



College of Agriculture
Office of Academic Programs
N6 Agricultural Science Building
North Lexington, KY 40546-0091

859 257-3469

www.ca.uky.edu/students

September 2, 2008

MEMO

To: Dr. Jeannine Blackwell
Dean of the Graduate School

From: Dr. Mike Mullen
Associate Dean

A handwritten signature in black ink, appearing to read "Mike Mullen".

Re: New Course Proposal

Attached is a new course proposal for AED 710 – College Teaching of Agriculture, Natural Resources and Human Sciences. This course was first submitted in the fall of 2007 from the Department of Community and Leadership Development. Subsequently, the course was taught as a special topic during the spring of 2008 as AED 779. Six graduate students took the course and rated it as an exceptional course (4/4 on teaching and course quality). Additionally, three of our new faculty sat in on the course at times and I have heard very positive comments from them on the impact that the course had on their own teaching.

Our Graduate Curriculum committee first considered this proposal in April 2008 via electronic discussion forum. This was followed by approval on August 15th by a vote of 6 in favor and 0 against. Three members of the committee did not register a vote in our final polling.

APPLICATION FOR NEW COURSE

1. Submitted by the College of Agriculture Date: September 2, 2008

Department/Division proposing course: Community and Leadership Development

2. Proposed designation and Bulletin description of this course:

a. Prefix and Number AED 710

b. Title* College Teaching of Agriculture, Natural Resources and Human Sciences

*If title is longer than 24 characters, write a sensible title (24 characters or less) for use on transcripts:

Coll Teach Ag NR HES

c. Courses must be described by at least one of the categories below. Include the number of actual contact hours per week for each category, as applicable.

() CLINICAL () COLLOQUIUM () DISCUSSION () LABORATORY () LECTURE
() INDEPEND. STUDY () PRACTICUM () RECITATION () RESEARCH () RESIDENCY
() SEMINAR () STUDIO () OTHER – Please explain: _____

d. Please choose a grading system: Letter (A, B, C, etc.) Pass/Fail

e. Number of credit hours: 3

f. Is this course repeatable? YES NO If YES, maximum number of credit hours: _____

g. Course description:

A course designed to assist current or future college faculty in agriculture, natural resources or human science disciplines seeking to enhance the teaching skills. Topics include theories, principles and practices associated with effective teaching and learning in higher education

h. Prerequisite(s), if any:

Graduate Standing in the College of Agriculture

i. Will this course be offered through Distance Learning? YES NO

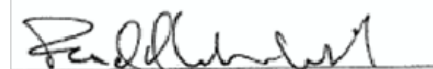
If YES, please circle one of the methods below that reflects how the majority of the course content will be delivered:

Internet/Web-based Interactive video Extended campus Kentucky Educational Television (KET/teleweb) Other

Please describe "Other": _____

3. Teaching method: N/A or Community-Based Experience Service Learning Component Both

4. To be cross-listed as: FCS 710
Prefix and Number



Signature of chair of cross-listing department

APPLICATION FOR NEW COURSE

5. Requested effective date (term/year): Spring / 2009
6. Course to be offered (please check all that apply): Fall Spring Summer
7. Will the course be offered every year? YES NO
If NO, please explain: _____
8. Why is this course needed?
We want to provide a course for graduate students in the College that exposes them to the theory and practice of effective teaching. Many of our graduates take academic positions but have relatively little experience in the classroom. This course, offered by our faculty in Agricultural Education, will address this need.

This course was taught as a special topic in spring 2008, and students from several departments took it at that time. Additionally, some of our faculty sat in on parts of the course and they too may find the course useful. We also want this course to serve as the elective course for students in our college in the Graduate Teaching Certificate.

9. a. By whom will the course be taught? Dr. Tracy Kitchel
b. Are facilities for teaching the course now available? YES NO
If NO, what plans have been made for providing them?

10. What yearly enrollment may be reasonably anticipated?
8-15 each spring

11. a. Will this course serve students primarily within the department? Yes No
b. Will it be of interest to a significant number of students outside the department? YES NO
If YES, please explain.
We expect this course to serve students from all graduate degree programs in the College. As our TAs and other graduate students eye their future, teaching at the college level is an important consideration.

12. Will the course serve as a University Studies Program course[†]? YES NO
If YES, under what Area? _____
[†]AS OF SPRING 2007, THERE IS A MORATORIUM ON APPROVAL OF NEW COURSES FOR USP.
13. Check the category most applicable to this course:
 traditional – offered in corresponding departments at universities elsewhere
 relatively new – now being widely established
 not yet to be found in many (or any) other universities
14. Is this course applicable to the requirements for at least one degree or certificate at UK? Yes No
15. Is this course part of a proposed new program? YES NO
If YES, please name: _____

APPLICATION FOR NEW COURSE

16. Will adding this course change the degree requirements for ANY program on campus? YES NO
 If YES[‡], list below the programs that will require this course:
-

[‡]In order to change the program(s), a program change form(s) must also be submitted.

