

**Minutes**  
**University Committee on Courses and Curricula**  
**January 20, 2006**

PRESENT: Tim Chamblee, Angi Bourgeois, David Bridges, Rita Burrell, Wanda Cheek, Bruce Ebanks, Jackie Edwards-Henry, Carlen Henington, William Henry, Rogelio Luck, Sharon Nobles, Charles Palmer, Kevin Rogers, Rudy Rogers, Emily Schultz, and Bob Wolverton.

EXCUSED: Amy Adkerson, Ben Blair, Rita Burrell, Julie Fulgham, Phyllis Miller (sabbatical), and June Schmidt,

UNEXCUSED: none

GUEST: Dr. Gary Pike, Institutional Research Director

Chamblee called the meeting to order at 2:00 p.m. in the Billie Nowlin Conference room in Lloyd Ricks.

Chamblee introduced Dr Gary Pike and reminded the committee that according to its bylaws the Chair is elected in January.

Wolverton moved, seconded by Palmer, to approve the December 14, 2005 meeting minutes. The motion passed unanimously.

Dr. Gary Pike from the Office of Institutional Research discussed the purchase of a new test for our academic profile. The test, which is given to MSU seniors, provides assessment of competencies in core curriculum. Pike also provided Mississippi State's results from the National Survey of Student Engagement (NSSE). A copy of the NSSE report is available from the UCCC office.

Chamblee opened the floor for nominations. Chamblee stated that he had been asked to provide information on the Chair's duties and responsibilities. Chamblee listed several responsibilities including: serving on several University Committees, working with the Provost Office on curricula issues, working directly with faculty, department heads and college curricula committees to develop proposals, and developing criteria for the UCCC Guide and Format that meet IHL requirements. Chamblee stated that the Provost Office provides  $\frac{1}{4}$  release time for the UCCC Chair. Jones asked if the Chair also had duties during the summer. Chamblee said that the Chair has the summer responsibilities of publishing the *UCCC Annual Report* and the annually revised *UCCC Guide and Format*. Chamblee also stated the he had been actively involved with the development of policy and procedures for the required 124-credit hour degree modifications. Edwards-Henry moved, seconded by Bourgeois, to nominate Tim Chamblee to serve as UCCC Chair if he so desired. Chamblee stated that he would be willing to serve another term. Bridges

moved, seconded by Wolverton, to close the nominations. The motion passed. Chamblee was elected unanimously.

Chamblee referred to the Continuing Education information in the agenda packet. Chamblee said that he had been working with Jerry Gilbert from the Provost Office and Mark Binkley from AOCE to develop a plan for the review of all courses and degrees offered through AOCE. Previously AOCE courses and degrees had not received any type of review or approval to be offered as Continual/Distance Education. Therefore, the UCCC does not have any record of courses or degrees offered through AOCE. Chamblee said he and Binkley had agreed to use the Online MBA program from the College of Business and Industry as a pilot review process. Information gathered in the review of the MBA program will help to set criteria that will be used to review and approve all AOCE course and degree offerings. Chamblee stated that a schedule will be set up to insure an orderly and efficient review of AOCE offerings.

Bridges moved, seconded by Henington, to adjourn at 3:25 p.m.