

CHANGE UNDERGRADUATE DEGREE PROGRAM

PLEASE NOTE: To ensure that a series of changes to an existing degree program does not essentially create a new program, the Southern Association for the Accreditation of Colleges and Schools (SACS) requires submission of its Substantive Change Checklist for every program change. Prior to college-level review, you must fill out and submit the [SACS Substantive Change Checklist](#) to the Office of Institutional Effectiveness. Contact Institutional Effectiveness (institutionaleffectiveness@uky.edu) for assistance.

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 every proposed change, you MUST also include the existing requirement.

SUMMARY OF CHANGES			
Check all that apply.			
<input checked="" type="checkbox"/>	Courses	<input type="checkbox"/>	Program name
<input type="checkbox"/>	Criteria for admissions/progression/termination	<input type="checkbox"/>	Total required credit hours
<input type="checkbox"/>	Other	<input type="checkbox"/>	Student learning outcomes
<input type="checkbox"/>	Certificate assessment	<input type="checkbox"/>	Other
1. General Information			
1a	Date of contact with Institutional Effectiveness (IE) ¹ : January 26, 2017		
	<input type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.		
1b	College ² : Arts and Sciences	Department ² : Biology	
1c	CIP code ³ :	Today's Date:	February 1, 2017
1d	Current major name: (Biology, Design, etc.)	Biology	Proposed major name:
1e	Current Degree (BA, BFA, etc.):	BS	Proposed degree:
1f	Will there be any changes regarding a track(s) for the program?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
1g	Accrediting agency, if applicable:		
1h	Date of most recent periodic program review for this degree: 2012		
1i	Requested effective date:	<input type="checkbox"/> Fall semester following approval.	OR <input checked="" type="checkbox"/> Specific Date ⁴ : Fall 2017

¹ Prior to college-level review, you must fill out and submit the SACS Substantive Change Checklist to the Office of Institutional Effectiveness. You can reach Institutional Effectiveness by phone or email (257-2873 or institutionaleffectiveness@uky.edu).

² 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.

³ The CIP code is provided by Institutional Effectiveness. If a different CIP code is necessary, the program may undergo a review similar to the new program approval process.

⁴ No program change(s) will be effective until all approvals are received.

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1j	Contact person name:	Jennifer Osterhage	Phone / Email:	257-9322 / jennifer.osterhage@uky.edu
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2. Overview of Changes

2a	Describe the rationale for the changes, including results from the most recent program review if applicable. (450 word limit)
	The Department of Biology is making changes to the guided electives to improve the quality of our undergraduate degree. The changes remove some the choices from the Acceptable Upper-Level Electives list and will limit the number of electives that can be taken outside of the Biology Department. See attached for a complete rationale for each change.

2b Use the fields below, as applicable, to identify the areas in which changes will be made.

		Current	Proposed
i.	Credit Hours of Premajor Courses:	25	25
ii.	Credit Hours of Preprofessional Courses:		
iii.	Credit Hours of Major Core Course Requirements	41	41
iv.	Minimum Credit Hours of Guided Electives:	15	15
v.	Minimum Credit Hours of Free Electives:	6	6
vi.	Credit Hours for Track 1 (name):		
vii.	Credit Hours for Track 2 (name):		
viii.	Credit Hours for Track 3 (name):		
ix.	Credit Hours for Track 4 (name):		
x.	Credit Hours for Track 5 (name):		
xi.	Credit Hours for Required Minor:		
xii.	Total Credit Hours Required by Level:		
	100-level:		
	200-level:	20	20
	300-level:	36	36
	400-level:	1	1
	500-level:		

	TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:	<u>120</u>	<u>120</u>
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xv. If the total hours required for graduation have changed, explain below. (150 word limit)

2c	Will the requested change(s) result in the use of courses from another educational unit?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," describe generally the courses and how they will used.		
	If "Yes," two pieces of supporting documentation are required.		

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Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director⁵ of each unit from which individual courses will be used.

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.

2d Will the proposed change(s) affect an associated minor? Yes No
If "Yes," the department must also submit a change form to change the minor.

