

UK Ag Equine Programs

N212 Ag. Science Bldg. North

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Undergraduate Curriculum Committee
College of Agriculture Food and the Environment

October 27, 2017

The Equine Science and Management undergraduate program is an interdisciplinary program within the College of Agriculture, Food and Environment with approximately 300 students. The program recently conducted a skills and knowledge survey and a comprehensive curriculum mapping exercise to evaluate the current curriculum. External stakeholder input was obtained through the Dean's Equine Industry Advisory Committee and through an Equine Workforce Summit held in April 2017. These stakeholder activities were used to help identify the skills and knowledge needed for graduates to be successful within the industry. In addition, the program has continued to track the alumni and has worked to identify skills and knowledge needs based on current student employment. The result of these efforts has been a revision of the curriculum for the Equine Science and Management program.

A proposed comprehensive curriculum revision is attached based on the efforts of the Equine Science and Management Curriculum Committee. The primary changes to the program are:

- UK Core Quantitative Foundations requirement will now allow MA 109, MA 123 and MA 113.
- GCCR requirement course will change from WRD 203 or 204 to EQM 305: Equine Industry Issues (GCCR proposal attached)
- Major requirement courses - EQM 101: Introduction to the Horse and Horse Industry - will increase from 2 to 3 credits and the new GCCR Course (EQM 305) will be added to the list increasing the total major requirement credits from 25 to 29.
- Students will also have the option to either complete EQM 399 - ESMA Internship (3 credits) or EQM 396: Equine Study Abroad (3 credits) within the major requirements list. Both of these courses can be used to meet the CAFE Academic Enrichment Experience.
- The major tracks (from now on referred to as Emphasis Areas) will decrease from 4 to 3 including: Equine Science, Equine Business, and Communications and Leadership. Students will also now be required to complete 12 instead of 9 credits within one emphasis and then an additional 9 credits within any of the three emphasis areas for a total of 21 credit hours. The changes in courses listed under each emphasis area are attached as Appendix B.

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The completed undergraduate program change form and appendices A, B and C with additional material related to the Equine Science and Management curriculum are attached.

The Equine Science and Management Curriculum Committee recommended these changes after review with all relevant faculties. The changes that impact the participating departments have been voted on by the departmental faculty as noted in the supporting letters from the Department Chair. On October 27 the Equine Programs Council voted to accept the recommendations of the Curriculum Committee and to proceed with the college level review.

Thank your consideration of the proposed changes. If you have questions, please feel free to contact me, Kristine Urschel the Director of Undergraduate studies or Kristen Wilson the Academic Coordinator.

Sincerely,



Michael "Mick" Peterson, Ph.D.

UK Ag Equine Program Director

Professor of Biosystems and Agricultural Engineering

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"/> Total required credit hours	<input checked="" type="checkbox"/> Student learning outcomes
<input type="checkbox"/> Criteria for admissions/progression/termination		<input type="checkbox"/> Certificate assessment	<input type="checkbox"/> Other

1. General Information

1a	Date of contact with Institutional Effectiveness (IE) ¹ :	November 1, 2017		
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.			
1b	College ² :	College of Agriculture, Food & Environment	Department ² :	UK Ag Equine Programs
1c	CIP code ³ :	010307	Today's Date:	October 10, 2017
1d	Current major name: (Biology, Design, etc.)	Equine Science and Management	Proposed major name:	No change
1e	Current Degree (BA, BFA, etc.):	Bachelor of Science in Equine Science and Management	Proposed degree:	No change
1f	Will there be any changes regarding a track(s) for the program?			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
1g	Accrediting agency, if applicable:	n/a		
1h	Date of most recent periodic program review for this degree:	August 2015		

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.

CHANGE UNDERGRADUATE DEGREE PROGRAM

1i	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR	<input type="checkbox"/> Specific Date ⁴ : <i>Fall 20</i>
1j	Contact person name:	Dr. Kristine Urschel	Phone / Email:	257-7748 / klur222@uky.edu

2. Overview of Changes

2a	<p>Describe the rationale for the changes, including results from the most recent program review if applicable. (450 word limit)</p> <p>The Equine Science and Management undergraduate program is an interdisciplinary program within the College of Agriculture, Food and Environment with approximately 300 students. The program recently conducted a skills and knowledge survey, curriculum mapping exercise and many discussions from January to July 2017 to help enhance the curriculum offered to students. In addition, a EquineWork Force Summit was held in April 2017 to help identify the skills and knowledge needed for graduates to be successful within the industry as graduates. In addition, the program has continued to track their new alumni and has identified what skills and knowledge are needed for where our students are currently employed.</p> <p>On behalf of the Equine Science and Management Curriculum Committee, below are the highlights of the changes being proposed -</p> <ul style="list-style-type: none"> • UK Core Quantitative Foundations requirement will now allow MA 109, MA 123 and MA 113. • GCCR requirement course will change from WRD 203 or 204 to EQM 305: Equine Industry Issues (GCCR proposal attached) • Major requirement courses - EQM 101: Introduction to the Horse and Horse Industry - will increase from 2 to 3 credits and the new GCCR Course (EQM 305) will be added to the list increasing the total major requirement credits from 25 to 29. • Students will also have the option to either complete EQM 399 - ESMA Internship (3 credits) or EQM 396: Equine Study Abroad (3 credits) within the major requirements list. Both of these courses can be used to meet the CAFE Academic Enrichment Experience. • The major tracks (from now on referred to as Emphasis Areas) will decrease from 4 to 3 including: Equine Science, Equine Business, and Communications and Leadership. Students will also now be required to complete 12 instead of 9 credits within one emphasis and then an additional 9 credits within any of the three emphasis areas for a total of 21 credit hours. Changes in courses listed under each emphasis area are attached as Appendix B. <p>Enclosed you will find the undergraduate program change form and appendices A, B and C with additional material related to the Equine Science and Management curriculum. These changes have been supported by the various participating Department Chairs and faculty, the Equine Science and Management Curriculum Committee as well as the Equine Programs Council.</p>
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2b	Use the fields below, as applicable, to identify the areas in which changes will be made.																		
	<table border="1"> <thead> <tr> <th></th> <th>Current</th> <th>Proposed</th> </tr> </thead> <tbody> <tr> <td>i. Credit Hours of Premajor Courses:</td> <td align="center">19-23</td> <td align="center">18-23</td> </tr> <tr> <td>ii. Credit Hours of Preprofessional Courses:</td> <td align="center">0</td> <td align="center">0</td> </tr> <tr> <td>iii. Credit Hours of Major Core Course Requirements</td> <td align="center">25</td> <td align="center">29</td> </tr> <tr> <td>iv. Minimum Credit Hours of Guided Electives:</td> <td align="center">18</td> <td align="center">18</td> </tr> <tr> <td>v. Minimum Credit Hours of Free Electives:</td> <td align="center">6</td> <td align="center">5</td> </tr> </tbody> </table>		Current	Proposed	i. Credit Hours of Premajor Courses:	19-23	18-23	ii. Credit Hours of Preprofessional Courses:	0	0	iii. Credit Hours of Major Core Course Requirements	25	29	iv. Minimum Credit Hours of Guided Electives:	18	18	v. Minimum Credit Hours of Free Electives:	6	5
	Current	Proposed																	
i. Credit Hours of Premajor Courses:	19-23	18-23																	
ii. Credit Hours of Preprofessional Courses:	0	0																	
iii. Credit Hours of Major Core Course Requirements	25	29																	
iv. Minimum Credit Hours of Guided Electives:	18	18																	
v. Minimum Credit Hours of Free Electives:	6	5																	

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

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vi.	Credit Hours for Track 1 (name): Equine Science	9-21	12-21
vii.	Credit Hours for Track 2 (name): Equine Business	9-21	12-21
viii.	Credit Hours for Track 3 (name): Community Leadership and Development (New name: Communications and Leadership)	9-21	12-21
ix.	Credit Hours for Track 4 (name): Forages and Pastures	9-21	0
x.	Credit Hours for Track 5 (name):	0	0
xi.	Credit Hours for Required Minor:	0	0
xii.	Total Credit Hours Required by Level:		
	100-level:	23-27	22-28
	200-level:	6	3
	300-level:	15	18
	400-level:	3	3
	500-level:	0	0
	TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:	<u>120</u>	<u>120</u>
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 checked="" type="checkbox"/>	No <input type="checkbox"/>
	If "Yes," describe generally the courses and how they will used.		
	Emphasis area courses - Student will be required to take courses offered through the following CAFE departments - Animal and Food Sciences, Community Leadership and Development, Agricultural Economics, Veterinary Sciences (unchanged) and Plant and Soil Sciences.		
	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 appropriate chair/director ⁵ of each unit 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 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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	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 <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.		

