MISSISSIPPI STATE UNIVERSITY™
COLLEGE OF ARTS & SCIENCES

Curriculum Committee Minutes

November 6, 2026
526 Allen Hall

MEETING PARTICIPANTS

Voting: Carly Bahler, Abigail Good, Donna Gordon, Alicia Hall, Sarah Lalk, Meg Marquardt (proxy for Andrea Spain), Anna Osterholtz, Christine Rush, Angelle Tanner, Ashley Vancil-Leap, Jesse Wade

Non-Voting: Jarrod Fogarty, Kyndal James

COURSES

PROPOSAL	VOTE	COMMENTS
CH 8563 Polymer Chemistry	**Tabled**	• The Course Description in the CIM and syllabus must be formatted to follow UCCC guidelines. Start with "Three hours lecture." (See UCCC Guide & Format page 18) • The Course Description in the CIM and syllabus must match exactly. • The Course Learning Outcomes should be reformatted; list them individually in the CIM. Additionally, they should not rely on "know" and "understand" as the descriptors. Please use Bloom's taxonomy verbs so that the outcomes are both observable and measurable. (See UCCC Guide & Format page 19) • Provide more detail in assignment descriptions. For example, clarify how many problem sets are completed within the homework category and if they are all equally weighted. More detail is also needed in the Special Project description. • In the Grading section, list the three exams as Exam 1, 2, or 3 rather than multiple "midterm" exams. Remove the "final exam" indicator from the third exam. • In the Grading section, since the course does not add up exactly to 100%, it is recommended to only list point values with the assignment descriptions, in the Grading section, and in the final grade scale. In the final grade scale, use the label 'Final total points' rather than 'average' • Edit the final grading scale to show the inclusive range of points for each letter grade.

		• Label all assignments consistently through the descriptions and course calendar (e.g. Problem sets versus Homework assignments). • On the course calendar, show 3 direct hours and 6 indirect hours per week plus a 3 hour final exam period. (See UCCC Guide & Format pagev22) • The Cheating, Title IX, and Support statements should be removed as these are outdated and this information is covered within the University Syllabus. • AOP 12.09 needs to be included as part of the attendance section of the syllabus. • Due to the Tabled vote, please update the Effective Term in the CIM to show Fall 2027.
CO 8903 Capstone Production Prep	**Pass-Contingent**	• In the Course Description in both the CIM and on the syllabus, list it as "three hours lecture." • For clarity, note that 'generative AI' specifically is not permissible. • In the Methods of Evaluation section, include the number of each type of assignment. • Within the assignment descriptions, provide a table for each position (director, screenwriter, etc.) that lists specific assignments for that position. Including a statement that more information will be provided in class could be helpful. • Consider adjusting the typography on the course calendar to make the assignment due dates clearer. • For consistency, ensure the number of script rewrites listed in the assignment description matches the course schedule.
CO 8983 Media Producing Practicum	**Pass-Contingent**	• The Course Learning Outcomes have been appropriately updated in the syllabus but not in the CIM. • In the description of VentureCatalyst, clarify that the Center for Entrepreneurship and Outreach serves students and faculty by slightly rearranging the opening sentence. • Consider adjusting the typography on the course calendar to make assignment due dates clearer. • The Department Letter of Support needs to be updated to include this course (number and title).
EN 2463 Literature and Popular Culture: Selected Topics	**Passed-Contingent**	• Remove the outdated syllabus from the CIM. • In the Schedule of Due Dates section, define "day" as 24 hours and define "grade penalty" more specifically.

FLF 3114 Advanced French Composition	**Passed-Contingent**	• The course number must be updated in CIM so the last digit reflects the number of credit hours (FLF 3113). • Edit the Course Description in the CIM to remove "laboratory." Additionally, the Course Description in the CIM states that the course is required for all majors but that is not included in the description in the syllabus. Consider removing in the CIM. • The Course Learning Outcomes should be listed individually in the CIM. Also consider editing the second outcome so that is more clearly measurable (i.e. writing "confidently"). • The Course Credits in the CIM should now only be listed as 3 since the laboratory component is being removed. • In the CIM, answer "yes" that the syllabus will be revised. • Clarify which Devoirs Maison submissions are graded and how each graded version is weighted within the total 25%. Suggest listing out each DM assignment and the number of versions in the assignment description section of the syllabus. (e.g. DM1: version 1 + version 2) • Consider using a consistent font (style and size) throughout the syllabus. • Show the contact time in hours instead of minutes per recently updated UCCC guidelines (3 direct and 6 indirect per week plus the final exam period). • Remove all holidays from the calendar; show 15 weeks of content plus a final exam period rather than each meeting day. • Consider presenting all information in English since this is a faculty-facing document.
FLF 3124 Advanced French Conversation	**Passed-Contingent**	• The course number must be updated in CIM so the last digit reflects the number of credit hours (FLF 3123). • Edit the Course Description in the CIM to remove "laboratory." Additionally, the Course Description in the CIM states that the course is required for all majors but that is not included in the description in the syllabus. Consider removing in the CIM. The description also notes that this course is a continuation of the composition course, so please update that course number within the course description as well. • The Course Description in the CIM and syllabus must match exactly. • The Course Learning Outcomes should be listed individually in the CIM.

