

Subject: Re: Policy for UK Core, subtitle required

Date: Friday, August 11, 2023 at 1:14:00 PM Eastern Daylight Time

From: James, Pearl

To: Tanaka, Keiko, Voogt, Ryan J.

Dear Keiko, I hope you have had a good summer!

I wanted to pick up on a conversation from May and tell you that Ryan worked up some wording for a policy regarding "Subtitle Required"... please see below. Let us know what you think.

All best, Pearl

Policy concerning Honors courses in UK Core with Subtitle Required (SR) .

This document serves to outline the policies and procedures by which the Honors College will ensure that while benefitting from the flexibility that SR courses afford, their Honors courses approved to fulfill UK Core will adhere to the principles and demands of UK Core in an ongoing basis.

Given that faculty in HON are from a range of disciplines, and that the disciplines fluctuate as faculty rotate (all Lewis Honors College faculty are non-tenured, and the wider Honors faculty represent all of the disciplines across campus), and given that Honors students need to be able to have Core classes in Honors to be able to graduate with Honors, it is a requirement that courses taught under the HON prefix have a greater degree of flexibility than might typically be afforded a specific discipline. This makes it imperative to have available Core classes with "subtitle required." But given this additional requested flexibility, the Lewis Honors College has developed the following procedure to ensure adherence with the requirements of UK Core.

The following processes are in place:

1. All courses taught under the HON prefix will be reviewed—with an eye for Core compliance alongside other criteria established by the Honors College —by the Assistant Dean for Academic Affairs (AD), the Director of Undergraduate Studies (DUS), the Course and Curriculum Committee (CCC), and the Honors College Council (HCC). The process is as follows:
 - a. Faculty must submit a course proposal for any new course section to the DUS and AD, and if it is in a reviewable status, will be forwarded to the CCC.
 - b. The CCC reviews the proposal, and if acceptable, a syllabus is requested.
 - c. The faculty provides the syllabus, and the CCC asks for amendments as necessary.
 - d. Syllabi approved by the CCC are forwarded to the HCC for final approval.

2. All honors faculty will be regularly reminded of the importance of adhering to the Student Learning Outcomes outlined by the UK Core Committee. Syllabi templates will be kept updated to match.
3. Courses reviewed by the UK Core committee will also be reviewed by the AD and DUS, and any issues of non-compliance will be discussed with the faculty member in question to ensure that subsequent iterations of the course do comply.
4. The above processes currently apply to the following areas of UK Core, which have corresponding HON course numbers with Subtitle Required:
 - a. Humanities (HON 151)
 - b. Natural Sciences (HON 152)
 - c. Social Sciences (HON 251)
 - d. Arts and Creativity (HON 252)
5. The processes will also be in place for the following future areas of UK Core, with SR:
 - a. Global Dynamics (HON 350)
 - b. Community, Culture, & Citizenship

From: James, Pearl <pearl.james@uky.edu>

Date: Thursday, May 4, 2023 at 11:20 AM

To: Tanaka, Keiko <ktanaka@email.uky.edu>, Voogt, Ryan J. <ryan.voogt@uky.edu>

Subject: Re: Global Dynamics course proposal

Keiko, thank you so much for getting back with us. It is a crazy time of year and you have a lot of responsibilities!

What you propose below sounds really good. Thank you for your flexibility in your thinking about this. Ryan and I will touch base, and then maybe we can get some words down to share with you. If you have anything drafted, no matter how rough, please share that with us as a starting point. Otherwise, we'll begin on our own.

Good luck getting to MOnday!

Pearl

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From: Tanaka, Keiko <ktanaka@email.uky.edu>

Sent: Thursday, May 4, 2023 10:52 AM

To: James, Pearl <pearl.james@uky.edu>; Voogt, Ryan J.

<ryan.voogt@uky.edu>

Subject: Re: Global Dynamics course proposal

Pearl:

I am so sorry that I've not responded to you earlier... It has been so hectic (which I am sure that you are too).

At the last SUKCEC meeting held on 4/26, the committee decided that we will no longer approve any Subtitle Required (SR) courses to be designated as UK Core courses. However, HON courses have been always treated separately from other programs. During the 2023-204 academic year, the committee will work on revising and finalizing the documents on these two issues. I plan to draft them over the summer.

I'd like you and Ryan to help me with the language for the policy concerning HON courses. Once we have a clearly articulated robust procedure for HON program (and TEK program) to use Subtitle Required courses, SUKCEC will be more comfortable for approving your proposed SR course in the Global Dynamics area.

Meanwhile, let's prepare for two new course proposals for genetic HON Global Dynamics (GDY) and Community, Culture & Citizenship in the US (CCC) courses with SR, which can be reviewed in the first part of this fall. You can use UKC prefix to offer "pilot" courses in GDY and CCC areas.