3. Course Sharing

3a. Will the requested changes result in the use of courses from another unit? Yes No
If "Yes," describe generally the courses and how they will be used.

If "Yes," two pieces of supporting documentation are required.

Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director⁶ from which individual courses will be used.

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

3. UK Core Courses

3a Are there any proposed changes to the UK Core requirements for the program? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 4a.) Yes No
If "Yes," note the specific changes in the grid below.

UK Core Area	Current Course	Current Credits	Proposed Course	Proposed Credits
I. Intellectual Inquiry				
Arts and Creativity				
Humanities				
Social Sciences				
Natural/Physical/Mathematical				
II. Composition and Communication				
Composition and Communication I	CIS/WRD 110	3	<i>CIS/WRD 110</i>	3
Composition and Communication II	CIS/WRD 111	3	<i>CIS/WRD 111</i>	3
III. Quantitative Reasoning				
Quantitative Foundations				
Statistical Inferential Reasoning				
IV. Citizenship (one course in each area)				
Community, Culture & Citizenship in USA				
Global Dynamics				

⁵ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

⁶ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

Total UK Core Hours

3b Provide the Bulletin language about UK Core.

4. Graduation Composition and Communication Requirement

4a Will the Graduation Composition and Communication requirement be changed? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 5a.) Yes No
 If "Yes," note the specific changes below, including changes to credit hours.

If the course(s) used are from outside the home unit, one piece of supporting documentation is required.

Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director⁷ from which individual courses will be used.

- | | Current | Proposed |
|------|--|---|
| i. | <input type="checkbox"/> Single course in home unit: | <input type="checkbox"/> <i>Single course in home unit:</i> |
| ii. | <input type="checkbox"/> Multiple courses in home unit. | <input type="checkbox"/> <i>Multiple courses in home unit.</i> |
| iii. | <input type="checkbox"/> Single course outside home unit. | <input type="checkbox"/> <i>Single course outside home unit.</i> |
| iv. | <input type="checkbox"/> Multiple courses outside home unit. | <input type="checkbox"/> <i>Multiple courses outside home unit.</i> |
| v. | <input type="checkbox"/> Course(s) inside & outside home unit. | <input type="checkbox"/> <i>Course(s) inside & outside home unit.</i> |

4b Provide the Bulletin language about GCCR below.

5. Other Course Changes

5a Will the college-level requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5c.) Yes No

- | | Current | Proposed |
|--|---|--|
| | <input type="checkbox"/> Standard college requirement | <input type="checkbox"/> <i>Standard college requirement</i> |
| | <input type="checkbox"/> Specific course | <input type="checkbox"/> <i>Specific course</i> |

Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁸
						Select one....
						Select one....
						Select one....

5b Will the existing language in the Bulletin about college-level requirements change? Yes No
 If "Yes," provide the new language below.

5c Will the pre-major or pre-professional course requirements change? (If "Yes," Yes No

⁷ A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.
⁸ 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 ("no change").

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indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5e.)

Current			Proposed			Course Status ⁹
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5d Provide the Bulletin language about pre-major or pre-professional courses below.

5e Will the major's core course requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5g.)
If "Yes," note the specific changes in the grid below.

Yes No

Current			Proposed			Course Status ¹⁰
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5f Provide the Bulletin language for major core course requirements.

⁹ Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

¹⁰ Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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5g	Will the guided electives change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5i.)					Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Current			Proposed				
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹¹	
		see attached				Select one....	
						Select one....	
						Select one....	
						Select one....	
						Select one....	
						Select one....	