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.

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	any approved course		<i>no change</i>	
Humanities	any approved course		<i>no change</i>	
Social Sciences	any approved course		<i>no change</i>	
Natural/Physical/Mathematical	any approved course		<i>no change</i>	
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	MA 123, MA 113 or MA 137	4	<i>MA 109, MA 123, or MA 113</i>	3-4
Statistical Inferential Reasoning	STA 210	3	<i>STA 210 or STA 296</i>	3
IV. Citizenship (one course in each area)				
Community, Culture & Citizenship in USA	GEN 100	3	<i>no change</i>	
Global Dynamics	any approved course		<i>no change</i>	
Total UK Core Hours		<u>31-33</u>		<u>30-33</u>

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.

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.

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	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director ⁷ from which individual courses will be used.	
	Current	Proposed
i.	<input type="checkbox"/> Single course in home unit:	<input checked="" type="checkbox"/> <i>Single course in home unit:</i> EQM 305: Equine Industry Issues (3 credits)
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 checked="" type="checkbox"/> Multiple courses outside home unit. WRD 203 or WRD 204 (3 credits)	<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.

Equine Science and Management students must complete EQM 305 - Equine Industry Issues to complete the GCCR requirement.

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

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁹
MA 123	4	Elementary Calculus and Its Applications	MA 123	4	Elementary Calculus and Its Applications OR	No Change
MA 113	4	Calculus I OR	MA113	4	Calculus I OR	No Change
MA 137	4	Calculus I (Life Sciences)	MA 109	3	College Algebra	No Change

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").

⁹ 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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						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.) Yes No
 If "Yes," note the specific changes in the grid below.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹⁰
EQM 101	2	Introduction to the Horse and the Horse Industry	EQM 101	3	Introduction to the Horse and the Horse Industry	Change
EQM 399	3	Equine Science and Management Internship	EQM 399 or EQM 396	3	Equine Science and Management Internship OR Equine Study Abroad	New
			EQM 305	3	Equine Industry Issues	New
						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.
 EQM 399 or EQM 396 will fulfill CAFE's Academic Enrichment Experience requirement.

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 & Credit	Title	Prefix & Credit	Title	Course Status ¹¹		

¹⁰ Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.
¹¹ 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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Nmbr	Hrs		Nmbr	Hrs		
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5h Provide the Bulletin language for guided electives.

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
 Minimum from 6 to 5 credit hours

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:		See attached emphasis area form.	<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....		
						Select one....		
						Select one....		
						Select one....		

5k Provide the Bulletin language for the track.
 Students must have one emphasis area. In order to have an emphasis area, students must take 12 credits in one emphasis area. Students will then select 9 additional credits from any of the three emphasis areas.

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.

YEAR 1 – FALL: (e.g. “BIO 103; 3 credits”)	See attached form	YEAR 1 – SPRING:	
YEAR 2 - FALL :		YEAR 2 – SPRING:	
YEAR 3 - FALL:		YEAR 3 - SPRING:	

¹² 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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YEAR 4 - FALL:		YEAR 4 - SPRING:	
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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)		
	Equine Sci + Mgmt Prog	10-19-17	Mick Peterson 7-2226 mick.peterson@uky.edu
	UAC of CAFE	11-16-17	Larry Grabau 3469 lgrabau@uky.edu
			/ /
			/ /

7b (Collaborating and/or Affected Units)

	Animal and Food Sciences	10/27/17	Dr. Richard Coffey / 7-2686 / richard.coffey@uky.edu
	Agricultural Economics	10/4/17	Dr. Leigh Maynard / 7-5762 / leigh.maynard@uky.edu
	Community Leadership and Development	10/26/17	Dr. Wes Harrison / 7-7579 / wes.harrison@uky.edu
	Veterinary Sciences	10/27/17	Dr. David Horhrov / 8-1098 / david.horhrov@uky.edu
	Plant and Soil Sciences	10/26/17	Dr. Todd Pfeiffer / 8-0709 / tpfeiffe@uky.edu

7c (Senate Academic Council)

	Date Approved	Contact Person Name
Health Care Colleges Council (if applicable)		
Undergraduate Council	1/30/18	Joanie Ett-Mims

Appendix A: Explanation of the credit hour calculations (section 2b on program change form):

Due to the nature of the Equine Science and Management degree program, where students have options within both the Pre-Major Requirements and the courses they choose for their respective track (which will be referred to as an 'Emphasis Area' from this point forward), there is also some variation in the credits corresponding to each of the sections in 2b on the curriculum change form. In order to eliminate any confusion, here is a breakdown of how the various credit hours were calculated for the proposed curriculum:

- i. Credit hours of Pre-major Courses: All students must take ECO 201 (3 CR), BIO 148 (3 CR) and BIO 152 (3 CR). Students may then select between MA 109 (3 CR), MA 123 (4 CR) or MA 114 (3 CR). Students may also complete CHE 105/111/107/113 (2 semesters of chemistry with labs; 10 CR total) or CHE 104/108 (2 semesters of chemistry without labs; 6 CR) or CHE 105/111/108 (a combination of the other options; 8 CR).

Therefore, the credits associated with pre-major courses vary between 18 CR (if MA 109 and CHE 104/108 are the options selected by the student) and 23 CR (if MA 123 and CHE 105/111/107/113 are the options selected by the student). This differs slightly from the current curriculum due to the addition of MA 109 as an option to meet the Pre-major requirements.

- ii. Credit hours of Pre-professional Courses: N/A
- iii. Credit hours of Major Core Course Requirements: In our proposed curriculum, all students will complete AEC 302 (4 CR), ASC 101 (3 CR), ASC 310 (2 CR), ASC 320 (3 CR), EQM 101 (3 CR), EQM 105 (3 CR), EQM 305 (3 CR), EQM 351 (3 CR), EQM 399 (3 CR), and EQM 490 (3 CR), for a total of 29 CR. This differs from the current curriculum due to the increase in credits for EQM 101 from 2 to 3, and the addition of the GCCR course, EQM 305, to the list of Major Core Course Requirements.
- iv. Credit hours of Guided Electives: These 18 CR are used to meet the 'Specialty Support' requirement, which is unchanged from the current curriculum.
- v. Minimum Credit hours of Free Electives: In addition to the credit hours associated with Pre-major (18 – 23 CR) and Major (29 CR) Requirements, and Guided Electives (18CR), our students also complete 21 CR associated with emphasis areas (see description for vi – ix, below) and 24 CR (students completing 23 CR as Pre-Major Requirements)– 27 CR (students completing 18 CR as Pre-Major Requirements) of UK Core classes (note: these are the credits that are not already accounted for in the Pre-Major Requirements; see explanation for section 3a, below). Therefore, students will have between 5-7 CR of Free Electives, depending on which Pre-Major courses they selected.

vi. - ix. Credit Hours for Tracks (Emphasis Areas): The proposed Equine Science and Management degree has 3 potential Emphasis Areas: Equine Science, Equine Business, and Communications and Leadership. Each of these emphasis areas has a list of courses that students can select. Students must complete a total of 21 CR associated with Emphasis Area courses. Additionally, students must select at least 12 CR from a single Emphasis Area, with the remaining 9 CR coming from any of the emphasis areas. Therefore, for this form, we have indicated that students need between 12-21 CR for each of the 3 Emphasis Areas. This is a change from our current curriculum, where there is a choice of 4 Emphasis Areas and students were only required to complete 9 CR in a single Emphasis Area (with the remaining 12 CR coming from any of the Emphasis Areas).

xi. Credit Hours for Required Minor: N/A

xii. Total Credit Hours Required by Level: In these calculations, we have only included the courses specifically listed as Pre-Major and Major Core requirements, because for the other categories, students can select the specific courses they complete.

