Topics:

Topic	Hours
1. Introduction to rock properties	2
2. Porosity—total versus effective	3
3. Permeability— 3.1 Absolute, effective, and relative permeability (2) 3.2 Laboratory permeability versus field permeability measurements (1) 3.3 Core sample measured permeability versus porosity relationship (1) 3.4 Mathematical calculated permeability versus porosity relationships (1)	5
4. Water saturation - core analysis and/or log analysis	2
5. Capillary Pressure---Definition, significance, measurement	3
6. Wettability – definition and effect on laboratory core measurements – imbibition vs drainage	2
7. Darcy’s porous medium flow equation 7.1 Background, incompressible liquids, slightly compressible liquids, very compressible gas, and flow equation units (3) 7.2 One-dimensional flow-series and parallel flow , comparison of Darcy, Ohm, and Fourier’s law– oil vs. gas (3) 7.3 Radial flow: series flow for oil vs. gas (2) 7.4 Radial flow: parallel flow for oil vs gas (3) 7.5 Pressure distribution from well into the reservoir (3) 7.6 Steady state and semi steady state flow (3)	17
8. Naturally fractured reservoirs – matrix	3

permeability/porosity versus fracture permeability	
9. Stress effects on rock properties	2
10. Midterm exams	3
11. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014**

Effective Date: **8/2015**

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title  
PTE      3963      Drilling

Credit Hours  
( 3 )

New or Modified Catalog Description:

PTE 3963. Drilling. (3) (Prerequisite: PH 2213, MA 2743, CHE 3113, and PTE 3903). Three hours lecture. A study of the equipment used and methods of drilling and completion of oil and gas wells.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 3963. Drilling. (3) (Prerequisite: PH 2213, MA 2743, CHE 3113, and PTE 3903). Three hours lecture. A study of the equipment used and methods of drilling and completion of oil and gas wells.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to drilling	2
2. Well Design	13
2.1 Pore Pressures / Fracture Gradient (2)	
2.2 Drilling Fluids (2)	
2.3 Drilling Hydraulics (2)	
2.4 Cementing (1)	
2.5 Tubulars / Wellheads (2)	
2.6 Drilling Mechanics / Bits / BHA (2)	
2.7 Directional Drilling (2)	
3. Data Acquisition	4
3.1 Acquisition Methods (Pre-Drill/LWD/Seismic) (1)	
3.2 Drilling & Formation Data (3)	
(MWD, Mud Logging, DST, RFT, Coring, Directional Surveys, etc)	
4. Completion	8
4.1 Prod Principles(Inflow, Damage, Tbg Hydraulics) (2)	
4.2 Completions Equipment (Packers, Tubing, etc) (2)	
4.3 Perforating (1)	
4.4 Sand Control (1)	
4.5 Stimulation (2)	
5. Well Life Cycle (Drilling to Abandonment)	2.5
6. Rigs and Equipment	2.5
6.1 Land (1)	
6.2 Offshore (0.5)	
6.3 Specialty (Coiled Tbg, Wireline, Workover, etc.) (1)	
7. Execution	4
7.1 EHS (including Well Control) (2)	
7.2 Logistics & Contingency Planning (1)	
7.3 Cost Management (1)	
8. Capstone Exercise	3
9. Midterm exams	3
10. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

#### **Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

#### **4. JUSTIFICATION AND LEARNING OUTCOMES**

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate understanding of equipment and methodology to design and drill oil and gas wells
- Demonstrate familiarity with method for collecting data in regards to oil and gas wells
- Demonstrate an initial ability to work in teams and communicate effectively through the capstone exercise

#### **5. ACADEMIC MISCONDUCT**

N/A (not a distance course)

#### **6. TARGET AUDIENCE**

N/A (not a distance course)

#### **7. SUPPORT**

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

#### **8. INSTRUCTOR OF RECORD (GRADUATE COURSE)**

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Drilling

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: Applied Drilling Engineering, A. T. Bourgoyne, SPE

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail keith@che.msstate.edu



**Mississippi State University**  
**PTE 3963 – Drilling**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Applied Drilling Engineering, A. T. Bourgoyne, SPE

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** A study of the equipment used and methods of drilling and completion of oil and gas wells.

Prerequisites PH 2213, MA 2743, CHE 3113, and PTE 3903

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

**Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

**MSU Honor Code:** Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

<http://www.honorcode.msstate.edu//>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:

<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

This is an excerpt from the MSU Academic Operating Policy AOP 12.12 - Credit, Grades, and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

**Students with Disabilities:** “Students with disabilities requesting academic accommodations must identify themselves to the office of Student Support Services. Current documentation, verifying the disability must be submitted. Specific guidelines for this documentation occur at

<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

#### Course Topics:

Topic	Hours
1. Introduction to drilling	2
2. Well Design	13
2.1 Pore Pressures / Fracture Gradient (2)	
2.2 Drilling Fluids (2)	
2.3 Drilling Hydraulics (2)	
2.4 Cementing (1)	
2.5 Tubulars / Wellheads (2)	
2.6 Drilling Mechanics / Bits / BHA (2)	
2.7 Directional Drilling (2)	
3. Data Acquisition	4
3.1 Acquisition Methods (Pre-Drill/LWD/Seismic) (1)	
3.2 Drilling & Formation Data (3)	
(MWD, Mud Logging, DST, RFT, Coring, Directional Surveys, etc)	
4. Completion	8
4.1 Prod Principles(Inflow, Damage, Tbg Hydraulics) (2)	
4.2 Completions Equipment (Packers, Tubing, etc) (2)	
4.3 Perforating (1)	
4.4 Sand Control (1)	
4.5 Stimulation (2)	
5. Well Life Cycle (Drilling to Abandonment)	2.5
6. Rigs and Equipment	2.5
6.1 Land (1)	
6.2 Offshore (0.5)	
6.3 Specialty (Coiled Tbg, Wireline, Workover, etc.) (1)	
7. Execution	4
7.1 EHS (including Well Control) (2)	

7.2 Logistics & Contingency Planning (1)	
7.3 Cost Management (1)	
8. Capstone Exercise	3
9. Midterm exams	3
10. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014**

Effective Date: **8/2015**

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      3973      Petroleum Production Operations

Credit Hours

( 3 )

New or Modified Catalog Description:

PTE 3973. Petroleum Production Operations. (3) (Prerequisite: GG 1113, PH 2223, MA 2743, CHE 3113, and PTE 3903). Three hours lecture. A study of tools and equipment used in oil and gas production, surveillance of well performance, and prediction of future performance.

Approved:



Date:

2/6/2014

Department Head



Chair, College or School Curriculum Committee



Dean of College or School

February 27, 2014

2/27/2014

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 3973. Petroleum Production Operations. (3) (Prerequisite: GG 1113, PH 2223, MA 2743, CHE 3113, and PTE 3903). Three hours lecture. A study of tools and equipment used in oil and gas production, surveillance of well performance, and prediction of future performance.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction (Well Life Cycle)	2
2. Multiphase Flow / Wellbore Hydraulics	3
3. Nodal Modeling	3
4. Artificial Lift	9
4.1 Pumping Units (3)	
4.2 Submersible Pumps (2)	
4.3 Gas Lift (3)	
4.4 Other (Hydraulic Pumps, etc) (1)	
5. Production Logging & Wellbore Diagnostics	3
6. Surface Systems	11
6.1 Surface Hydraulics (1)	
6.2 Oil Facilities ( 3)	
6.3 Gas Facilities ( 3)	
6.4 EOR (1)	
6.5 Measurements of Produced Fluids (oil, water, gas) (1)	
6.6 Produced Water Handling (1)	
6.7 Environmental Stewardship (1)	
7. Surveillance	2
8. Production Improvement (Stimulations, Workovers)	3
9. Class design project	3
10. Midterm exams	3
11. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

Graded Element	Total Points
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	25%
	100%

### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

#### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate familiarity with nodal analysis to model well performance
- Demonstrate comprehension of methods to optimize production in oil and gas wells

#### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

#### 6. TARGET AUDIENCE

N/A (not a distance course)

#### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

#### 8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

#### 9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

#### 10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

#### 11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Petroleum Production Ops

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: Petroleum Production Systems, M. Economides, A.D. Hill, C. Ehlig-Economides.

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail keith@che.msstate.edu



**Mississippi State University**  
**PTE 3973 – Petroleum Production Operations**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Petroleum Production Systems, M. Economides, A.D. Hill, C. Ehlig-Economides.

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** A study of tools and equipment used in oil and gas production, surveillance of well performance, and prediction of future performance

**Prerequisites** GG 1113, PH 2223, MA 2743, CHE 3113, and PTE 3903

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

**Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
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"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:

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All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

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<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Introduction (Well Life Cycle)	2
2. Multiphase Flow / Wellbore Hydraulics	3
3. Nodal Modeling	3
4. Artificial Lift	9
4.1 Pumping Units (3)	
4.2 Submersible Pumps (2)	
4.3 Gas Lift (3)	
4.4 Other (Hydraulic Pumps, etc) (1)	
5. Production Logging & Wellbore Diagnostics	3
6. Surface Systems	11
6.1 Surface Hydraulics (1)	
6.2 Oil Facilities ( 3)	
6.3 Gas Facilities ( 3)	
6.4 EOR (1)	
6.5 Measurements of Produced Fluids (oil, water, gas) (1)	
6.6 Produced Water Handling (1)	
6.7 Environmental Stewardship (1)	
7. Surveillance	2
8. Production Improvement (Stimulations, Workovers)	3
9. Class design project	3
10. Midterm exams	3
11. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      4903      Reservoir Engineering 1

Credit Hours  
( 3 )

New or Modified Catalog Description:

PTE 4903. Reservoir Engineering 1. (3) (Prerequisite: MA 3253, PTE 3903, and PTE 3953). Three hours lecture. Estimating oil and gas originally in place, volumes to be recovered, data requirements, and scheduling of recoverable volumes for economic analysis.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 4903. Reservoir Engineering 1. (3) (Prerequisite: MA 3253, PTE 3903, and PTE 3953). Three hours lecture. Estimating oil and gas originally in place, volumes to be recovered, data requirements, and scheduling of recoverable volumes for economic analysis.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to Reservoir Engineering	1
2. Volumetric calculation of original oil and gas in place 2.1 Pore volume determination from geological maps (2) 2.2 Water saturation determination (1) 2.3 Selection of initial oil and gas formation volume factors (1)	4
3. General material balance equation 3.1 Development (2) 3.2 Data requirements (1)	3
4. Under-saturated oil reservoirs with rock, oil, and water expansion	1
5. Solution-gas-drive oil reservoirs 5.1 Material balance, gas-oil ratio, and oil saturation equations (2) 5.2 Prediction of oil recovery as a function of volumetric average reservoir pressure (3) 5.3 Prediction of oil recovery as a function of time based on inflow performance relationships (2)	7
6. Gas cap drive oil reservoirs 6.1 Recovery prediction with material balance equation (1) 6.2 Determination of gas cap size using straight-line material balance history matching (1)	2
7. Water drive oil reservoirs 7.1 Material balance equation, water influx models (3) 7.2 Aquifer model determination using straight-line material balance methods (2)	5
8. Gravity drainage oil reservoirs	1
9. Combination drive oil reservoirs	2
10. Volatile Oil 10.1 Differences between volatile oil and black oil. Special considerations when predicting production performance of volatile oil reservoirs. (1)	1
11. Gas Reservoirs 11.1 Gas material balance equation (1) 11.2 Depletion by gas expansion (2) 11.3 Water drive gas reservoirs (1) 11.4 Over-pressured gas reservoirs (1) 11.5 Gas well deliverability (2) 11.6 Gas from coal and shale (1)	8

12. Retrograde gas condensate reservoirs	2
12.1 Overview of differences between retrograde gas condensate reservoirs and dry gas reservoirs. Discussion of special considerations necessary when predicting the performance of retrograde gas condensate reservoirs. (2)	
13. Broad overview of numerical simulation models	2
Midterm exams	3
Final exams	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	25%
	100%

#### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate comprehension of how to estimate amount of oil that is initially present in a reservoir
- Demonstrate comprehension of how to estimate the fraction of oil in a reservoir that can be recovered economically
- Demonstrate familiarity with the impact on fracturing on the ability to recover petroleum fluids

5. ACADEMIC MISCONDUCT

N/A (not a distance course)

6. TARGET AUDIENCE

N/A (not a distance course)

7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Reservoir Eng 1

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: The Practice of Reservoir Engineering by L. P. Dake

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330  
Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail [keith@che.msstate.edu](mailto:keith@che.msstate.edu)



**Mississippi State University**  
**PTE 4903 – Reservoir Engineering 1**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** The Practice of Reservoir Engineering by L. P. Dake

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** Estimating oil and gas originally in place, volumes to be recovered, data requirements, and scheduling of recoverable volumes for economic analysis.

**Prerequisites** MA 3253, PTE 3903, and PTE 3953

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

### **Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

**MSU Honor Code:** Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."  
<http://www.honorcode.msstate.edu/>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:  
<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

This is an excerpt from the MSU Academic Operating Policy AOP 12.12 - Credit, Grades, and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

**Students with Disabilities:** “Students with disabilities requesting academic accommodations must identify themselves to the office of Student Support Services. Current documentation, verifying the disability must be submitted. Specific guidelines for this documentation occur at

<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Introduction to Reservoir Engineering	1
2. Volumetric calculation of original oil and gas in place 2.1 Pore volume determination from geological maps (2) 2.2 Water saturation determination (1) 2.3 Selection of initial oil and gas formation volume factors (1)	4
3. General material balance equation 3.1 Development (2) 3.2 Data requirements (1)	3
4. Under-saturated oil reservoirs with rock, oil, and water expansion	1
5. Solution-gas-drive oil reservoirs 5.1 Material balance, gas-oil ratio, and oil saturation equations (2) 5.2 Prediction of oil recovery as a function of volumetric average reservoir pressure (3) 5.3 Prediction of oil recovery as a function of time based on inflow performance relationships (2)	7
6. Gas cap drive oil reservoirs 6.1 Recovery prediction with material balance equation (1) 6.2 Determination of gas cap size using straight-line material balance history matching (1)	2
7. Water drive oil reservoirs 7.1 Material balance equation, water influx models (3) 7.2 Aquifer model determination using straight-line material balance methods (2)	5
8. Gravity drainage oil reservoirs	1
9. Combination drive oil reservoirs	2
10. Volatile Oil 10.1 Differences between volatile oil and black oil. Special considerations when	1

predicting production performance of volatile oil reservoirs. (1)	
11. Gas Reservoirs 11.1 Gas material balance equation (1) 11.2 Depletion by gas expansion (2) 11.3 Water drive gas reservoirs (1) 11.4 Over-pressured gas reservoirs (1) 11.5 Gas well deliverability (2) 11.6 Gas from coal and shale (1)	8
12. Retrograde gas condensate reservoirs 12.1 Overview of differences between retrograde gas condensate reservoirs and dry gas reservoirs. Discussion of special considerations necessary when predicting the performance of retrograde gas condensate reservoirs. (2)	2
13. Broad overview of numerical simulation models	2
Midterm exams	3
Final exams	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014**      Effective Date: **8/2015**

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:  
Symbol      Number      Title  
PTE      4913      Reservoir Engineering 2  
New or Modified Catalog Description:

Credit Hours  
( 3 )

PTE 4913. Reservoir Engineering 2. (3) (Prerequisite: PTE 4903). Three hours lecture. Compressible, incompressible, and multiphase fluid flow; natural gas reservoirs; wellbore performance.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 4913. Reservoir Engineering 2. (3) (Prerequisite: PTE 4903). Three hours lecture. Compressible, incompressible, and multiphase fluid flow; natural gas reservoirs; wellbore performance.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Review of Darcys Law for Radial, steady state flow , and basic reservoir concepts of Reservoir Engineering	3
2. Transient Pressure Testing—Pressure and flow within an unsteady state flow system 2.1 Diffusivity Equation, assumptions, solution for infinite and bounded flow systems. (3) 2.2 Computation of pressure as a function of time and location (3) 2.3 Radius of drainage (1) 2.3 Pressure Buildup analysis using Horner plot and type curves (3) 2.4 Determination of formation damage from buildup test and limitations of method (1) 2.5 Determination of average reservoir pressure and the distinction between average pressure and the Horner extrapolated pressure (1) 2.6 Impact of flow boundaries on pressure buildup testing (1) 2.7 Transient pressure analysis for liquid systems (oil) versus gas (1) 2.8 Transient pressure analysis for gas reservoirs (3) 2.9 Transient Pressure testing in hydraulically fractured wells (2) 2.10 Transient pressure in vertical versus slanted versus horizontal wells (1) 2.11-Pressure transient testing in naturally fractured wells (1)	21
3. Horizontal wells production rates 3.1 Steady state flow equation models: Joshi; Furui (2) 3.2 Semi-steady state flow equations models: Babu and Odeh; Economides et al. (2) 3.3 Comparison of Darcy's Flow Equation for Vertical and Horizontal well flow (1)	5
4. Transient Pressure Analysis in Horizontal Wells 4.1 Horizontal well test analysis (3) 4.2 Comparison of vertical and horizontal well test methodologies (2)	5
5. Smart Well 5.1 Vertical well instrumentation (1) 5.2 Horizontal well instrumentation (1)	2
9. Flow in horizontal wellbores, wellheads, and gatherers	3
10. Midterm exams	3
11. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- develop mastery of transient pressure testing principles
- develop a comprehension in the ability to predict production rates from different types of wells

### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

### 6. TARGET AUDIENCE

N/A (not a distance course)

### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

14. PROPOSED C.I.P NUMBER

14.2501

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

15. PROPOSED 24-CHARACTER ABBREVIATION

Reservoir Eng 2

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: SPE Textbook Series Volume 1 titled Well Testing by Dr. John Lee

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480



E-Mail [keith@che.msstate.edu](mailto:keith@che.msstate.edu)

**Mississippi State University**  
**PTE 4913 – Reservoir Engineering 2**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** SPE Textbook Series Volume 1 titled Well Testing by Dr. John Lee

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** Compressible, incompressible, and multiphase fluid flow; natural gas reservoirs; wellbore performance

**Prerequisites** PTE 4903

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

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**Course Topics:**

Topic	Hours
1. Review of Darcys Law for Radial, steady state flow , and basic reservoir concepts of Reservoir Engineering	3
2. Transient Pressure Testing—Pressure and flow within an unsteady state flow system 2.1 Diffusivity Equation, assumptions, solution for infinite and bounded flow systems. (3) 2.2 Computation of pressure as a function of time and location (3) 2.3 Radius of drainage (1) 2.3 Pressure Buildup analysis using Horner plot and type curves (3) 2.4 Determination of formation damage from buildup test and limitations of method (1) 2.5 Determination of average reservoir pressure and the distinction between average pressure and the Horner extrapolated pressure (1) 2.6 Impact of flow boundaries on pressure buildup testing (1) 2.7 Transient pressure analysis for liquid systems (oil) versus gas (1) 2.8 Transient pressure analysis for gas reservoirs (3) 2.9 Transient Pressure testing in hydraulically fractured wells (2) 2.10 Transient pressure in vertical versus slanted versus horizontal wells (1) 2.11-Pressure transient testing in naturally fractured wells (1)	21
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4. Transient Pressure Analysis in Horizontal Wells 4.1 Horizontal well test analysis (3)	5

4.2 Comparison of vertical and horizontal well test methodologies (2)	
5. Smart Well	2
5.1 Vertical well instrumentation (1)	
5.2 Horizontal well instrumentation (1)	
9. Flow in horizontal wellbores, wellheads, and gatherers	3
10. Midterm exams	3
11. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

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College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014**      Effective Date: **8/2015**

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:  
Symbol      Number      Title  
PTE      4923      Completion Design  
New or Modified Catalog Description:

Credit Hours  
( 3 )

PTE 4923. Completion Design. (3) (Prerequisite: PTE 4903). Three hours lecture. A study of the use of acids and fracturing technology for recovery of petroleum products from reservoirs.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 4923. Completion Design. (3) (Prerequisite: PTE 4903). Three hours lecture. A study of the use of acids and fracturing technology for recovery of petroleum products from reservoirs.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to acid stimulation and fracturing	1
2. Matrix acidizing acid / rock interactions/fracture pressures	3
3. Acid /hydraulic fracturing fluid transport and precipitation of products	3
4. Sandstone acidizing	6
4.1 Acid selection and injection (3)	
4.2 Fluid placement and pre/post flush design (3)	
5. Carbonate acidizing	6
5.1 Interaction between rock and formation and propagation (2)	
5.2 Acid types, and injection rates and pressures (2)	
5.3 Acid fracturing (2)	
6. Hydraulic fracturing	14
6.1 Hydraulic fracture design for vertical wells (2)	
6.2 Hydraulic fracture design for vertical wells (2)	
6.3 Fracture geometry / mechanics (2)	
6.4 Fracturing fluids and proppant concentration (3)	
6.5 Fracture diagnostics / applications (3)	
6.7 Flow back of stimulated wells (2)	
7. Completion design	3
8. Water Requirements and disposal (2)	2
9. Best Industry Environmental and Safety Practices (1)	1
10. Midterm exams	3
11. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

### Grading Scale

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A	90-100
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C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- develop a comprehension in principles of acidizing in order to improve petroleum recovery
- develop mastery of hydraulic fracturing operations

### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

### 6. TARGET AUDIENCE

N/A (not a distance course)

### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

### 8. INSTRUCTOR OF RECORD (GRADUATE COURSE)



N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
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<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Completion Design

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: Petroleum Production Systems, Economides, Hill, Ehlig-Economides, and Zhu

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480

E-Mail keith@che.msstate.edu

**Mississippi State University**  
**PTE 4923 – Completion Design**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Petroleum Production Systems, Economides, Hill, Ehlig-Economides, and Zhu

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** A study of the use of acids and fracturing technology for recovery of petroleum products from reservoirs

**Prerequisites** PTE 4903

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

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**Grading Scale**

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<http://www.honorcode.msstate.edu/>

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All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

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Undergraduate students who receive an 'I' grade must complete all work within thirty (30) calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

This is an excerpt from the MSU Academic Operating Policy AOP 12.12 - Credit, Grades, and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

**Students with Disabilities:** “Students with disabilities requesting academic accommodations must identify themselves to the office of Student Support Services. Current documentation, verifying the disability must be submitted. Specific guidelines for this documentation occur at

<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.* The instructor, as a representative of the university, is obligated to provide reasonable accommodation.” This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Introduction to acid stimulation and fracturing	1
2. Matrix acidizing acid / rock interactions/fracture pressures	3
3. Acid /hydraulic fracturing fluid transport and precipitation of products	3
4. Sandstone acidizing	6
4.1 Acid selection and injection (3)	
4.2 Fluid placement and pre/post flush design (3)	
5. Carbonate acidizing	6
5.1 Interaction between rock and formation and propagation (2)	
5.2 Acid types, and injection rates and pressures (2)	
5.3 Acid fracturing (2)	
6. Hydraulic fracturing	14
6.1 Hydraulic fracture design for vertical wells (2)	
6.2 Hydraulic fracture design for vertical wells (2)	
6.3 Fracture geometry / mechanics (2)	
6.4 Fracturing fluids and proppant concentration (3)	
6.5 Fracture diagnostics / applications (3)	
6.7 Flow back of stimulated wells (2)	
7. Completion design	3
8. Water Requirements and disposal (2)	2
9. Best Industry Environmental and Safety Practices (1)	1
10. Midterm exams	3
11. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014**

Effective Date: **8/2015**

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours

(    )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      4953      Formation Evaluation

Credit Hours

( 3 )

New or Modified Catalog Description:

PTE 4953. Formation Evaluation. (3) (Prerequisite: PTE 4903). Three hours lecture. Study of electrical, porosity and radiation logs and wireline formation tests that are used to compute fluid saturation, fluid type, and rock properties.

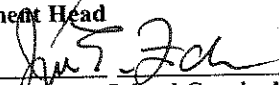
Approved:



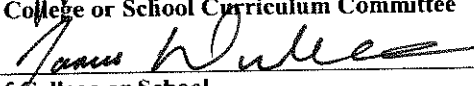
Date:

2/6/2014

Department Head



Chair, College or School Curriculum Committee



Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 4953. Formation Evaluation. (3) (Prerequisite: PTE 4903). Three hours lecture. Study of electrical, porosity and radiation logs and wireline formation tests that are used to compute fluid saturation, fluid type, and rock properties.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Basics of well logging	1
2. Shortcut interpretation of ability to produce petroleum	8
2.1 Identification reservoir, fluid types (3)	
2.2 Pressure measurements, fluid sampling and permeability determination (3)	
2.3 Consolidated versus non-consolidated formations (1)	
2.4 Vertical well versus deviated versus horizontal well (1)	
3. Porosity Computations	5
3.1 Sonic log data requirements analysis (1)	
3.2 Density log data and analysis (1)	
3.3 Neutron log data and analysis (1)	
3.4 Correlating log calculated porosity with core measured porosity (1)	
3.5 Combining various logs for fluid identification (1)	7
4. Computation of water saturation	
4.1 Clean sandstones and carbonates (2)	
4.2 Shaly sand analysis (3)	
4.3 Special core analysis measurement for log analysis (1)	
4.4 Use of core analysis in calibrating logs (1)	4
5. Determination of productive formation thickness	
5.1 Definition of productive thickness (1)	
5.2 Permeability and porosity cutoff (2)	
5.3 Water saturation and shale cutoff (1)	6
6. Advanced interpretation techniques	
6.1 Application of statistical models (3)	
6.2 Seismic techniques (3)	2
7. Role of log analysis in equity determination	
8. Impact of production geology	3
9. Comparison of oil in place from log analysis and volumetric analysis with reservoir engineering material balance calculations	3
10. Midterm exams	3
11. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate comprehension of methods used to predict rock properties in a gas or oil reserve
- Demonstrate comprehension of methods used to predict fluid properties in a gas or oil well

### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

### 6. TARGET AUDIENCE

N/A (not a distance course)

### 7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Formation Eval

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: Well Logging and Formation Evaluation, T. Darling, Elsevier.

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith

Dave C. Swalm School of Chemical Engineering, Room 330

Box 9595

Mississippi State, MS 39762

PH: (662)325-2480



E-Mail [keith@che.msstate.edu](mailto:keith@che.msstate.edu)

**Mississippi State University**  
**PTE 4953 – Formation Evaluation**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Well Logging and Formation Evaluation, T. Darling, Elsevier.

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** Study of electrical, porosity and radiation logs and wireline formation tests that are used to compute fluid saturation, fluid type, and rock properties.

**Prerequisites** PTE 4903

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

### **Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
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<http://www.honorcode.msstate.edu//>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:  
<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

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The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Basics of well logging	1
2. Shortcut interpretation of ability to produce petroleum 2.1 Identification reservoir, fluid types (3) 2.2 Pressure measurements, fluid sampling and permeability determination (3) 2.3 Consolidated versus non-consolidated formations (1) 2.4 Vertical well versus deviated versus horizontal well (1)	8
3. Porosity Computations 3.1 Sonic log data requirements analysis (1) 3.2 Density log data and analysis (1) 3.3 Neutron log data and analysis (1) 3.4 Correlating log calculated porosity with core measured porosity (1) 3.5 Combining various logs for fluid identification (1)	5
4. Computation of water saturation 4.1 Clean sandstones and carbonates (2) 4.2 Shaly sand analysis (3) 4.3 Special core analysis measurement for log analysis (1) 4.4 Use of core analysis in calibrating logs (1)	7
5. Determination of productive formation thickness 5.1 Definition of productive thickness (1) 5.2 Permeability and porosity cutoff (2) 5.3 Water saturation and shale cutoff (1)	4
6. Advanced interpretation techniques 6.1 Application of statistical models (3) 6.2 Seismic techniques (3)	6
7. Role of log analysis in equity determination	2

8. Impact of production geology	3
9. Comparison of oil in place from log analysis and volumetric analysis with reservoir engineering material balance calculations	3
10. Midterm exams	3
11. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

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College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595**

E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:

Symbol      Number      Title

Credit Hours  
(    )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      4963      Oil Recovery Methods

Credit Hours  
( 3 )

New or Modified Catalog Description:

PTE 4963. Oil Recovery Methods. (3) (Prerequisite: PTE 4913). Three hours lecture. Study of the use of water flooding, carbon dioxide, and other methods used to enhanced oil recovery.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 4963. Oil Recovery Methods. (3) (Prerequisite: PTE 4913). Three hours lecture. Study of the use of water flooding, carbon dioxide, and other methods used to enhanced oil recovery.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to enhanced oil recovery (EOR)	1
2. Overview of EOR methods (1)	4
2.1 Significance of injection versus production wells (1)	
2.2 Immiscible (Waterflooding or gas injection) versus (Miscible Flooding with CO <sub>2</sub> or high pressure natural gas) (1)	
2.3 Importance of geological model, rock and fluid properties (1)	
3. Microscopic displacement in linear (1-D) systems	3
4. Areal Sweep Efficiency (2-D)	5
4.1 Pressure distribution and streamlines (flow paths) (1)	
4.2 Injected and displaced fluid mobilities and Mobility Ratio (1)	
4.3 Injection and production well locations -patterns(1)	
4.4 Pattern—regular vs irregular, confined vs. unconfined (1)	
4.5 Directional permeability and cumulative volumes injected (1)	
5. Vertical Sweep Efficiency (3-D)	3
5.1 Stratification	
5.2 Permeability variation between geological strata	
5.3 Fluid cross flow between strata	
5.4 Impact of mobility ratio	
5.5 Zonal isolation	
6. Mobility control processes using polymers, gels, foams	2
7. Waterflood forecasting methods	10
7.1 Steady state confined pattern methods (1)	
7.2 Craig, Geffen, & Morse prediction method (3)	
7.3 Numerical simulation modeling (2)	
7.4 Production decline curve (2)	
7.5 Analogy (1)	
7.6 Advantages, disadvantages, and limitations of methods (1)	
8. Reservoir Management	4
8.1 Production Testing (1)	
8.2 Voidage Replacement Ratio (VRR) (1)	
8.3 Fluid levels (1)	
8.4 Appropriate production plots (Rate vs time, WOR vs cumulative oil, GOR vs time, etc) on field and well basis (1)	
9. Miscible displacement processes (carbon dioxide or natural gas)	4
9.1 Miscibility principles (3)	
9.2 Miscible displacement performance modeling (1)	
10. Chemical flooding: polymer and alkaline / surfactant / polymer	1

11. Thermal recovery processes: steam injection	2
12. Midterm exams	3
13. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

#### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- Demonstrate mastery of oil recovery principles using 1D, 2D, and 3D analysis
- Demonstrate mastery of waterflood forecasting methods
- Demonstrate comprehension of reservoir management principles

### 5. ACADEMIC MISCONDUCT

N/A (not a distance course)

### 6. TARGET AUDIENCE

N/A (not a distance course)



7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

8 INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION

Oil Recovery Meth

16. PROPOSED SEMESTER EFFECTIVE

Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts: Enhanced Oil Recovery, DW Green and GP Willhite

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith  
Dave C. Swalm School of Chemical Engineering, Room 330  
Box 9595  
Mississippi State, MS 39762  
PH: (662)325-2480  
E-Mail [keith@che.msstate.edu](mailto:keith@che.msstate.edu)

**Mississippi State University**  
**PTE 4963 – Oil Recovery Methods**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Enhanced Oil Recovery, DW Green and GP Willhite

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** A study of the use of water flooding, carbon dioxide, and other methods used to enhanced oil recovery

**Prerequisites** PTE 4913

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

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"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:  
<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

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**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

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**Students with Disabilities:** “Students with disabilities requesting academic accommodations must identify themselves to the office of Student Support Services. Current documentation, verifying the disability must be submitted. Specific guidelines for this documentation occur at

<http://www.msstate.edu/dept/audit/91130.html>

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The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

**Course Topics:**

Topic	Hours
1. Introduction to enhanced oil recovery (EOR)	1
2. Overview of EOR methods (1)	4
2.1 Significance of injection versus production wells (1)	
2.2 Immiscible (Waterflooding or gas injection) versus (Miscible Flooding with CO <sub>2</sub> or high pressure natural gas) (1)	
2.3 Importance of geological model, rock and fluid properties (1)	
3. Microscopic displacement in linear (1-D) systems	3
4. Areal Sweep Efficiency (2-D)	5
4.1 Pressure distribution and streamlines (flow paths) (1)	
4.2 Injected and displaced fluid mobilities and Mobility Ratio (1)	
4.3 Injection and production well locations -patterns(1)	
4.4 Pattern—regular vs irregular, confined vs. unconfined (1)	
4.5 Directional permeability and cumulative volumes injected (1)	
5. Vertical Sweep Efficiency (3-D)	3
5.1 Stratification	
5.2 Permeability variation between geological strata	
5.3 Fluid cross flow between strata	
5.4 Impact of mobility ratio	
5.5 Zonal isolation	
6. Mobility control processes using polymers, gels, foams	2
7. Waterflood forecasting methods	10
7.1 Steady state confined pattern methods (1)	
7.2 Craig, Geffen, & Morse prediction method (3)	
7.3 Numerical simulation modeling (2)	
7.4 Production decline curve (2)	
7.5 Analogy (1)	
7.6 Advantages, disadvantages, and limitations of methods (1)	

8. Reservoir Management	4
8.1 Production Testing (1)	
8.2 Voidage Replacement Ratio (VRR) (1)	
8.3 Fluid levels (1)	
8.4 Appropriate production plots (Rate vs time, WOR vs cumulative oil, GOR vs time, etc) on field and well basis (1)	
9. Miscible displacement processes (carbon dioxide or natural gas)	4
9.1 Miscibility principles (3)	
9.2 Miscible displacement performance modeling (1)	
10. Chemical flooding: polymer and alkaline / surfactant / polymer	1
11. Thermal recovery processes: steam injection	2
12. Midterm exams	3
13. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Freeman Hall-Room 102, Mail Stop 9638 (325-1922).

College or School: **Engineering**

Department: **Chemical Engineering**

Contact Person: **Dr. Jason Keith**

Mail Stop: **9595** E-mail: **keith@che.msstate.edu**

Nature of Change: **Add**

Date Initiated: **1/8/2014** Effective Date: **8/2015**

Current Listing in Catalog:  
Symbol      Number      Title

Credit Hours  
(      )

Current Catalog Description:

n/a

New or Modified Listing for Catalog:

Symbol      Number      Title

PTE      4993      Petroleum Economic Analysis

Credit Hours  
( **3** )

New or Modified Catalog Description:

PTE 4993. Petroleum Economic Analysis. (3) (Prerequisite: IE 3913, PTE 3963, PTE 3973, PTE 4903, and credit or registration in PTE 4963). Study of unconventional oil and gas production, production forecasting, operating and capital costs associated with oil, discounted cash flows, risk analysis, and reserve classification.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/6/2014

February 27, 2014

2/27/2014

## COURSE APPROVAL FOR NEW COURSE

### 1. CATALOG DESCRIPTION

PTE 4993. Petroleum Economic Analysis. (3) (Prerequisite: IE 3913, PTE 3963, PTE 3973, PTE 4903, and credit or registration in PTE 4963). Study of unconventional oil and gas production, production forecasting, operating and capital costs associated with oil, discounted cash flows, risk analysis, and reserve classification.

