

Brothers, Sheila C.

From: Collett, DeShana
Sent: Friday, March 24, 2023 3:03 PM
To: Brothers, Sheila C.
Subject: FW: Senate UK Core Education Committee: Policy documents
Attachments: Course Substitution Policy approved 032223.docx; UK Core Exceptions Subcommittee Proposed Changes approved 032223.docx; Course Substitutions For Learn Disorders.pdf

From: Tanaka, Keiko <ktanaka@email.uky.edu>
Date: Friday, March 24, 2023 at 2:40 PM
To: Collett, DeShana <DCollettPAC@uky.edu>
Subject: Senate UK Core Education Committee: Policy documents

Dear Chair DeShana Collett & Senate Council Members

Attached please find two documents that have been approved by the Senate UK Core Education Committee (SUKCEC) on March 22, 2023.

1. UK Core Exception Policy.

This policy document was developed in response to the request by the UK Core Exception Subcommittee for establishing a procedure for Core exception requests for education abroad (EA) courses. Currently, Core exception requests need to be made **AFTER** the course equivalency process is completed. Unlike the courses taken at non-UK institutions in the US, the time required for course equivalency assessment for EA courses varies tremendously because both the quantity and quality of information made available by each non-US institution about courses and its general education requirements varies.

The revised process allows students, planning to participate in an EA program, to start the UK Core Exception Request process **BEFORE** they leave the United States. The revised process also provides students with a better guidance before their departure about: which EA courses will or will not be approved to satisfy UK Core requirement; and what information they need to collect about their courses to complete the UK Core Exception Request process after they finalize their course schedule at their host institution. In the revised process, firm deadlines are established for submitting Core Exception Requests for EA courses.

Moreover, the revised language on the UK Core website (page 1) as well as the Operational Policies for the UK Core Exception Subcommittee (pages 2-3) also clarify some confusions that students and advisors have about UK Core exceptions. It emphasizes that non-UK Core designated courses offered at UK will not be approved by this subcommittee, though there are *rare, extraordinary circumstances* where the Subcommittee does approve the use of existing UK courses to satisfy the Core requirement. For example, recently we had a student with a terminal cancer who needed to complete two more courses, including one UK Core course, to graduate. Because she was hospitalized two months before graduation, we accepted one of her completed courses to satisfy the UK Core requirement. Another type of rare circumstances involves advisor errors. Even with their best effort, advisors occasionally make a mistake.

On pages 4-5, I included the revised UK Core Exception Request form to be used by the Subcommittee for all cases. This version will guide students to answer a different set of questions based on the type of exception they are requesting. The actual Qualtrics survey form has not yet been updated.