

Mississippi State University
University Committee on Courses and Curricula

Meeting Minutes

January 24, 2025

Present: Amy Adkerson, Hayden Anderson, Sawyer Bowering, Randy Campbell, Jagman Dhillon, Nathan Drake, Kiley Forsythe (proxy via Jenna Schmidt), Dana Franz, Donna Gordon, Alexis Gregory, Kris King, Brad Lang, Rob Moore, Brittany Moore-Henderson, Emily Owen, Tommy Parker, Andy Perkins, Matthew Priddy, Aswathy Rai, Neeraj Rai, Amber Robinson (voted proxy via Jacob Tschume), Wendy Roussin, Barry Stewart, Lesley Strawderman (voted proxy via Matthew Priddy), Jacob Tschume, Kenna Vowell

Excused: Patrica Cordero-Irizarry, Brian Davis, Evan Kaplan, Attila Karsi, Tawny McCleon, Danielle Molina, Narcisa Pricope, Kimberly Woodruff

Absent: Kate Gregory, JuYoung Lee, Lindon Ratliff, Hunter Yelverton

Guests: Renee Clary, Geosciences; George Ford, BCS; Kendra Gagnon, Physical Therapy; Matt Janzen, Ag Econ; Harold Jones, Health Professions; Jeff Leffler, Meridian Division of Education; Devon Mills, Ag Econ; Carley Morrison, Human Sciences; Jake Reed, Geosciences; John Rodgers, Geosciences; Saeed Rokooie, BCS; Kirk Swortzel, AELC; Christa Winkley, CHEF;

Meeting Location: Trotter Room, Center for Advanced Vehicular Systems

Perkins called the meeting to order at 1:33.

It was announced that Dr. Rebecca Robichaux-Davis has received a promotion to the Dean's Office within the College of Education and will be stepping down from her role with the UCCC. Stephanie Lemley was elected as her replacement.

It was also announced that Provost Dr. David Shaw will be attending the UCCC's February meeting to speak briefly and answer questions from the committee.

Dr. Mike Breazeale was introduced as the Chair of the University General Education Committee.

Taylor gave an update on the Course Inventory Management (CIM) System. There are several updates coming to the CIM that include some visual tweaks as well as some updates to the form itself and a number of back end administrative changes and updates to the workflow. The system will be down the week of February 10th as these changes are made. Starting in Fall of 2025 all program proposals will also go through CIM with their own unique form which is still in development. Communication has been sent out to several distribution lists and more updates and a training schedule will come.

Dr. Harold Jones and Dr. Kendra Gagnon presented to the Committee on the Doctor of Physical Therapy. This is a proposed professional degree that will be part of the School of Health Professions. The program needs a "approval to plan" in order to satisfy the requirements of their accrediting body, the Commission on Accreditation in Physical Therapy Education (CAPTE). Drs. Jones and Gagnon asked the UCCC for approval to send the program to IHL, as state level approval is required by CAPTE before the program is allowed to hire faculty. Once IHL approval is granted, the program can begin the process of hiring faculty

to fully develop the curriculum, which will then be fully reviewed and approved by the UCCC with the goal of admitting their first class of students for the Fall of 2031.

Highlights from the presentation included: Physical Therapy is a large need with the state of Mississippi, as the physical therapist adequacy rate in the state is only at 78% and is projected to decline. The program will be a full time program but will be taught using a hybrid approach where 50% is online coursework and the other 50% is immersive in-person labs and clinical experiences. This approach should broaden the pool of potential students, and lead to more of those students staying in their communities when going into practice. It also will not be in direct competition with the only current DPT program in the state, which is in-person only. Applicants for admission must have a bachelor's degree, a minimum 3.0 GPA, and prerequisite course work from an accredited institution, and will go through an interview and essay process. The curriculum will consist of 106 credit hours over 7 semesters, and will be fully subject to all UCCC processes. Tuition projections are based on calculations drawn from the other DPT in the state, and will be comparable to it, as well as MSU's current professional degree, the DVM.

Campbell moved for the committee to approve that the Doctor of Physical Therapy be sent to IHL in order for the program to begin the CAPTE accreditation process. Priddy seconded the motion. The motion was approved.

