

**Mississippi State University**  
**University Committee on Courses and Curricula**

**Meeting Minutes**

**March 28, 2025**

**Present:** Amy Adkerson, Tracey Baham, Sawyer Bowering, Randy Campbell, Brian Davis, Jagman Dhillon (voted proxy via Aswathy Rai), Nathan Drake, Keegan Figueroa, Kiley Forsythe, Donna Gordon, Karolina Heathcock, Attila Karsi (voted proxy via Kimberly Woodruff), Kris King, JuYoung Lee (voted proxy via Aswathy Rai), Stephanie Lemly (voted proxy via Kim Smith), Danielle Molina, Rob Moore, Brittany Moore-Henderson (voted proxy via Kimberly Woodruff), Emily Owen, Tommy Parker, Andy Perkins, Matthew Priddy, Aswathy Rai, Neeraj Rai, Amber Robinson, Wendy Roussin, Barry Stewart (voted proxy via Aswathy Rai), Lesley Strawderman, Jacob Tschume, Kenna Vowell, Kimberly Woodruff

**Excused:** Patricia Cordero-Irizarry, Alexis Gregory, Evan Kaplan, Tawny McCleon, Lindon Ratliff

**Absent:** Kate Gregory, Narcisa Pricope

**Guests:** Tim Boltz, Poultry Science; Machaunda Bush, Aerospace Engineering; Jada Chubb, College of Agriculture & Life Sciences; Jim Giesen, History; Richard Harkess, Plant & Soil Sciences; Carla Huston, College of Veterinary Medicine; Seunghan Lee, Industrial & Systems Engineering; Yu Luo, Electrical & Computer Engineering; Ginger Pizer, English; Avent Vanhorn, Counseling, Higher Ed. Leadership, Ed. Psych. & Foundations

Perkins called the meeting to order at 1:33.

Moore moved to approve the minutes of the February 21, 2025 meeting. Priddy seconded the motion. The motion to approve the minutes was approved.

N. Rai moved to approve the addition of AEC 4423/6423 and GA 1011. Roussin seconded the motion. Some of the issues discussed included: AEC 4423/6423 can provide more clarity on why there is lab work mentioned but the course is only listed as lecture, and a separate syllabus section for graduate students. It is also recommended to remove duplicate statements that copy the University Syllabus, and just reference and link the University Syllabus instead. GA 1011 lists office hours as appointment only and should indicate a preferred contact method. The prerequisite requirement should also be included in the syllabus. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Strawderman seconded. The motion to pass contingent was approved

N. Rai moved to approve the addition of PO 4433/6433 and PO 4443/6443. Roussin seconded the motion. Some of the issues discussed included: Much more clarity is needed on how clickers will be used, particularly for distance students, and how distance student presentations will be handled. A reference to AOP 12.09 and the acceptance of late work would be helpful. The syllabus format is confusing as it read sometimes like a face to face course with an online component, and sometimes like a just an online course. The support letters for these courses need signatures from all supporting members of the department curriculum committee. Priddy moved to table the course proposals based upon the stated concerns. Robinson seconded. The motion to table was approved.

