

Mississippi State University
University Committee on Courses and Curricula

Meeting Minutes

February 21, 2025

Present: Amy Adkerson, Tracey Baham, Sawyer Bowering, Randy Campbell, Patricia Cordero-Irizarry (voted proxy via Kya Davis), Brain Davis, Jagman Dhillon (voted proxy via Aswathy Rai), Kiley Forsythe, Donna Gordon, Alexis Gregory, Kate Gregory, Evan Kaplan, Kris King, Brad Lang, JuYoung Lee, Stephanie Lemley, Danielle Molina, Rob Moore, Emily Owen, Tommy Parker, Andy Perkins, Narcisa Pricope, Matthew Priddy, Aswathy Rai, Neeraj Rai, Amber Robinson, Wendy Roussin, Barry Stewart, Lesley Strawderman, Jacob Tschume, Kenna Vowell

Excused: Nathan Drake, Attila Karsi, Tawny McCleon, Brittany Moore-Henderson, Lindon Ratliff, Kimberly Woodruff, Hunter Yelverton

Absent: Hayden Anderson

Guests: Critz Campbell, Art; Yu Luo, Electrical & Computer Engineering; David Shaw, Office of the Provost; Peter Ryan, Office of the Provost; Kirk Swortzel, Human Sciences;

Perkins called the meeting to order at 1:30.

Provost Dr. David Shaw came to speak to the UCCC and answer questions. Dr. Shaw thanked the committee for their service to the university. He acknowledged that the committee is sometimes maligned unfairly by the university community, but reiterated that the committee's mission is central to the university and helps fulfill its vision statement and it does not go unnoticed. He stated that the committee has played a large role in helping the university grow and adapt to new opportunities, such as the new School of Health Professions and new BAS degrees. Dr. Shaw asked the committee for their feedback on what the university can do to help the committee continue to operate at a 40,000 foot level and help the university be nimble in responding to potential opportunities, while maintaining a high standard. He asked for any thoughts from the committee on how the committee can be more proactive in curricular development and not seen as an obstacle, and how he can help with these ideas.

Highlights of the discussions that followed included:

The committee generally feels as though they spend a large amount of time policing syllabus details. Dr. Shaw noted that that is not part of the committee's charge and that he is concerned that the committee feels like this is what they have to focus on. A discussion was had about how to more fully involve and educate department committees and heads as to their duties in curriculum management and the UCCC role, as well as potential places for staff to help make sure syllabus adhere to policy. Committee members who have also served or currently serve on their department or college committee shared their experiences and that many involved at that level do not have an accurate view of the UCCC's role or priorities.

Several committee members also inquired about Dr. Shaw's view or third party involvement in curriculum development. Dr. Shaw said that it would often be situation specific, but faculty are still reviewing the content at all levels, so the quality of content should have more weight than the how the

content was developed. Third party development is still a relatively new idea, so there should be some discomfort, but ultimately quality control comes down to the faculty of the university and the committee.

Roussin moved to approve the minutes of the December 4, 2024 and January 24, 2025 meetings. Gregory seconded the motion. The motion to approve the minutes was approved.

Strawderman moved to approve modification of ADS 1132 and the addition of AELC 8153. Molina seconded the motion. Some of the issues discussed included: ADS 1132 is listed as 1 credit hour of lab and 2 credit hours of lab, but only listed 2.5 hours of lab contact time per week. Method of instruction in CIM should just be Lecture/Lab. Learning outcomes can be reworded to be distinct, actionable, and measurable. AELC 8153 needs "Three hours lecture" added to the beginning of the catalog description in CIM and the syllabus. The course is listed as asynchronous, but students are required to attend regularly scheduled class activities. Contact minutes are listed incorrectly in the course calendar. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Gordon moved to approve the modification of the MAG in Agricultural and Extension Education. Moore seconded the motion. Some of the issues discussed included: Courses passed contingent need final approval. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Molina seconded. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the MS in Architecture. Molina seconded the motion. Some of the issues discussed included: Concentration 2 does not have enough 8000-level credit hours to requirements. The program description alternates between describing 6 or 8 hours of research/thesis. Priddy moved to table the program proposal based upon the stated concerns. Campbell seconded. The motion to table was approved.

