

University Committee on Courses and Curricula
Mississippi State University
January 27, 2023

Members

Present: Kathleen Alley, Brian Baldwin, Randy Campbell, Tom Carskadon, Brian Davis, Nathan Drake, Dana Franz, Kate Gregory, Carlen Henington, Stephanie Hyche, Kris King, Caroline Kobia, Brad Lang, Cate Mocal-King, Rob Moore, Tommy Parker, Andy Perkins, Suzanne Powney, Matthew Priddy, Aswathy Rai, Lindon Ratliff, Rebecca Robichaux-Davis, Wendy Roussin, Sam Schuh, Emily Shaw, James Sobaskie, Lesley Strawderman, Jenny Turner, Kenna Vowell, Amy Wilber, Jeff Winger

Proxies: Kylie Forrester for Kenna Vowell

Excused: Russell Carr, Padmanava Dash, Trey Howell, Emily Owen, George Popescu, Ann Olivia Radicioni

Absent: Lynda Moore

Guests: Rachel Allison, Jagman Dhillon, Steve Elder, Melody Fisher, Stephanie King, Vitor Martins, Gregg Twietmeyer, Christa Winkler,

Perkins called the meeting to order at 1:30 p.m. in the Trotter Room of the Center for Advanced Vehicular Systems in the Research Park.

Henington moved to approve the minutes from the December 1, 2022 UCCC meeting. Rai seconded the motion. The minutes were approved.

Perkins announced the UCCC Office received one nomination for UCCC Chair for 2022-2023, Andy Perkins, and one nomination for UCCC Vice-Chair, Matthew Priddy. The nominees agreed to serve and were elected.

Mocal-King moved to approve the addition of ABE 1912 and the modification of ABE 1922. Henington seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Mocal-King moved to approve the addition of Campus 1 to FDM 3213. Henington seconded the motion. The subcommittee that reviewed the proposal observed in the syllabus under Course Policies the wording under the heading: "Late assignments will not be accepted," should be revised to: "Late Assignment will not be accepted unless the absence is excused under University policy." In the syllabus under Course Policies and the heading "Lecture," include information for Campus 1 and Campus 5 lectures. Lecture recordings are mentioned, but face to face lectures are not mentioned. In the syllabus under Discussion, it should be clarified if Campus 1 students will have discussions on Canvas like Campus 5 students or will the discussions be held in class. Subcommittee members questioned if it is fair to have bonus points only for students who have the best projects as voted by their peers. Priddy

moved to pass the proposal contingent upon the above concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Mocal-King moved to approve the addition of PSS 8013 and the inclusion of distance education for PSS 8013. Henington seconded the motion. The subcommittee that reviewed the proposal observed participation and attendance are counted as 10% of the final grade, so more detail about how this grade will be determined should be provided in the syllabus. In the syllabus more information should be provided about how Campus 5 students will turn in their chapter index cards and how the index cards will be graded. Priddy moved to pass the proposal contingent upon the above concerns being addressed. Baldwin seconded the motion. The motion to pass contingent was approved.

Mocal-King moved to approve the addition of CO 8043, the inclusion of distance education for CO 8043, and the addition of FLF 8323. Henington seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Mocal-King moved to approve the additions of SO 8303, SO 8333, and SO 8353. Henington seconded the motion. Dr. Rachel Allison appeared in support of the proposals. The subcommittee that reviewed the proposals observed the syllabi describe the timeline/outline of two of the potential focus areas but does not for the third focus area. Priddy moved to pass the proposals contingent upon the above concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Mocal-King moved to approve the modification of the BS in Building Construction Science. Henington seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Roussin moved to approve the addition of CCL 8163, the inclusion of distance education for CCL 8163, the addition of CCL 8183, the inclusion of distance education for CCL 8183, the addition of distance education to KI 1803, the addition of ME 4433, and the inclusion of the Gulf Coast designation for ME 4433. Robichaux-Davis seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The proposals were approved.

Roussin moved to approve the addition of EDE 4153 and EDE 4623/6623, the inclusion of distance education for EDE 4153 and EDE 4623/6623, and the inclusion of the Meridian designation for EDE 4153 and EDE 4623/6623. Robichaux-Davis seconded the motion. The subcommittee that reviewed the course proposals observed that Adobe Flash and Shockwave Flash are mentioned in the syllabi, but they have been discontinued. In the syllabi the face to face and online attendance policies need to add "when possible" to the instructions on notifying the instructor about a potential absence. Powney moved to pass the course proposals contingent upon the above concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the modification and addition of distance education to EP 3803. Robichaux-Davis seconded the motion. The subcommittee that reviewed the proposal observed on the course proposal, the class is listed as a lecture, but the syllabus indicates that Campus 1 is: "Face to face with lecture and/or labs or asynchronous online." The subcommittee indicated this statement needs clarification. Powney moved to pass the proposal contingent upon the above concern being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of EDX 4243. Robichaux-Davis seconded the motion. The subcommittee observed in the syllabus under the heading Field Component, the information about a field component provided after the first semi colon in the first sentence should be deleted because the field component is required under another course EDX 4123. EDX 4243 is a lecture course, so references to a lecture/lab should be removed from the Description of Instruction in the syllabus. In the syllabus under Attendance Policy, it should include information may be submitted late if the absence is excused under university policy. Henington moved to pass the proposal contingent upon the above issues being resolved. Priddy seconded the motion. The motion to pass contingent was approved.

