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OFFICE OF THE  
SENATE COUNCIL

## Course Information

Date Submitted: 10/14/2013

Current Prefix and Number: EPE - Edc. Policy Studies & Eval., EPE 653 HISTORY OF HIGHER EDUCATION

Other Course:

Proposed Prefix and Number: EPE 653

What type of change is being proposed?

Major – Add Distance Learning

Should this course be a UK Core Course? No

## 1. General Information

a. Submitted by the College of: EDUCATION

b. Department/Division: Educational Policy Studies and Evaluation

c. Is there a change in 'ownership' of the course? No

If YES, what college/department will offer the course instead: Select...

e. Contact Person

Name: John Thelin

Email: jthelin@uky.edu

Phone: 859-257-4996

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

f. Requested Effective Date

Semester Following Approval: Yes OR Effective Semester:

## 2. Designation and Description of Proposed Course

a. Current Distance Learning (DL) Status: Please Add

b. Full Title: HISTORY OF HIGHER EDUCATION

Proposed Title: HISTORY OF HIGHER EDUCATION DL

c. Current Transcript Title: HISTORY OF HIGHER EDUCATION

Proposed Transcript Title:

d. Current Cross-listing: none

Proposed – ADD Cross-listing :

Proposed – REMOVE Cross-listing:

e. Current Meeting Patterns

LECTURE: 1 hour per week per credit hour for semester

Proposed Meeting Patterns

LECTURE: 1 hour per week per credit hour for entire course

f. Current Grading System: Graduate School Grade Scale

Proposed Grading System: Graduate School Grade Scale

g. Current number of credit hours: 3

Proposed number of credit hours: 3

h. Currently, is this course repeatable for additional credit? No

Proposed to be repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester? No

2i. Current Course Description for Bulletin: Social and institutional history of higher education which will include selected topics in European culture and education and which will emphasize the development of the American college and university.

Proposed Course Description for Bulletin: Social and institutional history of higher education which will include selected topics in European culture and education and which will emphasize the development of the American college and university. This is a Distance Learning (DL) course that will be offered via formats and media provided by the University of Kentucky Distance Learning Center. It will be asynchronous in character, using standard Distance Learning internet capabilities.

2j. Current Prerequisites, if any:

Proposed Prerequisites, if any:

2k. Current Supplementary Teaching Component:

Proposed Supplementary Teaching Component:

3. Currently, is this course taught off campus? No

Proposed to be taught off campus? No

If YES, enter the off campus address:

4. Are significant changes in content/student learning outcomes of the course being proposed? Yes

If YES, explain and offer brief rationale: 1. In the proposed Distance Learning format each enrolled student will be expected to log into and contribute comments to the Discussion Threads posted each week for the course on Blackboard. This explicit procedure differs from the traditional course offering mode of in-class discussion and participation. 2. Reliance on Historical Documents to be read and analyzed: This Distance Learning course will avoid questions and problems of copyrights on use of historical documents because it will make use as a required text a new book written and edited by the instructor: John R. Thelin, ESSENTIAL DOCUMENTS IN THE HISTORY OF AMERICAN HIGHER EDUCATION (published by The Johns Hopkins University Press, 2014). Copyrights for all fifty documents have been obtained and filed. This eliminates any potential conflict or violation of copyrights or reproduction permissions.

5a. Are there other depts. and/or pgms that could be affected by the proposed change? Yes

If YES, identify the depts. and/or pgms: Offering EPE 653 in Distance Learning (DL) format might enhance the appeal to graduate students in a variety of fields who otherwise might not have been able to attend a traditional class offering. My estimate is that this might include graduate students in The Martin School of Public Policy, History, Educational Leadership, STEMS

5b. Will modifying this course result in a new requirement of ANY program? No

If YES, list the program(s) here:

6. Check box if changed to 400G or 500: No

## Distance Learning Form

Instructor Name: John Thelin

Instructor Email: jthelin@uky.edu

Internet/Web-based: Yes

Interactive Video: No

Hybrid: No

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations? This course provides for timely and appropriate interaction between students and faculty and among students by making use of the features offered by the University of Kentucky's Blackboard. This includes posting of all course materials, syllabus, assignments, weekly lecture notes. It includes posting at least once per week an Announcement that automatically goes to each student as a direct e-mail as well as being posted on Blackboard. It includes Discussion threads on topics pertinent to each week's readings and topical assignments. It includes the capacity for any and all graduate students to discuss directly and confidentially with the instructor via e-mail.

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc. I ensure that the experience for a DL student is comparable to that of a classroom-based student's experience by requiring the same books and texts for readings; by assigning papers and analytic assignments the same as in the traditional offering of EPE 653. I think the DL discussion threads often match and/or surpass the focus of students on providing informed comments and responses to questions about readings.

