

University Committee on Courses and Curricula
Mississippi State University
November 3, 2023

Members

Present: Randy Campbell, Russell Carr, Tom Carskadon, Padmanava Dash, Brian Davis, Jagman Dhillon, Dana Franz, Donna Gordon, Kate Gregory, Arianne Hainsey, Attila Karsi, Kris King, Brad Lang, Lynda Moore, Rob Moore, Brittany Moore-Henderson, Emily Owen, Tommy Parker, Andy Perkins, George Popescu, Suzanne Powney, Matthew Priddy, Lindon Ratliff, Rebecca Robichaux-Davis, Amber Robinson, Wendy Roussin, Betsey Smith, Barry Stewart, Lesley Strawderman, Luke Tucker, Jenny Turner, Kenna Vowell, Will Whittington

Excused: Kathleen Alley, Padmanava Dash, Nathan Drake, Carlen Henington, Aswathy Rai, Emily Shaw

Absent: Zac Sibbitt, Brannan Tisdale

Guests: Caroline Betbeze, Greg Johnson, Justin Stilman

Perkins called the meeting to order at 1:30 p.m. on Friday, November 3, 2023. The meeting was conducted using WebEx connective technology. Roussin moved to approve the minutes from the October 20, 2023. Priddy seconded the motion.

Carr moved to approve addition of distance education to BCS 3433 Introduction to Estimating. Lang seconded the motion. UCCC members observed the top of the syllabus has the title “Trade Supervision” which is not the name of the course. Under Attendance and Late Policies (Campus 2 & 5), it states: “No major assignment will be taken after the fourth day it is late.” The phrase “unless excused under AOP 12.09” should be added to the end of the sentence. The assignments listed as 1-10 are not described, and this information should be included in the syllabus. Details about the exams should be included in the syllabus including when and how they will be given. The syllabus outlines that students are expected to attend all classes, but attendance is not included in the grading evaluation. Roussin moved to pass the proposal contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the addition, inclusion of distance education, and the inclusion of the Meridian designation for PHI 3193 Game Theory. Priddy seconded the motion. Dr. Greg Johnson appeared remotely in support of the proposal. UCCC members observed another learning outcome should be added and the existing learning outcomes need to be stated in terms that are measurable. In the proposal under Justification, it mentions a general education elective. UCCC members assumed this referenced the general education electives required for Arts and Sciences majors, but this needs clarification. Roussin moved to pass the proposal contingent upon the above concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve additions of CVM 5424 Foundations in Fish Medicine and CVM 6424 Foundations in Fish Medicine. Lang seconded the motion. Dr. Justin Stilwell appeared remotely in support of the proposals. UCCC members observed in the catalog descriptions of the course proposals,

they indicate each course is a three hours lecture and two hours lab which is a correct configuration for a four hours lecture/lab course. On the syllabi, at the top of the page, it indicates the course is a three hours lecture and one hour lab. The syllabi should be corrected to three hours lecture and two hours lab. In the syllabi under the List of Course Topics and Number of Contact Hours tables, contact hours greater than three should be broken down into subcategories of three or less. UCCC members suggested using decimal points for grades instead of rounding up or down. In the syllabi under Attendance Policy, AOP 12.09 should be referenced about excused absences. Powney moved to pass the proposals contingent upon the above concerns being addressed. Carr seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of CVM 8804 Veterinary Ophthalmology. Powney seconded the motion. Dr. Caroline Betbeze Ivy appeared remotely in support of the proposal. UCCC members observed on the course proposal it indicates the course will be a lecture/lab. Therefore, in the catalog description it needs to indicate how many hours of lecture and how many hours of lab there will be. The prerequisite needs to be listed in the online proposal and the syllabus. The student learning outcomes must be measurable and clear. The grading scale should include decimal points. Contact hours are needed for the entire course. The contact hours also need to be separated by lecture hours and lab hours. Stewart moved to table the proposal. Priddy seconded the motion. The motion to table was approved.

Strawderman moved to approve the addition of the graduate certificate in ENGAGE VR Creator. Priddy seconded the motion. UCCC members observed the summary of the proposal on the cover sheet mentions micro-credential instead of certificate. The proposal does not mention this is a post-baccalaureate certificate until page three, but the information should be on the cover sheet. Split level courses are mentioned throughout the proposal. Only the 6000 levels of the course should be listed since this is a post-baccalaureate certificate. The current AOP 12.08 requires that certificates must have a minimum of 12 credit hours. Although IHL no longer requires a minimum number of hours, the program proposal must be held until AOP 12.08 is revised to no longer require 12 credit hours for the certificate. The program proposal will be forwarded to the Graduate Council when the new AOP 12.08 is officially adopted. Moore moved to pass the program proposal contingent. Stewart seconded the motion. The motion to pass contingent was approved.

Perkins announced the November 30, 2023 meeting will begin at 9:00 a.m. in Memorial Hall. Stewart moved to adjourn the meeting. Carr seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 2:10 p.m.