

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

**Meeting Minutes**

**May 7, 2025**

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

**Excused:** Keegan Figueroa, Karolina Heathcock, Evan Kaplan, Lindon Ratliff, Wendy Roussin

**Absent:** Attila Karsi, Brittany Moore-Henderson

**Guests:** Jonathan Barlow, Data Science; Laure Boltz, Sociology; Machaunda Bush, Aerospace Engineering; Rachael Carter, Integrative Studies; Julie Herbstirth, CHEF; Carla Huston, Veterinary Medicine; Adam Jones, Computer Science and Engineering; Melanie Loehwing, Arts & Sciences; Junfeng Ma, Industrial & Systems Engineering; Lynda Moore, Integrative Studies; Mimmo Parisi, Data Science; Rani Sullivan, Aerospace Engineering; Lara Threet, ITIDCCL; Jim Watkins, Kinesiology

Perkins called the meeting to order at 10:03

Stewart moved to approve the Minutes of the March 28, 2025 meeting. A. Rai seconded the motion. The motion to approve the minutes was approved.

Perkins discussed potential upcoming changes to the UCCC Bylaws, which will be voted on in the upcoming fall semester. These changes may include updating the membership guidelines to align with those of Faculty Senate in terms of which levels of faculty may serve on the UCCC and treating all Dean led schools as colleges with appropriate representation, as well as including guidelines for temporarily replacing UCCC members that are on sabbatical.

Taylor gave a brief update on the CIM Programs project. All program proposals will be handled through the CIM system in the fall, with no more paper or PDF proposals being accepted. Training opportunities will take place over the summer for 12 month faculty and administrators, and during the months of August and September at the start of the new academic year. Specific dates, times, and locations are still being determined, but will be communicated to all relevant parties as soon as possible.

Campbell moved to approve the modification of SLCE 1002. N. Rai seconded the motion. Some of the issues discussed included: The justification lists a change from 1002 to 2002 but that is not included in either the syllabus or CIM. The course description does not match between the syllabus and CIM. No information is provided about assignments other than their point values, and the grading scale has gaps.

The course is listed as a 1 hour lecture 1 hour lab, but seems to just be a 2 hour lecture. The University Syllabus link does not function and statements on Title IX and disabilities are out of date. Gregory moved to table the course proposal based upon the stated concerns. Stewart seconded. The motion to table was approved.

Campbell moved to approve the addition of ADS 4774/6774. N. Rai seconded the motion. Some of the issues discussed included: Major clarification is needed about the breakdown of contact hours. The syllabus description say three hours lecture, two hours lab, but there are enough lab contact hours listed for a four hour lab and only two hours of face to face contact per week are listed. More information should be provided to students up front about the 7 days a week of care. The syllabus also lists asynchronous online, but nothing about online is mentioned in CIM, and no explanation is given as to how online students can raise rabbits. This needs to either be clarified or removed. Stewart moved to table the course proposal based upon the stated concerns. Robinson seconded. The motion to table was approved.

Campbell moved to approve the modification of CVM 8294. N. Rai seconded the motion. Some of the issues discussed included: The University Syllabus link is incorrect and there needs to be a more specific breakdown of the contact hours for the four week practicum. Stewart moved to pass the course proposal contingent upon the stated concerns being addressed. Gregory seconded. The motion to pass contingent was approved.

Campbell moved to approve the modification of the BS in Animal & Dairy Science. N. Rai seconded the motion. Some of the issues discussed included: Three hours of math needs to be moved from General Education to Major Core and ADS 4314 has the wrong title in the new concentration. Stewart moved to pass the program proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Campbell moved to approve the modifications of the BS in Aerospace Engineering and the MS in Industrial and Systems Engineering. N. Rai seconded the motion. The subcommittee that reviewed the program proposals recommended approval. The motion was approved.

Gregory moved to approve the modification of AN 2403 and the addition of LIN 2403. N. Rai seconded the motion. Some of the issues discussed included: There are several statements that do not comply with AOP 12.09. Students can not be required to provide documentation of an absence within 48 hours and online viewing can not be restricted to 48 hours after deadlines. There is no mention of the weights of assignments and no details on how many projects there will be. Stewart moved to table the course proposals based upon the stated concerns. Robinson seconded. The motion to table was approved.