17. The major teaching objectives of the proposed course, syllabus and/or reference list to be used are attached.
18. Check box if course is 400G or 500. If the course is 400G- or 500-level, *you must include a syllabus showing differentiation* for undergraduate and graduate students by (i) requiring additional assignments by the graduate students; and/or (ii) the establishment of different grading criteria in the course for graduate students. (See SR 3.1.4)

19. Within the department, who should be contacted for further information about the proposed new course?

Name: Dr. Tracy Kitchel Phone: 7-4273 Email: tkitch?@email.ukv.edu

20. Signatures to report approvals:

October, 2007	Dr. Gary Hansen	
DATE of Approval by Department Faculty	printed name	Reported by Department Chair signature

August 15, 2008	Dr. Mike Mullen	
DATE of Approval by College Faculty	printed name	Reported by College Dean signature

* DATE of Approval by Undergraduate Council	/	/
* DATE of Approval by Undergraduate Council	printed name	Reported by Undergraduate Council Chair signature

* DATE of Approval by Graduate Council	/	/
* DATE of Approval by Graduate Council	printed name	Reported by Graduate Council Chair signature

* DATE of Approval by Health Care Colleges Council (HCCC)	/	/
* DATE of Approval by Health Care Colleges Council (HCCC)	printed name	Reported by Health Care Colleges Council Chair signature

* DATE of Approval by Senate Council	Reported by Office of the Senate Council	
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* DATE of Approval by University Senate	Reported by Office of the Senate Council	
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*If applicable, as provided by the *University Senate Rules*. (<http://www.uky.edu/USC/New/RulesandRegulationsMain.htm>)

UNIVERSITY SENATE ROUTING LOG

Proposal Title: AED 710 College Teaching of Agriculture, Natural Resources and Leadership Development
Name/email/phone for proposal contact: Dr. Tracy Kitchel, 700 Garrigus Building 0215, tracy.kitchel@uky.edu, 257-4273

Instruction: To facilitate the processing of this proposal please identify the groups or individuals reviewing the proposal, identify a contact person for each entry, provide the consequences of the review (specifically, approval, rejection, no decision and vote outcome, if any) and please attach a copy of any report or memorandum developed with comments on this proposal.

Reviewed by: (Chairs, Directors, Faculty Groups, Faculty Councils, Committees, etc)	Contact person Name (phone/email)	Consequences of Review:	Date of Proposal Review	Review Summary Attached? (yes or no)
Graduate Committee/CLD	Dr. Randy Weckman, 500 Garrigus Building, Campus, rweckman@uky.edu 257-3937	positive	October 07	no

Agricultural Education/Family and Consumer Sciences Ed 710
**College Teaching of Agriculture, Natural
Resources, and Human Sciences**
Spring Semester 2007



Instructor:

Dr. Tracy Kitchel
Assistant Professor, Agricultural Education
304 Garrigus Building
E-mail: tracy.kitchel@uky.edu
<http://www.uky.edu/Ag/CLD/AgEd>
Office: (859) 257-4273

Guest Instructors: Selected faculty members from a variety of agriculture and human and environmental disciplines who have been for excellence in teaching recognized at the college, university, state, and national levels.

Meeting Times: Wednesday 2:00 - 4:45pm

Locations: To be determined

Course Description: A course designed to assist current or future college faculty in agriculture, natural resources or human science disciplines seeking to enhance their teaching skills. Topics include theories, principles, and practices associated with effective teaching and learning in higher education. Prerequisite: Graduate Standing in the College of Agriculture. (3 credits).

Course Objectives: Through presentations, discussions, group activities, projects, and examinations learners/participants will demonstrate the following:

1. Integrate effective instructional characteristics into class and laboratory instruction.
2. Apply psychological principles of learning and teaching to course development and delivery.
3. Assess the relationship between learning style and teaching style and how this relationship influences the learning environment.
4. Develop a complete syllabus for a college course.
5. Develop instructional objectives appropriate for a college course.
6. Develop an instructional plan and teaching aids for a college course.
7. Incorporate a variety of teaching methodologies into class and laboratory instruction.
8. Incorporate instructional aids/technologies in the teaching-learning process.
9. Identify and apply a variety of student learning assessment procedures that reflect achievement of course objectives.

Required Reference:

McKeachie, W. J. (2002). *Teaching tips: Strategies, research, and theory for college and university teachers* (11th edition). Boston, MA: Houghton Mifflin Company.