### 2. DETAILED COURSE OUTLINE

Topic	Hours
1. Introduction to petroleum economics	1
2. Types of Reservoirs 2.1 Conventional Reservoirs-Solution gas drive, water drive, etc (1) 2.2 Unconventional Oil and Gas Volumes (1) 2.3 Shale gas production (2) 2.4 Shale oil production (2) 2.5 Coal Bed Methane Production (1) 2.6 Natural Gas hydrates (1)	8
3. Decline curve analysis (DCA) for forecasting future oil and gas production 3.1-Overview of various types of decline curves (1) 3.2-Data requirements, data collection, and quality control (1) 3.3 Exponential decline including rate vs time and rate vs cumulative production (2) 3.4 Hyperbolic decline (1) 3.5 Harmonic decline (1) 3.6 Arps and Fetkovich generalized DCA (2) 3.7 Type (or average) decline (1) 3.8 Other forecasting methods including analogy and numerical simulation modeling (2)	11
4 Deterministic versus Probabilistic Reserves 4.1 Deterministic reserve estimates (1) 4.2 Probabilistic reserve estimates (2)	3
5. Petroleum Economics 5.1 Basic economic terms including working, royalty, net revenue, overriding royalty, and carried interests, lease operating versus capital costs and significance, severance and ad valorem tax. (1) 5.2 Scheduling of production, costs, pricing, etc over time (1) 5.3 Overview of the relationship between capital costs versus routine operating lease cost for federal income tax calculations (1) 5.4 Revenue and cash flow forecasting, time value of money (economic cash flow discounting), normal economic parameters such as discounted cash flow, rate of return, payout, etc (3) 5.5 Incremental or alternative economic analysis (2)	8



6. Reserve Classification	8
6.1 Introduction to reserve classification systems as defined by the United States Securities and Exchange Commission (SEC), Society of Petroleum Engineers (SPE), and the Society of Petroleum Evaluation Engineers (SPEE) (2)	
6.2 Significance of reserve classifications including asset sales, loans and financing, taxing agencies, valuing companies and stock prices, and as a scorecard for corporate management (1)	
6.3 Distinguish between Reserves, Contingent Resources, and Prospective Resources (1)	
6.4 Classify various categories of Reserves including Proved, Probable, and Possible (2)	
6.5 Internal company versus third party reserve report (1)	
6.6 Full reserve report versus an audited reserve report (1)	
7. Midterm exams	3
8. Final exam	3

Total: 45 contact hours

### 3. METHOD OF EVALUATION

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
d. Final exam	<u>25%</u>
	100%

#### Grading Scale

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

### 4. JUSTIFICATION AND LEARNING OUTCOMES

The Dave C. Swalm School of Chemical Engineering requests approval to offer this class to become part of a curriculum in petroleum engineering. In fall 2013, the department was approached and asked to develop a curriculum. A committee was formed with members of the undergraduate affairs committee, alumni from chemical and petroleum engineering, the director of development in the college of engineering, and the director of chemical engineering. The committee engaged with the upper administration and dean's office in formulating the proposed

courses and degree. It is anticipated that there would be financial support for 5 new faculty members and that there would be at steady-state, about 25 graduates per year.

Students completing this course will:

- develop a mastery of decline curve analysis for predicting oil production rates from wells as a function of time
- develop comprehension of petroleum economics and estimate well profitability
- demonstrate comprehension in reserve classification

5. ACADEMIC MISCONDUCT

N/A (not a distance course)

6. TARGET AUDIENCE

N/A (not a distance course)

7. SUPPORT

The faculty of the Dave C. Swalm School of Chemical Engineering has indicated their support for this course development packet as indicated in the attached cover letter. Teaching of these courses would be contingent on approval to hire the faculty into the program.

8. INSTRUCTOR OF RECORD (GRADUATE COURSE)

N/A

9. GRADUATE STUDENT REQUIREMENTS (SPLIT LEVEL COURSES)

N/A

10. PLANNED FREQUENCY

The proposed course will be offered once every academic year.

11. EXPLANATION OF ANY DUPLICATION

The proposed course does not duplicate any existing offerings.

12. METHOD OF INSTRUCTION CODE

<u>Code</u>	<u>Name</u>	<u>Description</u>
C	Lecture	Students receive structured units of information and accompanying materials through direct contact with the instructor in a traditional classroom setting

13. METHOD OF DELIVERY

<u>Code</u>	<u>Name</u>	<u>Description</u>
F	Face to Face	Course instruction and structured units of information delivered in person by the instructor.

14. PROPOSED C.I.P NUMBER

14.2501

15. PROPOSED 24-CHARACTER ABBREVIATION  
Petroleum Econ Analysis

16. PROPOSED SEMESTER EFFECTIVE  
Fall 2015

17. OTHER APPROPRIATE INFORMATION

Proposed Texts:

Required: Oil Property Evaluation by Robert S. Thompson and John D. Wright

Recommended: Guidelines for the Practical Evaluation of Undeveloped Reserves in Resource Plays—Monograph 3, Society of Petroleum Evaluation Engineers

18. PROPOSAL CONTACT PERSON

Dr. Jason M. Keith  
Dave C. Swalm School of Chemical Engineering, Room 330  
Box 9595  
Mississippi State, MS 39762  
PH: (662)325-2480  
E-Mail keith@che.msstate.edu

**Mississippi State University**  
**PTE 4993 – Petroleum Economic Analysis**

**Lecturer:** Dr. xyz  
**Phone:** 325-xyza  
**e-mail:** xyza@che.msstate.edu

**Office:** xyz Swalm  
**Office hours:** By appointment

**Required text:** Oil Property Evaluation by Robert S. Thompson and John D. Wright

**Recommended text:** Guidelines for the Practical Evaluation of Undeveloped Reserves in Resource Plays—Monograph 3, Society of Petroleum Evaluation Engineers

**Lectures:** Monday, Wednesday, and Friday at 1:00 p.m. - 1:50 p.m. in Swalm 200.

**Course Description:** A study of unconventional oil and gas production, production forecasting, operating and capital costs associated with oil and gas production, cash flow and discounted cash flow analysis, risk analysis, and oil and gas reserve classification

**Prerequisite:** IE 3913, PTE 3963, PTE 3973, PTE 4903, and credit or registration in PTE 4963

**Attendance:** You are expected to attend every class. If you are unable to attend a class, you should make arrangements ahead of time to turn in homework or to make-up a missed test.

**Make-up Classes:** It is unlikely that there will be make-up classes. If one is needed, the schedule will be discussed during the regular class time.

**Homework:** Problem sets will be assigned regularly and you are responsible for their solutions. You are expected to attempt every problem and ask any questions necessary before the due date. Submission of a bona fide effort to solve a problem will receive some credit. Solutions will be turned in at the beginning of the lecture on the due date. Late submissions of answers will not be accepted. Homework sets should follow the *Chemical Engineering Homework Formatting Guidelines*.

**Tests:** There will be three tests in addition to the final exam given during the final exam week. Tests will be given during the regular lecture period.

**Final exam:** The final exam will be held at the time scheduled by the university.

**Grading:** Grades for this course will be determined as follows.

<u>Graded Element</u>	<u>Total Points</u>
a. Homework	10%
b. Project	15%
c. Participation	5%
d. Tests (3 tests at 15% each)	45%
e. Final exam	<u>25%</u>
	100%

**Grading Scale**

<u>Final Letter Grade</u>	<u>100 Point Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

**MSU Honor Code:** Mississippi State University has an approved Honor Code that applies to all students. The code is as follows:

"As a Mississippi State University student I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do."

<http://www.honorcode.msstate.edu/>

"Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Students will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code." For additional information please visit:

<http://www.honorcode.msstate.edu/pdf/honor-code.pdf>.

All occurrences of academic misconduct will be dealt with in accordance with guidelines and procedures outlined in the Honor Code Policy.

**Incomplete policy:** "A grade of 'I' (Incomplete) may be submitted in lieu of a final grade when the student, because of illness, death in his or her immediate family, or similar circumstances beyond his or her control, is unable to complete the course requirements or to take final examinations. A grade of 'I' will not be submitted for reasons other than previously described. Except for circumstances noted above, an 'I' grade will not be given to extend the semester so that a student may complete a required assignment(s).

Undergraduate students who receive an 'I' grade must complete all work within thirty (30)

calendar days from the date of the student's next enrollment. A student who receives an 'I' grade may make up only that part of course work not completed because of the emergency. If a grade of 'I' is not resolved into a passing grade within the allotted time, the grade becomes an 'F.' Once a grade of 'I' has been converted to an 'F' because of the student's failure to complete the necessary coursework or a lapse of the allowable time, no additional grade change will be allowed except under extreme circumstance(s) as recommended by the deans and approved by the Vice President for Academic Affairs."

This is an excerpt from the MSU Academic Operating Policy AOP 12.12 - Credit, Grades, and Academic Standing, which is available at: <http://www.msstate.edu/dept/audit/1212.html>.

**Students with Disabilities:** "Students with disabilities requesting academic accommodations must identify themselves to the office of Student Support Services. Current documentation, verifying the disability must be submitted. Specific guidelines for this documentation occur at

<http://www.msstate.edu/dept/audit/91130.html>

Disability Support Services within the office of Student Support Services generates Notification of Disability letters for the student. Students may visit the office to receive their letters. Distribution of the letters to their individual faculty/instructors occurs once the semester has begun. *The student identifies himself/herself to the instructor as needing accommodation by delivering the corresponding Notification of Disability letter to them.*

The instructor, as a representative of the university, is obligated to provide reasonable accommodation." This is from AOP 12.35, Academic Accommodation for Students with Disabilities, which is available at: <http://www.msstate.edu/dept/audit/1235.html>.

The student should notify the instructor early in the semester so that the appropriate accommodations can be made as recommended by Student Support Services.

#### Course Topics:

Topic	Hours
1. Introduction to petroleum economics	1
2. Types of Reservoirs	8
2.1 Conventional Reservoirs-Solution gas drive, water drive, etc (1)	
2.2 Unconventional Oil and Gas Volumes (1)	
2.3 Shale gas production (2)	
2.4 Shale oil production (2)	
2.5 Coal Bed Methane Production (1)	
2.6 Natural Gas hydrates (1)	
3. Decline curve analysis (DCA) for forecasting future oil and gas production	11
3.1-Overview of various types of decline curves (1)	
3.2-Data requirements, data collection, and quality control (1)	
3.3 Exponential decline including rate vs time and rate vs cumulative production (2)	
3.4 Hyperbolic decline (1)	
3.5 Harmonic decline (1)	

3.6 Arps and Fetkovich generalized DCA (2)	
3.7 Type (or average) decline (1)	
3.8 Other forecasting methods including analogy and numerical simulation modeling (2)	
4 Deterministic versus Probabilistic Reserves	3
4.1 Deterministic reserve estimates (1)	
4.2 Probabilistic reserve estimates (2)	
5. Petroleum Economics	8
5.1 Basic economic terms including working, royalty, net revenue, overriding royalty, and carried interests , lease operating versus capital costs and significance , severance and ad valorem tax. (1)	
5.2 Scheduling of production, costs, pricing, etc over time (1)	
5.3 Overview of the relationship between capital costs versus routine operating lease cost for federal income tax calculations (1)	
5.4 Revenue and cash flow forecasting, time value of money(economic cash flow discounting), normal economic parameters such as discounted cash flow, rate of return, payout, etc (3)	
5.5 Incremental or alternative economic analysis (2)	
6. Reserve Classification	8
6.1 Introduction to reserve classification systems as defined by the United States Securities and Exchange Commission (SEC), Society of Petroleum Engineers (SPE), and the Society of Petroleum Evaluation Engineers (SPEE) (2)	
6.2 Significance of reserve classifications including asset sales, loans and financing, taxing agencies, valuing companies and stock prices, and as a scorecard for corporate management (1)	
6.3 Distinguish between Reserves, Contingent Resources, and Prospective Resources (1)	
6.4 Classify various categories of Reserves including Proved, Probable, and Possible (2)	
6.5 Internal company versus third party reserve report (1)	
6.6 Full reserve report versus an audited reserve report (1)	
7. Midterm exams	3
8. Final exam	3

APPROVAL FORM FOR  
**COURSES**  
MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the course change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College or School:** Forest Resources

**Department:** Forestry

**Contact Person:** Andy Ezell

**Mail Stop:** 9681      **E-mail:** aezell@cfr.msstate.edu

**Nature of Change:** Add

**Date Initiated:** 1/13      **Effective Date:** Summer 14

**Current Listing in Catalog:**  
Symbol    Number    Title

**Credit Hours**  
(    )

**Current Catalog Description:**

**New or Modified Listing for Catalog:**  
Symbol    Number    Title

**Credit Hours**  
(   3   )

FO    4513/6513    Forestry and Conservation for Educators

**New or Modified Catalog Description:**

(2 hours lecture; 2 hrs lab) Importance of forestry and natural resources conservation, application of forestry and conservation principles and practices to educational settings. For non-forestry majors.

**Approved:**

**Date:**

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Chair, College or School Curriculum Committee

\_\_\_\_\_  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

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**1. Catalog description:**

FO 4513/6513 Forestry and Conservation for Educators. (2 hours lecture; 2 hrs lab) Importance of forestry and natural resources conservation, application of forestry and conservation principles and practices to educational settings. For non-forestry majors.

**2. Detailed Course Outline**

Forestry and Conservation for Educators has been taught for 50 years under the name "Teachers Conservation Workshop", and is the longest running environmental education program, designed specifically for teachers, in the nation. The course consists of 2 separate sections; one in north Mississippi (generally Booneville), and a second in south Mississippi (generally Ellisville). Each course has a core of forestry and natural resources personnel that plan and conduct the workshop, with significant assistance from others in the forestry community. However, there is a core, taught at each, that focuses on tree identification, using Project Learning Tree (PLT), tree measurements, forest history, visits to local mills, and visits to privately owned land. Students use PLT throughout the week, and end with a PLT exercise which they lead for the entire class.

- I. Course Introduction (1 hour lecture, 2 hrs lab)
- II. Introduction to Project Learning Tree (PLT) (2 hrs lecture; 2 hour lab)
- III. Forestry Fundamentals (12.5 hrs lecture; 10 hrs lab)
  - A. Forest History in Mississippi (1 hr lecture)
  - B. Basic tree ecology and biology (1 hr lecture)
  - C. Tree Identification (3 hrs lecture; 3 hrs lab)
  - D. Tree measurements and valuation (1 hr lecture; 2 hr lab)
  - E. Watersheds and Water Quality (1 hr lecture; 3 hr lab)
  - F. Best Management Practices (2 hrs lecture, 2 hrs lab)
  - G. Forest Soils (1 hr lecture)
  - H. Basics of the Timber Industry (2.5 hrs lecture)
- IV. Forestry Field Tours, Site Visits, and Mill Tours (3 hrs lecture; 6 hrs lab)
  - A. Private Lands Management (1 hr lecture; 2 hrs laboratory)
    - 1. Landowner objectives
    - 2. Basic timber management strategies
    - 3. Wildlife and other non-economic benefits (includes threatened and endangered species)
    - 4. Pine management
    - 5. Hardwood management
  - B. Harvesting Operation (if weather is suitable) (1 hr lecture; 2 hrs laboratory)
    - 1. Goals of the timber harvest
    - 2. Equipment used in the operation (cutter, skidder, loader, etc.)

3. Techniques to reduce erosion and sedimentation
4. Importance of safety and the mechanization of forestry operations
5. Question and answer session with teachers and loggers
- C. Mill Tours (visits depends on availability of different mills, closures, etc.) (2 hr lecture; 4 hrs laboratory)
  1. Pulpwood mill (fiber)
  2. Oriented strand board (OSB) mill
  3. Sawmill (sawtimber)
  4. Veneer mill (plywood)
- V. Forestry Industry Tours (10 hrs laboratory)
  - A. Tree seedling nursery tour
  - B. Corps of Engineers operations
  - C. De Soto National Forest
  - D. Pickwick Lake
  - E. Various Forest Industry lands and offices
- VI. Using Project Learning Tree and Wood Magic Resources in the Classroom (4.5 hrs lecture)
- VII. Group Presentations (1.5 hrs lecture)
- VIII. Resource Materials for Teaching Conservation (2 hr lecture)
- IX. Mid-Week Review and Summary (1.5 hr lecture)
- X. Final Exam (3 hrs)

### 3. Course evaluation

Grades will be assigned on a 100-point scale

A	90 – 100
B	80 – 89
C	70 – 79
D	60 – 69
F	0 – 59

Contribution of assignments and exams is as follows:

Exam	80%
Lesson Plans (2)	20%

Graduate students will be expected to write an additional lesson plan (total of 3).

Exams will be in an objective format (multiple choice or listing) with questions based on material from lecture or field sessions. Lesson Plans will be graded on their ability to convey key elements to the identified audience (generally the grade taught by the teacher).

#### **4. Justification and Learning Outcome**

##### Justification

The forestry and natural resources community is a complex, multi-faceted system which relies on the expertise of individuals from many businesses, agencies, and non-governmental organizations (NGOs). A wide variety of well-trained professionals contributes to sustainable forestry practices that enhance economic development while protecting vital natural resources. This course is designed to introduce forestry and forest products to teachers. By doing so, teachers will be in a better position to inform students of all ages about Mississippi's forestry and forest products, their management, and contributions to individuals, local economies, and the state. As a result, both teachers and their students will benefit from this course.

TCW has been taught annually for the past 50 years, and currently consists of TCW-N (Booneville) and TCW-S (Ellisville). Most teachers receive CUE credits, but a portion opt to earn graduate credit. There is also a need to offer this course for undergraduate credit to prepare teacher who teach environmental science and agriculture classes. This has been taught as a special topics course for a number of years. Each TCW class has a maximum of 30 teachers enrolled. Enrollment is limited to facilitate transportation during field exercises and optimize the learning environment.

##### Learning Outcomes

1. Understand the importance of forests and forestry in Mississippi
2. Understand the role of foresters and other natural resource professionals
3. Understand the organizations, agencies, NGOs, and individuals in promoting forestry and natural resources in Mississippi.
4. Understand the variety of products which originate from trees
5. Understand the variety of basic production processes in forest industry
6. Understand the use of PLT as a learning/teaching tool available to teachers for use in their classes.

#### **5. Support**

No additional fiscal support is required for this course. The Department of Forestry Undergraduate and Graduate Committees unanimously supports the addition of this course (see letter/memo of support).

#### **6. Instructor of Record**

Harry G. (Glen) Hughes and Andy Ezell

**7. Planned Frequency**

Summer

**8. Explanation of Any Duplication**

This course does not duplicate any existing courses. The scope of the material, intensive hands-on nature of the course, and visit to numerous mills/field sites makes this unique for a course focusing on teachers.

**9. Method of Instruction**

B Lecture/Lab

**10. Method of Delivery**

F (Face to face)

**11. Proposed CIP Number**

03.0599

**12. Proposed 30 Character Abbreviation**

Forestry Conservation Educ

**13. Proposed Semester Effective**

Summer 2014

**14. Proposal Contact Person**

Andrew W. Ezell  
Department of Forestry  
(662)325-1688

# DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College:** Agriculture and Life Sciences    **Department:** School of Human Sciences  
**Contact Person:** Joe D. Wilmoth    **Mail Stop:** 9745    **E-mail:** jwilmoth@humansci.msstate.edu

**Nature of Change:** Modification    **Date Initiated:** 1/7/2014    **Effective Date:** Fall 2014

**Degree to be offered at:** Main Campus

**Current Degree Program Name:** Human Sciences

**Major:** Human Sciences    **Concentration:** Human Development and Family Studies

**New Degree Program Name:**

**Major:** No Change    **Concentration:** No Change

## Summary of Proposed Changes:

Name change for HS 3803 and HS 3823  
 Requiring HS 4832 (new course) for Child Life Students  
 Changing hours for HS 4834 to 4833  
 Requiring HS 3843 (new course) for Child Studies and Child Life students  
 Requiring HS 3000 and PSY 4223 or SW 4533 for Youth Studies and Family Studies students  
 Reordering curriculum for better comprehension

**Approved:**

**Date:**

*Michael E. Newman*  
 Department Head

2-7-14

*[Signature]*  
 Chair, College or School Curriculum Committee

2-24-2014

*[Signature]* For GH  
 Dean of College or School

2/24/14

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council



IHL Action Required



SACS Letter Sent

# DEGREE MODIFICATION PROPOSAL

## 1. CATALOG DESCRIPTION

a. See Below (Changes only to HDFS Concentration, which begins on page 4)

## 2. CURRICULUM OUTLINE

CURRENT Degree Description	PROPOSED Degree Description
<p>Degree: Bachelor of Science Major: Human Sciences Concentrations: Apparel, Textiles and Merchandising and Human Development and Family Studies</p> <p>The Human Sciences degree provides educational, research, and outreach programs related to the interaction of people with their environment. More importantly, the multidisciplinary areas within Human Sciences focus more on the basic human needs, such as food, shelter, clothing, human interaction and relationships, commerce and family life. In light of the current trends and anticipated changes, the mission of the Human Sciences degree is to prepare students and to conduct research and outreach activities to impact the social, health, and economic concerns facing individuals, families, and communities. The following concentrations are offered in the School of Human Sciences: Apparel, Textiles, and Merchandising (ATM); and Human Development and Family Studies (HDFS).</p> <p>A minor in Human Sciences is available. Required are HS 2293, HS 2593, HS 3303, HS 3673, HS 4853. In addition, six credits are to be selected from HS 1533, HS 2203, HS 2283, HS 2603, HS 2613, HS 2813, HS 4193, HS 4313, HS 4333, HS 4403, and HS 4513.</p>	<p>Degree: Bachelor of Science Major: Human Sciences Concentrations: Apparel, Textiles and Merchandising and Human Development and Family Studies</p> <p>The Human Sciences degree provides educational, research, and outreach programs related to the interaction of people with their environment. More importantly, the multidisciplinary areas within Human Sciences focus more on the basic human needs, such as food, shelter, clothing, human interaction and relationships, commerce and family life. In light of the current trends and anticipated changes, the mission of the Human Sciences degree is to prepare students and to conduct research and outreach activities to impact the social, health, and economic concerns facing individuals, families, and communities. The following concentrations are offered in the School of Human Sciences: Apparel, Textiles, and Merchandising (ATM); and Human Development and Family Studies (HDFS).</p> <p>A minor in Human Sciences is available. Required are HS 2293, HS 2593, HS 3303, HS 3673, HS 4853. In addition, six credits are to be selected from HS 1533, HS 2203, HS 2283, HS 2603, HS 2613, HS 2813, HS 4193, HS 4313, HS 4333, HS 4403, and HS 4513.</p>
<p>Apparel, Textiles, and Merchandising (ATM) Concentration</p> <p>This program is designed to provide students with an understanding of fashion and textile industries, consumer behavior, product development, business principles, and technology applications. Students concentrate in one of two areas: Merchandising or Apparel Production and Design. Merchandising combines an overview of the fashion industry, consumer behavior, product development, planning, buying business operations and entrepreneurship. Apparel Production and Design emphasizes the total design and production process from inception to finished product and its ultimate sale to the consumer. Specialized labs and industry software provide students with extensive hands-on experience in the latest design, product</p>	<p>Apparel, Textiles, and Merchandising (ATM) Concentration</p> <p>This program is designed to provide students with an understanding of fashion and textile industries, consumer behavior, product development, business principles, and technology applications. Students concentrate in one of two areas: Merchandising or Apparel Production and Design. Merchandising combines an overview of the fashion industry, consumer behavior, product development, planning, buying business operations and entrepreneurship. Apparel Production and Design emphasizes the total design and production process from inception to finished product and its ultimate sale to the consumer. Specialized labs and industry software provide students with extensive hands-on experience in the latest design, product</p>

development, and fashion retailing technology applications. A grade of "C" or better is required for all major courses (Human Sciences courses).		development, and fashion retailing technology applications. A grade of "C" or better is required for all major courses (Human Sciences courses).	
<b>CURRENT CURRICULUM OUTLINE</b>	<b>Required Hours</b>	<b>PROPOSED CURRICULUM OUTLINE</b>	<b>Required Hours</b>
English (Ex: EN 1103 English Comp I): EN 1103 English Comp I EN 1113 English Comp II	6	English (Ex: EN 1103 English Comp I): EN 1103 English Comp I EN 1113 English Comp II	6
Fine Arts (General Education): Select from General Education courses	3	Fine Arts (General Education): Select from General Education courses	3
Natural Sciences (2 labs required from Gen Ed): Any Gen Ed course (2 lab requirement)	6-8	Natural Sciences (2 labs required from Gen Ed): Any Gen Ed course (2 lab requirement)	6-8
Extra Science (if appropriate) CH 1043 Survey of Chemistry I	3	Extra Science (if appropriate) n/a	
Math (General Education): MA 1313 BQA 2113 Business Statistics OR ST 2113 Intro to Stats	6-9	Math (General Education): MA 1313 BQA 2113 Business Statistics OR ST 2113 Intro to Stats	6-9
Humanities (General Education): 3 hours Foreign Lang 3 hours Gen Ed course	6	Humanities (General Education): 3 hours Foreign Lang 3 hours Gen Ed course	6
Social/Behavioral Sciences (Gen Ed): PSY 1013 General Psychology EC 2113 Principles of Macroeconomics	6	Social/Behavioral Sciences (Gen Ed): PSY 1013 General Psychology EC 2113 Principles of Macroeconomics	6
Major Core Courses HS 1701 Survey of Human Sciences HS 4702 Human Sciences Senior Seminar		Major Core Courses HS 1701 Survey of Human Sciences HS 4702 Human Sciences Senior Seminar	

<p>Concentration Courses</p> <p><u>Apparel Textiles and Merchandising</u></p> <p>Concentration Courses</p> <p>EC 2113 Principles of Microeconomics</p> <p>HS 1533 Apparel Design I</p> <p>HS 1523 Visual Design in Dress</p> <p>HS 2553 Fashion Merchandising</p> <p>HS 3593 Merchandising &amp; Promotion Strategies</p> <p>HS 2593 Product Development II</p> <p>HS 3553 Fashion Retailing</p> <p>HS 2524 Textiles for Apparel (4)</p> <p>HS 3573 Historic Costume</p> <p>HS 3563 Visual Merchandising</p> <p>HS 4513 Social-Psych Aspects of Clothing</p> <p>HS 4701 Internship Placement Seminar (1)</p> <p>HS 4711 Apparel, Textiles, and Merchandising Portfolio (1)</p> <p>HS 1711 Professional Protocol (1)</p> <p>HS 4763 Apparel, Textiles &amp; Merch. Internship (6)</p> <p>Oral Communication Requirement</p> <p>HS 4424 Teaching Methods in Ag and HS (4)</p> <p>Writing Requirement</p> <p>See Advisor for approved courses</p> <p>Computer Literacy</p> <p>HS 2123 Product Development I</p> <p>Apparel Production and Design Area</p> <p>HS 4343 Apparel Design II</p> <p>HS 4733 Computer-Aided Design for Human Sciences</p> <p>Restricted Electives – Choose 26 credit hours from below list:</p> <p>ACC 2013 Principles of Financial Accounting</p> <p>ACC 2023 Principles of Managerial Accounting</p> <p>ART 1123 Design I</p> <p>ART 1213 Drawing I</p> <p>BL 2413 The Legal Environment of Business</p> <p>HS 2293 Individual and Family Nutrition</p> <p>HS 3303 Consumer Economics</p> <p>HS 4533 Merch. Planning and Buying</p> <p>HS 4583 Entrepreneurship for Human</p>	<p>Concentration Courses</p> <p><u>Apparel Textiles and Merchandising</u></p> <p>Concentration Courses</p> <p>EC 2113 Principles of Microeconomics</p> <p>HS 1533 Apparel Design I</p> <p>HS 1523 Visual Design in Dress</p> <p>HS 2553 Fashion Merchandising</p> <p>HS 3593 Merchandising &amp; Promotion Strategies</p> <p>HS 2593 Product Development II</p> <p>HS 3553 Fashion Retailing</p> <p>HS 2524 Textiles for Apparel (4)</p> <p>HS 3573 Historic Costume</p> <p>HS 3563 Visual Merchandising</p> <p>HS 4513 Social-Psych Aspects of Clothing</p> <p>HS 4701 Internship Placement Seminar (1)</p> <p>HS 4711 Apparel, Textiles, and Merchandising Portfolio (1)</p> <p>HS 1711 Professional Protocol (1)</p> <p>HS 4763 Apparel, Textiles &amp; Merch. Internship (6)</p> <p>Oral Communication Requirement</p> <p>HS 4424 Teaching Methods in Ag and HS (4)</p> <p>Writing Requirement</p> <p>See Advisor for approved courses</p> <p>Computer Literacy</p> <p>HS 2123 Product Development I</p> <p>Apparel Production and Design Area</p> <p>HS 4343 Apparel Design II</p> <p>HS 4733 Computer-Aided Design for Human Sciences</p> <p>Restricted Electives – Choose 26 credit hours from below list:</p> <p>ACC 2013 Principles of Financial Accounting</p> <p>ACC 2023 Principles of Managerial Accounting</p> <p>ART 1123 Design I</p> <p>ART 1213 Drawing I</p> <p>BL 2413 The Legal Environment of Business</p> <p>HS 2293 Individual and Family Nutrition</p> <p>HS 3303 Consumer Economics</p> <p>HS 4533 Merch. Planning and Buying</p>
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<p>Sciences  HS 4593 Creative Design Techniques  HS 4710 Study Tour  HS 4853 The Family: An Ecological Perspective  MGT 3114 Principles of Management and Prod  MKT 3013 Principles of Marketing</p> <p>Merchandising Area  HS 4533 Merch. Planning and Buying</p> <p>Restricted Electives – Choose 29 credit hours from below list:  ACC 2013 Principles of Financial Accounting  ACC 2023 Principles of Managerial Accounting  BL 2413 The Legal Environment of Business  FIN 3123 Financial Mgt.  HS 2293 Individual and Family Nutrition  HS 3303 Consumer Economics  HS 4583 Entrepreneurship for Human Sciences  HS 4593 Creative Design Techniques  HS 4710 Study Tour  HS 4733 Computer-Aided Design for Human Sciences  HS 4853 The Family: An Ecological Perspective  IB 3913 Prin of International Business  MGT 3114 Principles of Management and Prod  MGT 3513 Intro to Human Resource  MKT 3013 Principles of Marketing  MKT 3213 Retailing  MKT 3933 International Marketing  MKT 4113 Personal Selling  MKT 4123 Advertising  MKT 4143 Sales Management  MKT 4213 Internet Marketing  MKT 4413 Consumer Behavior  MKT 4533 Marketing Research  MKT 4613 Services Marketing  PHI 3013 Business Ethics</p>		<p>HS 4583 Entrepreneurship for Human Sciences  HS 4593 Creative Design Techniques  HS 4710 Study Tour  HS 4853 The Family: An Ecological Perspective  MGT 3114 Principles of Management and Prod  MKT 3013 Principles of Marketing</p> <p>Merchandising Area  HS 4533 Merch. Planning and Buying</p> <p>Restricted Electives – Choose 29 credit hours from below list:  ACC 2013 Principles of Financial Accounting  ACC 2023 Principles of Managerial Accounting  BL 2413 The Legal Environment of Business  FIN 3123 Financial Mgt.  HS 2293 Individual and Family Nutrition  HS 3303 Consumer Economics  HS 4583 Entrepreneurship for Human Sciences  HS 4593 Creative Design Techniques  HS 4710 Study Tour  HS 4733 Computer-Aided Design for Human Sciences  HS 4853 The Family: An Ecological Perspective  IB 3913 Prin of International Business  MGT 3114 Principles of Management and Prod  MGT 3513 Intro to Human Resource  MKT 3013 Principles of Marketing  MKT 3213 Retailing  MKT 3933 International Marketing  MKT 4113 Personal Selling  MKT 4123 Advertising  MKT 4143 Sales Management  MKT 4213 Internet Marketing  MKT 4413 Consumer Behavior  MKT 4533 Marketing Research  MKT 4613 Services Marketing  PHI 3013 Business Ethics</p>	
Total Hours	124	Total Hours	124
<b><u>Human Development &amp; Family Studies (HDFS) Concentration</u></b> This program offers an interdisciplinary lifespan approach to the study of children, youth, and families. It encompasses specialty areas in preschool		<b><u>Human Development &amp; Family Studies (HDFS) Concentration</u></b> This program offers an interdisciplinary lifespan approach to the study of children, youth, and families. It encompasses specialty areas in preschool teaching.	

teaching, childcare, youth studies, family studies, child life, and family and consumer sciences teacher education. Students develop an awareness of trends, issues and public policy affecting families; analyze factors that influence cognitive, emotional, social and physical development in the contexts of culture and family. Graduates enter diverse public and private sectors that focus on enabling children, youth, and families to function effectively in today's complex society. Specific course work is required to specialize in each area or meet

Class A teacher licensure requirements for family and consumer sciences in the state of Mississippi. Specific course work is also required to specialize in child life, preschool education, youth studies, or family studies. A grade of "C" or better is required for all major courses (Human Sciences courses). The Family and Consumer Sciences teacher education program at Mississippi State University is NCATE accredited. Students must conform to the policies on teacher education, as explained under "Teacher Licensure" elsewhere in this catalog. Following is a list of courses taught in selected Mississippi high schools and vo-tech centers: family dynamics, resource management, nutrition and wellness, family and individual health, personal development, and child development. Family and Consumer Sciences teachers can also teach in high school Occupational Programs (such as food production, childcare, and clothing production). Some additional on-the-job training is required to teach these courses. Completion of a Bachelor of Science in Human Sciences (Family and Consumer Sciences Education emphasis) degree from the School of Human Sciences at Mississippi State University leads to licensure to teach these courses.

childcare, youth studies, family studies, child life, and family and consumer sciences teacher education. Students develop an awareness of trends, issues and public policy affecting families; analyze factors that influence cognitive, emotional, social and physical development in the contexts of culture and family. Graduates enter diverse public and private sectors that focus on enabling children, youth, and families to function effectively in today's complex society. Specific course work is required to specialize in each area or meet

Class A teacher licensure requirements for family and consumer sciences in the state of Mississippi. Specific course work is also required to specialize in child life, preschool education, youth studies, or family studies. A grade of "C" or better is required for all major courses (Human Sciences courses). The Family and Consumer Sciences teacher education program at Mississippi State University is NCATE accredited. Students must conform to the policies on teacher education, as explained under "Teacher Licensure" elsewhere in this catalog. Following is a list of courses taught in selected Mississippi high schools and vo-tech centers: family dynamics, resource management, nutrition and wellness, family and individual health, personal development, and child development. Family and Consumer Sciences teachers can also teach in high school Occupational Programs (such as food production, childcare, and clothing production). Some additional on-the-job training is required to teach these courses. Completion of a Bachelor of Science in Human Sciences (Family and Consumer Sciences Education emphasis) degree from the School of Human Sciences at Mississippi State University leads to licensure to teach these courses.