Davis moved to approve the modification and inclusion of distance education for SS 3703, and the modification and inclusion of distance education for SS 4003. Priddy seconded the motion. The subcommittee that reviewed the proposals observed on the course proposals under Course Syllabus, the Campus 1 syllabi should be attached. On the course proposals, the answer should be "yes" to the question: "Will the syllabus be revised?" Then syllabi that contain Campus 1 and Campus 5 information should be attached. Under Attendance, appropriate documentation of the university excused absences should be provided with 48 hours of return to campus or school activities. If face to face students will have access to asynchronous lectures, that should be indicated in the syllabus. Mochal-King moved to pass the proposals contingent upon the above concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Davis moved to approve the additions and inclusion of distance education for HED 8473, HED 8723, HED 8733, HED 8743, HED 8753, HED 8763, HED 8783, HED 8803, HED 8823, and HED 9913. Robichaux-Davis seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The proposals were approved.

Davis moved to approve the additions and inclusion of distance education for HED 8013, HED 8113, and HED 8833. Robichaux-Davis seconded the motion. The subcommittee that reviewed the course proposals observed for HED 8013 under the "Active Participation" section, it states that the course can be either "face-to-face OR synchronous online OR asynchronous online OR hybrid". However, in the "Attendance for Distance Course sections" subsection, it states that to get credit if "Students will be considered in attendance when they are present and participate in all synchronous online activities via Webex". The course cannot be asynchronous and require a student to be present at all synchronous online activities. The Campus 5 portions of the syllabus should include either synchronous or asynchronous information, but not both. In the syllabus it should explain how the online students will take quizzes. The distance learning questions are answered as if the Campus 5 is going to be a synchronous class. If the course will be asynchronous instead, the syllabus should include information about how online students will interact with their peers. For HED 8113 the letter of support does not list this course. Under the "Active Participation" section, the syllabus states that the course can be either "face-to-face OR synchronous online OR asynchronous online OR hybrid". However, in the "Attendance for Distance Course sections" subsection, it states that to get credit if "Students will be considered in attendance when they are present and participate in all synchronous online activities via Webex". The course cannot be asynchronous and require a student to be present at all synchronous online activities. The Campus 5 portions of the syllabus should include either synchronous or asynchronous information, but not both. Under "Contemporary Issues Case Study Exercises", it should explain how online students work in groups to complete these exercises. For HED 8833, in the syllabus under Op-Ed, information should be included about how Campus 5 students will work in groups to complete this project. In the syllabus under Op-Ed, the number of words required for the project should be corrected.

Henington moved to pass the proposals contingent upon the above issues being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the MS in Workforce Education Leadership. Priddy seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Strawderman moved to approve the modification of the BS in Kinesiology. Priddy seconded the motion. The subcommittee that reviewed the program proposal observed the cover/signature page needs updating with the correct information. In the curriculum table, the major advisors are not included in the revised curriculum listings, but not all advisor names are italicized for deletion. There needs to be clarification about whether the advisor listings are to be removed from the catalog. For the new concentration, the proposal lists 30 hours of concentration courses, but 15 courses are listed (45 hours). The proposal needs to clarify if students choose any 10 courses from the list. The general education requirements should be updated. Henington moved to pass the proposal contingent upon the above issues being addressed. Alley seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the PhD in Education Leadership/Higher Education Leadership. Priddy seconded the motion. The subcommittee that reviewed the program proposal observed the revised curriculum requires HED 8693, "Diversity, Equity, & Inclusion in Higher Education." The program proposal cannot be approved until the course proposal for HED 8693 is approved. The proposal is missing answers to the required questions from the proposal guide: Will this program change meet local, state, regional, and national educational and cultural needs? If so, please describe. Will this program change result in duplication in the System? If so, please describe. Will this program change/advance student diversity within the discipline? If so, please describe. Will this program change result in an increase in the potential placement of graduates in MS, the Southeast, and the U.S.? If so, please describe. Will this program change result in an increase in the potential salaries of graduates in MS, the Southeast, and the U.S.? If so, please describe. Italicize courses on the left (current side) side of the curriculum outline should be revised or deleted. Mocal-King moved to table the program proposal. Powney seconded the motion. The motion to table was approved.

Strawderman moved to approve the modification of the MS in Educational Leadership/Student Affairs and Higher Education. Priddy seconded the motion. The subcommittee that reviewed the program proposal observed the credit hours on the left (current) side of the curriculum outline that are being revised or deleted should be italicized. The revised curriculum requires HED 8023, "Helping & Intervention Skills in SAHE." The program proposal cannot be approved until the course proposal for HED 8023 is approved. The revised curriculum table also includes HED 8013 that is on the UCCC January 17, 2023 agenda. HED 8013 College Student Wellness & Student Affairs Practice was passed contingent at the meeting, and the contingencies must be cleared before the program proposal can be approved. The proposal is missing answers to the required questions from the proposal guide: Will this program change meet local, state, regional, and national educational and cultural needs? If so, please describe. Will this program change result in duplication in the System? If so, please describe. Will this program change/advance student diversity within the discipline? If so, please describe. Will this program change result in an increase in the potential placement of graduates in MS, the Southeast, and the U.S.? If so, please describe. Will this program change result in an increase in the potential salaries of graduates in

MS, the Southeast, and the U.S.? If so, please describe. Mocal-King moved to table the program proposal. Powney seconded the motion. The motion to table was approved.

Priddy moved to adjourn the meeting. Alley seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 2:50 p.m.