5h	Provide the Bulletin language for guided electives. Biology Electives Choose 15 hours of acceptable biology electives 15 15 hours to be chosen from 300+ level BIO courses or the list below. AT LEAST 9 OF THE 15 HOURS MUST BE BIO courses. One course must have lab, one of which may be BIO 395. A maximum of 6 hours of Independent Research course work from biological sciences departments may be counted within the 15 hour requirement. NOTE: ANA 209, BIO 208, BIO 209 and PGY 206 CANNOT be used for this requirement. A maximum of 1 credit hour of seminar course work (ex. BIO 425, BIO 426, BIO 427) may be counted within the 15 hour requirement. *Acceptable electives for the major (and new wording for the bulletin) included as attachment #1
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5i	Will the free electives change? (If "Yes," indicate and note the specific changes in the space below. If "No," indicate and proceed to question 5j.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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5j	Does the proposed change affect any track(s)? (If "Yes," note the specific changes using the grid below. If "No," proceed to question 6.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If more than one track is affected, click HERE for a template. Append a PDF for each affected track to the end of this form.			

Track Name:		<input type="checkbox"/> New Track	<input type="checkbox"/> Changed Track	<input type="checkbox"/> Deleted Track		
Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹²
						Select one....
						Select one....
						Select one....

¹¹ Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

¹² Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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

5k Provide the Bulletin language for the track.

6. Semester by Semester Program

List below the typical semester-by-semester program for the major. If multiple tracks are available, click [HERE](#) for a template for additional tracks and append a PDF of each track's courses to the end of this form.

<p>YEAR 1 – FALL: (e.g. "BIO 103; 3 credits")</p>	<p>‡UK Core CC1 (WRD 110) OR Foreign language 201 UK Core QFO (MA 137: Calculus with Life Science Applications or MA113: Calculus I) UK Core NPM (CHE 105: General College Chemistry I) UK Core NPM (CHE 111: General Chemistry I Lab) BIO 148: Introductory Biology I BIO 155: Lab for Introductory Biology I or BIO 198: Scholars Biology Research Total Credits: 16-17</p>	<p>YEAR 1 – SPRING:</p>	<p><i>UK Core CC2 (WRD 111) OR Foreign language 202 MA 138: Calculus II with Life Science Applications or MA 114: Calculus II CHE 107: General College Chemistry II CHE 113: Lab to Accompany General Chemistry II BIO 152: Principles of Biology II Total Credits: 15-16</i></p>
<p>YEAR 2 - FALL :</p>	<p>BIO 303: Introduction to Evolution OR BIO 304: Principles of Genetics UK CORE SSC CHE 230: Organic Chemistry I CHE 231: Organic Chemistry Lab I Foreign language 201 OR WRD 110 Total Credits: 14</p>	<p>YEAR 2 – SPRING:</p>	<p><i>BIO 303: Introduction to Evolution OR BIO 304: Principles of Genetics UK Core HUM CHE 232: Organic Chemistry II Foreign language 202 OR WRD 111 Elective (CHE 233) Total Credits: 14-16</i></p>
<p>YEAR 3 - FALL:</p>	<p>PHY 211: General Physics I UK Core SIR (STA 296) Tier 2 BIO Course I (BIO 315) Tier 2 BIO Course II (BIO 325) Total Credits: 16</p>	<p>YEAR 3 - SPRING:</p>	<p><i>PHY 213: General Physics II Tier 2 BIO Course III (BIO 350 or 430G) *BIO Elective Elective Total Credits: 15</i></p>
<p>YEAR 4 - FALL:</p>	<p>*BIO Elective *BIO Elective A&S SS UK Core ACR UK Core</p>	<p>YEAR 4 - SPRING:</p>	<p><i>*BIO Elective *BIO Elective BIO 425: Biology Seminar</i></p>

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	CCC Total Credits: 14-15	UK Core GDY A&S HUM Total Credits: 16-17
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7. 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).

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
7a	(Within College)		
	Bruce O'Hara	January 31, 2017	Bruce O'Hara / 257-2805 / bohara@uky.edu
	A&S EPC	3/7/17	Jane Calvert / / jane.calvert@uky.edu <i>JC</i>
	Associate Dean		Anna Bosch / / Anna.bosch@uky.edu <i>Anna Bosch</i>
			/ /
7b	(Collaborating and/or Affected Units)		/ /
			/ /
			/ /
			/ /
			/ /
7c	(Senate Academic Council)	Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)		
	Undergraduate Council	3/21/17	Joanie Ett-Mims

March 7, 2017

Dear Undergraduate Council,

On behalf of the faculty of the College of Arts and Sciences, the Education Policy Committee discussed and approved the changes to the Bachelor of Science in Biology. 9:0:0 on Tuesday, March 7, 2017.