Molina moved to approve the modification of the BS in Poultry Science. Strawderman seconded the motion. Some of the issues discussed included: The concentration names and descriptions need to match between the curriculum table and the catalog description. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Molina moved to approve the modification of the BS in Horticulture. Strawderman seconded the motion. Some of the issues discussed included: The concentration names and descriptions need to match between the curriculum table and the catalog description. PSS 3943 should be PSS 3043. 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 modification of the BS in Biochemistry. Strawderman seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Molina moved to approve the modification of the MS in Architecture. Strawderman seconded the motion. Some of the issues discussed included: Some clarification and rewording to the outcomes in the catalog description would be helpful. The Socially Engaged Design concentration has been removed from the curriculum table, but all references to the concentration still need to be removed from the catalog descriptions. Roussin moved to pass the program proposal contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Priddy moved to approve the modification of AAS 1063 and the addition of HI 3373, LIN 4443/6443, LIN 4463/6463, LIN 4473/6473, PS 4513, and SO 4553. Woodruff seconded the motion. Some of the issues discussed included: AAS 1063 only the most recent revised syllabus needs to be in CIM and the catalog description needs to match with CIM. Total contact hours and any technology requirements are not listed. HI 3373 needs working links to AOP 12.09 and the University Syllabus. Attendance for distance students need clarity. Total contact hours and any technology requirements are not listed. LIN 4443/6443 catalog description does not match between syllabus and CIM and technology requirements are not listed. Face to Face students not being allowed to drop quizzes is inequitable. LIN 4463/6463 catalog description does not match between syllabus and CIM. Statement “All documentation for excused absences, as well as the make up work, must be submitted within seven days of your return to class” is not compliant with AOP 12.09. Prerequisites are not listed in CIM. LIN 4473/6473 prerequisites are not listed in CIM. Assignment descriptions note percentages, but only for undergraduate students. It is recommended that percentage differences only be listed in under Grade Distribution. PS 4513 course outcomes and total contact hours are missing from syllabus. Requirement of taking a missed exam within 48 hours not compliant with AOP 12.09. SO 4553 catalog description does not match between syllabus and CIM. Course outcomes and total contact hours are missing from syllabus. Syllabus should clarify that quizzes are worth 1% each for a total of 10% of the total grade. Roussin moved to pass the course proposals contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Priddy moved to approve the modification of the BA in English. Woodruff seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Campbell moved to approve the addition of EDX 3133. Woodruff seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Campbell moved to approve the modification of EDX 3203, EDX 3223, and EDX 3233. Woodruff seconded the motion. Some of the issues discussed included: EDX 3203 syllabus notes discussions will be synchronous and asynchronous, but the class is asynchronous. Several typos in assignments #5 and #6 and the Grading Scale. EDX 3223 and EDX 3233 syllabus notes discussions will be synchronous and asynchronous, but the class is asynchronous. The grading scales still have gaps that have been unaddressed. Assignments could use more specific details for online students. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Gordon moved to approve the addition of EDX 4003, EDX 4223, and EDX 4523. A. Rai seconded the motion. Some of the issues discussed included: Technology requirements and contact for technical assistance need to be listed. All courses could also use more details on assignments for online students. Statements on the acceptability of late work has still not been adding. Robinson moved to pass the course proposals contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Gordon moved to approve the modification of EDX 4103/6103, EDX 4413/6413, and EDX 4623/6623. A. Rai seconded the motion. Some of the issues discussed included: Technology requirements and contact for technical assistance need to be listed. All courses could also use more details on assignments for online students. Statements on the acceptability of late work has still not been adding. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. N. Rai seconded. The motion to pass contingent was approved.

Gordon moved to approve the modification of EDX 4113/6113. A. Rai seconded the motion. Some of the issues discussed included: Could use more details on assignments for online students and statement on the acceptability of late work has still not been adding. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Robinson seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the addition of HED 4013, HSPY 8253, HSPY 8503, HSPY 9314, and HSPY 9913. Priddy seconded the motion. Some of the issues discussed included: HED 4013 letter of support has outdated signatures. "N=Synchronous" should be removed since the course is not online and AOP 12.09 link is not current. HSPY 8253 course outcomes in CIM need to be updated to match syllabus. Course schedule is missing. HSPY 8503 course schedule is missing and gaps in grade scale. HSPY 9314 letter of support has outdated signatures. Course schedule is missing and University Syllabus link does not work. HSPY 9913 letter of support has outdated signatures. Course schedule is missing and AOP 12.09 link is not current. Robinson moved to pass the course proposals contingent upon the stated concerns being addressed. A. Rai seconded. The motion to pass contingent.

Moore moved to approve the modification of the PsyD in Combined Health Service Psychology. Priddy seconded the motion. Some of the issues discussed included: Major Required Hours equal 72 hours, not 73. Total Degree Hours equal 90 hours, not 9. No letter of support from Meridian faculty included. HSPY 8253 and HSPY 8503 need final approval. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Moore moved to approve the modification of the BS in Learning and User Experience Design. Priddy seconded the motion. Some of the issues discussed included: The cover sheet needs to be updated to say that the modification is to add distance offering to the existing BS in LUX. Campbell moved to pass the program proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Vowell moved to approve the modification of the BS in Special Education. A. Rai seconded the motion. Some of the issues discussed included: There are 15 hours of electives listed under general education that need clarification. If these are meant to be just gen ed course, it needs to be explicitly stated, and if not, they need to be moved away from the gen ed section to not cause confusion, as 15 hours may be enough for the student to complete a minor or endorsement. PSY 1013 is not listed as a social science. "No additional cost" on Appendix 10 needs to be revised after consultation with CDE. A large number of courses from the agenda still need final approval. Priddy moved to table the program proposal based upon the stated concerns. Robinson seconded. The motion to table to was approved.

