

University Committee on Courses and Curricula
Mississippi State University
December 1, 2022

Members

Present: Kathleen Alley, Randy Campbell, Russell Carr, Brian Davis, Kate Gregory, Carlen Henington, Kris King, Caroline Kobia, Brad Lang, Lynda Moore, Emily Owen, Tommy Parker, Andy Perkins, Suzanne Powney, Matthew Priddy, Aswathy Rai, Lindon Ratliff, Rebecca Robichaux-Davis, Emily Shaw, Jenny Turner, Kenna Vowell, Amy Wilber, Jeff Winger

Proxies: Kayla Pineda for Dana Franz

Excused: Tom Carskadon, Nathan Drake, Trey Howell, Stephanie Hyché, Rob Moore, Wendy Roussin, James Sobaskie, Lesley Strawderman

Absent: Brian Baldwin, Padmanava Dash, Cate Mocal-King, George Popescu, Ann Olivia Radicioni, Sam Schuh

Guests: Robert Banik, Stephanie King, Tawny McCleon

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.

Carr moved to approve the minutes from the November 18, 2022 UCCC meeting. Lindon seconded the motion. The minutes were approved.

Perkins announced the election for the 2023-2024 UCCC Chair and Vice-Chair will be held at the January 27, 2023 UCCC meeting. Nominations should be sent to Jenny Turner by 5:00 p.m. on January 25, 2023.

Alley moved to approve the addition and inclusion of distance education for ASO 1003, ASO 3213, ASO 4103, ASO 4153, ASO 4203 and ASO 4803. Robichaux-Davis seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Alley moved to approve the addition and inclusion of distance education for ASO 3103 and ASO 3203. Robichaux-Davis seconded the motion. The subcommittee that reviewed the proposals observed a project required in the syllabus is worth 50% of the course grade does not have check points along the way that are graded. Committee members referred to this process as scaffolding. Priddy moved to pass the proposals contingent upon the above concern being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Priddy moved to approve the addition of FLF 4523/6523. Alley seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion was approved.

Priddy moved to approve the addition of FLF 8323. Alley seconded the motion. The subcommittee that reviewed the proposal observed that FLF 8323 and FLF 4523/6523 were almost the same course. The hours, objectives, topics, and types of activities were similar. While the number of articles required are different, committee members felt there are too many similarities. UCCC members pointed out that because this is a graduate course, it should be rigorous, and there should be more and different requirements for FLF 8323. Robichaux-Davis moved to table the proposal. Carr seconded the motion. The motion to table was approved.

Priddy moved to approve the addition of GR 1703, the inclusion of distance education for GR 1703, and the general education designation for GR 1703. Alley seconded the motion. The subcommittee that reviewed the proposal observed the syllabus needs to clarify how tests will be administered to distance students; the “work at their own pace” wording should be removed from the distance education answers because the language makes the course appear to be a correspondence course; in the answer to distance education question two, it indicates the course will be synchronous, but on the syllabus asynchronous is listed, so this needs clarification; if the distance education is asynchronous, the syllabus should contain information about how students will interact with their peers; the syllabus does not address how late assignments will be treated; if the course is asynchronous, the syllabus should outline how will the lecture videos be viewed; and the syllabus needs to outline if the distance students will be viewing a recording of the live lectures or a lecture recorded just for the distance students. Powney moved to pass the proposal contingent upon the above issues being addressed. Kobia seconded the motion. The motion to pass contingent was approved.

Priddy moved to approve the addition of GR 4113/6113. Alley seconded the motion. The subcommittee that reviewed the proposal observed the proposal indicates the graduate student paper is worth 40% of the final grade, but the syllabus indicates the research paper is worth 50%. The difference in the grade assessments is unique because the undergraduate students have tests while there is only one research paper for the graduate students. UCCC members felt the assessments were so different that it was difficult to compare them. Under AOP 11.04 provides “. . . additional requirements for the students enrolled in the course for graduate credit must be clearly transmitted to the students in the course syllabus at the beginning of the semester.” UCCC members felt additional requirements should be added for graduate students or a justification needs to be provided for how the graduate student learning objectives are being met. Robichaux-Davis moved to table the proposal. Powney seconded the motion. The motion to table was approved.

