



## Mississippi State University University Committee on Courses and Curricula

### Meeting Minutes

May 1, 2024

**Present:** Kathleen Alley (voted proxy via Stephanie Lemley), Randy Campbell, Russell Carr (voted proxy via Attila Karsi), Padmanava Dash, Brian Davis, Jagman Dhillon (voted proxy via Aswathy Rai), Donna Gordon, Carlen Hennington, Attila Karsi, Brad Lang, Rob Moore, Andy Perkins, George Popescu, Suzanne Powney, Matthew Priddy, Aswathy Rai, Lindon Ratliff, Rebecca Robichaux-Davis, Wendy Roussin, Betsey Smith, Barry Stewart, Lesley Strawderman, Kenna Vowell, Wil Whittington, Kiley Forsythe, Dana Franz, Kris King, Lynda Moore, Emily Owen, Tommy Parker, Emily Shaw, Luke Tucker

**Excused:** Tom Carskadon, Brittany Moore-Henderson, Amber Robinson

**Absent:** Kate Gregory, Zac Sibbitt, Brannan Tisdale

**Guests:** Ashley Hughes, Interior Design; Hans Herrmann, Architecture; Li Zhang, Poultry Science; Lori Staton, HDFS; Dominic Lippillo, CAAD; Beca Spencer, CHEF; Maralyn Jackson, CVM UMTP; Mohammad Marufuzzaman, ISE; Rima Musser, AELC; Heidi Renninger, Forestry; Ashley Vancil-Leap, Sociology; Hans Herrmann, Architecture; George Ford, BCS; Richard Human, Music; Angel Fason, Joel Paz, ABE; Jessica Benson, AELC

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

Perkins called the meeting to order at 9:00am.

Perkins thanked Linda Moore-White for her 12 years of service to UCCC, as this is her last UCCC meeting. Peter Ryan thanked the committee for the work that we do and extended his gratitude on behalf of the institution.

Priddy made a motion to approve the minutes of the May 22, 2024 meeting, seconded by Rai. The motion to approve the minutes passed.

Priddy moved to approve the modification of DSCI 4553 and DSCI 4663. Dhillon/Rai seconded the motion. Some of the concerns discussed included: The course description for 4553 did not match the catalog and the syllabus provided minimal information and did not reference the University syllabus. Neither course had an outline for contact hours, and both courses only had three learning objectives. Henington moved to pass contingent upon the stated concerns being addressed. Tucker seconded. The motion to pass contingent was approved.

Priddy moved to approve the addition of HCA 2123, HCA 3303, and HCA 3413. Dhillon/Rai seconded the motion. Some of the concerns discussed included: None of the courses have objectives listed, and some also do not list technology requirements. Titles and syllabi do not match. duplication of courses from business school. The courses need support letters from the Business school, as they are duplications of business courses, or otherwise demonstrate that the courses are somehow unique to healthcare administration. Ryan mentioned the changes with respect to the business school in Meridian, and that Healthcare Administration will be taking care of some of the courses formerly taught by business in



Meridian. HCA is now a standalone unit within the healthcare program. Lang moved to table the course proposals based upon the stated concerns. Moore seconded the motion. The motion to table was approved.

Moore moved to approve the modification of ABE 2873. Dash seconded the motion. Some of the concerns discussed included: The prerequisite grade in MA 1323 or equivalent and needs a minimum C or above. If there is a required textbook, it should be listed, and no learning outcomes. The University syllabus is not referenced and the attendance policy makes no mention of the exceptions listed in AOP 12.09. Priddy moved to pass contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the modification of ADS 8123. Dash seconded the motion. Some of the concerns discussed included: Catalog description needs to be modified to reflect correct credit hours and needs to be included in syllabus. Quizzes and projects could use more explanation. Priddy moved to pass contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the modification of the BS program in Agricultural Education. Dash seconded the motion. Some of the concerns addressed included: EN 1104 and EN 1173 need to be included in Gen Ed as OR options. Clarification is needed about what is an emphasis area or track vs. a concentration. 23 out of 70 hours would suggest to do concentrations instead of tracks. Or redesign the curriculum outline table to show the shared courses. All AELC courses on agenda also need to be approved. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Henington moved to approve all AELC 2103, AELC 2203, AELC 2211, AELC 2212, AELC 2222, AELC 3403, AELC 3503. Stewart seconded the motion.

The subcommittee that reviewed AELC 3503 recommended approval. The motion was approved.

