

CHANGE MINOR

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or UC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review and then a 10-day posting online, during which senators review on their own and have an option to register an objection if they so desire. If no objection is raised to the Senate Council Office within ten days of the posting the proposal, then the program change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

For each proposed change, you MUST also include the existing requirement.

1. GENERAL INFORMATION			
1a	Home college ¹ : College of Ag, Food and Environment		
1b	Home educational unit (department or school) ¹ : Animal and Food Sciences		
1c	Current minor name: Animal Sciences	<i>Proposed minor name: Animal Sciences</i>	
1d	CIP Code ² : 01.0901	Today's Date: May 24, 2017	
1e	Is there an accrediting agency related to this minor?		Yes <input type="checkbox"/>
	If "Yes," name:		No <input checked="" type="checkbox"/>
1f	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR <input type="checkbox"/> Specific Date ³ : Fall 20
1g	Contact person name: Ann Leed	Email: ann.leed@uky.edu	Phone: 257-2465
2. OVERVIEW OF CHANGES			
2a	Describe the rationale for the changes. (450 word limit)		
	Giving students the option to take either ASC 102 or ASC 382 will give students more options to complete the minor. Also both ASC 102 and ASC 382 expose students to a wider overview of livestock production. ASC 382 will provide students with the necessary understanding for upper division ASC minor courses. The addition of ASC 380 to Group A is the result of the course being added back to the ASC curriculum. ASC 380 is at the same level, background and rigor as other Group A courses.		
2b	Will the requested changes result in the use of courses from another unit?		Yes <input type="checkbox"/>
	If "Yes," describe generally the courses and how they will used.		No <input checked="" type="checkbox"/>
	If "Yes," two pieces of supporting documentation are required.		
	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director ⁴ of each unit from which individual courses will be used.		

¹ It is not possible to change the home academic unit of a degree program via this form. To change the home unit, visit <http://www.uky.edu/faculty/senate> and search for forms related to academic organizational structure.

² The CIP code is provided by Institutional Effectiveness. You can reach Institutional Effectiveness by phone or email (257-2873 or institutionaleffectiveness@uky.edu).

³ No program will be effective until all approvals are received.

⁴ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

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Check to confirm that appended to the end of this form is verification that the chair/director of each affected unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.

2c Will the minor's faculty of record change? Yes No

If "Yes," indicate current system and proposed changes below. (150 word limit)

Current: _____ Proposed: _____

3. COURSE-RELATED CHANGES

3a Will the minor's prerequisites change? Yes No

If "Yes," use the grid below to illustrate the changes.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁵
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

3b Provide the narrative about the changed prerequisites to include in the Bulletin. (150 word limit)

3c Will the minor's required courses change? Yes No

If "Yes," use the grid below to illustrate the changes.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁶
ASC 102	3	Livestock and Poultry Production	ASC 382	3	Animal Production Principles	N/C
			or			Select one....
			ASC 102	3	Livestock and Poultry Production	N/C
						Select one....
						Select one....

⁵ Use the drop-down list to indicate if the course is a new course ("new"), an existing course that will change ("change"), or if the course is an existing course that will not change ("n/c").

⁶ Indicate if the course is new ("new"), existing but will change ("change"), or exists but will not change ("no change").

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						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

3d Provide the narrative about the changed required courses to include in the Bulletin. (150 word limit)
 Student can select from ASC 102 or ASC 382.

3e Will the minor’s elective courses change? Yes No
 If “Yes,” use the grid below to illustrate the changes.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁷
			ASC 380	3	Applied Animal Nutrition	N/C
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

3f Provide the narrative about the changed elective courses to include in the Bulletin. (150 word limit)
 ASC 380 should be added to Group A electives.

4. OTHER CHANGES

4a Are there any other changes to the minor? If “Yes,” note below. (150 word limit) Yes No

5. APPROVALS/REVIEWS

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

⁷ Indicate if the course is new (“new”), existing but will change (“change”), or exists but will not change (“no change”).

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In addition to the information below, attach documentation of department and college approval. This typically takes the form of meeting minutes but may also be an email from the unit head reporting department- and college-level votes.

		Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
5a	(Within College)			
		Departmental faculty	06/19/2017	Richard Coffey / 7-2686 / rcoffey@uky.edu
		Undergraduate Curriculum Committee, CAFE	08/25/2017	Larry J. Grabau / 7-3469 / lgrabau@uky.edu
				/ /
				/ /
5b	(Collaborating and/or Affected Units)			
				/ /
				/ /
				/ /
				/ /
				/ /
5c	(Senate Academic Council)		Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)			
	Undergraduate Council		10/3/17	Joanie Ett-Mims