

COURSE CHANGE FORM

RECEIVED

Complete 1a - 1f & 2a - 2c. Fill out the remainder of the form as applicable for items being changed.

SEP 19 2013

OFFICE OF THE
SENATE COUNCIL

1. General Information.	
a. Submitted by the College of:	Education Today's Date: 12/1/11
b. Department/Division:	Curriculum & Instruction
c. Is there a change in "ownership" of the course?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES, what college/department will offer the course instead? _____	
d. What type of change is being proposed?	<input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor ¹ (place cursor here for minor change definition)
e. Contact Person Name:	Dr. Linda Levstik Email: llevs01@uky.edu Phone: 257-3032
f. Requested Effective Date:	<input checked="" type="checkbox"/> Semester Following Approval OR <input type="checkbox"/> Specific Term ² : _____
2. Designation and Description of Proposed Course.	
a. Current Prefix and Number:	EDC 554 Proposed Prefix & Number: EDC 554
b. Full Title:	Culture, Education, and Teaching Abroad Proposed Title: No Change
c. Current Transcript Title (if full title is more than 40 characters):	Culture, Education & Teaching Abroad
Proposed Transcript Title (if full title is more than 40 characters): _____	
d. Current Cross-listing:	<input type="checkbox"/> N/A OR Currently ³ Cross-listed with (Prefix & Number): EPE 554
Proposed - <input type="checkbox"/> ADD ⁴ Cross-listing (Prefix & Number): _____	
Proposed - <input type="checkbox"/> REMOVE ^{3,4} Cross-listing (Prefix & Number): _____	
e. Courses must be described by <u>at least one</u> of the meeting patterns below. Include number of actual contact hours ⁵ for each meeting pattern type.	
Current:	2 Lecture _____ Laboratory ⁵ _____ Recitation _____ Discussion _____ Indep. Study _____
	_____ Clinical _____ Colloquium _____ Practicum _____ Research _____ Residency _____
	_____ Seminar _____ Studio _____ Other - Please explain: _____
Proposed:	1.0 Lecture _____ Laboratory _____ Recitation _____ Discussion _____ Indep. Study _____
	1.0 Clinical _____ Colloquium _____ Practicum _____ Research _____ Residency _____
	_____ Seminar _____ Studio _____ 1.0 Other - Please explain: synchronous online discussion
f. Current Grading System:	<input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail
Proposed Grading System:	<input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail
g. Current number of credit hours:	3 Proposed number of credit hours: 3

Comment [OSC1]: Excerpt from SR 3.3.0.G.2 Definition. A request may be considered a minor change if it meets one of the following criteria: a. change in number within the same hundred series⁶; b. editorial change in the course title or description which does not imply change in content or emphasis; c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s); d. a cross-listing of a course under conditions set forth in SR 3.3.0.F; e. correction of typographical errors.

*...for the specific purposes of the minor exception rule, the 600-799 courses are the same "hundred series," as long as the other minor change requirements are complied with. [RC 1/15/09]

¹ See comment description regarding minor course change. *Minor changes are sent directly from dean's office to Senate Council Chair.* If Chair deems the change as "not minor," the form will be sent to appropriate academic Council for normal processing and contact person is informed.
² Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.
³ Signature of the chair of the cross-listing department is required on the Signature Routing Log.
⁴ Removing a cross-listing does not drop the other course - it merely unlinks the two courses.
⁵ Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)

Rev 8/09

11/3/14 Meeting pattern changed to:
 1.0 Lecture / 1.0 Clinical / 1.0 Other
 Dr. Laurie Henry, Interim Dept Chair
 on behalf of Dr. Levstik (currently on sabbatical).
Laurie Henry