Vowell moved to approve the addition of MKT 2101. A. Rai seconded the motion. Some of the issues discussed included: Either points or percentages need to be used for assignment values, not both. Participation percentages do not match between syllabus sections. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Strawderman seconded. The motion to pass contingent was approved.

Vowell moved to approve the addition of TOUR 2103 and TOUR 4103. A. Rai seconded the motion. Some of the issues discussed included: Neither course addresses the penalty for unexcused absences. TOUR 2103 also lists Interactive Video as a method of delivery, but this needs to be removed as it is only a face to face course, and the grading breakdown adds up to 110%. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Dr. Perkins recused himself from the Engineering portion and turned over the meeting to Dr. Priddy to discuss and approve courses and programs in CSE.

Davis moved to approve the addition of CSE 4793/6793 and CSE 4903. Robinson seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Davis moved to approve the addition of CSE 4183/6183. Robinson seconded the motion. Some of the issues discussed included: A similar course has been proposed in ECE, but has not made it through the college curriculum yet. CSE, ECE, and Physics all originally shared information on quantum courses in an effort to create this as cross listed course that has not come to fruition and CSE has proposed separately. ECE has expressed their concern to the committee that their course will not be approved due to duplication if CSE 4183/6183 is passed first. Moore moved to pass the course proposal contingent upon CSE composing a pre-emptive letter of support for the ECE course to be reviewed by Priddy, to ensure the passage of both courses through UCCC. Strawderman seconded. The motion to pass contingent was approved.

Davis moved to approve the addition of ASE 4313. Robinson seconded the motion. Some of the issues discussed included: Course description does not match between syllabus and CIM. Quizzes are discussed in the syllabus, but there is no information about their point allotment or how they fit into the total grade. There is no differentiation on how campus 1 and campus 5 students will complete exams so more detail is needed here. There is not statement about the acceptability of late work. There is a statement about completing makeup work before an excused absence, but this is not always possible. Moore moved to pass the course proposal contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Davis moved to approve the addition of CSE 3173. Robinson seconded the motion. Some of the issues discussed included: This course grew out of a project that was a collaboration between CSE, the Honor's College, and the Department of Communication, yet only CSE has a support letter, and engineering is not

specifically mentioned as part of the course description. This seems like a very interdisciplinary course, so at least some of these should be present. Learning outcomes and course topics also seem vague. Roussin moved to table the course proposal based upon the stated concerns. Woodruff seconded. The motion to table was approved.

Davis moved to approve the addition of CSE 4333/6333, ECE 8793, and IE 8593. Robinson seconded the motion. Some of the issues discussed included: CSE 4333/6333 graduate student paper does not seem to be factored into the grading scale and the scales for grad and undergrad are identical. ECE 8793 the word “probably” under Homework Frequency should be revised. Clarity is needed on whether the online delivery is synchronous or asynchronous, and the make-up policy needs to reference all excused absences from AOP 12.09. IE 8593 phrases like “a few more days” and “may require” are ambiguous and may confuse students. Clarity is needed on whether the online delivery is synchronous or asynchronous, and statement about proctoring from CDE should be removed as they have not offered that service for some time. Campbell moved to pass the course proposals contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Campbell moved to approve the modification of the BS in Artificial Intelligence, the MS in Computer Science, the PhD in Computer Science, the BS in Software Engineering, and the addition of the MS in Artificial Intelligence. A. Rai seconded the motion. The subcommittee that reviewed the program proposals recommended approval. The motion was approved.

Campbell moved to approve the modification of the BAS in Cybersecurity. A. Rai seconded the motion. Some of the issues discussed included: “No additional cost” on Appendix 10 needs to be revised after consultation with CDE. Moore moved to pass the program proposal contingent upon the stated concerns being addressed. Strawderman seconded. The motion to pass contingent was approved.

Campbell moved to approve the modification of the BS in Computer Science and the BS in Cybersecurity. A. Rai seconded the motion. Some of the issues discussed included: CSE 4183 and CSE 4333 need final approval. Moore moved to pass the program proposals contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Davis moved to approve the modification of CVM 5294 and the addition of PCS 1003. Robinson seconded the motion. The subcommittee that reviewed the course proposals 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 3:19.