

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 (OSPIE@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.

- Courses
 Program name
 Total required credit hours
 Student learning outcomes
 Criteria for admissions/progression/termination
 Certificate assessment
 Other

1. General Information

1a	Date of contact with Institutional Effectiveness (IE) ¹ : 1/11/18		
	<input checked="" 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 : English	
1c	CIP code ³ : 23.0101	Today's Date:	1/11/18
1d	Current major name: (Biology, Design, etc.) English	Proposed major name:	no change
1e	Current Degree (BA, BFA, etc.): BA or BS	Proposed degree:	no change
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:	n/a	
1h	Date of most recent periodic program review for this degree:	n/a	
1i	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR <input type="checkbox"/> Specific Date ⁴ : Fall 20

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 (257-1962 or OSPIE@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 <https://www.uky.edu/universitysenate/forms> and look for the heading, "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.

1j	Contact person name:	Pearl James	Phone / Email:	257-6978 / pearl.james@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)
	Changing two of the three courses listed to satisfy the pre-major requirement. The department would like to drop ENG 107 and ENG/LIN 209 from the pre-major requirements and add ENG 260 and ENG 290. Eng 107 is a creative writing course and does not require papers and critical analysis. ENG/LIN 209 is a linguistics course. English no longer wants to maintain a pre-major option for students pursuing a linguistics degree as we did when those students were in English. We propose two more similar options, all of which provide crucial close reading and argumentative writing skills that English majors need to be successful in their upper division courses. ENG 260 and 290 are small classes with an essay-writing component and all English majors need the training. They are excellent gateway to the major courses. There is no change in total number of credit hours towards the English major and no change in total credit hours required for pre-major requirement.

2b	Use the fields below, as applicable, to identify the areas in which changes will be made.		
		Current	<i>Proposed</i>
i.	Credit Hours of Premajor Courses:		
ii.	Credit Hours of Preprofessional Courses:		
iii.	Credit Hours of Major Core Course Requirements		
iv.	Minimum Credit Hours of Guided Electives:		
v.	Minimum Credit Hours of Free Electives:		
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:	
		300-level:	
		400-level:	
		500-level:	

	TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:	<u>120</u>	<u>120 (no change)</u>
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xv.	If the total hours required for graduation have changed, explain below. (150 word limit)
	n/a

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.		

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 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	CIS/WRD 110	3
Composition and Communication II	CIS/WRD 111	3	CIS/WRD 111	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	<u>30</u>	<u>30</u>
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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.

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").

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

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

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 No

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹¹
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5h Provide the Bulletin language for guided electives.
n/a

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 No

n/a

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 No

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: New Track Changed Track Deleted Track

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹²
						Select one....
						Select one....
						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.

4-YEAR CURRICULAR MAP

Bachelor of Arts in English



YEAR 1	
FALL ‡UK Core CC1 †Foreign language 101 UK Core ACR UK Core GDY (ENG 142 or 171 good options) A&S 110 Total Credits: 14	SPRING UK Core CC2 †Foreign language 102 UK Core HUM (ENG 230/ENG 260/ENG 290) – pre-major ENG 2xx Historical Survey UK Core NPM Total Credits: 16
YEAR 2	
FALL †Foreign language 201 UK Core CCC (ENG 168 or 191 good options) ENG 2xx Historical Survey A&S NS UK Core SSC (A&S NS or SSC above to be an A&S lab) Total Credits: 15	SPRING †Foreign language 202 ENG course 200-500 level (Early Period if needed) ENG 330: Text and Context (GCCR) A&S NS ◊ Elective Total Credits: 15
YEAR 3	
FALL ° UK Core QFO ° ENG course at 300-500 level (Diversity if needed) *300+ Course outside ENG in allied program *300+ Course outside ENG in allied program A&S SS Total Credits: 15	SPRING ° ENG course at 300-500 level ° ENG course at 300-500 level *300+ Course ◊ Elective A&S SS Total Credits: 15
YEAR 4	
FALL ENG course at 400 level *300+ Course *300+ Course UK Core SIR Elective Total Credits: 15	SPRING ENG course at 300-500 level (possibly ENG 399, internship.) *ENG course above 407-level (ENG 495 for Honors in English) *300+ Course outside ENG in allied program Elective Elective Total Credits: 15

- ‡ 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 to fulfill CC1 and CC2.
- * To be discussed with your academic advisor.
- † 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.
 - Major Elective credit at the 200 level is restricted to: two additional ENG Historical Surveys that are not counted toward the Historical Survey requirement; plus two of the following: ENG 207, ENG/LIN 221, ENG 260, ENG 280, and ENG 290. Otherwise electives must be at the 300-500 level.