100-level: BIO 148 (3 CR); BIO 152 (3 CR); MA 109 (3 CR) OR MA 123 (4 CR) OR MA 113 (4 CR); CHE 105/111/107/113 (10 CR) OR CHE 104/108 (6 CR) OR CHE 105/111/108 (8 CR); ASC 101 (3 CR); EQM 101 (3 CR); EQM 105 (2 CR) = **23 – 28 CR**. This is a change from the current curriculum based on the addition of 1 CR to EQM 101, and the added option of completing MA 109

200-level: ECO 201 (3 CR) = **3 CR**. This is a change from the current curriculum based on the elimination of WRD 203 or 204 as the GCCR requirement.

300-level*: AEC 302 (4 CR); ASC 310 (2 CR), ASC 320 (3 CR); EQM 305 (3 CR); EQM 351 (3 CR); EQM 396 (3 CR) OR EQM 399 (3 CR) = **18 CR**. This is a change from the current curriculum based on the addition of EQM 305 as a Major Core Requirement (and GCCR requirement).

400-level*: EQM 490 (3 CR) = **3 CR**. There is no change from the current curriculum.

*Note: there is also a requirement for 45 CR at or above the 300-level. Students will complete the remaining 24 CR through their selection of Emphasis Area and Specialty Support (Guided Electives) courses.

There is also some variation in the credit hours for the UK Core Classes (section 3a). The Quantitative Foundations UK Core courses are also those included on the list of Pre-Major Requirements (MA 109 or MA 123 or MA 113; 3 – 4 CR). Additionally, for our students that use CHE 105/111 to meet a portion of their Pre-Major Requirements, this will also meet the Natural/Physical/Mathematical UK Core Requirement (5 CR). For our students that do not

complete CHE 105/111, they will need to select a course from the approved list to meet the Natural/Physical/Mathematical UK Core Requirement. Therefore, the total number of credit hours associated with UK Core ranges from 30 – 33 CR. However, the number of unduplicated credits associated with UK Core (ie. credits not included as a part of the Pre-Major Requirements) ranges from 24 – 27 CR.

Appendix B - Equine Science and Management Emphasis (Track) Changes (Section 5j of form)

Note: Highlighted courses are new courses that have been submitted for approval. Bold, italicized courses are new courses added to the emphasis area.

Emphasis Areas - Old Curriculum	Emphasis Areas - New (Proposed) Curriculum
<p><u>Requirement:</u> Students must have one emphasis area. In order to have an emphasis area, students must take 9 credits in one area. Students will then select 12 additional credits from any emphasis area. 21 credit hours in emphasis area courses total must be completed.</p>	<p><u>Requirement:</u> Students must have one emphasis area. In order to have an emphasis area, students must take 12 credits in one area. Students will then select 9 additional credits from any emphasis area. 21 credit hours in emphasis area courses total must be completed.</p>
<p>Science Emphasis Area –</p> <ul style="list-style-type: none"> • ASC 311 – Advanced Equine Evaluation • ASC 325 – Animal Physiology • ASC 362 – Animal Breeding and Genetics • ASC 364 – Reproductive Physiology of Farm Animals • ASC 378 – Animal Nutrition and Feeding • ASC 389 – Advanced Equine Nutrition and Feeding • ASC 410G – Equine Science • VS 307 – Genetics of Horses • VS 500 – Advanced Equine Reproduction • EQM 300 – Topics in Equine Science and Management 	<p>Science Emphasis Area –</p> <ul style="list-style-type: none"> • ASC 311 – Advanced Equine Evaluation • ASC 325 – Animal Physiology • ASC 364 – Reproductive Physiology of Farm Animals • ASC 378 – Animal Nutrition and Feeding • ASC 389 – Advanced Equine Nutrition and Feeding • ASC 410G – Equine Science • VS 307 – Genetics of Horses • VS 500 – Advanced Equine Reproduction • EQM 300 – Topics in Equine Science and Management • <i>ASC 380 – Applied Animal Nutrition</i> • <i>PLS 366 – Fundamentals of Soil Science</i> • <i>PLS 510 – Forage Management and Utilization</i>
<p>Equine Business Emphasis Area –</p> <ul style="list-style-type: none"> • AEC 300 – Special Topics in Ag Econ (Equine Marketing) • AEC 305 – Food and Agricultural Marketing Principles • AEC 320 – Agricultural Product Marketing and Sales <u>OR</u> MKT 300 – Marketing Management • AEC 324 – Agricultural Law • AEC 325 – Equine Law 	<p>Equine Business Emphasis Area –</p> <ul style="list-style-type: none"> • AEC 305 – Food and Agricultural Marketing Principles • AEC 320 – Agricultural Product Marketing and Sales <u>OR</u> MKT 300 – Marketing Management • AEC 324 – Agricultural Law • AEC 325 – Equine Law • AEC 340 – Human Resource Management in Agriculture

<ul style="list-style-type: none"> • AEC 340 – Human Resource Management in Agriculture • EQM 106 – Introduction to Careers in the Equine Industry • EQM 205 – Equine Career Preparation • EQM 300 – Topics in Equine Science and Management • EQM 301 – Thoroughbred Sales • EQM 302 – Equine Event Planning 	<ul style="list-style-type: none"> • EQM 106 – Introduction to Careers in the Equine Industry • EQM 205 – Equine Career Preparation • EQM 300 – Topics in Equine Science and Management • EQM 301 – Thoroughbred Sales • EQM 302 – Equine Event Planning • AEC 312 – Equine Markets • EQM 210 – Tools and Tack in the Equine Industry • EQM 340 – Equine Facility Design and Management
<p>Community Leadership and Development Emphasis Area –</p> <ul style="list-style-type: none"> • CLD 100 – Intro to CLD • CLD 102 – Dynamics of Rural Social Life • CLD 225: Community and communication • CLD 230 – Intrapersonal Leadership • CLD 260 – Community Portraits • CLD 401 – Principles of Cooperative Extension • EQM 300 – Topics in ESMA 	<p>Communications and Leadership –</p> <ul style="list-style-type: none"> • CLD 102 – Dynamics of Rural Social Life • CLD 230 – Intrapersonal Leadership • CLD 260 – Community Portraits • CLD 225 – Community and Communication * • CLD 400 – Agricultural Community Campaigns • CLD 401 – Principles of Cooperative Extension • CLD 402 – Principles of Leadership • CLD 403 – Leadership and Communication • CLD 404 – Contemporary Leadership Applications • CLD 430 – Leading in Communities • CLD 530 – Fundamentals of Organizational Leadership • CLD 495 – Topic Seminars in Community Leadership and Development • EQM 300 – Topics in Equine Science and Management <p><i>*CLD 225: Community and Communication is currently in the process of being changed to CLD 320: Community and Communication. A course change form has been submitted.</i></p>