CURRENT CURRICULUM OUTLINE	Required Hours	PROPOSED CURRICULUM OUTLINE	Required Hours
English (Ex: EN 1103 English Comp I): EN 1103 English Comp I OR EN 1163 Accelerated Comp I EN 1113 English Comp II OR EN 1173 Accelerated Comp II	6	English (Ex: EN 1103 English Comp I): EN 1103 English Comp I OR EN 1163 Accelerated Comp I EN 1113 English Comp II OR EN 1173 Accelerated Comp II	6
Fine Arts (General Education): Select from General Education courses	3	Fine Arts (General Education): Select from General Education courses	3
Natural Sciences (2 labs required from Gen Ed): <i>HDFS See concentration requirements</i> <i>ATM CH 1043 + 6 hrs from General Education</i>	6-8	Natural Sciences (2 labs required from Gen Ed):	6-8

Extra Science (if appropriate) n/a		Extra Science	3
Math (General Education): MA 1313 MA 1313 College Algebra ATM BQA 2113 Business Stats OR ST 2113 Intro to Stats HDFS Select 3 hrs from General Education	6-9	Math (General Education): MA 1313 College Algebra Select 3 hrs from General Education <b>above MA 1313</b>	6
Humanities (General Education): ATM 3 hours Foreign Lang + 3 hours from Gen. Ed. HDFS Select from General Education courses	6	Humanities (General Education): Select from General Education courses	6
Social/Behavioral Sciences (Gen Ed): ATM PSY 1013 General Psychology EC 2113 Principles of Macroeconomics HDFS See concentration requirements	6	Social/Behavioral Sciences (Gen Ed): Select from General Education courses	6
		<b>General Ed Hours</b>	36-38
Major Core Courses HS 1701 Survey of Human Sciences HS 3303 Consumer Economics HS 4702 Human Sciences Senior Seminar HS 4853 The Family: An Ecological Perspective	9	Major Core Courses HS 1701 Survey of Human Sciences HS 3303 Consumer Economics HS 4333 Families, Legislation, & Public Policy HS 4424 Teaching Methods in Ag & HS HS 4702 Human Sciences Senior Seminar HS 4803 Parenting HS 4853 The Family: An Ecological Perspective	19
Concentration Courses: <u>Human Development and Family Studies Individual and Family Development Emphasis</u> 6 hours Science with Laboratory* 3 hours Science* 6 hours Social/Behavioral Sciences* CO 1003 Fundamentals of Public Speaking HS 1813 Indiv & Family Dev through the Lifespan* HS 3813 Lifespan Theory HS 4333 Families, Legislation, & Public Policy HS 4424 Teaching Methods in Ag & HS HS 4701 Internship Placement Seminar *HS 4750 PreK-K Teach Cand Intern OR *HS 4760 Child Studies Internship OR *HS 4770 Child Life Internship OR		Concentration Courses: <u>Human Development and Family Studies Individual and Family Development Emphasis</u> CO 1003 Fundamentals of Public Speaking <b>OR</b> <b>CO 1013 Introduction to Communications</b> HS 1813 Indiv & Family Dev through the Lifespan* HS 3813 Lifespan Theory HS 4701 Internship Placement Seminar HS 4883 Risk, Resilience, & Preventive Interventions 3 hours Computer Literacy course Writing Requirement: AIS 3203 Intro to Tech Writing OR EDF 3413 Writing for Thinking OR EPY 3513 Writing for Behavioral Sciences OR MGT 3213 Organizational Communication	

<p><i>*HS 4780 Youth Studies Internship OR</i>  <i>*HS 4790 Family Studies Intern</i>  <i>*all internships are 12 hours</i></p> <p><i>HS 4803 Parenting</i>  <i>HS 4883 Risk, Resilience, &amp; Preventive Interventions</i>  <i>3 hours Computer Literacy course</i>  <i>27 hours Restricted Electives (see advisor)</i>  <i>10-11 hours Electives</i>  Writing Requirement:  AIS 3203 Intro to Tech Writing OR  EDF 3413 Writing for Thinking OR  EPY 3513 Writing for Behavioral Sciences OR  MGT 3213 Organizational Communication OR  SO 3103 Social Theory I  <i>Restricted Electives - choose 12 hours from one area</i></p>			
		<b>Concentration Hours</b>	19
<p><u>Child Studies (Preschool/Child Life)</u>  HS 2283 Child Health &amp; Nutrition OR  <i>HS 4834 Hospitalized Child (required for Child Life)</i>  HS 2803 Prenatal &amp; Infant Development  HS 2813 Child Development  <i>HS 3803 Child Care Procedures</i>  <i>HS 3823 Designing Child Care Programs</i>  HS 4823 Dev &amp; Admin of Child Ser Prog  EDE 3233 Teaching Children's Literature  <i>EDX 3213 Psy &amp; Ed of Exc Child &amp; Youth</i>  COE 4013 Facilitative Skills Dev</p>		<p><b>Focus Courses</b></p> <p><u>Child Studies (Preschool) [50 hours]</u>  HS 2283 Child Health &amp; Nutrition  HS 2803 Prenatal &amp; Infant Development  HS 2813 Child Development  <b>HS 3803 Creat &amp; Play in Yng Child (Name change)</b>  <b>HS 3823 Methods &amp; Materials ECEP (Name change)</b>  <b>HS 3843 Guiding Child Behavior (New)</b>  HS 4823 Dev &amp; Admin of Child Ser Prog  EDE 3233 Teaching Children's Literature  <b>EDX 3213 Exceptional Child and Youth (Name change)</b>  COE 4013 Facilitative Skills Dev  <b>HS 4760 Child Studies Internship (12 hours)</b>  <u>8 hours electives</u></p> <p><u>Child Studies (Child Life) [50 hours]</u>  HS 2283 Child Health &amp; Nutrition  HS 2803 Prenatal &amp; Infant Development  HS 2813 Child Development  <b>HS 3803 Creat &amp; Play in Yng Child (Name Change)</b>  <b>HS 3823 Methods &amp; Materials ECEP (Name Change)</b>  <b>HS 3843 Guiding Child Behavior (New)</b></p>	

<p><u>Youth Studies</u>  HS 4873 Positive Youth Development  Choose three of the following (9 hours):  AIS 4403 Development of Youth Programs  PSY 3413 Human Sexual Behavior  EDX 3213 Psy &amp; Ed of Exc Child &amp; Youth  COE 4013 Facilitative Skills Dev  Choose 15 hours from focus area or other restricted elective area.**</p>	<p>HS 4823 Dev &amp; Admin of Child Ser Prog  <b>HS 4833 The Hospitalized Child</b>  <b>HS 4832 Child Life Clinical</b>  BIO 1004 Anatomy &amp; Physiology (with lab)*  EDE 3233 Teaching Children's Literature  <b>EDX 3213 Exceptional Child and Youth (Name change)</b>  COE 4013 Facilitative Skills Dev  <b>HS 4770 Child Life Internship (12 hours)</b>  <b>3 hours electives</b>  * Satisfies General Education requirements.</p> <p><u>Youth Studies [50 hours]</u>  <b>HS 3000 Field Experience (3 hours) (New)</b>  HS 4873 Positive Youth Development  <b>PSY 4223 Drug Use and Abuse OR SW 4533 Substance Abuse and Addictions in Social Work Services (New)</b>  <b>HS 4780 Youth Studies Internship (12 hours)</b>  Choose three of the following (9 hours):  AIS 4403 Development of Youth Programs  PSY 3413 Human Sexual Behavior  <b>EDX 3213 Exceptional Child and Youth (Name change)</b>  COE 4013 Facilitative Skills Dev  <b>EPY 3543 Psychology of Adolescence</b>  Choose 15 hours from the following:  HS 3833 Human Dev. in the Context of Leisure &amp; Rec.  HS 3673 Environments for Special Needs  HS 2813 Child Development  PSY 4223 Drug Use &amp; Abuse  EDX 4423 Teaching the Disadvantaged Child  EPY 3503 Principles of Educational Psychology  EPY 3553 Giftedness/Creativity  EPY 4053 Psych &amp; Education of Ment Retarded  SO 4233 Juvenile Delinquency  SO 3313 Deviant Behavior  SO 3503 Violence in the U.S.  SO 3603 Criminology  SO 4333 Sociology of Sport  SO 3213 Intro to Social Research  SO 2203 Cultural and Racial Minorities  PE 3033 Basketball / Football Officiating  PE 3133 Adaptive Physical Education, PE 3183 Psychology of Sport &amp; Exercise</p>
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<p>Family Studies</p> <p>HS 2813 Child Development</p> <p>HS 3673 Environments for Special Needs</p> <p>HS 4313 Family Resource Management</p> <p>HS 4403 Intro to Gerontology</p> <p>HS 4813 Adult Development: The Middle Years</p> <p>HS 4843 Family Interaction</p> <p>HS 4873 Positive Youth Development</p> <p>COE 4013 Facilitative Skills Dev</p> <p>PSY 3413 Human Sexual Behavior</p> <p><i>Total hours needed for major: 124</i></p> <p><i>* Satisfies General Education requirements.</i></p> <p><i>** Focus Areas Notes: Recreation &amp; Leisure electives include HS 3833 Human Dev. in the Context of Leisure &amp; Rec., HS 3673 Environments for Special Needs, HS 2813 Child Development, PSY 4223 Drug Use &amp; Abuse, EDX 4423 Teaching the Disadvantaged Child, EPY 3503 Principles of Educational Psychology, EPY 3553 Giftedness/Creativity, EPY 4053 Psych &amp; Education of Ment Retarded, SO 4233 Juvenile Delinquency, SO 3313 Deviant Behavior, SO 3503 Violence in the U.S., SO 3603 Criminology, SO 4333 Sociology of Sport, SO 3213 Intro to Social Research, SO 2203 Cultural and Racial Minorities, PE 3033 Basketball / Football Officiating, PE 3133 Adaptive Physical Education, PE</i></p>		<p>KI 2213 Emergency Healthcare</p> <p>PE 3422 Coaching Football</p> <p>PE 3432 Coaching Basketball</p> <p>PE 3452 Coaching Softball and Baseball</p> <p>PE 3433 General Safety Methods</p> <p>MGT 3213 Organizational Communications</p> <p>MGT 3114 Prin of Mgt &amp; Prod</p> <p>MGT 3513 Intro to Human Res Mgt</p> <p>MGT 3813 Organizational Behavior</p> <p>MGT 4563 Staffing in Organizations</p> <p>MKT 3013 Principles in Marketing</p> <p>MKT 3213 Retailing</p> <p>MKT 4113 Personal Selling</p> <p>MKT 4123 Advertising</p> <p><b>5 hours electives</b></p> <p>Family Studies [50 hours]</p> <p>HS 2813 Child Development</p> <p><b>HS 3000 Field Experience (3 hours) (New)</b></p> <p>HS 3673 Environments for Special Needs</p> <p>HS 4313 Family Resource Management</p> <p>HS 4403 Intro to Gerontology</p> <p>HS 4813 Adult Development: The Middle Years</p> <p>HS 4843 Family Interaction</p> <p>HS 4873 Positive Youth Development</p> <p>COE 4013 Facilitative Skills Dev</p> <p>PSY 3413 Human Sexual Behavior</p> <p><b>PSY 4223 Drug Use and Abuse OR SW 4533 Substance Abuse and Addictions in Social Work Services (New)</b></p> <p><b>HS 4790 Family Studies Internship (12 hours)</b></p> <p><b>5 hours electives</b></p>	
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3183 Psychology of Sport & Exercise, PE 3213 Emergency Healthcare, PE 3422 Coaching Football, PE 3432 Coaching Basketball, PE 3452 Coaching Softball and Baseball, PE 3433 General Safety Methods, MGT 3213 Organizational Communications, MGT 3114 Prin of Mgt & Prod, MGT 3513 Intro to Human Res Mgt, MGT 3813 Organizational Behavior, MGT 4563 Staffing in Organizations, MKT 3013 Principles in Marketing, MKT 3213 Retailing, MKT 4113 Personal Selling, MKT 4123 Advertising <i>Child Life Specialist - must have all  courses from Child Studies Emphasis  Area  and HS 4834 Hospitalized Child,  BIO 1004 Anatomy &amp; Physiology (with  lab), and HS 4831 Child Life  Foundations</i>			
		<b>Focus Hours</b>	<b>50</b>
		<b>Total Hours</b>	<b>124</b>
<u>Family &amp; Consumer Sciences Education  Emphasis</u> CH 1043 Survey of Chemistry I* 6 hrs Science with laboratory* EDF 3333 Social Foundations of Education EDF 4243 Planning for Diversity of Learners EDX 3213 Psych & Ed of Excep Child & Youth EPY 3143 Human Dev & Learning Strategies in Ed EPY 3253 Evaluating Learning EPY 3543 Psychology of Adolescence* EDS 3411 Practicum in Secondary Ed EDS 4873 Seminar in Managing Secondary Class KI 1803 Health Trends and Topics PSY 1013 General Psychology PSY 3413 Human Sexual Behavior HS 1533 Apparel Design I HS 2203 Science of Food Preparation HS 2283 Child Health and Nutrition HS 2293 Individual and Family Nutrition HS 2524 Textiles for Apparel HS 2593 Apparel/Sewn Product Analysis & Evaluation HS 2603 Interior Design Fundamentals		<u>Family &amp; Consumer Sciences Education  Emphasis</u> CH 1043 Survey of Chemistry I* 6 hrs Science with laboratory* EDF 3333 Social Foundations of Education EDF 4243 Planning for Diversity of Learners <b>EDX 3213 Exceptional Child and Youth  (Name change)</b> EPY 3143 Human Dev & Learning Strategies in Ed EPY 3253 Evaluating Learning EPY 3543 Psychology of Adolescence* EDS 3411 Practicum in Secondary Ed EDS 4873 Seminar in Managing Secondary Class KI 1803 Health Trends and Topics PSY 1013 General Psychology* PSY 3413 Human Sexual Behavior HS 1533 Apparel Design I HS 2203 Science of Food Preparation HS 2283 Child Health and Nutrition HS 2293 Individual and Family Nutrition HS 2524 Textiles for Apparel HS 2593 Apparel/Sewn Product Analysis & Evaluation HS 2603 Interior Design Fundamentals HS 2813 Child Development	

HS 2813 Child Development HS 3000 Field Experience HS 4313 Family Resource Management <i>HS 4333 Families, Legislation &amp; Policy</i> <i>HS 4424 Teaching Methods in Ag &amp; HS</i> HS 4462 Curriculum in Human Sciences <i>HS 4803 Parenting</i> HS 4886 Teaching Internship in Vocat. Human Sci. HS 4896 Teaching Internship in Vocat. Human Sci Oral Communication Requirement Satisfied by successful completion of HS 4424 Writing Requirement AIS 3203 Intro to Tech Writing OR EDF 3413 Writing for Thinking Computer Literacy (3 hours) Satisfied by successful completion of HS 3303 * Satisfies General Education requirements		HS 3000 Field Experience (1 hour) HS 4313 Family Resource Management HS 4462 Curriculum in Human Sciences HS 4886 Teaching Internship in Vocat. Human Sci. HS 4896 Teaching Internship in Vocat. Human Sci Oral Communication Requirement Satisfied by successful completion of HS 4424 Writing Requirement AIS 3203 Intro to Tech Writing OR EDF 3413 Writing for Thinking Computer Literacy (3 hours) Satisfied by successful completion of HS 3303 * Satisfies General Education requirements	
Total Hours	124	Total Hours	124

**Note:** Courses deleted from FCS Teacher Ed are now listed under Major Core Courses.

### 3. JUSTIFICATION

The requested modification to the Human Development and Family Studies Concentration will require additional courses that will better prepare students for careers in their fields. Specifically, students in the Child Life, Youth Studies, and Family Studies programs will be required to experience additional supervised, hands-on application of theory in a variety of settings. Youth Studies and Family Studies students will be required to learn about substance abuse, an important body of knowledge for individuals working with youth and families.

Child Studies students will take a new course in Guiding Young Children's Behavior and Social Development, which will help provide skills necessary for professionals as well as better prepare teacher candidates for the Praxis.

Name changes for two of the courses will better reflect the objectives of the courses.

The sequence of some information has been changed for simplification.

### 4. SUPPORT

Letter of support from the Human Sciences Curriculum Committee is included.

### 5. PROPOSED FOUR LETTER ABBREVIATION:

No change.



**6. EFFECTIVE DATE:**

Fall 2014

**7. C.I.P.**

No change

# DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College: Ag & Life SciencesDepartment: Human SciencesContact Person: Charles Freeman Mail Stop: 9745 E-mail: cfreeman@humansci.msstate.eduNature of Change: DeletionDate Initiated: 12/20/13 Effective Date: 8/18/14Degree to be offered at: Campus 1

Current Degree Program Name:

Minor: Human SciencesConcentration: Apparel, Textiles, and Merchandising

New Degree Program Name:

Minor:

Concentration:

## Summary of Proposed Changes:

This program is to be deleted from the minor offerings within the School of Human Sciences at Mississippi State University.

Approved:

Date:

Michael E. Newman2-7-14

Department Head

[Signature]2-21-2014

Chair, College or School Curriculum Committee

[Signature]2/24/14

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council



IHL Action Required



SACS Letter Sent

**I. Justification**

Faculty members in the Apparel, Textiles, and Merchandising (ATM) concentration in the school of Human Sciences are seeking the deletion of the Minor in ATM. The reasons for this deletion are as follows:

With the growth of the ATM program over the past few years, enrollment for all course offerings has been beyond capacity, and faculty resources have been exhausted in the course load requirements. Each course has 1-2 minor students enrolled; with the current situation, space in upper-division courses is critical for those majoring in ATM.

In addition, an insignificant number of students who sign up for the minor will complete the requirements. It is estimated that 85-90% of the students who initially begin the minor will not complete the program. Thirteen students currently are registered in the minor. In the past 3 years, only 2 students have completed the extensive requirements.

Lastly, in a review of our program and curriculum, the Human Sciences Advisory Council recommended the removal of the minor program on the grounds it does not effectively provide a focused educational emphasis, similar to alternate minor offerings in Business and Communication, yet drains limited available resources and thus is a disservice to those students enrolled in the major. Students from across the university that are interested in ATM will still be permitted to enroll in HS 1523 Visual Design in Dress and HS 2553 Fashion Merchandising, with no major restrictions.

Each of the 13 students currently enrolled in the minor will be allowed to complete the program as originally determined on their minor application.

Removal of the minor degree in ATM will provide additional faculty resources to currently enrolled majors and enable accommodation to upperclassmen for limited-enrollment courses. There are no other foreseen impacts or effects from the removal of this program.



MISSISSIPPI STATE  
UNIVERSITY™

*School of Human Sciences*

*Agricultural Information Science and Education • Apparel, Textiles and Merchandising  
Human Development and Family Studies • Extension Program and Staff Development*

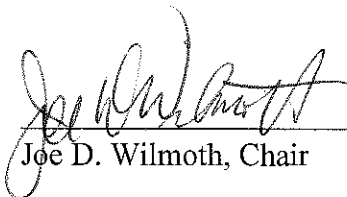
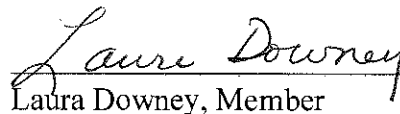
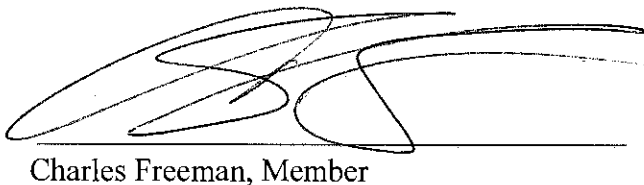
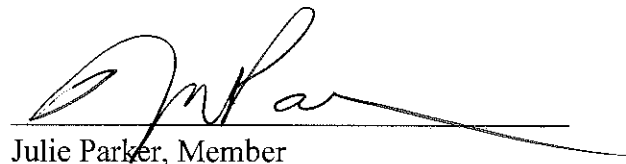
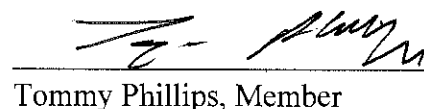
January 28, 2014

Dr. Michael Cox  
Chair, CALS Curriculum Committee  
Box 9555  
Mississippi State, MS 39762

Dr. Michael Cox:

The School of Human Sciences Curriculum Committee has reviewed the proposal for the deletion of the Apparel, Textiles, and Merchandising Minor, and we fully support the proposal. We believe this deletion will help our ATM faculty allocate resources to students completing the major. In addition, the change will affect very few students currently enrolled in the minor program.

Sincerely,

  
Joe D. Wilmoth, Chair  
Laura Downey, Member  
Charles Freeman, Member  
Julie Parker, Member  
Tommy Phillips, Member

APPROVAL FORM FOR

# DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College or School: Ag & Life Sciences      Department: Agriculture and Biological Engineering  
 Contact Person: Jeremiah Davis      Mail Stop: 9632      E-mail: jdavis@abe.msstate.edu  
 Nature of Change: Modification      Date Initiated: 01/24/14      Effective Date: 08/01/14  
 Degree to be offered at: Starkville (Campus 1)  
 Current Degree Program Name: Bachelor of Science  
 Major: Agricultural Engineering Technology & Business  
 Concentration:

Summary of Proposed Changes:

1. The six concentrations under AETB will be reduced to four. Aquaculture Systems and Gin Management and Technology will be dropped due to lack of interest.
2. A better description of the major and remaining concentrations will improve student/parent understanding and opportunities.
3. Three courses (ABE 1073, ABE 2173, and ABE 4163) will be modified to better reflect updated course content.
4. One course will be added to create a two course design sequence for our non-engineering AETB students (ABE 1083 Technology Design II).
5. Two courses (ABE 4823 and ABE 4453/6453) will be deleted because they are no longer being taught.

Approved:

Date:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council



IHL Action Required



SACS Letter Sent



# MISSISSIPPI STATE UNIVERSITY<sup>TM</sup>

Agricultural and Biological Engineering  
Box 9632  
Mississippi State, MS 39762  
(662) 325-3282 / FAX (662) 325-3853

February 4, 2014

To: Committee on Courses and Curriculum

From: Dr. Jeremiah Davis, AETB Curriculum Committee Chair

RE: Support of changes to the curriculum within the AETB Major

This letter is in support of the modifications made to the AETB major. Two concentrations (Aquaculture; ACSY and Cotton Gin Management; GMT) were dropped leaving four AETB concentrations (Natural Resource & Environmental Management; NREM, Precision Agriculture; PRAG, Enterprise Management; EMGT and Surveying & Geomatics; SGEO). Most of the changes are cosmetic making it easier for a student or parent to understand the major and concentration requirements and employment opportunities. Three ABE courses (ABE 1073, ABE 2173 and ABE 4163) were modified and one ABE course (ABE 1083 Technology Design II) was added to create a two-course experiential design and fabrication learning experience. Two courses (ABE 4453 Cotton Ginning Systems Management and ABE 4823 Capstone Surveying) were dropped from the AETB program.

Please see the attached documentation for a complete description of the AETB program modifications.

The AETB curriculum committee is in support of these changes.

Jeremiah Davis, AETB Curriculum Committee Chair

Joel Paz, AETB Undergraduate Coordinator

Prem Parajuli, Committee Member

Daniel Chesser, Committee Member

Wes Lowe, Committee Member

## DEGREE MODIFICATION PROPOSAL

### 1. CATALOG DESCRIPTION

See below.

### 2. CURRICULUM OUTLINE

CURRENT Degree Description	PROPOSED Degree Description
<p>Degree: Bachelor of Science Major: Agricultural Engineering Technology and Business Concentration: <i>Aquaculture Systems</i>, Enterprise Management, <i>Gin Management and Technology</i>, Natural Resource &amp; Environmental Management, Precision Agriculture, and Surveying/Geomatics.</p>	<p>Degree: Bachelor of Science Major: Agricultural Engineering Technology and Business Concentration: 1) Natural Resource &amp; Environmental Management, 2) Precision Agriculture, 3) Enterprise Management, 4) Surveying &amp; Geomatics</p>
<p><i>The AETB program provides an educational opportunity for students interested in applying technical, business, and management skills to problems in agricultural production, processing, commodity related business and finance, and natural resources utilization. A Bachelor of Science degree is offered by the Agricultural and Biological Engineering Department through the College of Agriculture and Life Sciences.</i></p> <p><i>The AETB program provides the industry with men and women possessing excellent skills in the engineering technologies, as well as a thorough background in business and management. This combination allows the AETB graduate to excel in virtually any business enterprise. The AETB Base Curriculum prepares the graduate for the many diverse opportunities afforded by the industrial and agricultural industries. In addition to the broad background in agricultural technologies and business, students may concentrate on a particular career-path by completing an AETB concentration. The AETB Base Curriculum provides six concentrations: (1) Aquacultural Systems, (2) Enterprise Management, (3) Gin Management &amp; Technology, (4) Natural Resources &amp; Environment Management, (5) Precision Agriculture, and (6) Surveying/Geomatics. These concentrations are achieved by completing 12-18 hours of specific technical electives as approved by an AETB advisor. In addition, the Surveying/Geomatics concentration is supported through a unique AETB curriculum.</i></p> <p><i>The Aquacultural Systems concentration provides an enhanced background in fishery management, fish disease, and water quality. The Enterprise Management concentration is designed to provide skills for agricultural and business enterprise management. The curriculum provides a broad background including both animal and plant sciences, agricultural technology, economics, business and management. The Gin Management and Technology concentration provides graduates with a thorough education in cotton gin management and fiber processing. Courses emphasize technologies that are specific to the fiber processing industry including: hydraulics, pneumatics, industrial controls, seed technologies, biological materials handling, industrial safety and human relations. The Natural Resources and Environmental Management concentration provides an enhanced background in geology, hydrogeology, resource conservation, and water quality for students pursuing careers that require environmental training. The Precision Agriculture and Surveying/Geomatics concentrations provide courses in remote sensing, GPS, GIS, and surveying to enhance</i></p>	<p><b>Agricultural Engineering Technology and Business (AETB) graduates can find rewarding careers in a variety of agricultural, environmental, and industrial businesses. Technologists focus on managing, operating and troubleshooting technology systems (rather than engineering design) by applying their knowledge of technology and business applications. This hands-on curriculum teaches students to manage equipment and machinery, biological processes, computers and other technologies to create and maintain current and new production systems. A Bachelor of Science degree is offered by the Agricultural and Biological Engineering Department through the College of Agriculture and Life Sciences.</b></p> <p><b>Students may pursue one of four concentrations within AETB: 1) Natural Resources &amp; Environmental Management, 2) Precision Agriculture, 3) Enterprise Management and, 4) Surveying &amp; Geomatics. The concentrations are achieved by completing 30-32 hours of specific technical electives as approved by an AETB advisor. Concentration descriptions and employment opportunities are discussed below.</b></p> <p><b>Students who plan to attend a community college before transferring to Mississippi State University are strongly encouraged to contact the AETB Undergraduate Coordinator regarding their proposed community college schedule and transfer requirements. Transfer credits with a grade of C or higher will be considered toward fulfillment of the degree requirements in the AETB curriculum. A maximum of 12 transfer hours of technical credit can be applied toward degree requirements. Students are required to earn a "C" or better in all ABE core courses</b></p> <p><b>Internships or coop experiences are highly encouraged and help students translate their classroom and laboratory experiences into the reality of the business setting.</b></p>

*the student's abilities for careers involving spatial technologies. The Surveying/Geomatics students take an additional 12 hours of surveying courses. The jobs available in several of these concentrations exceed the supply of graduates.*

Transfer credits with a grade of C or higher will be considered toward fulfillment of the degree requirements in the AETB curriculum. A maximum of 12 transfer hours of technical credit can be applied toward degree requirements.

*Employment for AETB graduates includes the following agricultural industries/government agencies: food/fiber production (farming), agri-chemical, agricultural lending, aquaculture, banking, cotton ginning, seed & grain processing, crop consulting, agricultural equipment manufacturers and sales, farm management, land surveying in both the public and private sectors, food processing, and hydrographic surveying and map development via the use of remote sensing, GIS, GPS, photogrammetry, etc. data.*

CURRENT CURRICULUM OUTLINE	Required Hours	PROPOSED CURRICULUM OUTLINE	Required Hours
English (Ex: EN 1103 English Comp I): EN 1103 English Comp I OR EN 1163 Accelerated Comp I EN 1113 English Comp II OR EN 1173 Accelerated Comp II	6	English (Ex: EN 1103 English Comp I): EN 1103 English Comp I OR EN 1163 Accelerated Comp I EN 1113 English Comp II OR EN 1173 Accelerated Comp II	6
Fine Arts (General Education): Any Gen Ed course	3	Fine Arts (General Education): Any Gen Ed course	3
Natural Sciences (2 labs required from Gen Ed): PH 1113 General Physics I PH 1123 General Physics II CH 1043 Survey of Chemistry I	9	Natural Sciences (2 labs required from Gen Ed): PH 1113 General Physics I* PH 1123 General Physics II*	6
Extra Science (if appropriate) See major/concentration		Extra Science (if appropriate) See major/concentration	
Math (General Education): MA 1313 College Algebra MA 1323 Trigonometry	6	Math (General Education): MA 1713 Calculus I* BQA 2113 Intro to Stats OR MA 2113 Intro to Stats OR ST 2113 Intro to Stats	6
Humanities (General Education): Any Gen Ed course	6	Humanities (General Education): Any Gen Ed course	6
Social/Behavioral Sciences (Gen Ed): AEC 2713 Intro to Food and Resource Econ Any Gen Ed course	6	Social/Behavioral Sciences (Gen Ed): AEC 2713 Intro to Food and Resource Econ Any Gen Ed course	6
Major Core Courses ABE 1073 Agricultural Mechanics ABE 2873 Land Surveying ABE 3513 GPS and GIS ABE 4263 Soil and Water Management ABE 4383 Building Construction ABE 4473 Elec Applications ABE 4961 Seminar EG 1143 Graphic Communications 3 hours Technical Elective  AETB Elective - choose one of the following: ABE 2173 Internal Combustion Engines ABE 4163 Machinery Mgt for Agro-Ecosystems  Science Courses	53	Major Core Courses ABE 1073 Technology Design I * ABE 1083 Technology Design II* ABE 1863 Engineering Tech in Ag ABE 2873 Land Surveying* ABE 3513 GPS and GIS* ABE 4263 Soil and Water Management ABE 4383 Building Construction ABE 4473 Elec Applications ABE 4961 Seminar  Science Courses CH 1043 Survey of Chemistry I CH 1053 Survey of Chemistry II CH 1051 Experimental Chemistry	59



<p>CH 1053 Survey of Chemistry II CH 1051 Experimental Chemistry</p> <p>Business Courses ACC 2013 Principles of Financial Accounting ACC 2023 Principles of Managerial Accounting BL 2413 Legal Environment of Business MGT 3513 Intro Human Resources Mgt</p> <p><i>Financial Elective - choose one of the following:</i> INS 3413 Intro to Personal Finance Planning FIN 2003 Personal Money Management FIN 3113 Financial Systems</p> <p>Oral Communication Requirement CO 1003 Fundamentals of Public Speaking</p> <p>Writing Requirement AIS 3203 Intro to Tech Writing</p> <p>Computer Literacy Requirement Satisfied by successful completion of EG 1143, ABE 3513 and ABE 4473.</p>		<p><b>Mathematics or Restricted Electives: 6 hours</b> <b>**</b></p> <p>Business Courses ACC 2013 Principles of Financial Accounting* ACC 2023 Principles of Managerial Accounting* <b>AEC 3133 Ag Business Management</b> BL 2413 Legal Environment of Business* MGT 3513 Intro Human Resources Mgt</p> <p>Oral Communication Requirement CO 1003 Fundamentals of Public Speaking <b>OR</b> <b>CO 1013 Intro to Communication</b></p> <p>Writing Requirement AIS 3203 Intro to Tech Writing*</p> <p>Computer Literacy Requirement Satisfied by successful completion of <b>ABE 1073, ABE 1083, ABE 1863, and ABE 3513</b></p>	
<p><b>Concentration Courses</b></p>		<p><b>Concentration Courses</b></p>	
<p>Natural Resource &amp; Environmental Management (NREM) ABE 1863 Engineering Tech in Ag PSS 3303 Soils PSS 3301 Soils Lab ADS 1114 Animal Science OR BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans AEC 3133 Ag Business Management</p> <p><i>Electives: choose 18 hours*</i> BIO 2503 Environmental Quality PSS 4373 Geospatial Agronomic Management GG 1153 Geology for Scientists and Engineers GG 3133 Intro to Environmental Geology GG 3613 Water Resources GG 4613 Physical Hydrogeology</p>	35	<p>1) Natural Resource &amp; Environmental Management (NREM)</p> <p><b>This concentration is appropriate for students interested in developing skills to manage and solve problems in systems that impact our natural resources and the environment. Skill sets include knowledge in geology, hydrogeology, GIS, water quality, watershed management, and natural resource conservation. A few career paths for NREM Technologists include:</b></p> <ul style="list-style-type: none"> <li>• Firm Environmental Manager</li> <li>• Conservation District Manager</li> <li>• Mapping/GIS Specialist</li> <li>• Nonpoint Source Pollution Specialist</li> <li>• Watershed Planner</li> </ul> <p><b>Employment opportunities include private and public firms with environmental issues, soil and water conservation districts, as well as national, state, county or city highway and urban planning departments. National government agencies include the USDA NRCS, US EPA, US Army Corps of Engineers, US Geological Survey, US Forest Service, and US Bureau of Land Management to name a few.</b></p> <p>ADS 1113 Animal Science AND ADS 1121 Animal Science Lab OR BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans</p> <p>GR 2313 Maps &amp; Remote <b>GR 4303 Principles of GIS</b> PSS 3303 Soils PSS 3301 Soils Lab</p> <p><b>NREM Courses: Choose 15 hours**</b></p>	32

		<b>AEC 3233 Intro to Environmental Economics</b> <b>AEC 4223 Environmental Economics</b> <b>AEC 4233 Natural Resource Economics</b> BIO 2503 Environmental Quality <b>BL 4263 Environmental Law</b> <b>FO 4313 Spatial Tech Nat Res Mgt</b> <b>FO 4353 Natural Resource Law</b> <b>FO 4463 Forest Hydrology &amp; Water Mgt</b> GG 3133 Intro to Environmental Geology GG 3613 Water Resources GG 4613 Physical Hydrogeology <b>GR 3113 Conservation of Natural Resources</b> <b>PSS 4333 Soil Conservation and Land Use</b> PSS 4373 Geospatial Agronomic Management	
<b>Total Hours</b>	124	<b>Total Hours</b>	124
Precision Agriculture (PRAG) <i>ABE 1863 Engineering Tech in Ag</i> PSS 3303 Soils PSS 3301 Soils Lab <i>ADS 1114 Animal Science OR</i> BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans <i>AEC 3133 Ag Business Management</i>  <i>Electives: choose 18 hours*</i> <i>FO 4312 Forest Photogrammetry</i> <i>FO 4311 Forest Photogrammetry Lab</i> FO 4452 Remote Sensing Applications FO 4451 Remote Sensing Applications Lab <i>FO 4472 GIS for Natural Resource Mgt</i> <i>FO 4471 GIS for Natural Resource Mgt Lab</i> GR 2313 Maps & Remote Sensing PSS 4373 Geospatial Agronomic Management 3 hours Precision Ag Elective - consult advisor		2) Precision Agriculture (PRAG)  This concentration is appropriate for students interested in developing skills in global positioning systems (GPS), geographical information systems (GIS), remote sensing, and digital mapping technologies. A few career paths for PRAG Technologists include: <ul style="list-style-type: none"> <li>• Food/Fiber Production (Farming)</li> <li>• Precision Agriculture Specialist</li> <li>• Mapping/GIS Specialist</li> <li>• Crop Consulting</li> <li>• Equipment Test Engineer</li> </ul> ADS 1113 Animal Science AND ADS 1121 Animal Science Lab OR BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans  GR 2313 Maps & Remote Sensing <b>GR 4303 Principles of GIS</b> PSS 3303 Soils PSS 3301 Soils Lab PSS 4373 Geospatial Agronomic Management  <b>PRAG Courses: choose 12 hours**</b> ABE 2173 Agri Off-Road Machines ABE 4163 Agri Off-Road Mach Mgmt AEC 4413 Public Problems in Ag GR 4323 Cartographic Sciences GR 4313 Advanced GIS <b>GR 4333 Remote Sensing Physical Environment</b> FO 4452 Remote Sensing Applications AND FO 4451 Remote Sensing Laboratory PSS 4123 Grain Crops PSS 4133 Fiber & Oilseed Crops	32
<b>Total Hours</b>		<b>Total Hours</b>	124
Enterprise Management (EMGT) <i>ABE 1863 Engineering Tech in Ag</i> PSS 3303 Soils PSS 3301 Soils Lab <i>ADS 1114 Animal Science OR</i> BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans <i>AEC 3133 Ag Business Management</i>	35	3) Enterprise Management (EMGT)  This concentration is appropriate for students interested in acquiring the skills to manage and solve problems for a wide variety of systems. Students will get a broad foundation in the management of machine systems, electricity, soil and water conservation, grain, precision agriculture, biorenewables and animal production systems. A few career paths for	32

<p><i>Electives: choose 18 hours*</i></p> <p>MA 1613 Calculus for Business and Life Sciences</p> <p>ST 2113 Intro to Statistics</p> <p>AEC 3213 International Trade in Ag</p> <p>AEC 3233 Intro to Environmental Economics</p> <p>3 hours Enterprise Mgt Elective - consult advisor</p> <p>3 hours Enterprise Mgt Elective - consult advisor</p>		<p><b>EMGT Technologists include:</b></p> <ul style="list-style-type: none"> <li>• Banking &amp; Ag Lending</li> <li>• Crop Consulting</li> <li>• Agricultural Technical Sales</li> </ul> <p>Employment opportunities include small and large agricultural production operations, banking and farm credit lenders, Agri-chemical and machinery sales and consulting to name a few.</p> <p>ADS 1113 Animal Science AND ADS 1121 Animal Science Lab OR BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans</p> <p>PSS 3303 Soils PSS 3301 Soils Lab</p> <p><b>EMGT Courses: choose 21 hours**</b></p> <p>ABE 2173 Agri Off-Road Machines</p> <p>ABE 4163 Agri Off-Road Mach Mgmt</p> <p>ADS 4323 Beef Cattle Science</p> <p>AEC 3213 International Trade in Ag</p> <p>AEC 3233 Intro to Env Econ Policy</p> <p>AEC 4413 Public Problems in Ag</p> <p>AEC 4113 Agribusiness Firm Management</p> <p>AEC 4523 Farm Financial Management</p> <p>PO 4333 Broiler Production</p> <p>PSS 4103 Forage Pasture</p> <p>PSS 4123 Grain Crops</p> <p>PSS 4133 Fiber and Oil Seed Crops</p>	
<b>Total Hours</b>	124	<b>Total Hours</b>	124
<p>Surveying/Geomatics (SGEO)</p> <p>ABE 4803 Biosystem Simulation</p> <p>CE 2213 Surveying</p> <p>CE 4233 Control Survey</p> <p>CE 4243 Land Surveys</p> <p>MA 1713 Calculus I OR</p> <p>ST 2113 Intro to Statistics</p> <p>BL 4333 Real Estate Law</p> <p>MGT 3323 Entrepreneurship OR</p> <p>BL 4243 Legal Aspects of Entrepreneurship</p> <p>GR 2313 Maps Remote</p> <p>HS 4733 Computer-aided Design</p> <p><i>Emphasis Electives - 12 hours**</i></p>	39	<p>4) Surveying &amp; Geomatics (SGEO)</p> <p>This concentration provides students with the necessary prerequisites to begin a three-step process (academic training, supervised surveying experience, testing) to become a registered Land Surveyor in Mississippi. A few career paths for SGEO Technologists include:</p> <ul style="list-style-type: none"> <li>• Boundary/Construction Surveyor</li> <li>• Hydrographic Surveyor</li> <li>• Mining Surveyor</li> <li>• Mapping/GIS Specialist</li> <li>• Image Analyst</li> </ul> <p>Employment opportunities include large and small engineering, architectural, and surveying firms as well as national, state, county or city highway and urban planning departments. National government agencies include the U.S. Army Corps of Engineers, U.S. Geological Survey, U.S. Forest Service, and U.S. Bureau of Land Management to name a few.</p> <p>CE 2213 Surveying*</p> <p>CE 4233 Control Surveys*</p> <p>CE 4243 Land Surveys*</p> <p><b>SGEO Courses: choose 21 hours**</b></p> <p>BL 4333 Real Estate Law*</p> <p>BL 4243 Legal Aspects of Entrepreneurship</p>	30

		FO 4313 Spatial Tech Nat Res Mgt FO 4452 Remote Sensing Applications AND FO 4451 Remote Sensing Laboratory GR 2313 Maps & Remote Sensing GR 3303 Survey of Geospatial Tech GR 4303 Principles of GIS GR 4313 Advanced GIS GR 4323 Cartographic Sciences GR 4333 Remote Sensing Physical Environment MGT 3323 Entrepreneurship	
Total Hours	124	Total Hours	122
		*Partial requirements to take the Fundamentals of Surveying Exam. ** See advisor for full list of courses.	
Gin Management and Technology - choose 18 hours* (GMT) ABE 1863 Engineering Tech in Ag PSS 3303 Soils PSS 3301 Soils Lab ADS 1114 Animal Science OR BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans AEC 3133 Ag Business Management  Electives: choose 18 hours* ABE 4453 Cotton Ginning Systems & Mgt PSS 4133 Fiber and Oil Seed Crops PSS 4253 Seed and Grain Conditioning and Storage TKI 3043 Industrial Safety TKI 4113 Industrial Fluid Power TKI 4103 Industrial Control Systems ABE 3700 Internship in Gin Management & Tech	35	GMT deleted due to lack of student interest and fewer industry job opportunities.	
Total Hours	124		
Aquaculture Systems (ACSY) ABE 1863 Engineering Tech in Ag PSS 3303 Soils PSS 3301 Soils Lab ADS 1114 Animal Science OR BIO 1134 Biology I PSS 1313 Plant Science OR BIO 1023 Plants and Humans AEC 3133 Ag Business Management  Electives: choose 18 hours* BIO 3524 Biology of Vertebrates CVM 4134 Aquatic Animal Health Mgt WFA 4183 Principles and Practices of Aquaculture WFA 4372 Water Quality Management WFA 4371 Water Quality Mgt Lab FNH 2664 Food Processing OR FNH 4613 Seafood Processing 3 hours Aquatic Science Elective - consult advisor	35	ACSY deleted due to depleted industry.	
Total Hours	124		

### 3. JUSTIFICATION AND STUDENT LEARNING OUTCOMES

This modification is being submitted to streamline the AETB curriculum making it easier for students and parents to understand each concentration and opportunities associated with each. Two concentrations are being removed to reduce the overall offerings from six to four concentrations. Three ABE courses are being modified, one ABE course is being added, and two ABE courses are being deleted. Other courses have been shifted around within the curriculum so that it makes more sense to the students when they review the material. Elective courses have been updated to current university offerings.

