

University Senate Agendas, 2012-2013

All meetings are from 3:00 - 5:00 pm in the Auditorium of W. T. Young Library
unless otherwise noted.

Monday, March 18, 2013

- 1) Minutes from February 11, 2013 and Announcements p. 3-9
- 2) Officer and Other Reports
 - a) Chair (five minutes)
 - b) Parliamentarian (five minutes)
- 3) Old Business
 - a) Proposed Changes to Governing Regulations II (Committee Structure) p. 10-23
 - b) Response from Senate's Admissions and Academic Standards on SACSCOC Residency Language - Senate Rules 5.4.1 ("Residence Requirements") p. 24-27
- 4) Committee Reports
 - a) Senate's Admissions and Academic Standards Committee (SAASC) - Raphael Finkel, Chair
 - i. Proposed Change to University Scholars Program (exempt from submitting GRE/GMAT) p. 28-29
 - ii. Proposed Changes to RN-BSN Admission Requirements p. 30-39
 - b) Senate's Academic Programs Committee (SAPC) - Andrew Hippisley, Chair
 - i. Proposed New Undergraduate Certificate in Power and Energy p. 40-48
 - ii. Proposed New Undergraduate Certificate in Musical Theatre for Voice Majors p. 49-54
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- iv. Proposed New Graduate Certificate in Teaching English as a Second Language p.
62-68
- 5) Update on "Presentation U" - Deanna Sellnow (five minutes)
- 6) MOOCs, eLearning, Disruption and Higher Education - Chief Information Officer Vince Kellen
and Interim Provost Tim Tracy
- 7) Update on State of the Libraries - Libraries Dean Terry Birdwhistell (five to ten minutes)
- 8) Winter Commencement Report - John Herbst, Commencement Committee Chair (five
minutes) p. 69-70

Next Meeting: April 8, 2013

University Senate
February 11, 2013

The University Senate met in regular session at 3 pm on Monday, February 11, 2103 in the Auditorium of W. T. Young Library. Below is a record of what transpired. All votes were taken via a show of hands unless indicated otherwise.

Senate Council Chair Lee X. Blonder called the University Senate (Senate) meeting to order at 3:01 pm. She reminded senators to:

- Remember to sign upon arrival;
- Give one's name and affiliation when speaking;
- Attend meetings;
- Respond to emails and web postings as appropriate;
- Acknowledge and respect others;
- Silence electronic devices; and
- Communicate with constituencies.

Regarding communication, the Chair said that Finkel, who takes copious notes on Senate meetings, was willing to share his notes with any other senator upon request.

1. President Eli Capilouto, University Senate Chair

The Chair introduced University Senate Chair (and President) Eli Capilouto. President Capilouto offered senators a presentation that offered updates on a variety of UK's initiatives. He talked about UK's building initiatives; legislative activities; the Big Blue Nation United campaign; the Confucius Institute; the most recent meeting agenda of the University Athletics Committee of the Board of Trustees (focus on student athletes' academic success); e-learning and the Board of Trustees' hour-long discussion on the topic at its January meeting; the provost search committee; and the values-based financial model. The President then asked Vice President for Facilities Bob Wiseman to give senators an update on the campus master plan. Guest Wiseman did so, and also gave senators the URL of UK's campus master plan website, which includes all the maps (interactive and static), minutes of meetings with constituency groups, etc.

President Capilouto returned to the podium and offered a few final comments. He spoke about the National Cancer Institute's invitation to UK to compete for a National Cancer Institute designation and the recent site visit; the new National Center for Innovation in Education at UK; dinner with recipients of the Alumni Association's Great Teacher Awards; and the individuals involved in helping a deceased student's family find closure and continue to feel they are part of the UK family. When he was finished, he solicited questions from senators.

Grossman asked the President to elaborate on the proposed new science building, specifically the disciplines that will move into the building and the range of activities it will accommodate. The President asked Wiseman to offer details. Wiseman explained that the building has not yet been planned. He said it was a very important building to get right; the first step is to assemble faculty from different disciplines to figure out the concepts that will be incorporated into the building. They will do their work before the designers or architects begin. The challenge is not to find a replacement for the current Chemistry-Physics Building, but rather to create a space that will accommodate different academic trends over the next 40 years. President Capilouto added that he assumed there would be research

space inside. UK will probably not have the funds to finish the entire building, but it can complete some space and shell out the rest; UK will need to have space available if and when the National Science Foundation and the National Institutes of Health rebound economically.