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc. All student posts of written papers (as microsoft word documents sent to the instructor as e-mail attachments) are identical to the format and procedures I have used in the traditional offering of EPE 653. Discussion threads are monitored according to UK DL protocols.
4. Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above? No -- this is a single course. It is not offered as a wholly or exclusively DL degree program
- If yes, which percentage, and which program(s)? n/a/ as per my answer of "no" in 4 above
5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting? Students taking the course via DL are assured of equivalent access to student services via the UK Distance Learning help line telephone numbers and internet links.
6. How do course requirements ensure that students make appropriate use of learning resources? Information on Distance Learning Library Service: <http://www.uky/Libraries/DLLS> DL Librarian: Carla Cantagallo, DL Librarian: (859) 257-0500 ext. 2171 or (800) 828-0439 option 6, [dllservice@email.uky.edu](mailto:dllservice@email.uky.edu)
7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program. All course materials and projects are accessible through required books and through course items posted on Blackboard. Students conducting original research for course papers have no constraints -- and have the option of relying on sources and materials legitimately available on the internet as well as hard copies of books, articles and documents available in university libraries and collections.
8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)? Technology Requirements: Computer with internet access to UK computer facilities. Access to digital video recorder, webcams, real player or related playback system. Access to University of Kentucky Blackboard. Technology Assistance: Contact the Information Technology Center (ITC) customer service desk at (859) 218-HELP (218-4357). Also, the toll free number for this service is 1-877-481-UKIT (481-8548). For additional information on the Distance Learning resources, please use the link <http://www.uky.edu/DistanceLearning/current/technology/ukit.html>
9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? YES
- If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology. n/a as per my "no" answer in item 9 above
10. Does the syllabus contain all the required components? YES
11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name: John R. Thelin (October 11, 2013)

SIGNATURE|BETHG|Beth L Goldstein|EPE 653 CHANGE Dept Review|20131023

SIGNATURE|MYRT|Martha L Geoghegan|EPE 653 CHANGE College Review|20140203

SIGNATURE|ZNNIKO0|Roshan N Nikou|EPE 653 CHANGE Graduate Council Review|20140221

Courses	Request Tracking
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Course Change Form

<https://myuk.uky.edu/sap/bc/soap/rfc?services=>

Generate R

[Open in full window to print or save](#)

Attachments:

Browse... Upload File

ID	Attachment
2386	TheIn_DL EPE 653 History of HE syllabus filed Oct

First 1 Last

Select saved project to retrieve... Get New

NOTE: Start form entry by choosing the Current Prefix and Number (\*denotes required fields)

Current Prefix and Number:	EPE - Edc. Policy Studies & Eval. EPE 653 HISTORY OF HIGHER EDUCTN	Proposed Prefix & Number:	EPE 653
* What type of change is being proposed?		<input type="checkbox"/> Major Change <input checked="" type="checkbox"/> Major - Add Distance Learning <input type="checkbox"/> Minor - change in number within the same hundred series, exception 600 the same "hundred series" <input type="checkbox"/> Minor - editorial change in course title or description which does not imply in content or emphasis <input type="checkbox"/> Minor - a change in prerequisite(s) which does not imply a change in content or emphasis, or which is made necessary by the elimination or signi alteration of the prerequisite(s) <input type="checkbox"/> Minor - a cross listing of a course as described above	
Should this course be a UK Core Course? <input type="radio"/> Yes <input checked="" type="radio"/> No			
If YES, check the areas that apply:			
<input type="checkbox"/> Inquiry - Arts & Creativity <input type="checkbox"/> Composition & Communications - II <input type="checkbox"/> Inquiry - Humanities <input type="checkbox"/> Quantitative Foundations <input type="checkbox"/> Inquiry - Nat/Math/Phys Sci <input type="checkbox"/> Statistical Inferential Reasoning <input type="checkbox"/> Inquiry - Social Sciences <input type="checkbox"/> U.S. Citizenship, Community, Diversity <input type="checkbox"/> Composition & Communications - I <input type="checkbox"/> Global Dynamics			
1. General Information			
a. Submitted by the College of: EDUCATION		Submission Date: 10/14/2013	
b. Department/Division:		Educational Policy Studies and Evaluatio	
c.* Is there a change in "ownership" of the course?			
<input type="radio"/> Yes <input checked="" type="radio"/> No    If YES, what college/department will offer the course instead? Select...			
e.* Contact Person Name: John Thelin		Email: jthelin@uky.edu    Phone: 859-257-4996	
* Responsible Faculty ID (if different from Contact):		Email:    Phone:	
f.* Requested Effective Date:		<input checked="" type="checkbox"/> Semester Following Approval    OR    Specific Term:	
2. Designation and Description of Proposed Course.			
a. Current Distance Learning(DL) Status:		<input type="radio"/> N/A <input type="radio"/> Already approved for DL* <input checked="" type="radio"/> Please Add <input type="radio"/> Please Drop	
*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box ) tha proposed changes do not affect DL delivery.			
b. Full Title:		Proposed Title: *	
HISTORY OF HIGHER EDUCATION		HISTORY OF HIGHER EDUCATION I	
c. Current Transcript Title (if full title is more than 40 characters):		HISTORY OF HIGHER EDUCTN	