**Specific changes to the curriculum include:**

1. The Aquacultural Systems (ACSY) and Cotton Gin Management (GMT) concentrations are being deleted due to the lack of industry employment opportunities as well as a lack of student interest. Only one or two students have been in each concentration during a semester over the last five years.
2. Better descriptions of the major and of the remaining four concentrations (NREM, PRAG, EMGT and SGEO) will make it easier for a potential student or parent to understand the opportunities and requirements. The description of the concentration, skills developed, and a few career paths were moved from the general description and placed within the concentration details.
3. *ABE 1073 Agricultural Mechanics* is being modified to *ABE 1073 Technology Design I* to include an introduction to solid modeling along with hands-on fabrication skills (see course modification for further description). The AETB students are required to learn computer-aided drafting and there were limited offerings on campus. Students have typically taken *HS 4733 Computer-aided Design* but the course is tailored to interior design and fashion merchandising. This modification will give our students a combined set of skills in CAD and applied fabrication. The AETB curriculum committee has been working with MS companies such as Holmac Manufacturing in making these changes.
4. The addition of *ABE 1083 Technology Design II* is being added to expand on the solid modeling skills as well as more advanced fabrication assemblies (see course addition for further description). These two courses will allow our instructors more opportunities to teach and expand on in-depth materials that would be two cumbersome in a single course setting.
5. *CH 1043 Chemistry I* is being moved from the University Core Natural Sciences into the AETB Major Core – Science Courses with *CH 1053 Chemistry II* and *CH 1051 Experimental Chemistry*. This is to reduce confusion with students when planning their coursework. They typically do not see that they have to take CH 1053 and CH 1051 until much later and this leads to poor planning of courses that they need to take.
6. The *MA 1713 Calculus* and *ST 2113 Statistics* are being moved from the concentration level into the math requirements section. The mastery of these two courses is essential for our AETB students to have better opportunities in upper level classes and for graduate school. These requirements will help AETB students successfully accomplish the learning outcome of "designing and conducting an experiment and to analyze and interpret data."
7. If the students have to take *MA 1313 College Algebra* and *MA 1323 Trigonometry* due to ACT scores, these will be used in the "Mathematics or Restricted Electives" section. We have students that are making high enough on the ACT to take MA 1713 directly. Then we are having to substitute into the University Core Math with MA 1713 and ST 2113 or equivalent.
8. *ABE 1863 Engineering Technology in Ag* was moved from the concentrations into the AETB Major Core because this is a course all AETB majors have taken and will take. This course is the basic introduction to our program.
9. *EG 1143 Graphic Communications* is being dropped as a requirement in the AETB Major Core. Equivalent information is being taught as part of the new ABE 1073 and ABE 1083 Sequence.
10. *ABE 2173 Internal Combustion Engine Technology* was modified to *ABE 2173 Principles of Agricultural and Off-Road Machines*.
11. *ABE 4163 Machinery Management for Agro\_Ecosystems* was modified to *ABE 4163 Agricultural and Off-Road Machinery Management*.
12. Both ABE 2173 and ABE 4163 were moved from the AETB Major Core into the PRAG and EMGT concentrations where the majority of students will take those courses.
13. *AEC 3133 Ag Business Management* was moved from the concentration areas to the AETB Major Core "Business Courses" section. This will replace the *Financial Elective* (INS 3413or FIN 2003or FIN 3113) requirement. The students will get much more rigor with this course than FIN 2003.
14. Computer literacy requirements are being satisfied by a partially new set of courses.

15. Natural Resource and Environmental Management "NREM courses" were updated with a partial list of possible electives.
16. Precision Agriculture "PRAG courses" were updated with a partial list of possible electives.
17. Enterprise Management "EMGT courses" were updated with a partial list of possible electives.
18. Surveying and Geomatics "SGEO courses" were updated with a partial list of possible electives.
19. *ABE 4453/6453 Cotton Ginning Systems Management* and *ABE 4823 Capstone Surveying* were deleted.

#### **Intended Learning Outcomes:**

1. An ability to apply knowledge of mathematics, basic/applied sciences, and technology.
2. An ability to formulate or design a system, process, or program to meet desired needs within realistic constraints (economic and environmental sustainability, manufacturability, social, ethical, safety/health ).
3. An ability to design and conduct an experiment and to analyze and interpret data.
4. An ability to identify and solve applied science problems.
5. An understanding of professional and ethical responsibility.
6. An ability to communicate (oral and written) effectively.
7. A recognition of the need and an ability to engage in life-long learning.
8. Knowledge of contemporary issues.
9. Broad education necessary to understand the impact of solutions in a global, economic, environmental, and societal context.

#### **Justification:**

1. The AETB Curriculum Committee has compared this major to the equivalent major at a leading academic program; Iowa State University (Agricultural Systems Technology). With their help, we have updated our learning outcomes as described above (the program did not have any stated learning outcomes previously). The AST program requires 120 credit hours compared to our proposed 122-124 credit hours. The proposed AETB curriculum requirements in English, math, and science are very similar to the ISU AST program. The AST program requires Calculus and Statistics courses. AST has a course called "Introduction to Design in Technology" with a similar focus to the proposed Technology Design I and II courses. Other requirements were similar with a shift in technical focus areas needed for the Midwest.
2. The Committee believes that the proposed changes will advance student diversity. Most of our student enrollment has come through word of mouth from AETB alumni. For many years the program has been mostly white males looking to return to the farm after college. There have only been occasional females and minorities. However in Fall 2013, the AETB program has seen a dramatic increase in minority students (5 white female, 3 African-American females, and 3 African-American males) totaling 15% of our students. The committee believes the changes to the major and concentration descriptions will improve our ability to recruit to a wider diversity of students because it is easier to see the potential career opportunities within each.
3. The Committee does not believe the proposed changes will result in duplication of efforts.
4. The Committee does believe there will be an increase in potential placement both within MS and across the Southeast due partially to the proposed changes. We are currently seeing an improvement in placement because we have increased the rigor for each ABE course. Each instructor has added one or two soft-skill components such as making a short presentation or developing a lab report. Members of the committee have also had several discussions with employers of our students such as Maury Hull, VP Human Resources, Holmac Manufacturing. He has noticed and commented on the improvements to our program and continues to recruit heavily from the AETB program.
5. The Committee believes the increased rigor developed in each ABE course will make the AETB students more capable at independently solving real-world problems. Changes such as requiring Calculus and the modification of Agricultural Mechanics into a more thorough two course series will hopefully attract a harder working student than in years past. Because they can be more independently productive, we believe this will in turn increase the potential salaries of AETB graduates in MS and across the Southeast.

#### **4. SUPPORT**

A letter of support from the AETB curriculum committee has been appended to this document. No changes in

personnel and equipment needs are anticipated.

#### **5. PROPOSED 4-LETTER ABBREVIATION**

The major (AETB) and concentration (NREM, PRAG, EMGT and SGEO) abbreviations will remain as they have in the past. The ACSY and GMT abbreviations will be dropped.

#### **6. EFFECTIVE DATE**

Summer 2014

## APPROVAL FORM FOR

**DEGREE PROGRAMS**

## MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Mail Stop 9699 (244 Magruder Street, 2nd Floor), Phone: 325-0831.

**College:** Agriculture & Life Sciences    **Department:** Plant and Soil Sciences

**Contact Person:** Barry Stewart

**Mail Stop:** 9555

**E-mail:** brs40@msstate.edu

**Nature of Change:** Modification

**Date:** 1/22/14

**Program will be offered at:** Starkville (Campus 1)

**Current Degree Program Name:** Bachelor of Science

**Effective Date:** Fall 2014

**Major:** Agronomy

**Concentration:** Golf and Sports Turf Management

**New Degree Program Name:** Bachelor of Science

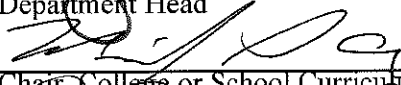
**Major:** No change

**Concentration:** No change

**Summary of Proposed Changes:**

Addition of PSS 2113 Intro to Turfgrass Science to get the students to a turf course early in their program to help student retention. Changes in PSS 4414 to a 3 credit course with the formerly integrated lab made into a stand-alone lab PSS 2111 which may be taken with or after PSS 2113. A junior level writing course, AIS 3203, was added. In addition, some changes in required courses and restricted electives were made and a restricted elective in sustainability was added.

  
Department Head

  
Chair, College or School Curriculum Committee

  
Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

2/17/14

2-24-2014

2/24/14



SACS Letter Sent





# MISSISSIPPI STATE UNIVERSITY™

*Department of Plant and Soil Sciences*

January 22, 2014

CALS Courses & Curriculum Committee  
Mike Cox, Chair  
Box 9555  
Mississippi State, MS 39762

CALS CCC:

The PSS CCC met as a committee to discuss and vote on the proposed modifications to the Plant and Soil Sciences Agronomy: Golf and Sports Turf Management degree program. After discussion, the committee voted unanimously to support the modifications.

Sincerely,

Richard L. Harkess, Chair  
Plant and Soil Sciences Courses & Curriculum Committee

PSS CCCCommittee:

Michael Cox  
Jim DelPrince  
William Kingery  
David Lang  
Fred Musser  
Brenda Reed  
Dan Reynolds  
Barry Stewart

c: Mike Phillips, Dept. Head, PSS

February 6, 2014

Mississippi State University  
University Curriculum Committee

Dear Committee Member:

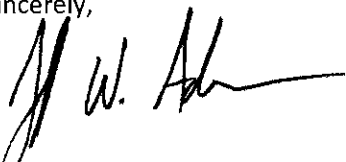
It is my understanding the Department of Plant and Soil Science is submitting a new course proposal and an accompanying lab. This course proposal and lab will serve as an introduction course and prerequisite for the existing PSS 4414 course. Currently, PGA Golf Management students are required to complete PSS 4414 as part of their curriculum. Additionally, the PGA of America, accrediting body for the PGA Golf Management program, requires students complete a course in turfgrass management as well as an accompanying lab component.

After discussions with representatives from Plant and Soil Sciences, and review of the proposed course syllabi, I support of the proposed courses PSS 2113 and PSS 2111. This course and lab will adequately present content PGA Golf Management students should receive through their education and training. Additionally, the proposed courses allow instructors more time to provide deliverables directly related to the required knowledge base our students need through their careers. Should a student wish to concentrate further on the management practices of turfgrass, there are additional courses to further their education in this area.

Pending approval of this course proposal and lab, the PGA Golf Management program will submit paperwork to modify its curriculum to reflect this new course.

Should the committee have questions regarding the impact on the PGA Golf Management program as a result of the new course proposals, I will be glad to address those concerns at the committee's convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "J. W. Adkerson", with a long horizontal flourish extending to the right.

Jeff Adkerson, PGA  
Director, PGA Golf Management

PROPOSAL FOR CHANGE IN CURRICULUM  
Degree: BACHELOR OF SCIENCE  
Major: AGRONOMY  
Concentration: GOLF AND SPORTS TURF MANAGEMENT

1. CATALOG DESCRIPTION

No significant changes were made in the mission of the program. Minor changes to the catalog description appear below.

2. CURRICULUM OUTLINE

*Deletions in Italics*

**Additions in Bold**

CURRENT Degree Description		PROPOSED Degree Description	
Degree: Bachelor of Science Major: Agronomy Concentration: Golf and Sports Turf Management		Degree: Bachelor of Science Major: Agronomy Concentration: Golf and Sports Turf Management	
<p>Plant and Soil Sciences curricula focus on the application of sciences to the integrated management of plants, soil, and climate for high-quality production of food, fiber, and ornamental plants. Central to this course of study is the dedication to conserve, maintain, and enhance our environment. An undergraduate student may major in either Agronomy (AGN) or Horticulture (HO) and specialize in various concentration areas such as Agricultural and Environmental Soil Science (AGN), Integrated Pest Management (IPM), Golf and Sports Turf Management (AGN), Integrated Crop Management (AGN), Floriculture and Ornamentals (HO), and Floral Management (HO). A grade of "C" or better is required in all required PSS courses in the student's major prior to completion of the degree.</p> <p>Graduate programs (M.S. and Ph.D.) are also offered in the Department of Plant and Soil Sciences in Agronomy, Horticulture, and Weed Science. Consult the Graduate Bulletin for additional details.</p>		<p>Plant and Soil Sciences curricula focus on the application of sciences to the integrated management of plants, soil, and climate for high-quality production of food, fiber, and ornamental plants. Central to this course of study is the dedication to conserve, maintain, and enhance our environment. An undergraduate student may major in either Agronomy (AGN) or Horticulture (HO) and specialize in various concentration areas such as Agricultural and Environmental Soil Science (AGN), Integrated Pest Management (IPM), Golf and Sports Turf Management (AGN), Integrated Crop Management (AGN), Floriculture and Ornamentals (HO), and Floral Management (HO). A grade of "C" or better is required in all required PSS courses in the student's major prior to completion of the degree.</p> <p>Graduate programs (M.S. and Ph.D.) are also offered in the Department of Plant and Soil Sciences in Agronomy, Horticulture, and Weed Science. Consult the Graduate Bulletin for additional details.</p>	
CURRENT CURRICULUM OUTLINE	Required Hours	PROPOSED CURRICULUM OUTLINE	Required Hours
English EN 1103English Comp. I <u>or</u> EN 1163Accelerated Comp. I EN 1113English Comp. II <u>or</u> EN 1173Accelerated Comp. II	6	English EN 1103 English Comp. I <u>or</u> EN 1163 Accelerated Comp. I EN 1113 English Comp. II <u>or</u> EN 1173 Accelerated Comp. II	6
Math MA 1313 College Algebra Select 3 hours from the following General	6	Math MA 1313 College Algebra Select 3 hours from the following General	6

Education courses or see Concentrations		Education courses or see Concentrations	
Natural Sciences See major core/concentration	6-9	Natural Sciences See major core/concentration	6-9
Humanities See major core/concentration or General Education list	6	Humanities See major core/concentration or General Education list	6
Fine Arts See major core/concentration or General Education list	3	Fine Arts See major core/concentration or General Education list	3
Social/Behavioral Sciences See major core/concentration or General Education list	6	Social/Behavioral Sciences See major core/concentration or General Education list	6
Major Core Courses BIO 4214 General Plant Physiology PSS 3301 Soils Laboratory PSS 3303 Soils PSS 4313 Soil Fertility and Fertilizers  Oral Communication Requirement CO 1003 Fundamentals of Public Speaking	14	Major Core Courses BIO 4214 General Plant Physiology <b>OR</b> <b>PSS 4113 Ag. Crop Physiology</b> PSS 3301 Soils Laboratory PSS 3303 Soils PSS 4313 Soil Fertility and Fertilizers  Oral Communication Requirement CO 1003 Fund of Public Speaking <b>OR</b> <b>CO 1013 Intro to Communication</b>  <b>Writing Requirement</b> <b>AIS 3203 Prof Writ Ag, Nat Res, Hum Sci</b>	16
CONCENTRATION DESCRIPTION		CONCENTRATION DESCRIPTION	
<b>Agricultural and Environmental Soil Sciences Concentration (SOSI)</b> The Agricultural and Environmental Soil Sciences curriculum provides an educational foundation in soil processes involving physical, chemical and biological interrelationships. The soil resource is an integral component of our environment and is subject to loss and degradation through man's activities. Humanity's dependence on soil for food and fiber production and the need for ensuring environmental quality requires individuals trained in the management of this resource. Career opportunities exist both nationally and internationally in agricultural and environmental consulting, agribusiness, government agencies, teaching, and research. Required courses provide soil science training, while elective courses can be selected to meet specific needs.		<b>Agricultural and Environmental Soil Sciences Concentration (SOSI)</b> The Agricultural and Environmental Soil Sciences curriculum provides an educational foundation in soil processes involving physical, chemical and biological interrelationships. The soil resource is an integral component of our environment and is subject to loss and degradation through man's activities. Humanity's dependence on soil for food and fiber production and the need for ensuring environmental quality requires individuals trained in the management of this resource. Career opportunities exist both nationally and internationally in agricultural and environmental consulting, agribusiness, government agencies, teaching, and research. Required courses provide soil science training, while elective courses can be selected to meet specific needs.	
<b>Cooperative Education:</b> Agricultural and Environmental Soil Sciences students are encouraged to participate in the cooperative education program.		<b>Cooperative Education:</b> Agricultural and Environmental Soil Sciences students are encouraged to participate in the cooperative education program.	

<p>SOSI Concentration Courses</p> <p>BIO 2113 Plant Biology <sup>1</sup></p> <p>GR 1123 Intro World Geography <sup>1</sup></p> <p>MA 1323 Trigonometry <sup>1</sup></p> <p>MA 1713 Calculus I <sup>1</sup></p> <p>ST 3123 Intro Statistical Inference</p> <p>AEC 2713 Intro Food &amp; Resource Econ<sup>1</sup></p> <p>BIO 3304 General Microbiology</p> <p>CH 1211 Investigations in Chemistry I<sup>1</sup></p> <p>CH 1213 Chemistry I<sup>1</sup></p> <p>CH 1221 Investigations in Chemistry II<sup>1</sup></p> <p>CH 1223 Chemistry II <sup>1</sup></p> <p>CH 2311 Analytical Chemistry I Lab</p> <p>CH 2313 Analytical Chemistry I</p> <p>CH 4513 Organic Chemistry I</p> <p>CH 4523 Organic Chemistry II</p> <p>GG 1111 Earth Sciences I Laboratory</p> <p>GG 1113 Survey of Earth Sciences I</p> <p>PH 1113 General Physics I</p> <p>PH 1123 General Physics II</p> <p>PSS 4314 Soil Microbiology</p> <p>PSS 4603 Soil Chemistry</p> <p>PSS 4323 Soil Classification</p> <p>PSS 4333 Soil Conservation &amp; Land Use</p> <p><i>Restricted Electives (see advisor) 19 hrs</i></p> <p>Computer Science Requirement</p> <p>AIS 4203 App Comp Tech Ag Info Sci Ed or</p> <p>AEC 1223 Comp App Ag &amp; Life Scientists</p> <p><i>Writing Requirement</i></p> <p>AIS 3203 Prof Writ Ag, Nat Res, Hum Sci (moved to major core)</p>	88	<p>SOSI Concentration Courses</p> <p>BIO 2113 Plant Biology <sup>1</sup></p> <p>GR 1123 Intro World Geography <sup>1</sup></p> <p>MA 1323 Trigonometry <sup>1</sup></p> <p>MA 1713 Calculus I <sup>1</sup></p> <p>ST 3123 Intro Statistical Inference</p> <p>AEC 2713 Intro Food &amp; Resource Econ<sup>1</sup></p> <p>BIO 3304 General Microbiology</p> <p>CH 1211 Investigations in Chemistry I<sup>1</sup></p> <p>CH 1213 Chemistry I<sup>1</sup></p> <p>CH 1221 Investigations in Chemistry II<sup>1</sup></p> <p>CH 1223 Chemistry II <sup>1</sup></p> <p>CH 2311 Analytical Chemistry I Lab</p> <p>CH 2313 Analytical Chemistry I</p> <p>CH 4513 Organic Chemistry I</p> <p>CH 4523 Organic Chemistry II</p> <p>GG 1111 Earth Sciences I Laboratory</p> <p>GG 1113 Survey of Earth Sciences I</p> <p>PH 1113 General Physics I</p> <p>PH 1123 General Physics II</p> <p>PSS 4314 Soil Microbiology</p> <p>PSS 4603 Soil Chemistry</p> <p>PSS 4323 Soil Classification</p> <p>PSS 4333 Soil Conservation &amp; Land Use</p> <p><b>Restricted Electives (see advisor) 21 hrs</b></p> <p>Computer Science Requirement</p> <p>AIS 4203 App Comp Tech Ag Info Sci Ed or</p> <p>AEC 1223 Comp App Ag &amp; Life Scientists</p>	85
<p>Restricted Electives</p> <p>ABE 4263 Soil and Water Management</p> <p>ADS 1114 Animal Science</p> <p>AEC 3133 Intro Agribusiness Management</p> <p>BCH 4013 Principles of Biochemistry</p> <p>BIO 4213 Plant Ecology</p> <p>BIO 4404 Environmental Microbiology</p> <p>CH 3213 Inorganic Chemistry</p> <p>CH 4303 Environmental Chemistry</p> <p>CH 4404 Biophysical Chemistry</p> <p>CH 4413 Thermodynamics and Kinetics</p> <p>EPP 2213 Introduction to Insects</p> <p>EPP 4113 Principles of Plant Pathology</p> <p>GG 3133 Intro Environmental Geology</p> <p>GG 4114 Mineralogy</p> <p>GG 4304 Prin Sedimentary Deposits I</p> <p>GG 4503 Geomorphology:</p> <p>GR 2313 Maps and Remote Sensing</p> <p>GR 3113 Conserv Natural Resources</p> <p>GR 4603 Climatology</p>	(19)	<p>Restricted Electives</p> <p>ABE 4263 Soil and Water Management</p> <p>ADS 1114 Animal Science</p> <p>AEC 3133 Intro Agribusiness Management</p> <p>BCH 4013 Principles of Biochemistry</p> <p>BIO 4213 Plant Ecology</p> <p>BIO 4404 Environmental Microbiology</p> <p>CH 3213 Inorganic Chemistry</p> <p>CH 4303 Environmental Chemistry</p> <p>CH 4404 Biophysical Chemistry</p> <p>CH 4413 Thermodynamics and Kinetics</p> <p>EPP 2213 Introduction to Insects</p> <p>EPP 4113 Principles of Plant Pathology</p> <p>GG 3133 Intro Environmental Geology</p> <p>GG 4114 Mineralogy</p> <p>GG 4304 Prin Sedimentary Deposits I</p> <p>GG 4503 Geomorphology:</p> <p>GR 2313 Maps and Remote Sensing</p> <p>GR 3113 Conserv Natural Resources</p> <p>GR 4603 Climatology</p>	(21)

MA 1723 Calculus II PSS 1313 Plant Science PSS 3133 Introduction to Weed Science PSS 4103 Forage and Pasture Crops PSS 4123 Grain Crops PSS 4133 Fiber and Oilseed Crops PSS 4223 Seed Production PSS 4373 Geospatial Ag Management PSS 4414 <i>Turf Management</i> PSS 4483 Intro Remote Sensing Tech		MA 1723 Calculus II PSS 1313 Plant Science PSS 3133 Introduction to Weed Science PSS 4103 Forage and Pasture Crops PSS 4123 Grain Crops PSS 4133 Fiber and Oilseed Crops PSS 4223 Seed Production PSS 4373 Geospatial Ag Management <b>PSS 4413 Turf Management</b> PSS 4483 Intro Remote Sensing Tech	
Total Hours	123	Total	122
<b>CONCENTRATION DESCRIPTION</b>  <b>Golf and Sports Turf Management Concentration (GSTM)</b> Golf and Sports Turf Management (GSTM) is the study of plant and soil sciences for the culture of turfgrass on golf and sports facilities. The GSTM curriculum prepares individuals for careers as golf superintendents at private, daily fee, and resort courses or as sports turf managers at city, school and professional sports turf facilities (i.e. football, baseball, soccer fields). New construction of golf courses and sports facilities has led to a heightened demand for trained golf and sports turf management professionals. The curricula focus is on the application of sciences to the integrated management of turfgrasses for athletic fields and golf courses. Central to this course of study is the dedication to conserve, maintain, and enhance our environment.  <b>Cooperative Education Requirements:</b> GSTM students must complete a minimum 12 month or three semesters COOP Work at a golf course with an individual who is certified or progressing toward certification with the Golf Course Superintendent Association of America or at a sports stadium with a recognized sports turf manager. One of the three COOP semesters enrolled by the student must be a non-summer semester period. A 2.50 cumulative QPA on all MSU work is required to participate in the GSTM COOP program. All new students must register with their Career Center Advisor early in their initial semester of enrollment.		<b>CONCENTRATION DESCRIPTION</b>  <b>Golf and Sports Turf Management Concentration (GSTM)</b> Golf and Sports Turf Management (GSTM) is the study of plant and soil sciences for the culture of turfgrass on golf and sports facilities. The GSTM curriculum prepares individuals for careers as golf superintendents at private, daily fee, and resort courses or as sports turf managers at city, school and professional sports turf facilities (i.e. football, baseball, soccer fields). New construction of golf courses and sports facilities has led to a heightened demand for trained golf and sports turf management professionals. The curricula focus is on the application of sciences to the integrated management of turfgrasses for athletic fields and golf courses. Central to this course of study is the dedication to conserve, maintain, and enhance our environment.  <b>Cooperative Education Requirements:</b> GSTM students must complete a minimum 12 month or three semesters COOP Work at a golf course with an individual who is certified or progressing toward certification with the Golf Course Superintendent Association of America or at a sports stadium with a recognized sports turf manager. One of the three COOP semesters enrolled by the student must be a non-summer semester period. A 2.50 cumulative QPA on all MSU work is required to participate in the GSTM COOP program. All new students must register with their Career Center Advisor early in their initial semester of enrollment.	
GSTM Concentration Courses ACC 2013 Principles of Financial Acct. ABE 2873 Land Surveying ABE 4163 <i>Mach. Mgt for Agro- Ecosystems</i> BIO 1203 Plant Biology <sup>1</sup> CH 1043 Survey of Chemistry I <sup>1</sup> CH 1051 Experimental Chemistry <sup>1</sup> CH 1053 Survey of Chemistry II CH 2501 Elem. Organic Chem. Lab CH 2503 Elem. Organic Chemistry	90	GSTM Concentration Courses ACC 2013 Principles of Financial Acct. <b>AEC 2713 Intro Food &amp; Res. Econ<sup>1</sup> OR</b> EC 2113 Prin. Macroeconomics <sup>1</sup> OR <b>EC 2123 Prin. Microeconomics<sup>1</sup></b> ABE 2873 Land Surveying <b>BIO 1134 Biology I</b> <b>BIO 2113 Plant Biology<sup>1</sup> OR</b> <b>BIO 1144 Biology II<sup>1</sup></b> CH 1043 Survey of Chemistry I <sup>1</sup> OR	91

<p>EC 2113 Prin. Macroeconomics<sup>1</sup>  EPP 3423 Ornamental and Turfgrass Insects  EPP 4113 Principles of Plant Pathology  EPP 4523 Turfgrass Diseases  FLS 1113 Spanish I<sup>1</sup>  FLS 1123 Spanish II<sup>1</sup>  KI 2113 <i>Emergency Health Care</i>  LA 3603 <i>Design of Golf Environment</i>  LA 4344 Landscape Arch. Constr. IV  MGT 3513 Intro to Human Res. Mgt.  PSS 1313 Plant Science  PSS 2423 Plant Materials I  PSS 3313 Intro to Weed Science  PSS 3411<sup>#</sup> Turf Seminar I  PSS 3421<sup>#</sup> Turf Seminar II  PSS 4353 Aboriculture &amp; Landsc. Maint.  PSS 4414 <i>Turfgrass Management</i>  PSS 4423* Golf Course Operations  PSS 4443* Athletic Field Management  PSS 4823 Turf Weed Management  <sup>#</sup> Writing Requirement satisfied by completion of PSS 3411 and 3421  *Computer Science Requirement satisfied by completion of PSS 4423 and 4443  9 hours Restricted Electives (see below)</p>		<p><b>CH 1213 Chemistry I<sup>1</sup></b>  CH 1051 Experimental Chemistry <b>OR</b>  <b>CH 1121 Investigations in Chemistry</b>  CH 1053 Survey of Chemistry II <b>OR</b>  <b>CH 1223 Chemistry II</b>  CH 2501 Elem. Organic Chem. Lab  CH 2503 Elem. Organic Chemistry  EPP 3423 Ornamental &amp; Turfgrass Insects  EPP 4113 Principles of Plant Pathology  EPP 4523 Turfgrass Diseases  FLS 1113 Spanish I<sup>1</sup>  FLS 1123 Spanish II<sup>1</sup>  LA 4344 Landscape Arch. Constr. IV  <b>MA 1323 Trigonometry<sup>1</sup> OR</b>  <b>MA 2113 Introduction to Statistics<sup>1</sup> OR</b>  <b>ST 2113 Introduction to Statistics<sup>1</sup></b>  MGT 3513 Intro to Human Res. Mgt.  PSS 1313 Plant Science  <b>PSS 2111 Turfgrass Management Lab</b>  <b>PSS 2113 Intro to Turfgrass Science</b>  PSS 2423 Plant Materials I  PSS 3313 Intro to Weed Science  PSS 3411 Turf Seminar I  PSS 3421 Turf Seminar II  PSS 4353 Aboriculture &amp; Landsc. Maint.  <b>PSS 4413 Turfgrass Management</b>  PSS 4423* Golf Course Operations  PSS 4443* Athletic Field Management  PSS 4823 Turf Weed Management  *Computer Science Requirement satisfied by completion of PSS 4423 and 4443  6 hours Restricted Electives (see below)  3 hours Sustainability Elective (see below)</p>	
<p>Required Co-op Classes  CP 2103  CP 2203  CP 3303</p>	(9)	<p>Required Co-op courses  CP 2103  CP 2203  CP 3303</p>	(9)
<p>Restricted Electives  ABE 1073 <i>Agri. Mechanics</i>  ABE 2173 Internal Comb. Engines  BIO 2213 <i>Survey of the Plant Kingdom</i>  BIO 4203 <i>Taxonomy of Spermatophytes</i>  BIO 4213 <i>Plant Ecology</i>  BCH 4013 Principles of Biochem.  CO 2213 Small Group Comm.  CO 2253 Fund. of Interpersonal Comm.  CO 3833 Interviewing  FIN 2203 Personal Money Management  MGT 3203 <i>Organizational Comm.</i>  PE 1081 Beginning Golf  PH 1113 General Physics</p>	(9)	<p>Restricted Electives  ABE 2173 Internal Comb. Engines  BCH 4013 Principles of Biochem.  CO 2213 Small Group Comm.  CO 2253 Fund. of Interpersonal Comm.  CO 3833 Interviewing  FIN 2003 Personal Money Management  <b>GR 1603 Intro to Meteorology</b>  <b>KI 2213 Emergency Health Care</b>  <b>LA 3603 Design of Golf Environment</b>  <b>LA 4753 Sustainable Landscape Mgt.</b>  PE 1081 Beginning Golf  PH 1113 General Physics  PSS 3473 Plant Materials II</p>	(6)

PSS 3473 Plant Materials II PSS 3923 Plant Propagation PSS 4223 Seed Production PSS 4314 Soil Microbiology PSS 4323 Soil Classification PSS 4333 Soil Conservation PSS 4343 Controlled Env. Ag. PSS 4503 Soil Chemistry		PSS 3633 Sustainable and Organic Hort. PSS 3923 Plant Propagation PSS 4043 International Horticulture PSS 4223 Seed Production PSS 4314 Soil Microbiology PSS 4323 Soil Classification PSS 4333 Soil Conservation PSS 4343 Controlled Env. Ag. PSS 4363 Sustainable Nursery Prod. PSS 4373 Geospatial Agron. Mgt. SS 4503 Soil Chemistry PSS 4553 Plant Growth and Develop.	
		Sustainability Electives LA 3603 Design of Golf Environment LA 4753 Sustainable Landscape Mgt. PSS 3633 Sustainable and Organic Hort. PSS 4363 Sustainable Nursery Prod.	(3)
Total Hours	122	Total Hours	122
<b>CONCENTRATION DESCRIPTION</b>  <b>Integrated Crop Management Concentration (ICM)</b> Integrated Crop Management (ICM) is the study of food and fiber production utilizing ecologically sound and technologically advanced methods. Areas covered include basic concepts of plant science and specific practices in crop initiation, culture, harvesting, processing, distribution and marketing. Methods of germplasm enhancement are taught. Specific program areas of study include agronomic crop production, crop science, fruit science, seed science, seed technology, and vegetable crop production. Students completing the Integrated Crop Management curriculum are prepared for careers as producers, consultants, technical representative plant breeders, extension agents, or inspectors with USDA and state agencies. This curriculum also provides a good background of basic sciences for those who wish to pursue graduate studies.		<b>CONCENTRATION DESCRIPTION</b>  <b>Integrated Crop Management Concentration (ICM)</b> Integrated Crop Management (ICM) is the study of food and fiber production utilizing ecologically sound and technologically advanced methods. Areas covered include basic concepts of plant science and specific practices in crop initiation, culture, harvesting, processing, distribution and marketing. Methods of germplasm enhancement are taught. Specific program areas of study include agronomic crop production, crop science, fruit science, seed science, seed technology, and vegetable crop production. Students completing the Integrated Crop Management curriculum are prepared for careers as producers, consultants, technical representative plant breeders, extension agents, or inspectors with USDA and state agencies. This curriculum also provides a good background of basic sciences for those who wish to pursue graduate studies.	
ICM Concentration Courses AEC 2713 Intro Food Res Econ <sup>1</sup> AEC 3133 Intro Agribusiness Mgmt AEC 3413 Intro Food Marketing BCH 4013 Principles of Biochemistry BIO 2113 Plant Biology <sup>1</sup> BIO 3304 General Microbiology CH 1043 Survey of Chemistry I <sup>1</sup> CH 1053 Survey of Chemistry II <sup>1</sup> CH 1051 Experimental Chemistry <sup>1</sup> CH 2503 Elem Organic Chemistry CH 2501 Elem Organic Chemistry Lab EPP 2213 Introduction to Insects	84	ICM Concentration Courses AEC 2713 Intro Food Res Econ <sup>1</sup> AEC 3133 Intro Agribusiness Mgmt AEC 3413 Intro Food Marketing BCH 4013 Principles of Biochemistry BIO 2113 Plant Biology <sup>1</sup> BIO 3304 General Microbiology CH 1043 Survey of Chemistry I <sup>1</sup> CH 1053 Survey of Chemistry II <sup>1</sup> CH 1051 Experimental Chemistry <sup>1</sup> CH 2503 Elem Organic Chemistry CH 2501 Elem Organic Chemistry Lab EPP 2213 Introduction to Insects	81