<p>Forages and Pastures Emphasis Area –</p> <ul style="list-style-type: none">• PLS 366 – Fundamentals of Soil Science• PLS 404 – Integrated Weed Management• PLS 468G – Soil Use and Management• PLS 470G – Soil Nutrient Management• PLS 510 – Forage Management and Utilization• PLS 531 – Field Schools in Crop Pest Management	<p>Forages and Pastures Emphasis Area –</p> <p>No longer being offered</p>
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Appendix C - Bachelor of Science in Equine Science & Management

Suggested Four Year Plan (Section 6 of Program Change Form)

Year One

Fall			Spring		
EQM 101	Intro to Horse & Horse Industry	3	ASC 101	Domestic Animal Biology	3
GEN 100	Issues in Ag, Food & Env.	3	EQM 105	Equine Behavior & Handling	2
CHE 105	General Chemistry I &	4	CHE 107	General Chemistry II &	3
CHE 111	General Chemistry Lab I <u>OR</u>	1	CHE 113	General Chemistry Lab II <u>OR</u>	2
CHE 104*	Intro to General Chemistry	3	CHE 108	Intro of Organic, Inorganic &	
CIS/WRD 110	Composition &	3		Biochemistry	3
	Communication I		CIS/WRD 111	Composition &	3
MA 109 <u>or</u>	College Algebra or			Communication II	
123 <u>or</u> 113	Elementary Calculus	<u>3-4</u>	UK Core	Humanities	<u>3</u>
		15-18			14-17

Year Two

Fall			Spring		
ASC 320	Equine Management	3	ASC 310	Equine Anatomy	2
BIO 148	Principles of Biology I	3	UK Core	Global Dynamics	3
STA 210 <u>or</u>	Intro to Statistical Reasoning <u>or</u>	3		Emphasis Area Course	3
296	Statistical Methods &		BIO 152	Principles of Biology II	3
	Motivations		EQM 305	Equine Industry Issues (GCCR)	<u>3</u>
UK Core	Social Sciences	3			14
ECO 201	Principles of Econ I	<u>3</u>			
		15			

Year Three

Fall			Spring		
UK Core	Arts & Creativity	3	EQM 351	Equine Health & Diseases	3
	Emphasis Area Courses	6	AEC 302	Agricultural Mgmt. Principles	4
	Specialty Support	<u>3</u>		Emphasis Area Courses	6
		15		Specialty Support	<u>3</u>
					16

Year Four

Fall			Spring		
EQM 399	ESMA Internship	3	EQM 490	Capstone In ESMA	3
	Specialty Support	6		Emphasis Area Course	3
	Emphasis Area Course	3		Specialty Support	6
UK Core	Natural Science* <u>OR</u>			Electives	<u>2-4</u>
	Elective	<u>3</u>			14-16
		15			

Minimum Total Required Hours: 120

*If a student completes CHE 104 & CHE 108, he/she must complete one of the recommended Natural, Physical, and Mathematical Science courses in the UK Core.

NOTE: If a student completes CHE 105 & 111 and CHE 107/113 vs. the CHE 104 and CHE 108 sequence, the number of elective hours needed to reach the 120 credit hours total will vary.

Wilson, Kristen M

From: Mathews, Alice
Sent: Wednesday, November 1, 2017 2:38 PM
To: Wilson, Kristen M
Subject: RE: SACSCOC Sub Change

Kristen,

Thank you for your emails regarding the proposed program change(s) to the **Bachelor of Science in Equine Science and Management (010307)**.

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):

- UK Core Quantitative Foundations requirement will now allow MA 109, MA 123 and MA 113.
- GCCR requirement course will change from WRD 203 or 204 to EQM 305: Equine Industry Issues (GCCR proposal attached)
- Major requirement courses - EQM 101: Introduction to the Horse and Horse Industry - will increase from 2 to 3 credits and the new GCCR Course (EQM 305) will be added to the list increasing the total major requirement credits from 25 to 29.
- Students will also have the option to either complete EQM 399 - ESMA Internship (3 credits) or EQM 396: Equine Study Abroad (3 credits) within the major requirements list. Both of these courses can be used to meet the CAFE Academic Enrichment Experience.
- The major tracks (from now on referred to as Emphasis Areas) will decrease from 4 to 3 including: Equine Science, Equine Business, and Communications and Leadership. Students will also now be required to complete 12 instead of 9 credits within one emphasis and then an additional 9 credits within any of the emphasis areas for a total of 21 credit hours.

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

Alice Mathews
Administrative Assistant
Office of Strategic Planning and Institutional Effectiveness
POT 551
(859) 218-3481

October 27, 2017

Dr. Mick Peterson
Director, Equine Programs
College of Agriculture, Food and Environment
N212 Ag Science North
Lexington, KY 40546

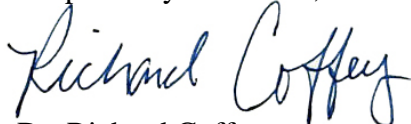
Dr. Peterson:

This letter is being provided relative to the proposed curriculum changes for the multidisciplinary, undergraduate Equine Science and Management (EQM) degree program. As background, on Monday, October 23, 2017, Dr. Kristine Urschel (DUS for EQM) presented the proposed changes to the Animal and Food Sciences faculty at our monthly Faculty Meeting. A summary of the proposed changes had previously been distributed to the faculty via email for their review. Following Kristine's presentation, there was discussion and recommendations to remove ASC 362 from the Science emphasis area (it does not provide any equine-related material, so very few students need to take it), and to remove the proposed Animal Behavior course until it has been fully vetted by the ASC Curriculum Committee and approved by the Animal and Food Sciences faculty.

Immediately following the Faculty Meeting, I provided an email ballot for faculty to use in recording their vote of whether to support the proposed EQM curriculum changes (with the two deletions mentioned above), with the ballots being due back to me by noon on Friday, October 27. Of the department's 37 voting faculty, 28 voted in support of the changes, none voted in opposition to the changes, and nine faculty did not vote.

Based on the faculty's vote, I am providing this letter of support for moving forward with the proposed changes to the EQM curriculum on behalf of the Department of Animal and Food Science's.

Respectfully submitted,



Dr. Richard Coffey
Chair, Animal and Food Sciences

see blue.



University of Kentucky
College of Agriculture, Food and Environment
Department of Agricultural Economics
400 Charles E. Barnhart Bldg. Lexington, KY 40546
859-257-5762
www.uky.edu

October 4, 2017

MEMORANDUM

TO: Kristen Wilson
Academic Coordinator

FROM: Leigh J. Maynard
Chair

SUBJECT: Support for Equine Science and Management Curriculum Changes

The faculty of the Department of Agricultural Economics voted at the October 4, 2017 faculty meeting in favor of proposed changes to the Equine Science and Management curriculum.

With this vote, the department continues its instructional support of the Equine Science and Management program.



University of Kentucky
College of Agriculture, Food and
Environment


Dr. R. Wes Harrison
Community and Leadership Development
500 Garrigus Bldg.
Lexington, KY 40506

P: 859-257-7586
F: 859-257-1164
www.uky.edu

October 26, 2017

MEMORANDUM

TO: Kristen Wilson
Academic Coordinator

FROM: Dr. Wes Harrison, Chair 
Community and Leadership Development

SUBJECT: Support for Equine Science and Management Curriculum Changes

The faculty of the Department of Community Leadership and Development voted at the October 13, 2017 faculty meeting in favor of the proposed changes to the Equine Science and Management CLD area of emphasis curriculum.

With this vote, the department continues its instructional support of the Equine Science and Management program.



