

Mississippi State University
University Committee on Courses and Curricula

Meeting Minutes

October 18, 2024

Present: Amy Adkerson, Randy Campbell, Brain Davis, Jagman Dhillon, Nathan Drake, Kiley Forsythe, Dana Franz, Donna Gordon, Evan Kaplan, Attila Karsi, Kris King, Brad Lang, JuYoung Lee, Tawny McCleon, Danielle Molina, Robert Moore, Brittany Moore-Henderson, Emily Owen, Tommy Parker, Andy Perkins, Alexis Gregory, Matthew Priddy, Aswathy Rai, Neeraj Rai, Rebecca Robichaux-Davis, Amber Robinson, Wendy Roussin, Betsy Smith, Barry Stewart, Jacob Tschume, Kimberly Woodruff, Hunter Yelverton.

Excused: Hayden Anderson, Patricia Cordero-Irizarry, Kate Gregory, Lindon Ratliff, Lesley Strawderman, Kenna Vowell

Guests: Greg Francom, ITIDCCL; Christa Haney, Geosciences; Peter Messer, History; Amie Russel, CMLL; Peter Ryan, Provost Office; Susan Seal, CPCS; Gregg Twietmeyer, Kinesiology

Meeting Location: Trotter Room, Center for Advanced Vehicular Systems

Perkins called the meeting to order at 1:34.

New members Molina, Rai, and Woodruff were welcomed and Perkins noted that all vacancies on the committee were now filled.

Dr. Peter Ryan spoke to the committee and welcomed them to the new academic year and thanked them all their hard work and service to the university in maintaining high-quality curriculum and programs.

Dr. Franz informed the committee that her position has been reconfigured and is now more focused on undergraduate and graduate program development and of her availability to faculty to aide in such development.

Robichaux-Davis moved to approve the minutes of the September 6, 2024 meeting with one correction to the spelling of a guest's name. Roussin seconded the motion. The motion to approve the minutes with corrections passed.

A. Rai moved to approve the addition of the Graduate Certificate in Applied Leadership and the MAS in Organizational Leadership. Priddy Seconded the motion. Dr. Susan Seal appeared in support of the program proposals. Some of the concerns discussed included: Both programs were originally reviewed and approved by the UCCC last academic year, but were rejected by the Graduate Council and thus had to be resubmitted. There were concerns raised about there being enough graduate faculty in CPCS to teach the program courses, but there is a position posted to hire additional faculty, and there are a large number of courses from other departments included with their support. Priddy pointed out that future letters of support may need more detail about how support is being offered. Enrollment is not limited to students with a BAS and the courses from the certificate can be rolled over into the MAS. Campbell moved to approve both programs. Stewart seconded the motion. The motion was approved. Lang, Priddy, A. Rai, N. Rai, Robichaux-Davis, and Roussin abstained.

Campbell moved to approve the addition of AEC 2353 and PE 4003/6003 and the modification of GS 2003, HI 1163, HI 4333, and ST 4253. Karsi seconded the motion. Some of the concerns discussed included: All courses have issues with learning outcomes. Learning outcomes are what is required by UCCC and are different from course objectives, though they are often viewed as interchangeable. Many of the outcomes for these courses are not measurable and contain too many verbs. This is an issue that is common in proposals presented to the UCCC but there is not currently adequate guidance from the committee. The Center for Teaching and Learning (CTL) and the Center for Distance Education (CDE) both have resources for creating appropriate, measurable outcomes, but college curriculum committee members and chairs (both current and former) expressed desire to have guidance from the UCCC to aide their faculty in developing and review proposals. Perkins suggested the creation of a subcommittee consisting of Forsythe, Franz, Gregory, King, Molina, Robichaux-Davis, and Roussin, which will develop a resource guide for consistency across the UCCC, CTL, and CDE. Robichaux-Davis moved to pass the course proposals contingent upon Perkins reviewing the learning outcomes and determining if they need to be recommended to the CTL for revising, as well as the below concerns being addressed. Priddy seconded the motion. AEC 2353 needs two-digit sensitivity on its grading scale and details about how students with approved absences can make up extra credit are needed. Contact minutes should also be 50 direct minutes per hour rather than 60. GS 2003 "Global" is missing for title in syllabus and page 2 make-up work section should be revised since completing make-up work within a week is not always possible. HI 1163 "Course Minutes" should be "Contact Minutes". HI 4333 grading scale need two-digit sensitivity. ST 4253/6253 course name in syllabus does not match catalog and AOP 12.09 is not referenced. PE 4003/6003 contact hour should be listed as minutes and AOP 12.09 is not referenced. The motion to pass contingent was approved.

