

CHANGE UNDERGRADUATE DEGREE PROGRAM

PLEASE NOTE: To ensure that a series of changes to an existing degree program does not essentially create a new program, the Southern Association for the Accreditation of Colleges and Schools (SACS) requires submission of its Substantive Change Checklist for every program change. Prior to college-level review, you must fill out and submit the [SACS Substantive Change Checklist](#) to the Office of Institutional Effectiveness. Contact Institutional Effectiveness (OSPIE@uky.edu) for assistance.

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

For every proposed change, you MUST also include the existing requirement.

SUMMARY OF CHANGES

Check all that apply.

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Courses | <input type="checkbox"/> Program name | <input type="checkbox"/> Total required credit hours | <input 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 :	09/17/19		
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.			
1b	College ² :	Agriculture, Food and Environment	Department ² :	Dietetics and Human Nutrition
1c	CIP code ³ :	19.0504	Today's Date:	09/17/19
1d	Current major name: (Biology, Design, etc.)	Human Nutrition	Proposed major name:	same
1e	Current Degree (BA, BFA, etc.):	BSHN	Proposed degree:	same
1f	Will there be any changes regarding a track(s) for the program?			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
1g	Accrediting agency, if applicable:	N/A		
1h	Date of most recent periodic program review for this degree:	Program assessment 05/18		
1i	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR	<input type="checkbox"/> Specific Date ⁴ : <i>Fall 20</i>

¹ Prior to college-level review, you must fill out and submit the SACS Substantive Change Checklist to the Office of Institutional Effectiveness. You can reach Institutional Effectiveness by phone or email (257-1962 or OSPIE@uky.edu).

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

³ The CIP code is provided by Institutional Effectiveness. If a different CIP code is necessary, the program may undergo a review similar to the new program approval process.

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

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1j	Contact person name:	Tammy Stephenson	Phone / Email:	257-2353 / Tammy.Stephenson@uky.edu
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2. Overview of Changes

2a Describe the rationale for the changes, including results from the most recent program review if applicable. (450 word limit)

This proposal is to drop DHN 304: Experimental Foods (3 CH) as a major requirement and add DHN 599: Introduction to Culinary Medicine (3 CH) as a major requirement. DHN 304 has been offered in the department for several decades, starting when Food Science was part of the program offerings. Food Science is now a separate program and department in the college and the Department of Dietetics and Human Nutrition plans on no longer teaching DHN 304. Our department has developed a new course that is being taught for the first time during the Fall 2019 semester. This Introduction to Culinary Medicine course will be a new requirement for students pursuing the BS in Human Nutrition and will be a good fit given the majority of students in the program are pursuing medicine, dentistry, physician assistant studies, physical therapy, and pharmacy. There are no other changes proposed - total credit hours still 120 for the degree.

2b Use the fields below, as applicable, to identify the areas in which changes will be made.

		Current	Proposed	
i.	Credit Hours of Premajor Courses:			
ii.	Credit Hours of Preprofessional Courses:			
iii.	Credit Hours of Major Core Course Requirements	32-33	same	
iv.	Minimum Credit Hours of Guided Electives:			
v.	Minimum Credit Hours of Free Electives:			
vi.	Credit Hours for Track 1 (name):			
vii.	Credit Hours for Track 2 (name):			
viii.	Credit Hours for Track 3 (name):			
ix.	Credit Hours for Track 4 (name):			
x.	Credit Hours for Track 5 (name):			
xi.	Credit Hours for Required Minor:			
xii.	Total Credit Hours Required by Level:	100-level:	36-37	same
		200-level:	28	same
		300-level:	14-18	11-15
		400-level:	8-11	same
		500-level:	3	6

TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:	<u>120</u>	<u>same</u>
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xv. If the total hours required for graduation have changed, explain below. (150 word limit)

2c Will the requested change(s) result in the use of courses from another educational unit? Yes No

If "Yes," describe generally the courses and how they will be 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 appropriate chair/director⁵ of each unit from which individual courses will be used.

Check to confirm that appended to the end of this form is verification that the chair/director of each affected unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.

2d	Will the proposed change(s) affect an associated minor?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If "Yes," the department must also submit a change form to change the minor.			

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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If "Yes," note the specific changes in the grid below.			