Gregory moved to approve the additions of BIO 3033 and PSY 3033. N. Rai seconded the motion. Some of the issues discussed included: The weights for some assignments are not listed. Requiring an excused absence authorization prior to a due date does not comply with AOP 12.09. Both courses need a letter of support from the Biology and Psychology departments. It is also recommended to remove or reword the section about complaints. Campbell moved to pass the course proposals contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Gregory moved to approve the addition of PH 4063/6063. N. Rai seconded the motion. Some of the issues discussed included: Learning outcomes will need to be listed in CIM. There should also be some

sort of statement that graduate students can have an equivalent course as a prerequisite since graduates may come from other institutions. The additional requirements for graduate students also seem minimal in relation to undergraduate work. There are multiple “Midterms” and no description of how they are weighted. Clarification is needed to tell if the final exam is cumulative. There is a letter of support from the physics undergraduate curriculum committee, but nothing from the graduate committee. Stewart moved to table the course proposal based upon the stated concerns. Robinson seconded. The motion to table was approved.

Gregory moved to approve the modification of CO 4223/6223. N. Rai seconded the motion. Some of the issues discussed included: Online has been selected as a method of instruction but nothing else for distance has been completed in CIM, including selecting Campus 5. There is no information about how online students will receive content of the class, or what additional assessment is required for graduate students. Campus 1 students also twice the number of class discussions of Campus 5 students. Stewart moved to table the course proposal based upon the stated concerns. Robinson seconded. The motion to table was approved.

Gregory moved to approve the additions of GG 8113 and PS 4603/6603. N. Rai seconded the motion. Some of the issues discussed included: GG 8113 does not have a link to the University Syllabus. PS 4603/6603 does not explain graduate exams well in relation to those for undergraduates. Students can not be required to make up an exam within 48 hours. Stewart moved to pass the course proposals contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Gregory moved to approve the addition of the Minor in Applied Neuroscience. N. Rai seconded the motion. Some of the issues discussed included: BIO/PSY 3033 needs final approval. Stewart moved to pass the program proposal contingent upon the stated concerns being addressed. Lemley seconded. The motion to pass contingent was approved.

Molina moved to approve the addition of SO 3033. Strawderman seconded the motion. Some of the issues discussed included: The internship file should be included in the numbered list of assignments. The course is also open to any students without any sort of background study of criminology, which seems very broad for a 3000 level course. Gregory moved to pass the course proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Molina moved to approve the addition of SW 4123. Strawderman seconded the motion. Some of the issues discussed included: There is confusion over the contact hours. It is listed as 1 hour lecture 4 hours lab, but the way the course is described aligns more with a three hour practicum or experiential study. There is also little information on online delivery and how the lecture vs lab components will be delivered to online students. More clarity is needed. The course is also cross listed with PSY 4123 which has not been received by UCCC for review, and HDFS 4123, which will need a technical change to indicate the cross listing in its description. Robinson moved the table the course proposal based upon the stated concerns. Gregory seconded. The motion to table was approved.

Molina moved to approve the additions of BIO 4263, MA 4333/6333, ST 4333/6333, and ST 8223. Strawderman seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Molina moved to approve the modification of the MA in Foreign Languages. Strawderman seconded the motion. Some of the issues discussed included: The thesis defense and comprehensive oral exam needs to be kept separate to comply with the new Graduate School policy effective fall 2025 that students can not defend a thesis or dissertation until 6 months after a comprehensive exam. Gregory moved to pass the program proposal contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Molina moved to approve the modification of the BA in Liberal Arts. Strawderman seconded the motion. Some of the issues discussed included: Elective hour range needs to be updated to ensure students are always taking the minimum number of required hours for the degree. Robinson moved to pass the program proposal contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Molina moved to approve the addition of the Minor in TESOL. Strawderman seconded the motion. Some of the issues discussed included: A new cover sheet with Starkville campus checked and more complete information such as the proposed major code need to be added, for consistency of records. Robinson moved to pass the program proposal contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Robinson moved to approve the modifications of EDX 8133, EDX 8163, and EPY 9723, and the addition of EPY 8073. Moore seconded the motion. Some of the issues discussed included: EDX 8133 and EDX 8163 make no mention of how online students will receive course content. A late work policy is mentioned in the asynchronous online section of the syllabus, but not discussed anywhere else. EPY 8073 the total points from the grading scale and breakdown of points do not match. More explanation of how online students will complete the course project would also be helpful. The course description does not follow the correct format. EPY 9723 has letters of support from 2022 that will need to be updated. There are no decimals in the grading scale and no specifics about how participation will be graded. Clarification is needed as to whether online students exams will be proctored. All courses also have a list of topics, but no calendar to accompany it. Lang moved to pass the course proposals contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Robinson moved to approve the modification of EPY 8293. Moore seconded the motion. Some of the issues discussed included: The letter of support is from 2022 and will need to be updated. There is no mention of a late work policy or how exams will be administered to online students. Chapter Discussion Questions have different requirements for face to face and online students. The course has a list of topics, but no calendar to accompany it. Gregory moved to pass the course proposal contingent upon the stated concerns being addressed. Stewart seconded. The motion to pass contingent was approved.