Modification of AELC 2103. Some of the concerns discussed included: The revised and proposed syllabi do not match. Online participation/attendance requirements are not clear. Face to face students have a cost to print for projects, but distance students do not. Will distance students be expected to print on their own?

Addition of AELC 2203. Some of the concerns discussed included: The catalog description needs to be included in the syllabus. Details on assignments and projects need to be further broken out and more detail needs to be provided on the final exam.

Addition of AELC 2211, AELC 2222. Some of the concerns discussed included: The catalog description needs to be included in the syllabus.

Addition of AELC 2212. Some of the concerns discussed included: The catalog description needs to be included in the syllabus. More detail is needed for specific assignments.

Addition of AELC 3403. Some of the concerns discussed included: Page 4 notes only 1 credit so clarification is needed.

Priddy moved to pass these courses contingent upon addressing the stated concerns. Rai seconded the motion. The motion to pass contingent was approved.



Moore moved to approve the modification of the BS program in Landscape Contracting and Management. Dash seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Moor moved to approve the addition of the Minor program in Child Advocacy and Science of Trauma. Dash seconded the motion. Some of the concerns discussed included: Any HDFS courses on the agenda needed for this program need to be passed before the program can be passed. Priddy motioned to pass the program proposal upon the stated concerns being addressed. Rai seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the addition of ARC 2213, ARC 2723, and ARC 3213, and the modification of ARC 5589. Karsi seconded the motion. Some of the concerns discussed included: Learning objectives are not listed and there is some inconsistency in language. There is inconsistency in course description versus catalog description, particularly with prerequisites. Assignment weighting is off in some places, and no grading scale is listed. Priddy moved to pass contingent upon the stated concerns being addressed. Campbell seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the addition of ART 2753, and the modification of ART 2413, ART 2813, and ART 4353. Karsi seconded the motion. Some of the concerns discussed included: These course issues similar to the previous ARC courses. Ambiguous or nonexistent grading scales. Learning outcomes not listed. Rai moved to pass contingent upon the stated concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the modification of ART 1013 and ART 1023. Karsi seconded the motion. Some of the concerns discussed included: Equivalency between campus 1 and campus 5 is not clear, and need clarification on whether the course is offered synchronously or asynchronously. Course descriptions do not match between CIM and syllabus. Learning outcomes are not listed. Priddy moved to table the course proposals based upon the stated concerns. Roussin seconded. The motion to table was approved.

Henington moved to approve the addition of ART 3273. Karsi seconded the motion. Some of the concerns discussed included: No details are included for distance, and the justification is not specific enough. The university syllabus is not referenced. The course needs a letter of support. The course is listed for distance learning but there is not online method of delivery. Priddy moved to table the course proposal based on the stated concerns. Lang seconded the motion. The motion to table was approved.

Henington moved to approve the addition of the BA program in Design and the Built Environment. Karsi seconded the motion. Some of the concerns discussed included: The credit hours do not seem to add up properly. Rai moved to pass the program proposal contingent upon the stated concerns being addressed. Campbell seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the modification of the BArch program in Architecture. Karsi seconded the motion. Some of the concerns discussed included: The credit hours do not seem to add up properly. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of CA 3553 and the addition of FNH/PSS 3553. Carr seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Strawderman moved to approve the addition of HDFS 4123. Karsi seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.



Strawderman moved to approve HDFS 4303 and HDFS 4323. Carr seconded the motion. Some of the issues discussed included: These courses are cross listed with EDE and need to be reviewed together, support letter needed from Starkville campus faculty indicating support for the Campus 5 delivery. Vowell added that these courses are for BAS in ECT for students with associate degree (program in addendum). Ratliff moved to table the proposals based upon the stated concerns. Robichaux-Davis seconded the motion. The motion to table was approved.

Strawderman moved to approve the addition of FNH 8123 and the modification of PO 8123. Carr seconded the motion. Some of the concerns discussed included: Syllabus must be modified to be in compliance with AOP 12.09. Prerequisites need clarification. 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.

Strawderman moved to approve the modification of GA 2103. Carr seconded the motion. Some of the concerns discussed included: Grading scale needs modification. 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.

Strawderman moved to approve the addition of HDFS 4133. Carr seconded the motion. Some of the concerns discussed included: Grading scale is inconsistent. 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.

Strawderman moved to approve the modification of PSS 3323. Carr seconded the motion. Some of the concerns discussed included: More details are needed for distance portion of the course. Syllabus does not include a grading scale. 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.

