

University Committee on Courses and Curricula
Mississippi State University
October 19, 2018
As Amended

Members

Present: Amy Adkerson, Tracey Baham, Randy Campbell, Amy Crumpton, Padmanava Dash, Dana Franz, Joshua Hartley, Kevin Hunt, Qingmin Meng, Rob Moore, Emily Owen, Prem Parajuli, Tommy Parker, Andy Perkins, Tommy Phillips, Kathy Sherman-Morris, Darrell Sparks, Marian Swindell, Jacob Tschume, Jenny Turner, Erica Waldman, Jeff Winger, Robert Wolverton, Matthew Zimmerman

Excused: John Buol, Russell Carr, Cody Coyne, Charles Freeman, Seamus Freyne, Trey Howell, Matthew Priddy, Brad Trinkle, Chien Yu

Proxy: Bob Wolverton, Jr. for Pat Matthes

Absent: Arman Borazjani

Guests: Kiley Forsythe, Richard Harkess, Fumiko Joo, Xiaofei Li, Gay Williamson

Franz called the meeting to order at 1:30 p.m. on Friday, October 19, 2018 at 1:30 p.m. in Room 324 of the Student Union. Franz announced emergency procedures should not be included on syllabi, so university announcements will be followed. The link for emergency announcements may be provided on the syllabi. Franz continues to work with the Teaching and Learning Center to update the example syllabus on their website. Franz announced the Faculty Senate is working on a recommendation for the recording of lectures. Franz welcomed Marian Swindell to the UCCC meeting as the representative from the Meridian campus.

Crumpton moved to approve the minutes from the September 7, 2018 UCCC meeting. Hunt seconded the motion. The motion to approve the September 7, 2018 UCCC minutes was unanimously approved.

Perkins moved to approve the addition of distance education to ADS 8162 Monogastric Nutrition. Hunt seconded the motion. The subcommittee that reviewed the proposal reported that the 30 character abbreviation is awkward and not enough information about the distance component of the course is included in the syllabus. Parajuli moved to approve the addition of distance education to ADS 8162 contingent upon the above concerns being address. Winger seconded the motion. The motion to pass the addition of distance education to ADS 8162 contingent upon the above concerns being addressed was approved with one committee member abstaining.

Perkins moved to approve the addition of AEC 4363/6363 Economics of Precision Agriculture and the addition of distance education to AEC 4363/6363. Parajuli seconded the motion. The subcommittee that reviewed the proposal noted that in the syllabus excused absences are only allowed if they are

reported in advance which is conflict with AOP 12.09; there is minimal information for distance students in the syllabus; and in the proposal bonus points are mentioned for those who participate in the online discussion group, but that information is not included in the syllabus. Crumpton moved to pass the addition of AEC 4363/6363 and the addition of distance education to AEC 4363/6363 contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass contingent was approved with one committee member abstaining.

Perkins moved to approve the addition of AELC 4613/6613 Teaching Agricultural Mechanics. Parajuli seconded the motion. The motion to approve the addition of AEC 4613/6613 was unanimously approved.

Perkins moved to approve the addition of distance education to FDM 2553 Introduction to Fashion Industry. Campbell seconded the motion. The subcommittee that reviewed the proposal reported that the provisions in the syllabus that prohibit make up of missed and late assignments may be in conflict with AOP 12.09; in the syllabus there is no mention of excused absences for Campus 1 students; the Campus 5 syllabus does not contain sufficient information about how Campus 5 students will participate in class, take exams, etc. and contains minimal information specific to distance students; the syllabus does not outline how the three exams will be weighted; and the syllabus does not explain how the distance students are getting the extra credit opportunity mentioned in the proposal. Parajuli moved to pass the addition of distance education to FDM 2553 contingent upon the above concerns being addressed. Crumpton seconded the motion. The motion to pass contingent was approved with one committee member abstaining.