Sincerely,



Jane Calvert
Chair, Education Policy Committee



Department of Biology
101 T.H. Morgan Building
Lexington, KY 40506-0225
859-257-2805
Fax 859 257-1717
Email: bohara@uky.edu

January 31, 2017

Anna Bosch, Ph.D.
Associate Dean for Undergraduate Programs
University of Kentucky

Dear Dr. Bosch:

This letter confirms that the Biology faculty voted on March 25, 2016 and October 14, 2016 to approve the program changes outlined in the Change Undergraduate Degree form attached. The faculty meeting minutes are attached to the form. We believe that these changes will improve the quality of our undergraduate degrees. Please contact me if you need any additional information.

Sincerely,

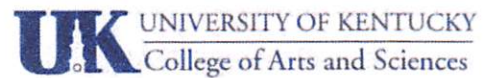
A handwritten signature in black ink that reads "Bruce O'Hara". The signature is written in a cursive style with a horizontal line above the "O".

Bruce O'Hara, Ph.D.
Professor and interim Chair
Department of Biology

see blue.

4-YEAR CURRICULAR MAP

Bachelor of Science in Biology



YEAR 1	
FALL ‡UK Core CC1 (WRD 110) OR Foreign language 201 UK Core QFO (MA 137:Calculus with Life Science Applications <u>or</u> MA113: Calculus I) UK Core NPM (CHE 105: General College Chemistry I) UK Core NPM (CHE 111: General Chemistry I Lab) BIO 148: Introductory Biology I BIO 155: Lab for Introductory Biology I or BIO 198: Scholars Biology Research <p style="text-align: right;">Total Credits: 16-17</p>	SPRING UK Core CC2 (WRD 111) OR Foreign language 202 MA 138: Calculus II with Life Science Applications <u>or</u> MA 114: Calculus II CHE 107: General College Chemistry II CHE 113: Lab to Accompany General Chemistry II BIO 152: Principles of Biology II <p style="text-align: right;">Total Credits: 15-16</p>
YEAR 2	
FALL BIO 303:Introduction to Evolution <u>OR</u> BIO 304: Principles of Genetics UK CORE SSC CHE 230: Organic Chemistry I CHE 231: Organic Chemistry Lab I ‡Foreign language 201 OR WRD 110 <p style="text-align: right;">Total Credits: 14</p>	SPRING BIO 303: Introduction to Evolution <u>OR</u> BIO 304: Principles of Genetics UK Core HUM CHE 232: Organic Chemistry II ‡Foreign language 202 OR WRD 111 ◊ Elective (CHE 233) <p style="text-align: right;">Total Credits: 14-16</p>
YEAR 3	
FALL PHY 211: General Physics I UK Core SIR (STA 296) Tier 2 BIO Course I (BIO 315) Tier 2 BIO Course II (BIO 325) <p style="text-align: right;">Total Credits: 16</p>	SPRING PHY 213: General Physics II Tier 2 BIO Course III (BIO 350 or 430G) *BIO Elective ◊ Elective <p style="text-align: right;">Total Credits: 15</p>
YEAR 4	
FALL *BIO Elective *BIO Elective A&S SS UK Core ACR UK Core CCC <p style="text-align: right;">Total Credits: 14-15</p>	SPRING *BIO Elective *BIO Elective BIO 425: Biology Seminar UK Core GDY A&S HUM <p style="text-align: right;">Total Credits: 16-17</p>

