University of Mississippi  
School of Education  
Curriculum & Policy Committee  
Meeting Agenda  
October 19, 2019  


Non-voting members present: K. Coleman, E. Foster, A. Dolan (via phone)  

I. Call to order by Dr. Ann Monroe  

II. Discussion and Decision-Making on Proposed Items  

A. Higher Education Department presented by Dr. Neal Hutchens  

At this Friday’s dept. meeting, we approved reducing the hours required for the M.A. in Higher Education from 42 to 36 hours so that students will not have to take 12 hours of courses in fall or spring semesters to fulfill degree requirements. As part of our considerations, we took note that students are not able to have tuition covered in summer or intersessions. We also took notice that multiple competitor institutions required fewer than 42 hours. Additionally, for students on halftime assistantships (i.e., almost all our residential MA students), the Graduate School rule is not to take more than 9 hours except an additional 3 hours of thesis or dissertation hours can also be taken for a total of 12 hours. The practicum courses have been treated as a similar to a thesis or dissertation course by the Graduate School to allow our students to take 12 hours, but, as practicum course is much different from thesis or dissertation hours, we have actually not operated in the letter or the spirit of this Graduate School rule.  

The proposed move will be accomplished in the following ways:  

1. Moving Edhe 658: Organization and Governance of Higher Education from a required to an elective course  
2. Reducing the number of elective courses from 3 courses to 2 courses  

Motion made to accept changes by Dr. Ryan Niemeyer  

Items seconded by Dr. Whitney Webb  

All voting members approved.  

B. LCE Department: no items presented
C. **Teacher Education Department**: no items presented

A. **New Business – Procedural Policies for Electronic Voting**
   Change to the C & P Bylaw voting process was shared via e-mail prior to the meeting.

   Motion made to accept changes by Dr. Ryan Niemeyer
   Item seconded by Dr. Rosemary Oliphant Ingham

   All voting members approved.

   A. With the approval of the Associate Dean, action items may be considered using an electronic voting process. This process can be used outside of the scope of regularly scheduled committee meetings.

   B. If an item is sent through the electronic voting process, an email containing all necessary materials and the voting form must be supplied to all committee members. The voting period will close seven days after the materials and the voting form are sent to the members. If an electronic voting process will occur during a university recognized holiday, break, or closing, the voting period must include extra days equal to the number of days the university was closed. If any materials are missing, the electronic voting process resets.

   C. Any individual committee member can decide to have an electronic vote moved into regular committee business. If this occurs, the matter becomes an action item for the next meeting of the committee and the electronic voting process is voided for the specific issue.

   D. For the results to be deemed valid, a majority of committee members must vote in addition to having zero (0) members vote to discuss it during a regular meeting.