Debski commented that she had spent years of her life serving on planning committees for new biology space; she asked for assurance that the new science building was still a priority and that money will be available to fund it. The President replied that the new science building was estimated to cost about \$100 million dollars, with the Athletics Department funding \$65 million of it. The remaining balance is expected to be bridged through philanthropy and the recurring monies UK has carved out to pay for debt service.

The Chair said there was time for one more question and asked if anyone who had not yet asked a question wanted to do so. After a brief silence, Brion asked about the \$22 million that was recently “found.” The President replied that the vast majority of the money came from a change in the enrollment mix and growth; increased retention and graduation rates positively impact the availability of recurring funds.

Senators gave President Capilouto a round of applause.

2. Minutes from December 10, 2012 and Announcements

The Chair reported that the minutes from December 10, 2012 were sent out, and no changes or corrections were received. Therefore, because there were no corrections, the minutes from December 10, 2012 stood **approved** as distributed by **unanimous consent**.

The Chair then reported that the day’s meeting was the last Senate meeting for Michelle Sohner, the Senate’s Sergeant at Arms. Ms. Sohner began serving as the University Senate’s Sergeant at Arms when she was hired to work in the Ombud’s office in 1990. The Chair presented Ms. Sohner with a plaque on behalf of the Senate. Photos were taken of Ms. Sohner, the Chair, President Capilouto, and past Senate Council Chairs. Senators gave her a round of applause.

There were a variety of announcements.

- There are three new SC members, who are serving three-year terms, through December 31, 2105.
 - Alice Christ (FA/Art and Visual Studies)
 - Andrew Hippisley (AS/English)
 - Dave Watt (ME/Molecular and Cellular Biochemistry)
- There were plans to use clicker technology in Senate meetings. Upon further investigation, the idea has been tabled due to the amount of time it would take to manage the process and set them up for Senate meetings.
- Connie Wood (AS/Statistics) was elected to serve as SC Vice Chair; her term begins June 1, 2013 and ends May 31, 2014.
- The Ad Hoc Committee on Ex Officio Members and their Voting Rights resumes meetings this semester.

- Due to changes to the *Senate Rules* (approved by the Senate) the Health Care Colleges Council will no longer review graduate courses or programs, unless there is a clinical component. The Senate's Rules and Elections Committee (SREC) is working on a "litmus test" to sort out proposals.
- The SC appointed two additional faculty to the Senate's Academic Facilities Committee (SAFC), Scott Wright (FA) and Ryan Hargrove (AG). They have been appointed to the Student Housing Academic Advisory Committee chaired by Vice President for Student Affairs Robert Mock.
- SC members had an opportunity to chat with Board of Trustees Chair E. Britt Brockman, MD in January. No business was conducted.
- On behalf of the SC and Senate, the Chair approved the inclusion of two students to the December 2012 degree list, one with a BA in Agricultural Economics and one with a BS in Horticulture, Plant and Soil Science.
- The SC approved a small change to the 2013-2014 calendar for the Graduate School. The last day for candidates for a May degree to sit for a final examination changed from April 18 to April 19.
- Regarding the Senate action on the December action to reactivate the BA/BS in Foreign Language and International Economics (FLIE), the Council on Postsecondary Education (CPE) was never notified to discontinue the FLIE program so it was still in their degree inventory. The CPE was simply informed of the reactivation and there was no need to send it to the Board of Trustees.
- eCATS, the electronic curricular approval tracking system, is still in its first-year pilot. There was a recent discovery that some courses were arriving in the SC office months after the last council approved them. The office is working with IT to address this and some other issues.
- Associate Provost for Faculty Advancement G. T. Lineberry appointed an advisory group which consists of several faculty nominated by the SC. The SC Chair is an ex officio member.
- Ms. Brothers is taking a 5 pm class this semester, so she will leave Senate meetings shortly before 5. Vice Chair Grossman will take notes after she leaves.
- The UK Alumni Association has named the recipients of its 2013 Great Teacher Award:
 - Karen Badger (SW) (senator)
 - Roberta Dwyer (AG)
 - Samuel Franklin (ME)
 - John Grove (AG)
 - Armando Prats (AS) (senator)
 - Gerald Smith (AS)

Senators gave the award recipients a round of applause.

