

**University Committee on Courses and Curricula  
Mississippi State University  
December 4, 2020**

Members

Present: Anna Bales, Randy Campbell, Russell Carr, Padmanava Dash, Brian Davis, Kathy Dooley, Nathan Drake, Dana Franz, Trey Howell, Julie Jessop, Caroline Kobia, Pat Mattes, Rob Moore, Emily Owen, Tommy Parker, Andy Perkins, Suzanne Powney, Emily Shaw, Kathy Sherman-Morris, Darrell Sparks, Barry Stewart, Marian Swindell, Brad Trinkle, Jenny Turner, Jeff Winger, Chien Yu

Excused: Brian Baldwin, Tyler Dickerson, Qingmin Meng, Cate Mocal-King, Ira Parson, Matthew Priddy, Wendy Roussin

Guests: Lynda Moore, Nick Ramirez

Proxies: Kayla Pineda for Tracey Baham, Carlen Hennington for Marian Swindell

**The December 4, 2020 meeting was conducted using WebEx connective technology due to the coronavirus.**

Franz called the meeting to order at 1:30 p.m. on Friday, December 4, 2020. The meeting was conducted using WebEx connective technology. Franz announced nominations for UCCC Chair for 2021-2022 can be made on or before 5:00 p.m. on January 20, 2021. The election will be held at the UCCC meeting on January 22, 2021.

Trinkle moved to approve the minutes from the November 13, 2020 UCCC meeting. Carr seconded the motion. The motion was approved.

Perkins moved to approve the modification of EAP 5333 Critical Reading. Stewart seconded the motion. The subcommittee that reviewed the proposal questioned if the course would be only offered as a distance education course. If the department will continue offering the course Campus 1 and Campus 2, a syllabus for those campuses with the revised catalog description should be submitted. Sparks moved to pass EAP 5333 contingent upon the above concern being addressed. R. Moore seconded the motion. The motion was approved.

Perkins moved to approve the addition of distance education to ADS 1013 and PO 1013 Animal Agriculture & Society: Food for Thought. Stewart seconded the motion. The subcommittee that reviewed the proposals made the following observations: the letters of support should be signed by the members of the department curriculum committees; clarification should be made about whether the initiator is seeking permanent approval for distance education for the course or if these proposals were submitted to fulfill a pandemic requirement; and additional distance education information is needed in the syllabi. Dash moved to pass ADS 1013 and PO 1013 contingent upon the above concerns being addressed. Trinkle seconded the motion. The motion was approved.

Perkins moved to approve the addition of distance education to AEC 3233 Introduction to Environmental Economics and Policy. Stewart seconded the motion. The subcommittee that reviewed

the proposal observed the syllabus was very specific to the current pandemic and asked if the initiator was seeking permanent approval for distance education for the courses or if the proposal was submitted to fulfill a pandemic requirement. If the initiator is submitting the proposal for permanent approval for distance education, the syllabus should be revised. Jessop moved to pass AEC 3233 contingent upon the above concern being addressed. Dooley seconded the motion. The motion was approved.

Perkins moved to approve the addition of distance education to AEC 4623/6623 Global Marketing of Agricultural Products. Stewart seconded the motion. The subcommittee that reviewed the proposal observed the syllabus was very specific to the current pandemic and asked if the initiator was seeking permanent approval for distance education for the courses or if the proposal was submitted to fulfill a pandemic requirement. If the initiator is submitting the proposal for permanent approval for distance education, the syllabus should be revised. Carr moved to pass AEC 4623/6623 contingent upon the above concern being addressed. Jessop seconded the motion. The motion was approved.

Carr moved to approve the addition of distance education to AEC 8143 Agricultural Production Economics. Perkins seconded the motion. The subcommittee that reviewed the proposal observed the syllabus was very specific to the current pandemic and asked if the initiator was seeking permanent approval for distance education for the courses or if the proposal was submitted to fulfill a pandemic requirement. If the initiator is submitting the proposal for permanent approval for distance education, the syllabus should be revised. Jessop moved to pass AEC 8143 contingent upon the above concern being addressed. R. Moore seconded the motion. The motion was approved.

Stewart moved to approve the modification and addition of distance education to EPP 4163/6163 Plant Disease Management. Perkins seconded the motion. The subcommittee that reviewed the proposal made the following observations: the course was revised to a: "Three hours lecture. Two hours laboratory" and that amount of contact hours would require a four credits hour class; the grading criteria in the revised syllabus does not contain information about the pop quizzes, but the pop quizzes are included in the "total points" sentence; clarification should be made on what total points are available and what makes up those points; and the syllabus is very specific to the current pandemic, so subcommittee members questioned if the initiator was seeking permanent approval for distance education for the course or if the distance education portion of the proposal was submitted to fulfill a pandemic requirement. Carr moved to pass EPP 4163/6163 contingent upon the above concerns being addressed. Davis seconded the motion. The motion was approved.

Carr moved to approve the modifications and additions of distance education to EPP 8111 Seminar and EPP 8121 Seminar. Perkins seconded the motion. The subcommittee that reviewed the proposals made the following observations: more information on the Distance Learning Questions needs to be included (especially the Microsoft Teams information); more information needs to be included on how the link to the weekly Teams meeting will be disseminated; and the personal health information needs to be removed from the official form. R. Moore moved to pass EPP 8111 and EPP 8121 contingent upon the above concerns being addressed. Stewart seconded the motion. The motion was approved.