Campbell moved to approve the modification of EDX 8043. Karsi seconded the motion. Some of the concerns discussed included: The same concerns about learning outcomes. Stewart moved to pass the course proposal contingent upon Perkins reviewing the learning outcomes and determining if they need to be recommended to the CTL for revising. Robinson seconded the motion. The motion to pass contingent was approved.

Moore moved to approve the addition of MU 3053, MU 3143, MU 3153, MU 3173, MU 3183, MU 3193, and MU 3273 and the modification of MU 3103. Robinson seconded the motion. Some of the concerns discussed included: These courses will need new up to date letters of support as the ones they have are now over a year old. Adding a schedule with due dates for assignments/discussions/exams as opposed to "Each student is expected to check Canvas multiple times each week for announcements, assignments and to submit their work". Detail about how online exams are to be taken and if Honorlock or something similar is to be used should be included. Learning outcomes should remove the word "written" as it is too exclusive. Late work must be allowed to be in compliance with AOP 12.09 and Campus 5 has no penalties for attendance while Campus 1 does, which is not equivalent. Priddy moved to pass the course proposals contingent upon the stated concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Gordon moved to approve the addition of TECH 2023, TECH 2153, TECH 2213, TECH 2233, TECH 2533, TECH 2563, TECH 3123, TECH 3223, and TECH 3313. Dhillon seconded the motion. Some of the concerns discussed included: There is no mention of policing academic misconduct or late assignments for distance students. The "Description of Instruction" section of several syllabi indicates that exams will be part of the course, but exams are not included in the "Evaluation" section or are called quizzes. There is also not enough detail about how Campus 5 students will be evaluated, particularly the final presentation for TECH 3313. The description for TECH 2023 is too long for CIM's 48 word limit and the

description for TECH 3223 does not match between the syllabus and CIM. Priddy moved to pass the Course proposals contingent upon the stated concerns being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of TECH 4613/6613 and the modification of TECH 4203, TECH 4683, and TECH 4713/6713. Priddy seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Roussin moved to approve the addition of TECH 3583. Priddy seconded the motion. Some of the concerns discussed included: Information on if and how Campus 5 exams will be proctored needs to be included. A brief description of “hands-on” activities is needed, particularly for Campus 5 students. Robichaux-Davis moved to pass the course proposal contingent upon the stated concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the modification of TECH 4343. Priddy seconded the motion. Some of the concerns discussed included: Information on if and how Campus 5 exams will be proctored needs to be included. Robichaux-Davis moved to pass the course proposal contingent upon the stated concern being addressed. Lang seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of TECH 4523/6523 and the modification of TECH 4753/6753. Priddy seconded the motion. Some of the concerns discussed included: TECH 4523/6523 needs a letter of support from the Department of Computer Science and Engineering as it possibly overlaps with CSE 4663 Human-Computer Interaction. TECH 4753/6753 needs a letter of support from the Department of Communication to clarify overlap with several production courses. Robichaux-Davis moved to pass the course proposals contingent upon the stated concerns being addressed. Robinson seconded the motion. The motion to pass contingent was approved.

Lang moved to approve the addition of the Graduate Certificate in Climate Hazards and the Graduate Certificate in Geology, and the modification of the Minor in Gender Studies and the Minor in Social Justice Studies. Moore-Henderson seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Stewart moved to approve the modification of the BA in Foreign Languages International Business and the BBA/BACC International Business. Davis seconded the motion. Some of the concerns discussed included: The Asian Studies concentration needs to be clarified so that both tracks are mentioned in the initial degree description at the top of the degree outline table, as well as clarifying which courses go with which concentration/track in the foreign language section. International Business is a dual degree program, so each proposal mirrors the other and the letters of support attached to each are adequate. Campbell moved to pass the program proposals contingent upon the stated concerns being addressed. Robichaux-Davis seconded the motion. The motion to pass contingent was approved.

Stewart moved to approve the addition of the MS in Engineering. Davis seconded the motion. Some of the concerns discussed included: Language needs to be included that at least half of the coursework must be 8000 level. Concentration 2 does not half enough 8000 level courses required, so those must be made up as part of the additional graduate level coursework. Campbell moved to pass the program proposal contingent upon to stated concern being addressed. Robinson seconded the motion. The motion to pass contingent was approved.

Priddy moved to adjourn. Robinson seconded the motion. Motion to adjourn was approved and the meeting was adjourned at 3:07.