EPP 4113 Principles of Plant Pathology PO 3103 Genetics I PSS 1313 Plant Science PSS 3133 Introduction to Weed Science Restricted Electives (see advisor) 24 hrs Unrestricted Electives 9 hrs  Computer Science Requirement AIS 4203 App Comp Tech Ag Info Sci Ed or AEC 1223 Comp App Ag & Life Scientists  <i>Writing Requirement</i> AIS 3203 Prof Writ Ag, Nat Res, Hum Sci (moved to major core)		EPP 4113 Principles of Plant Pathology PO 3103 Genetics I PSS 1313 Plant Science PSS 3133 Introduction to Weed Science Restricted Electives (see advisor) 24 hrs Unrestricted Electives 9 hrs  Computer Science Requirement AIS 4203 App Comp Tech Ag Info Sci Ed or AEC 1223 Comp App Ag & Life Scientists	
Restricted Electives EPP 4163 Plant Disease Management EPP 4263 Prin Insect Pest Management GA 1111 Survey of Agriculture MA 1713 Calculus I PH 1113 General Physics I PSS 2423 Plant Materials I PSS 3043 Fruit Science PSS 3423 Agronomy Internship PSS 3923 Plant Propagation PSS 4103 Forage and Pasture Crops PSS 4123 Grain Crops PSS 4133 Fiber and Oilseed Crops PSS 4143 Advanced Fruit Science PSS 4223 Seed Production PSS 4314 Soil Microbiology PSS 4323 Soil Classification PSS 4333 Soil Conservation and Land Use PSS 4343 Cont Environment Agriculture PSS 4363 Sustainable Nursery Production PSS 4373 Geospatial Ag Management PSS 4414 Turf Management PSS 4444 Plant Tissue Culture PSS 4453 Vegetable Production PSS 4483 Intro Remote Sensing Tech PSS 4503 Plant Breeding PSS 4603 Soil Chemistry PSS 4633 Weed Biology and Ecology PSS 4813 Herbicide Technology Agribusiness Elective (3)	(24)	Restricted Electives EPP 4163 Plant Disease Management EPP 4263 Prin Insect Pest Management GA 1111 Survey of Agriculture MA 1713 Calculus I PH 1113 General Physics I PSS 2423 Plant Materials I PSS 3043 Fruit Science PSS 3423 Agronomy Internship PSS 3923 Plant Propagation PSS 4103 Forage and Pasture Crops PSS 4123 Grain Crops PSS 4133 Fiber and Oilseed Crops PSS 4143 Advanced Fruit Science PSS 4223 Seed Production PSS 4314 Soil Microbiology PSS 4323 Soil Classification PSS 4333 Soil Conservation and Land Use PSS 4343 Cont Environment Agriculture PSS 4363 Sustainable Nursery Production PSS 4373 Geospatial Ag Management <b>PSS 4413 Turf Management</b> PSS 4453 Vegetable Production PSS 4483 Intro Remote Sensing Tech PSS 4503 Plant Breeding PSS 4603 Soil Chemistry PSS 4633 Weed Biology and Ecology PSS 4813 Herbicide Technology Agribusiness Elective (3)	(24)
Total Hours	122	Total	121
<b>CONCENTRATION DESCRIPTION</b>  <b>Integrated Pest Management Concentration (IPM)</b> Integrated Pest Management (IPM) is an interdisciplinary concentration of study in Entomology, Plant Pathology and Weed Science jointly administered by the Department		<b>CONCENTRATION DESCRIPTION</b>  <b>Integrated Pest Management Concentration (IPM)</b> Integrated Pest Management (IPM) is an interdisciplinary concentration of study in Entomology, Plant Pathology and Weed Science jointly administered by the Department of	

<p>of Entomology and Plant Pathology and the Department of Plant and Soil Sciences. Effective management of pest problems requires a broad base of knowledge in the pest disciplines and practical field experience. The Integrated Pest Management concentration features a strong core of courses in the three pest disciplines (entomology, plant pathology, and weed science); a strong background in biological and physical sciences; and practical training through an internship. The curriculum is designed to meet the needs of students who wish to pursue advanced degrees and of students who wish to terminate their higher education with a baccalaureate degree. A range of restricted and non-restricted electives allows students to personalize their degree program for careers in crop production, agri-business, natural resource management, and/or graduate studies preparation. A grade of "C" or better is required in all courses with the EPP, PSS, CH, or BIO prefix prior to completion of the degree. No course may be transferred for credit from another college or university in which a grade of "D" was made. A student may transfer up to nine hours of "T" level technical courses from community colleges as unrestricted lower-level electives. "T" level technical courses may not be transferred for credit on any course listed specifically in the IPM curriculum.</p> <p>Graduates are well prepared for employment with industry; state and federal research, extension and regulatory agencies; private agricultural consulting firms; farmer's cooperatives; nurseries, home and garden centers; greenhouse plant production; and corporate farms.</p> <p>Internship: IPM students must complete a minimum one semester internship with an approved internship sponsor in industry, private consulting firms/individuals, or governmental agencies.</p>		<p>Entomology and Plant Pathology and the Department of Plant and Soil Sciences. Effective management of pest problems requires a broad base of knowledge in the pest disciplines and practical field experience. The Integrated Pest Management concentration features a strong core of courses in the three pest disciplines (entomology, plant pathology, and weed science); a strong background in biological and physical sciences; and practical training through an internship. The curriculum is designed to meet the needs of students who wish to pursue advanced degrees and of students who wish to terminate their higher education with a baccalaureate degree. A range of restricted and non-restricted electives allows students to personalize their degree program for careers in crop production, agri-business, natural resource management, and/or graduate studies preparation. A grade of "C" or better is required in all courses with the EPP, PSS, CH, or BIO prefix prior to completion of the degree. No course may be transferred for credit from another college or university in which a grade of "D" was made. A student may transfer up to nine hours of "T" level technical courses from community colleges as unrestricted lower-level electives. "T" level technical courses may not be transferred for credit on any course listed specifically in the IPM curriculum.</p> <p>Graduates are well prepared for employment with industry; state and federal research, extension and regulatory agencies; private agricultural consulting firms; farmer's cooperatives; nurseries, home and garden centers; greenhouse plant production; and corporate farms.</p> <p>Internship: IPM students must complete a minimum one semester internship with an approved internship sponsor in industry, private consulting firms/individuals, or governmental agencies.</p>	
<p>IPM Concentration Courses</p> <p>AEC 2713 Intro Food Res Economics<sup>1</sup></p> <p>BIO 1134 Biology I<sup>1</sup></p> <p>BIO 1144 Biology II<sup>1</sup></p> <p>BIO 4213 Plant Ecology</p> <p>CH 1051 Experimental Chemistry<sup>1</sup></p> <p>CH 1043 Survey of Chemistry I</p> <p>CH 1053 Survey of Chemistry II</p> <p>CH 2503 Elementary Organic Chemistry</p> <p>EPP 4113 Principles of Plant Pathology</p> <p>EPP 4154 General Entomology</p> <p>EPP 4163 Plant Disease Management</p> <p>EPP 4263 Prin Insect Pest Management</p> <p>PO 3103 Genetics I</p> <p>PSS 3133 Introduction to Weed Science</p> <p>PSS 3423 Agronomy Internship</p> <p>PSS 4633 Weed Biology and Ecology</p>	<p>89</p>	<p>IPM Concentration Courses</p> <p>AEC 2713 Intro Food Res Economics<sup>1</sup></p> <p>BIO 1134 Biology I<sup>1</sup></p> <p>BIO 1144 Biology II<sup>1</sup></p> <p>BIO 4213 Plant Ecology</p> <p>CH 1051 Experimental Chemistry<sup>1</sup></p> <p>CH 1043 Survey of Chemistry I</p> <p>CH 1053 Survey of Chemistry II</p> <p>CH 2503 Elementary Organic Chemistry</p> <p>EPP 4113 Principles of Plant Pathology</p> <p>EPP 4154 General Entomology</p> <p>EPP 4163 Plant Disease Management</p> <p>EPP 4263 Prin Insect Pest Management</p> <p>PO 3103 Genetics I</p> <p>PSS 3133 Introduction to Weed Science</p> <p>PSS 3423 Agronomy Internship</p> <p>PSS 4633 Weed Biology and Ecology</p>	<p>86</p>

<p>PSS 4813 Herbicide Technology ST 3123 Intro Statistical Inference<sup>1</sup> Restricted Electives (see advisor) 17 hours Unrestricted Electives 11 hours</p> <p>Computer Science Requirement AIS 4203 App Comp Tech Ag Info Sci Ed or AEC 1223 Comp App Ag &amp; Life Scientists</p> <p><i>Writing Requirement</i> AIS 3203 Prof Writ Ag, Nat Res, Hum Sci (moved to major core)</p>		<p>PSS 4813 Herbicide Technology ST 3123 Intro Statistical Inference<sup>1</sup> Restricted Electives (see advisor) 17 hours Unrestricted Electives 11 hours</p> <p>Computer Science Requirement AIS 4203 App Comp Tech Ag Info Sci Ed or AEC 1223 Comp App Ag &amp; Life Scientists</p>	
<p>Restricted Electives FO 4313 Spatial Tech Nat Res Management FO 4451 Remote Sensing Applications Lab FO 4452 Remote Sensing Applications GR 3303 Survey of Geospatial Technologies GR 3311 Geospatial Applications ABE 3513 GPS &amp; GIS in Ag &amp; Engineering ABE 4313 Biol Trmt Nonpoint Source Pollut ACC 2013 Principles of Financial Accounting AEC 3113 Intro Quantitative Economics AEC 3133 Intro Agribusiness Management AEC 3213 International Trade in Agriculture AEC 3233 Intro to Environ Econ and Policy AEC 3413 Introduction to Food Marketing AEC 3513 Econ Food and Fiber Production AEC 4123 Fin Commodity Futures Mrkt BIO 3304 General Microbiology BIO 4203 Taxonomy of Spermatophytes EPP 3124 Forest Pest Management EPP 3423 Ornamental and Turfgrass Insects EPP 4214 Diseases of Crops EPP 4523 Turfgrass Diseases EPP 4244 Aquatic Entomology EPP 4543 Toxicology and Insecticide Chem GR 2313 Maps and Remote Sensing GR 4303 Principles of GIS GR 4323 Cartographic Sciences LA 2433 Landscape Syst Plant Comm MGT 3513 Intro Human Resource Mgmt PSS 2423 Plant Materials I PSS 3473 Plant Materials II PSS 4103 Forage and Pasture Crops PSS 4123 Grain Crops PSS 4133 Fiber and Oilseed Crops PSS 4314 Soil Microbiology PSS 4323 Soil Classification PSS 4333 Soil Conservation and Land Use PSS 4343 Contr Environment Ag PSS 4353 Arboriculture &amp; Landscape Maint PSS 4363 Sustainable Nursery Production PSS 4373 Geospatial Agronomic Mgmt</p>	(17)	<p>Restricted Electives FO 4313 Spatial Tech Nat Res Management FO 4451 Remote Sensing Applications Lab FO 4452 Remote Sensing Applications GR 3303 Survey of Geospatial Technologies GR 3311 Geospatial Applications ABE 3513 GPS &amp; GIS in Ag &amp; Engineering ABE 4313 Biol Trmt Nonpoint Source Pollut ACC 2013 Principles of Financial Accounting AEC 3113 Intro Quantitative Economics AEC 3133 Intro Agribusiness Management AEC 3213 International Trade in Agriculture AEC 3233 Intro to Environ Econ and Policy AEC 3413 Introduction to Food Marketing AEC 3513 Econ Food and Fiber Production AEC 4123 Fin Commodity Futures Mrkt BIO 3304 General Microbiology BIO 4203 Taxonomy of Spermatophytes EPP 3124 Forest Pest Management EPP 3423 Ornamental and Turfgrass Insects EPP 4214 Diseases of Crops EPP 4523 Turfgrass Diseases EPP 4244 Aquatic Entomology EPP 4543 Toxicology and Insecticide Chem GR 2313 Maps and Remote Sensing GR 4303 Principles of GIS GR 4323 Cartographic Sciences LA 2433 Landscape Syst Plant Comm MGT 3513 Intro Human Resource Mgmt PSS 2423 Plant Materials I PSS 3473 Plant Materials II PSS 4103 Forage and Pasture Crops PSS 4123 Grain Crops PSS 4133 Fiber and Oilseed Crops PSS 4314 Soil Microbiology PSS 4323 Soil Classification PSS 4333 Soil Conservation and Land Use PSS 4343 Contr Environment Ag PSS 4353 Arboriculture &amp; Landscape Maint PSS 4363 Sustainable Nursery Production PSS 4373 Geospatial Agronomic Mgmt</p>	(17)

PSS 4411 Remote Sensing Seminar PSS 4414 Turf Management PSS 4453 Vegetable Production WFA 4153 Prin Wildlife Conserv & Mgmt WFA 4253 App Spat Tech Wild Fish Mgmt		PSS 4411 Remote Sensing Seminar <b>PSS 4413 Turf Management</b> PSS 4453 Vegetable Production WFA 4153 Prin Wildlife Conserv & Mgmt WFA 4253 App Spat Tech Wild Fish Mgmt	
Total	124	Total	123

<sup>1</sup> Satisfies General Education requirements

### 3. JUSTIFICATION

Golf and Sports Turf Management graduates today have a wide range of career options available upon graduation including golf course superintendent, athletic field manager, lawn care technician, research, sales, and sod production. To meet the needs and interests of the students, the proposed changes in the curriculum are designed to add flexibility for the student to direct their studies to their career interests within Golf and Sports Turf Management. Additional curriculum changes are being made to clean up the curriculum by deleting courses no longer taught, moving some restricted elective or concentration courses to the major core, and incorporating the new course names from recent course modifications. In addition, a new Intro to Turfgrass Science Course has been added to allow the students more contact with their major focus of study earlier in their program. The Turfgrass Management Course will build on this course and allow the students to cover more advanced topics in turfgrass management. The turfgrass management course has been reduced from a 4 to a 3 credit course to accommodate the new course, and the lab from that course will be taught as a standalone turfgrass management lab. Also, a sustainability elective has been added to ensure the students have a working knowledge of the principles of sustainability. A writing course was added to the curriculum to help the students improve their writing skills.

### EXPECTED LEARNING OUTCOMES

Golf and Sports Turf Management graduates are expected to:

- have a thorough understanding of the principles involved in the development of turfgrass management programs including home lawns, golf courses, athletic fields and sod farms;
- be able to collect and analyze turfgrass management data and interpret results;
- be able to conduct a cost-benefit analysis for turfgrass management operations;
- be able to develop systematic strategies for turfgrass management based on the results of analysis;
- be able to summarize and communicate current turfgrass research to diverse audiences.

### 4. SUPPORT

No additional faculty resources will be required to implement the proposed curriculum changes.

A letter from the PSS curriculum committee is attached.

5. PROPOSED 4 LETTER ABBREVIATION

GSTM (No change)

6. EFFECTIVE DATE

Fall 2014

## **Outline of Proposed Changes to the Golf and Sports Turf Management Curriculum**

### **Agronomy: Golf and Sports Turf Management .**

Create a sustainability elective. Students will have choice of 4 courses that involve the sustainable management of landscapes or sustainable plant production. The 4 courses are LA 3603 Design of the Golf Environment, LA 4753 Sustainable Landscape Management, PSS 3603 Sustainable and Organic Horticulture and PSS 4363 Sustainable Nursery Production.

Drop *ABE 1073 Agri-Mechanics* the course content of this course has changed and it is increasingly difficult for non-majors to gain admittance. This course was a restricted elective

Drop *ABE 4163 Machinery Management for Agro-Ecosystems* as it has not been taught for nearly a decade. This was a required course.

Drop *BIO 2213 Survey of Plant Kingdoms* from restricted electives

Drop *BIO 4203 Tax. of Spermatophytes* from restricted elective courses. The pre-requisite course (BIO 2213 Survey of Plant Kingdoms) for BIO 4203 has been dropped from restricted electives.

Drop *KI 2213 Emergency Healthcare* from required courses and move to restricted electives.

Drop *LA 3603 Design of the Golf Environment* from required courses to restricted electives, students preparing for careers in areas other than golf. Students pursuing careers in golf course management will be encouraged to take this course as their sustainability elective.

Drop *MGT 3203 Organizational Communications* from restricted electives. This course would duplicate AIS 3203 Intro to Technical Writing in Agri-Communication.

**ADD BIO 1134 Biology I** to required science. It is a pre-req for BIO 2113 Plant Biology.

**ADD BIO 1144 Biology II** as an alternate to BIO 2113 Plant Biology. This would accommodate transfer students who come in having taken a full year of Biology.

**ADD CH 1121 Inv. in Chem., CH 1213 Chem I, and CH 1223 Chem II** as alternates for CH 1051 Exp. Chem, CH 1043 Surv. Chem I, and CH 1053 Surv. Chem II respectively. This accommodates student who transfer in having taken the CH 1213, 1223 sequence at MSU or transfer it in.

**ADD CO 1013 Intro to Communication** as an alternate to CO 1003 Public Speaking.

**ADD AIS 3203 Introduction to Technical Writing in Agricommunications** – our students need to write more. This will be a required course.

**ADD PSS 4113 Agricultural Crop Physiology** as an alternate course to BIO 4214 General Crop Physiology in the major core courses.

**ADD PSS 2111 Turfgrass Management Lab** as a required course, this lab will give hands on experience of many Turfgrass Management Operations including, grass and weed identification, mowing, sprayer and spreader calibration and use, grass propagation, visits to golf courses, athletic fields and sod farms.

**ADD PSS 2113 Intro to Turfgrass Science** as a required course, to provide a turf course earlier in the program to enhance student retention.

**MODIFY PSS 4414 Turfgrass Management** to PSS 4413 Turfgrass Management to accommodate material covered in PSS 2113 Turfgrass Science and cover more advanced management topic in PSS 4413 Turfgrass Management. This is a required course

**ADD GR 1603 Intro to Meteorology** to restricted electives a turfgrass manager should have knowledge of the weather.

**ADD KI 2213 Emergency Health Care** to Restricted Electives, this had been a required course.

**ADD LA 3603 Design of Golf Environment** to Restricted Electives this would allow this course to be taken in addition to another course listed as a sustainability elective.

**ADD LA 4753 Sustainable Landscape Management** to Restricted Electives this would allow this course to be taken in addition to another course listed as a sustainability elective.

**Add PSS 3603 Sustainable and Organic Horticulture** to Restricted Electives this would allow this course to be taken in addition to another course listed as a sustainability elective.

**Add PSS 4363 Sustainable Nursery Production** to Restricted Electives this would allow this course to be taken in addition to another course listed as a sustainability elective.

**ADD PSS 4043 International Horticulture** to Restricted Electives for the students considering careers with international trade.

**ADD PSS 4373 Geospatial Agricultural Management** to Restricted Electives for students looking at advanced tools for turfgrass management.

**ADD PSS 4553 Plant Growth and Development** to **Restricted Electives** for students looking to strengthen their program for graduate school.

These changes result in a program with 122 hours needed for graduation.



# MISSISSIPPI STATE UNIVERSITY™

Department of Animal and Dairy Sciences  
Box 9815  
Mississippi State, Mississippi 39762  
Phone (662)325-2802  
Fax (662)325-8873

December 18, 2013

To the College of Agriculture and Life Science Curriculum Committee,

Please consider the proposed degree modifications, as they are a reflection of the direction the Department of Animal and Dairy Sciences aims to go. In an effort to attract quality students that will contribute to the animal and dairy sciences industries, the curriculum has been modified to provide students with more opportunities to expand the depth and breadth of their education.

The proposed changes will not only benefit the students in the Department of Animal and Dairy Sciences, but it will also increase the Department's ability to offer courses in a manner that will more effectively reach non-traditional students outside of the Department.

Sincerely,

John Blanton, Jr., Ph.D.  
Department of Animal and Dairy Sciences  
Professor and Head  
4025 Wise Center  
Box 9815  
Mississippi State, MS 39762  
Office: 662-325-2802  
Fax: 662-325-8873



# DEGREE PROGRAMS

## MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

**College:** Agriculture & Life Sciences

**Department:** Animal and Dairy Sciences

**Contact Person:** Jessica Graves

**Mail Stop:** 9815 **E-mail:** jgraves@ads.msstate.edu

**Nature of Change:** Modification

**Date Initiated:** 12/2013

**Effective Date:** 08/2014

**Degree to be offered at:** Starkville (Campus 1)

**Current Degree Program Name:** Bachelor of Science

**Major:** Animal and Dairy Sciences

**Concentration:** Science/Veterinary Science  
Dairy Science and Production  
Equine Science and Production  
Meat Animal Science and Production

**New Degree Program Name:** Bachelor of Science

**Major:** Animal and Dairy Sciences

**Concentration:** Science/Veterinary Science  
Business and Industry  
Production Management

### Summary of Proposed Changes:

- Modify catalog description to more accurately describe the program.
- Modify Major Core Courses and move courses currently listed as Major Core Courses down to Concentration Courses
- Updated/Modified courses included on the Evaluation, Production, and Science Elective lists.
- Delete 3 "species specific" concentrations: Dairy Science and Production, Equine Science and Production, and Meat Animal Science and Production.
- Add 2 new concentrations: Business and Industry & Production Management
- Updated 3 + 1 requirements for the College of Veterinary Medicine.
- Include "minor requirements" for ADS.

**Approved:**

*John Blanks*

Department Head

*[Signature]*

Chair, College or School Curriculum Committee

*[Signature]*

Dean of College or School

**Date:**

*December 18, 2013*

*2/26/2013*

*2/26/14*

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

☐ IHL Action Required

☐ SACS Letter Sent

## Degree Modification Proposal

### 1. CATALOG DESCRIPTION

See changes below

### 2. CURRICULUM OUTLINE

Use the chart below to make modifications to an existing undergraduate degree outline. If any General Education (Core) course is acceptable in the category, please indicate by saying "any Gen Ed course". There is no need to type in the whole list. All deleted courses and information should be shown in *italics* and all new courses and information in **bold**. Include the course prefix, number, and title in both columns. Expand this table as needed.

CURRENT Degree Description		PROPOSED Degree Description	
Degree: Bachelor of Science Major: Animal and Dairy Sciences Concentration: <i>Dairy Science and Production, Equine Science and Production, Meat Animal Science and Production, or Science/Veterinary Science.</i>		Degree: Bachelor of Science Major: Animal and Dairy Sciences Concentration: <b>Science/Veterinary Science, Business and Industry, or Production Management.</b>	
<p><i>The Animal and Dairy Sciences Curriculum is designed to give students essential instruction and practical experience in the science and business of animal agriculture. Courses provide training in the areas of breeding, nutrition, growth and development, reproductive and lactational physiology, marketing, management, evaluation, muscle foods and dairy products processing as related to livestock species. Students may pursue one of several concentrations such as: Science/Veterinary Science, Equine Science and Production, Meat Animal Science and Production, or Dairy Science and Production. Students pursuing admission to the College of Veterinary Medicine or the Graduate School should choose the Science/Veterinary Science concentration. The Science/Veterinary Science concentration allows students to take support courses in the sciences that will prepare the veterinary or graduate student for the professional programs in the CVM or Graduate School. Students interested in a career in animal production/management should choose Equine Science and Production, Meat Animal Science and Production, or Dairy Science and Production.</i></p> <p><i>The Department's Bearden Dairy Research Center and the animal research units in the Leveck Animal Research Center provide students contact with modern techniques and practical experience to give insight to the technical problems associated with the animal and dairy industries.</i></p>		<p><b>Animal and Dairy Sciences is a multidisciplinary science that focuses on livestock and companion animal growth, health and safety, as well as food and fiber production. Professionals in the diverse fields of animal and dairy sciences strive to provide healthy and wholesome food as well as quality fiber products to support the growing population. Students in Animal and Dairy Sciences will learn about the newest technologies and experience progressive management strategies that will prepare them to be leaders in agriculture.</b></p> <p><b>Joining the Animal and Dairy Sciences will give students hands-on education and experience needed to be successful in areas such as breeding, feeding and nutrition, growth and development, reproductive and lactation physiology, biotechnology, marketing, management, and evaluation as it relates to livestock species. The curriculum is designed to provide students with academic and experiential learning while also allowing them flexibility to tailor their program by taking courses that best prepares and supports their professional goals. Students of the Animal and Dairy Sciences will be challenged to think critically and exercise knowledge of discipline content through scientific writing and presentation. Students pursuing veterinary medicine or graduate studies will find the academic setting of the Animal and Dairy Sciences is an ideal fit.</b></p> <p><b>Concentrations:</b>  <b>Science/Veterinary Science</b>  <b>Business and Industry</b>  <b>Production Management</b></p>	
CURRENT CURRICULUM OUTLINE		PROPOSED CURRICULUM OUTLINE	
English: EN 1103 English Comp I OR EN 1163 Accelerated English Comp I EN 1113 English Comp II OR EN 1173 Accelerated English Comp II		English: EN 1103 English Comp I OR EN 1163 Accelerated English Comp I EN 1113 English Comp II OR EN 1173 Accelerated English Comp II	
Requir ed Hours		Requir ed Hours	
6		6	





<p>3504 Comparative Anatomy and Physiology, BIO 3524 Biology of Vertebrates, BIO 4113 Evolution, BIO 4404 Environmental Microbiology, BIO 4414 Microbiology of Foods, BIO 4433 Principles of Virology, BIO 4503 Vertebrate Histology, CH 4521 Organic Chemistry Laboratory II and CH 4523 Organic Chemistry II, CVM 4513 Environmental Toxicology, CVM 4523 Basic Neuroscience, PH 1123 General Physics II, PO 4844 Avian Anatomy and Physiology.</p>		<p>Management, ADS 4113 Swine Science &amp; ADS 4111 Swine Production and Management Laboratory, ADS 4223 Goat and Sheep Production &amp; ADS 4211 Goat and Sheep Production Laboratory, ADS 4323 Beef Cattle Science &amp; ADS 4321 Beef Production Laboratory, ADS 4813 Dairy Farm Management &amp; ADS 4811 Dairy Farm Management Laboratory, PO 4333 Broiler Production, PO 3313 Commercial Poultry Production.</p>	
		<p><sup>3</sup> Science Electives: ABE 3413 Bioinstrumentation, ABE 4263 Soil and Water Management, ABE 4423 Bioinstrumentation II, ADS 4623 Physiology of Lactation, ADS 4333 Equine Exercise Physiology, BCH 4414 Protein Methods, BCH 4613 General Biochemistry, BIO 2103 Cell Biology, BIO 3104 Ecology, BIO 3113 Marine Biology, BIO 3303 Parasitology, BIO 3504 Comparative Anatomy, BIO 3524 Biology of Vertebrates, BIO 4113 Evolution, BIO 4404 Environmental Microbiology, BIO 4405 Pathogenic Microbiology, BIO 4413 Immunology, BIO 4414 Microbiology of Foods, BIO 4433 Principles of Virology, BIO 4503 Vertebrate Histology, CH 4521 Organic Chemistry Laboratory II, CH 4523 Organic Chemistry II, CVM 4513 Environmental Toxicology, CVM 4523 Basic Neuroscience, EPP 4113 Principles of Plant Pathology, EPP 4154 General Entomology, FNH 2112 Food Products Evaluation, FNH 4114 Analysis of Food Products, FNH 4143 Dairy Foods Processing, FNH 4164 Quality Assurance of Food Products, FNH 4173 Food Packaging, FNH 4243 Composition and Chemical Reactions of Foods, FNH 4313 Advanced Science of Muscle Foods, FNH 4333 Food Law, FNH/PO 4514 Poultry Processing, FNH 4553 Current Issues in Food Science, FNH 4563 Food Products Evaluation, FNH 4583 Food Preservation Technology, FNH 4593 New Food Product Development, FNH 4313 Advanced Science of Muscle Foods, PH 1123 General Physics II, PH 1133 General Physics III, PH 2223 Physics II, PO 4844 Avian Anatomy and Physiology, PSS 4503 Plant Breeding, PSS 4555 Plant Growth and Development, VS 2033 Diseases of Poultry.</p>	
<p><b>Total Hours</b></p>	<p><b>124</b></p>	<p><b>Total Hours</b></p>	<p><b>124</b></p>
<p>Concentration Courses Meat Animal Science and Production</p> <p>ADS 3213 Livestock Growth, Development and Evaluation</p> <p>ADS 3314 Introduction to Meat Science PSS 4103 Forage and Pasture Crops ADS 4113 Swine Science ADS 4213 Livestock Nutrient Requirements and Formulation of Rations</p> <p>ADS 4324 Beef Cattle Production</p>	<p>26-31</p>	<p>Concentration Courses Business and Industry</p> <p>Inorganic Chemistry Sequence Choose one of the following:</p> <p>CH 1043 Survey of Chemistry I &amp; CH 1053 Survey of Chemistry II &amp; CH 1051 Experimental Chemistry</p> <p><u>OR</u></p> <p>CH 1211 Investigations in Chemistry I &amp; CH 1213 Chemistry I &amp; CH 1221 Investigations in Chemistry II &amp; CH 1223 Chemistry II</p>	<p>59</p> <p>3 3 1 1 3 1 3</p>

<p><b>ADS 4412 Managing Livestock Sales I</b></p> <p><i>1 Production Elective<sup>1</sup></i>  <i>1 Evaluation Elective<sup>2</sup></i>  <i>Business Electives<sup>3</sup></i>  <i>Approved courses listed below<sup>4</sup></i>  <i>Free electives</i></p> <p><i>Writing Requirement</i>  <i>Satisfied by successful completion of ADS 3213, ADS 4213, ADS 4613, and one of: ADS 3223, ADS 4324 or ADS 4814</i></p> <p><i>Oral Communication Requirement</i>  <i>Satisfied by successful completion of ADS 3213 and two of: ADS 2102, ADS 2122, ADS 4212, ADS 4221 or ADS 4232.</i></p> <p><i><sup>1</sup>Production electives: ADS 3223 Horse Management, ADS 4113 Swine Science, ADS 4222 Small Ruminant and Diversified Livestock Production, ADS 4324 Beef Cattle Production, ADS 4814 Dairy Farm Management, PO 4333 Broiler Production.</i></p> <p><i><sup>2</sup>Evaluation Electives: ADS 2101 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development and Evaluation, ADS 3812 Dairy Cattle Appraisal, ADS 4212 Livestock Evaluation, ADS 4232 Advance Livestock Evaluation, FNH 2112 Food Products Evaluation.</i></p> <p><i><sup>3</sup>These courses also count towards a Minor in Agribusiness</i></p> <p><i><sup>4</sup>Choose from: AEC 2713, AEC 3133, AEC 3213, AEC 3233, AEC 3413, AEC 4123, ACC 2013, EC 2113, EC 2123 OR MGT 3114.</i></p>	<p><b>Organic Chemistry &amp; Lab</b>  <b>Choose one of the following:</b>  <b>CH 2503 Elementary Organic Chemistry &amp;</b>  <b>CH 2501 Elementary Organic Chemistry Lab</b>  <b>OR</b>  <b>CH 4513 Organic Chemistry I &amp;</b>  <b>CH 4511 Organic Chemistry Lab I</b></p> <p><b>Biology</b>  <b>BIO 1134 Biology I</b>  <b>OR</b>  <b>BIO 1144 Biology II</b></p> <p><b>2 Evaluation Elective<sup>1</sup></b>  <b>2 Production Elective<sup>2</sup></b>  <b>4 Business Electives<sup>3</sup></b>  <b>General Ag Electives<sup>4</sup></b>  <b>Free Electives</b></p> <p><b><sup>1</sup> Evaluation Electives:</b>  <b>ADS 2102 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development &amp; Evaluation, ADS 3812 Dairy Cattle Appraisal, ADS 4212 Livestock Evaluation, ADS 4232 Advanced Livestock Evaluation, FNH 2112 Food Products Evaluation.</b></p> <p><b><sup>2</sup> Production Electives:</b>  <b>ADS 2223 Companion Animal, ADS 3223 Horse Management, ADS 4113 Swine Science &amp; ADS 4111 Swine Production and Management Laboratory, ADS 4223 Goat and Sheep Production &amp; ADS 4211 Goat and Sheep Production Laboratory, ADS 4323 Beef Cattle Science &amp; ADS 4321 Beef Production Laboratory, ADS 4813 Dairy Farm Management &amp; ADS 4811 Dairy Farm Management Laboratory, PO 4333 Broiler Production, PO 3313 Commercial Poultry Production.</b></p> <p><b><sup>3</sup> Business Electives:</b>  <b>ACC 2013 Principles of Financial Accounting, AEC 2713 Introduction to Food and Resource Economics, AEC 3113 Introduction to Quantitative Economics, AEC 3133 Introductory Agribusiness Management, AEC 3213 International Trade in Agriculture, AEC 3233 Introduction to Environmental Economics, AEC 3413 Introduction to Food Marketing, AEC 3513 Introduction of Food and Fiber Production, AEC 4123 Financial and Commodity Futures Marketing, AEC 4133 Analysis of Food Markets and Prices, AEC 4343 Advanced Farm Management, AEC 4413 Public Problems of Agriculture, EC 2113 Principles of Macroeconomics, EC 2123 Principles of Microeconomics, EC 4323 International Economics, MGT 3114 Principles of Management and Production, MKT 3013 Principles of Marketing,</b></p>	<p><b>3</b>  <b>1</b>  <b>3</b>  <b>1</b>    <b>4</b>  <b>4</b>    <b>4-5</b>  <b>6-8</b>  <b>12</b>  <b>12</b>  <b>8-11</b></p>
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**MKT 4113 Personal Selling, MKT 4143 Sales Management, MKT 4213 Internet Marketing.**