3. Officer and Other Reports

a. Chair's Report – Lee X. Blonder

The Chair reported that she met with President Capilouto to discuss the report of the Ad Hoc Committee on Multidisciplinary Centers and Programs. The President said he will look comprehensively at the report and share it with a variety of other individuals and solicit additional input. The ad hoc committee's report is on today's agenda for presentation – no action is required. There were no questions from senators.

b. Trustee Report - John Wilson

Wilson said he sent an email recently to all faculty – if there are any problems with receiving his emails, please let him know. It is important to continue different forms of communication. He added that he sends Board members the same emails that he sends to all faculty. Wilson said he was still in the process of going around to each college to solicit faculty input in person. There were no questions from senators.

4. Proposed May 2013 Honorary Degree Recipients (three nominees) - Jeannine Blackwell, Chair, University Joint Committee on Honorary Degrees

Jeannine Blackwell, dean of the Graduate School and the chair of the University Joint Committee on Honorary Degrees, gave senators a presentation on the three individuals proposed to receive honorary degrees at Commencement in May.

After her presentation, the Chair asked if there were any questions, but there were none. She said that the **motion** from the SC was a recommendation that the elected faculty senators approve the three honorary degree candidates and their respective degrees (Honorary Doctor of Humanities, Honorary Doctor of Science and Honorary Doctor of Humanities) for submission through the President to the Board of Trustees, as the recommended recipients of honorary degrees to be conferred by the Board. Because the motion came from committee, there was no need for a **second**.

The Chair reminded senators that only elected faculty senators were eligible to vote. A **vote** was taken and the motion **passed** with none opposed and one abstaining. The Chair reminded senators to please keep the names confidential until after the Board of Trustees approves the names.

5. Proposed Final Approval for One-Year Masters in Public Administration and One-Year Masters in Public Policy Program: Calendar Change

The director of graduate studies, Dwight Denison, explained the proposal. Finkel asked if the proposed changes were in compliance with the Senate Rule regarding the allowable student credit load per semester. Denison replied that it was; the matter was specifically discussed by the SC and the current proposal included a change from the original to ensure compliance with that rule. Bailey asked about the reference to program fees. Denison replied that there have been preliminary discussions with the Provost's office about it and that it was his understanding that the Provost's office would need to offer formal approval for any such fee. There were no further questions.

The Chair said that the recommended **motion** from the SC was that the Senate approve the calendar for the proposed one-year Master in Public Administration and proposed one-year master in Public Policy, in addition to the traditional two-year program, effective immediately. Because the motion came from committee, no **second** was needed. A **vote** was taken and the motion **passed** with none opposed and four abstaining.

6. Committee Reports

a. Senate's Academic Programs Committee (SAPC) – Andrew Hippisley, Chair

i. Proposed New University Scholars Program - BA/BS German and MA German

Hippisley explained the proposal for a new University Scholars Program of a BA/BS German and MA in German. The recommended **motion** from the SC was that the Senate approve the creation of a new University Scholars Program for a BA/BS to MA in German. Because the motion came from committee, no **second** was needed. There being no questions or discussion, a **vote** was taken and the motion **passed** with none opposed and one abstaining.

ii. Suspend Admissions to Master of Science in Nursing

Hippisley explained the proposal to suspend admissions to the Master of Science in Nursing. The recommended **motion** from the SC was that the Senate approve the suspension of admissions into the Master of Science in Nursing. Because the motion came from committee, no **second** was needed.

Kovash asked if students in the Phd Nursing program could still earn a master's degree if they could not complete the PhD requirements. After a few additional comments, Graduate School Dean Blackwell explained that the MSN was a practitioner's degree, but because of nursing developments nationwide, that terminal degree has moved to a Doctor of Nursing Practice. The MSN was never a fallback for the PhD, which is exclusively a research degree. Bailey then asked about the forty percent of the Nursing faculty who were not in favor of the change. College of Nursing Interim Dean Patricia Howard opined that the period of transition was probably a cause for concern among some faculty. There were no further questions.

A **vote** was taken and the motion **passed** with none opposed and six abstaining.

iii. Suspend Admissions to Master of Arts in Library Science

Hippisley explained the proposal to suspend admissions into the Master of Arts in Library Science. The recommended **motion** from the SC was that the Senate approve the suspension of admissions into the Master of Arts in Library Science. Because the motion came from committee, no **second** was needed.

Grossman wondered why, if there has only been one student in the program for many years, the proposal was to suspend admissions, and not to delete the program altogether. Guest Will Buntin (Library and Information Science/CI) explained that the department acted as it did based on consultations with the Graduate School, which recommended that they gather additional information and then make a final decision whether or not to delete it in the future.

