

University Committee on Courses and Curricula
Mississippi State University
December 2, 2021

Members

Present: Randy Campbell, Tom Carskadon, Kathy Dooley, Dana Franz, Kennedy Guest, Carlen Henington, Trey Howell, Julie Jessop, Ben Lang, Jeremy Montgomery, Rob Moore, Emily Owen, Tommy Parker, Andy Perkins, Matthew Priddy, Wendy Roussin, Emily Shaw, Barry Stewart, Jenny Turner, Jeff Winger

Excused: Kathleen Alley, Brian Baldwin, Russell Carr, Chanu Cherukuri, Padmanava Dash, Brian Davis, LaDonne Delgado, Nathan Drake, Caroline Kobia, Cate Mocal-King, George Popescu, Suzanne Powney, James Sobaskie, Chien Yu

Guests: Erica Carroll, Thu Dinh, Chris Misun, Lynda Moore, Gregg Twietmeyer, Kenna Vowell

Perkins called the meeting to order at 9:00 a.m. in the Trotter Room of the Center for Advanced Vehicular Systems in the Research Park. Dooley moved to approve the minutes from the November 19, 2021 UCCC meeting. Jessop seconded the motion. The minutes were approved. Perkins announced the proposed bylaws revision listed on the agenda would not be considered because the special quorum needed for the revision of the bylaws was not present. Perkins announced the election of the UCCC Chair for 2022-2023 will be held at the January 14, 2022 UCCC meeting. Nominations may be emailed to the UCCC Office by 5:00 p.m. on January 12, 2022.

Dooley moved to approve the modification of CO 4503 History of Theatre 1: Classical and the addition of CO 4513 History of Theatre 2: Contemporary. Stewart seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Dooley moved to approve the addition of distance education to CO 3343 Writing for the Media, the addition of CO 3383 Creative Services Video Production, and the modification and addition of distance education to CO 3843 Media Relations. Stewart seconded the motion. The subcommittee that reviewed the proposal observed for CO 3343, the syllabus indicates that online students take open book/notes exams, but the exams for the face to face students are not described that way. UCCC members questioned if this is equitable treatment. Fifty points are allotted for class participation, but there is not an explanation about how those points will be distributed. For CO 3383 the contact hours in the detailed course outline should indicate which hours are for lecture and which are for lab. Since the course description indicates the course is "two hours lecture and two hours laboratory" there should be 30 lecture contact hours and 30 laboratory contact hours identified. In the syllabus under Assignments, Tests, and Grade Computation, it indicates late submissions will not be accepted without a valid excuse and then has the word "**(FORM).**" This sentence needs clarification. For CO 3843, the syllabus mentions Honorlock and Lockdown Proctoring. The syllabus should indicate if one or both processes will be used. Priddy moved to pass the proposals contingent upon the above concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Dooley moved to approve the modification of CRM 4253 White Collar and Computer Crime and SO 4253 White Collar and Computer Crime. Stewart seconded the motion. The subcommittee that reviewed the proposals observed make-up exams may be different but cannot be harder. The style guide used should

be the most recent edition. The final term paper is listed in the contact hours. If it is not a class presentation, the term paper should not be included in the contact hours. Priddy moved to pass the proposals contingent upon the above concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Dooley moved to approve the addition of distance education to EN 2283 World Literature after 1600. Stewart seconded the motion. The subcommittee that reviewed the proposal questioned if Campus 5 students would have quizzes. Quizzes are part of the grading evaluation, but only assignments are mentioned in the paragraph about Campus 5 grading. Priddy moved to pass the proposal contingent upon the above concern being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Dooley moved to approve the addition of SO 3703 Racial and Ethnic Inequality. Stewart seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion was approved.

Howell moved to approve the modification and addition of distance education to ADS 3142 Meats Judging I and the modification and addition of distance education to FNH 3142 Meat Judging I. Priddy seconded the motion. Dr. Thu Dinh and Ms. Erica Carroll appeared in support of the proposals. UCCC members discussed how the courses would be taught online. The motion was approved.

Howell moved to approve the addition of distance education to ADS 3214 Livestock Growth and Development. Stewart seconded the motion. The subcommittee that reviewed the proposal observed in the attendance section of the syllabus, AOP 12.09 should be referenced so students will have definitions of excused and unexcused absences. The syllabus indicates that participation in online activities is required, but it is not clear how attendance will be assessed. The final oral exam needs a more detailed description or a rubric. Priddy moved to pass the proposal contingent upon the above concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Howell moved to approve the modification and addition of distance education to EPP 4543/6543 Toxicology and Insecticide Chemistry. Stewart seconded the motion. The subcommittee that reviewed the proposal pointed out that some of the topics covered in the proposed syllabus for EPP 4543/6543 are already covered in some of the graduate classes in CVM. UCCC members asked if this overlap was considered when creating the syllabus or if a letter of support was requested from CVM. Priddy moved to table the proposal. Henington seconded the motion. The motion to table was approved.

Howell moved to approve the addition of ART 3063 Digital Painting. Roussin seconded the motion. The subcommittee that reviewed the proposal observed in the syllabus it is unclear how studio participation will be assessed for 10% of the grade. In the catalog description and the syllabus, the course should be described as a "six hours studio" instead of "three hours studio" because that information indicates how many hours the course will meet each week. By meeting six hours each week for fifteen weeks, the required ninety contact hours will be obtained. Priddy moved to pass the proposal contingent upon the above concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Howell moved to approve the additions of PE 1211 Basketball and PE 1261 Flag Football. Stewart seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Campbell moved to approve the modifications and additions of distance education for ECE 3141 Circuits I Lab, ECE 3143 Circuits I, ECE 3153 Circuits II, ECE 3244 Electronics I, and ECE 3253 Electronics II. Henington seconded the motion. The subcommittee that reviewed the proposals observed several of the courses that were modified were not active courses. When a course is reactivated the course name and number cannot be revised to keep the historical course records accurate. AOP 13.03 provides that “the content of a course varies by more than 50% compared to the version approved by the UCCC, a proposal to delete the course and a proposal to add a new course must be submitted to the UCCC for approval.” UCCC members felt several of the course proposals should have been proposal additions instead of modifications of inactive courses. Stewart moved to table the proposals. Roussin seconded the motion. The motion to table was approved.

Campbell moved to approve the modifications of the BS in Computer Engineering and the BS in Electrical Engineering. Henington seconded the motion. The subcommittee that reviewed the program proposals observed that the program proposals were dependent on the ECE course proposals being approved, but the course proposals were tabled. Other suggestions for the program proposals were that EN 1104 should be added, and it would be helpful to name the Electrical concentration under the BS in Electrical Engineering another name, so there would not be any confusion between the major and the concentration. Stewart moved to table the program proposals. Roussin seconded the motion. The motion to table was approved.

Campbell moved to approve the addition of CVM 4991/6991 Preparations for Study Abroad in Uganda. Henington seconded the motion. The subcommittee that reviewed the proposals observed the syllabus indicates that participation is 25 percent of the final grade. Participation is defined as student engagement in class activities and presentation. More information is needed in the syllabus about how participation will be evaluated since it is such a large percentage of the final grade. Priddy moved to pass the proposal contingent upon the above concern being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Roussin moved to adjourn. Stewart seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 10:25 a.m.