

University Committee on Courses and Curricula
Mississippi State University
November 18, 2022

Members

Present: Kathleen Alley, Randy Campbell, Russell Carr, Tom Carskadon, Padmanava Dash, Nathan Drake, Dana Franz, Kate Gregory, Carlen Henington, Trey Howell, Stephanie Hyche, Kris King, Carolina Kobia, Cate Mocal-King, Lynda Moore, Rob Moore, Tommy Parker, Andy Perkins, George Popescu, Suzanne Powney, Matthew Priddy, Ann Olivia Radicioni, Aswathy Rai, Lindon Ratliff, Rebecca Robichaux-Davis, Wendy Roussin, Sam Schuh, Emily Shaw, James Sobaskie, Leslie Strawderman, Jenny Turner, Kenna Vowell, Amy Wilber, Jeff Winger

Excused: Brad Lang, Emily Owen

Proxies: Robert Grala for Brian Davis

Absent: Brian Baldwin

Guests: Michaela Beasley, Laura Boltz, Terry Cruse, Richard Harkess, Stephanie King, Andrew Mercer, Beth Miller, Peter Ryan

Perkins called the meeting to order at 1:30 p.m. in the Trotter Room of the Center for Advanced Vehicular Systems in the Research Park. Roussin moved to approve the minutes from the October 21, 2022 UCCC meeting. Priddy seconded the motion. The minutes were approved. Perkins recognized two new UCCC members Kate Gregory from the Library and Lindon Ratliff from the College of Education.

Strawderman moved to recommend a statement (which is currently optional) be added to the required statements incorporated into the University Syllabus as requested by the Robert Holland Faculty Senate President Jason R. Barrett. Robichaux-Davis seconded the motion. The statement is below.

As the instructor for this course, I have a mandatory duty to report to the university any information I receive about possible sexual misconduct. This includes information shared in class discussions or assignments, as well as information shared in conversations outside class. The purpose of reporting is to allow MSU to take steps to ensure a safe learning environment for all. The university also has confidential resources available, who can provide assistance to those who have experienced sexual misconduct without triggering a mandatory reporting duty. Students may access confidential campus resources here: <https://www.civilrights.msstate.edu/title-ix-sexual-misconduct/resources>

UCCC members discussed the responsibilities of faculty members under the mandatory reporting statement. Dr. Ryan appeared in support of the statement. UCCC committee members noted the language of the statement may need to be revised to better fit with the style of the University Syllabus. The motion to recommend the statement was approved.

Dash moved to approve the course proposals to add HCA 3103, HCA 3133, HCA 3203, HCA 4103, and HCA 4123 with each course seeking approval for Campus 1 (Starkville), Campus 2 (Meridian), and Campus 5 (Distance Education). Roussin seconded the motion. The subcommittee that reviewed the course proposals recommended approval. UCCC members discussed whether it was possible to obtain a letter of support from faculty members since this is a new program. The motion was approved.

Dash moved to approve the course proposals for HCA 3113, HCA 3513, and HCA 4404 with each course seeking approval for Campus 1 (Starkville), Campus 2 (Meridian), and Campus 5 (Distance Education). Mocal-King seconded the motion. UCCC members discussed whether additional information about AOP 12.09 needed to be in the syllabi since the University Syllabus was referenced. The motion was approved.

Dash moved to approve the course proposals for HCA 3123 and HCA 4303 with each course seeking approval for Campus 1 (Starkville), Campus 2 (Meridian), and Campus 5 (Distance Education). Mocal-King seconded the motion. The subcommittee that reviewed the course proposals observed in both syllabi under exams, it states: "During all exams, students may consult personal study notes (prepared as a hardcopy, whether handwritten or printed), but they may **NOT** consult other material such as the textbook in any format, electronic study notes, test banks, another person, Internet searches, another person's work, etc." UCCC members questioned how Honorlock will determine if a student is using his or her notes or another student's notes. UCCC members felt this policy about notes needs clarification because it will be difficult to enforce. Powney moved to pass the proposals contingent upon the above concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Dash moved to approve the addition of a BS in Healthcare Administration. Mocal-King seconded the motion. Dr. Ryan and Dr. Cruse appeared in support of the proposal. The subcommittee that reviewed the proposal recommended approval. The motion was approved.