UK Core Area	Current Course	Current Credits	Proposed Course	Proposed Credits
I. Intellectual Inquiry				
Arts and Creativity				
Humanities				
Social Sciences				
Natural/Physical/Mathematical				
II. Composition and Communication				
Composition and Communication I	CIS/WRD 110	3	<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				
Statistical Inferential Reasoning				
IV. Citizenship (one course in each area)				
Community, Culture & Citizenship in USA				
Global Dynamics				
Total UK Core Hours		=====		=====

3b	Provide the Bulletin language about UK Core.
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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 <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If "Yes," note the specific changes below, including changes to credit hours.			

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.

If the course(s) used are from outside the home unit, one piece of supporting documentation is required.

Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director⁶ from which individual courses will be used.

	Current	<i>Proposed</i>
i.	<input type="checkbox"/> Single course in home unit:	<input type="checkbox"/> <i>Single course in home unit:</i>
ii.	<input type="checkbox"/> Multiple courses in home unit.	<input type="checkbox"/> <i>Multiple courses in home unit.</i>
iii.	<input type="checkbox"/> Single course outside home unit.	<input type="checkbox"/> <i>Single course outside home unit.</i>
iv.	<input type="checkbox"/> Multiple courses outside home unit.	<input type="checkbox"/> <i>Multiple courses outside home unit.</i>
v.	<input type="checkbox"/> Course(s) inside & outside home unit.	<input type="checkbox"/> <i>Course(s) inside & outside home unit.</i>

4b Provide the Bulletin language about GCCR below.

5. Other Course Changes

5a Will the college-level requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5c.) Yes No

Current			<i>Proposed</i>			
<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	<i>Prefix & Nmbr</i>	<i>Credit Hrs</i>	<i>Title</i>	<i>Course Status</i> ⁷
						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			<i>Proposed</i>			
<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	<i>Prefix & Nmbr</i>	<i>Credit Hrs</i>	<i>Title</i>	<i>Course Status</i> ⁸
						Select one....
						Select one....
						Select one....

⁶ A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.
⁷ 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").
⁸ 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 ⁹
DHN 304	3	Experimental Foods	DHN 599	3	Introduction to Culinary Medicine	No Change
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
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						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

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

No change.

5g Will the guided electives change? (If “Yes,” indicate and note the specific changes in the grid below. If “No,” indicate and proceed to question 5i.) Yes No

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹⁰
						Select one....
						Select one....

⁹ Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

¹⁰ 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....
						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

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:			<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 ¹¹
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5k Provide the Bulletin language for the track.

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")		YEAR 1 – SPRING:	
YEAR 2 - FALL :		YEAR 2 – SPRING:	
YEAR 3 - FALL:		YEAR 3 - SPRING:	
YEAR 4 - FALL:		YEAR 4 - SPRING:	

7. Approvals/Reviews

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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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)			
		Department of Dietetics & Human Nutrition	08/20/19	Janet Mullins / janet.mullins@uky.edu / 257-3800
		CAFE/Undergraduate Curriculum Committee	10/11/19	Carmen Agouridis / Carmen.agouridis@uky.edu / 7-7203
				/ /
7b	(Collaborating and/or Affected Units)			
				/ /
				/ /
				/ /
				/ /
				/ /
7c	(Senate Academic Council)		Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)			
	Undergraduate Council		11/19/19	Joanie Ett-Mims

Subject: Substantive Change Decision

Date: Tuesday, September 17, 2019 at 11:03:52 AM Eastern Daylight Time

From: noreply@qualtrics-survey.com

To: Stephenson, Tammy

Dear Tammy Stephenson,

Thank you for submitting your proposed program change(s) to **BS Human Nutrition, Bachelor's (19.0504)**.

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 documentation provided and the 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):

· This proposal is to drop DHN 304: Experimental Foods (3 CH) as a major requirement and add DHN 599: Introduction to Culinary Medicine (3 CH) as a major requirement. DHN 304 has been offered in the department for several decades, starting when Food Science was part of the program offerings. Food Science is now a separate program and department in the college and the Department of Dietetics and Human Nutrition plans on no longer teaching DHN 304. Our department has developed a new course that is being taught for the first time during the Fall 2019 semester. This Introduction to Culinary Medicine course will be a new requirement for students pursuing the BS in Human Nutrition and will be a good fit given the majority of students in the program are pursuing medicine, dentistry, physician assistant studies, physical therapy, and pharmacy. There are no other changes proposed - total credit hours still 120 for the degree.

