

CHANGE MASTERS DEGREE PROGRAM FORM

1. GENERAL INFORMATION

| | | | |
|---|---|--|-----------------------|
| College: | Fine Arts | Department: | Arts Administration |
| Current Major Name: | Arts Administration | Proposed Major Name: | Arts Administration |
| Current Degree Title: | MA | Proposed Degree Title: | MA |
| Formal Option(s): | N/A | Proposed Formal Option(s): | N/A |
| Specialty Fields w/in Formal Option: | N/A | Proposed Specialty Fields w/in Formal Options: | N/A |
| Date of Contact with Institutional Effectiveness ¹ : | 9.24.18 | | |
| Bulletin (yr & pgs): | CIP Code ¹ : | 50.1011 50.1001 | Today's Date: 9.24.18 |
| Accrediting Agency (if applicable): | | | |
| Requested Effective Date: | <input type="checkbox"/> Semester following approval. OR <input checked="" type="checkbox"/> Specific Date ² : | | Fall 2019 |
| Dept. Contact Person: | Rachel Shane | Phone: | 859.257.7717 |
| | | Email: | rachel.shane@uky.edu |

2. CHANGE(S) IN PROGRAM REQUIREMENTS

| | | <u>Current</u> | <u>Proposed</u> |
|----|---|---|--|
| 1. | Number of transfer credits allowed (Maximum is Graduate School limit of 9 hours or 25% of course work) | No changes | No changes |
| 2. | Residence requirement (if applicable) | No changes | No changes |
| 3. | Language(s) and/or skill(s) required | No changes | No changes |
| 4. | Termination criteria | No changes | No changes |
| 5. | Plan A Degree Plan requirements ³ (thesis) | No changes | No changes |
| 6. | Plan B Degree Plan requirements ³ (non-thesis) | No changes | No changes |
| 7. | Distribution of course levels required | Two 3-credit courses at the 500 level Seven 3-credit courses at the 600 level Three 3-credit courses at the 700 level | 3-6 credits at the 500-level 21-24 credits at the 600-level 9 credits at the 700-level |
| | (At least one-half must be at 600+ level & two-thirds must be in organized courses.) | | |
| 8. | Required courses (if applicable) | AAD 520 The Arts and Artists In Society (3) Any 500-level AAD course except AAD 520 (3) | AAD 500 The Arts and Artists in Society (3) AAD elective (3) or AAD 699 Arts Administration |

¹ Prior to completing out this form, you MUST contact Institutional Effectiveness, which can provide you with the CIP (OSPIE@l.uky.edu or 257-1962).

² Program changes are typically made effective for the semester following approval. No changes will be made effective until all approvals are received.

³ If there is only one plan for the degree, plans involving a thesis (or the equivalent in studio work, etc.) should be discussed under Plan A and those not involving a thesis should be discussed under Plan B.

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| | | or AAD 699 Arts Administration Internship (3) AAD 600 Arts Administration Technologies (3) AAD 610 Financial Management for Arts Organizations (3) AAD 620 Management and Leadership In the Arts (3) AAD 630 Marketing Research and Planning for Arts Organizations (3) AAD 640 Principals of Fundraising (3) AAD 650 Arts and the Law (3) AAD 730 Marketing Strategies and Applications for Arts Organizations (3) AAD 740 Fundraising Techniques (3) AAD elective (3) | Internship (3) AAD 600 Arts Administration Technologies (3) AAD 620 Management and Leadership in the Arts (3) AAD 625 Financial Management for Arts Organizations (3) AAD 630 Marketing Research and Planning for Arts Organizations (3) AAD 640 Principals of Fundraising (3) AAD 650 Arts and the Law (3) AAD 690 Creating & Evaluating New Arts Programs (3) AAD 730 Marketing Strategies and Applications for Arts Organizations (3) AAD 740 Fundraising Techniques (3) AAD Elective (3) |
| 9. | Required distribution of courses within program (if applicable) | No changes | No changes |
| 10. | Final examination requirements | No changes | No changes |
| 11. | Explain whether the proposed changes to the program (as described in sections 1 to 10) involve courses offered by another department/program. <u>Routing Signature Log must include approval by faculty of additional department(s).</u> | | |
| | N/A | | |
| 12. | List any other requirements not covered above? | | |
| | N/A | | |
| 13. | Please explain the rationale for changes. If the rationale involves accreditation requirements, please include specific references to those requirements. | | |
| | The proposed change substitutes one elective for a new required course, AAD 690: Creating & Evaluating New Arts Programs. The new course adds a content area that is not currently addressed in the curriculum. The faculty has determined that this is an essential element of contemporary arts administration that students will benefit greatly from. Currently, the majority of graduate degrees in arts administration do not include a similar course. We believe that this addition will further distinguish our degree program from its competitors. | | |
| | Note: AAD 520: Arts and Artists in Society was changed to AAD 500 and AAD 610: Financial Management in the Arts to AAD 625 in spring 2018. The new course numbers are already reflected in the Course Bulletin. | | |