University of Kentucky
**College of Agriculture, Food
and Environment**
Department of Plant and Soil Sciences
105 Plant Science Building
Lexington, KY 40546-0312
P: 859-218-0709

October 26, 2017

To: Dr. Kristine Urschel
Director of Undergraduate Studies, Equine Science and Management

From: Dr. Todd Pfeiffer

A handwritten signature in black ink that reads "Todd Pfeiffer".

Chair – Department of Plant and Soil Sciences

Re: Equine Science and Management Curriculum Change

I circulated to the department the proposed curriculum revision to drop the Forage and Pastures Emphasis Area and to include PLS 366 and PLS 510 as course options in the Equine Science Emphasis Area. The Department of Plant and Soil Sciences supports this proposed curriculum revision.



University of Kentucky

College of Agriculture,
Food and Environment

Department of Veterinary Science

October 27, 2017

Dr. Mick Peterson
Director, Equine Programs
College of Agriculture, Food and Environment
N212 Ag Science North
Lexington, KY 40546

Dear Dr. Peterson,

Upon consultation with those faculty involved in the Equine Science and Management undergraduate program and upon consideration of the proposed changes to the curriculum of that program, I am pleased to inform you that the Department of Veterinary Science is supportive of the proposed changes. Further, we appreciate the continuing efforts of the Equine Programs faculty and staff enhance the educational experience of our students.

Please feel free to contact me again, if needed.

Sincerely yours,

A handwritten signature in blue ink, appearing to read 'D. Horohov'.

David W. Horohov, Ph.D.
Chair of Veterinary Science and
Director of Gluck Equine Research Center

see blue.

Faculty Meeting

October 4, 2017
2:00 p.m., Rm. 341 CEB

Attending: Roger Brown, Steven Buck, Kenny Burdine, Carl Dillon, Greg Halich, Steve Isaacs, Tyler Mark, Ben Martin, Leigh Maynard, Rita Parsons, Jerry Pierce, Mike Reed, Jordan Shockley, Will Snell, Jill Stowe, Tim Woods, Yuqing Zheng

Refreshments were provided by Steve Isaacs. Thank you.

Announcements –

We are now using Digital Measures for Performance Reviews.

Carl Dillon and Will Snell were elected by the faculty to join Wuyang Hu and Kenny Burdine on the Faculty Performance Evaluation Review Committee.

Congratulations to **Janene Toelle** for receiving the College of Agriculture, Food and the Environment (CAFÉ) 2017 Outstanding Staff Award in the Office and Clerical category. A well deserved acknowledgement of Janene's work in the department!

Minutes -- Minutes for the September 6, 2017 Faculty meeting were approved.

KFBM Update – Jerry Pierce provided a report (see handout). The Fall Staff Conference was held in the Department September 19-20. Several Extension Faculty and Associates were on the program to share their current work and to discuss the KFBM program. The program is working on a 5-year plan, and working toward goals such as reporting enterprise budgets.

Committee Reports

Departmental Support – Rita Parsons said the committee is working on the “AEC in the Country” Fall event, scheduled for Friday, October 13 at the UK South Farm. The Holiday Luncheon will be held on December 20 in Gorham Hall, E.S. Good Barn.

Graduate/Research – Carl Dillon (getting comments from Carl)

GSO – Ben Martin said the graduate students met on September 29 to discuss available resources. They are planning new social events for the Fall semester. Leigh Maynard suggested that students consider entering the Three Minute Thesis Competition (Jessica Richard was a finalist last year).

Undergraduate – Roger Brown provided handouts (see attached) for discussion and approval.
1) Approve changes to AEC 580 course description and create a new AEC 500 course. This effort allows us to distinguish clearly between AEC 395 (many types of undergraduate research efforts) and AEC 580

(independent research that results in a major written paper suitable for publication). It also allows the graduate program to use AEC 500 (a new course proposal) for trial courses (similar to AEC 300) rather than use AEC 580. **Motion** was approved. 2) Proposal to Create a New Course -- AEC 312 – Equine Markets (syllabus provided). This will take the place of the similar course offered for several years as one of the AEC 300 Special Topics courses. **Motion** approved. A reminder was given that advisors can now lift advising holds for their undergraduate advisees. If any problems arise, contact Roger. The AEC Symposium will be held Thursday, October 19 in the E.S. Good Barn from 5:30 – 7:00 p.m.

Extension – Steve Isaacs said the committee was working on their Fall and Spring calendars. There will be 3 Lenders Conferences, and the Economic Subject Matter (ESM) meetings will be held in Madison County, January 3-5, 2018. The Farm Bureau Press Conference is November 30 in Louisville, KY. He also said the potential Title Series updates/changes have gone before the Provost. If the title series are restructured, changes to future position descriptions, rules of procedure, and evidences of activity would follow.

Rules of Procedure Update – Leigh provided information in an email prior to the meeting. We were asked to express our Rules of Procedure in a common format used across the College. In the attached he transferred material from our Faculty Handbook into a CAFE template, and customized items such as definition of faculty and voting rights. Where the two documents overlap, this will supersede the Faculty Handbook. Faculty were asked to review and suggest any edits. He also sent the information to Lisa Collins for her input. After some discussion, in which no concerns were noted, a vote of approval was postponed pending any required changes from the Provost's Office.

MOU for Natural Resources & Environmental Science Program

The Natural Resources and Environmental Science (NRES) program is developing a Memorandum of Understanding with the departments that contribute courses, instructors, and other resources. The attached MOU describes our current level of support, and formally declares our intention to contribute to the NRES program. You will notice a lack of binding terms; the purpose is to create a record of intentions that will encourage continuity across changes in faculty, deans, and chairs. A **motion** to adopt the MOU was approved.

Approval of AEC's role in Equine Science & Management curriculum --

Similarly, the Equine Science and Management program asks the contributing departments for formal approval of curriculum changes. In AEC's case, the only change from the attached major sheet is that we will request a unique course number for Equine Markets (it has been listed as AEC 300, Special Topics, for several years). A **motion** to accept the curriculum change was approved.

The next meeting will be Wednesday, November 1, 2:00 p.m. in R. 341. Refreshments will be provided by Yuqing Zheng.

The meeting adjourned at 3:00 p.m.

Submitted by *Rita Parsons*

Animal & Food Sciences Faculty Meeting
October 23, 2017
1:00 p.m.

Those in attendance: Richard Coffey (presiding), Tayo Adedokun, Les Anderson, Jeffrey Bewley, Phil Bridges, Darrh Bullock, Fernanda Camargo, Robert Coleman, Roberta Dwyer, Don Ely, Mieke Holder, Tony Pescatore, Gregg Rentfrow, Mary Rossano, Rachel Schendel, Surendranath Suman, Kristine Urschel, Jackie Wahrmond, Cindy Stidham

Those not in attendance: Debra Aaron, Donna Amaral-Phillips, Luke Boatright, Joao Costa, David Harmon, George Heersche, Camie Heleski, Bernie Hennig, Elizabeth James, Laurie Lawrence, Jeff Lehmkuhler, Merlin Lindemann, Jamie Matthews, Kyle McLeod, Melissa Newman, Eric Vanzant, Paul Vijayakumar, Youling Xiong, Ann Leed

Dr. Coffey opened the meeting asking for approval of the September faculty meeting minutes. There was a motion and a second, vote with unanimous approval – minutes approved.

AFSGSA – Dr. Coffey reminded the faculty about the upcoming 3-minute thesis competition on Thursday, November 2 at 4 p.m. in Seay Auditorium. Papers are due by this Thursday. Faculty are encouraged to attend and support the graduate students.

The updated departmental committee list has been sent out – be sure to review and note the new Advisory Council members. One last change was made on the Laboratory Safety list.