Perkins moved to approve the addition of FDM 8100 Creative Component Project in Fashion Design and Merchandising. Hunt seconded the motion. The subcommittee that reviewed the proposal reported that the catalog description in the syllabus does not match the catalog in the proposal; the syllabus does not outline how students meet with the faculty member about the project and what happens if students miss scheduled meetings; and the date the project is due needs to be clearer. Crumpton moved to pass the addition of FDM 8100 contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass FDM 8100 contingent was approved unanimously.

Perkins moved to approve the modification of HDFS 8413 Issues in Family Science and the addition of distance education to HDFS 8413. Crumpton seconded the motion. The subcommittee that reviewed the proposal reported that the syllabus mentions that students are expected to complete all exams, but exams are not mentioned in the graded work; an attendance policy is not included in the syllabus; and the proposed Campus 5 syllabus will not open, so it will need to be reloaded to be evaluated. Hunt moved to pass the modification of HDFS 8413 and the addition of distance education to HDFS 8413 contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass contingent was approved with one committee member abstaining.

Perkins moved to approve the modification of HS 4702 Research and Application in Human Sciences. Parajuli seconded the motion. The motion to approve HS 4702 was approved unanimously.

Perkins moved to approve the modification of PSS 4373/6373 Geospatial Agronomic Management. Crumpton seconded the motion. The motion to approve PSS 4373/6373 was approved unanimously.

Perkins moved to approve the modification of the BS in Animal and Dairy Science. Parajuli seconded the motion. The motion to approve the modification of the BS in Animal and Dairy Science was approved unanimously.

Crumpton moved to approve the addition of distance education to BIO 1123 Animal Biology. Parajuli seconded the motion. The motion to approve the addition of distance education to BIO 1123 was approved unanimously.

Crumpton moved to approve the addition of FL 4503 Ghost Tales from China and Japan, 14th – 19th Centuries and the addition of FLJ 3153 Japanese V. Parajuli seconded the motion. The motion to approve FL 4503 and FLJ 3153 was approved unanimously.

Crumpton moved to approve the name change for the Ph.D. in College/Postsecondary Student Counseling & Personnel to Counselor Education. Winger seconded the motion. The motion to approve was approved unanimously.

Crumpton moved to approve the addition of MU 3681 Opera Production and MU 8402 Advanced Instrumental Arranging. Hunt seconded the motion. The motion to approve the addition of MU 3681 and MU 8401 was unanimously approved.

Hunt moved to approve the addition of distance education to BL 2413 The Legal Environment of Business. Crumpton seconded the motion. The subcommittee that reviewed the proposal noted the syllabus mentions university excused absences but does not list them or provide a link to AOP 12.09, and the names of the textbook chapters need to be included in the syllabus and the course outline. Perkins moved to pass the addition of distance education to BL 2413 contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass contingent was approved unanimously.

Hunt moved to approve the addition of distance education to BL 4273/6273 International Business Law. Perkins seconded the motion. The subcommittee that reviewed the proposal noted the syllabus does not contain sufficient information about how Campus 5 students will participate in class, take exams, etc. and contains minimal information specific to distance students; the syllabus mentions university excused absences but does not list them or provide a link to AOP 12.09; and extra credit is offered to face to face students but not to online students. Parajuli moved to pass the addition of distance education to BL 4273/6273 contingent upon the above concerns being addressed. Tschume seconded the motion. The motion to pass contingent was unanimously approved.

Hunt moved to approve the addition of distance education to MGT 3823 Socially Responsible Leadership. Crumpton seconded the motion. The subcommittee that reviewed this proposal commented that the initiator did a good job of explaining the online component of the class. The motion to approve the addition of distance education to MGT 3823 was unanimously approved.

Hunt moved to approve the addition of distance education to MKT 4113 Personal Selling. Crumpton seconded the motion. The subcommittee that reviewed the proposal noted while there is an attendance policy it would be a good idea to provide a link to AOP 12.09; that is not clear under Discussion Assignments what “[i]f you fail to participate **completely** in any given week you will receive a zero for that week” means; and Participation, Discussions Assignments and Professionalism seem to overlap and need to be clarified. Moore moved to pass the addition of distance education to MKT 4113

contingent upon the above concerns being addressed. Parajuli seconded the motion. The motion to pass MKT 4113 contingent was unanimously approved.

