

CHANGE GRADUATE/UNDERGRADUATE CERTIFICATE

Fill out this form to change an existing certificate. This form should be used for both undergraduate certificates and graduate certificates.

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or GC) 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 graduate certificate change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

For each change, you MUST enter the current language/requirement as well as the proposed change.

SUMMARY OF CHANGES				
Check all that apply.				
<input checked="" type="checkbox"/>	Courses	<input type="checkbox"/>	Certificate Name	<input type="checkbox"/>
<input type="checkbox"/>	Criteria for admissions/progression/termination	<input type="checkbox"/>	Total required credit hours	<input type="checkbox"/>
<input type="checkbox"/>	Other	<input type="checkbox"/>	Certificate review	
1. General Information				
1a	Change is for:	<input type="checkbox"/> UNDERGRADUATE CERTIFICATE	OR	<input checked="" type="checkbox"/> GRADUATE CERTIFICATE
1b	Date of contact with Institutional Effectiveness (IE) ¹ :	9/6/19		
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.			
1c	College ² :	Arts and Sciences	Department ² :	Arts and Sciences
1d	CIP code:	30.2301		
1e	Current certificate name:	Online Graduate Certificate in Diversity and Inclusion	Proposed certificate name:	No change
1f	Today's Date:	9/6/19		
1g	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR	<input type="checkbox"/> Specific Date ³ : <i>Fall 20</i>
1h	Contact person name:	Cristina Alcalde	Phone / Email:	7-9719 / cristina.alcalde@uky.edu
2. Overview of Changes				
2a	Describe the rationale for the change(s), including (as appropriate) input from an advisory board, professional body, etc. (450 word limit)			

¹ You can reach Institutional Effectiveness by phone or email (257-1962 or OSPIE@l.uky.edu).

² It is not possible to change the home academic unit of a certificate via this form. To change the home unit, visit <https://www.uky.edu/universitysenate/forms> and look for the heading, "Forms Related to Academic Organizational Structure."

³ No certificate changes will be effective until all approvals are received.

The Department of Kinesiology & Health Promotion offers a course, KHP 576 LGBTQ* Health Promotion, that would be a valued addition to the list of elective courses that satisfies the Online Graduate Certificate in Diversity and Inclusion.

3a.	Will the requested changes result in the use of courses from another unit?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If "Yes," describe generally the courses and how they will used.			
We are adding KHP 576 from The Department of Kinesiology & Health Promotion			
If "Yes," two pieces of supporting documentation are required.			
<input checked="" type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director ⁴ from which individual courses will be used.			
<input checked="" type="checkbox"/> 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. Non-Course Related Changes

3a	Will the certificate's admissions and/or application procedures change?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If "Yes," describe below. (150 word limit)			
Current:		Proposed:	

4. Course-Related Changes

4a	Will the required courses for the certificate change? (If "Yes," indicate and note the changes in the area below. If "No," indicate and proceed to 4b.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>			
If "Yes," note the specific changes in the grid below.						
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...

4b	Provide the Bulletin language about required courses.

4b	Will the elective courses for the certificate change? (If "Yes," indicate and note the changes in the area below. If "No," indicate and proceed to 5a.)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>			
If "Yes," note the specific changes in the grid below.						
Prefix &	Credit	Title	Prefix	Credit	Title	Course Status ⁶

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.
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 ("no change").
⁶ 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

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Nmbr	Hrs		& Nmbr	Hrs		
		Please see attachment 4b for curriculum changes				Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....




4c	Provide the Bulletin language about elective courses.
	n/a

5. Other Changes

5a	Are there any other changes to the certificate? If "Yes," note below. (150 word limit)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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6. 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).

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
6a	(Within College)		
	D&I Faculty of Record	9/16/19	Cristina Alcalde / / cristina.alcalde@uky.edu 
	A&S EPC	9/10/19	Haris Symeonidis / / haralambos.symeonidis@uky.edu 
	A&S Associate Dean	9/10/19	Anna Bosch / / bosch@uky.edu 
			/ /

6b	(Collaborating and/or Affected Units)		
			/ /
			/ /
			/ /
			/ /
			/ /

6c	(Senate Academic Council)	Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)		
	Graduate Council		Roshan Nikou

course is an existing course that will not change ("no change").