**<sup>4</sup> General Ag Electives:**

**ABE 1073 Agriculture Mechanics, ABE 1863 Engineering Technology in Agriculture, ABE 1921 Introduction to Engineering Design, ABE 2873 Land Surveying, ABE 3413 Bioinstrumentation, ABE 4163 Machinery Management for Agro-Ecosystems, ABE 4263 Soil and Water Management, ABE 4383 Building Construction, ABE 4423 Bioinstrumentation II, ABE 4483 Introduction to Remote Sensing Technologies, ADS 1132 Introduction to Horsemanship, ADS 2101 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 2212 Equine Behavior and Training, ADS 2223 Companion Animal, ADS 2312 Advanced Horsemanship, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development & Evaluation, ADS 3223 Horse Management, ADS 3233 Equine Assisted Therapy, ADS 3812 Dairy Cattle Appraisal, ADS 4112 Equine Reproduction, ADS 4113 Swine Science, ADS 4212 Livestock Evaluation, ADS 4223 Goat and Sheep Production, ADS 4232 Advanced Livestock Evaluation, ADS 4324 Beef Cattle Science, ADS 4433 Advanced Beef Cattle Production, ADS 4313 Advanced Science of Muscle Foods, ADS 4412 Managing Livestock Sales I, ADS 4813 Dairy Farm Management, ADS 4823 Advanced Dairy Farm Management, ADS 4623 Physiology of Lactation, ADS/FNH 4243 Composition and Chemical Reactions of Foods, AIS 3803 Leadership Development in Agriculture and Life Sciences, AIS 2413 Introduction to Agriculture Information Science, AIS 4103 Objectives and Procedures of Programs in Agricultural Information Science and Education, AIS 4403 Development of Youth Programs, AIS 4424 Teaching Methods in Agriculture and Human Sciences, EPP 2213 Introduction to Insects, FNH 1103 Introduction to Food Science, FNH 2112 Food Products Evaluation, FNH 4114 Analysis of Food Products, FNH 4143 Dairy Foods Processing, FNH 4164 Quality Assurance of Food Products, FNH 4173 Food Packaging, FNH 4313 Advanced Science of Muscle Foods, FNH 4333 Food Law, FNH/PO 4514 Poultry Processing, FNH 4553 Current Issues in Food Science, FNH 4563 Food Products Evaluation, FNH 4583 Food Preservation Technology, FNH 4593 New Food Product Development, PO 3313 Commercial Poultry Production, PO 4313 Management of Commercial Layers, PO 4323 Avian Reproduction, PO 4333 Broiler Production, PO 4413 Poultry Nutrition, PO 4423 Feed Manufacturing, PSS 1313 Plant Science, PSS 3133 Introduction to Weed Science, PSS 3303 Soils, PSS 4103 Forage and Pasture Crops, PSS 4123 Grain Crops.**

		<b>Total Hours</b>	<b>124</b>
Concentration Courses		Concentration Courses	<b>59</b>
<i>Dairy Science and Production</i>		<b>Production Management</b>	
<i>PSS 4103 Forage and Pasture Crops</i>		<b>Inorganic Chemistry Sequence</b>	
<i>FNH 4164 Quality Assurance of Food Products</i>		<b>Choose one of the following:</b>	
<i>ADS 3812 Dairy Cattle Appraisal</i>		<b>CH 1043 Survey of Chemistry I &amp;</b>	<b>3</b>
<i>ADS 4213 Livestock Nutrient Requirements and Formulation of Rations</i>		<b>CH 1053 Survey of Chemistry II &amp;</b>	<b>3</b>
<i>ADS 4412 Managing Livestock Sales I</i>		<b>CH 1051 Experimental Chemistry</b>	<b>1</b>
<i>ADS 4623 Physiology of Lactation</i>		<b>OR</b>	
<i>ADS 4814 Dairy Farm Management</i>		<b>CH 1211 Investigations in Chemistry I &amp;</b>	<b>1</b>
<i>2 Production Electives<sup>1</sup></i>		<b>CH 1213 Chemistry I &amp;</b>	<b>3</b>
<i>1 Evaluation Elective<sup>2</sup></i>		<b>CH 1221 Investigations in Chemistry II &amp;</b>	<b>1</b>
<i>Business Electives<sup>3</sup></i>		<b>CH 1223 Chemistry II</b>	<b>3</b>
<i>Approved courses listed below<sup>4</sup></i>			
<i>Free Electives</i>		<b>Organic Chemistry &amp; Lab</b>	
<i>Writing Requirement</i>		<b>Choose one of the following:</b>	
<i>Satisfied by successful completion of ADS 4213, ADS 4613, and ADS 4814.</i>		<b>CH 2503 Elementary Organic Chemistry &amp;</b>	<b>3</b>
<i>Oral Communication Requirement</i>		<b>CH 2501 Elementary Organic Chemistry Lab</b>	<b>1</b>
<i>Satisfied by successful completion of two: ADS 2102, ADS 2122, ADS 3213, ADS 4212, ADS 4221, or ADSA 4232.</i>		<b>OR</b>	
<i><sup>1</sup>Production electives: ADS 3223 Horse Management, ADS 4113 Swine Science, ADS 4222 Small Ruminant and Diversified Livestock Production, ADS 4324 Beef Cattle Production, ADS 4814 Dairy Farm Management, PO 4333 Broiler Production.</i>		<b>CH 4513 Organic Chemistry I &amp;</b>	<b>3</b>
<i><sup>2</sup>Evaluation Electives: ADS 2101 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development and Evaluation, ADS 3812 Dairy Cattle Appraisal, ADS 4212 Livestock Evaluation, ADS 4232 Advanced Livestock Evaluation, FNH 2112 Food Products Evaluation.</i>		<b>CH 4511 Organic Chemistry Lab I</b>	<b>1</b>
<i><sup>3</sup>These courses also count towards a Minor in Agribusiness</i>		<b>Biology</b>	
<i><sup>4</sup>Choose from: AEC 2713, AEC 3133, AEC 3213, AEC 3233, AEC 3413, AEC 4123, ACC 2013, EC 2113, EC 2123 OR MGT 3114.</i>		<b>BIO 1134 Biology I</b>	<b>4</b>
		<b>OR</b>	
		<b>BIO 1144 Biology II</b>	<b>4</b>
		<b>2 Evaluation Elective<sup>1</sup></b>	<b>4-5</b>
		<b>4 Production Elective<sup>2</sup></b>	<b>12-16</b>
		<b>2 Business Electives<sup>3</sup></b>	<b>6</b>
		<b>General Ag Electives<sup>4</sup></b>	<b>12</b>
		<b>Free Electives</b>	<b>4-10</b>
		<b><sup>1</sup> Evaluation Electives:</b>	
		<b>ADS 2102 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development &amp; Evaluation, ADS 3812 Dairy Cattle Appraisal, ADS 4212 Livestock Evaluation, ADS 4232 Advanced Livestock Evaluation, FNH 2112 Food Products Evaluation.</b>	
		<b><sup>2</sup> Production Electives:</b>	
		<b>ADS 2223 Companion Animal, ADS 3223 Horse Management, ADS 4113 Swine Science &amp; ADS 4111 Swine Production and Management Laboratory, ADS 4223 Goat and Sheep Production &amp; ADS 4211 Goat and Sheep Production Laboratory, ADS 4323 Beef Cattle Science &amp; ADS 4321 Beef Production Laboratory, ADS 4813 Dairy Farm Management &amp; ADS 4811 Dairy Farm Management Laboratory, PO 4333 Broiler Production, PO 3313 Commercial Poultry Production.</b>	
		<b><sup>3</sup> Business Electives:</b>	
		<b>ACC 2013 Principles of Financial Accounting, AEC 2713 Introduction to Food and Resource</b>	



	<p>Economics, AEC 3113 Introduction to Quantitative Economics, AEC 3133 Introductory Agribusiness Management, AEC 3213 International Trade in Agriculture, AEC 3233 Introduction to Environmental Economics, AEC 3413 Introduction to Food Marketing, AEC 3513 Introduction of Food and Fiber Production, AEC 4123 Financial and Commodity Futures Marketing, AEC 4133 Analysis of Food Markets and Prices, AEC 4343 Advanced Farm Management, AEC 4413 Public Problems of Agriculture, EC 2113 Principles of Macroeconomics, EC 2123 Principles of Microeconomics, EC 4323 International Economics, MGT 3114 Principles of Management and Production, MKT 3013 Principles of Marketing, MKT 4113 Personal Selling, MKT 4143 Sales Management, MKT 4213 Internet Marketing.</p> <p><sup>4</sup> General Ag Electives:  ABE 1073 Agriculture Mechanics, ABE 1863 Engineering Technology in Agriculture, ABE 1921 Introduction to Engineering Design, ABE 2873 Land Surveying, ABE 3413 Bioinstrumentation, ABE 4163 Machinery Management for Agro-Ecosystems, ABE 4263 Soil and Water Management, ABE 4383 Building Construction, ABE 4423 Bioinstrumentation II, ABE 4483 Introduction to Remote Sensing Technologies, ADS 1132 Introduction to Horsemanship, ADS 2101 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 2212 Equine Behavior and Training, ADS 2223 Companion Animal, ADS 2312 Advanced Horsemanship, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development &amp; Evaluation, ADS 3223 Horse Management, ADS 3233 Equine Assisted Therapy, ADS 3812 Dairy Cattle Appraisal, ADS 4112 Equine Reproduction, ADS 4113 Swine Science, ADS 4212 Livestock Evaluation ADS 4223 Goat and Sheep Production, ADS 4232 Advance Livestock Evaluation, ADS 4324 Beef Cattle Science, ADS 4433 Advanced Beef Cattle Production, ADS 4313 Advanced Science of Muscle Foods, ADS 4412 Managing Livestock Sales I, ADS 4813 Dairy Farm Management, ADS 4823 Advanced Dairy Farm Management, ADS 4623 Physiology of Lactation, ADS/FNH 4243 Composition and Chemical Reactions of Foods, AIS 3803 Leadership Development in Agriculture and Life Sciences, AIS 2413 Introduction to Agriculture Information Science, AIS 4103 Objectives and Procedures of Programs in Agricultural Information Science and Education, AIS 4403 Development of Youth Programs, AIS 4424 Teaching Methods in Agriculture and Human Sciences, EPP 2213 Introduction to Insects, FNH 1103 Introduction to Food Science, FNH 2112 Food Products Evaluation, FNH 4114 Analysis of Food Products, FNH 4143 Dairy Foods Processing, FNH 4164 Quality Assurance of Food Products, FNH</p>
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		<p>4173 Food Packaging, FNH 4313 Advanced Science of Muscle Foods, FNH 4333 Food Law, FNH/PO 4514 Poultry Processing, FNH 4553 Current Issues in Food Science, FNH 4563 Food Products Evaluation, FNH 4583 Food Preservation Technology, FNH 4593 New Food Product Development, PO 3313 Commercial Poultry Production, PO 4313 Management of Commercial Layers, PO 4323 Avian Reproduction, PO 4333 Broiler Production, PO 4413 Poultry Nutrition, PO 4423 Feed Manufacturing, PSS 1313 Plant Science, PSS 3133 Introduction to Weed Science, PSS 3303 Soils, PSS 4103 Forage and Pasture Crops, PSS 4123 Grain Crops.</p>	
<p>Concentration Courses <i>Equine Science and Production</i></p> <p><i>ADS 2102 Equine Conformation and Performance Evaluation</i></p> <p><i>ADS 3223 Horse Management</i> <i>ADS 3314 Introduction to Meat Science</i> OR <i>FNH 4164 Quality Assurance of Food Products</i></p> <p><i>ADS 4213 Livestock Nutrient Requirement and Formulation of Rations</i></p> <p><i>ADS 4412 Managing Livestock Sales I</i> <i>PSS 4103 Forage and Pasture Crops</i> <i>ADS 4333 Equine Exercise Physiology</i></p> <p><i>Horsemanship Elective</i> Choose one of the following: <i>ADS 1132 Introduction to Horsemanship</i> <i>ADS 2212 Equine Behavior and Training</i> <i>ADS 2312 Advanced Horsemanship</i> <i>ADS 3233 Equine Assisted Therapy</i></p> <p><i>2 Production Electives<sup>1</sup></i> <i>1 Evaluation Elective<sup>2</sup></i> <i>Business Electives<sup>3</sup></i> <i>Approved courses listed below<sup>4</sup></i></p> <p><i>Free Electives</i></p> <p><i>Writing Requirement</i> Satisfied by successful completion of ADS 4213, ADS 4613, and ADS 3223.</p> <p><i>Oral Communication Requirement</i> Satisfied by successful completion of: ADS 2102 and one of: ADS 2122, ADS 3213, ADS 4212, ADS 4221, or ADSA 4232.</p> <p><sup>1</sup>Production electives: ADS 3223 Horse Management, ADS 4113 Swine Science, ADS 4222</p>	28-31	<p><b>ADS Minor Requirements</b></p> <p>The addition of this minor program will serve to complement other Bachelor of Science studies at Mississippi State University including but not limited to programs such as:</p> <ul style="list-style-type: none"> <li>•Biological Sciences</li> <li>•Food Science, Nutrition and Health Promotion</li> <li>•Human Sciences</li> <li>•Agricultural Economics</li> <li>•Biochemistry</li> <li>•Microbiology</li> <li>•Poultry Science</li> <li>•Agriculture Information Sciences</li> <li>•Plant and Soil Sciences</li> <li>•Wildlife and Fisheries</li> </ul> <p>A minor in Animal and Dairy Sciences would provide an opportunity for students to enhance their undergraduate training and build a platform that will set themselves above their peers upon graduation as they seek permanent employment in their respective industry.</p> <p><b>Course Requirements:</b> ADS 1113 and ADS 1121 Animal Science</p> <p><b>Production Courses: 6-7 hours</b> ADS 3223 Horse Management ADS 4113 Swine Science ADS 4223 Goat and Sheep Production ADS 3314 Introduction to Meat Science ADS 4323 Beef Cattle Science ADS 4813 Dairy Farm Management</p> <p><b>Evaluation Course: Choose ONE</b> ADS 2102 Equine Conformation and Performance Evaluation ADS 2122 Advanced Equine Evaluation ADS 3142 Meats Judging I ADS 3213 Livestock Growth, Development and Evaluation ADS 3812 Dairy Cattle Appraisal ADS 4212 Livestock Evaluation</p>	

<p><i>Small Ruminant and Diversified Livestock Production, ADS 4324 Beef Cattle Production, ADS 4814 Dairy Farm Management, PO 4333 Broiler Production.</i></p> <p><sup>2</sup> <i>Evaluation Electives: ADS 2101 Equine Conformation and Performance Evaluation, ADS 2122 Advanced Equine Evaluation, ADS 3142 Meats Judging I, ADS 3213 Livestock Growth, Development and Evaluation, ADS 3812 Dairy Cattle Appraisal, ADS 4212 Livestock Evaluation, ADS 4232 Advance Livestock Evaluation, FNH 2112 Food Products Evaluation.</i></p> <p><sup>3</sup> <i>These courses also count towards a Minor in Agribusiness</i></p> <p><sup>4</sup> <i>Choose from: AEC 2713, AEC 3133, AEC 3213, AEC 3233, AEC 3413, AEC 4123, ACC 2013, EC 2113, EC 2123 OR MGT 3114.</i></p>		<p><b>ADS 4232 Advanced Livestock Evaluation</b></p> <p><b>Choose ONE of the following:</b>  <b>ADS 4123 Animal Breeding</b>  <b>ADS 4114 Animal Nutrition</b></p> <p><b>Choose ONE of the following:</b>  <b>ADS 4613 Physiology of Reproduction</b>  <b>ADS 4623 Physiology of Lactation</b></p> <p><b>Total credits: Minimum of 18 hours</b></p>	
<p>Course requirements for Pre-Veterinary students (3 + 1 program) to obtain a B.S. degree in Animal and Dairy Sciences</p> <p>Because</p> <ol style="list-style-type: none"> <li>1. the entrance requirements for the College of Veterinary Medicine satisfy a portion of the course requirements for the Animal and Dairy Sciences curriculum</li> <li>2. a number of students are enrolled in Animal and Dairy Sciences while satisfying their pre-veterinary requirements and</li> <li>3. an Animal and Dairy Sciences degree will be especially helpful to a practicing veterinarian,</li> </ol> <p>the following requirements for those electing to apply for a Bachelor of Science degree in Animal and Dairy Sciences after successfully completing the first year of Veterinary Medicine are listed.</p> <p>General Education Requirements 27  Dept Core (excluding Seminar) 50-51  Science/Veterinary Medicine Concentration (excl. Free Electives) 27-30</p> <p><i>To qualify for the Bachelor of Science degree in ADS, a student in the 3+1 program must complete the 3 years of above listed undergraduate course work (105-108 hours) and also successfully complete the first year of the Veterinary Medicine curriculum.</i></p> <p><i>A minor is available in Animal and Dairy Sciences by completing a minimum of 17 hours of specified ADS courses. Requirements include an introductory course, an evaluation course, a</i></p>		<p>Course requirements for Pre-Veterinary students (3 + 1 program) to obtain a B.S. degree in Animal and Dairy Sciences</p> <p>Because</p> <ol style="list-style-type: none"> <li>1. the entrance requirements for the College of Veterinary Medicine satisfy a portion of the course requirements for the Animal and Dairy Sciences curriculum</li> <li>2. a number of students are enrolled in Animal and Dairy Sciences while satisfying their pre-veterinary requirements and</li> <li>3. an Animal and Dairy Sciences degree will be especially helpful to a practicing veterinarian,</li> </ol> <p>the following requirements for those electing to apply for a Bachelor of Science degree in Animal and Dairy Sciences after successfully completing the first year of Veterinary Medicine are listed.</p> <p>General Education Requirements 27  <b>Dept Core 38</b>  <b>Science/Vet. Science (excl. Free Electives) 50-53</b></p> <p><b>To qualify for the Bachelor of Science degree in ADS, a student in the 3+1 program must successfully complete the 3 years of above listed undergraduate course work (115-118 hours) and the first year of the Veterinary Medicine curriculum.</b></p>	

<i>physiology course, 5 to 7 hours of production courses and either a breeding course or a nutrition course. See an ADS advisor for a complete list of approved courses.</i>			

### 3. JUSTIFICATION AND STUDENT LEARNING OUTCOMES

The proposed curriculum modifications will allow students in the Department of Animal and Dairy Sciences to receive a education with more depth and breadth, specifically in the areas of Science/Pre-vet, Business and Industry, and Production Management, as it relates directly to the animal agriculture industries. Students will be challenged to think critically and learn skills that will aid in their ability to contribute to the animal science industries. Many (proposed) courses in the curriculum challenge students to become proficient in soft skills such as effective communication (written and oral), team building/collaboration, and critical thinking skills. The proposed changes will not only more readily prepare students for a career in the animal agriculture industries, but it will also prepare them for graduate and/or professional studies.

The purpose for the proposed changes is to allow more flexibility for students to tailor their academic program that most prepares them for long-term goals. This increased flexibility will also allow students to take courses outside the Department, which contributes to the breadth of his or her education. Comprehension of discipline material will be assessed through the administration of a comprehensive exam which covers information from “major courses” the Department deems important for student success.

Upon successful completion of a Bachelor of Science degree in Animal and Dairy Sciences, student should 1) have a comprehensive understanding of the animal and dairy sciences industries 2) have a more global perspective of the various sectors of production animal agriculture, and 3) have technical and discipline specific skills needed to successfully contribute to the animal and dairy science industries.

### 4. SUPPORT

*Letters Attached*

### 5. PROPOSED 4-LETTER ABBREVIATION

SCI (Science/Veterinary Science)

BSIN (Business and Industry)

PMGT (Production Management)

### 6. EFFECTIVE DATE

08/2014

# DEGREE PROGRAMS

## MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garuer Hall, Room 279, Mail Stop 9702.

College: College of Agriculture and Life Sciences Department: BCH-EPP

Contact Person: Dr. Kenneth Willeford Mail Stop: 9650  
E-mail: kwilleford@bch.msstate.edu

Nature of Change: Minor Date Initiated: 10/25/13 Effective Date: Fall 2014

Degree to be offered at:

Current Degree Program Name:

Major: Concentration:

New Degree Program Name: Minor

Major: Biochemistry Concentration: N/A

### Summary of Proposed Changes:

We are proposing to develop an undergraduate minor in Biochemistry to allow doctoral students to more definitely identify strength in a science concentration and better prepare them for prospects in science driven professional opportunities – including the health-related industries and law.

Approved:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date:

12/3/2013

2/25/2014

2/25/14

☐ IHL Action Required

☐ SACS Letter Sent

**ADDITION OF MINOR  
Biochemistry**

**A. PROPOSAL FORMAT**

**1. CATALOG DESCRIPTION**

The Biochemistry minor is offered to allow graduate students in other Doctoral programs to develop specific skills needed by individuals entering the science related workforce. Students will enhance their written and oral communication skills and develop problem-solving/application skills. Students must complete 13 to 14 hours of approved coursework. Doctoral students seeking the BCH minor will be required to complete the following courses.

**BCH 6603 – General Biochemistry I**

**BCH 6613 – General Biochemistry II**

**BCH 6804 (Molecular Methods) or BCH 6414 (Protein Methods)**

Students will select 4 to 6 units from the following course list:

Any combination of two BCH 6000 level courses and/or BCH 8000 level courses excluding DIS classes

**2. CURRICULUM OUTLINE**

<b>PROPOSED New Degree</b>	
Degree: Minor	
Major: <b>Biochemistry</b>	
Concentration:	
The Biochemistry minor is offered to allow Doctoral students in other majors to develop specific skills needed by graduates entering the science related workforce. Students will enhance their written and oral communication skills and develop problem-solving/application skills. The student must complete 13 to 14 hours of approved coursework.	
Proposed Curriculum Outline	Required Hours
<b>BCH 6603 – General Biochemistry I</b>	<b>3</b>
<b>BCH 6613 – General Biochemistry II</b>	<b>3</b>
<b>BCH 6804 – Molecular Methods or BCH 6414 – Protein Methods</b>	<b>4</b>
Students will select either 3 units of any BCH 8000 level course or 4 units of the companion BCH laboratory course (BCH 6804 or 6414). DIS classes are not acceptable for the purposes of a minor degree.	3-4
<b>Total Hours</b>	<b>13-14</b>

### 3. TARGET AUDIENCE

Potential students who may elect this minor include Mississippi State University doctoral students who want to develop their technical and soft skills (comprising an enriched foundation in experience, communications skills, leadership skills, problem solving skills, self-management skills, and professionalism skills) enabling them to more successfully compete and flourish in science technology related professions. In recent years many students from other science majors have asked if we offer a minor in BCH.

### 4. JUSTIFICATION

Obtaining a minor in Biochemistry will inform students on current issues in medicine, the environment, agriculture and industry. For example, diseases such as cancer, ageing, metabolic diseases (including diabetes), heart disease, infectious disease and nutrition, are all now being investigated and treated using biochemical and molecular approaches. Biochemistry and molecular biology also forms the basis of the biotechnology industry. A fundamental understanding of these concepts can greatly enhance the competitive edge of the next generation of professionals. Advancing one's educational experience and abilities to apply or put them in action is critical if one is to be viewed a leader. However knowledge per se can be rendered moot if you are unable to present or appear to be a professional. A recent study (Crawford et al, 2011) and dialogs with industry leaders have reinforced our need to develop leadership and communication skills sets.

Learning outcomes associated with this minor include:

- a) Knowledge of basic communication skills needed to share technical/analytical information within the scientific community.
- b) Knowledge of basic communication skills needed to share technical/analytical information within the lay (non-professional) community.
- c) Knowledge of the theories and practices of leadership development

### 5. SUPPORT

A letter of support from the BCH-EPP Curriculum Committee is attached to this proposal.

### 6. PROPOSED ABBREVIATION

BCH

### 7. EFFECTIVE DATE

Fall 2014



**MISSISSIPPI STATE**  
UNIVERSITY™

*Biochemistry, Molecular Biology,  
Entomology, and Plant Pathology*

December 3, 2013

RE: Adoption of a Minor in Biochemistry

To Whom it May Concern:

The BCH-EPP Curriculum Committee feels that a minor in Biochemistry will provide students with additional training and skills necessary for a better career path. A recognized minor will also provide them a specific means by which to identify their skill set to potential employers or next stage professionals. We would like to make this option available to both undergraduate and graduate students.

Sincerely,

Dr, Din P. Ma,  
Chair BCH-EPP Curriculum Committee

College of Agriculture & Life Sciences • Agricultural & Forestry Experiment Station • MSU  
Extension Service

Department of Biochemistry, Molecular Biology, Entomology, and Plant Pathology

Biochemistry, Molecular Biology, & Plant Pathology Programs: Box 9655,  
Mississippi State, MS 39762 USA • (662) 325-2640 • FAX (662) 325-8664



# DEGREE PROGRAMS

## MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College: College of Agriculture and Life Sciences Department: BCH-EPP

Contact Person: Dr. Kenneth Willeford Mail Stop: 9650  
E-mail: kwilleford@bch.msstate.edu

Nature of Change: Minor Date Initiated: 10/25/13 Effective Date: Fall 2014

Degree to be offered at:

Current Degree Program Name:

Major: Concentration:

New Degree Program Name: Minor

Major: Biochemistry Concentration: N/A

### Summary of Proposed Changes:

We are proposing to develop an undergraduate minor in Biochemistry to allow Master's students to more definitely identify strength in a science concentration and better prepare them for prospects in science driven professional opportunities – including the health-related industries and law.

Approved:

Date:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

☐ IHL Action Required

☐ SACS Letter Sent

**ADDITION OF MINOR  
Biochemistry**

**A. PROPOSAL FORMAT**

**1. CATALOG DESCRIPTION**

The Biochemistry minor is offered to allow graduate students in other Master's programs to develop specific skills needed by individuals entering the science related workforce. Students will enhance their written and oral communication skills and develop problem-solving/application skills. Students must complete 9 to 12 hours of approved coursework. Master's students seeking the BCH minor will be required to complete the following courses.

**BCH 6603 – General Biochemistry I**  
**BCH 6613 – General Biochemistry II**

Students will also select two courses from the approved BCH 6000 and/or BCH 8000 course list:

Any combination of two BCH 6000 level courses and/or BCH 8000 level courses

**2. CURRICULUM OUTLINE**

PROPOSED New Degree	
Degree: Minor	
Major: <b>Biochemistry</b>	
Concentration:	
The Biochemistry and Molecular Biology minor is offered to allow Master's students in other majors to develop specific skills needed by graduates entering the science related workforce. Students will enhance their written and oral communication skills and develop problem-solving/application skills. The student must complete 9 to 12 hours of approved coursework.	
"[Click here and type new concentration description]"	
<b>Proposed Curriculum Outline</b>	<b>Required Hours</b>
<b>BCH 6603 – General Biochemistry I</b>	3
<b>BCH 6613 – General Biochemistry II</b>	3
Students will select two courses from the approved BCH 6000 and/or BCH 8000 course listings. DIS classes are not acceptable for the purposes of a minor.	3-6
<b>Total Hours</b>	<b>9-12</b>

### 3. TARGET AUDIENCE

Potential students who may elect this minor include Mississippi State University master's students who want to develop their technical and soft skills (comprising an enriched foundation in experience, communications skills, leadership skills, problem solving skills, self-management skills, and professionalism skills) enabling them to more successfully compete and flourish in science technology related professions. In recent years many students from other science majors have asked if we offer a minor in BCH.

### 4. JUSTIFICATION

Obtaining a minor in Biochemistry will inform students on current issues in medicine, the environment, agriculture and industry. For example, diseases such as cancer, ageing, metabolic diseases (including diabetes), heart disease, infectious disease and nutrition, are all now being investigated and treated using biochemical and molecular approaches. Biochemistry and molecular biology also forms the basis of the biotechnology industry. A fundamental understanding of these concepts can greatly enhance the competitive edge of the next generation of professionals. Advancing one's educational experience and abilities to apply or put them in action is critical if one is to be viewed a leader. However knowledge per se can be rendered moot if you are unable to present or appear to be a professional. A recent study (Crawford et al, 2011) and dialogs with industry leaders have reinforced our need to develop leadership and communication skills sets.

Learning outcomes associated with this minor include:

- a) Knowledge of basic communication skills needed to share technical/analytical information within the scientific community.
- b) Knowledge of basic communication skills needed to share technical/analytical information within the lay (non-professional) community.
- c) Knowledge of the theories and practices of leadership development

### 5. SUPPORT

A letter of support from the BCH-EPP Curriculum Committee is attached to this proposal.

### 6. PROPOSED ABBREVIATION

BCH

### 7. EFFECTIVE DATE

Fall 2014



**MISSISSIPPI STATE**  
**UNIVERSITY**

*Biochemistry, Molecular Biology,  
Entomology, and Plant Pathology*

December 3, 2013

RE: Adoption of a Minor in Biochemistry

To Whom it May Concern:

The BCH-EPP Curriculum Committee feels that a minor in Biochemistry will provide students with additional training and skills necessary for a better career path. A recognized minor will also provide them a specific means by which to identify their skill set to potential employers or next stage professionals. We would like to make this option available to both undergraduate and graduate students.

Sincerely,

Dr, Din P. Ma,  
Chair BCH-EPP Curriculum Committee

College of Agriculture & Life Sciences • Agricultural & Forestry Experiment Station • MSU  
Extension Service

Department of Biochemistry, Molecular Biology, Entomology, and Plant Pathology

Biochemistry, Molecular Biology, & Plant Pathology Programs: Box 9655,  
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# DEGREE PROGRAMS

## MISSISSIPPI STATE UNIVERSITY

**NOTE:** This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garuer Hall, Room 279, Mail Stop 9702.

College: College of Agriculture and Life Sciences Department: BCH-EPP

Contact Person: Dr. Kenneth Willeford Mail Stop: 9650  
E-mail: kwilleford@bch.msstate.edu

Nature of Change: Minor Date Initiated: 10/25/13 Effective Date: Fall 2014

Degree to be offered at:

Current Degree Program Name:

Major: Concentration:

New Degree Program Name: Minor

Major: Biochemistry Concentration: N/A

### Summary of Proposed Changes:

We are proposing to develop an undergraduate minor in Biochemistry to allow doctoral students to more definitely identify strength in a science concentration and better prepare them for prospects in science driven professional opportunities – including the health-related industries and law.

Approved:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

Date:

12/3/2013

2/25/2014

2/25/14

☐ IHL Action Required

☐ SACS Letter Sent

**ADDITION OF MINOR  
Biochemistry**

**A. PROPOSAL FORMAT**

**1. CATALOG DESCRIPTION**

The Biochemistry minor is offered to allow graduate students in other Doctoral programs to develop specific skills needed by individuals entering the science related workforce. Students will enhance their written and oral communication skills and develop problem-solving/application skills. Students must complete 13 to 14 hours of approved coursework. Doctoral students seeking the BCH minor will be required to complete the following courses.

**BCH 6603 – General Biochemistry I**

**BCH 6613 – General Biochemistry II**

**BCH 6804 (Molecular Methods) or BCH 6414 (Protein Methods)**

Students will select 4 to 6 units from the following course list:

Any combination of two BCH 6000 level courses and/or BCH 8000 level courses excluding DIS classes

**2. CURRICULUM OUTLINE**

<b>PROPOSED New Degree</b>	
Degree: Minor	
Major: <b>Biochemistry</b>	
Concentration:	
The Biochemistry minor is offered to allow Doctoral students in other majors to develop specific skills needed by graduates entering the science related workforce. Students will enhance their written and oral communication skills and develop problem-solving/application skills. The student must complete 13 to 14 hours of approved coursework.	
Proposed Curriculum Outline	Required Hours
<b>BCH 6603 – General Biochemistry I</b>	<b>3</b>
<b>BCH 6613 – General Biochemistry II</b>	<b>3</b>
<b>BCH 6804 – Molecular Methods or BCH 6414 – Protein Methods</b>	<b>4</b>
Students will select either 3 units of any BCH 8000 level course or 4 units of the companion BCH laboratory course (BCH 6804 or 6414). DIS classes are not acceptable for the purposes of a minor degree.	3-4
<b>Total Hours</b>	<b>13-14</b>

### 3. TARGET AUDIENCE

Potential students who may elect this minor include Mississippi State University doctoral students who want to develop their technical and soft skills (comprising an enriched foundation in experience, communications skills, leadership skills, problem solving skills, self-management skills, and professionalism skills) enabling them to more successfully compete and flourish in science technology related professions. In recent years many students from other science majors have asked if we offer a minor in BCH.

### 4. JUSTIFICATION

Obtaining a minor in Biochemistry will inform students on current issues in medicine, the environment, agriculture and industry. For example, diseases such as cancer, ageing, metabolic diseases (including diabetes), heart disease, infectious disease and nutrition, are all now being investigated and treated using biochemical and molecular approaches. Biochemistry and molecular biology also forms the basis of the biotechnology industry. A fundamental understanding of these concepts can greatly enhance the competitive edge of the next generation of professionals. Advancing one's educational experience and abilities to apply or put them in action is critical if one is to be viewed a leader. However knowledge per se can be rendered moot if you are unable to present or appear to be a professional. A recent study (Crawford et al, 2011) and dialogs with industry leaders have reinforced our need to develop leadership and communication skills sets.

Learning outcomes associated with this minor include:

- a) Knowledge of basic communication skills needed to share technical/analytical information within the scientific community.
- b) Knowledge of basic communication skills needed to share technical/analytical information within the lay (non-professional) community.
- c) Knowledge of the theories and practices of leadership development

### 5. SUPPORT

A letter of support from the BCH-EPP Curriculum Committee is attached to this proposal.

### 6. PROPOSED ABBREVIATION

BCH

### 7. EFFECTIVE DATE

Fall 2014



**MISSISSIPPI STATE**  
**UNIVERSITY**

*Biochemistry, Molecular Biology,  
Entomology, and Plant Pathology*

December 3, 2013

RE: Adoption of a Minor in Biochemistry

To Whom it May Concern:

The BCH-EPP Curriculum Committee feels that a minor in Biochemistry will provide students with additional training and skills necessary for a better career path. A recognized minor will also provide them a specific means by which to identify their skill set to potential employers or next stage professionals. We would like to make this option available to both undergraduate and graduate students.

Sincerely,

Dr, Din P. Ma,  
Chair BCH-EPP Curriculum Committee

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APPROVAL FORM FOR  
**DEGREE PROGRAMS**

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College: College of Business

Department: Graduate Studies

Contact Person: Dr. Rebecca Long Mail Stop: 9587 E-mail: rlong@business.msstate.edu

Nature of Change: Modification Date Initiated: 11/15/2013 Effective Date: Fall 2015

Degree to be offered at: Starkville, Distance, Meridian

Current Degree Program Name: Master of Business Administration

Major: Business Administration

Concentration: Project Management

New Degree Program Name: SAME

Major: SAME

Concentration: SAME

**Summary of Proposed Changes:**

1. Modify ACC 8112, BIS 8112, BL 8112 and MGT 8112 by increasing the course content and credit hours from two (2) to three (3) credits.
2. Remove MGT 8111 from the MBA program requirements.
3. Change the elective requirement from six (6) to three (3) hours in the MBA program so that the MBA degree remains at 30 required hours.
4. In the concentration MBA Project Management, the modification in credit hours in these courses will result in an increase from 33 to 36 credits for the degree and concentration.

Approved:

Date:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council



IHL Action Required



SACS Letter Sent

# DEGREE PROGRAM MODIFICATION

## MBA and MBA-Project Management

### 1. CATALOG DESCRIPTION

#### Current:

The College of Business offers the general M.B.A. degree as well as the M.B.A. with a concentration in Project Management. Both of the programs are offered on the Starkville campus as well as online. The M.B.A. program prepares students for successful careers in the business world by providing

- 1) in-depth knowledge of the business world including awareness of current business trends and challenges posed by the rapidly changing global economy and understanding of the ethical and social responsibilities of business;
- 2) enhanced skills in speaking and writing effectively, analyzing data and synthesizing information, working effectively with individuals and teams, utilizing technologies to support and communicate decisions, and making and recognizing well-reasoned decisions;
- 3) the ability to integrate acquired business knowledge in order to present and defend appropriate solutions to challenging business dilemmas and demonstrate effective leadership skills in a business setting.

The project management concentration in the M.B.A. degree program is an interdisciplinary program between the College of Business and the College of Engineering *consisting of 33 hours*.

#### New:

The College of Business offers the general M.B.A. degree as well as the M.B.A. with a concentration in Project Management. Both of the programs are offered on the Starkville campus as well as online. The M.B.A. program prepares students for successful careers in the business world by providing

- 1) in-depth knowledge of the business world including awareness of current business trends and challenges posed by the rapidly changing global economy and understanding of the ethical and social responsibilities of business;
- 2) enhanced skills in speaking and writing effectively, analyzing data and synthesizing information, working effectively with individuals and teams, utilizing technologies to support and communicate decisions, and making and recognizing well-reasoned decisions;
- 3) the ability to integrate acquired business knowledge in order to present and defend appropriate solutions to challenging business dilemmas and demonstrate effective leadership skills in a business setting.

The project management concentration in the M.B.A. degree program is an interdisciplinary program between the College of Business and the College of Engineering **consisting of 36 hours**.