Moore moved to approve the addition of ISE 4710/6710 and the inclusion of Campus 8 (Study Abroad) for ISE 4710/6710. Campbell seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion was approved.

Moore moved to approve the additions of CO 3353 and HI 8993. Campbell seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Moore moved to approve the addition of SW 2023. Campbell seconded the motion. Dr. Boltz appeared in support of the proposal. The subcommittee that reviewed the proposal observed the proposal for SW 2023 mentions another similar course HDFS 2023 Trauma Informed Practice. UCCC members suggested the initiator request a letter of support from HDFS explaining that they support the proposal for SW 2023 and verify there is not too much overlap in the two courses. Powney moved to pass the proposal contingent upon the above concern being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Moore moved to approve modifications of the BS in Agronomy. Campbell seconded the motion. The subcommittee that reviewed the program proposal observed on page 3 of the curriculum table, the alignment of credit hours is off from BIO 3304 to end of curriculum table. UCCC members questioned if the proposing department has letters of support from the departments in which courses are being added. If the courses are not part of the general education curriculum, letters of support are needed. In

the proposal under General Education, EN 1104 should be added. The program proposal has some credit hours listed in two places making it confusing and difficult to check the hours. The "Additional Gen Ed" 12 hours for AGN at the top of each concentration makes it look like they are double counting. The footnote for the Gen Ed courses should be removed, so it will not be confusing. Priddy moved to pass the program proposal contingent upon the above concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the modification of the BS in Horticulture. Campbell seconded the motion. The subcommittee that reviewed the program proposal observed on page 2 of the curriculum table, the asterisk beside EC 2113 has been removed. UCCC members questioned if the asterisk should remain since EC 2113 is a required course for the concentration. UCCC members questioned if the department has letters of support from the departments in which courses are being added. If the courses are not part of the general education curriculum, letters of support are needed. Under General Education, EN 1104 should be added. The "Additional Gen Ed" 15 hours for HO at the top of each concentration makes it look like they are double counting. The footnote for the Gen Ed courses should be removed, so it will not be confusing. Priddy moved to pass the program proposal contingent upon the above concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the addition of a Graduate Certificate in Historic Preservation. Campbell seconded the motion. The subcommittee that reviewed the program proposal observed the IHL Appendix 16 indicates the certificate will require 15 hours of coursework in different areas of preservation, but the UCCC proposal indicates 18 hours are required, so this conflict needs clarification. UCCC members pointed out the cumulative average requirement for graduate students may be redundant. UCCC members observed the assessment goals were low. Students must have a B average or better to obtain the certificate, but the goal is that only 70% of students will make a B or better on the final exam. Henington moved to pass the program proposal contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the modification of the BS in Geosciences. Campbell seconded the motion. The subcommittee that reviewed the proposal observed a letter of support is needed for each course from outside the Geosciences Department should have a letter of support from the affected department. A letter of support is needed for CO 2413. UCCC committee members questioned if other letters of support were needed. Henington moved to pass the program proposal contingent upon the above concerns being addressed. Alley seconded the motion. The motion to pass the program proposal contingent was approved.

Roussin moved to approve the addition of PE 1291 and CVM 5221. Kobia seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Roussin moved to approve the addition of CCL 8253 and the additions of the Meridian and distance education designations to CCL 8253. Kobia seconded the motion. The subcommittee that reviewed the proposal observed the syllabus needs additional details about how the distance delivery will be accomplished. Priddy moved to pass the proposal contingent upon the above concerns being addressed. Moore seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of distance education to FO 8233. Kobia seconded the motion. The subcommittee that reviewed the proposal observed on the course proposal, the revised syllabus should contain Campus 1 and Campus 5 information. Currently the syllabus only contains Campus 5

information. Late work information should indicate that the consequences do not apply if the absence is excused. The deadlines should indicate Central Time. Any contact hours over 3 hours should be broken down in smaller increments. Priddy moved to pass the proposal contingent upon the above concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the modifications of the PhD in Engineering/Engineering Education and the DVM in Veterinary Medicine. Kobia seconded the motion. The subcommittee that reviewed the program proposals recommended approval. The motion was approved.

Henington moved to adjourn the meeting. Schuh seconded the motion. The motion was approved. The meeting was adjourned at 2:56 p.m.