



**Mississippi State University
University Committee on Courses and Curricula (UCCC)**

Meeting Minutes

February 16, 2024

Present:

Kathleen Alley, Randy Campbell, Russell Carr, Padmanava Dash (voted via proxy, Brad Lang), Brian Davis, Jagman Dhillon, Arianne Hainsey, Carlen Hennington, Attila Karsi (voted via proxy, Russell Carr), Brad Lang, Brittany Moore-Henderson, Rob Moore, Andy Perkins, George Popescu, Suzanne Powney, Matthew Priddy, Aswathy Rai, Rebecca Robichaux-Davis, Wendy Roussin, Barry Stewart, Lesley Strawderman, Kenna Vowell, Nathan Drake, Kiley Forsythe, Kate Gregory, Lynda Moore, Emily Owen, Tommy Parker, Emily Shaw, and Betsey Smith

Excused: Tom Carskadon, Lindon Ratliff, Dana Franz, Kris King

Absent: Donna Gordon, Zac Sibbitt, Brannan Tisdale, Luke Tucker, Wil Whittington, and Amber Robinson

Guests: Peter Ryan, Susan Seal, Anna Osterholtz, Meg Marquardt, Elizabeth Miller, Jonathan Barlow, Tamra Swann, Qingmin Meng

Meeting Location: Trotter Seminar Room at the Center for Advanced Vehicular Systems

Perkins called the meeting to order at 1:32 pm on February 16, 2024.

Perkins thanked those that helped assist with setting up this meeting. He noted that Jenny Turner did so much for this committee and it has been a team effort to try and keep the meetings as organized as they once were.

Robichaux-Davis moved to approve the minutes from the January 26, 2024 UCCC meeting. Powney seconded the motion. The motion was approved. No opposed.

Priddy moved to approve the addition of the Graduate Certificate, Applied Leadership. Powney seconded the motion. There was an extensive amount of discussion related to this graduate certificate. Dr. Susan Seal and Dr. Peter Ryan were in attendance to answer questions related to this program proposal. Some of the issues discussed included: target audience and whether we are duplicating effort already available on the web by Echelon Front; Who is developing material and who are the experts at MSU to vet the material provided by Echelon Front; the revenue-sharing model with Echelon Front; ownership of course content/materials; the need for MSU's integrity to remain intact and the need for proper oversight.



Robichaux-Davis moved to vote via paper ballot. Henington seconded the motion. There was 1 against the use of paper ballots. Motion to approve the graduate certificate failed with 8 for, 10 against, and 2 abstain.

Peter Ryan then asked UCCC to provide specific information so this graduate certificate program can move forward and be approved in a future meeting.

Lesley Strawderman initially made a motion to pass contingent with the elimination of Echelon Front from the program proposal. Vowell seconded. There was discussion about the pass contingent and Strawderman ended up rescinding her motion.

Alley moved to pass the program proposal contingent upon: getting letter of support from Military Science and the Center for American Veterans. Strawderman seconded the motion. The motion to pass contingent was approved with a vote of 10-4.

Roussin moved to approve the modification of ABE 1922, ABE 4423, and ABE 4443. Powney seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Roussin moved to approve the modification of ABE 1912, ABE 3303, ABE 3413, ABE 3813, ABE 4433, ABE 4803, ABE 4813, and ABE 4833. Powney seconded the motion. Some of the concerns discussed included: All classes should be confirmed that the “change syllabus” response is YES in CIM; ABE 1912 needs clarification regarding lecture/lab hours in course outline (should be 1 hour lecture and 2 hours lab/week); ABE 3303 needs a grading scale and course outline with contact hours; ABE 3413 needs consistent catalog description in CIM and syllabus, contact hours greater than 3 hours need to be further broken down, and additional info needed for assessments; ABE 3813 is missing the catalog description in the syllabus, no course outline with contact hours, discussion about lab and breakdown of lecture/lab hours, syllabus can only change in schedule (need to modify this statement); ABE 4803 needs consistent catalog description in CIM and syllabus, update syllabus statements to university syllabus statement; ABE 4813 class schedule is non-standard (9:30 – 10:50); discuss extra credit peer review, and reference AOP 12.09 when discussing absences; ABE 4833 needs clarification/discussion about lecture/lab (currently reads as a lecture course); discuss extra credit peer review, and reference AOP 12.09 when discussing absences. It was noted that all of these courses were submitted for a name change while keeping the content the same. Rai moved to pass the course proposals contingent upon the stated concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Carr moved to approve the modification of AAS 3323. Robichaux-Davis seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Carr moved to approve the modification of ADS 4633. Robichaux-Davis seconded the motion. Some of the concerns discussed included: learning objective should be modified to ensure they are measurable; Method of Evaluation listed is based on the old syllabus draft and does not match what is described in the new syllabus; no technology Requirements are listed in the syllabus for Campus