### 2. CURRICULUM OUTLINE

We are modifying four courses - ACC 8112, BIS 8112, BL 8112 and MGT 8112 - by increasing the course content and credit hours from two (2) to three (3) credits. MGT 8111 will no longer be a required MBA course (but it will remain in the catalogue for other degree programs). The elective requirement is reduced from six (6) to three (3) hours in the MBA program so that the MBA degree remains at 30 required hours. In the concentration MBA Project Management, there is no required elective, so the modification in credit hours in these courses will result in an increase from 33 to 36 credits for the degree and concentration.

The degree modification proposal is accompanied by course modification proposals for ACC 8112, BIS 8112, BL 8112, and MGT 8112.

The MBA and MBA-PM have previously been approved for Distance Campus 05. These degree and course changes are the same for all campuses.

CURRENT Degree Description	PROPOSED Degree Description
Degree: MBA Major: Business Administration  Concentrations: Project Management	Degree: MBA Major: Business Administration  Concentrations: Project Management

<p>The College of Business offers the general M.B.A. degree as well as the M.B.A. with a concentration in Project Management. Both of the programs are offered on the Starkville campus as well as online. The M.B.A. program prepares students for successful careers in the business world by providing</p> <p>1) in-depth knowledge of the business world including awareness of current business trends and challenges posed by the rapidly changing global economy and understanding of the ethical and social responsibilities of business;</p> <p>2) enhanced skills in speaking and writing effectively, analyzing data and synthesizing information, working effectively with individuals and teams, utilizing technologies to support and communicate decisions, and making and recognizing well-reasoned decisions;</p> <p>3) the ability to integrate acquired business knowledge in order to present and defend appropriate solutions to challenging business dilemmas and demonstrate effective leadership skills in a business setting.</p> <p>The project management concentration in the M.B.A. degree program is an interdisciplinary program between the College of Business and the College of Engineering consisting of 33 hours.</p>		<p>The College of Business offers the general M.B.A. degree as well as the M.B.A. with a concentration in Project Management. Both of the programs are offered on the Starkville campus as well as online. The M.B.A. program prepares students for successful careers in the business world by providing</p> <p>1) in-depth knowledge of the business world including awareness of current business trends and challenges posed by the rapidly changing global economy and understanding of the ethical and social responsibilities of business;</p> <p>2) enhanced skills in speaking and writing effectively, analyzing data and synthesizing information, working effectively with individuals and teams, utilizing technologies to support and communicate decisions, and making and recognizing well-reasoned decisions;</p> <p>3) the ability to integrate acquired business knowledge in order to present and defend appropriate solutions to challenging business dilemmas and demonstrate effective leadership skills in a business setting.</p> <p>The project management concentration in the M.B.A. degree program is an interdisciplinary program between the College of Business and the College of Engineering consisting of 36 hours.</p>	
<b>CURRENT CURRICULUM OUTLINE</b>	Required Hours	<b>PROPOSED CURRICULUM OUTLINE</b>	Required Hours
MBA Required Courses		MBA Required Courses	
<i>ACC 8112 Financial Statement &amp; Management Accounting for Business Decision Making</i>	2	<b>ACC 8113 Financial Statement &amp; Management Accounting for Business Decision Making</b>	3
<i>BIS 8112 Management of Information Technology and Systems</i>	2	<b>BIS 8113 Management of Information Technology and Systems</b>	3
<i>BL 8112 Law, Business Ethics, &amp; Dispute Resolution</i>	2	<b>BL 8113 Law, Business Ethics, &amp; Dispute Resolution</b>	3
<i>MGT 8111 Human Resource Issues</i>	1		
<i>MGT 8112 Leadership Skills for Managerial Behavior</i>	2	<b>MGT 8113 Leadership &amp; HR - title TBA</b>	3
EC 8103 Economics for Managers	3	EC 8103 Economics for Managers	3
FIN 8113 Corporate Finance	3	FIN 8113 Corporate Finance	3
MKT 8153 Strategic Marketing Management	3	MKT 8153 Strategic Marketing Management	3
BQA 8233 Quantitative Analysis and Business Research	3	BQA 8233 Quantitative Analysis and Business Research	3
MGT 8123 Strategic Business Consulting Project	3	MGT 8123 Strategic Business Consulting Project	3
<i>Electives</i> —The remaining 6 hours are selected with the advice and consent of the candidate's advisor.	6	<b>Electives</b> —The remaining 3 hours are selected with the advice and consent of the candidate's advisor.	3

<i>Total Hours</i>	<i>30</i>	<i>Total Hours</i>	<i>30</i>
MBA-Project Management		MBA-Project Management	
Complete the <i>ten (10)</i> required core MBA courses from the list above; instead of <i>six (6) hours</i> of electives, the following nine (9) hours of IE courses are required		Complete the <b>nine (9)</b> required core MBA courses from the list above; instead of <b>three (3) hours</b> of electives, the following nine (9) hours of IE courses are required	
IE 6533 Project Management		IE 6533 Project Management	
IE 8583 Enterprise Systems Engineering Or IE 6333 Production Control Systems		IE 8583 Enterprise Systems Engineering Or IE 6333 Production Control Systems	
IE 6573 Process Improvement Engineering		IE 6573 Process Improvement Engineering	
<i>Total Hours</i>	<i>33</i>	<i>Total Hours</i>	<i>36</i>

### 3. JUSTIFICATION AND STUDENT LEARNING OUTCOMES

As part of the College of Business MBA Strategic plan to realign our MBA program, the Graduate Faculty of the College of Business discussed, voted on, and passed two changes to the MBA program in Spring 2013--acceptance of GRE in addition to GMAT, and a condensed set of prerequisites. The modification to the degree program is the next step in our strategic plan.

#### Programmatic Review Assessment

**Question 1: Comparison with leading academic program in the discipline.** In February 2013, faculty members of the Masters Advisory Committee (MAC) and COB Office of Graduate Studies conducted an environmental analysis, comparing prerequisites and core courses in four of our benchmark universities. We identified the University of Alabama, the University of Memphis, the University of Mississippi, and the University of Southern Mississippi as our immediate geographic competitors. We found the following: two of the universities had no required prerequisites; one university listed two required prerequisites, while the other listed ten required prerequisites. The majority of the core MBA classes at these universities were three credit hours. Results from both of these studies were incorporated in our strategic plan for curriculum changes.

**Question 4. Advisory Board or External review assessment and feedback of the degree program.** In 2012, the College of Business Executive Advisory Board created a Product Alignment Committee, tasked with surveying numerous organizations – including HR departments and functional departments (marketing, accounting, etc.) – to develop a composite view of what these companies seek in grads they hire.

As a result, the Graduate Faculty decided to modify the content of ACC 8112, BIS 8112, BL 8112 and MGT 8112 and increase the earned credit from two (2) to three (3) credit hours. These changes will allow for more in depth analysis and application and strengthen the skills of our students leading to better placement in the workforce. It does not necessitate a change to learning objectives, but should improve the learning outcomes since more contact hours will be spent on these areas.

Other administrative advantages are improved scheduling, and a tighter program to form a foundation for the next stage of our strategic plan – the addition of more concentration areas and internships. The faculty believes this will build a better package with which to grow enrollments.

Our target audience for distance learning remains the same: MSU alumni, military personnel, MSU employees and other working professionals from the Golden Triangle area, the state of Mississippi, other states, and other countries.

#### Required Questions

1. Will this program change meet local, state, regional, and national educational and cultural needs?

This modification addresses input from our COB Executive Advisory Board about the need for more analysis and application in our courses. We do not anticipate an effect on cultural needs.

2. Will this program change result in duplication in the System?

This modification will not result in duplication in the IIIL System.

3. Will this program change/advance student diversity within the discipline?

We do not anticipate that this change would affect diversity in our program.

4. Will this program change result in an increase in the potential placement of graduates in MS, the Southeast, and the U.S.?

One of the purposes for this change is to improve employability and placement of our students, as recommended by our COB Executive Advisory Board.

5. Will this program change result in an increase in the potential salaries of graduates in MS, the Southeast, and the U.S.?

Yes, improved student outcomes and more analytical skills will improve their chances for placement and promotion.

4. SUPPORT

The MBA program is an interdisciplinary degree. Letters of support are included from the Departments of Management and Information Systems; Finance and Economics; Marketing, Quantitative Analysis, and Business Law; School of Accountancy; the division head and faculty of the business division of the MSU Meridian campus; and the Masters Advisory Committee members. A letter of support is also included from the Bagley College of Engineering, Dept. of Industrial & Systems Engineering, and the College of Agriculture and Life Sciences, Department of Agricultural Economics.

5. PROPOSED 4-LETTER ABBREVIATION

No Change

6. EFFECTIVE DATE

Fall 2015

APPROVAL FORM FOR

# DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

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College: Education

Department: Counseling & Educational Psychology

Contact Person: Anastasia Elder

Mail Stop: 9727

E-mail: ace24@msstate.edu

Nature of Change: Modification

Date Initiated: Jan 2014

Effective Date: June 1, 2014

Current Degree Program Name: B.S. in Educational Psychology

Major: Educational Psychology

Concentration:

New Degree Program Name:

Major: Educational Psychology

Concentration:

## Summary of Proposed Changes:

Update coursework to reflect recent changes in other programs that impact this degree including modifying two courses. Offer some flexibility in course choices in core areas. Add a junior/senior seminar course. Adjust offerings for interest areas. Add minor in EPY. Increase GPA entrance and exit requirement to 2.25.

Approved:

Date:

Department Head

Chair, College or School Curriculum Committee

Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

☐ IHL Action Required

☐ SACS Letter Sent

# DEGREE MODIFICATION OUTLINE FORM

CURRENT Degree Description		PROPOSED Degree Description	
Degree: <b>B.S.</b> Major: Educational Psychology (Non-teaching Option) Concentration:		Degree: B.S. Major: Educational Psychology (Non-teaching Option) Concentration:	
The B.S. degree in Educational Psychology is a non-teaching option. This program provides students with a general background of psychological topics and principles as they relate to education. Additionally, students complete an <b>emphasis</b> or a minor. Students who enroll in this program pursue a diversity of careers. Some of the vocational areas for which this program can prepare students are as follows: child care centers, seminary, the armed services (ROTC students), business settings, mental health agencies, and graduate work in counselor education, educational psychology, and school psychology. Students majoring in Educational Psychology have to earn a grade of "C" or better on all courses in the 43 hour curriculum.		The B.S. degree in Educational Psychology is a non-teaching option. This program provides students with a general background of psychological topics and principles as they relate to education. Additionally, students complete an interest area or a minor. Students who enroll in this program pursue a diversity of careers. Some of the vocational areas for which this program can prepare students are as follows: child care centers, seminary, the armed services (ROTC students), business settings, mental health agencies, and graduate work in counselor education, educational psychology, and school psychology. Students majoring in Educational Psychology have to earn a grade of "C" or better on all courses in the 43 hour curriculum. <b>Students must have a GPA of 2.25 for acceptance into the program (except Freshmen) and GPA of 2.25 to graduate from the program.</b>	
CURRENT CURRICULUM OUTLINE	Required Hours	PROPOSED CURRICULUM OUTLINE	Required Hours
EN 1103 English Composition I OR EN 1163 Accelerated Composition I EN 1113 English Composition II OR EN 1173 Accelerated Composition II	6	EN 1103 English Composition I OR EN 1163 Accelerated Composition I EN 1113 English Composition II OR EN 1173 Accelerated Composition II	6
MA 1313 College Algebra 3 hours Math above college algebra excluding MA 1413, 1423, 1433	6	MA 1313 College Algebra 3 hours Math above college algebra excluding MA 1413, 1423, 1433	6
BIO 1123 Animal Biology with lab 3 hours Lab science from General Education courses	6	BIO 1123 Animal Biology with lab 3 hours Lab science from General Education courses	6
Math above College Algebra excluding MA 1413, 1423, 1433 OR Science from General Education Courses	3	Math above College Algebra excluding MA 1413, 1423, 1433 OR Science from General Education Courses	3
Humanities History Course Literature Course	6	Humanities History Course Literature Course	6
Fine Arts Elective from General Education courses	3	Fine Arts Elective from General Education courses	3
SO 1003 Intro to Sociology 3 hours Social Science from General Education course excluding EPY prefixes	6	SO 1003 Intro to Sociology 3 hours Social Science from General Education course excluding EPY prefixes	6
PSY 1013 General Psychology EPY 2513 Human Growth & Development EPY 3543 Adolescent Psychology EPY 3503 Principles of Ed Psych <b>EPY 3553 Giftedness and Creativity</b> EPY 4033 Applied Learning Theory <b>EPY 4053 Psych &amp; Ed of Men Retarded</b>  EPY 4073 Personality Adjustment EPY 4214 Psych & Ed Statistics EPY 4313 Measurement & Evaluation	43	PSY 1013 General Psychology EPY 2513 Human Growth & Development EPY 3543 Adolescent Psychology EPY 3503 Principles of Ed Psych <b>EPY 4553 Creativity &amp; Innovation</b> EPY 4033 Applied Learning Theory <b>EPY 3063 Psychology of Individual Differences and Exceptional Ability</b> EPY 4073 Personality Adjustment EPY 4214 Psych & Ed Statistics EPY 4313 Measurement & Evaluation	43

<b>COE 4023 Intro to Counseling</b>		<b>EPY 4683 Jr/Sr Seminar In Educational Psychology</b>	
<b>EDX 3213 Psych &amp; Ed of Excep Child</b>		<b>PSY or SO elective above 3000</b>	
EPY 4513 Research Methods in EPY		EPY 4513 Research Methods in EPY	
PSY 3623 Social Psychology		PSY 3623 Social Psychology	
Human/Cultural Diversity Elective Choose one: SO 2203 Cultural and Racial Minorities SO 3013 Society and the Individual SO 1103 Contemporary Social Probs SO 3323 Contemporary Woman SO 3333 Society and Religion AN 2203 Cultural and Racial Minorities AN 3113 Societies of the World	3	Human/Cultural Diversity Elective Choose one: SO 2203 Cultural and Racial Minorities SO 3013 Society and the Individual SO 1103 Contemporary Social Probs SO 3323 Contemporary Woman SO 3333 Society and Religion AN 2203 Cultural and Racial Minorities AN 3113 Societies of the World	3
CO 1003 Fund of Public Speaking	3	CO 1003 Fund of Public Speaking	3
Computer Literacy- see advisor		Computer Literacy- see advisor	
EPY 3513 Behavioral Science Writing	3	EPY 3513 Behavioral Science Writing	3
Additional Requirements 3 hours History Course 3 hours Literature Course	6	Additional Requirements <b>6 hours Humanities</b>	6
General Electives <sup>1</sup>	6-12	General Electives	12
<sup>1</sup> In addition to the University and Major cores above, a choice of one emphasis of 18-24 hours (see below) and 6-12 hours of electives are required for the degree total to reach 124 hours.  Selected Emphasis Areas: Corrections Required Courses CRM 3103 Contemporary Issues in Criminal Justice SO 2203 Cultural and Racial Minorities SO 3603 Criminological Theory SO 4513 Correctional Systems SO 4233 Juvenile Delinquency Electives-Choose two of the following AN 4313 Forensic Anthropology SO 3313 Deviant Behavior SO 3503 Violence in the United States PS 4183 Judicial Process PSY 3213 Psych of Abnormal Behavior PSY 4223 Drug Use and Abuse SW 4613 Child Welfare Services  Human Development Child and Family Studies Required Courses HS 2803 Pre-natal and Infant Development HS 2813 Child Development HS 3803 Child Care Procedures HS 4803 Parenting (Jr. Standing) HS 4853 The Family: A Human Ecological Perspective Electives--Choose two of the following: HS 4403 Introduction to Gerontology HS 3813 Lifespan Theory HS 3823 Designing Child Care Programs HS 4333 Families, Legislation and Public	18-24	<b>1</b> In addition to the University and Major cores above, a choice of one special interest area of 18 hours and 12 hours of electives are required for the degree total to reach 124 hours. <b>Choose 18 hours from one of the listed areas for your supporting interest area. At least half of these must be 3000 level or above.</b> <u>Counseling/ Clinical Applications</u> COE 3313 Rehab Services COE 4013 Facilitative Skills COE 4023 Introduction to Counseling COE 4903 Dev Counseling & Mental Health COE 4353 Adaptive Tech & Disabilities COE 4743 OR PSY 3203 Gender COE 4713 OR PSY 4983 Aging EPY 4113 Behavioral & Cog Intervention EPY 4133 Data Based Decisions PSY 3213 Abnormal Psych PSY 3073 Psych of Interpersonal Relations PSY 3363 Behavior Modification PSY 4223 Drug Use & Abuse PSY 4333 Intro Clinical Psych PSY 4343 Clinical Child Psy <u>The Developing Child</u> HS 2283 Child Health & Nutrition HS 2293 Individual & Family Nutrition HS 2803 Pre-natal & Infant Development HS 2813 Child Development I HS 3803 Child Care Procedures HS 3813 Lifespan Theory HS 3823 Designing Child Care Programs HS 4333 Families, Legislation & Pub Policy HS 4803 Parenting HS 4843 Family Interaction HS 4853 Family: Human Eco Perspective HS 4883 Risk, Resilience, & Prev Interv <u>Youth and Teen Studies</u> COE 4013 Facilitative Skills HS 4853 Family: Human Eco Perspective HS 4873 Positive Youth Development HS 4883 Risk, Resilience, & Prev Interv	18



<p>Policy  HS 4843 Family Interaction  HS 4863 Consumer Aspects of Aging  HS 2283 Child Health and Nutrition</p> <p>Counselor Education  Required Courses  COE 3313 Rehabilitation Services  COE 4903 Developmental Counseling and Mental Health  COE 4013 Facilitative Skills Development  COE 4743 Gender Issues in Counseling or PSY 3203 Psych of Gender Differences  COE 4713 Issues in Aging or PSY 4983 Psychology of Aging  Electives Choose one of the following:  EPY 4113 Behavioral and Cognitive Behavioral Interventions  COE 4363 Introduction to Sign Language  PSY 3213 Psych of Abnormal Behavior  PSY 4223 Drug Use and Abuse  COE 4353 Assistive Technology in the Rehabilitation Process  Special Topics elective +  Peer Counselors *  COE 4513 Paraprofessionals in Student Affairs **  Other relevant courses may be added with advisor approval.  + Special Topics courses in a variety of subjects are offered periodically by the department and may satisfy this requirement. Consult advisor for approval of a Special Topics course.  * Requires application and invitation to participate.  ** Residence Hall advisors only.</p> <p><b>Kinesiology</b>  Required Courses  KI 1803 Health Trends and Topics  KI 2213 Emergency Health Care  PE 3133 Adaptive Physical Education  PE 3223 Motor Development  EP 3304 Exercise Physiology  PE 4233 Biomechanics  <b>Total hours needed for major: 124</b></p>		<p>PSY 3073 Psych of Interpersonal Relations  PSY 3203 Psych of Gender Differences  PSY 3413 Human Sexual Behavior  PSY 3503 Health Psychology  PSY 4223 Drug Use &amp; Abuse  PSY 4643 Social Cognition  <u>Law &amp; Order</u>  CRM 1003 Crime &amp; Justice in America  CRM 2003 Crime, Justice, &amp; Inequality  PSY 4223 Drug Use &amp; Abuse  PSY 4353 Psych &amp; the Law  PSY 4373 Forensic Psych  SO 3313 Deviant Behavior  SO 3343 Gender, Crime, &amp; Justice  SO 3353 Race, Crime, &amp; Justice  SO 3503 Violence in the US  SO 3603 Criminological Theory  SO 4233 Juvenile Delinquency  SO 4253 White Collar Crime  SO 4513 Correctional Systems  Note: Many courses are cross listed as CRM  <u>Human Resources &amp; Industrial Applications</u>  PSY 3353 Motivation  PSY 4523 Industrial Psych  MGT 3114 Princ of Mgmt &amp; Prod  MGT 3513 Intro Human Resource Mgmt  MGT 3813 Organizational Behavior  MGT 4533 Adv Human Resource Mgmt  MGT 4543 Compensation Mgmt  MGT 4563 Staffing in Organizations  MGT 4613 OR TKT 4263 Diversity/ Cult  MGT 4713 Quality in Organizations  TKB 3133 Admin Mgmt &amp; Proc  TKB 4583 Graphics &amp; Web Design  TKI 3063 Industrial Human Relations  <u>Kinesiology</u>  SS 2003 – Foundations of Sport Mgmt  KI 2023 – Found of Health Ed  KI 2213 – Emergency Health Care  KI 2603 – Medical Term  KI 3273 – Athletic Train  KI 3633 – Rehab Tech in Sport  PE 2043 – Intro to Sports Studies  PE 3033 – Basket/Football Officiating  PE 3133 – Adapted Physical Ed  PE 3163 – Sport Psychology  PE 3223 – Motor Dev &amp; Movement  PE 3422 – Coach Football  PE 3432 – Coach Basketball  PE 3452 – Coach Soft/Baseball  PE 3433 – General Safety Methods  PE 4413 – Basic Driver Ed I  PE 4423 – Driver Ed Meth II  <u>Speech/Language Pathology</u> –see advisor  <b>Minor</b> As an alternative to choosing one of the special interest areas above, you may elect to complete a minor or certificate in another department. To do so, you must meet the stated requirements in the undergraduate bulletin for that minor/certificate.</p>	
Total Hours	124	Total Hours	124
		For the 18 hour minor in EPY, students may choose to complete any 18 hours from the following: EPY 2513, EPY 3063, EPY 3143, EPY 3253, EPY 3503, EPY 3543, EPY 4033,	

		EPY 4073, EPY 4313, EPY 4513, EPY 4553, EPY 4683.	

#### Justification

This course modification will update and streamline coursework for the Bachelor of Science degree in Educational Psychology. It has not been modified substantially in 10 years. The current proposal maintains the same number of hours (124) yet seeks to update courses and better meet the needs of our students. It also addresses recent changes in other programs and courses that impact our degree program. Please note that this request is accompanied by two course modifications and one course addition.

The changes in this modification include the following:

- 1) Modifying two courses & their numbers (EPY 3553 to become EPY 4553/6553; EPY 4053 to become EPY 3063)
- 2) Removing EDX 3213 from the curriculum
- 3) Adding a junior/senior seminar, EPY 4683
- 4) Moving COE 4023 from required course list to an option in one of the interest areas.
- 5) Adjusting the emphasis areas and renaming them special interest areas
- 6) Adding a minor in EPY as an option for non-majors

The reasons for aforementioned changes are as follows:

- 1) Streamline topics regarding individual differences. These topics are currently covered in a few courses (EDX 3213, EPY 3553, & EPY 4053)—the proposed change will allow the topics to be covered in one course (EPY 3063) and allow a more extensive coverage of creativity with innovation (EPY 4553). In addition, EPY 4553/6553 can be offered as a graduate level course meeting potential needs and interests of our own majors as well as students in other majors.
- 2) Alterations in another department instigated some changes to the curriculum to better meet the needs of our majors by creating one individual difference course. The required EDX course includes a teacher focus (not appropriate for our majors) and plan to remove their students from taking a current service course (EPY 4053 Mental Retardation.).
- 3) This modification includes adding a jr/sr seminar, EPY 4683, in an effort to promote students' knowledge and planning of their future professional options and roles. This course allows for practical applications of the field, encourages a service learning component, and will provide our students with much needed information for career prospects and professionalism.
- 4) Moving COE 4023 out of the required list is more in line with interest areas. This course is more appropriate for the subset of students interested in counseling and clinical applications than it is for all our students. This also opens up an opportunity for students to instead choose a course in PSY or SO that can help to focus their studies.
- 5) Many of the emphasis areas (now called special interest areas) that are listed in the current bulletin have undergone many changes in their course offerings and/or curriculum. Our curriculum needed to be changed to meet other majors' additions and modifications (i.e., Human Science, Sociology/Criminology, Management). In addition, the options offer more flexibility in courses for students' interests and goals to be met.
- 6) Offer an option for students outside our area to pursue a minor. This meets some inquiries that we have had in the past but have not been able to meet. It also opens an opportunity to generate interest in graduate studies in the field of Educational Psychology.

Overall, these changes will be beneficial to Educational Psychology students because they eliminate some areas of duplication, emphasize professional planning and creative/innovative thinking, and permit more flexibility for students to tailor a special interest area to meet their future career or professional goals. It also includes some necessary updates based on changes in other departments. Approval letter from faculty members of the Counseling and Educational Psychology department is attached. In addition, a letter of support from department of Curriculum, Instruction and Special Education is also enclosed.

Members of the Counseling and Educational Psychology Faculty signatures below indicate support of the proposed degree modification and course modifications/additions for the Educational Psychology Bachelor of Science degree program

1. *Marjorie D. Elder*
2. *Andri' Brown*
3. *Deborah Jackson*
4. *Franklin*
5. *Rebecca Goldberg*
6. *Danielle K. Molina*
7. *Jaune M. Cleon*
8. *Cheryl A. Justice*
9. *Paul Hise*
10. *Camryn*
11. *Charles Palmer*
12. *Joan Lopez*
13. *Ivy Abernathy*
14. *D. C. Gainer*
15. *Linda Rose*
16. *Dal Cade*
17. *Channing*
- 18.



## CURRICULUM | INSTRUCTION | SPECIAL EDUCATION

Elementary Education • Secondary Education • Special Education

January 13, 2014

Dr. Vickers and Members of the Box Council:

Faculty in the special education program area and in the department of Curriculum, Instruction, and Special Education do not find substantial conflict or overlap in the new course, EPY 3063 Psychology of Individual Differences and Exceptionality. We understand that this will be a course required in the educational psychology degree program. While there is some overlap in that courses in special education and in the new educational psychology course both introduce characteristics of individual difference, this new course, will focus on understanding the characteristics of individuals and not on classroom pedagogy. We also understand that the course EDX 3213 will be dropped as a requirement from the educational psychology degree program. We understand that this decision is best for those majors and our new version of EDX 3213, which focuses on classroom pedagogy for differentiating instruction, may now be less appropriate for educational psychology majors. We support the creation of this course and the modification to the degree program.

Please do not hesitate to contact me if you have any questions.

Sincerely,

Devon Brenner  
Department Head

**MISSISSIPPI STATE**  
**UNIVERSITY**

Box 9705 • 310 Allen Hall • Mississippi State, MS 39762  
662-325-3747 • <http://cise.msstate.edu> • fax: 662-325-7857

APPROVAL FORM FOR

# DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College: Education

☒ Department: Kinesiology

Contact Person: Kimberly Hall

Mail Stop: 9300

E-mail: khall@meridian.msstate.edu

Nature of Change: Modification

☒ Date: 02/04/2014

Program will be offered at: Meridian (Campus 2)

☐

Current Degree Program Name: Bachelor

☒ Effective Date: Fall 2014

Major: Kinesiology

Concentration: Clinical Exercise Physiology

New Degree Program Name: Select One

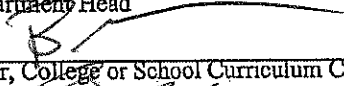
Major:

Concentration:

**Summary of Proposed Changes:**

The Department of Kinesiology would like to extend the BS degree in Kinesiology in Clinical Exercise Physiology to the Meridian Campus.

  
Department Head

  
Chair, College or School Curriculum Committee

  
Dean of College or School

Chair, University Committee on Courses and Curricula

Chair, Graduate Council (if applicable)

Chair, Deans Council

☐ SACS Letter Sent

2-4-14

3-6-14

3/6/14



# MISSISSIPPI STATE UNIVERSITY™

## MERIDIAN

1000 Highway 19 North • Meridian, MS 39307-5799

February 4, 2014

Dr. Jerome Gilbert  
Provost and Executive Vice-President  
Mississippi State University  
608 Allen Hall  
Mississippi State, MS 39762

Dear Dr. Gilbert,

This letter is in support of the extension of a Bachelor of Science degree in Kinesiology with a concentration in Clinical Exercise Physiology to the Meridian campus of Mississippi State University.

According to U.S. Department of Labor Employment Projections for 2010-2020, the area of health care is expected to gain the most jobs (5.6 million). One of the major factors that will contribute to this growth is that all of the baby-boom generation will become 55 and older during this time frame. The 2012-2013 Occupational Outlook Handbook published by the U.S. Department of Labor predicts that 4 of the top 20 jobs predicted to grow rapidly between 2010 and 2020 are closely related to clinical exercise physiology: Physical Therapy Assistants, Occupational Therapy Assistants, Physical Therapy Aides, and Physical Therapists.

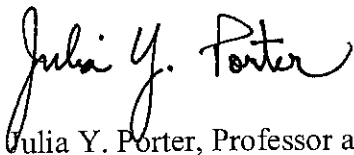
On July 1, 2012, the Health Care Industry Zone Act to encourage the development of health care jobs in Mississippi went into effect. This act provides incentives for health care related businesses to locate new facilities in designated health care zones throughout the state of Mississippi. Meridian has been identified as a major health care zone because of the physical and mental health hospitals in this area. Extension of the Bachelor of Science degree in Kinesiology with a concentration in Clinical Exercise Physiology to the Meridian campus of Mississippi State University will provide educational opportunities for area residents to gain the skills they need to compete for jobs in the health care field and will provide region businesses the workforce they need to continue to build this area as a medical zone. Responding proactively to this opportunity is reflective of the leadership role that Mississippi State University plays in the educational development of the state.

Dr. Jerry Gilbert  
Page 2  
February 4, 2014

The Bachelor of Science degree in Kinesiology with a concentration in Clinical Exercise Physiology prepares students to work in a broad spectrum of career settings. They may be found in hospitals, physicians' offices, research labs, and outpatient clinics. They are frequently part of a team of health professionals that includes physicians, nurses, dietitians, and mental health professionals. Students in clinical exercise physiology programs are ideally suited to enter graduate studies in health professions such as physical therapy and occupational therapy. They also enter nursing and physician training programs. Students may also pursue advanced degrees in Kinesiology at the Starkville campus of Mississippi State University.

The Division of Education at the MSU-Meridian campus and the Department of Kinesiology in the College of Education at the Starkville campus are excited about the opportunity to collaborate on the implementation of the Bachelor of Science degree program in Kinesiology with a concentration in Clinical Exercise Physiology at the Meridian campus. This program has the potential to benefit the region and the university.

Respectfully submitted,



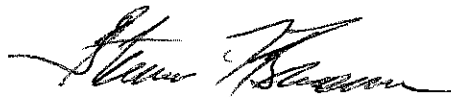
Julia Y. Porter, Professor and Division Head, Division of Education



Stanley Brown, Professor and Head, Department of Kinesiology



Richard Blackburn, Dean, College of Education



Steven F. Brown, Dean and Associate Vice-President, MSU-Meridian



# DEPARTMENT OF KINESIOLOGY

Mississippi State  
UNIVERSITY

**TO:** Box Council and UCCC Committee Members

**FROM:** Dr. Heather Webb, Chair, Division of Exercise Science Curriculum Committee

**RE:** Support of Meridian Degree Offering

**DATE:** January 31, 2014

This letter of support is offered by the faculty in the Division of Exercise Science in the Department of Kinesiology for the proposed degree modification to offer the B.S. degree in Kinesiology (concentration in Clinical Exercise Physiology) at the Meridian Campus. This includes all course modification proposals to offer courses face to face in Meridian as well as to offer courses distance via live videoconferencing (or via some other form). As indicated by the signatures below, a majority of the faculty have approved the proposal as written for submission to the Box Council and the UCCC.

## Exercise Science Curriculum Committee

Heather Webb

Ben Abadie

John Lamberth

Adam Knight

Stamatis Agiovlasitis

JohnEric Smith

Erin Grant-Butler

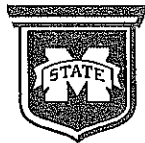
Holly Wiley

LeeAnn Joe

Megan Holmes

Ben Wax





# MISSISSIPPI STATE UNIVERSITY™

## MERIDIAN

1000 Highway 19 North • Meridian, MS 39307-5799

**TO:** Box Council and UCCC Committee Members

**FROM:** Julia Porter, Education Division Head

**RE:** Support of Meridian Degree Offering

**DATE:** January 31, 2014

This letter of support is offered by the faculty in the Division of Education at the Meridian Campus for the proposed degree modification to offer the B.S. degree in Clinical Exercise Physiology at the Meridian Campus. This includes all course modification proposals to offer courses face to face in Meridian as well as to offer courses ~~distance~~ via live videoconferencing. As indicated by the signatures below, a majority of the faculty have approved the proposal as written for submission to the Box Council and the UCCC.

### Faculty

Matt Boggan

Jon Cash

Marge Crowe

Kimberly Hall

Sallie Harper

Lindon Ratliff

Tory Shirley

Kimberly Triplett

Suzanne Waddell

Penny Wallen

Joshua Watson

Darren Wozny

**DEGREE PROGRAM MODIFICATION**  
**to Offer B.S. in Kinesiology: Concentration in Clinical Exercise Physiology**  
**at the Meridian Campus**

**1. CATALOG DESCRIPTION**

CURRENT Degree Description	PROPOSED Degree Description
Degree: Bachelor of Science Major: Kinesiology Concentration: Clinical Exercise Physiology	No Change
The clinical exercise physiology concentration is designed as a professional preparation program of study that enables students to work in clinical settings as exercise physiologists in cardiac and pulmonary rehabilitation, or other clinical rehabilitation settings, such as those for individuals with diabetes, orthopedic limitations, arthritis, cancer, osteoporosis, renal failure, obesity, and in programs dealing with issues of aging. The clinical exercise physiology concentration also provides students with the necessary background to pursue graduate health professions, such as physical or occupational therapy, physician assistant studies, medicine, or other graduate-level educational programs.	No Change

**2. CURRICULUM OUTLINE TABLE – There will be no change in the curriculum.**

CURRENT CURRICULUM OUTLINE	Hours	PROPOSED CURRICULUM OUTLINE at MERIDIAN	Hours
<u>English</u> EN 1103 English Comp I OR EN 1163 Accelerated Comp I EN 1113 English Comp II OR EN 1173 Accelerated Comp II	3  3	<u>English</u> EN 1103 English Comp I OR EN 1163 Accelerated Comp I EN 1113 English Comp II OR EN 1173 Accelerated Comp II	3  3
<u>Fine Arts</u> Any 1 course from the Approved General Education Fine Arts	3	<u>Fine Arts</u> Any 1 course from the Approved General Education Fine Arts	3
<u>Natural Sciences</u> Any 1 CH____ course AND any 1 CH____ Lab from the Approved General Education Natural Sciences Any 1 BIO____ course AND any 1 BIO____ Lab from the Approved General Education Natural Sciences Any 1 course from the Approved General Education Natural Sciences	4 4 3	<u>Natural Sciences</u> Any 1 CH____ course AND any 1 CH____ Lab from the Approved General Education Natural Sciences Any 1 BIO____ course AND any 1 BIO____ Lab from the Approved General Education Natural Sciences Any 1 course from the Approved General Education Natural Sciences	4 4 3
<u>Extra Science (if appropriate)</u> N/A		<u>Extra Science (if appropriate)</u> N/A	
<u>Math</u>		<u>Math</u>	

MA 1313 College Algebra or higher math ST 2113 Introduction to Statistics or equivalent	3 3	MA 1313 College Algebra or higher math ST 2113 Introduction to Statistics or equivalent	3 3
<u>Humanities</u> Any 2 courses from the Approved General Education Humanities	6	<u>Humanities</u> Any 2 courses from the Approved General Education Humanities	6
<u>Social/Behavioral Sciences</u> Any 2 courses from the General Approved Education Social/Behavioral Sciences	6 38 hr	<u>Social/Behavioral Sciences</u> Any 2 courses from the General Approved Education Social/Behavioral Sciences	6 38 hr
<u>Major Core Courses</u> KI 2023 Foundations of Health Education or FNH 3163 Basic Principles of Health Promotion KI 2603 Medical Terminology EP 2013 Introduction to Exercise Science EP 3183 Exercise Psychology EP 3233 Anatomical Kinesiology EP 3304 Exercise Physiology EP 3613 Exercise Electrocardiography EP 3643 Applied Anatomy and Pathophysiology EP 4113 Fitness Programs and Testing Procedures EP 4133 Exercise Programs for Clinical Populations EP 4183 Exercise & Weight Control EP 4603 Physical Activity Epidemiology EP Electives (Choose any 2 from: EP 4123, EP 4143, EP 4503, EP 4703) EP 4803 Professional Seminar in Exercise Science (Changed from 2 to 3 hours) Covers the Computer Literacy Requirement EP 4816 Clinical Exercise Physiology Internship	52 3 3 3 3 3 4 3 3 3 3 3 3 3 3 6 3 6 6	<u>Major Core Courses</u> KI 2023 Foundations of Health Education or FNH 3163 Basic Principles of Health Promotion KI 2603 Medical Terminology EP 2013 Introduction to Exercise Science EP 3183 Exercise Psychology EP 3233 Anatomical Kinesiology EP 3304 Exercise Physiology EP 3613 Exercise Electrocardiography EP 3643 Applied Anatomy and Pathophysiology EP 4113 Fitness Programs and Testing Procedures EP 4133 Exercise Programs for Clinical Populations EP 4183 Exercise & Weight Control EP 4603 Physical Activity Epidemiology EP Electives (Choose any 2 from: EP 4123, EP 4143, EP 4503, EP 4703) EP 4803 Professional Seminar in Exercise Science (Changed from 2 to 3 hours) Covers the Computer Literacy Requirement EP 4816 Clinical Exercise Physiology Internship	52 3 3 3 3 3 4 3 3 3 3 3 3 3 3 6 3 6 6
<u>Other Required Courses</u>  <u>Oral Communication Requirement</u> Choose from CO 1003 Fund Of Public Speak, CO 1013 Intro to Communication, or CO 2253 Fund Interprsn Comm  <u>Writing Requirement</u> Choose from EDF 3413 Writing For Thinking, MGT 3213 Org Communications, or BIO 3013 Prof Writ For Biology  <u>Biology Requirement</u> BIO 3004 Human Anatomy BIO 3014 Human Physiology  <u>Electives</u> -- approved by advisor	14  3  3  4 4  20	<u>Other Required Courses</u>  <u>Oral Communication Requirement</u> Choose from CO 1003 Fund Of Public Speak, CO 1013 Intro to Communication, or CO 2253 Fund Interprsn Comm  <u>Writing Requirement</u> Choose from EDF 3413 Writing For Thinking, MGT 3213 Org Communications, or BIO 3013 Prof Writ For Biology  <u>Biology Requirement</u> BIO 3004 Human Anatomy BIO 3014 Human Physiology  <u>Electives</u> -- approved by advisor	14  3  3  4 4  20
Total Hours	124	Total Hours	124

I am talking with the Provost about BIO 3004 and 3014

### 3. JUSTIFICATION AND STUDENT LEARNING OUTCOMES

On July 1, 2012, the Health Care Industry Zone Act to encourage the development of health care jobs in Mississippi went into effect. This act provides incentives for health care related businesses to locate new facilities in designated health care zones throughout the state of Mississippi. Meridian has been identified as a major health care zone because of the physical and mental health hospitals in this area. The Clinical Exercise Physiology program in Kinesiology is currently offered only on the Starkville Campus. The current proposal extends the reach of the program by proposing to offer the Clinical Exercise Physiology program at the Meridian campus as well. Extension of the Bachelor of Science degree in Kinesiology with a concentration in Clinical Exercise Physiology to the Meridian campus of Mississippi State University will provide educational opportunities for area residents to gain the skills they need to compete for jobs in the health care field and will provide region businesses the workforce they need to continue to build this area as a medical zone. Responding proactively to this opportunity is reflective of the leadership role that Mississippi State University plays in the educational development of the state. Additionally, the Meridian area offers a wide range of work possibilities for students graduating with a degree in Kinesiology, with a specific concentration of Clinical Exercise Physiology. There are numerous hospitals and rehabilitation facilities in the surrounding area.

