



UNIVERSITY OF KENTUCKY

The Graduate School

351 Patterson Office Tower
Lexington, KY 40506-0027
(859) 257-4613
Fax: (859) 323-1928
www.rgs.uky.edu/gs/

DATE: April 21, 2005

TO: E. Yanarella
Senate Council
201 Main Building
CAMPUS 0032

Dear Dr. Ernest Yanarella,

At its meeting on April 21, 2005 the Graduate Council voted to approve the Graduate Certificate in Clinical Research Skills proposal (K30 Program). The Council submits this recommendation for the consideration of the Senate.

Thank you for your attention to this request.

Sincerely Yours,

A handwritten signature in cursive script that reads "Jeannine Blackwell".

Jeannine Blackwell, Dean
The Graduate School

Cc: Rebecca Scott



UNIVERSITY OF KENTUCKY

0405-P014

October 25, 2004

Jeannine Blackwell
Dean, Graduate School
355 Patterson Office Tower
CAMPUS 0027

Department of Internal
Medicine

Division of Digestive Diseases
and Nutrition
800 Rose Street, MN649
Lexington, KY 40536-0298
(859) 323-5575
Fax: (859) 257-8860
www.uky.edu

Re: Graduate Certificate in Clinical Research Skills (K30 Program)

Dear Dr. Blackwell,

The K30's Graduate Certificate is awarded by the College of Public Health and was approved in its current form by the Faculty Senate on April 16, 2003. The Certificate allows the transfer of up to 12 of the 15 credit hours earned towards a Masters in Public Health Degree. The final three credits of the Certificate are defined as a "Practicum" (SPH666, SPH667, and SPH668) in which the K30 Scholar must present the data from their mentored research project first at a local K30 meeting (SPH666), then at a national meeting (SPH667). The final credit hour (SPH668) is given if they prepare a grant using the project as preliminary data or submit their results in a manuscript suitable for publication.

As the recently appointed PI for the K30 grant (K30-HL004163), I have found that the complexities of having Scholars register and pay for the Practicum's credit hours has become cumbersome and counter-productive. A number of our Scholars have completed their required course work, but then are no longer University employees. And because they can't use the Employee Education Program and don't wish to pay for the final credit hours, they have dropped out of the K30 Program before qualifying for their Certificate. Even if still able to use the EEP, I question the need for all the paperwork. I would prefer to have the "Practicum" configured as a "culminating experience" and remove the credit hours requirement. I would still want Scholars to complete the Practicum and have the option of using their 12 hours towards an MPH (or 9 hours towards an MPH if they don't complete the Certificate requirements).

I would value your opinion concerning the elimination of the Practicum credit hours and appreciate your advice as to how we should go about making this change in the Certificate requirements.

Sincerely,

Steven I. Shedlofsky, MD
Marcos Lins Andrade Professor of Medicine
College of Medicine
and PI, UK K30 Program Grant
shedlof@uky.edu

cc: F. Douglas Scutchfield, College of Public Health
Jay Perman, Dean, College of Medicine
Richard Kryscio, K30 Faculty

OCT 27 2004

SPH 666: Practicum in Clinical Research I

Course Director: ~~Claire Pomeroy, MD~~ **STEVE RITCHELOFSKY, MD.**

Associate Dean for Research and Informatics; Chief of Division of Infectious Diseases

MN 672 Chandler Medical Center 0298

Telephone 323-6326; cpomer0@email.uky.edu

Course Credit: One semester hour.

Course Materials: None required.

Course Prerequisites: Participation in curriculum leading to the Graduate Certificate in Clinical Research Skills, or permission of the instructor.

Course Objectives:

Course participants will

1. Gain clinical research skills through completion of requirements for the Graduate Certificate in Clinical Research Skills, including a monthly journal club, two annual retreats, seminars, and workshops.
2. Engage in a structured mentored clinical research experience with the goal of giving a presentation at a local curriculum-related retreat.