Hunt moved to approve the addition of distance education to MKT 4413 Consumer Behavior. Crumpton seconded the motion. The subcommittee that reviewed the proposal noted that under the Professionalism heading it mentions professionalism is 10% of the grade but on the grade breakdown professional is not listed, and that is not clear under Discussion Assignments what “[i]f you fail to participate **completely** in any given week you will receive a zero for that week” means. Parajuli moved to pass MKT 4413 contingent upon the above concerns being addressed. Perkins seconded the motion. The motion to pass MKT 4413 contingent was unanimously approved.

Sparks moved to approve the addition of ECE 4943/6943 Automation, Data Acquisition, and PLDs and the addition of Gulf Coast Campus 6 to ECE 4943/6943 (the request for the addition of distance education was withdrawn). The subcommittee that reviewed the proposal noted that even though the syllabus indicates that “you must receive a passing grade for both the lecture portion and the laboratory portion of this course” the grading scale indicates otherwise, and while the syllabus notes there will be a 10 point grading scale the scale needs to be included in the syllabus. Parajuli moved to pass the addition of ECE 4943/6943 and the addition of Gulf Coast Campus 6 contingent upon the above concerns being addressed. Hunt seconded the motion. The motion to pass contingent was unanimously approved.

Sparks moved to approve the modification of ECE 8633 Control of Distributed Energy Resource Systems and the addition of Gulf Coast Campus 6 to ECE 8633. Campbell seconded the motion. The motion to modify ECE 8633 and the addition of Gulf Coast Campus 6 was unanimously approved.

Winger moved to approve the addition of WFA 4633/6633 Problem Solving in Conservation Biology and the addition of WFA 4881/6881 Current Topics in Conservation Biology. Parajuli seconded the motion. For WFA 4633/6633, the subcommittee that reviewed the proposal noted the catalog description needs to have the prerequisites mentioned first followed by the phrase “three hours lecture;” the course description needs to be included on the syllabus; and while the graduate student mentorship will count 5%, it is not clear how that will be evaluated. For WFA 4881/6881, the subcommittee that reviewed the proposal noted there is not a breakdown for graduate grading in the grading scale, and questioned whether the initiator intended to include a statement like “or equivalent courses with instructor approval” in the prerequisites so graduate students who graduated from another university may take the course. Parajuli moved to pass WFA 4633/6633 and WFA 4881/6881 contingent upon the above concerns being addressed. Campbell seconded the motion. The motion to pass contingent was unanimously approved.

Winger moved to approve the addition of distance education to WFA 8433 Natural Resources and Conservation Decision Making. Parajuli seconded the motion. The subcommittee that reviewed the proposal noted on the grading scale the “D” range has a typographical error, and the contact hours need to be broken down into smaller increments (subcommittee was not sure if each subheading was worth one contact hour). Crumpton moved to pass WFA 8433 contingent upon the above concerns being addressed. Perkins seconded the motion. The motion to pass WFA 8433 contingent was approved unanimously.

Hunt moved to approve the modification of the BS in Wildlife, Fisheries & Aquaculture. Parajuli seconded the motion. A member of the committee pointed out that the Genetics class in the program

proposal is located in the Poultry Science Department, and a letter of support is needed from that department. Committee members also pointed out the course proposals for WFA 4633/6633 and WFA 4881/6881 will have to clear before the program proposal can be approved. Perkins moved to pass the BS in Wildlife, Fisheries & Aquaculture contingent upon the above concerns being addressed. Crumpton seconded the motion. The motion to pass contingent was approved unanimously.

Zimmerman moved to adjourn the meeting. Parajuli seconded the motion. The motion to adjourn was approved unanimously. The meeting was adjourned at 3:33 p.m.