While all courses will remain the same, we are including course modification proposals to offer the courses at Meridian (campus 2). All materials and syllabi will remain the same. Courses may be taught both face-to-face in Meridian or through interactive video between Starkville and Meridian while building renovations in Meridian are being completed. This will allow Meridian campus students to have the same access as Starkville campus students to all lab demonstrations.

#### Learning Outcomes

Learning Outcomes are identical to those of the current program on the Main Campus. **No changes** have been made.

1. Students demonstrate discipline-specific content and skills knowledge. Assessment: Students are required to respond to the *Undergraduate Exit Survey* at time of graduation. 80% of the students will rate the survey item "Understanding of human behavior and social structures, processes, and institutions" with a 4 or higher score on a 1-5 Likert scale.
2. Students will plan and implement learning experiences based on expected developmental progressions. Assessment: Students will plan and implement activities associated with their internship site. A rubric is used to assess the student's ability to develop plans and programs associated with their internship. 80% of the students will score a 4 or higher on a 1-5 Likert scale. The rubric consists of the following categories: Professionalism, subject knowledge, communication, emotional maturity, initiative, and professional potential.

3. Students will use a variety of formal and informal assessment strategies to guide their instruction. Assessment: Through the fitness programs and testing procedures class, EP4113, students will score 75% or higher on their final lab project.
4. Students will become reflective practitioners who evaluate the effects of their actions on others. Assessment: Students in clinical exercise physiology, health fitness studies, and sport studies will indicate that 80% of the students will strongly agree using a scale of 1-3 on the departmental undergraduate exit survey that they were able to use reflective learning following their internship experience.

#### **4. SUPPORT**

The Clinical Exercise Physiology program in Kinesiology offered at the Meridian Campus will mirror the program offered at Starkville. A letter of support is included from the Starkville Department of Kinesiology as well as from the Division of Education at the Meridian Campus. A letter of support addressed to the Provost is also included.

#### **5. PROPOSED 4-LETTER ABBREVIATION**

CLEP – No Change

#### **6. EFFECTIVE DATE**

Fall 2014

APPROVAL FORM FOR

# DEGREE PROGRAMS

MISSISSIPPI STATE UNIVERSITY

NOTE: This form is a cover sheet that must accompany the degree program change proposal. The actual proposal should be prepared in accordance with format requirements provided in the *Guide and Format for Curriculum Proposals* published by the UCCC. Both cover sheet and proposal should be submitted, along with all required copies, to UCCC, Garner Hall, Room 279, Mail Stop 9702.

College: Engineering

Department: Chemical Engineering

Contact Person: Jason Keith

Mail Stop: 9595

E-mail: keith@che.msstate.edu

Nature of Change: Add New Degree - IHL Approval Required

Date: 02/04/2014

Program will be offered at: Starkville (Campus 1)

Current Degree Program Name: Select One

Effective Date:

Major:

Concentration:

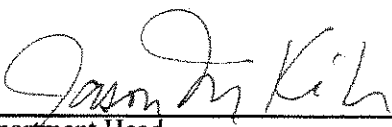
New Degree Program Name: Bachelor of Science

Major: Petroleum Engineering

Concentration:

## Summary of Proposed Changes:

new program proposal - see attachments for new courses and IHL appendices

  
\_\_\_\_\_  
Department Head

  
\_\_\_\_\_  
Chair, College or School Curriculum Committee

  
\_\_\_\_\_  
Dean of College or School

\_\_\_\_\_  
Chair, University Committee on Courses and Curricula

\_\_\_\_\_  
Chair, Graduate Council (if applicable)

\_\_\_\_\_  
Chair, Deans Council

2/4/2014

February 27, 2014

2/27/2014



SACS Letter Sent



# MISSISSIPPI STATE UNIVERSITY

## *Chemical Engineering*

Date: February 4, 2014

To: University Committee on Courses and Curricula

Through: Bagley College of Engineering Curriculum Committee

Re: New Degree in Petroleum Engineering

We, the undersigned faculty, request approval for a new Bachelor of Science in Petroleum Engineering, to be offered in the Swalm School of Chemical Engineering.

Mark Bricka

Santanu Kundu

Bill B. Elmore

Neeraj Rai

Todd French

Hossein Toghiani

Priscilla Hill

Keisha Walters

Jason Keith, Director



**BAGLEY**  
COLLEGE OF ENGINEERING  
MISSISSIPPI STATE UNIVERSITY



# MISSISSIPPI STATE UNIVERSITY™

## Dave C. Swalm School of Chemical Engineering

Box 9595 • Mississippi State, MS 39762  
Phone (662) 325-2480 • FAX (662) 325-2482

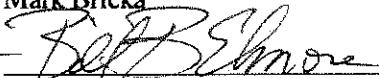
Date: December 7, 2013  
To: University Committee on Courses and Curricula  
Through: Bagley College of Engineering Committee on Courses and Curricula  
RE: New courses in Petroleum Engineering

We, the undersigned faculty, request approval for the development of the following courses in petroleum engineering.

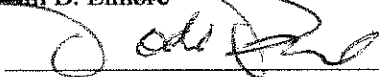
PTE 3903 Reservoir Fluid Properties  
PTE 3953 Reservoir Rock Properties and Fluid Flow  
PTE 3963 Drilling  
PTE 3973 Petroleum Production Operations  
PTE 3902 Petroleum Engineering Lab 1  
PTE 3912 Petroleum Engineering Lab 2  
PTE 4903 Reservoir Engineering 1  
PTE 4913 Reservoir Engineering 2  
PTE 4923 Completion Design  
PTE 4953 Formation Evaluation  
PTE 4963 Oil Recovery Methods  
PTE 4993 Petroleum Economic Analysis



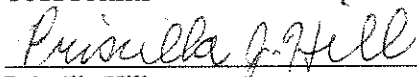
Mark Bricka



Bill B. Elmore



Todd French



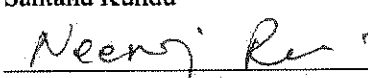
Priscilla Hill



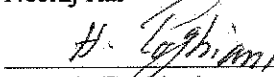
Jason Keith, Director



Santanu Kundu



Neeraj Rai



Hossein Toghiani



Keisha Walters



<b>PROPOSED New Degree</b>	
Degree: Bachelor of Science Major: Petroleum Engineering Concentration: N/A	
<p>Degree Description: The petroleum industry is one of the world's largest industries and is relied upon for our current way of life in several ways. First of all, petroleum fuels can be burned for energy which is used to supply heat and generate electricity for stationary applications. Secondly, petroleum has a favorable energy density and can be used for transportation applications. Finally, petroleum products are used to produce many chemical products of industrial and household relevance. The world consumes over 30 billion barrels of oil per year. It is estimated that 25% of the oil produced annually is used in the United States of America. The state of Mississippi ranks 13<sup>th</sup> in annual petroleum production in the United States. Major refineries in the state are located in Pascagoula, Vicksburg, and Sandersville. The state is estimated to produce 3.1% of U.S. motor gasoline and 1.7% of U.S. distillate fuel, which are significant amounts given the total volume of consumption.</p> <p>This curriculum is designed to educate students on the foundational principles required for success in the petroleum industry. Graduates will be prepared to enter the workforce and manage the human and energy resources in the petroleum industry. Students will develop hands-on, communication, and critical thinking skills to be successful. The program offers unique training with a particular emphasis on reservoir engineering, enhanced petroleum recovery methods, and thorough economic analysis. The degree is housed within the Swalm School of Chemical Engineering, and offers a student-focused curriculum with one-on-one advising and professional development opportunities.</p>	
Concentration Description: N/A	
<b>Proposed Curriculum Outline</b>	<b>Required Hours</b>
English Composition EN 1103 English Comp I EN 1113 English Comp II	6
Mathematics (see Major Core)	
Science (see Major Core)	
Humanities (General Education)	6
Fine Arts (General Education)	3
Social / Behavioral Sciences (General Education)	6
<b>Major Core</b>	
Math and Basic Science MA 1713 Calculus I MA 1723 Calculus II MA 2733 Calculus III MA 2743 Calculus IV MA 3253 Differential Equations CH 1211 Investigations in Chemistry I CH 1213 Chemistry I CH 1221 Investigations in Chemistry II CH 1223 Chemistry II GG 1113 Survey of Earth Science GG 4153 Engineering Geology PH 2213 Physics I PH 2223 Physics II	35
Engineering Topics CHE 1101 CHE Freshman Seminar CHE 2114 Mass and Energy Balances CHE 2213 CHE Analysis CHE 3113 Thermo I CHE 3413 Engineering Materials CHE 4413 Transport Phenomena EM 2413 Engineering Mechanics	63

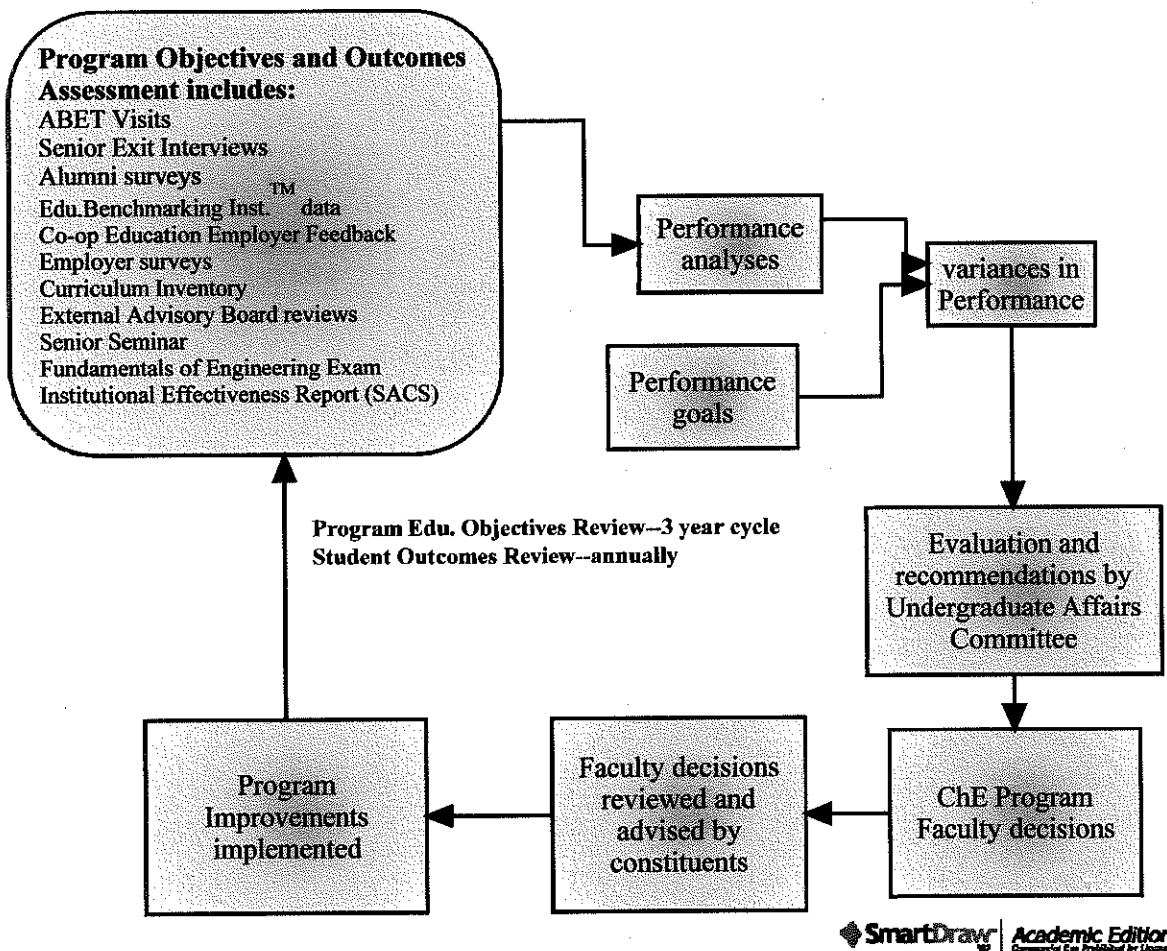
EM 3213 Mechanics of Materials IE 3913 Engineering Economy I IE 4613 Engineering Statistics PTE 3903 Reservoir Fluid Properties PTE 3953 Reservoir Rock Properties PTE 3963 Drilling PTE 3973 Petroleum Production PTE 3902 PTE Lab I PTE 3912 PTE Lab II PTE 4903 Reservoir Engineering I PTE 4913 Reservoir Engineering II PTE 4923 Completion Design PTE 4953 Formation Evaluation PTE 4963 Oil Recovery Methods PTE 4993 Petroleum Economic Analysis	
Oral Communication Requirement Fulfilled in PTE 3902, 3912, and PTE 4993	
Writing Requirement GE 3513 Technical Writing	3
Computer Literacy Fulfilled in CHE 2213 and PTE 4993	
Technical Electives	6
<b>Total Hours</b>	<b>128</b>

### Student Learning Outcomes and Assessment

The following are the student learning outcomes:

- a) An ability to apply knowledge of mathematics, science and engineering
- b) An ability to design and conduct experiments, as well as to analyze and interpret data
- c) An ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
- d) An ability to function on multidisciplinary teams
- e) An ability to identify, formulate, and solve engineering problems
- f) An understanding of professional and ethical responsibility
- g) An ability to communicate effectively
- h) The broad education necessary to understand the impact of engineering solutions in a global, economic, environmental and societal context
- i) A recognition of the need for, and an ability to engage in life-long learning
- j) A knowledge of contemporary issues
- k) An ability to use the techniques, skills and modern engineering tools necessary for engineering practice.

A graphical vision for the assessment plan for petroleum engineering is shown below:



### 1. ABET Visits

Though perhaps obvious, the ABET visit inherently serves as a mechanism for evaluating our program objectives and student outcomes.

### 2. Senior Exit Interviews

Senior Exit Interviews are conducted by External Advisory Board members during the annual spring meeting through a two-step process: 1) personal interviews and 2) an anonymous survey. Student comments are evaluated by faculty when considering changes to the curriculum and a metric of an average senior exit survey rating of 3.5/5.0 on each student outcome is used to determine whether or not the outcome is being met from the students' perspective.

### 3. Alumni Surveys

Data from alumni including personal visits; our online, anonymous survey and the annual alumni newsletter (containing updates from alumni respondents) are evaluated for help in evaluating student outcomes. Alumni are surveyed both with regard to program objectives and student outcomes. Many alumni also regularly provide feedback in the form of comments about improvements that could be made to the curriculum. Such information has been used to make significant changes to the program.

As described previously, the ultimate goal is to measure 3-year and 5-year graduates for tracking data trends. But, in these early cycles (since the 2006/07 reformulation of the program objectives and accompanying restructuring of

various assessment tools), all alumni responses have been taken into account to establish a baseline. For each student outcome, achievement of that outcome from the alumni perspective is currently determined to be met if the average response from the alumni survey respondents meet or exceeds 4/5.

#### *4. Educational Benchmarking Institute™ data*

Beginning with spring 2007 graduates, the Bagley College of Engineering began surveying graduating seniors via an instrument administered by the *Educational Benchmarking Institute™*. Data obtained through this assessment instrument queries graduates on many factors relating to our student outcomes. This survey is well-timed (coinciding with the month of graduation) and provides excellent insight into the degree of our achievement of student outcomes from the perspective of graduating seniors.

#### *5. Co-operative Education Employer Feedback*

Co-op employers complete a survey for each student participating in co-op with their companies. The survey follows the pattern set by our other survey instruments—asking respondents to indicate the degree to which they believe the student(s) have achieved our student outcomes through their work performance. This measure is of particular importance—surveying external engineering practitioners' views of co-op student performance. The proximity of work experience with ongoing academic study enables us to gain an invaluable view of our students' ability to translate their petroleum engineering study into field practice and the interrelation of individual student outcomes to perceived importance and degree of attainment from employers' perspective.

#### *6. Employer Surveys*

Anecdotal information is obtained through on-campus visits by employers and personal contact between petroleum engineering faculty and employers and used to augment co-op employer feedback.

#### *7. Curriculum Inventory*

The petroleum engineering faculty has an ongoing review of each course in the curriculum to examine topics covered and integrated across the curriculum to ensure thorough coverage of our student outcomes. Each course in the petroleum engineering curriculum is mapped to our student outcomes a-k.

#### **Proposed 4 Letter Abbreviation**

PETE

#### **Effective Date**

Spring Semester 2015

## Appendix 7: Authorization to Plan a New Degree Program

<b>Institution: Mississippi State University</b>			
<b>Date of Implementation:</b>		<b>Six Year Cost of Implementation:</b>	
Spring Semester 2015		\$5,850,000	
		<b>Per Student Cost of Implementation:</b>	
		\$41,786	
<b>Program Title as will Appear on Academic Program Inventory, Diploma, and Transcript:</b>			<b>Six Digit CIP Code:</b>
Petroleum Engineering			14.2501
<b>Degree(s) to be Awarded:</b>		<b>Credit Hour Requirements:</b>	
Bachelor of Science		128	
<b>List any institutions within the state offering similar programs:</b>			
None			
<b>Responsible Academic Unit(s):</b>		<b>Institutional Contact:</b>	
Dave C. Swalm School of Chemical Engineering		Dr. Jason M. Keith	
<b>Number of Students Expected to Enroll in First Six Years:</b>		<b>Number of Graduates Expected in First Six Years:</b>	
Year One	15	Year One	0
Year Two	20	Year Two	0
Year Three	25	Year Three	10
Year Four	25	Year Four	15
Year Five	25	Year Five	20
Year Six	30	Year Six	25
<b>Total</b>	<b>140</b>	<b>Total</b>	<b>70</b>
<b>Program Summary:</b>			
<p>The petroleum industry is one of the world's largest industries and is relied upon for our current way of life in several ways. First of all, petroleum fuels can be burned for energy which is used to supply heat and generate electricity for stationary applications. Secondly, petroleum has a favorable energy density and can be used for transportation applications. Finally, petroleum products are used to produce many chemical products of industrial and household relevance. The world consumes over 30 billion barrels of oil per year. It is estimated that 25% of the oil produced annually is used in the United States of America. The state of Mississippi ranks 13<sup>th</sup> in annual petroleum production in the United States. Major refineries in the state are located in Pascagoula, Vicksburg, and Sandersville. The state is estimated to produce 3.1% of U.S. motor gasoline and 1.7% of U.S. distillate fuel, which are significant amounts given the total volume of consumption.</p> <p>This curriculum is designed to educate students on the foundational principles required for success in the petroleum industry. Graduates will be prepared to enter the workforce and manage the human and energy resources in the petroleum industry. Students will develop hands-on, communication, and critical thinking skills to be successful. The program offers unique training with a particular emphasis on reservoir engineering, enhanced petroleum recovery methods, and thorough economic analysis. The degree is housed within the Swalm School of Chemical Engineering, and offers a student-focused curriculum with one-on-one advising and professional development opportunities.</p>			
<b>Institutional Executive Officer Signature</b>		<b>Date</b>	

**Institution:**

1. Describe the proposed program and explain how it fits within the mission of the institution.

There is a need to educate students on the various aspects of the petroleum industry. There are increasing opportunities within the state to harness these resources. The Bagley College of Engineering is a key component to a nationally recognized research university with outstanding education, service, and research programs. Faculty involved with this program will be engaged in these core activities to enhance these missions. The faculty will be housed in the Swalm School of Chemical Engineering, but have accessibility to collaborations through other departments in the college as well as the appropriate research centers.

2. Provide the information used to determine Mississippi's need for this program. Be specific and provide supporting data (*supporting data must include employment statistics*).

In the current employment market for petroleum engineers, the demand outpaces the supply. Graduates obtain multiple job offers at highly competitive salaries. The table below shows the estimated number of employed petroleum engineers, obtained from The Bureau of Labor Statistics as well as the number of petroleum engineering graduates in the nation as obtained from the American Society for Engineering Education.

Year	Employed Petroleum Engineers	Petroleum Engineering Graduates
2009	25,540	654
2010	Not available	753
2011	30,880	888
2012	38,500*	1002

\*the Bureau of Labor Statistics estimates 48,300 employed petroleum engineers in 2022

3. Describe the anticipated institutional impact including any research efforts associated with this program.

The program anticipates hiring five faculty in conjunction with the degree program. It is expected that these faculty will, in addition to teaching responsibilities, develop internationally recognized research programs. These programs have natural fits with existing faculty strengths at Mississippi State University, including but not limited to chemical engineering, mechanical engineering, civil and environmental engineering, agricultural and biological engineering, chemistry, physics, and geology. Collaborations will also involve researchers at the interdisciplinary MSU Energy Institute and the Center for Advanced Vehicular Systems, and also utilize computational resources at the High Performance Computing Collaboratory.

4. Provide the total anticipated budget for the program. Indicate from where the funds will come.

The estimated salaries for the five faculty members, including fringe benefits, will be \$750,000. It is anticipated that these funds will come from reallocations within the university and from external sources. In order to save program administration costs, the program will be housed within the Dave C. Swalm School of Chemical Engineering. Additional sources of revenue will come from private gifts and also from faculty salary and returned overhead from sponsored research projects.

Resource breakdown

- Salaries and Fringe Benefits \$750,000 per year
- Staff support \$100,000 per year
- Operating funds \$50,000 per year
- Teaching assistant support \$75,000 per year

Total is \$975,000 per year in recurring costs. There will also need to be resources devoted to developing student laboratories. It is estimated that these cost could range between \$750,000 and \$1,000,000 and would come primarily from private and industrial donations.

5. Use a chart to show anticipated enrollment for the first five years of the program.

The enrollment is summarized below.

Year	New Enrollment	Cumulative Program Size
1	10	10
2	15	25
3	20	45
4	25	70
5	25	85

6. Indicate where the proposed program is offered within the state

- Chart similarities and differences in the proposed program and those offered in other institutions
- Explain anticipated consequences on enrollment in other institutions offering the program, including any ramifications on the Ayers settlement

There are no petroleum engineering programs offered in the state. The most closely related program is the geological engineering program at the University of Mississippi. However, their program does not offer courses in reservoir fluid or rock properties, drilling, reservoir engineering, petroleum production, well completion, oil recovery methods, or petroleum economics, which are cornerstones of this proposed degree program.

Since this is a unique degree program for the state IHL, it is expected that there will be a net increase of students into the college of engineering at Mississippi State and the IHL system, with no impact on other institutions in the system.

7. What is the specific basis for formulating the number of graduates expected in the first six years?

Statistics from the Society of Petroleum Engineers suggests there are currently 10,000 students enrolled in petroleum engineering undergraduate programs nationally. The closest programs to MSU include those at LSU (910 current students), the University of Louisiana at Lafayette (499), and the University of Houston (549). If 5% of these students originally live in Mississippi or are children of MSU alumni, and if they were to come to MSU, that would be 100 total, students, or about 25 per year. This may be a low estimate of the projected program enrollment.



## Appendix 8: New Degree Program Proposal

<b>Institution:</b>			
<b>Date of Implementation:</b>		<b>Six Year Cost of Implementation:</b>	
Spring Semester 2015		\$5,850,000	
		<b>Per Student Cost of Implementation:</b>	
		\$41,786	
<b>Program Title as will Appear on Academic Program Inventory, Diploma, and Transcript:</b>			<b>Six Digit CIP Code:</b>
Petroleum Engineering			14.2501
<b>Degree(s) to be Awarded:</b>		<b>Credit Hour Requirements:</b>	
Bachelor of Science		128	
<b>List any institutions within the state offering similar programs:</b>			
None			
<b>Responsible Academic Unit(s):</b>		<b>Institutional Contact:</b>	
Dave C. Swalm School of Chemical Engineering		Dr. Jason M. Keith	
<b>Check one of the boxes below related to SACS COC Substantive Changes.</b>			
<input checked="checked" type="checkbox"/> <b>Proposed Program is Not a Substantive Change</b>		<input type="checkbox"/> <b>Proposed Program is a Substantive Change</b>	
<b>Number of Students Expected to Enroll in First Six Years:</b>		<b>Number of Graduates Expected in First Six Years:</b>	
Year One	15	Year One	0
Year Two	20	Year Two	0
Year Three	25	Year Three	10
Year Four	25	Year Four	15
Year Five	25	Year Five	20
Year Six	30	Year Six	25
<b>Total</b>	<b>140</b>	<b>Total</b>	<b>70</b>
<b>Program Summary:</b>			
<p>The petroleum industry is one of the world's largest industries and is relied upon for our current way of life in several ways. First of all, petroleum fuels can be burned for energy which is used to supply heat and generate electricity for stationary applications. Secondly, petroleum has a favorable energy density and can be used for transportation applications. Finally, petroleum products are used to produce many chemical products of industrial and household relevance. The world consumes over 30 billion barrels of oil per year. It is estimated that 25% of the oil produced annually is used in the United States of America. The state of Mississippi ranks 13<sup>th</sup> in annual petroleum production in the United States. Major refineries in the state are located in Pascagoula, Vicksburg, and Sandersville. The state is estimated to produce 3.1% of U.S. motor gasoline and 1.7% of U.S. distillate fuel, which are significant amounts given the total volume of consumption.</p> <p>This curriculum is designed to educate students on the foundational principles required for success in the petroleum industry. Graduates will be prepared to enter the workforce and manage the human and energy resources in the petroleum industry. Students will develop hands-on, communication, and critical thinking skills to be successful. The program offers unique training with a particular emphasis on reservoir engineering, enhanced petroleum recovery methods, and thorough economic analysis. The degree is housed within the Swalm School of Chemical Engineering, and offers a student-focused curriculum with one-on-one advising and professional development opportunities.</p>			
<b>Institutional Executive Officer Signature</b>			<b>Date</b>

## **New Degree Program Proposal**

- 1. Describe how the degree program will be administered including the name and title of person(s) who will be responsible for curriculum development and ongoing program review.**

The Petroleum Engineering B.S. degree program will be administered entirely within the Dave C. Swalm School of Chemical Engineering. Specific responsibility for the design and review of the curriculum will be the purview of the Department's Undergraduate Curriculum Committee. Degree and course additions, modifications, and deletions are subject to approval by the larger faculty. Faculty advisors will be assigned to assist students in choosing electives that will meet their personal career objectives, and to set career goals. Faculty advisors will play a key role in day-to-day advising and academic procedures.

### **Undergraduate Curriculum Committee:**

Jason M. Keith, Professor and Director (ex-officio)  
Bill Elmore, Associate Professor  
Priscilla Hill, Associate Professor  
R. Mark Bricka, Associate Professor

### **Other Faculty Teaching in the Curriculum (not listed above):**

W. Todd French, Associate Professor  
Santanu Kundu, Assistant Professor  
Neeraj Rai, Assistant Professor  
Hossein Toghiani, Professor  
Keisha Walters, Associate Professor

- 2. Describe the educational objectives of the degree program including the specific objectives of any concentrations, emphases, options, specializations, tracks, etc.**

The petroleum industry is one of the world's largest industries and is relied upon for our current way of life in several ways. First of all, petroleum fuels can be burned for energy which is used to supply heat and generate electricity for stationary applications. Secondly, petroleum has a favorable energy density and can be used for transportation applications. Finally, petroleum products are used to produce many chemical products of industrial and household relevance. The world consumes over 30 billion barrels of oil per year. It is estimated that 25% of the oil produced annually is used in the United States of America. The state of Mississippi ranks 13<sup>th</sup> in annual petroleum production in the United States. Major refineries in the state are located in Pascagoula, Vicksburg, and Sandersville. The state is estimated to produce 3.1% of U.S. motor gasoline and 1.7% of U.S. distillate fuel, which are significant amounts given the total volume of consumption.

**Mission:**

The mission of the Swalm School of Chemical Engineering is to produce graduates who have the ability to apply the principles of the physical sciences, together with the principles of economics and human relations, to fields that pertain directly to processes and process equipment that treat material to effect a change in state, energy content, or composition.

Graduates will receive a broad education that will enable them to become leaders in industry, the profession, and the community. Those graduates that excel academically will be prepared for entry to graduate studies.

To achieve our mission, Program Educational Objectives have been established to help us assess the degree to which we have achieved these objectives.

**Swalm School of Chemical Engineering Program Educational Objectives for Petroleum Engineering**

Mississippi State University Petroleum Engineering graduates will...

- 1) ...successfully enter the petroleum engineering profession as design, process and research engineers (and related designations) with prominent companies in the chemical process industries, petroleum and petrochemical, environmental, government agencies, consulting or other related industries.
- 2) ... demonstrate an ability to address unstructured problems specific to petroleum engineering technical specialties by identifying and implementing solutions using the proper tools, practical approaches and flexible thinking.
- 3) ... pursue and earn post-baccalaureate degrees in petroleum engineering and related fields, business and professional programs including medicine and law.
- 4) ... demonstrate proficiency in petroleum engineering practice and leadership development by advancing in their chosen fields to technical leadership, supervisory and management positions.

- 3. Describe any special admission requirements for the degree program including any articulation agreements that have been negotiated or planned.**

N/A

- 4. Describe the professional accreditation that will be sought for this degree program. If a SACS visit for substantive change will be necessary, please note.**

Accreditation will be sought through the Engineering Accreditation Commission of ABET,  
<http://www.abet.org>.

- 5. Describe the curriculum for this degree program including the recommended course of study (appending course descriptions for all courses) and any special requirements such as clinical, field experience, community service, internships, practicum, a thesis, etc.**

The Petroleum Engineering major requires 128 semester hours and is designed for completion in four academic calendar years. Students must meet the Board of Trustees Core, MSU General Education Core, and Bagley College of Engineering requirements. In the Spring Semester of their senior year, students will enroll in the major's capstone course, PTE 4993 Petroleum Economic Analysis brings together concepts from the prerequisite courses to perform an analysis and make a recommendation to move forward on obtaining petroleum or natural gas from a reservoir.

- 6. Describe the faculty who will deliver this degree program including the members' names, ranks, disciplines, current workloads, and specific courses they will teach within the program. If it will be necessary to add faculty in order to begin the program, give the desired qualifications of the persons to be added.**

The major core consists of chemical engineering and petroleum engineering courses. The Swalm School of Chemical Engineering currently has 9 faculty members and is currently searching for two additional faculty members. The department currently does not have any faculty with petroleum engineering degrees but have active research interests in computer modeling and fundamental fluid mechanics that would overlap with new faculty that would be hired into the program. Five new faculty members or instructors will be needed to implement the new courses and this degree. These candidates should have a B.S. in Petroleum Engineering and a PhD in Petroleum Engineering or a related field.

- 7. Describe the library holdings relevant to the proposed program, noting strengths and weaknesses. If there are guidelines for the discipline, do current holdings meet or exceed standards?**

The chemical engineering program has always relied on the Mitchell Memorial Library and its capabilities to facilitate all of our degree programs. The Library is used for our B.S., M.S. and Ph.D. degrees and has older holdings to support the undergraduate Petroleum Engineering degree. As allocations are made to the chemical engineering program books are purchased to enhance the scope of research areas that overlap with petroleum engineering.

- 8. Describe the procedures for evaluation of the program and its effectiveness in the first six years of the program, including admission and retention rates, program outcome assessments, placement of graduates, changes in job market need/demand, ex-student/graduate surveys, or other procedures.**

The degree program will be accredited through ABET, following similar process of what is used across the Bagley College of Engineering. The student learning outcomes to be assessed are:

- (a) an ability to apply knowledge of mathematics, science and engineering
- (b) an ability to design and conduct experiments, as well as to analyze and interpret data
- (c) an ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
- (d) an ability to function on multidisciplinary teams
- (e) an ability to identify, formulate and solve engineering problems
- (f) an understanding of professional and ethical responsibility
- (g) an ability to communicate effectively
- (h) the broad education necessary to understand the impact of engineering solutions in a global, economic, environmental and societal context
- (i) a recognition of the need for, and an ability to engage in life-long learning
- (j) a knowledge of contemporary issues
- (k) an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.”

These outcomes are also assessed for the annual Institutional Effectiveness reports for the Southern Association of Colleges and Schools (SACS).

As part of these steps, the program educational objectives are adapted with input from the following constituencies:

- Petroleum Engineering students (undergraduate and graduate)
- Employers (for both co-op and permanent employment)
- External Advisory Board
- Alumni
- Faculty of the Swalm School of Chemical Engineering

Additional instruments used in the assessment process include: senior exit interviews, alumni surveys, the Educational Benchmarking Institute data, cooperative education employer surveys, employer surveys, and a curriculum inventory to see that students are achieving the desired student outcomes.

**9. What is the specific basis for formulating the number of graduates expected in the first six years.**

Statistics from the Society of Petroleum Engineers suggests there are currently 10,000 students enrolled in petroleum engineering undergraduate programs nationally. The closest programs to MSU include that at LSU (910 current students), the University of Louisiana at Lafayette (499), and the University of Houston (549). If 5% of these students originally live in Mississippi or are children of MSU alumni, and if they were to come to MSU, that would be 100 total, students, or about 25 per year. This may be a low estimate of the projected program enrollment. The

department has strong retention numbers due to the excellent rapport between the faculty and the students. It is expected that this will continue with an overall high retention rate.