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

Office of Strategic Planning & Institutional Effectiveness
University of Kentucky

[Visit the Office of Strategic Planning and Institutional Effectiveness Website:](#)

Bachelor of Science in Human Nutrition

Suggested Four Year Plan (Effective Fall 2018) ← 2020

Year One

Fall			Spring		
UK CORE	Composition & Communication I	3	UK CORE	Composition & Communication II	3
GEN 100	Issues in Ag, Food and Environment	3	CHE 107	General Chemistry II	3
CHE 105	General Chemistry I	4	CHE 113	General Chemistry II Lab	2
CHE 111	General Chemistry Lab I	1	BIO 152	Principles of Biology II	3
BIO 148	Intro Biology I	3	BIO 155	Intro Biology I Lab	1
UK 101	Academic Orientation (optional)	1	PSY 100	Intro to Psychology	4
		14-15	CHE 197	General Chemistry Workshop (optional)	1
					16-17

Year Two

Fall			Spring		
CHE 230	Organic Chemistry I	3	CHE 232	Organic Chemistry II	3
CHE 231	Organic Chemistry Lab I	1	CHE 233	Organic Chemistry Lab II	1
BIO 208	Principles of Microbiology	3	DHN 302	Principles of Food Preparation	3
MA 123	Elementary Calculus	4	STA 296	Statistical Methods and Motivations	3
DHN 212	Introductory Nutrition	3	PGY 206	Elementary Physiology	3
DHN 241	Food Service Sanitation	1	UK CORE	Arts and Creativity	3
		15			16

Year Three

Fall			Spring		
DHN 311*	Nutritional Biochemistry	3	DHN 313**	Life Cycle and Community Nutrition II	3
DHN 312*	Life Cycle and Community Nutrition I	3	DHN 315**	Nutrition Issues in Physical Activity	3
UK CORE	Global Dynamics	3	DHN 510**	Advanced Nutrition	3
UK CORE	Humanities	3	ANA 209	Principles of Human Anatomy	3
	Professional Support Elective ³	3		Professional Support Elective ³	3
		15			15

Year Four

Fall			Spring		
DHN 304	Experimental Foods	3	DHN 318**	Hunger, Food Behavior, and Enviro	3
DHN 474 ⁵	Research in Nutrition: Theory	3	DHN 408G	Seminar in DHN	1
PHI 305	Health Care Ethics	3	DHN 475**	Research in Nutrition: Application	3
	Professional Support Electives ³	6		Professional Support Electives ³	6
		15		Free Elective	1-3
					14-16

DHN 599: Intro to Culinary Medicine

Minimum Total Number of Hours Required: 120

1. * Classes only offered in Fall semester **Classes only offered in Spring semester

2. A minimum of 45 upper level courses (300, 400, or 500) must be completed (11 hours of upper level selections are needed in addition to major)

3. Professional Support Electives - select 18 hours at 200-level or above

4. ### - Free electives will depend on how professional support and upper level electives have been previously fulfilled

5. A grade of C or higher in DHN 474 and DHN 475 will complete the Graduation Composition and Communications Requirement (GCCCR)

RELATED STUDENT ORGANIZATIONS

STUDENT DIETETIC AND NUTRITION ASSOCIATION

Explore the opportunities in health fields through fellowship, community service, networking and fun.

CAMPUS KITCHEN AT THE UNIVERSITY OF KENTUCKY

Provide a sustainable approach to reducing food waste while serving meals to those experiencing food insecurity.

SPOON UNIVERSITY

Publish content for a UK student-run food and wellness blog.



**Department of Dietetics and Human Nutrition
DHN Faculty Meeting
9:30 AM – 3:00 PM, Boone Center
August 20, 2019**

MINUTES

Attendees: Makenzie Barr, Dawn Brewer, Lilian Brislen, Tracy Cayson, Liz Combs, Kyle Flack, Alison Gustafson, Jessica Houlihan, Yolanda Jackson, Courtney Luecking, Tammy McGuire, Janet Mullins, Heather Norman-Burgdolf, Kendra Oo, Bob Perry, Julie Plasencia, Anissa Radford, Celia Ritter, Aaron Schwartz, Robin Shoemaker, Tammy Stephenson

1. Faculty and Staff Welcome

Welcome Makenzie Barr and Courtney Luecking
Annual recognition of outstanding achievements

2. Round the Room Sharing/Introductions

3. DHN Business Update – Tammy McGuire, DHN Business Officer

4. Standing and Departmental Committees

Annual appointment of standing department committees for discussion and approval by vote:

- Undergraduate Curriculum Committee: Tammy Stephenson, Dawn Brewer, Liz Combs, Aaron Schwartz
- Accelerated Coordinated Program in Dietetics: Liz Combs, Tammy Stephenson, Dawn Brewer, Aaron Schwartz, Julie Plasencia, Makenzie Barr
- Undergraduate Student Recruitment Committee: Anissa Radford, Renee Fox, Tammy Stephenson
- Graduate Admissions and Recruitment Committee: Alison Gustafson, Robin Shoemaker, Kyle Flack, Makenzie Barr
- Chairs Advisory Committee: Tammy Stephenson, Alison Gustafson, Heather Norman-Burgdolf
- Alumni Event Committee: Aaron Schwartz, Yolanda Jackson, Anissa Radford, Renee Fox
- UFWH 2020 Host Committee: Renee Fox, Janet Mullins, Kendra Oo, Julie Plasencia, Tammy Stephenson, Celia Ritter, Liana Dixon

5. New Web Site

Renee Fox has created a new web site! We'll take a tour.

Notes: Renee is incorporating students, videos and stock photos and welcomes feedback, and candid photos

6. DHN Shared Spaces

Nutrition Assessment Lab & FB 212 Outer Office - Kyle Flack & Makenzie Barr
FB 210 - Janet Mullins
CKUK - Kendra Oo
EH Teaching Kitchen & Classroom - Bob Perry

LUNCH

7. **DHN Online Update** - Renee Fox
Overview of DHN Online Progress

8. **Undergraduate Update** - Tammy Stephenson

See attached document with DHN UG update. Votes were taken on several curricular items.

1. UG Certificate in Food Systems and Hunger Studies

The faculty of record of the undergraduate certificate named above request approval to allow admission of non-degree students under the same criteria (with the exception that they will not be degree-seeking) as degree-seeking students.

Alison made motion. Robin seconds the motion. Votes in favor are 11- 0 (unanimous).

2. Program Change: BS in Human Nutrition

Replace DHN 304 (3 CH) with DHN 599 (3 CH)

Credit hours stay the same at 120 CH

Alison made motion. Heather seconds the motion. Votes in favor are 11- 0 (unanimous).

3. Program Change: BS in Dietetics

A. Progression Requirement:

Current

Students must attain a grade-point average of 2.4 or above to progress into course work designated as major requirements. In addition, students must achieve a grade of C or better in all course work designated as major requirements.

Proposed

Students must attain a grade-point average of 2.4 or above to progress into course work designated as major requirements. In addition, students must sustain a grade-point average of 2.4 or above to continue in major coursework.

Robin made motion. Alison seconds the motion. Votes in favor are 11- 0 (unanimous).

B. Didactic Program:

Reduce DHN 301 from 2 CH to 1 CH

Remove DHN 304 (3 CH) as a requirement

Change 11 CH of “electives” to “professional support”

Reduce total required credit hours from 124 to 120

Alison made motion. Heather seconds the motion. Votes in favor are 11- 0 (unanimous).

C. Coordinated Program: Change to Accelerated Coordinated Program (3+2)

Vote on courses before program change proposal:

DHN 301: Dietetics Practice (reduce from 2 CH to 1 CH)

DHN 580: Introduction to Evidence-Based Practice in Dietetics (new course, DL)

DHN 581: Applied Evidence-Based Practice in Dietetics (new course, in person)

DHN 680: Advanced Evidence-Based Practice in Dietetics (new course, in person)

Alison made motion. Heather seconds the motion. Votes in favor are 11- 0 (unanimous).

Vote on CP program change proposal:

Alison made motion. Robin seconds the motion. Votes in favor are 11- 0 (unanimous).

9. MS/CP Update - Liz Combs

See attached document as part of the DHN UG update. The last incoming class that can follow the current CP are our current new students (entering August 2019 into UK).

10. DPD Update - Dawn Brewer

See attached document as part of the DHN UG update.

11. Graduate Update - Alison Gustafson

Graduate Program Information Sheet - Robin Shoemaker & Renee Fox

MBA with DHN

Graduate Student Recruitment

12. Hunger Initiatives and UFWH 15th Anniversary Summit - Janet Mullins, Renee Fox & Kendra Oo

Important Dates

August 22, 2019	DHN Gathering	4:30 pm Downtown
September 24, 2019	DHN Faculty Meeting	9:30-11 AM, FB 115
October 29, 2019	DHN Faculty Meeting	9:30-11 AM, FB 115

At the October meeting, Dr. Heather Norman-Burgdolf and Dr. Robin Shoemaker will present their progress toward tenure. Review letters from faculty are due to Dr. Mullins by November 15, 2019.