5; Learning outcomes 2, 3, 4, 5, and 7 are not measurable. Outcome 7 is not course specific and it's not clear in the class schedule where it is taught; Grading scale for graduate level doesn't have decimals. Roussin moved to pass the course proposals contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Carr moved to approve the modification of EPP 4263 and AN 4133 as well as the addition of AN 4393, AN 4543, and BIO 4313. Robichaux-Davis seconded the motion. Some of the concerns discussed included: EPP 4263 The extra homework questions, extra questions on the Pest Case Study and the more rigorous grading scale is in the syllabus but the extra Discussion questions are not mentioned in the proposal are not listed in the syllabus, modify the graduate level requirements where in a separate section and not embedded throughout the syllabus; AN 4133 The attendance policy (Campus 1) and the participation policy (campus 5) are not equivalent, consider updating to make equivalent, syllabus needs to be edited for clarity (organization) and content (some information duplicated), extra credit consistency campus 1 and 5, learning objectives/outcomes need to be added, course calendar needs to reflect T/TH dates; AN 4393 Grading scale needs decimal points, No reference to AOP 12.09; AN 4543 The attendance policy (campus 1) and the participation policy (Campus 5) are not equivalent, support letter needs to be updated with signatures; BIO 4313 support letter is not signed by everyone, please update. Stewart moved to pass the course proposals contingent upon the stated concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Carr moved to approve the modification of AN 3343. Robichaux-Davis seconded the motion. Some of the concerns discussed included: there are no learning outcomes; the difference between face-to-face and online is significant (this needs to be rectified); the syllabus is generally unclear and could use better organization for ease of reading; there is a hate speech comment that should reference the MSU policy regarding this matter. Alley moved to table the course proposal based upon the stated concerns. Roussin seconded the motion. The motion to table was approved.

Strawderman moved to approve the addition of EN 6123 and GG 8103 as well as the modification of MEC 4403 and ACC 1001. Henington seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Strawderman moved to approve the addition of CH 8603, EN 3323, EN 4113. And ST 4223 as well as the addition of ACC 8173. Henington seconded the motion. Some of the concerns discussed included: CH course needs a support letter from faculty; EN 3323 needs to modify the course description (not clear); EN 4113 has significant differences between campus 1 and 5 (need to be equivalent) as well as grading for participation of campus 5, but not campus 1; ST 4223 needs to reference AOP 12.09, should request support letters from ISE and economics, and cannot use Webex + Respondus at the same time (physically not possible); ACC 8173 pre-req needs to be clarified and made consistent in all locations, also need to be specific about what is peer interaction. Roussin moved to pass the course proposals contingent upon the stated concerns being addressed. Moore seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the addition of GR 4373. Henington seconded the motion. Some of the concerns discussed included: Only 45 contact hours, but the course is a 2 hr lecture / 2 hr lab (minimum of 60 contact hours required); Campus 1 versus 5 needs to be clarified/updated for



equivalency; graduate portion is not significantly different from undergraduate offering. Alley moved to table the course proposal based upon the stated concerns. Stewart seconded the motion. The motion to table was approved.

Henington moved to approve the modification of the MPA degree program, Accounting and the MTX degree program, Taxation. Strawderman seconded the motion. Some of the concerns discussed included: ACC 8173 has not been passed yet. Moore moved to pass the program proposal contingent upon the stated concerns being addressed. Campbell seconded the motion. The motion to pass contingent was approved.

Rai moved to approve the addition of COE 8663. Stewart seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Rai moved to approve the addition of COE 8003, COE 8033, and COE 8103. Stewart seconded the motion. Some of the concerns discussed included: multiple delivery methods are mentioned, but specificity needs to be provided; office hours need a placeholder on the syllabus; 25% of grade is group project, but no specifics regarding grade breakdown. Alley moved to pass the course proposals contingent upon the stated concerns being addressed. Strawderman seconded the motion. The motion to pass contingent was approved.