Robinson moved to approve the addition of EPY 8613. Moore seconded the motion. Some of the issues discussed included: Four total assignments for 250 points seems very low for an 8000 level course, particularly when one of those is only worth 25 points, and attendance is not factored into the grade. More detail about how content will be delivered to online students is needed. The course has a list of topics, but no calendar to accompany it. The course description does not follow the correct format. Stewart moved to pass the course proposal contingent upon the stated concerns being addressed. Gregory seconded. The motion to pass contingent was approved.

Stewart moved to approve the modifications of COE 8173 and HED 8583. Vowell seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Stewart moved to approve the additions of SS 3913, NREC 4333/6333, and WFA 8232. Vowell seconded the motion. Some of the issues discussed included: SS 3913 needs more details about more unexcused absences will be penalized and how the 10% Participation is earned. With history being part of the title and historical research being included as part of the class, a letter of support from the History department may be helpful. The course description does not follow the correct format. NREC 4333/6333 requirement of informing the instructor of an excused absence prior to the absence does not comply with AOP 12.09. WFA 8232 prerequisites are not listed in CIM. Clarification about how the peer-evaluations of the capstone projects factor into the final grade is needed. The statement about the Dean of Students needs to be removed from the late work policy. The description does not follow the correct format. Gregory moved to pass the course proposals contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Stewart moved to approve the modification of the BS in Special Education. Vowell seconded the motion. Some of the issues discussed included: The 15 hours of electives still need some clarification. There is no information about what constitutes a professional course, and the hours themselves do need to be moved to comply with Degree Works formatting. If the electives are listed as general education for licensure purposes that also needs to be explained. Lang moved to pass the program proposal contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Stewart moved to approve the modification of the MS in Sustainable Bioproducts. Vowell seconded the motion. Some of the issues discussed included: Elective hours say see approved list, but should say see advisor if no list is provided in the curriculum table. Molina moved to pass the program proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Lang moved to approve the modifications of PCS 6313 and PCS 6323. N. Rai seconded the motion. Some of the issues discussed included: Prerequisites are not listed in the course descriptions. Language in the late work policy indicates that excused absences may be penalized, which does not comply with AOP 12.09 and needs to be reworded. Contact hours are not listed with the topic breakdown in the syllabus. The course descriptions do not follow the correct format. Gregory moved to pass the course proposals contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Lang moved to approve the modification of PCS 6333 and the addition of INTS 3013. N. Rai seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Lang moved to approve the addition of TOUR 2613. N. Rai seconded the motion. Some of the issues discussed included: The syllabus describes the course as graded A-F, but CIM indicates Pass/Fail. The grade scale is out of 500 points, but all graded assignments only add up to 340 points. There are 10 weekly experience reports on the schedule listed at 40 points each, but they only add up to 200 points total. There is no reference to the university syllabus. Gregory moved to table the course proposal based upon the stated concerns. Stewart seconded. The motion to table was approved.

Lang moved to approve the modification of the BS in Data Science. N. Rai seconded the motion. Some of the issues discussed included: PH 4163 has not yet been passed by the College committee. Gregory moved to pass the program proposal contingent upon the stated concerns being addressed. Robinson seconded. The motion to pass contingent was approved.

Gregory moved to adjourn. N. Rai seconded the motion. Motion to adjourn was approved and the meeting was adjourned at 12:05.