The logo consists of a white rectangular area with rounded corners, centered within a larger blue rounded rectangular border. The text "OSPIE Approval" is centered within the white area.

OSPIE Approval

From: noreply@qualtrics-survey.com
To: [Harmon, Camille](#)
Subject: Substantive Change Decision
Date: Friday, September 6, 2019 11:52:42 AM

Dear camille harmon ,

Thank you for your email regarding the proposed program change(s) to **Online Graduate Certificate in Diversity and Inclusion, Graduate Certificate (30.2301)**.

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

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

Description of Proposed Change(s):

- We are adding KHP 576 as an elective course in the certificate.

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

Office of Strategic Planning & Institutional Effectiveness
University of Kentucky

Visit the Institutional Effectiveness Website: <https://proxy.qualtrics.com/proxy/?>

[url=http%3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHkAS0tASxS4xDceQ8e0MxnHdJ2Eu4smnkDcYodCE%3D](http://3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHkAS0tASxS4xDceQ8e0MxnHdJ2Eu4smnkDcYodCE%3D)



**4b. Course
Related Changes**

4b Online Graduate Certificate in Diversity and Inclusion Curriculum

Core Courses (3 Credit Hours)

All students will take a 3 credit hour required course on the perspectives on diversity and inclusion.

A&S 600 Perspectives on Diversity and Inclusion 3 credit hours

Elective Courses (9 Credit Hours)

Students must take an additional 9 credit hours from the approved list of courses that relate to diversity and inclusion. By taking departmental prefix courses students are able to take courses that align with their graduate studies, career fields and future career interests. Other courses may be used to satisfy this requirement with permission of the certificate director.

ANT 681	Health Care Inequalities	3 credit hours
SPA 524	Approaches to Diversity in the Modern World: Understanding Latinx Cultures	3 credit hours
AAS 501	African American Lives	3 credit hours
SOC 551	Health, Illness, and Disabilities	3 credit hours
SOC 720	Race, Racism, and Representation	3 credit hours
AAS 560	Race, Ethnicity, and Politics	3 credit hours
GWS 602	Perspectives on Gender Identities and Sexual Identities	3 credit hours
GWS 603	Gender, Bodies, and Health	3 credit hours
MCL 500	Intercultural Communication for Professionals	3 credit hours
KHP 576	LGBTQ* HEALTH PROMOTION	3 credit hours
FCS 620	Working with Diverse Families in Culturally Sensitive Contexts	3 credit hours

Total Credit Hours 12



Letters

September 26, 2019

Dear Graduate Council,

On behalf of the faculty of the College of Arts and Sciences, the Education Policy Committee discussed and approved the changes to the Graduate Certificate in Diversity and Inclusion 9:0:0 on Tuesday, September 10, 2019.

Sincerely,



Haralambos Symeonidis
Chair, Education Policy Committee



University of Kentucky
College of Arts and
Sciences

202 Patterson Office Tower
Lexington, KY 40506

September 16, 2019

Dear colleagues,

The faculty of record for the Online Graduate Certificate in Diversity and Inclusion voted unanimously (7-0-0) to include the course KHP 576 as an approved elective for the certificate. Below are the names of the faculty of record and the date each voted "yes."

Jennifer Hunter (9/12), Yanira Paz (9/12), Claire Renzetti (9/13), Ellen Riggle (9/8), Anastasia Curwood (9/7), Lisa Cliggett, Jeanmarie Rouhier-Willoughby (9/7).

Please let me know if you need any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Cristina Alcalde', followed by a period.

M. Cristina Alcalde
Associate Dean of Inclusion and Internationalization
Director, Online Certificate on Diversity and Inclusion
College of Arts & Sciences

see blue.

An Equal Opportunity University



University of Kentucky
College of Education
Department of Kinesiology & Health Promotion

June 20, 2019

Ms. Camille Harmon
College of Arts & Sciences
259 Patterson Office Tower
Lexington, KY 40506

Dear Ms. Harmon,

I write this letter to verify that KHP faculty were consulted via e-mail, and they approved (24-0-0) adding KHP 576 LGBTQ* Health Promotion as an elective to the Diversity and Inclusion graduate certificate in the College of Arts & Sciences.

Sincerely,

Heather Erwin

Heather Erwin, PhD
Professor and Chair
Department of Kinesiology & Health Promotion
Email: heather.erwin@uky.edu

see blue.™