Moore moved to approve the addition of AEC 4743/6743, AEC 8353, and AEC 8993. Gordon seconded the motion. Some of the issues discussed included: AEC 4743/6743 should include a reference to AOP 12.09 when discussing late work penalty, and the grading for discussion/homework is the same for undergraduate and graduate students. AEC 8353 and 8993 should include contact information for technical assistance through CDE for distance students. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Roussin seconded. The motion to pass contingent was approved.

Moore moved to approve the modification of AELC 8100 and the modification of the MAG with a concentration in Agricultural and Extension Education. Gordon seconded the motion. Some of the issues discussed included: AELC 8100 makes no mention of how excused absences will be held, how meetings with the Major Professor will take place, and how the project defense will be held for distance students. Clarity is needed on how things like students oral defense and late work affect the U/S grade scale. The course is listed and variably credit from 1-13 hours, but the MAG requires 3 hours specifically. The course is not repeatable which means a student could take the course for 1 hour, not fulfilling the degree requirements, and then be unable to retake the course for the remaining two hours. The course is part of the minimum required 30 hours for a masters degree, but since the MAG is a non-thesis program, questions were raised by Drake about the allowability of the S/U grade scale to fulfill the minimum hours requirement at the university. A conversation with the Graduate School will be needed to sort out this issue. Priddy moved to table the course and program proposals based upon the stated concerns. Lang seconded. The motion to table was approved.

Moore moved to approve the modification of AELC 8203 and AELC 8503. Gordon seconded the motion. Some of the issues discussed included: There needs to be a statement about the accepting of late work with an excused absence to be in compliance with AOP 12.09. Contact hours need to be specifically stated and broken down by 3 hour blocks. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Tschume seconded. The motion to pass contingent was approved.

Roussin moved to approve the addition of ARC 6113. N. Rai seconded the motion. Some of the issues discussed included: The way the course is described seems much more in line with a seminar rather than a lecture, which is how the course is listed. The rotating nature of the topics needs to be reflected in the

contact hours if possible, perhaps by listing topics as “example”. Stewart moved to pass the course proposal contingent upon the stated concerns being addressed. A. Rai seconded. The motion to pass contingent was approved.

Roussin moved to approve the addition of ART 4183 and the modification of ART 4883/6883. N. Rai seconded the motion. Some of the issues discussed included: There need to be decimals in the grading scales and the penalty for late arrival/early departure needs to be described. The rubrics on the grade sheet are confusing and unclear as to what the range is and how/if they tie to the grading breakdown. In the grading policies there is no reference to what "Assignments (In& Out of Class) -5%" and "Class Practice - 5%" are. The statement about modifying the schedule with student permission needs to be removed from the syllabus. Priddy moved to table the course proposals based upon the stated concerns. Lang seconded. The motion to table was approved.

Roussin moved to approve the modification of ART 1013 and ART 1023. N. Rai seconded the motion. Some of the issues discussed included: These courses were tabled at the May 1, 2024 UCCC meeting and many of the revisions requested have not been properly addressed, particularly those dealing with face to face versus online equivalency. Syllabi all have consistency and equivalency issues, typos, and out of date references (e.g. the 2023 University syllabus). Priddy moved to table the course proposals based upon the stated concerns. Lang seconded. The motion to table was approved.

Roussin moved to approve the modification of ART 2803, ART 3313, and ART 3323, and the addition of ART 4913. N. Rai seconded the motion. Some of the issues discussed included: Similar concerns over syllabi inconsistencies. The syllabi are all hard to follow. Grades are listed and both points and percentages and are not well defined. Engagement is not detailed as it pertains to the grade. Class Structure section is not well defined and isn't referenced well later in the syllabus. Does not even indicate that details will be found on assignment sheets. More details are needed for what topics are being covered in the contact hours. Campbell moved to table the course proposals based upon the stated concerns. Priddy seconded. The motion to table was approved.