- ‡ Incoming Students are Strongly Encouraged to take WRD 112 to fulfill the CC1 and CC2 requirements if they have any of the following: an ACT English score of 32 or Higher, an SAT Verbal score of 720 or Higher, or an AP English Composition score of 4 or 5. If the Student has been accepted into the University Honors Program, the Student is required to take WRD 112, instead of CC1 and CC2.
- * To be discussed with your academic advisor. Consider pursuing a 2nd major or minor.
- ‡ Students who have taken at least 2 years of a language in high school can complete the A&S Foreign Language Requirement with 3 college semesters of a different language. Students choosing this option should replace the 4th semester of language with electives. Also note that if you take a foreign language placement exam, you may be exempt from 1 or more of the beginning semesters of that language. In this case, replace the by-passed language courses with electives. Any language sequence may be used to satisfy the foreign language requirements - French, German, Greek, or Latin is recommended.
- ◊ 6 hours of 'free' electives - that do not count toward any other requirement - must be taken. Additional electives may be required to reach the required minimum of 120 hours. Consider pursuing a 2nd major or minor.

UK Core Abbreviations HUM =Intellectual Inquiry in the Humanities NPM=Intellectual Inquiry in the Natural/Physical/Mathematical Science SSC=Intellectual Inquiry in Social Sciences ACR=Intellectual Inquiry in Arts & Creativity	CC1= Composition and Communication I CC2= Composition and Communication II QFO= Quantitative Foundations SIR= Statistical Inferential Reasoning CCC= Community, Culture and Citizenship in U.S. GDY= Global Dynamics
College of Arts & Sciences Abbreviations SS: Social Sciences NS: Natural Sciences Lab: College Laboratory or Field Experience HUM: Humanities	

Updated Bulletin Language

Highlighted sections are additions/changes to the Biology electives. The old language we are removing is marked in red.

Biology Electives

~~Choose 15 hours of acceptable biology electives 15
15 hours to be chosen from 200+ level BIO courses (Note: This is an error in the bulletin that is being fixed - correct language below). (excluding BIO 208) or the list below. One course must have lab, one of which may be BIO 395. A maximum of 6 hours of Independent Research course work from biological sciences departments may be counted within the 15 hour requirement.~~

Choose 15 hours of acceptable biology electives 15
15 hours to be chosen from 300+ level BIO courses or the list below. AT LEAST 9 OF THE 15 HOURS MUST BE BIO courses. One course must have lab, one of which may be BIO 395. A maximum of 6 hours of Independent Research course work from biological sciences departments may be counted within the 15 hour requirement.

NOTE: ANA 209, BIO 208, BIO 209 and PGY 206 CANNOT be used for this requirement. A maximum of 1 credit hour of seminar course work (ex. BIO 425, BIO 426, BIO 427) may be counted within the 15 hour requirement.

Other Major hours: 32

Acceptable upper-level electives for the B.S. in Biology:
BIO 3XX, BIO 4XX, BIO 5XX, BIO 6XX (BIO 208 and BIO 209 CANNOT be used to satisfy the upper-level requirement for the B.A., B.S. or minor in Biology)

~~A&S 300, 500 (acceptable as upper-level credit only when offered by the Department of Biology)~~

ABT 460

ANA 511*, 512*, 516* (some other anatomy courses at the 500-level are accepted, but are usually restricted to professional students)

ANT 332

ASC 364, 378

BCH 401G

CHE 226, 233, 440G, 441, 442G, 446G, 532, 533, 550, 552, 558, 565

EES 401G

ENT 310, 320, 402, 460, 561, 564, 568

FOR 340*, 402*

FSC 530*

MI 494G, 595*, 598

NRE 320, 420G*, 450G, 455G

PGY 412G, 560, 590 (PGY 412G is acceptable as an elective for upper-level biology credit **ONLY IF a student does NOT complete BIO 350; PGY 412G** does not substitute for BIO 350 or BIO 430G)

PLS 320*, 330*, 332*, 366, 450G, 502, 566, 567*

PPA 400G*

PSY ~~456~~, 459, ~~552, 565~~

STA 570, 580 (Biology usually accepts only one of these courses for each student. Other STA courses may be accepted at the discretion of your advisor, and this may depend upon the area of biology in which you choose to specialize.)

TOX 509

Other courses may be accepted at the discretion of the Director of Undergraduate Studies in the Department of Biology.

*Lab courses that satisfy upper-level lab requirement.

Rationale for Program Changes – Biology B.S.