Dr. Coffey indicated that he would be tightening down on the budget for the time being due to an anticipated cut to the University's state appropriation. The University is expecting a double-digit budget cut and we need to start preparing until we hear further.

New policy for instructional classroom and laboratory accidents and health issues involving students. There seem to be more incidents with students in the classroom passing out or other issues and there wasn't a policy in place on to how to handle these situations. Dr. Coffey talked with Dr. Grabau and was asked to create one. He worked with the with Nicholas Kehrwald (Dean of Students) and Todd Adkins (Director of Risk Management) and came up with a new policy for the department. Faculty should be familiar with the policy and keep a copy somewhere they can access if it should the need arise. The new policy is posted on the department's web site at <https://afs.ca.uky.edu/administration>. Note this is different than student workers being injured on the job, which would fall under workers compensation.

Provost Blue Ribbon panel on graduate education open forums are on October 24 in the Lexmark Public Room of the Main Building – everyone is encouraged to go and be heard.

Annual reviews of administrators are underway and college personnel are being asked to evaluate college administrators and department heads. The deadline is December 12.

“Working with Distressed and Distressing Students” workshop is Nov 2 from 9-11 a.m. in Gattton B&E, room 311. This could be of value and faculty are encouraged to attend.

Roy Burris (Princeton) is on phased retirement until September 5, 2018, and we need to plan for what we want to do with this position. Dr. Coffey has created a Search Committee to start developing a position description. The Dean has approved us to develop the position description, but with the uncertainty of the budget it is unlikely the Provost (who now approves all searches) will approve moving forward with the search. Ideally, we would like to have a new faculty in place by August 2018. Search Committee members include Jeff Lehmkuhler (Chair), Darrh Bullock, Les Anderson, Bob Coleman, Jamie Matthews, Chris Teusch (Plant and Soil Sciences Forage Specialist), and Whitney Carmen (Grayson County ANR Extension Agent).

Reminder of the Dapple online store link (<http://www.dappleadv.net/ukcollegeofagriculture.html>) for ordering shirts, hats, tote bags, etc., with departmental logo.

Proposed Equine Curriculum changes – Dr. Urschel presented the ESMA Curriculum Committee’s proposed changes. The committee has been working on this for about a year – they sent out surveys to alumni, stakeholders, faculty and staff and collected other information to determine what we want our students to have upon completion. There was discussion of current requirements and the overall curriculum. The changes are in the emphasis areas – making them more challenging, yet flexible. It was requested that ASC 362 be removed from the Equine Science emphasis area list of courses as there is no equine component. It was also suggested to remove reference to the new Animal Behavior course that Camie Heleski will teach until it has been vetted through the ASC Curriculum Committee and approved by the AFS faculty. There wasn’t a quorum of faculty at the Faculty Meeting, so Dr. Coffey will initiate an email vote very soon.

International Travel – anyone (faculty, staff, students) traveling internationally through UK must register online (<http://international.uky.edu/IHSS>) with the UK International Travel Registry. This helps UK locate and assist travelers in emergencies. It was noted that Canada is not considered International, but you still need to register if traveling to Canada.

Faculty Title Series – the Provost is working on collapsing the total number of faculty title series to just two – Tenure-Track and Non-Tenure Track. Dr. Coffey encourages the faculty to attend one of the two upcoming Town Hall meetings (Nov. 15 from 10:30-11:30 in the Athletics Association Auditorium of W.T. Young Library, and Nov. 16 from 3:30-4:30 p.m. in the Lexmark Public Room of Main Building. The Senate Council has determined this to be a feasible option, so unless there is strong opposition from faculty it will likely be adopted.

Graduate Funding has changed and we now receive Block Funding. The college is looking at developing metrics to measure graduate student success, and this will ultimately determine how future amounts are block funding are allocated.

Dr. Bewley asked if anyone had communicated the recent course prerequisite changes for entry into our graduate program with Kentucky’s regional universities. Students attending these universities are unaware of these new requirements and, thus, are not taking the courses needed to gain acceptance as a graduate student in our department. Dr. Coffey is not aware that this has been communicated, but will check with Dr. Harmon (DGS) to see if there is a way to communicate these new requirements with the regional universities.

Program Review – we are waiting on the report. Dr. Coffey felt it went well and applauded everyone on a job well done and was impressed with what we are able to do with what we have.

Once the report is complete, the Dean and Associate Deans will meet with the department to go over the Review Team's recommendations. Dr. Coffey will be asking the Advisory Council to help draft the Implementation Plan to address the recommendations, and to help evaluate and report on progress being made with each recommendation.

Hatch/Multi-State Grants – Reminder that all faculty with research appointments need to have a Hatch project. Additionally, all Research and Extension faculty are encouraged to participate in a Multi-State project. Later this Fall Dr. Matthews has agreed to give a workshop to answer questions about writing Hatch projects.

The November faculty meeting has been cancelled the December meeting has been changed to the 11th at 1 p.m. – be sure to mark your calendars.

Upcoming Faculty Meetings:

Monday, November 20 at 1 p.m. in 109 – CANCELLED

Tuesday, December 19 at 10 a.m. in 109 – **CHANGED to Dec. 11 at 1 p.m. in 109**

Adjourn 2:00 p.m.

Meeting Minutes
CLD Departmental Meeting
Friday, October 13, 2017
Location: 341 Barnhart

In attendance:

Wes Harrison
Kendall Wright
Sarah Caton
Karen Rignall
Rebekah Epps

Rosalind Harris
Ken Jones
Tricia Dyk
Lori Garkovich
Julie Zimmerman

Keiko Tanaka
Dan Kahl
John Hill

2:34 PM Call to Order

Approval of the Minutes – 9-22-2017 – Amended Graduate Report and Approved 2:36 PM

Chair's Report – Wes Harrison

Budget Update

- not yet received. Ag Business Center is switching management system for budgets – no projected date to receive
- Do not expect significant changes to budget – discussing federal/state fund swap – balancing out faculty with hatch/multistate projects across all units
- Move some federal dollars to another budget, moving state dollars to cover – no net loss
- State dollars are more flexible in allowable expenses than federal – may actually give us more latitude
- Do possible changes in Frankfort impact these dollars?

Ag. Ed. & Tech. Sys. Management (CLD/BAE) Position

- Dr. Harrison sent his memo and search committee report + faculty vote/rankings
- Harrison followed suit and supported committee recommendation
- Dean's Office expressed more interest in candidate Dr. Rice
- Concerned over research component of Langley's packet
- BAE chair discussing concerns with Dr. Harrison and possibly Dean Cox about selection/offer process
- Discussion opened among the faculty.
- Recommendations will be shared – Dean will make final decision

Open Lines

- Expect to be seen in forthcoming budget
- Exec Committee discussed - potentially holding additional meetings (breakfasts) to discuss upcoming hires outside of department meetings.
- Dr. Harrison will share his thoughts and visions at these meetings

Review of Rules of Procedure

- Executive Committee has until middle of January to review, revise, and have faculty approve.
- Seeking feedback in coming meetings via discussion
- All departments are participating in process.
- Voting privileges will be revisited and potentially revised.

