

CHANGE GRADUATE/UNDERGRADUATE CERTIFICATE

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

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or GC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review and then a 10-day posting online, during which senators review on their own and have an option to register an objection if they so desire. If no objection is raised to the Senate Council Office within ten days of the posting the proposal, then the graduate certificate change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

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

SUMMARY OF CHANGES							
Check all that apply.							
<input checked="" type="checkbox"/>	Courses	<input checked="" type="checkbox"/>	Certificate Name	<input type="checkbox"/>	Total required credit hours	<input type="checkbox"/>	Certificate review
<input type="checkbox"/>	Criteria for admissions/progression/termination		<input type="checkbox"/>	Other			
1. General Information							
1a	Change is for:	<input type="checkbox"/>	UNDERGRADUATE CERTIFICATE	OR	<input checked="" type="checkbox"/>	GRADUATE CERTIFICATE	
1b	Date of contact with Institutional Effectiveness (IE) ¹ :	12/07/2018			<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.		
1c	College ² :	COE	Department ² :	ME			
1d	CIP code:	14.3601					
1e	Current certificate name:	Lean Graduate Certificate	Proposed certificate name:	Online Lean Graduate Certificate			
1f	Today's Date:	11-28-2018					
1g	Requested effective date:	<input checked="" type="checkbox"/>	Fall semester following approval.	OR	<input type="checkbox"/>	Specific Date ³ : Fall 2019	
1h	Contact person name:	M Abbot Maginnis	Phone / Email:	859-257-4943 / amaginnis@uky.edu			
2. Overview of Changes							
2a	Describe the rationale for the change(s), including (as appropriate) input from an advisory board, professional body, etc. (450 word limit)						
	Lean manufacturing has been applied in almost every industrial sector including healthcare, food service, financial and non-profit industries, and the demand continues to grow. Many companies require some lean knowledge or expertise for their engineering and other technical new-hires. There are many lean training						

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

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

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

programs in the US, but UK’s non-academic certificate program is one of only a handful which are true benchmarks of the Toyota Production System (the original developer of “lean”), trains over 300 participants/year, and enjoys a global reputation for excellence. The current academic residential Lean Graduate Certificate courses offers essentially the same content as our non-academic professional certificate courses but in a semester long format and tailored to meet student needs (visit www.lean.yky.edu). This proposed online certificate program will be built upon the existing courses which have been taught multiple times in a residential setting. It is intended to support the increasing demand for lean education as well as the COE and MFS goals of increasing UK’s online presence with high-quality courses. The current residential Lean Graduate Certificate program enrolls approximately 200 students/year in its courses and operates near capacity. Although the majority of the students taking these courses are upper level undergraduates and therefore not eligible for the graduate certificate, approximately 30% are graduate students, many of whom are enrolled in the MFS and ME degree programs. In spite of little or no marketing, the current residential graduate certificate program has directly enrolled about 15 students in the last four years, of which 5 have received their certificate and each year multiple inquiries from outside UK are made requesting an online option.

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/director⁴ 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. Non-Course Related Changes

3a Will the certificate’s admissions and/or application procedures change? Yes No
 If “Yes,” describe below. (150 word limit)

Current: Proposed:

4. Course-Related Changes

4a Will the required courses for the certificate change? (If “Yes,” indicate and note the changes in the area below. If “No,” indicate and proceed to 4b.) Yes 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 ⁵
MFS 780	3	1-week Student Certification + Project	MFS 502	3	Introduction to Applied Lean Operations	New
						Select one....
						Select one....
						Select one....

⁴ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.
⁵ Use the drop-down list to indicate if the course is a new course (“new”), an existing course that will change (“change”), or if the course is an existing course that will not change (“no change”).

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6b (Collaborating and/or Affected Units)				
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			/	/
			/	/
			/	/
6c	(Senate Academic Council)		Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)			
	Graduate Council			

Brothers, Sheila

From: Nikou, Roshan
Sent: Monday, February 11, 2019 2:47 PM
To: Bird-Pollan, Jennifer; Brothers, Sheila; Congleton, Nathan; Ett-Mims, Joanie; Jackson, Brian; Nikou, Roshan; Price, Cleophus
Cc: Harmon, Camille; Alcalde, M. Cristina; Mains, Mark; Beck, Matthew; Maginnis, Michael; Wang, Yitin; john.silva@uky.edu
Subject: Transmittals
Attachments: GC in Diversity and Inclusion.pdf; Positive Youth Development Certificate1.pdf; Advanced Materials Characterization final.pdf; GC in Lean System.pdf; Blasting Graduate Certificate final.pdf; GC in Structural Engineering.pdf

TO: Jennifer Bird-Pollan, Chair and Sheila Brothers, Coordinator

FROM: Brian Jackson, Chair and Roshan Nikou, Coordinator
Graduate Council

The Graduate Council approved the following Certificate and Course Proposals and is now forwarding them to the Senate Council to approve.