This practicum will be the first of three one-credit courses that will ensure satisfactory completion of all nondidactic requirements of the Graduate Certificate in Clinical Research Skills.

Course Requirements:

1. The first component of the course counts for 30% of the final grade. Required activities are attendance at monthly journal clubs, a curriculum-related retreat, and seminars as announced. The minimum expectation for passing this component of the course is attendance at 70% of activities.
2. The second component of the course counts for 20% of the final grade. The required activity is timely completion of all documentation necessary for the Graduate Certificate in Clinical Research Skills (e.g., quarterly progress reports, mentor and trainee self-evaluations, program evaluations).
3. The third component of the course counts for 50% of the final grade. The required activity is a presentation at a local curriculum-related retreat.

Course Grades: A for 90% or better; B for 80% to 89%; C for 70% to 79%; E for less than 70%. The instructor may use a curve if desired.

Course Syllabus:

There is no standard course syllabus. Each student's experience will be different because of the mentored research experience.

SPH 667: Practicum in Clinical Research II

Course Director: ~~Claire Pomeroy, MD~~ *STEVE SCHEDLOFF, MD*

Associate Dean for Research and Informatics; Chief of Division of Infectious Diseases

MN 672 Chandler Medical Center 0298

Telephone 323-6326; cpomer0@email.uky.edu

Course Credit: One semester hour.

Course Materials: None required.

Course Prerequisites: Participation in curriculum leading to the Graduate Certificate in Clinical Research Skills, or permission of the instructor.

Course Objectives:

Course participants will

1. Gain clinical research skills through completion of requirements for the Graduate Certificate in Clinical Research Skills, including a monthly journal club, two annual retreats, seminars, and workshops.
2. Engage in a structured mentored clinical research experience with the goal of submitting an abstract for presentation at a national or international meeting.

This practicum will be the second of three one-credit courses that will ensure satisfactory completion of all nondidactic requirements of the Graduate Certificate in Clinical Research Skills.

Course Requirements:

1. The first component of the course counts for 30% of the final grade. Required activities are attendance at monthly journal clubs, a curriculum-related retreat, and seminars as announced. The minimum expectation for passing this component of the course is attendance at 70% of activities.
2. The second component of the course counts for 20% of the final grade. The required activity is timely completion of all documentation necessary for the Graduate Certificate in Clinical Research Skills (e.g., quarterly progress reports, mentor and trainee self-evaluations, program evaluations).
3. The third component of the course counts for 50% of the final grade. The required activity is submission of an abstract for presentation at a national or international meeting.

Course Grades: A for 90% or better; B for 80% to 89%; C for 70% to 79%; E for less than 70%. The instructor may use a curve if desired.

Course Syllabus:

There is no standard course syllabus. Each student's experience will be different because of the mentored research experience.

SPH 668: Practicum in Clinical Research III

Course Director: ~~Claire Pomeroy, MD~~ STEVE SHEOLOFSKY MD

Associate Dean for Research and Informatics; Chief of Division of Infectious Diseases
MN 672 Chandler Medical Center 0298
Telephone 323-6326; cpomer0@email.uky.edu

Course Credit: One semester hour.

Course Materials: None required.

Course Prerequisites: Participation in curriculum leading to the Graduate Certificate in Clinical Research Skills, or permission of the instructor.

Course Objectives:

Course participants will

1. Gain clinical research skills through completion of requirements for the Graduate Certificate in Clinical Research Skills, including a monthly journal club, two annual retreats, seminars, and workshops.
2. Engage in a structured mentored clinical research experience with the goal of completing a paper or a funding proposal based on the research experience.

This practicum will be the ~~second~~^{third} of three one-credit courses that will ensure satisfactory completion of all nondidactic requirements of the Graduate Certificate in Clinical Research Skills.