Undergraduate Committee Reports –

Keiko Tanaka – CLD – see voting items under new & old business

- Thank you for volunteering your time for advising which begins soon
- Explanation of new business items explained in CLD Undergraduate Committee Report

Stacy Vincent – Ag. Education

- Undergrad committee meeting scheduled for next Thursday

Other Reports – Other committee updates as needed; CEDIK; CIL

Program Committee

- 20 attended seminar with Dr. Bhattaraya; thanks to Ron, Sarah and Kara for assistance
- November 10th – next CLD Unexpected

Old Business

UG CLD Committee Proposals - Keiko Tanaka

Equine Science Management - CLD Emphasis Area

- Introduced Christine from Equine Sciences Management (DUS)
- Have about 300 students in major
- Interdisciplinary program with buy in from many departments
- Two tracks originally – science or management option with 21 prescribed hours
- Two options were inflexible and potential employers wanted more from students
- Became four emphasis areas: Equine Sciences, Eq. Business, CLD, Forages and Pastures (doing away with 4th)
- Almost all students in department are receiving minors – possible to increase number of CLD minors with change
- Call emphasis area Communications and Leadership – See proposal document
- EQM 300/ESMA a course prefix is a catch-all and good for cross listing courses

- Some courses are cross listed with CLD and EDL – EDL teaches and must offer them for this list to make sense
- CLD majors would receive primary registration window to remedy capacity issue in courses
- Is there a competency issue with students enrolling in senior level courses without background/introductory courses?
- None of our courses have prerequisites at the 400 level except restriction to majors
- Hope for double majors and minors to increase
- This program is valuable to our college and helps us build rapport with other units/administration
- Discussion of Ag Ed/CLD students enrolling in ESM courses – allowed?
- Proposal from Committee on table:
- Lori calls for the question –
- Proposal passes 3:36 PM

New Business

UG CLD Committee Proposals - Keiko Tanaka

Free Electives vs. Specialty Support

- Discussed in CLD UG Report –
- Proposing change from 18 to 30 hours for specialty support dependent on student's area of interest – additional 6 hours in CAFÉ completed, 24 hours in related areas of 200+
- Is their structure to advising?
- Concern about locking students into a set of requirements that cannot be enforced, but hurts students when reviewing APEX audit to logically connect specialty support classes
- Quorum lost with faculty members leaving meeting – must vote via email before next faculty meeting
- 2 votes brought in remotely
- 1 in opposition
- 4:10 PM

SLO Assessment Procedure & Rubric

- Concern of separation between Ag Ed and CLD SLO plan. Ag Ed is more quantitative vs CLD is qualitative
- Report has been completed annually, but documented procedure is due
- Vote should be left to CLD UG committee rather than brought to the full faculty
- Provide any additional feedback or concerns to Keiko directly

To vote on course name change (see CLD UG Report) –

CLD 395
CLD 399
CLD 490
CLD 495
Lori calls question –
Motion carries – 3:56 PM

Vision & Mission Statement Proposal – Lori Garkovich

- Send suggestions to Committee – attached document includes more detail and notes on process
- Concern over inclusion of research in mission; does health have a role in our department?
- Where does extension fit in? How can we showcase specificity?
- List core capacities on the webpage with matched faculty members

PROPOSED MISSION

As scholars, teachers, and practitioners in a multidisciplinary social sciences department, we develop people and share knowledge to enable them to envision and achieve sustainable, equitable and healthy communities.

PROPOSED VISION

CLD (the faculty, students and staff) is nationally recognized as a model for multidisciplinary and transformative research, teaching and community outreach

PROPOSED VALUES

As a multidisciplinary department, we are guided by the values underlying the land-grant philosophy.

learning - enhancing access to educational opportunities for all;
discovery - expanding knowledge through research; and
engagement - collaborating with diverse institutions, communities

The hallmark of our work is mobilizing these three values – learning, discovery and engagement -- to understand and address contemporary community challenges

Other business - Alumni Reunion Review – Sarah Caton

- Request copy of report from Sarah

Announcements & Reminders

- Show Case Dates – May 3, 2018 preferred, May 2nd backup
- Miriam is taking lead on next year

Adjourn – 4:27 PM

**Graduation Composition and Communication Requirement (GCCR)
GCCR PROPOSAL AND CHANGE UNDERGRADUATE PROGRAM FORM**

I. General Information:

College:	<u>Agriculture, Food, and Environment</u>	Department (Full name):	<u>UK Ag Equine Programs</u>
Major Name (full name please):	<u>Equine Science & Management</u>	Degree Title:	<u>Bachelor of Science in Equine Science and Management</u>
Formal Option(s), if any:	<u>Equine Science, Equine Business, and Communications and Leadership</u>	Specialty Field w/in Formal Options, if any:	<u>N/A</u>
Requested Effective Date:	<u>FALL 2014, IF RECEIVED BY SENATE COUNCIL BY MONDAY, APRIL 7.</u>		
Contact Person:	<u>Dr. Kristine Urschel</u>	Phone:	<u>(859) 257-7748</u> Email: <u>klur222@uky.edu</u>

II. Parameters of the Graduation Composition and Communication Requirement (GCCR):

The new GCCR replaces the old Graduation Writing Requirement. It is fulfilled by a course or courses specified within a B.A./B.S. degree program. As outlined in draft Senate Rule 5.4.3.1, the GCCR stipulates that students must successfully complete this requirement after achieving sophomore status and prior to graduation. To satisfy the GCCR, students must earn an average grade of C or better on the designated Composition and Communication (C&C) intensive assignments produced in any given course designated as fulfilling some or all of the GCCR. The requirements for GCCR courses include:

- at least 4500 words of English composition (approximately 15 pages total);
- a formal oral assignment *or* a visual assignment;
- an assignment demonstrating information literacy in the discipline;
- a draft/feedback/revision process on GCCR assignments.

The program requirements for the GCCR include:

- at least one specific Program Student Learning Outcome for C&C outcomes;
- a plan for assessing both the writing and oral *or* visual components of the GCCR;
- clear goals, rubrics, and revision plans for GCCR implementation.

Upon GCCR approval, each program will have a version of the following specification listed with its Program Description in the University Bulletin:

“Graduation Composition and Communication Requirement. Students must complete the Graduation Composition and Communication Requirement as designated for this program. Please consult a college advisor or program advisor for details. See also ‘Graduation Composition and Communication Requirement’ on p. XX of this Bulletin.”

III. GCCR Information for this Program (by requirement):

A. List the courses currently used to fulfill the old Graduation Writing Requirement:
<u>WRD 203 or WRD 204 These are the courses used for the current GCCR. We are revising the approved GCCR and not the Graduation Writing Requirement. We are no longer going to be using the WRD courses.</u>
B. GCCR Program Outcomes and brief description:
1. Please specify the Major/Program Student Learning Outcomes (SLOs) pertaining to Composition & Communication and the GCCR requirement. These are <i>program</i> outcomes, not <i>course</i> outcomes. Please specify the program-level SLOs for C&C in your program:
<u>1. Students will communicate effectively through written and oral modes of communication. (GCCR)</u>
<u>2. Students will demonstrate their knowledge of local, national and/or global issues within the equine industry.</u>
2. Please provide a short GCCR description for your majors (limit 1000 characters): Please explain the GCCR requirement in language appropriate for undergraduate majors to understand the specific parameters and justification of your program’s GCCR implementation plan:
<u>EQM 305: Equine Industry Issues is an intensive writing and communication course designed to present current equine</u>

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industry issues to students. Students will research, synthesize, and communicate the information in various written, oral, and visual formats while developing and defending an informed opinion about the equine industry issue they have selected. This course is for ESMA students to complete as a Sophomore once successfully completing WRD/CIS 110 & 111 (or equivalent) and 30 credit hours. During the the semester, assignments will be on a variety of areas including both written and oral forms of communication. The process of drafting and revising with feedback based on comments of inside (i.e. peers) and outside reviewers (i.e. faculty and staff) is integral to success in this course. In addition, students will develop their communication skills through diverse types of presentations that also involve drafting, feedback, and revision.

C. Delivery and Content:

1. Delivery specification: for your major/program, how will the GCCR be delivered? Please put an X next to the appropriate option. (Note: it is strongly recommended that GCCR courses be housed within the degree program.)

