

Mississippi State University
University Committee on Courses and Curricula

Meeting Minutes

December 3, 2025

Present: Amy Adkerson, Tracey Baham, Marty Bray, Randy Campbell, Tracy Craven (proxy via Mark Jimerson), Keegan Figueroa (voted proxy via Karolina Heathcock), Donna Gordan, Alexis Gregory, Kate Gregory, Karolina Heathcock, Evan Kaplan, Kris King, Brad Lang, JuYoung Lee, Tawny McCleon, Alyssa Miller, Danielle Molina, Rob Morre, Brittany Moore-Henderson, Emily Owen, Tommy Parker, Andy Perkins, Matthew Priddy, Ashwathy Rai (voted proxy via Neeraj Rai), Neeraj Rai, Amber Robinson, Barry Stewart, Jacob Tschume, Kenna Vowell, Jim Watkins, Kimberly Woodruff

Excused: Jagman Dhillon, Nathan Drake, Krishna Poudel

Absent: Sawyer Bowering, Attila Karsi, Narcisa Pricope

Guests: Machaunda Bush, Aerospace Engineering; Critz Campbell, Art; Gil Carter, Communication, Media, & Theatre; Seamus Freyne, Civil & Environmental Engineering; Matt Lavine, College of Arts & Science; Mark Novotny, Physics Catherine Shi, Math & Statistics; Beca Spencer, CHEF; Emily Stinson, English; David Vandenneever, Ag. & Bio. Engineering

Perkins called the meeting to order at 9:06 am.

Moore moved to approve the minutes of the November 14, 2025 meeting. Lang seconded the motion. Baham had one correction to the discussion of ABA 9603, to include discussion of the appropriateness of the 9000 level course for a Masters program course. The motion to approve the minutes was approved.

Perkins led a discussion about the UCCC Bylaws and potential updates to be voted on by the committee in January. The main changes needed center around the membership and makeup of the UCCC and who is eligible. The UCCC is a faculty committee, but the Bylaws do not have a definition of who constitute faculty. Baham listed the IHL classification of faculty as those whose primary responsibilities are instruction and research, so administrators higher than the department head level are not classified as faculty. Tschume stated that the Robert Holland Faculty Senate (RHFS) currently does not allow administrators higher than the department head level to serve as part of that body.

The current Bylaws also list the UCCC membership as representing colleges and schools, but this could be updated to stated representation comes from colleges and dean-led schools, once again aligning with RHFS's current practices. The language for the current Meridian representative should possibly be updated to state that they represent the Meridian Divisions of Arts & Sciences and Education. Additionally, the names of some offices with non-voting representation have changed and will need to be updated, as well as possibly formally adding the Provost Office to the list of non-voting representatives.

There was also discussion about the possibility of adding information about the UCCC election process to the Bylaws, as well as information about the process for handling committee members going on

sabbatical during their term. Perkins thanked the committee for their input. A draft of the potential changes will be sent to all UCCC members at least two weeks prior to the January 23rd meeting.

Perkins led a discussion about AOP 12.12 Credit and Grades. Dean's Council has already approved the policy, but removed the table outlining instructional hours per credit, and requested that the UCCC provide feedback and possibly include the table in the UCCC Guide & Format. The committee found the language and layout of the table to be inconsistent and in need of revision, particularly from the perspective of faculty developing courses and syllabi. Some suggestions including more careful labeling of columns, and defining terms in glossary, adding examples of instructional hour calculations for real classes after the table, and revising the rows of the table to align with the methods of instruction currently in Banner and CIM, which are based on the current IHL classifications.

The committee also expressed concerns about the table only appearing in the UCCC Guide & Format, while still being part of University policy. Questions were raised as to who has responsibility for changes to the table, and several committee members pointed out recent criticism the committee has received that this request seems to contradict. Perkins will pass formal written recommendations of the UCCC to the Chair of the Associate Dean's Council for review.

Perkins announced that elections for the UCCC Chair and Vice Chair for the 2026-2027 academic year will be held at the January 23rd meeting. Nominations for both positions are due to Taylor by January 16th, and a list of nominees will be sent out to the committee prior to the meeting. Perkins and Priddy both announced that they do not intend to run for either office.