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
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GCCR = Graduation Composition and Communication Requirement

College of Arts & Sciences Abbreviations
SS: Social Sciences NS: Natural Sciences Lab: College Laboratory or Field Experience Requirement

4-YEAR CURRICULAR MAP

Bachelor of Science in English



YEAR 1	
FALL ‡UK Core CC1 †Foreign language 101 UK Core ACR UK Core GDY Math or science A&S 110 UK 101 Total Credits: 18	SPRING UK Core CC2 †Foreign language 102 UK Core HUM (ENG 230/ENG 260/ENG 290) – pre-major ENG 2xx Historical Survey UK Core NPM ° UK Core QFO (Math) Total Credits: 19
YEAR 2	
FALL †Foreign language 201 UK Core CCC (ENG 168 or 191) ENG 2xx Historical Survey A&S NS with lab UK Core SSC Science/Math Total Credits: 19	SPRING †Foreign language 202 ENG course 300-500 level (Early Period if needed) ENG 330: Text and Context (GCCR) Science/Math ◊ Elective (Math/Science) Total Credits: 15
YEAR 3	
FALL ° ENG course at 300-500 level (Diversity if needed) *300+ Course outside ENG in allied program *300+ Course outside ENG in allied program A&S SS Science/Math Science/Math Total Credits: 18	SPRING ° ENG course at 300-500 level ° ENG course at 300-500 level Science/Math ◊ Elective (Math/Science) Science/Math Science/Math Total Credits: 18
YEAR 4	
FALL ENG course at 400 level Science/Math Science/Math UK Core SIR Science/Math Science/Math Total Credits: 18	SPRING ENG course at 300-500 level (possibly ENG 399, internship.) *ENG course above 407-level (ENG 495 for Honors in English) *300+ Course outside ENG in allied program Science/Math Science/Math A&S SS Total Credits: 18

- ‡ 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 to fulfill CC1 and CC2.
- * To be discussed with your academic advisor.
- † 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.
- ◊ Major Elective credit at the 200 level is restricted to: two additional ENG Historical Surveys that are not counted toward the Historical Survey requirement; plus two of the following: ENG 207, ENG/LIN 221, ENG 260, ENG 280, and ENG 290. Otherwise electives must be at the 300-500 level.

UK Core Abbreviations HUM =Intellectual Inquiry in the Humanities NPM=Intellectual Inquiry in the Natural/Physical/Mathematical Science SSC=Intellectual Inquiry in Social Sciences	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.
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ACR=Intellectual Inquiry in Arts & Creativity

GDY= Global Dynamics

GCCR = Graduation Composition and Communication Requirement

College of Arts & Sciences Abbreviations

SS: Social Sciences NS: Natural Sciences

Lab: College Laboratory or Field Experience Requirement

Harmon, Camille

From: Mathews, Alice
Sent: Thursday, January 11, 2018 9:42 AM
To: Harmon, Camille; OSPIE
Subject: RE: ENG- Substantive Change Checklist

Camille,

Thank you for your emails regarding the proposed program change(s) to the **Bachelor of Arts/Science in English (23.0101)**.

My email will serve 2 purposes: 1.) Next steps for SACSCOC, and 2.) Verification and notification that you have contacted the Office of Strategic Planning and Institutional Effectiveness (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 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.

List of Proposed Change(s):

1. Drop Eng 107, Eng/Lin 209 from pre-major requirement
2. Add Eng 260, Eng 290 to pre-major requirement
3. Eng 230 remains a pre-major requirement

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

Alice Mathews

From: Harmon, Camille
Sent: Thursday, January 11, 2018 9:28 AM
To: OSPIE <ospie@l.uky.edu>
Subject: ENG- Substantive Change Checklist

Good Morning,

The English Department has put through an undergraduate program change for their BA and BS. The only change being made is to their pre-major requirements. They are switching out to courses that are option to complete the requirement. There is no change in total credit hours to the pre-major requirement, or to the degree.

Please let me know once you approve.

Thank you,

Camille Harmon

Dean's Office Administrative Assistant
College of Arts and Sciences
University of Kentucky
202 Patterson Office Tower
859-257-3966

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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 assistant provost for Strategic Planning and Institutional Effectiveness or designee by e-mail to OSPIE@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 should be sent to OSPIE@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 OSPIE@uky.edu, Subject line: UK Sub Change. Questions concerning substantive change should be sent to OSPIE@uky.edu.

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

Name of Proposed Program/Action: ENG BA/BS- Change in pre-major requirements

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): 23.0101

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): Change in courses available to complete pre-major requirement.

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: English

Date Form Completed: 1/11/2018

	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</u> for the proposed or existing program are new.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3	<u>More than 50 percent of the required courses</u> for the proposed or existing program are new.	<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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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"/>		

January 25, 2018

Dear Undergraduate Council,

On behalf of the faculty of the College of Arts and Sciences, the Education Policy Committee discussed and approved the English undergraduate program change 8:0:1 on Tuesday, January 23, 2018.

Sincerely,



Rynetta Davis
Chair, Education Policy Committee



Jeffory A. Clymer, Chair
Department of English
1215 Patterson Office Tower
Lexington, KY 40506-0027

859 257-7008
fax 859 323-1072

www.as.uky.edu/English

To: Educational Policy Committee
From: Jeffory A. Clymer, Department of English Chairperson
Re: Proposed Curricular Changes

Date: April 27, 2017

This memo affirms the Department of English faculty's support, and my own support as Chair, for the following three curricular changes, as described in the attached proposals:

Changes to pre-major requirement. The proposal to eliminate ENG 107 and ENG 209 as prew major options was discussed and voted on at our Department's March 1, 2017 meeting. The proposal passed with 15 votes in favor, 4 opposed, and 1 abstention. The proposal to add ENG 260 and ENG 290 as prew major options was discussed and voted on at our Department's March 29, 2017 meeting. The proposal passed with 15 votes in favor, 3 opposed, and 4 abstention.

A handwritten signature in black ink, appearing to read 'Jeffory A. Clymer'.