November 26, 2019	DHN Faculty Meeting	9:30-11 AM, FB 115
March 18-20, 2020	PUSH/UFWH Summit	Gatton Student Center
May 7, 2020	CAFE Graduate Farewell	Evening, with dinner, Good Barn

Undergraduate Curriculum Committee (UCC)

Agenda

October 11, 2019

9:00 am to 10:30 am

Agricultural Science Center North N24B

Attendees: Carmen Agouridis, Jamie Dunn, Jason Swanson, Jen White, Dave McNear, Claudia Heath, Tricia Coakley, Stacy Vincent, Roger Brown, Joe Dvorak, Tammy Stephenson, Liz Combs, Debra Aaron

1. Approval of agenda

Motion to approve by Joe Dvorak; seconded by Roger Brown. All approved.

2. Approval of minutes from September 20, 2019

Motion to approve by Stacy Vincent; seconded by Roger Brown. All approved.

3. New Business

a. DHN 301 Dietetics Practice (Tammy Stephenson)

Proposing to change from 2 credit hours to 1 credit hour. This will help change Didactic program from 124 to 120 credit hours.

Student learning outcomes will remain the same, the number of assignments will decrease, as well as the hours spent in class.

Mandatory membership in Academy of Nutrition and Dietetics. Membership has an associated fee. Tammy is checking to see if notification of fee is required in bulletin. McNear suggested that someone write an essay about the importance of the membership for the Proof of Membership in AND assignment.

This course is taken prior to internship, so hours would not be embedded in 1200 required internship hours.

Motion to approve by Stacy; seconded by McNear. All approved.

b. DHN BS Human Nutrition major program changes (Tammy Stephenson)

Tammy: Drop DHN 304. Add DHN 599 as major requirement. Most are going to med school, etc. so it makes sense to Drop DHN 304 and add DHN 599. Nothing else

changes with regards to the BS degree program. Note that DHN 599 is not a special topics course. DHN 599 will be offered spring.

Motion to approve by Swanson; seconded by Debra Aaron. All approved.

c. DHN BS Dietetics major program changes (Tammy Stephenson)

Change because Dietitians will need to have a masters before sitting for the RD exam. BS in Dietetics, MS in Food Systems, and internship hours. Wanting to drop credit hours for Didactic program (was 124 credits, they want to drop to 120). DHN 301 course change is associated.

Believed to be the only program of its kind in Kentucky. Students will save money compared to traditional 4 year BS, 2 year MS.

Apply fall year 3. Year 4, start University Scholars program (start grad classes in year 4). Several electives at the grad level. Meeting grad school requirements for 600 level or above. Earn BS in May of year 4.

3.2 GPA scholarship requirement for University Scholars; major GPA 3.5. If they end up not meeting the GPA requirements, they would have to continue on the traditional BS path. Getting into the University Scholars program is conditional upon ending GPA. There are two applications. One to the program and one to the University Scholars. This isn't a major concern for the department – average student has a 3.65.

Internships: January through August. Timing because of preceptors' schedules.

Internship classes are currently at the 500 level. They are looking to see if they need to bump up to 600 or 700 level to meet Grad School requirements (the GCC would vote on this)

If you came here as a grad student, you would not be able to enter this program. You would have to do the traditional 2-year MS. If you already have a MS, you could enroll into the internship program.

Even with summer classes, the student will still save money. Vincent – but it might not make sense to a student to pay out of pocket for summer classes if you don't keep funding. here are 3 credit hours that have to be taken during the summer. Tammy – would move classes around to keep the students' best interest in mind. Fulltime student is 9 credit hours. these students are not eligible for assistantships.

Jamie – financial aid is awarded on a yearly basis. Only fund summer if they have leftover funds.

MS is 36 hours. Internship hours are kept separate. Students have to pay for internship credit hours. Nationwide standard, department hasn't been able to adjust this.

Considering changing BS progression requirements. Proposing to remove needing a C or better to move onto major courses. But they only require a 2.4 GPA to move on. They don't believe a D on their transcript will keep them from getting an internship, nor impact their future coursework.

Motion to approve by Dvorak; seconded by Swanson. All approved.

4. Old Business

- a. Undergraduate Student Representative – still going down list of students, but none have worked out yet.
- b. There is still a vacancy on the Undergrad Council. Meeting every other Tuesday, 3-5pm. Please send nominations before end of next week (10/18)

5. Next Meeting

- a. ENT 520 Digital Identification: Insects & Their Relatives (Blake Newton and Eric Chapman)
- b. McNear will have 4 course proposals.