Priddy moved to approve the addition of distance education to MA 2743. Alley seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion was approved.

Priddy moved to approve the additions of MKT 2253 and MKT 4433. Alley seconded the motion. The subcommittee that reviewed the proposals observed the dates for the out of class seminars should be posted in the syllabus, and a link or dates for the backup events should also be included. Portfolio activities are part of the assessment. In the syllabus, there needs to be an explanation of what portfolio activities are and how many are required. Carr moved to pass the proposals contingent upon the above issues being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Powney moved to approve the addition, the inclusion of the Meridian designation, the inclusion of distance education, and the general education designation for EPY 2543. Lang seconded the motion. The subcommittee that reviewed the proposal recommended approval. The motion was approved.

Powney moved to approve the additions, the inclusion of the Meridian designation, and the inclusion of distance education for EDX 8014, EDX 8168, EDX 4133/6133, EDX 8123, and EDX 8133. Lang seconded the motion. The subcommittee that reviewed the approval. The motion was approved.

Powney moved to approve the modifications and inclusion of distance education for EPY 8703 and EPY 8723. Lang seconded the motion. For EPY 8703 the subcommittee that reviewed the proposals observed in the syllabus the contact hours need to be broken down into increments of 3 or less; the syllabus should indicate make up projects will be accepted for university excused absences; in the syllabus under field component, the language should be changed to state that this course does have a field component that is worth 30% of the grade; in the syllabus guidance should be provided for classroom behavior or procedures for Campus 5 students; in the exam schedule in the syllabus, it should be indicated exams may be made up with an excused absence; in the syllabus clarify if this course will be offered synchronous or asynchronous since both methods are indicated; and in the syllabus, it indicates there the class does **not** have a field component, but there is an entire section on field components in the syllabus. Under EPY 8723, in the proposal it indicates that the lecture/lab is being revised to a lecture, but in the syllabus, the course is still referred to as a lecture/lab and includes lab activities under description of instruction; in the syllabus the contact hours should be in increments of 3 or less; in the exam schedule in the syllabus it should indicate exams may be made up with an excused absence; in the syllabus clarify if this course will be offered synchronous or asynchronous since both methods are indicated on the syllabus; under Field Component in the syllabus, it indicates there the class does **not** have a field component, but there is an entire section on field components in the syllabus; and if the course is asynchronous, then if the students are required to meet at the same time, an alternative needs to be provided. Priddy moved to pass the proposals contingent upon the above issues being addressed. Alley seconded the motion. The motion to pass contingent was approved.

Powney moved to approve the modification and inclusion of distance education for EPY 4123/6123. Lang seconded the motion. The subcommittee that reviewed the proposal observed in the syllabus under the heading late assignments it should indicate late assignments will be accepted if there is an excused absence. In the syllabus under student activities and evaluation of student progress it indicates the portfolio is worth 20% of the final grade, but the grading scale indicates it is worth 40%, so this conflict needs clarification. Campbell moved to pass the proposal contingent upon the above issues being addressed. Alley seconded the motion. The motion to pass contingent was approved.

Powney moved to approve the addition, the inclusion of the Meridian designation, and the inclusion of distance education for EDX 4243. Lang seconded the motion. The subcommittee that reviewed the proposal observed the course name on the syllabus needs correction; the catalog descriptions on the course proposal and on the syllabus should match; in the syllabus it is not clear if the online class will be taught synchronous or asynchronous; and under the evaluation of student progress it is not clear how Campus 5 students take the tests and how Campus 5 students submit the requirements under the unit plan. Campbell moved to table the proposal. Alley seconded the motion. The motion to table was approved.