The Biology department has discussed and voted to approve the following changes to the Biology B.S. program that we believe will improve the degree without adding credit hours required to earn the degree. The changes are detailed below.

I. Require that a minimum of 9 of the 15 required upper-level elective hours be taken within the Biology department (i.e. have a BIO prefix).

Rationale:

We believe that this change will give students the necessary background in Biology to graduate with a B.S. while maintaining flexibility in the elective courses that they could choose from outside the department. There are over 50 courses offered outside our department that we currently accept as upper-level electives for the Biology major and minor (see below).

Since 2008, 7% of Biology graduates took 0 hours of biology electives within the Biology department. 29% of graduates took 3 or fewer hours of BIO electives. 48% of graduates took 6 or fewer hours of BIO electives. The aggregate percentage of BIO elective courses taken by our graduates is currently 56%. See table at right for the average elective hours taken by our majors by prefix. This change would not dramatically affect the average elective hours completed with a BIO prefix (it would require 60% of electives have a BIO prefix), but it would eliminate the possibility that a student could earn a B.S. degree with fewer than 50% of their electives within the department.

BIO vs. Non-BIO	
ABT	0.13%
ASC	0.98%
BCH	11.96%
BIO	55.69%
CHE	16.98%
EES	0.00%
ENT	0.83%
FOR	0.40%
MI	0.30%
NRE	0.24%
PGY	5.85%
PLS	1.18%
PPA	0.09%
PSY	4.59%
STA	0.79%

II. Drop the following courses from the accepted upper-level electives list

Rationale: As described below, some of the courses on our upper-level elective list are no longer necessary or are not open to our majors

A. A&S 300 and A&S 500 – Since we now have course number designations within our department for special topics courses we'd like to offer (BIO 380 and 580), we do not need to offer courses that should count toward the Biology major as A&S 300 or A&S 500 courses.

B. PSY 456 (Behavioral Neuroscience) This course requires that students be a Psychology major to enroll and is therefore not available for the majority of our majors.

C. PSY 552 (Evolutionary Psychology) This course requires that students be a Psychology major to enroll and is therefore not available for the majority of our majors.

C. PSY 565 (Advanced Topics in Neuroscience) The prereqs of this course severely limit the ability of non-psychology majors to complete it (requires completion of one of the following: PSY 427, 430, 440, 450, 456, 460, or 552).

III. Allow PGY 412G (Human Physiology) to count as an upper-level elective for the Biology B.S, B.A., or minor ONLY IF a student does NOT complete BIO 350 (Animal Physiology)

Rationale: There is significant overlap (75% or more) with the content of PGY 412G and the content of BIO 350, Animal Physiology. We do not believe that both courses should count toward the major.

Note 1: Students can fulfill the Physiology Tier II Core major requirement with either BIO 350 (Animal Physiology) or BIO 430G (Plant Physiology). With this proposal, students could still earn upper-level elective credit for PGY412G if they complete BIO 430G (Plant Physiology).

Note 2: PGY412G cannot be used to fulfill the Physiology requirement for the major

of post-bac program. The program would have 10 students the first year and 20 the next year. Vote to move program forward: **approved**

- Proposal to allow CHE 232 (Organic Chemistry II) to count as an upper-level elective in the B.A. and Biology minor: **27 in favor, 2 opposed, 1 abstention**
- Proposal to drop the following courses from the accepted upper-level electives list -
 - A. A&S 300 and A&S 500
 - B. PSY 456 (Behavioral Neuroscience) and PSY 552 (Evolutionary Psychology)
 - C. PSY 565 (Advanced Topics in Neuroscience)
30 In favor, 0 Opposed, 0 Abstentions
- Proposal to allow PGY 412G (Human Physiology) to count as an upper-level elective for the Biology B.S, B.A., or minor ONLY IF a student does NOT complete BIO 350 (Animal Physiology) - **26 In favor, 2 Opposed, 2 Abstentions**
- Proposal to change the pre-requisites of BIO 507 (Sleep and Circadian Rhythms) to BIO 304 (Genetics) or BIO 302 (Introduction to Neuroscience) – **30 in favor, 0 Opposed, 0 Abstentions**
- Proposal to change the pre-requisites of BIO 308 and 309 (Microbiology and Lab) to BIO 304 (Genetics) or ABT 360 (Genetics) and CHE 230 or CHE 236 - **30 in favor, 0 Opposed, 0 Abstentions**
- Proposal to drop BIO 450 (Neurophysiology Laboratory) from the course catalog – **30 in favor, 0 Opposed, 0 Abstentions**
- Thank you to everyone who came to our first Lunch and Learn. The next one is on Nov 29 at 12:30pm.