Strawderman moved to approve the addition of the Graduate Certificate and Minor programs in Global Affairs Leadership. Carr seconded the motion. Some of the concerns discussed included: GA 8203 and GA 8213 are not yet approved and are not on the current agenda. Priddy moved to pass the program proposals contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the addition of BCS 1133, BCS 1143, BCS 1243, BCS 2123, BCS 2223, BCS 3133, BCS 3143, BCS 4133, and BCS 4233. Carr seconded the motion. Some of the concerns discussed included: These courses need extensive syllabus revisions. Several courses have 5% of the grade being for student participation and attitude. Several courses talk about online exams, for example, and synchronous attendance in face to face only courses. Outcomes and objectives for some courses need revising. The math prerequisites requirements must have a minimum grade of C. Major concerns were raised about these courses duplicating existing courses within the department, and whether existing courses would be deleted. Ryan recommended Appendix 9 instead of deletion. Strawderman moved to table the course proposals based upon the stated concerns. Carr seconded the motion. The motion to table was approved.

Strawderman moved to approve the addition of ID 1783 and ID 3243. Carr seconded the motion. Some of the concerns discussed included: More information of methods of evaluation is needed. Syllabus for 1783 contains much information that is not critical to the course and may confuse students. Topics need to be further divided to no more than 3 hours per topic. Priddy moved to pass the course proposals contingent



upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the BS program in Interior Design. Carr seconded the motion. Some of the concerns discussed included: ID 1783 and ID 3243 both passed contingent and need to be revised. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the addition of the BAS program in Building Technology. Carr seconded the motion. Some of the concerns discussed included: All BCS course on the agenda for this program were tabled. Priddy moved to table the program proposal based upon the stated concerns. Rai seconded the motion. The motion to table was approved.

Stewart moved to approve the modification of BIO 3233. Ratliff seconded the motion. Some of the concerns discussed included: Certain places say fish specimens instead of birds and the course description must be fixed. Priddy moved to pass the proposal contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Stewart moved to approve the addition of FL 4813, GR 4383, and SO 4813. Ratliff seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Stewart moved to approve the modification of CO 2003. Ratliff seconded the motion. Some of the concerns discussed included: Course objectives not measurable. Distance students need to interact via Canvas, not just submit to a discussion board, and syllabus does not state how long online exams are open. Robichaux Davis moved to pass the course proposal 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 BA program in Liberal Arts, the BA program in Music. Ratliff seconded the motion, and the Minor program in Environmental Justice. The subcommittee that reviewed the program proposals recommended approval. The motion was approved.

Henington moved to approve the addition GR 4373. Strawderman seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Roussin moved to approve the addition of ABA 4113, ABA 4223, ABA 4303, ABA 4443, ABA 4493, ABA 4603, ABA 4663, ABA 4703, ABA 4773, ABA 4893, ABA 4903, and ABA 6103. Powney seconded the motion. Some of the concerns discussed included: Some courses list synchronous, asynchronous and face to face, so method of delivery was unclear. Forsyth recommended defining synchronous lecture and providing clarity on how synchronous online students will be engaged. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Roussin moved to approve the addition of EDX 8063, EDX 8073, EDX 8093, EDX 8343, and EDX 8493. Powney seconded the motion. Some of the concerns discussed included: Letter of support only includes the new master's program and does not list any of the course. Some courses need to update their 30 character abbreviation and more information could be provided on assignments. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Rai seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the modification of COE 8903. Powney seconded the motion. Some of the concerns discussed included: Inconsistencies in stated technology needs and exams between face to face



and distance. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Rai seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of MU 1411 and MU 1412. Powney seconded the motion. Some of the concerns discussed included: Adjustment to attendance policy are needed and technology statement is incomplete. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Rai seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of the BS program in Applied Behavior Analysis. Powney seconded the motion. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Lang moved to approve the modification of the BM program in Music Performance. Carr seconded the motion. Some of the concerns discussed included: The proposal is missing the college curricula committee chair and Dean's signatures. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Lang moved to approve the modification of MUA 1050, MUA 1110, MUA 1150, MUA 1210, MUA 1250, MUA 1310, MUA 1350, MUA 1410, MUA 1450, MUA 1510, MUA 1550, MUA 1610, MUA 1710, MUA 1750, MUA 2110, MUA 2150, MUA 2210, MUA 2250, MUA 2310, MUA 2350, MUA 2410, MUA 2450, MUA 2510, MUA 2550, MUA 2610, MUA 2710, and MUA 2750. Priddy seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Gordon moved to approve the addition of NRTC 6308, NRTC 6313, and NRTC 6323. Rai seconded the motion. Some of the concerns discussed included: There are equivalence issues between campus 1 and 5 for attendance, participation, and exams. Syllabus contact information is missing. Letter of support is missing signatures. 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.