Rai moved to approve the addition of COE 8733. Stewart seconded the motion. Some of the concerns discussed included: specifying whether the course is synchronous or asynchronous; grading scale could be modified to limit number of significant digits after decimal. Roussin moved to pass the course proposal contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Rai moved to approve the addition of HSPY 8620 and modification of ED 8620. Stewart seconded the motion. Some of the concerns discussed included: the grading scale is missing; discussion about assignments is missing; course is pass/fail, but should still provide details; these courses are attempting to mirror each other, so please make the syllabi consistent. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Stewart moved to approve the modification of the BS degree program, Kinesiology. Rai seconded the motion. Some of the concerns discussed included: The summer start is non-standard, thus they need to provide justification for this request or change the proposal to a Fall semester start date. Strawderman moved to pass the program proposal contingent upon the stated concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Stewart moved to approve the modification of the graduate certificate, Addiction Counseling. Rai seconded the motion. Some of the concerns discussed included: COE 8033 is not approved. Lang moved to pass the program proposal contingent upon the stated concerns being addressed. Moore seconded the motion. The motion to pass contingent was approved.

Stewart moved to approve the modification of the graduate certificate, Teach Mississippi. Rai seconded the motion. Some of the concerns discussed included: The summer start is non-standard,



thus they need to provide justification for this request or change the proposal to a Fall semester start date. Strawderman moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Campbell moved to approve the addition of CIS 2713, CIS 3263, CIS 3613, CIS 3713, CIS 4623, CIS 4783, CIS 4813, and CIS 4823. Davis seconded the motion. Some of the concerns discussed included: the grading procedure/breakdown needs additional explanation; group projects needs to be listed/described in activities; the learning outcomes are currently tied to course goals, this needs to be changed; clarification regarding lecture or lecture/lab; the distance questions need to be answered with sufficient detail; the letter of support needs to be provided/uploaded for all courses. Roussin moved to pass the course proposals contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Campbell moved to approve the addition of the BAS degree program, Cybersecurity. Davis seconded the motion. Some of the concerns discussed included: the courses need to be reorganized for ease of implantation by the Registrar's office. It was also observed that this BAS is different from the BS in Cybersecurity. Strawderman moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Campbell moved to approve the addition of the MS degree program in Engineering. Davis seconded the motion. Some of the concerns discussed included: there are 4 concentrations listed, but the concentrations are not specific enough in course requirements to differentiate each concentration; the committee recommended requiring 9 credit hours of courses within BCoE (at a minimum). Strawderman moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Lang moved to approve the creation of HON 2283. Moore seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Lang moved to approve the creation of CVM 8131. Moore seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Lang moved to approve the modification of IE 4914. Moore seconded the motion. The subcommittee that reviewed the course proposals recommended approval, but the committee had some recommended updates: the old syllabus statements need to be updated to the university syllabus. The motion was approved.

Lang moved to approve the addition of CSE 8763. Moore seconded the motion. The subcommittee that reviewed the course proposals recommended approval, but had some recommended updates: the syllabus needs specificity regarding lecture delivery at campus 6; one topic in the course outline has 6 contact hours but a max of 3 per topic is allowed. The motion was approved.

Lang moved to approve the addition of CSE 3613, CSE 3623, and CSE 3683. Moore seconded the motion. Some of the concerns discussed included: having a 3000-level course as a capstone course is non-standard; online delivery is mostly asynchronous, but distance students are sometimes



required to attend synchronous (this needs to be clear to the students); catalog descriptions need to match; quizzes are mentioned in CIM but not in the syllabus (rectify this discrepancy); grading scale is lacking decimals; the learning objectives need updating/modification; support letter from ISE is required since these courses are cross-listed with ISE. Roussin moved to pass the course proposals contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Lang moved to approve the addition of the BS degree program, Artificial Intelligence. Moore seconded the motion. Some of the concerns discussed included: the 4000-level AI course needs to be corrected; paperwork needs to reflect proper personnel additions (states faculty, but we believe it is a coordinator); CSE 4673 is listed as required, but it is not a current course. Roussin moved to pass the program proposal contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Strawderman moved to adjourn. Lang seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 4:17 pm.