Vowell moved to approve the addition of BCS 1133, BCS 1143, BCS 1243, BCS 2123, BCS 2223, BCS 2233, BCS 3133, BCS 3143, BCS 3223, BCS 3233, BCS 4133, and BCS 4233. Priddy seconded the motion. Some of the issues discussed included: Course learning outcomes for most courses are either sparse or have one or more outcomes that are not measurable. The link for AOP 12.09 for all courses is not correct and the attendance policy is wordy and confusing. Most courses do not have assignment descriptions. BCS 1143 needs to have its contact hours divided to no more than 3 hours per topic (Safety is listed as 6 hours). Moore moved to pass the course proposals contingent upon the stated concerns being addressed. Tschume seconded. The motion to pass contingent was approved.

Vowell moved to approve the modification of the BS in Building Construction Science. Priddy seconded the motion. Some of the issues discussed included: The summary of proposed changes on the cover sheet does not fully cover all the changes being made and needs more detail. The BCS courses on the agenda need to be approved. Roussin moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

A. Rai moved to approve the addition of BCS 6113, BCS 6213, BCS 6223, BCS 6233, BCS 6313, BCS 6323, BCS 8113, BCS 8123, BCS 8133, BCS 8143, and the MS in Construction Management. Priddy seconded the motion. Some of the issues discussed included: The prerequisites for the courses are on the agenda and need to be approved. Class Structure needs some clarification as to why the face to face class entails lectures from all of the course topics while the online asynchronous class includes lectures on only

certain topics. Change: “Instructional methods for online offerings to include asynchronous mini lectures on certain topics within the detailed course outline” to: “Instructional methods for online offerings to include asynchronous lectures on topics within the detailed course outline”. Learning outcomes for BCS include ACCE professional standards, but no other courses do. If these standards are required for the degree they need to be added to the other courses. “Understand” should be removed from learning outcomes as it is not measurable. The attendance policy for campus 5 students for all courses states that students are expected to join the online environment for class discussions during specified times, but these are listed as asynchronous courses, which means students can not be penalized for missing these specified times. BCS 6323 can not be named “Special Topics” as that title is reserved for BCS 6990. It is recommended that the title be updated to “Current” or “Emerging Topics”. These courses must be approved for the degree. A statement about the acceptance of equivalent coursework as prerequisites would be helpful if the event students with bachelor’s degrees from other institutions enroll in the program. Lang moved to pass the course and program proposals contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Gregory moved to approve the modification of GG 8123 and the addition of GR 3123 and FLR 3163. A. Rai seconded the motion. Some of the issues discussed included: GG 8123 needs clarification for direct versus indirect instruction in the course outline and for the percentages in the evaluation policy. Only distance students having open book exams and quizzes is not equivalent. GR 3123 needs to clarify make-up policy to comply with AOP 12.09 and define how distance students will take the final exam. There is also no justification for offering the course via distance and there is inconsistency in the syllabus as to whether the course is synchronous or asynchronous. FLR 3163 needs to clarify whether textbooks are required or recommended and how quizzes are averaged as part of the final grades. Moore moved to pass the course proposals contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

Gregory moved to approve the addition of LIN 4443/6443, LIN 4463/6463, and LIN 4473/6473. A. Rai seconded the motion. Some of the issues discussed included: All courses need accompanying technical changes for cross listed courses. All courses have major inconsistencies in their attendance and late work policies that are not in compliance with AOP 12.09. There are also equivalence issues between assignment requirements for distance and face to face students for the courses being offered online. The graduate requirements for the 6000 level also do not seem sufficiently rigorous. Lang moved to table the course proposal based upon the stated concerns. Moore seconded. The motion to table was approved.

Gregory moved to approve the addition of the BAS in Weather and Environmental Science. A. Rai seconded the motion. Some of the issues discussed included: There are several typos: “aboard” should be “abroad”. “Bachelor of Science” should say “Bachelor of Applied Science”. “BAS in Construction Technology” should say “BAS in Weather and Environmental Science”. A note to clarify that 62 hours from specific military programs is equivalent to the normal 45 hours of technical credits accepted. Moore moved to pass the program proposal contingent upon the stated concerns being addressed. Lang seconded. The motion to pass contingent was approved.