Ett, Joanie M

From: Osterhage, Jennifer L
Sent: Tuesday, March 21, 2017 12:04 PM
To: Ett, Joanie M
Subject: FW: SACSCOC Sub Change--Biology CIP Code (26.0101)
Attachments: UK_SubChange Checklist.FINAL.PDF

Hi Joanie,
Can you please add the email below and the attached checklist to the documents for the BIO program changes?
Thank you!
Jennifer

From: Alexander-Snow, Mia
Sent: Tuesday, March 21, 2017 10:48 AM
To: Osterhage, Jennifer L
Cc: Institutional Effectiveness; Ett, Joanie M
Subject: RE: SACSCOC Sub Change--Biology CIP Code (26.0101)

Hello Jennifer:

Thank you for your patience and reaching out to me about the CIP code for Biology . The CIP code for the existing Biology degree program is 26.0101 .

My email will serve 2 purposes: 1.) Next steps for SACSCOC, and 2.) Verification and notification that you have contacted PIE—a Senate requirement for proposal approval.

1. **Next steps for SACSCOC:** None required
2. **Verification that PIE has reviewed the proposal:** Based on the proposal documentation presented and Substantive Change Checklist, the proposed program are not substantive changes. Therefore, no additional information is required by the Office of Planning & Institutional Effectiveness at this time. The proposed program change(s) may move forward in accordance with college and university-level approval processes.

Should you have questions or concerns about UK's substantive change policy and its procedures, please do not hesitate contacting me.

Regards,
Mia



University of Kentucky Substantive Change Checklist¹

Substantive change, according to the Commission on Colleges of the Southern Association of Colleges and Schools (SACSCOC or SACS), is “a significant modification or expansion of the nature and scope of an accredited institution.”² Substantive change is a federal concept, based in the regulations of the U.S. Department of Education,³ which regional accreditors are required to enforce.

The University is required to submit any substantive change to SACS for review, and in some cases approval, prior to implementation of such substantive change. As noted by SACS:

“if an institution fails to follow the substantive change policy and procedures of the Commission on Colleges, it may lose its Title IV funding or be required by the U.S. Department of Education to reimburse it for money received by the institution for programs related to the unreported substantive change. In addition, the institution’s case may be referred to the Commission for the imposition of a sanction or for removal from membership.”⁴

Checklist Instructions: To ensure substantive change compliance, individuals should complete the checklist on the following pages in the early stages of any proposal (e.g. new degree program, new certificate program, etc.) or curricular revision. **Upon completion, the form must be submitted to the associate provost for institutional effectiveness or designee by e-mail to InstitutionalEffectiveness@uky.edu. A determination as to whether the proposed program or changes to the existing program constitutes a substantive change will be made within seven (7) business days of receipt and next steps will be communicated accordingly.**

Questions concerning substantive change are to be directed to Dr. GT Lineberry, associate provost for faculty advancement and institutional effectiveness (gt.lineberry@uky.edu) and Dr. Mia Alexander-Snow, director of planning and institutional effectiveness (mia.alexander-snow@uky.edu).

¹ Adapted, with appreciation, from University of Virginia’s “Substantive Change Checklist.”

² See [Substantive Change for Accredited Institutions of the Commission on Colleges: Policy Statement](#), p. 1.

³ See [34 C.F.R. § 602.22](#).

⁴ See [Substantive Change for Accredited Institutions of the Commission on Colleges: Policy Statement](#), p. 9.