Strawderman moved to approve the addition of the Minor in Graphic Design and the Minor in Photography. Molina seconded the motion. The subcommittee that reviewed the program proposals recommended approval. The motion was approved.

Roussin moved to approve the modification of ART 2803, ART 3313, ART 3323, and the addition of ART 4183. N. Rai seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Roussin moved to approve the modification of ART 4523. N. Rai seconded the motion. Some of the issues discussed included: The syllabus indicates that the class can be repeated for credit, but this field is left blank in CIM. The grading scale does not indicate points or percentages. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Roussin moved to approve the addition of ART 4913. N. Rai seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Priddy moved to approve the addition of ART 3283. N. Rai seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved. Roussin recused herself.

Roussin moved to approve the modification of the BFA in Art. N. Rai seconded the motion. Some of the issues discussed included: There are courses for the program that were previously tabled by UCCC that have not come back for rereview that need final approval. Priddy moved to pass the program proposal

contingent upon the stated concerns being addressed. Molina seconded. The motion to pass contingent was approved.

Moore moved to approve the modification of HI 1173. Gregory seconded the motion. Some of the issues discussed included: Assignment percentages are generally unclear. E.g. short essays are noted as accounting for 15% of the grade, but it is not made clear that is for a total of 30% for two short essays. Class assignments should be organized in the same manner as Methods of Evaluation to prevent confusion. Exams for distance students are not equivalent due to the presence of a lockdown browser. Direct contact hours do not sum to 45 hours. Absences cannot be defined as missed or late work, only as absence from class. No learning outcomes or true grade scale listed. Campbell moved to pass the course proposal contingent upon the stated concerns being addressed. Priddy seconded. The motion to pass contingent was approved.

Moore moved to approve the modification of the PhD in Sociology. Gregory seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Moore moved to approve the modifications of the BS in Applied Sociology, the Minor in English, the Minor in Environmental Justice, and the BSW in Social Work. Gregory seconded the motion. Some of the issues discussed included: The BS and BSW need to clarify how total hours add to exactly 124 when several classes have a credit hour range. Some of the electives for the BS need to be specified as upper level, and the committee expressed concern that there are a large number of completely unspecified electives. The BS and Minor in English need to mark proposed campus on the cover sheet to match current campuses. The Minor in Environmental Justice does not list all changes in the summary on the cover sheet. Priddy moved to pass the program proposals contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

Davis moved to approve the addition of the BBA in Entrepreneurship. Robinson seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Davis moved to approve the modification of the Minor in Business Analytics. Robinson seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Lang moved to approve the addition of EDE 4513 and the modification of EDX 3213. Priddy seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Lang moved to approve the addition of EDE 4523 and the modification of EDX 4353/6353. Priddy seconded the motion. Some of the issues discussed included: EDE 4523 was previously tabled and is still missing an updated letter of support. EDX 4353/6353 was also previously tabled and still needs an updated letter of support and still has gaps in the grading scale. The difference between distance and face to face are now discussed, but the expectations for distance students (assignments, attendance, and participation) could still be clarified. Moore moved to pass the course proposals contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Lang moved to approve the addition of EDX 3133 and the modification of EDX 3203, EDX 3223 and EDX 3233. Priddy seconded the motion. Some of the issues discussed included: None of these courses have information about how distance will be handled. Most also have a gap in the grading scale, and EDX

3223 should reference AOP 12.09. Moore moved to table the course proposal based upon the stated concerns. Stewart seconded. The motion to table was approved.