Programs/Certificates:

GC in Diversity and Inclusion (related course A&S 600)
GC in Positive Youth Development (PYD)
GC in Advanced Materials Characterization
GC in Explosive and Blasting (related courses MNG 625 and 621)
GC in Structural Engineering

Program/Certificate Changes:

GC in Lean System (related courses MFS 502 and 581)

New Courses:

A&S - 600 - Perspectives on Diversity and Inclusion
EPI - 717 - Introduction to Causal Inference
MNG - 625 - Identification, Mitigation, and Control of the Environmental
MFS - 502 - Introduction to Applied Lean Operations
MFS - 581 - Quality Control
STA - 674 - Regression Analysis and Design of Experiments
STA 678 Statistical Computational Theory and Data Visualization: R and SAS

From: [Renfro, Michael](#)
To: [Brandenburg, Barbara](#)
Cc: [Maginnis, Michael](#)
Subject: RE: Award Notification
Date: Wednesday, January 2, 2019 9:45:44 AM
Attachments: [121818 Certificate Change Final - GRAD LEAN.docx](#)
[121818 MFS 502 Syllabus.doc](#)
[121818 MFS 581 Quality Control.docx](#)

BJ,

The changes to the Graduate Lean Certificate were approved by an email vote of the ME faculty. I have attached the certificate change form and two new courses that were also approved as part of the certificate. Can you let me know if you need any additional items at this time?

Mike

From: Brandenburg, Barbara
Sent: Friday, December 07, 2018 11:17 AM
To: Renfro, Michael <michael.renfro@uky.edu>
Cc: Maginnis, Michael <amaginnis@uky.edu>
Subject: RE: Award Notification

Dr. Renfro,

That date is the date it needs to leave the College. Dr. Anderson and I just went and talked to the Dean regarding the deadlines. It has been decided that I will need these in my office on January 2 by 9:00 am so I am able to send them to the Graduate Education Team later that date. This should be a more realistic deadline. I will need to have the certificate packet along with any courses in Curriculog approved by January 2.

Thanks,

BJ

BJ Brandenburg
College of Engineering
Director of Student Records
355-S F. Paul Anderson Tower
University of Kentucky
Lexington, KY 40506-0046
Tel: (859) 257-7978
Fax: (859) 257-5727



University of Kentucky
College of Engineering
Office of the Dean

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Lexington, KY 40506-0503
P: 859-257-1687
F: 859-257-5727
www.engr.uky.edu

January 18, 2019

To Whom It May Concern:

This letter is to confirm that the faculty of the College of Engineering has reviewed and approved the attached proposal for an Online Lean Graduate Certificate in Engineering. The faculty reviewed the proposal documents via email and there were no concerns raised.

If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kimberly Anderson'.

Kimberly Anderson, Ph.D.
Associate Dean for Administration and
Academic Affairs

seeblue.

An Equal Opportunity University



University of Kentucky
College of Engineering

Office of the Dean

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www.engr.uky.edu

January 16, 2019

Re: Letter of support for proposed online graduate certificate in Lean Systems

To Whom It May Concern:

The College of Engineering has reviewed the proposal for the online graduate certificate in Lean Systems. This review included the educational aspects and administrative feasibility of the proposed structure. I confirm that the proposal is administratively feasible and it has the support of our college.

Sincerely,

A handwritten signature in black ink that reads "John Balk".

John Balk, PhD, PE
Associate Dean for Research and Graduate Studies
College of Engineering

From: [Maginnis, Michael](#)
To: [Brandenburg, Barbara](#)
Cc: [Renfro, Michael](#)
Subject: FW: Substantive Change Decision
Date: Wednesday, January 23, 2019 11:05:48 AM

Here it is BJ.
AM

*Dr. M. Abbot Maginnis
University of Kentucky
Lean Systems Program Academic Coordinator
Institute of Research for Technology Development (IR4TD)
Director of Lean Graduate Certificate Program
Adj. Assist. Prof., Dept. of Mechanical Engineering*

From: noreply@qualtrics-survey.com <noreply@qualtrics-survey.com>
Sent: Friday, December 7, 2018 1:52 PM
To: Maginnis, Michael <amaginnis@uky.edu>
Subject: Substantive Change Decision

Dear Michael Abbot Maginnis,
Thank you for your email regarding the proposed program change(s) to **Lean Graduate Certificate, Graduate Certificate (14.3601)**.

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

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

Description of Proposed Change(s):

- Formalizing independent study courses and updating others for online.

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

Office of Strategic Planning & Institutional Effectiveness
University of Kentucky

Visit the Institutional Effectiveness Website: <https://proxy.qualtrics.com/proxy/?url=http%3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHkAS0tASxS4xDceQ8e0MxnHdJ2Eu4smnkDcYodCE%3D>