University of Kentucky

Substantive Change Checklist

Instructions: Email completed form to: InstitutionalEffectiveness@uky.edu, Subject line: UK Sub Change Questions concerning substantive change are to be directed to Dr. GT Lineberry, associate provost for faculty advancement and institutional effectiveness (gt.lineberry@uky.edu) and Dr. Mia Alexander-Snow, director of planning and institutional effectiveness (mia.alexander-snow@uky.edu).

Please note: there is a 200 character limit for each text box.

Name of Proposed Program/Action: Biology B.S, B.A, and minor program changes

Is this a New, Existing Degree, or Non-Degree Educational Program?

New Degree Educational Program **Existing Degree Educational Program**

New Non-Degree Educational Program **Existing Non-Degree Educational Program**

Program CIP Code (as applicable): _____

General Description of Proposed Action (e.g., new program/courses/delivery or changes to program (such as change in course(s)/delivery mode). Attach applicable documentation to support the program description with checklist submission): changes in guided electives

Total number of Credit hours for:

New or Proposed Degree/Non-Degree/Certificate: _____ **Existing Degree/Non-Degree/Certificate:** _____

New or Proposed Program Major: _____ **Existing Program Major:** 120

New or Proposed Program Option: _____ **Existing Program Option:** _____

(e.g. Concentration, Specialization, Track) **(e.g. Concentration, Specialization, Track)**

Is this an Accredited Program? No Yes , **Name of Accreditor:** _____

Sponsoring College/Home Educational Unit: Arts and Sciences

College/Department/Educational Unit Contact: Biology

Date Form Completed: February 2

	UK Substantive Change Items	Yes	No	Not Sure	N/A	Provide brief explanation (if necessary)
1	The proposed program or existing program requires a <u>number of new faculty</u> .	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
2	<u>More than 25 percent of the required courses for the proposed or existing program are new.</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3	<u>More than 50 percent of the required courses for the proposed or existing program are new.</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4	The proposed or existing program requires new library or other learning resources.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
5	The proposed or existing program requires new equipment or facilities.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
6	The proposed or existing program requires a new resource base.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
7	The proposed or existing program will initiate a <u>branch campus</u> .	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
8	The proposed or existing program will initiate a <u>dual degree program with another institution</u> .	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
9	The proposed or existing program will initiate a <u>joint degree program with another institution</u> .	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
10	The proposed or existing program will initiate a <u>certificate program? (if yes, answer the following)</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
11	• Will the proposed certificate program utilize existing courses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	• Will the proposed certificate program be offered at a new off-Grounds site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	• Does the proposed certificate program represent a significant departure from previously approved programs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	The proposed or existing program will be initiated <u>at a new off-Grounds site? (if yes, answer the following)</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
15	• Will a student be able to earn 50 percent or more of program credits <u>at the site?</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16	• Will a student be able to earn 25 to 49 percent of program credits <u>at the site?</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	UK Substantive Change Items	Yes	No	Not Sure	N/A	Provide brief explanation (if necessary)
17	<ul style="list-style-type: none"> Will a student be able to earn 24 percent or less of program credits <u>at the site</u>? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18	The proposed or existing program will be at an <u>existing off-Grounds site</u> ? (if yes, answer the following)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
19	<ul style="list-style-type: none"> Does the proposed program represent a significant departure from previously approved programs [at the existing site]? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20	The proposed or existing program will be offered via distance education. (if yes, answer the following)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
21	<ul style="list-style-type: none"> Will more than 50 percent of the program be offered via distance education? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22	<ul style="list-style-type: none"> Will 25-49 percent of the program be offered via distance education? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	<ul style="list-style-type: none"> Will less than 25 percent of the program be offered via distance education? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24	<ul style="list-style-type: none"> Total number of proposed course changes (as applicable) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25	The proposed or existing program or courses will be initiated through contractual agreement or consortium.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
26	The proposed or existing program will relocate an existing off-Grounds site.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
27	The change to the existing program will <u>significantly alter the length of the currently approved program</u> .	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
28	The proposed or existing program will initiate a degree completion program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
29	The proposed program will close an existing program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		