c. Proposed Transcript Title (if full title is more than 40 characters):					
d. Current Cross-listing:	<input type="checkbox"/> N/A	OR	Currently <sup>2</sup> Cross-listed with (Prefix & Number):	none	
Proposed – ADD <sup>2</sup> Cross-listing (Prefix & Number):					
Proposed – REMOVE <sup>2</sup> Cross-listing (Prefix & Number):					
e. Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours <sup>2</sup> for each meeting pattern type.					
Current:	Lecture	Laboratory <sup>2</sup>	Recitation	Discussion	Indep. Study
	1 hour per week per cred.				
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other: Please explain:		
Proposed: *	Lecture	Laboratory <sup>2</sup>	Recitation	Discussion	Indep. Study
	1 hour per week per cred.				
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other: Please explain:		
f. Current Grading System:		Graduate School Grade Scale			
Proposed Grading System:*		<input type="radio"/> Letter (A, B, C, etc.) <input type="radio"/> Pass/Fail <input type="radio"/> Medicine Numeric Grade (Non-medical students will receive a letter grade) <input checked="" type="radio"/> Graduate School Grade Scale			
g. Current number of credit hours:	3	Proposed number of credit hours:*	3		
h.* Currently, is this course repeatable for additional credit?					<input type="radio"/> Yes <input checked="" type="radio"/> No
* Proposed to be repeatable for additional credit?					<input type="radio"/> Yes <input checked="" type="radio"/> No
IF YES:	Maximum number of credit hours:				
IF YES:	Will this course allow multiple registrations during the same semester?				<input type="radio"/> Yes <input checked="" type="radio"/> No
i. Current Course Description for Bulletin:					
Social and institutional history of higher education which will include selected topics in European culture and education and which will emphasize the development of the American college and university.					
* Proposed Course Description for Bulletin:					
Social and institutional history of higher education which will include selected topics in European culture and education and which will emphasize the development of the American college and university. This is a Distance Learning (DL) course that will be offered via formats and media provided by the University of Kentucky Distance Learning Center. It will be asynchronous in character, using standard Distance Learning internet capabilities.					
j. Current Prerequisites, if any:					
* Proposed Prerequisites, if any:					
k. Current Supplementary Teaching Component, if any:					
<input type="checkbox"/> Community-Based Experience					

	<input type="radio"/> Service Learning <input type="radio"/> Both
Proposed Supplementary Teaching Component:	<input type="radio"/> Community-Based Experience <input type="radio"/> Service Learning <input type="radio"/> Both <input type="radio"/> No Change
<b>3. Currently, is this course taught off campus?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
* Proposed to be taught off campus?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES, enter the off campus address:	
<b>4.* Are significant changes in content/student learning outcomes of the course being proposed?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
If YES, explain and offer brief rationale:	
<p>1. In the proposed Distance Learning format each enrolled student will be expected to log into and contribute comments to the Discussion Threads posted each week for the course on Blackboard. This explicit procedure differs from the traditional course offering mode of in-class discussion and participation.</p> <p>2. Reliance on Historical Documents to be read and analyzed: This Distance Learning course will avoid questions and problems of copyrights on use of historical documents because it will make use as a required text a new book written and edited by the instructor: John R. Thelin, <i>ESSENTIAL DOCUMENTS IN THE HISTORY OF AMERICAN HIGHER EDUCATION</i> (published by The Johns Hopkins University Press, 2014). Copyrights for all fifty documents have been obtained and filed. This eliminates any potential conflict or violation of copyrights or reproduction permissions.</p>	
<b>5. Course Relationship to Program(s).</b>	
a.* Are there other depts and/or pgms that could be affected by the proposed change?	<input checked="" type="radio"/> Yes <input type="radio"/> No
If YES, identify the depts. and/or pgms:	
Offering EPE 653 in Distance Learning (DL) format might enhance the appeal to graduate students in a variety of fields who otherwise might not have been able to attend a traditional class offering. My estimate is that this might include graduate students in The Martin School of Public Policy, History, Educational Leadership, STEMS	
b.* Will modifying this course result in a new requirement <sup>2</sup> for ANY program?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If YES <sup>2</sup> , list the program(s) here:	

<b>6. Information to be Placed on Syllabus.</b>	
a. <input type="checkbox"/>	Check box if changed to 400G or 500. If changed to 400G- or 500-level course you must send in a syllabus and you must include the differentiation between undergraduate and graduate students by: (i) requiring additional assignments by the graduate student and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)

**Distance Learning Form**

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL.  
 All fields are required!