Carr moved to approve the modification of EPP 8273 Empirical Research in Theory and Practice. Perkins seconded the motion. The subcommittee that reviewed the proposal made the following observations: the syllabus that is currently being used should be attached to the proposal; the modified syllabus also should be attached to the proposal; the revised syllabus should indicate the contact hours for a three credit hours class; and the Late Assignments section is not in compliance with University policy (please

review and reference AOP 12.09). Stewart moved to pass EPP 8273 contingent upon the above concerns being addressed. Trinkle seconded the motion. The motion was approved.

Carr moved to approve the addition of FDM 8803 Research Methods in Fashion Design and Merchandising and the addition of distance education to FDM 8803. Dash seconded the motion. The subcommittee that reviewed the proposal made the following observations: the wording "Three hours lecture" should be added to the beginning of the catalog description; information about how the Campus 5 students will attend the field trips should be added to the syllabus; the In-Class/Take Home Activities paragraph should be worded differently because the way it is written, it appears there will be more than 10 activities; clarification should be made about whether the student evaluation criteria apply to both Campus 1 and Campus 5 students; and under Attendance, it says: "Excused absences shall not result in attendance or grade penalties" but then it goes on further to say: "Use of a drop grade will be considered as a penalty," so this wording is confusing. Stewart moved to pass FDM 8803 contingent upon the above concerns being addressed. R. Moore seconded the motion. The motion was approved.

Carr moved to approve the addition of distance education to PSS 3303 Soils. R. Moore seconded the motion. The subcommittee that reviewed the proposal made the following observations: references to "MyCourses" should be changed to "Canvas;" the grading scale should include a range for percentages and one decimal point; the pandemic statement should be added to the syllabus; and on the course outline contact hours over three should be broken down and assigned to topics. Powney moved to pass PSS 3303 contingent upon the above concerns being addressed. Stewart seconded the motion. The motion was approved.

Carr moved to approve the addition of distance education to CO 1503 Introduction to the Theatre. Dash seconded the motion. The motion was approved.

Carr moved to approve the addition of CO 4333 Radio News Reporting and Podcasting. Dash seconded the motion. The motion was approved.

Carr moved to approve the addition of GG 4323/6323 Karst Processes and Landforms and the addition of distance education to GG 4323/6323. Dash seconded the motion. The motion was approved.

Carr moved to approve the addition of GR 4863/6863 Forensic Geoscience and the addition of distance education to GR 4863/6863. Dash seconded the motion. The motion was approved.

Sparks moved to approve the addition of distance education to COE 3313 Rehabilitation Services and COE 4013/6013 Facilitative Skills Development. Powney seconded the motion. The subcommittee that reviewed these proposals made the following observations: For COE 3313, in the topical outline of the syllabus, Item 4 adds up to 11 instead of 12 so another contact hour is needed; the CIM Distance Learning Questions section mentions lab assignments and reports, but the syllabus does not mention a lab component to the class; the CIM Distance Learning Questions section mentions that students will complete weekly blogs, but the syllabus only mentions five blogs throughout the semester; the syllabus refers to a schedule in several places, but an example course schedule is not included; and the CIM Distance Learning Questions section states how to meet with the instructor and how they will meet each other, but the information is not included in the syllabus. For COE 4013/6013, the CIM Distance Learning Questions section mentions lab assignments and reports, but the syllabus does not mention a lab component; the CIM Distance Learning Questions section states that students will complete weekly

blogs, but the syllabus does not mention the blogs; the syllabus refers to a schedule in several places, but no example course schedule is included; the Field Component Aspect of the syllabus sounds like it is optional for any student, but based on the rest of the syllabus, the research paper is required by all students (undergrad and grad) while the counseling experience and reaction paper are required for and can only be completed by graduate students, so this needs clarification; the Undergraduate Course Grading lists the Counseling Reaction Paper, but based on the rest of the syllabus, this should be the Helping Professions Research Paper; the Undergraduate Course Grading lists the Counseling *Reaction* Paper, but based on the rest of the syllabus, this should be the Counseling *Research* Paper; and the Counseling Reaction and Reaction Paper is the graduate student requirement for the course, yet the description makes it sound optional (“Each student can choose...”). Dooley moved to pass COE 3313 and COE 4013/6013 contingent upon the above concerns being addressed. Davis seconded the motion. The motion was approved.

Carr moved to approve the modification of the Master of Arts in Teaching Special Education. Dash seconded the motion. The subcommittee that reviewed the proposal made the following observations: in the credit hours columns for the current curriculum outline for EDE 8163 and EDS 6633, the “3” for each course should be italicized; in the total hours for the current curriculum outline, the 33 under total hours should be italicized; in the total hours for the proposed curriculum outline, the 30 under total hours should be bolded; and in the program proposal the wording “(. . . or meet the ACT requirement of a score of 21 or higher) . . .” was added to the catalog description, but in the proposed curriculum outline table only “. . . meet the ACT requirement . . .” was added, so these statements need to match. Steward moved to pass the MATX proposal contingent upon the above concerns being addressed. R. Moore seconded the motion. The motion was approved.

Sparks moved to approve the addition of CSE 8423 Data Science: Concepts and Practice and the addition of distance education to CSE 8423. Powney seconded the motion. The subcommittee that reviewed the proposal made the following observations: the syllabus contains some of questions and information boxes that are contained on the Course Proposal form that is filled out online, and those questions and information boxes do not need to be included on the syllabus (ex. Online/Distance Learning Questions); and the third learning objective is missing a word or there is a typographical error. Dooley moved to pass CSE 8423 contingent upon the above concerns being addressed. Stewart seconded the motion.

Carr moved to adjourn the meeting. Perkins seconded the motion. The motion was approved. The meeting was adjourned at 10:15 a.m.