Gordon moved to approve the addition of NRTC 8293. Rai seconded the motion. Some of the concerns discussed included: Similar equivalence issues to the other NRTC courses. Practicum needs a breakdown of the hours. Moore moved to pass the course proposal contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Gordon moved to approve the modification of EC 4643. Rai seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Gordon moved to approve the deletion of EC 6643. Rai seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Gordon moved to approve the modification of SCL 3323, SCL 4013, SCL 4313, and SCL 8213. Rai seconded the motion. The subcommittee that reviewed the proposals recommended approval. The motion was approved.

Gordon moved to approve the modification of SCL 4033 and SCL 4333. Rai seconded the motion. Some of the concerns discussed included: More details for equivalence on late assignments, exams, presentations, and participation needed. Syllabus should include contact information for technical support. Lang moved to pass the course proposals contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.



Gordon moved to approve the addition of the MS program in Special Education. Rai seconded the motion. Some of the concerns discussed included: Several EDX course on the agenda passed contingent and need to be revised. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the modification of the MS program in Forestry. Campbell seconded the motion. Some of the concerns discussed included: Drake noted that language needed to be changed from graduate level to 8000 level requirements. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Tucker seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the addition of NREC 4333. Campbell seconded the motion. Some of the concerns discussed included: There are no measurable learning outcomes and no contact hours with course topics. Grad level assignment needs more rigor, and grading scale contains both points and percentages. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the addition of CVM 4003. Campbell seconded the motion. Some of the concerns discussed included: The course title is not consistent. Clarification needed on if 3 credit hour internship can be completed in 3 weeks. There are no learning outcomes and the grading scale is inconsistent. Lang moved to pass the course proposal contingent upon the stated concerns being addressed. Powney seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the addition of ABE 6633. Campbell seconded the motion. Some of the concerns discussed included: Learning outcomes are not measurable. Graduate rigor with regards to group projects needs clarification. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the modification of IE 4573/6573. Campbell seconded the motion. Some of the concerns discussed included: Supersede syllabus language in assignments must be changed and language like fun in outcomes needs to be refined. Grading based on effort and how effort is measured needs clarification. Excused absences must not receive any penalty. Contact hours are inconsistent. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the addition of IE 4903/6903. Campbell seconded the motion. Some of the concerns discussed included: Learning outcomes are not measurable. One of the instructors listed is leaving the university. Letters of support from program faculty are required. This course is cross listed with GA 4903/6903 which has not been submitted for UCCC review yet. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Robichaux-Davis moved to approve the addition of IE 4183. Campbell seconded the motion. Some of the concerns discussed included: This course may have overlap with an ABE biomechanics course, and thus needs a letter of support from ABE. Learning outcomes are not measurable and graduate rigor need to be revised. Priddy moved to table the course proposal based upon the stated concerns. Roussin seconded the motion. The motion to table was approved.

Robichaux-Davis moved to approve the addition of IE 4143 and IE 4153. Campbell seconded the motion. Some of the concerns discussed included: These courses potentially duplicate content taught in



Kinesiology and thus letter of support from Kinesiology is required. Contact hours are inconsistent. Learning outcomes are not measurable and graduate rigor need to be revised. There were questions raised about the course instructor and textbook being related to Kinesiology. Priddy moved to table the course proposals based upon the stated concerns. Popescu seconded the motion. The motion to table was approved.

Robichaux-Davis moved to approve the modification of the MS program in Industrial and Systems Engineering. Campbell seconded the motion. Some of the concerns discussed included: The proposal needs to italicize certain parts to be consistent. The subcommittee that reviewed the program proposal recommended approval. The motion was approved.

Davis moved to approve the addition of the BAS program in Early Childhood Teaching. Popescu seconded the motion. Some of the concerns discussed included: Assessment need clarification. Credit hours, and what can be transferred needs clarification. Letters of support from Elementary Ed and Human Science are needed, and discussion needs to include faculty from the Starkville campus. Questions were raised about projected licensure and jobs, and the target student population, as well as how the number of potential graduates was estimated. Franz pointed out that federal regulation requires that online programs are required to meet licensure requirements for the state in which students reside. It is not clear whether this has been considered. Some required courses have not yet appeared on a UCCC agenda, and some courses are designed for middle school, rather than PK. Priddy moved to reject the program proposal based upon the stated concerns. Lang seconded the motion. The motion to reject was approved.

Priddy moved to adjourn. Lang seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 1:30pm.