**Introduction/Definition:** For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructor not in the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies.

A number of specific requirements are listed for DL courses. The *department* proposing the change in delivery method is responsible for ensuring that the requirements below are satisfied at the individual course level. It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent experience for students utilizing DL (available at <http://www.uky.edu/USC/New/forms.htm>).

Course Number and Prefix: EPE 653 (DL)	Date: 10/11/2013
Instructor Name: John Thelin	Instructor Email: jthelin@uky.edu
Check the method below that best reflects how the majority of the course content will be delivered.	
Internet/Web-based <input checked="" type="checkbox"/>	Interactive Video <input type="checkbox"/>
Hybrid <input type="checkbox"/>	

**Curriculum and Instruction**

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?

This course provides for timely and appropriate interaction between students and faculty and among students by making use of the features offered by the University of Kentucky's Blackboard. This includes posting of all

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course assessment of student learning outcomes, etc.  
I ensure that the experience for a DL student is comparable to that of a classroom-based student's experience by requiring the same books and texts for readings; by assigning papers and analytic assignments the same as in
3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.  
All student posts of written papers (as Microsoft Word documents sent to the instructor as e-mail attachments) are identical to the format and procedures I have used in the traditional offering of EPE 653. Discussion
4. Will offering this course via DL result in at least 25% or at least 50%\* (based on total credit hours required for completion) of a degree program being offered via a of DL, as defined above?  
No -- this is a single course. It is not offered as a wholly or exclusively DL degree program
- Which percentage, and which program(s)?  
n/a/ as per my answer of "no" in 4 above
- \*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL delivery be six months from the date of approval.
5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting? Students taking the course via DL are assured of equivalent access to student services via the UK Distance Learning help line telephone numbers and internet links.

#### Library and Learning Resources

6. How do course requirements ensure that students make appropriate use of learning resources?  
Information on Distance Learning Library Service: <http://www.uky.edu/Libraries/DLIS>
7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.  
All course materials and projects are accessible through required books and through course items posted on Blackboard. Students conducting original research for course papers have no constraints -- and have the option

#### Student Services

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and receipt of the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)?  
Technology Requirements: Computer with internet access to UK computer facilities. Access to digital video recorder, webcams, real player or related playback system.
9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)?  
 Yes  
 No
- If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.  
n/a as per my "no" answer in item 9 above
10. Does the syllabus contain all the required components, below?  Yes
- Instructor's *virtual* office hours, if any.
  - The technological requirements for the course.
  - Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).
  - Procedure for resolving technical complaints.
  - Preferred method for reaching instructor, e.g. email, phone, text message.
  - Maximum timeframe for responding to student communications.
  - Language pertaining academic accommodations:
    - "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or [jkarnes@email.uky.edu](mailto:jkarnes@email.uky.edu)."
  - Specific dates of face-to-face or synchronous class meetings, if any.
  - Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLIS>)
    - Carla Cantagallo, DL Librarian
    - Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
    - Email: [dllservice@email.uky.edu](mailto:dllservice@email.uky.edu)
    - DL Interlibrary Loan Service: [http://www.uky.edu/Libraries/lbpage.php?web\\_id=253&lib\\_id=16](http://www.uky.edu/Libraries/lbpage.php?web_id=253&lib_id=16)
11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.  
Instructor Name:  
John R. Thelin (October 11, 2013)



Abbreviations: DLP = Distance Learning Programs ATG = Academic Technology Group Customer Service Center = 859-218-HELP (<http://www.uky.edu/UKIT/Help>)

Revised 8/00

- ▣ 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 "n form will be sent to appropriate academic Council for normal processing and contact person is informed.
- ▣ Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.
- ▣ Signature of the chair of the cross-listing department is required on the Signature Routing Log.
- ▣ Removing a cross-listing does not drop the other course – it merely unlinks the two courses.
- ▣ 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 generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)
- ▣ You must *also* submit the Distance Learning Form in order for the course to be considered for DL delivery.
- ▣ In order to change a program, a program change form must also be submitted.

Submit as New Proposal    Save Current Changes