Course Requirements:

1. The first component of the course counts for 30% of the final grade. Required activities are attendance at monthly journal clubs, a curriculum-related retreat, and seminars as announced. The minimum expectation for passing this component of the course is attendance at 70% of activities.
2. The second component of the course counts for 20% of the final grade. The required activity is timely completion of all documentation necessary for the Graduate Certificate in Clinical Research Skills (e.g., quarterly progress reports, mentor and trainee self-evaluations, program evaluations).
3. The third component of the course counts for 50% of the final grade. The required activity is completion of a paper (journal article) or a funding proposal (K or R01 series) based on the participant's mentored research experience.

Course Grades: A for 90% or better; B for 80% to 89%; C for 70% to 79%; E for less than 70%. The instructor may use a curve if desired.

Course Syllabus:

There is no standard course syllabus. Each student's experience will be different because of the mentored research experience.

Lyons, Marilyn

From: Keys, Terry L
Sent: Friday, November 19, 2004 3:32 PM
To: Lyons, Marilyn
Cc: Shedlofsky, Steven I; Lee, Joel; Wiggs, John; Harrison, Jane
Subject: Changing K30 Certificate requirements

Importance: High

Dean Lyons, the University of Kentucky's K30 NIH training grant, titled "Career Training in Therapeutics and Translational Research," currently offers a Certificate of Completion issued by the Graduate School via the College of Public Health.

The faculty advisors of the K30 would like to change one section of the requirements for the certificate, and Dean Blackwell suggested that you may be able to help us in that endeavor.

Specifically, there are three "Practica" which must be completed before the certificate can be awarded: CPH 666, 667 and 668. Each Practicum is one credit hour, which requires that our K30 scholars register for the Practicum (and to apply to the Graduate School if they already are not accepted) and to have to deal with paying for the single credit. As the Practica have no formal course work or formal instructor – they merely are projects the scholars must complete – they resemble requirements variously known as "culminating experiences," "integrative experiences" or "major projects" more than Practica. None of these proposed "experiences" would require course registration or tuition reimbursement, a plus for our scholars and for our faculty.

Could you please advise us as to what is the most expeditious route for changing the Practica requirement?

Thank you, in advance, for your help.

tk

Terry L. Keys
College of Medicine
L-032, Kentucky Clinic
University of Kentucky
Lexington, Kentucky 40536-0284
Phone: 859.323.3775
FAX: 859.257.8380

STATEMENT OF CONFIDENTIALITY

The contents of this e-mail message and any attachments are confidential and are intended solely for addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction or dissemination of this transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender by reply e-mail or at (859) 323-3775 and delete this message and its attachments, if any.



UNIVERSITY OF KENTUCKY

June 12, 2003
Prof. F. Douglas Scutchfield
Director, School of Public Health
CAMPUS 0003

The Graduate School
351 Patterson Office Tower
Lexington, KY 40506-0027
(859) 257-4613
Fax: (859) 323-1928
www.rgs.uky.edu/gsl

Prof. Scutchfield,

I have received your request of May 27th regarding the transfer of credits earned in the Graduate Certificate in Clinical Research Skills towards the course requirements for the MPH. (Note: *The Certificate in Clinical Research Skills was formally approved by the Senate on April 16, 2003*). As per your request, I am pleased to approve a policy by which students will be allowed to transfer up to 12 credit hours earned in completion of the Certificate towards the requirements for the Master's of Public Health (MPH) degree. Such transfers will be subject to the following:

- 1.) The transfer of 12 credits will be subject to the usual course transfer rules, as described in the *Graduate Bulletin*. Students must earn a grade of "A" or "B" in all graduate course work to be transferred.
- 2.) The maximum total number of transfer credits allowed towards the MPH will be 12; no additional transfer credits will be allowed, either from UK coursework or coursework completed at another University.
- 3.) Approval to transfer 12 credits is contingent upon the successful completion and awarding of the Certificate in Clinical Research Skills. Students who fail to complete the Certificate will be limited to a maximum of 9 transfer credits, as per the *Graduate Bulletin*.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Douglass S. Kalika, Acting Dean
The Graduate School

cc: Dr. Steven Shedlofsky
Dr. Jim O'Reilly
Mr. Jonathan Garrett