I am happy to meet with you two to develop our workplan and strategy for getting the policy document and your HON courses approved in the beginning of the fall.

K

Dr. Keiko Tanaka (田中敬子)

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From: James, Pearl <pearl.james@uky.edu>

Date: Friday, April 28, 2023 at 2:12 PM

To: Voogt, Ryan J. <ryan.voogt@uky.edu>, Tanaka, Keiko

<ktanaka@email.uky.edu>

Subject: Fw: Global Dynamics course proposal

Hi Keiko, Just following up... Trying to finish as much business as we can before the year ends. Do you have any updates on "Subtitle Required"? We would bvery much like to use that in our proposal and are shooting for the perfect sweet spot between generality and specificity... please advise. thanks.

All best, Pearl

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From: Voogt, Ryan J. <ryan.voogt@uky.edu>
Date: Tuesday, April 4, 2023 at 9:27 AM
To: Tanaka, Keiko <ktanaka@email.uky.edu>
Subject: Re: Global Dynamics course proposal

Thanks, Keiko. I realize that one's word doesn't mean much, but I believe that with our college's commitment, oversight (Associate Dean Pearl James, me as DUS), as well as the Core assessments, these combined will help remind all of our faculty to take the SLOs and Rubrics of Core seriously. Even without "Subtitle required," there is no guarantee that a faculty member will not "drift" on their syllabus, which I think is the reason why we do have periodic reminders about the importance of sticking with the Core guidelines and having Core assessment. Don't you agree? Nevertheless, I think even without "subtitle required," we in honors can create courses that have common SLOs, thematic consensus, and somewhat standardized assignments but can still be shifted in specific content to reflect a professor's expertise (just like a professor shifts their own assignments and content as courses grow, need updating, etc).

I look forward to hearing what you all have discussed previously on this question, and thanks again for working with me!

Ryan

From: Tanaka, Keiko <ktanaka@email.uky.edu>
Date: Tuesday, April 4, 2023 at 8:50 AM
To: Voogt, Ryan J. <ryan.voogt@uky.edu>
Subject: Re: Global Dynamics course proposal

Ryan:

I understand your challenges. This issue has been coming up to us repeatedly. I need to check the Senate UK Core Education Committee's old minutes about the "SR" (subtitle required) policy. Our biggest concern always has been a curriculum drift with "SR" courses. Despite the best effort by the proposer to assure us that a common syllabus template will be used for every section, over time, every instructor begins to use his/her/their own syllabus with very dissimilar student learning outcomes, assignments, etc.

Let me check the past policy decisions by the SUKCEC first, and then I will get back to you.

Thanks!

K

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From: Voogt, Ryan J. <ryan.voogt@uky.edu>
Date: Monday, April 3, 2023 at 2:22 PM
To: Tanaka, Keiko <ktanaka@email.uky.edu>
Subject: Global Dynamics course proposal

Dear Keiko,

I appreciated our meeting when you came to the honors college a couple weeks ago. But in a different domain, I wanted to ask you for some advice, if you're able.

As you know, for students to graduate with honors, it is absolutely essential that they can take their core classes as honors classes as much as possible. Because we don't have one yet, I recently attempted as new DUS to propose a Global Dynamics course through curriculog, and despite my intentions (I can't remember how I messed it up), I filed a "New Course" but not "New Course with Core." I had a helpful and meaningful interaction with the Undergraduate Council in which we fixed what was needed, but just now it was realized it never had Core approval because I had the wrong form. In my ignorance, I didn't know the order of procedure.

So, here I am starting the submission process over. However, now that I know better, I need your advice based on mixed advice I've received. Because all full-

time Honors faculty are contingent and not tenure-eligible, we cannot create new classes for every new faculty. Some will be gone by the time we get new classes approved for them! We need to have options that are flexible enough to accommodate faculty with variations in specialty. For example, my goal in my Global Dynamics class was to propose a course that focuses on “regional social and political conflict and history,” embracing all six of the Global Dynamics’ SLOs. Then, I would teach the class as applied to Europe since 1989, a colleague of mine would do the Middle East and Asia, and someone else who comes along could do, say, Africa, S. America, etc. We just can’t tie classes too specifically to a faculty member and then have “dead” course numbers—I’m sure you understand my predicament there.

Here’s where I get confused: some say “subtitle required” are not approved by the UK Core Committee; others speculate differently. Or maybe we just need to avoid “repeatable under different subtitle...” This is why I tried to create a class that was by no means a “blank check” type class, but neither too specific, like “The Global Dynamics of Europe since 1989”. Any recommendations?

I’d appreciate any advice!! Thank you so much for all your help with me and Honors as we try to align ourselves with UK Core!

Ryan

Ryan Voogt, Ph.D.

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