Bain, K. (2004). *What the best college teachers do*. Cambridge, MA: Harvard University Press.

Course Web Site: <https://elearning.uky.edu/>

Professionalism Statement

Professional educators are guided by specific values and characteristics. Characteristics on which you will be judged in this course include punctuality, attendance, collegial attitude, and participation. Because this course relies extensively on discussion and other interactions, attendance is crucial to your success and that of your peers. If you are ill or an emergency occurs, contact one of the instructors prior to the scheduled class time; otherwise, your attendance and participation are firm expectations.

Course Assignments, Projects, and Expectations	Due Date	Percent of Final Grade	Student's Percent	Calculated Score
1. Quizzes, In-class Activities, Professionalism, & Participation		12.0		
2. Instructional Performance Analysis Paper		8.0		
3. Course Syllabus		20.0		
4. Instructional Plan for One Class Session/Topic (including teaching visuals and instructional aids)		15.0		
5. Simulated and/or Real Teaching Experience with Peer Evaluation		15.0		
6. Assessment Instrument to Evaluate Learning		7.5		
7. Presentation of a Disciplinary Based Research Article on Teaching or Learning		7.5		
8. Teaching Portfolio (paper or electronic)		15.0		
TOTAL		100.0	<input checked="" type="checkbox"/>	

- Grades will be reduced 10% for each day an assignment/project is submitted past the due date without prior approval from the instructor. Due dates not specified at the beginning of the semester will be announced at least one week in advance.
- Specifics of each assignment/project and the evaluation criteria will be provided at the appropriate time to complete the assignment/project.

Grading Scale (Percent)

A = 90.0 – 100 % B = 80.0 – 89.9 % C = 70.0 – 79.9 % F = below 70.0%

Academic Honesty Statement

Academic honesty is fundamental to the activities and principles of any university. All members of the academic community must be confident that each person's work has been responsibly and honorably acquired, developed, and presented. Any effort to gain advantage not given to all students is dishonest whether or not the gain is successful. The academic community regards academic dishonesty as an extremely serious matter, with serious consequences that range from probation to expulsion. When in doubt about plagiarism, paraphrasing, quoting, or collaboration, consult the course instructor.

For an online version of the official rules and regulations relating to academic offenses and procedures at the University of Kentucky, refer to the Senate Rule 6.3.0, which can be accessed at: <http://www.uky.edu/USC/New/Rules/Section%20VI.pdf>.

Accessibility Statement

If you have a documented disability which requires academic accommodations, please see the instructor. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center. If you have not already done so, please register with the Disability Resource Center (Room 2 Alumni Gym, 257-2754, jkarnes@uky.edu) for coordination of campus disability services available to students with disabilities.

Equal Opportunity Statement

The University of Kentucky is committed to a policy of providing opportunities to people regardless of economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, marital status, age, veteran status, or physical or mental disability.

Course/Learning Experience Outline and Calendar

Week	Date	Topic/Learning Experience	Instructor /Guest Instructor	Readings By Chapter*
1		Course Introduction, Overview and Expectations Instructional Characteristics that Enhance Learning	Kitchel	M3
2		Principles of Learning & Teaching: Analysis & Application Motivating and Maintaining Student Interest	Kitchel GUEST	M9; B2-3
3		Defining and Outlining Course Content Designing a Course Syllabus	Kitchel GUEST	M2
4		Preparing for Instruction – Planning Effective Lessons Writing Instructional Objectives	Kitchel GUEST	B3
5		Creating and Using Instructional Media and Teaching Aids Effectively	Kitchel GUEST	
6		Selecting and Using a Variety of Teaching Methods Using Lectures Effectively and Teaching Large Classes	GUEST	M4-5, M18
7		Addressing Individual Differences: Implications for Learning and Teaching	GUEST	M10; B6
8		Problem-based Learning: Teaching with Case Studies	GUEST	M16
9		Advising and Counseling Students Campus Initiatives to Enhance Learning Peer Review of Teaching – Expectations and Process	GUEST	M12
10		Teaching in Laboratories – Conducting Demonstrations	GUEST	M19
11		Using Electronic Technologies (Blackboard, WebCT) Teaching with Distance Education Technologies	GUEST	M17, M22
12		Assessing and Evaluating Student Learning Grading Procedures and Policies	GUEST	M6-8; B7
13		Creating Teaching Portfolios Teaching Across the Cognitive Levels	GUEST	M24, M27
14		Designing and Conducting Research on Teaching and Learning	Kitchel	
15		Roundtable on Teaching Concerns Course Evaluations and Feedback	Kitchel	

* M = McKeachie; B = Bain

Note. Course schedule is subject to change due to availability of resource persons and students' learning needs.