Gordon moved to approve the addition of EDX 4003, EDX 4223, EDX 4523, and the modification of EDX 4103/6103, EDX 4113/6113, EDX 4413/6413, and EDX 4623. A. Rai seconded the motion. Some of the issues discussed included: These courses also have no information about how distance will be handled and have gaps in their grading scale. It is recommended for most courses to add a statement about the acceptability of late work and referencing AOP 12.09. Priddy moved to table the course proposals based upon the stated concerns. Roussin seconded. The motion to table was approved.

Gordon moved to approve the addition of KI 2304. A. Rai seconded the motion. Some of the issues discussed included: Course was previously tabled and still has some minor issues that have not been revised. Distance inequity remains, particularly for labs and how they will be delivered to distance students. Lang moved to pass the course proposal contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved. Priddy abstained.

Gordon moved to approve the modification of the BS in Special Education. A. Rai seconded the motion. Some of the issues discussed included: The program is not currently approved for distance, but has distance marked as a current and proposed campus. No information about how distance will be handled is present. Courses previously tabled need final approval. Priddy moved to table the program proposal based upon the stated concerns. Campbell seconded. The motion to table was approved.

Davis moved to approve the addition of CSE 1263. Robinson seconded the motion. Some of the issues discussed included: There are no learning outcomes or meaningful discussion of group work. There is also no late work acceptance policy. Acronyms are used without a definition. The syllabus is generally light on details, particularly when it comes to distance, which is why the course was previously tabled. Campbell moved to pass the course proposal contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Davis moved to approve the modification of ECE 4744/6744. Robinson seconded the motion. Some of the issues discussed included: Graduate student expectations and extra assignments are not clearly stated. Learning outcomes also make no mention of graduate students. Unannounced quizzes have no information as to the number or point values, and they are not incorporated into the grading table. More detail is needed on allowable absences. Gregory moved to pass the course proposal contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Davis moved to approve the modification of ECE 4833/6833. Robinson seconded the motion. Some of the issues discussed included: Learning outcomes are not very specific and could be strengthened. The revised syllabus is dated 2021 and contains Covid statements that can be removed. The grade scale is confusing and needs clarity and the exams for online students need details. Letter of support is out of date. Moore moved to pass the course proposal contingent upon the stated concerns being addressed. Gregory seconded. The motion to pass contingent was approved.

Davis moved to approve the addition of ECE 8763. Robinson seconded the motion. Some of the issues discussed included: There are no learning outcomes and no grading scale for the course. Late work policy does not describe any penalties. Significant clarification is needed for the midterm exam and whether or not it is take-home. CIM lists Interactive video as a method of delivery, but everything is described as either synchronous or asynchronous, so this needs to be clarified. Priddy moved to table the course proposal based upon the stated concerns. Roussin seconded. The motion to table was approved.

Davis moved to approve the modification of the Minor in Electrical Engineering. Robinson seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Davis moved to approve the modification of the BS in Computer Engineering. Robinson seconded the motion. Some of the issues discussed included: Courses passed contingent need final approval. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

Kaplan moved to approve the addition of PCS 2213, PCS 3123, PCS 3213, PCS 4213, PCS 4223, PCS 4413, and the modification of PCS 4343/6343. Campbell seconded the motion. Some of the issues discussed included: It is recommended that there be a statement about technology requirements for these courses, especially if the program or college does not have their own technology requirements. The grade scales for most of these courses have gaps and should go out to two decimals. All courses need to address how attendance is graded, and some should address how discussions missed due to approved absences can be made up. PCS 3213, PCS 4213, and PCS 4223 have prerequisites listed in the syllabus that are not included in the catalog description or CIM. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

Kaplan moved to approve the addition of the BAS in Organizational Leadership. Campbell seconded the motion. Some of the issues discussed included: PCS 4343 is missing '3' in the required hours column and courses passed contingent need final approval. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Davis moved to approve the addition of the Graduate Certificate in Rural Veterinary Practice. Robinson seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Priddy moved to adjourn. Roussin seconded the motion. Motion to adjourn was approved and the meeting was adjourned at 3:50.