CHANGE MASTERS DEGREE PROGRAM FORM
Signature Routing Log

General Information:

Proposal Name: MA in Arts Administration

Proposal Contact Person Name: Rachel Shane Phone: 7-7717 Email: rachel.shane@uky.edu

INSTRUCTIONS:

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

Internal College Approvals and Course Cross-listing Approvals:

| Reviewing Group | Date Approved | Contact Person (name/phone/email) | Signature |
|----------------------|---------------|---|--------------|
| Dept. of Arts Admin | 9/29/18 | Rachel Shane 7-7717 rachel.shane@uky.edu | Rachel Shane |
| College of Fine Arts | 10/25/18 | Elizabeth Arnold 110/25/18 elizabeth.arnold@uky.edu | E. Arnold |
| | | / / | |
| | | / / | |
| | | / / | |

External-to-College Approvals:

| Council | Date Approved | Signature | Approval of Revision ⁴ |
|------------------------------|---------------|----------------------------|-----------------------------------|
| Undergraduate Council | | | |
| Graduate Council | 12/17/18 | Roshan Nikou | |
| Health Care Colleges Council | | | |
| Senate Council Approval | | University Senate Approval | |

Comments:

⁴ Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

Subject: Substantive Change Decision

Date: Monday, September 24, 2018 at 4:10:57 PM Eastern Daylight Time

From: noreply@qualtrics-survey.com

To: Shane, Rachel

Dear Rachel Shane,

Thank you for your email regarding the proposed program change(s) to **MA in Arts Administration, Master's (50.1011)**.

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):

The proposed change substitutes one elective for a new required course, AAD 690: Creating & Evaluating New Arts Programs.

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/?](https://proxy.qualtrics.com/proxy/?url=http%3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHKAS0tASxS4xDceO8e0MxnHdJ2Eu4smnkDcYodCE%3D)

[url=http%3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHKAS0tASxS4xDceO8e0MxnHdJ2Eu4smnkDcYodCE%3D](https://proxy.qualtrics.com/proxy/?url=http%3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHKAS0tASxS4xDceO8e0MxnHdJ2Eu4smnkDcYodCE%3D)

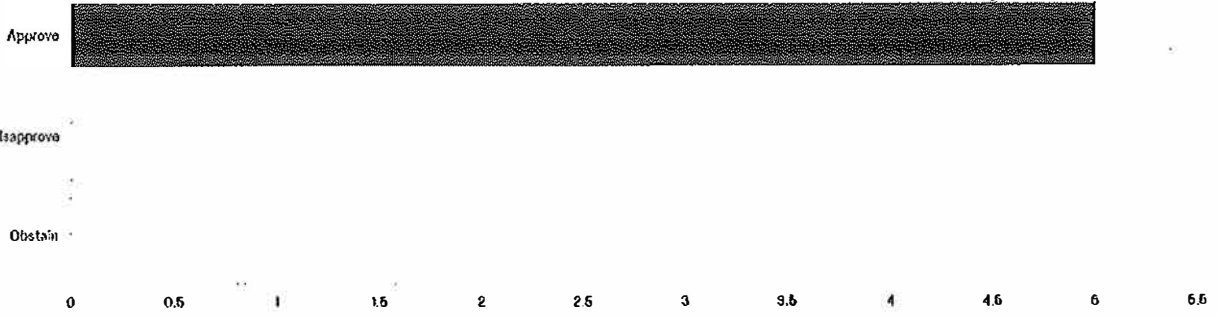
MA in Arts Admin Change, Faculty Voting Record

MA in Arts Administration Curriculum Change - Faculty Vote, Fall 2018

September 24, 2018 4:15 PM EDT

Q1 - Please indicate whether or not you approve of the proposed changes to the MA in

Arts Administration curriculum.



| # | Field | Minimum | Maximum | Mean | Std Deviation | Variance | Count |
|---|---|---------|---------|------|---------------|----------|-------|
| 1 | Please indicate whether or not you approve of the proposed changes to the MA in Arts Administration curriculum. | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 6 |

| # | Field | Choice Count |
|---|------------|--------------|
| 1 | Approve | 100.00% 5 |
| 2 | Disapprove | 0.00% 0 |
| 3 | Obtain | 0.00% 0 |
| | | 6 |

Showing Rows: 1 - 4 Of 4

End of Report