



MISSISSIPPI STATE UNIVERSITY™
COLLEGE OF ARTS & SCIENCES

Curriculum Committee Minutes

November 21, 2025

526 Allen Hall

MEETING PARTICIPANTS

Voting: Abigail Good, Alicia Hall, Evan Kaplan, Sanna King, Sarah Lalk, Anna Osterholtz, Brandy Roberts, Andrea Spain, Ashley Vancil-Leap, Angelle Tanner, Jesse Wade

Non-Voting: Emily Cain, Jarrod Fogarty, Christa Holloway, Melanie Loehwing

COURSES

PROPOSAL	VOTE	COMMENTS
CO 3883 Ethics in Public Relations	Passed-Contingent	• “Prerequisite” should be singular in the catalog description in both the CIM and on the syllabus. • Add the grade of C or better to prerequisite listing in the CIM. • Add lecture contact hours (3) in the CIM. • Retitle course objectives to “Course Learning Outcomes” in the syllabus. • Include the textbook’s ISBN number. • In the Grading Scale, there is no need to go two decimal places since this is all listed as points. • Note that the Adobe Creative Cloud Subscription link appears to link to outdated information. • Regarding the two additional Podcast Response discussions for Campus 5, clarify if there are points attached, how that adjusts the total points available in the class, and how a response is determined to be complete vs. incomplete. • Regarding the Final Case Study, clarify how Campus 5 students will present to the class and whether these students are expected to review their classmates’ presentations similar to the Discussion Leader assignment. • In the Contact Time chart, please only show minutes, removing the hours column and total calculation. • The committee recommends reaching out to the Department of Philosophy & Religion to request a letter of support. • The description of the Discussion Leader and Midterm Essay assignments references students submitting the assignment both in class and

		online according to their campus, but the CIM section on the differences between the face to face and online version of the course states that “All assignments and feedback for both classes will be given via Canvas.” Please clarify so that the syllabus and CIM are consistent.
MS 1111 Introduction to the Army	Tabled	• In the CIM, mark “yes” that the syllabus and curriculum of the course are changing and upload an updated syllabus. • The catalog listing should match exactly in the CIM and on the syllabus. • Please ensure that each appropriate pairing of courses (former lecture/lab) are accurately paired in all references to concurrent enrollment. Additionally, remove information about required concurrent enrollment to the end of the course description as the new zero-credit labs will not be official co-requisites from a curriculum standpoint. • As the modification is to change the course from Lecture/Lab to only Lecture, remove all references to lab contact time and/or credit hour production based on labs. • Remove all outdated policies, including the Contagious Infection and Other Health Accommodations statement, MSU Facial Covering Policy, Course Continuity Statement, Title IX statement, Support Services statement, and University Safety Statement. Instead, be sure to include the University Syllabus statement and a link to the University Syllabus (see the A&S Syllabus Template for the statement and link). Any policy described in the University Syllabus no longer needs to be listed in the course syllabus, but if you do choose to highlight any of these policies in the syllabus, be sure to copy the current language from the University Syllabus. • List a minimum of four Course Learning Outcomes and ensure that they are consistently listed in the CIM and syllabus and unique to the course. • In the Course Learning Outcomes, replace “understand” with an appropriate verb from Bloom’s taxonomy (compare, apply, etc.). Learning outcomes must be observable and measurable. • Include an attendance policy that references and hyperlinks to AOP 12.09. • Clarify if and what penalties exists for unexcused absences. • Clarify assignment descriptions and reference assignments consistently across all sections.

		• Show two decimal sensitivity in the letter grade chart. • Include Central Time on all references to specific times. • List contact minutes instead of hours. • The letter of support must specify the specific course (new number) being proposed.
MS 2222 Army Doctrine and Decision Making	Tabled	• Please reference the exact feedback listed for the MS 1111 proposal. • The uploaded syllabus PDF will not open. • The credit hours and weekly contact time in the CIM should say 2, not 3.
MS 3213 Training Management and Warfighting Functions	Tabled	• Please reference the exact feedback listed for the MS 1111 proposal. • Add additional information about participation to the Performance Evaluation section and/or retitle/incorporate “Participation” into the description of this assignment. • Separate the letter grade chart from the methods of evaluation.
MS 3223 Applied Leadership in Small Unit Operations	Tabled	• Please reference the exact feedback listed for the MS 1111 proposal. • Add additional information about participation to the Performance Evaluation section and/or retitle/incorporate “Participation” into the description of this assignment. • Separate the letter grade chart from the methods of evaluation.
MS 4213 The Army Officer	Tabled	• Please reference the exact feedback listed for the MS 1111 proposal. • Add additional information about participation to the Performance Evaluation section and/or retitle/incorporate “Participation” into the description of this assignment. • Separate the letter grade chart from the methods of evaluation. • The CIM indicates that this is a split-level course, linked to a graduate-level course of a different title with the last three digits varying. Please clarify. • Under Expectations and Guidelines for Success, Section 4, Point B, please clarify when the standards apply – in course assignments only, in emails/communications with the professor, etc. • The top of p. 7 notes that graduate students must complete a research paper, but this is not

		accounted for in methods of evaluation chart that follows. Please provide separate indicators in the methods of evaluation for undergraduate vs. graduate students.
MS 4223 Company Grade Leadership	Tabled	- Please reference the exact feedback listed for the MS 1111 proposal. - The CIM indicates that this is a split-level course, linked to a graduate-level course of a different title with the last three digits varying. Please clarify. - Please rewrite the first course learning outcome to remove “skilled” and reword so that the outcome is observable and measurable. - Under Expectations and Guidelines for Success, Section 4, Point B, please clarify when the standards apply – in course assignments only, in emails/communications with the professor, etc. - Add additional information about participation to the Performance Evaluation section and/or retitle/incorporate “Participation” into the description of this assignment. - Separate the letter grade chart from the methods of evaluation. - Please separate out attendance and participation under requirements. Attendance on its own cannot account for more than 10% of the final grade, but participation can be a separate grading category on top of this. - On p. 6, the text under the methods of evaluation chart notes that graduate students must complete a research paper, but that is not accounted for in the chart that is shown just above.

PROGRAMS

PROPOSAL	VOTE	COMMENTS
BA in Communication	Passed-Contingent	- The catalog description of available minors references minors being available in all five concentrations. However, there are no accompanying minor proposals that reflect the two newly proposed concentrations. Please clarify. - Additionally, there is concern that the catalog description does not address that the complement to the CMP concentration is the existing Film Studies minor. Please specify the minors that are intended to correspond with each concentration, clarifying that the minor that corresponds to the

		CMP concentration is the Interdisciplinary Minor in Film Studies. • In the justification for the program, please also add something to note that the CMP concentration builds off of the Interdisciplinary Minor in Film Studies. • For cross-listed courses required in the new concentrations, clarify if students are only allowed to enroll in the CO version of the course or if the cross-listed course is also acceptable. For such courses, the committee recommends reaching out to those departments to request a letter of support. • In the Natural Science section, please clarify that these 9 hours must come from A&S Core, not just A&S disciplines.
BA in Statistics	Passed	• No requested edits; proposal is supported.
BS in Statistics	Passed	• No requested edits; proposal is supported.