Campbell moved to approve the addition of EN 2473. N. Rai seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Campbell moved to approve the modifications of FDM 4763 and CO 3443, and the additions of BIO 2003, CO 2223, CO 3913, and EN 3913. N. Rai seconded the motion. Some of the issues discussed included: There are minor syllabus edits for each course that will be communicated to the proposers. These include clarifying attendance policies, contact minutes, etc. Moore moved to pass the course proposals contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

Priddy moved to approve the addition of CH 8233. Robinson seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Vowell moved to approve the additions of ST 3133, ST 3213, ST 3223, ST 3333, ST 4113, ST 4123, ST 4143, and ST 4413. McCleon seconded the motion. Some of the issues discussed included: There are minor syllabus edits for each course that will be communicated to the proposers. These include clarifications to the grade scales, assignment details, etc. Gregory moved to pass the course proposals contingent upon the stated concerns being addressed. Priddy seconded. The motion to pass contingent was approved.

Vowell moved to approve the addition of ST 4133. McCleon seconded the motion. Some of the issues discussed included: This course has potential overlap with the Department of Kinesiology, so a letter of support from them will be needed. Lang moved to table the course proposal based upon the stated concerns. Moore seconded. The motion to table was approved.

Vowell moved to approve the addition of ST 4783. McCleon seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Molina moved to approve the addition of the Minor in Fine Art. Lee seconded the motion. Some of the issues discussed included: There are several edits needed to the degree description that will be communicated to the proposer. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Molina moved to approve the addition of the BAS in Criminal Justice. Lee seconded the motion. Some of the issues discussed included: There is no letter of support from the Department of Sociology. Additionally, the committee had questions about prescribed general education courses that are only offered through the Starkville campus. Robinson moved to table the proposal based upon the stated concerns. Woodruff seconded. The motion to table was approved.

Molina moved to approve the modification of the BS in Science, Health, and Society. Lee seconded the motion. Some of the issues discussed included: The attached letter of support from the Department of Psychology is missing signatures. The proposer will also be asked to consult with the Registrar's office to correct some formatting issues for catalog consistency. Robinson moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

N. Rai moved to approve the modification of ABA 4443 and the additions of ABA 8103 and ABA 8713. Moore seconded the motion. Some of the issues discussed included: There are minor syllabus edits for each course that will be communicated to the proposers. These include clarification of contact hours, and information for distance students. Gregory moved to pass the course proposals contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Lang moved to table the addition of ABE 4243 based on the concerns stated below. Moore-Henderson seconded the motion. Some of the issues discussed included: The Letter of Support only contains signatures from the department head and department curriculum committee chair, and not by the faculty of the department or the full departmental curriculum committee. Additionally, the course needs to be marked as split level in CIM, and there are some other syllabus edits that will be communicated to the proposer. The motion to table was approved.

Lang moved to approve the modification of the BS in Civil Engineering. Moore-Henderson seconded the motion. Some of the issues discussed included: There are courses that have not received their final approval, and the proposer will be asked to consult with the Registrar's office to correct some formatting issues for catalog consistency. Moore moved to pass the program proposal contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Lang moved to approve the additions of PH 4163/6163 and ECE 4163/6163. Moore-Henderson seconded the motion. Some of the issues discussed included: ECE 4163/6163 was previously tabled by the UCCC for potential duplication with CSE, and both departments were asked to provide written rationale. After review by the subcommittee found these to be substantially different courses, and requested that the written rationales be added to the Letters of Support field in CIM. Additionally both courses need to add "same as" to the descriptions, and PH 4163/6163 is missing signatures from the letter of support. Moore

moved to pass the course proposals contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Campbell moved to approve the additions of NREC 2223 and WFA 4863/6863. Molina seconded the motion. Some of the issues discussed included: Both courses were previously tabled by the UCCC. Most of the revisions requested have been made by the proposers. Those few edits still required will be communicated to the proposers. Robinson moved to pass the course proposals contingent upon the stated concerns being addressed. Gregory seconded. The motion to pass contingent was approved.

Kaplan moved to approve the modifications of the BACC in Accountancy, the BBA in Business Administration, the BBA in Business Economics, the BBA in Entrepreneurship, the BBA in Finance, the BBA in Information Systems, the BBA in Management, the BBA in Marketing, and the BBA in Supply Chain Management. Robinson seconded the motion. Some of the issues discussed included: The changes being made are all similar and the reviewed subcommittee requested some slight revisions for consistency across programs, and the proposer will be asked to consult with the Registrar's office to ensure consistency. Moore moved to pass the program proposals contingent upon the stated concerns being addressed. Priddy seconded. The motion to pass contingent was approved.

Priddy moved to adjourn. Campbell seconded the motion. Motion to adjourn was approved and the meeting was adjourned at 11:23 am.