Lang moved to approve the addition of EDE 3423 and EDE 4989. Moore seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Lang moved to approve the addition of the BAS in Early Childhood Teaching. Moore seconded the motion. Some of the issues discussed included: Courses on the agenda must be approved. Priddy moved to pass the program proposal contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Lang moved to approve the addition of EDE 4513 and EDE 4523, and the modification of EDX 3213 and EDX 4353/6353. Moore seconded the motion. Some of the issues discussed included: EDE 4513 and EDE 4523 are listed as 2 hour lecture, 2 hour lab in the description, but the contacts hour are broken down and detailed as a 3 hour lecture course. They also do not specifically reference the University Syllabus or explicitly state that students must be allowed to make up assignments for excused absences. EDX 3213 and EDX 4353/6353 need updated letter of support referencing the correct course titles and numbers. The differences between distance and face to face are not discussed or described at all and the answers to the distance questions in CIM are insufficient. The grading scales also have gaps. Campbell moved to table the course proposals based upon the stated concerns. Priddy seconded. The motion to table was approved.

Stewart moved to approve the modification of KI 8303 and HED 8143. Tschume seconded the motion. Some of the issues discussed included: KI 8303 does not address makeup tests for excused absences. 15% of the grade comes from unit exam, but what a unit is and how many the course has is never defined. HED 813 needs clarification on what constitutes “active participation”. “Notifying the professor of and emergency in advance of an absence” is not always possible and this language needs to be fixed to match the statements in HED 8543 and the other HED proposals. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Stewart moved to approve the modification of HED 8543, HED 8553, HED 8563, HED 8573, and HED 8593. Tschume seconded the motion. Some of the issues discussed included: All courses need to define “active participation” and how quizzes will be administered. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Stewart moved to approve the modification of MU 1553. Tschume seconded the motion. Some of the issues discussed included: Clarification is needed for how online quizzes will be administered. A makeup attendance policy needs to be outlined for times where a student must miss more than the equivalent of one week of class due to approved absences, especially given that attendance is 10% of the total grade. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Campbell seconded. The motion to pass contingent was approved.

Stewart moved to approve the modification of INDT 4223. Tschume seconded the motion. Some of the issues discussed included: This course was tabled on a previous agenda and several of those concerns have not been addressed, most importantly, the course is changing from 4 hours to 3, but CIM states there will be no change to course content, The 6000 split level course will go away, but a deletion proposal has not been created. The distance learning questions have not been answered. Clarity is needed on how the comprehensive exam will be administered to distance students. Priddy moved to table the course proposal based upon the stated concerns. Lang seconded. The motion to table was approved.

Stewart moved to approve the addition of the BAS in Advanced Manufacturing Technology. Tschume seconded the motion. Some of the issues discussed included: INDT 4223 tabled on current agenda and still counted as 4 hours in the program of study. Campbell moved to pass the program proposal contingent upon the stated concerns being addressed. Priddy seconded. The motion to pass contingent was approved.

Campbell moved to approve the addition of the MAIS in Industrial Technology. Priddy seconded the motion. Some of the issues discussed included: The program has been confirmed by the College of Education as needing to be a Master of Applied Science, not an MAIS, so this language will need to be corrected at all points in the proposal. Learning outcomes need to work to be specific and measurable.

Electives under core courses need to be defined as required or free. Expected enrollment numbers in Appendix 8 do not match between page 4 and 10. Split level courses only need to list the 6000 level course number as part of the program of study, and the course title for CCL 8153 is incorrect. Some courses are still in workflow and need approval. There is no letter of support for TECH courses. Lang moved to pass the program proposal contingent upon the stated concerns being addressed. Moore seconded. The motion to pass contingent was approved.

Campbell moved to approve the modification of the BS in Mechanical Engineering. Lang seconded the motion. Some of the issues discussed included: CSE 1263 was tabled on a previous agenda and a letter of support from the CSE department is needed. Moore moved to pass the program proposal contingent upon the stated concerns being addressed. Roussin seconded. The motion to pass contingent was approved.

Priddy and Perkins were unanimously elected as the Vice Chair and Chair for the UCCC for the upcoming academic year respectively.

Roussin moved to adjourn. Priddy seconded the motion. Motion to adjourn was approved and the meeting was adjourned at 4:02.