



**Mississippi State University  
University Committee on Courses and Curricula (UCCC)**

**Meeting Minutes**

**March 22, 2024**

**Present:**

Kathleen Alley (voted via proxy, Carlen Henington), Randy Campbell, Russell Carr, Tom Carskadon, Padmanava Dash, Brian Davis, Jagman Dhillon (voted via proxy, Aswathy Rai), Donna Gordon, Arianne Hainsey, Carlen Henington, Attila Karsi (voted via proxy, Russell Carr), Brad Lang, Rob Moore (voted via proxy, Brad Lang), Brittany Moore-Henderson, Andy Perkins, Matthew Priddy, Aswathy Rai, Lindon Ratliff, Rebecca Robichaux-Davis (voted via proxy, Brian Davis), Amber Robinson, Wendy Roussin, Barry Stewart, Lesley Strawderman, Kenna Vowell, Wil Whittington, Kiley Forsythe, Dana Franz, Kris King, Lynda Moore, Emily Owen (proxy Lynn Palmer), Tommy Parker, Emily Shaw, and Luke Tucker

**Excused:** Betsey Smith

**Absent:** Zac Sibbitt, Betsey Smith, Brannan Tisdale, George Popescu, Suzanne Powney, Nathan Drake, Kate Gregory

**Guests:** Darrell Sparks, Sarah Lark, Justin Stilwell, Meg Marquardt, Richard Harkess, Jonathan Barlow, Madhurima Musser, Shane Miller, Abigail Voller, Richard Hunan, Lisa Gooden-Hunley, Sean Owen, Ashley Vancil-Leap, Christine Rush, Heidi Renninger

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

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Perkins called the meeting to order at 1:31 pm on March 22, 2024.

The final meeting of the semester is scheduled for May 1<sup>st</sup> at 9:00 am. At that meeting, we plan to discuss the course proposal review form and ideas for how to proceed with it.

Roussin and Lang approved the minutes. Only change requested is to list Donna Gordon as present. Minutes approved.

Henington moved to approve the addition of EN 2463. Vowell seconded the motion. Some of the concerns discussed included: “Syllabus is subject to change” comment needs to be removed (only lecture schedule can change without student approval); we recommend possibly changing the course title to reflect the possible change in course topics. There was also quite a bit of discussion about the changing of course content, but that the signature assignments and learning objectives cannot be changed. Perkins mentioned this course was reviewed by the Gen. Ed. Committee and a support letter was provided. Priddy moved to pass the course proposal 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 CRM 3603. Vowell seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Henington moved to approve the modification of PSS 4133. Vowell seconded the motion. Some of the concerns discussed included: We recommend to treat all online students (synchronous and asynchronous) the same for exams. Roussin moved to pass the course proposal contingent upon the stated concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the addition of EN 3343. Vowell seconded the motion. Some of the concerns discussed included: learning objectives need revising to be clear and measurable; grading and/or grad distribution is inconsistent across campuses; make-up policy is too stringent for both campus 1 and 5 (must follow AOP 12.09). Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the addition of GA 4811. Vowell seconded the motion. Some of the concerns discussed included: Course objectives need updating as they are not measurable; clarification on late assignments (must adhere to AOP 12.09); Darrell Sparks was brought in as a guest to answer questions related to the course. Priddy moved to pass the course proposal contingent upon the stated concerns being addressed. Stewart seconded the motion. The motion to pass contingent was approved.

Henington moved to approve the addition of GA 8203 and GA 8213. Vowell seconded the motion. Some of the concerns discussed included: Catalog description missing from syllabus; participation and attendance are 7.5% each of final grade, but need more clarity for students; late work statement needs clarification (must follow AOP 12.09); interview assignment is repetitive in both courses – are they identical?; syllabus cannot be changed during the semester; ensure movies posted to Canvas have copyright approval (or are available publicly, such as YouTube). Roussin moved to pass the course proposal contingent upon the stated concerns being addressed. Campbell seconded the motion. The motion to pass contingent was approved.

Campbell moved to approve the addition of FLF 4623 and PPA 8163 as well as the modification of FLJ 3153, FLJ 3163, FLJ 3203, and FLJ 3303. Dhillon seconded the motion. It was recommended that the following be reviewed by proposers to improve the proposal documentation: university syllabus should be listed; grading scales be reviewed for accuracy. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Campbell moved to approve the addition of IDS 1001. Dhillon seconded the motion. Some of the concerns discussed included: the support letter is only signed by the Dean; students are receiving credit for applying for a passport, but what if a student already has one (please clarify). Shane Miller was brought in as a guest to answer questions related to the course. Henington moved to pass the course proposal contingent upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

Campbell moved to approve the addition of ST 4553. Dhillon seconded the motion. Some of the concerns discussed included: there is no mention of distance students in the syllabus; exams are not detailed for distance students. Henington moved to pass the course proposal contingent upon the stated concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the BS program in Data Science. Moore-Henderson seconded the motion. Some of the concerns discussed included: the concentrations need to clarify which courses are being used as the capstone courses.; confirm the grading mode for those capstone courses. Roussin moved to pass the course proposal contingent upon the stated concerns being addressed. Carr seconded the motion. The motion to pass contingent was approved.