- a. Single required course within program
- b. multiple required or optional courses within program
- c. course or courses outside program (i.e., in another program)
- d. combination of courses inside and outside program
- e. other (please specify): _

2. Basic Course Information: Please provide the following information for course(s) used to satisfy the GCCR, either in whole or in part:

Course #1: Dept. prefix, number, and course title: EQM 305: Equine Industry Issues

- new or existing course? New (new courses should be accompanied by a New Course Proposal)
 - if a new course, check here that a New Course Proposal has been submitted for review via eCATS
- required or optional? Required
- shared or cross-listed course? No
- projected enrollment per semester: 50

Course #2 (if applicable): Dept. prefix, number, and course title: _____

- new or existing course? _____ (new courses should be accompanied by a New Course Proposal)
 - if a new course, check here that a New Course Proposal has been submitted for review via eCATS
- required or optional? _____
- shared or cross-listed course? _____
- projected enrollment per semester: _____

Course #3 (if applicable): Dept. prefix, number, and course title: _____

- new or existing course? _____ (new courses should be accompanied by a New Course Proposal)
 - if a new course, check here that a New Course Proposal has been submitted for review via eCATS
- required or optional? _____
- shared or cross-listed course? _____
- projected enrollment per semester: _____

3. Shared courses: If the GCCR course(s) is/are shared from *outside* the program, please specify the related department or program that will be delivering the course(s). Please provide the following:

• **Contact information of providing program:**

n/a

• **Resources:** what are the resource implications for the proposed GCCR course(s), including any projected budget or staffing needs? If multiple units/programs will collaborate in offering the GCCR course(s), please specify the resource contribution of each participating program.

n/a

• **Memorandum of Understanding/Letter of Agreement:** Attach formal documentation of agreement between the providing and receiving programs, specifying the delivery mechanisms and resources allocated for the specified GCCR course(s) in the respective programs (include with attachments).

Date of agreement: n/a

4. Syllabi: Please provide a sample syllabus for each course that will be designated to fulfill the GCCR. Make sure the following things are clearly indicated on the syllabi for ease of review and approval (check off each):

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- the GCCR assignments are **highlighted** in the syllabus and course calendar;
- the GCCR assignments meet the minimum workload requirements as specified by the Senate Rules for GCCR courses (see the draft Senate GCCR rule linked [here](#));
- the elements are specified in the syllabus that fulfill the GCCR requirement for a clear draft/feedback/revision process;
- the grade level requirements for the GCCR are specified on the syllabus (i.e., an average of C or better is required on GCCR assignments for credit);
- the course or sequence of courses are specified to be completed after the first year (i.e. to be completed after completing 30 credit hours) for GCCR credit;
- the course syllabus specifies “This course provides full/partial GCCR credit for the XXX major/program”
 - if the course provides partial GCCR credit, the fulfilled portion of the GCCR must be specified and the other components of the GCCR for the program must be specified: e.g. “This course provides partial credit for the written component of the GCCR for the XXX major/program in conjunction with Course 2”

5. Instructional plan: Summarize the instructional plan for teaching the C&C skills specified in the program SLOs and delivered in the course(s). Include the following information in **brief** statements (1000 characters or less). Information can be cut-and-pasted from the relevant sample syllabus with indications **where** on the syllabus it is found:

- **overview of delivery model:** summarize how the GCCR will be delivered for **all** program majors: explain how the delivery model is appropriate for the major/program and how it is offered at an appropriate level (e.g. required course(s), capstone course, skills practicum sequence of courses, etc.):

EQM 305: Equine Industry Issues is an intensive writing and communication course designed to present current equine industry issues to students. Students will then repackage and/or further research that information and communicate the information in various written and oral formats while developing and defending an informed opinion about the equine industry issue they have selected. This course is for ESMA students to complete as a Sophomore once successfully completing WRD/CIS 110 & 111. This course is offered in the Fall and Spring semesters and is offered using a traditional face-to-face 3-hour-per-week meeting pattern. EQM 305 is a new pre-requisite for the EQM 399 - ESMA Internship.

- **assignments:** overview or list of the assignments to be required for the GCCR (e.g. papers, reports, presentations, videos, etc.), with a summary of how these GCCR assignments appropriately meet the disciplinary and professional expectations of the major/program:

It is important for ESMA students to learn how to form and coherently support and/or state their position on an issue within the equine industry. Therefore, it is important for them to have effective written, oral, and visual communication skills. The assignments within this course will introduce students to various equine industry related issues, scenarios, and events.

Students will complete composition and communication based assignments related to writing a resume and cover letter, participating in a mock interview, writing a lay person article for the program's monthly Wildcat Canter newsletter, writing and presenting information on an equine industry issue via a research style paper, and participating in several oral communications based assignments. (see pages 2-3 of the syllabus)

- **revision:** description of the draft/feedback/revision plan for the GCCR assignments (e.g. peer review with instructor grading & feedback; essay drafting with mandatory revision; peer presentations; etc.):

Students will submit drafts for all of the major assignments. These assignments may be reviewed by the course instructor, faculty, graduate level TA, as well as students within the course. Students are expected to utilize the feedback to submit a revised (final) version of each assignment.

- other information helpful for reviewing the proposal:

N/A

D. Assessment:

In addition to providing the relevant program-level SLOs under III.B, please specify the assessment plan at the program level for the proposed course(s) and content. Provide the following:

- specify the assessment schedule (e.g., every 3 semesters; biennially):

The SLOs will be assessed annually with a sampling strategy that allows for artifacts from each semester to be included.

- identify the internal assessment authority (e.g. curriculum committee, Undergraduate Studies Committee):

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<u>The SLOs will be assessed by the Director of Undergraduate Studies and the Academic Coordinator in the ESMA Program.</u>
<ul style="list-style-type: none">• if the GCCR course(s) is/are shared, specify the assessment relationship between the providing and receiving programs: explain how the assessment standards of the receiving program will be implemented for the provided course(s):
<u>N/A</u>

**Graduation Composition and Communication Requirement (GCCR)
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Signature Routing Log

General Information:

GCCR Proposal Name (course prefix & number, program major & degree):	EQM 305: Equine Industry Issues, BS in Equine Science and Management
Contact Person Name:	Dr. Kristine Urschel
Phone:	(859) 257-7748
Email:	klur222@uky.edu

Instructions:

Identify the groups or individuals reviewing the proposal; record the date of review; provide a contact person for each entry. On the approval process, please note:

- Proposals approved by Programs and Colleges will proceed to the GCCR Advisory Committee for expedited review and approval, and then they will be sent directly to the Senate Council Office. Program Changes will then be posted on a web transmittal for final Senate approval in time for inclusion in the Fall 2014 Course Bulletin.
- New Course Proposals for the GCCR will still require review and approval by the Undergraduate Council. This review will run parallel to GCCR Program Change review.
- In cases where new GCCR courses will be under review for implementation after Fall 2014, related GCCR Program Changes can still be approved for Fall 2014 as noted "*pending approval of appropriate GCCR courses.*"

Internal College Reviews and Course Sharing and Cross-listing Reviews:

Reviewing Group	Date Reviewed	Contact Person (name/phone/email)
Home Program <i>review by Chair or DUS, etc.</i>	10-19-17	Mick Peterson / 859-257-2226 / mick.peterson@uky.edu
Providing Program <i>(if different from Home Program)</i>		/ /
Cross-listing Program <i>(if applicable)</i>		/ /
College Dean	11/16/17	Larry J. Grabau / 7-3469 / Larry.Grabau@uky.edu
		/ /

Administrative Reviews:

Reviewing Group	Date Approved	Approval of Revision/ Pending Approval ¹
GCCR Advisory Committee		

Comments:

¹ Use this space to indicate approval of revisions made subsequent to that group's review, if deemed necessary by the revising group; and/or any Program Change approvals with GCCR course approvals pending.