Winger moved to approve the modifications and additions of distance education to EPY 8780, EPY 8790, and EPY 8890. Carr seconded the motion. Dr. Tawyn McCleon appeared in support of the proposals. The subcommittee that reviewed the proposals observed these are the same course but are taught different semesters. UCCC Chair Dr. Andy Perkins will work with the initiator to clarify the current courses or create one course that is repeatable. Alley moved to pass the proposals contingent upon the

above issues being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Winger moved to approve the modifications and inclusion of distance education for EPY 9703 and EPY 9713. Carr seconded the motion. The subcommittee that reviewed the proposals observed the syllabi need to clarify whether the courses are synchronous or asynchronous, and the Campus 5 exam statements include additional information about the exams, so additional information should be included for Campus 1 students also. For EPY 9703, there are two lists of topics to be covered in the syllabus, and it should be clarified why two lists are included. Alley moved to pass the proposals contingent upon the above issues being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Winger moved to approve the addition of distance education to PE 3153. Carr seconded the motion. The subcommittee that reviewed the proposal observed the revised syllabus contains only Campus 5 information, and the revised syllabus should contain information for Campus 5 and Campus 1. The Campus 5 Observations and Research statement needs to be part of Point 4 and not a separate paragraph with a different font size. Since the grading scale goes to a precision of 0.00%, the upper limits on the B, C, D, and F grades need to be .99. Alley moved to pass the proposal contingent upon the above issues being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Winger moved to approve the addition of distance education to EPY 8773. Carr seconded the motion. The subcommittee that reviewed the proposal observed it is not clear in the syllabus if the course will be offered synchronous or asynchronous. Attendance is part of the grade, but the syllabus does not indicate how attendance will be graded. Under Description of Instruction in the syllabus, class discussion have been replaced by "blog posts and blog discussions" but there are no details about the blog posts or discussions. Powney moved to pass the proposal contingent upon the above concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Winger moved to approve the modification and the inclusion of distance education for EPY 8933. Carr seconded the motion. The subcommittee that reviewed the proposal observed the syllabus should clarify whether the course will be offered synchronous or asynchronous because only the in person meetings appear to be synchronous. If the course is labeled asynchronous, then if the students are required to meet at the same time, an alternative needs to be provided. The course title in the syllabus needs revision. In the syllabus under Description of Instruction, Campus 1 & 2 indicates a "lecture and lab format," but this was removed from the Catalog Description. There needs to be clarification about whether this course is a lecture or lecture/lab. Under Description of Instruction in the syllabus, for Campus 5 students class discussion have been replaced by "blog posts and blog discussions," but there are no details about the blog posts or discussions. The proposal states: "The degree to which you benefit from participation in this course is highly dependent on your participation in lecture and discussion." It appears outside of the two synchronously outlined individual supervision meetings, the course is asynchronous. Then an explanation of how Campus 5 students will participate in the lecture and the discussion should be provided. There needs to be clarification of what the Campus 5 students must purchase from the publisher and how much it will cost. Contact hours need to be broken down in increments of three or less. The Campus 5 exam statement includes additional information about the exams, so that information should be provided to the other students also. Priddy moved to table the proposal. Lang seconded the motion. The motion to table was approved.

Winger moved to approve the modification, inclusion of distance education, and inclusion of the Meridian designation for Meridian for SS 3703. Carr seconded the motion. The subcommittee that reviewed the proposal observed the first paragraph of the Attendance section of the syllabus should include Campus 1 and Campus 2 if applicable. The syllabus should clarify how discussions will be handled for Campus 5 during asynchronous learning. The syllabus indicates tests will be multiple choice and true/false questions in the evaluation section, but the Technology section for Campus 5 indicates short answer and essay questions will be used. This conflict should be clarified. The course appears to be synchronous online according to the proposal, but the syllabus mentions “synchronous/asynchronous nature of online learning” and that the lectures are recorded. Whether the course will be offered synchronous or asynchronous needs to be clarified. In the syllabus, the number of individual test units needs to be indicated. Priddy moved to table the proposal. Robichaux-Davis seconded the motion. The motion to table was approved.

Winger moved to approve the program proposals to modify the BS in Kinesiology and the MAT in Community College Education. Carr seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Priddy moved to adjourn the meeting. Lang seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 11:35 a.m.