		• The Course Credits in the CIM should now only be listed as 3 since the laboratory component is being removed. • In the CIM, answer "yes" that the syllabus will be revised. • Consider using a consistent font (style and size) throughout the syllabus. • All assignment names should be consistent across all references. • Show the contact time in hours instead of minutes per recently updated UCCC guidelines (3 direct and 6 indirect per week plus the final exam period). • Consider presenting all information in English since this is a faculty-facing document. • Recommend removing the phrase 'in the same module' from the statement 'the Course Calendar is available on Canvas' (syllabus page 7) • Show 15 full weeks (instead of splitting weeks 1 and 16 with single meetings) on the course calendar and add the final exam period.
FLG 3113 Advanced German Composition	**Tabled**	• The Course Learning Outcomes should be reformatted; list them individually in the CIM. • Several of the Learning Outcomes reference the activities the students will engage in rather than the skills being developed. Please edit accordingly. (UCCC Guide & Format page 19) • The course description presented in the syllabus and CIM must match. • Clarify if the seven essays are weighted equally within the total 45%. In general, with assignments that include multiple parts or rounds, clarify how each part is weighted within the total. • Consider breaking up the longer course descriptions where possible. For example, include a separate AI statement for the entire course; consider including a statement that grading rubrics will be provided, etc. • Clarify in the Discussion Posts description if students are writing a post all 15 weeks or only 14 weeks, given that they serve as moderator for one week and that is a separate grade. • Clarify how often Class Participation is assessed (each class, weekly, etc.), how students might lose points, and if partial credit can be earned. (UCCC Guide & Format page 40) • Recommend using a uniform grading mechanism throughout; the Attendance section references points but all other grading information is presented in percentages. • Clarify whether the points lost from missing class are deducted from the student's participation score or their overall total points.

		• Edit the Late Work policy to acknowledge that students may not be able to contact the instructor ahead of a legitimate absence or need more than one extension. For excused absences, specify a timeframe for what would be considered 'promptly'. Also reference AOP 12.09. • With the University Syllabus statement, only include the required text. Remove the italicized section as this was intended for faculty only. • Include 6 indirect hours per week and list 3 direct hours for the final exam period. (UCCC Guide & Format page 22)
FLG 3123 Advanced German Conversation	**Tabled**	• The Course Learning Outcomes should be reformatted; list each individually in the CIM. • Several of the outcomes reference the activities the students will engage in rather than the skills being developed. Please edit accordingly. (UCCC Guide & Format page 19) • The outcomes are also too similar to those for FLG 3113. Please edit so each course is distinct. • With assignments that include multiple parts or rounds, clarify how each part is weighted within the total. • Consider breaking up the longer course descriptions where possible. For example, include a separate AI statement for the entire course, a statement that grading rubrics will be provided, etc. • Clarify how often Class Participation is assessed (each class, weekly, etc.), how students might lose points, and if partial credit can be earned. (UCCC Guide & Format page 40) • Recommend using a uniform grading mechanism throughout; the Attendance section references points but all other grading information is presented in percentages. • Edit the Late Work policy to acknowledge that students may not be able to contact the instructor ahead of a legitimate absence or need more than one extension. For excused absences, specify a timeframe for what would be considered 'promptly'. Also reference AOP 12.09. • With the University Syllabus statement, only include the required text. Remove the italicized section as this was intended for faculty only. • Include 6 indirect hours per week and list 3 direct hours for the final exam period. (UCCC Guide & Format page 22)
PS 3173 Social and Political Philosophy	**Passed-Contingent**	• Update the Contact Email in the CIM to use an MSU address. • Verify that Fall 2028 is the correct effective term.

		• Remove the bullet points from the Course Learning Outcomes in the CIM. • Provide a Letter of Support from the Department of Philosophy and Religion. • Correct the spacing error at the end of the Reading Reflections description and adjust the indentation for all of the assignment titles and descriptions that follow. • Provide more detail for the Student Presentations, including how the presentation date is determined. • Recommend including time zone information on the syllabus. • State clearly that the final exam is given during the final exam period.

PROGRAMS

PROPOSAL	VOTE	COMMENTS
BA in Foreign Languages	**Passed-Contingent**	• Include a Letter of Support from the Department of Communication, Media, and Theatre. • Pending modified FLF and FLG courses passing the college committee.
BS in Mathematics	**Passed**	• No edits requested; the proposal is supported.