Strawderman moved to approve the modification of the MS program in Geosciences. Moore-Henderson seconded the motion. Some of the concerns discussed included: The MS and PhD should be split into separate documents; clarity is needed for the concentrations; please verify the non-thesis and thesis course requirements because they are different. The thesis and non-thesis options do not need to be implemented as separate concentrations. Carr moved to pass the course proposal contingent upon the stated concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the PhD program in Earth and Atmospheric Sciences. Moore-Henderson seconded the motion. Some of the concerns discussed included: The seminar course GG 8571 cannot be found—should this be GG 8561?; The MS and PhD should be split into two separate documents. Lang moved to pass the program proposal contingent upon the stated concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Strawderman moved to approve the modification of the BA program in Political Science. Moore-Henderson seconded the motion. The subcommittee that reviewed the program recommended approval. The motion was approved.

Strawderman moved to approve the modification of the BACC program in Accounting. Moore-Henderson seconded the motion. The subcommittee that reviewed the program recommended approval. The motion was approved.

Gordon moved to approve the addition of EDX 8003 and EDX 8083. Lang seconded the motion. Some of the concerns discussed included: updates needed to demonstrate campus 5 equivalency; the letter of support needs updating (not specific to these courses); additional details needed regarding assignments, quizzes, and major assignments; learning outcomes are needed; reference to AOP 12.09. Henington moved to pass the course proposal contingent upon the stated concerns being addressed. Priddy seconded the motion. The motion to pass contingent was approved.

Gordon moved to approve the addition of MU 2661. Lang seconded the motion. The following suggestions were made to improve the course documentation: clarification regarding the conversion of weekly letter grades to 60% of the course grade; clarification regarding concert attendance. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Gordon moved to approve the addition of HSPY 9703. Lang seconded the motion. Some of the concerns discussed included: major assignments are missing due dates; hybrid lecture delivery needs clarification for students; distance learning needs clarification (e.g., synchronous or asynchronous). 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.

Gordon moved to approve the addition of MUE 3232. Lang seconded the motion. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Gordon moved to approve the modification of INDT 3683. Lang seconded the motion. This was described as a technical change. The subcommittee that reviewed the course proposal recommended approval. The motion was approved.

Gordon moved to approve the addition of KI 2304. Lang seconded the motion. Some of the concerns discussed included: the title does not match the course description; the course has not been approved by the Gen. Ed. Committee; distance section needs clarification/refinement regarding lab equivalency for campus 1 and 5; possible duplication with Biological Sciences, thus a support letter from Biological Sciences is



required to determine the degree of duplication. Priddy moved to table the course proposal based upon the stated concerns. Roussin seconded the motion. The motion to table was approved.

Carr moved to approve the modification of the BM program in Performance. Lang seconded the motion. Some of the concerns discussed included: the changes made to the program are not clear in the submitted documentation, they should be highlighted in italics. Priddy moved to table the program proposal based upon the stated concerns. Roussin seconded the motion. The motion to table was approved.

Carr moved to approve the addition of the EdS program in Professional School Counseling, the addition of the MS program in PK-12 Student Support Specialist, and the modification of the minor in Music and Culture. Lang seconded the motion. It was noted during discussion that the EdS and MS programs required IHL paperwork. The subcommittee that reviewed the program proposals recommended approval. The motion was approved.

Carr moved to approve the addition of the BME program in Music Education. Lang seconded the motion. Some of the concerns discussed included: Please ensure courses and titles are consistent with that of the MSU catalog, ME 3122 is listed as MU 3112 in the Instrumental concentration. Priddy moved to pass contingent the program proposal upon the stated concerns being addressed. Roussin seconded the motion. The motion to pass contingent was approved.

There was general discussion regarding the possible updating of the UCCC Guide and Format to update the recommended submission deadline for new programs to ensure they have sufficient time to be reviewed and approved by IHL after being approved by MSU. The suggested deadline was January of each calendar year.

Roussin moved to approve the addition of FO 8803 and the modification of FO 8323. Ratliff seconded the motion. Some of the concerns discussed included: office hours are needed in the syllabus; grade scale should be the same between Campus 1 and 5; recommended to provide an academic dishonesty statement; FO 8803 syllabus needs to be edited for clarity. Stewart moved to pass the course proposal 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 the BS program in Natural Resource and Environmental Conservation. Ratliff seconded the motion. Some of the concerns discussed included: NREC 4333 has yet to be approved. Priddy moved to pass contingent the program proposal upon the stated concerns being addressed. Henington seconded the motion. The motion to pass contingent was approved.

Roussin moved to approve the addition of the Professional Certificate in Aquatic Animal Health. Ratliff seconded the motion. Some of the concerns discussed included: this will need to be listed as a Post-Bachelor's certification or possibly an endorsement; admission requirements need to be clarified to indicate that a bachelor's degree is required for admission, given the possible change to certification. Justin Stilwell was brought in as a guest to answer questions related to the proposed certificate. Priddy moved to pass contingent the program proposal upon the stated concerns being addressed. Carr seconded the motion. The motion to pass contingent was approved.

Whittington moved to approve the addition of PCS 2991, PCS 8103, PCS 8123, PCS 8153, PCS 8703 and PCS 8903 courses. Rai seconded the motion. The following discussion was had about these courses: Potential duplication of courses from PPA, Military Science, Management, Community College Leadership, and Educational Leadership were discussed. A recommendation to get support letters from PSPA, Military Science, Management, Community College Leadership, and Educational Leadership were mentioned. Sean Owen was brought in as a guest to answer questions related to the courses. Owen mentioned the course proposals were shared for review by PSPA, Management, and Military Science but that support letters were



not provided. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Rai moved to approve the MAS Organizational Leadership program. Whittington seconded the motion. The subcommittee that reviewed the course proposals recommended approval. The motion was approved.

Priddy moved to adjourn. Lang seconded the motion. The motion to adjourn was approved. The meeting was adjourned at 4:12 pm.