There being no further questions, a **vote** was taken and the motion **passed** with none opposed.

iv. Proposed New Graduate Certificate in Instructional Communication

Hippisley explained the proposal for a new Graduate Certificate in Instructional Communication. The recommended **motion** from the SC was that the Senate approve the establishment of the new Graduate Certificate in Instructional Communication in the Division of Instructional Communication, within the College of Communication and Information. Because the motion came from committee, no **second** was needed.

In response to Finkel, Guest Sellnow said that it was not currently possible to earn the entire program via distance learning. Grossman asked if the list of graduate certificate associates will have the authority to make changes to the certificate as the responsible faculty for the program. Sellnow replied that they would. Grossman then asked about endorsements or involvement from the College of Education.

Sellnow explained that there was a letter of support from Dean Mary John O'Hair of the College of Education included in the proposal. Watkins asked if non-degree-seeking students could apply, or if admission was restricted to only actively enrolled, degree-seeking students. Guest Tim Sellnow (associate dean for graduate studies) confirmed that both types of students could apply for admission into the certificate.

There being no further questions, a **vote** was taken and the motion **passed** with none opposed and two abstaining.

b. Senate's Admissions and Academic Standards Committee (SAASC) - Raphael Finkel, Chair

a. Proposed Changes to Admissions Requirements for Human Nutrition and Dietetics Undergraduate Programs in the Department of Nutrition and Food Science

Finkel explained the proposed changes. The recommended **motion** (with a positive recommendation) from the SC was that the Senate approve the proposed changes to the admissions requirements for Human Nutrition and Dietetics Undergraduate Programs in the Department of Nutrition and Food Science, effective fall 2013. Because the motion came from committee, no **second** was needed.

Swanson asked if Finkel had any opinions about future departments who might want to increase their program's required GPA. Finkel opined that there would come a time when students who could not succeed in 300-level courses and above would earn something akin to a general studies program. Bailey asked about the rationale for the changes. Sandra Bastin, interim department chair, Department of Dietetics and Human Nutrition, said that students with lower GPAs are unable to get into competitive internships. She added that there are not many appeals and that many students simply could not pass chemistry and organic chemistry classes. There being no further questions, a **vote** was taken and the motion **passed** with one opposed and three abstaining.

ii. Response from Senate's Admissions and Academic Standards on SACSCOC Residency Language - Senate Rules 5.4.1 ("Residence Requirements")

The Chair explained that the SAASC was asked to offer recommendations on the residency language in the *Senate Rules* that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) questioned. The recommendation **motion** (with a positive recommendation) from SC was that the Senate approve the proposed changes to *Senate Rules 5.4.1* ("Residence Requirements"). Finkel explained that UK's policy was slightly different from that of SACSCOC, so a request to change the language was considered. The SAASC recommended that language be added to clarify that "a course taken from UK" means, specifically, a course with a UK course number and taught by a UK instructor. It will not include credit transferred to UK or study abroad, unless taught by a UK instructor. He said there was concern in UK's offices that focus on international studies (study abroad and student exchanges) about the proposed rules' affect on student participation in study abroad opportunities. Finkel said that he could not offer an amendment, since the SAASC had not voted on one, but said it could fix the problem.

After brief discussion, Steiner **moved** to table the proposal and return it to the Senate at the March meeting. Wasilkowski **seconded**. After brief discussion, a **vote** was taken and the motion **passed** with a vast majority in favor, one opposed and one abstaining.

c. Ad Hoc Committee on Multidisciplinary Centers and Programs Report - Robert Grossman, Chair

The Chair explained that the SC accepted the report, commended the committee on their hard work and dissolved the committee. She asked Grossman to review the report with senators. Grossman said he would offer a summary of highlights and gave a presentation to senators and also answered questions.

7. Education Abroad Course Approval Process (First Annual Report) - Associate Provost for International Affairs Susan Carvalho

Associate Provost for International Affairs Susan Carvalho offered a report on Education Abroad courses (approval process) as well as an update on *Administrative Regulations 4:9* ("International Education Travel"). She answered questions from senators.

The meeting was adjourned shortly after 5 pm.

Respectfully submitted by Robert Grossman,
University Senate Secretary

Invited guests present: Sandra Bastin, Will Buntin, Susan Carvalho, Jeff Dembo, Dwight Denison, Patricia Howard, Dave Randall, Deanna Sellnow, Tim Sellnow, Kaveh Tagavi, Bob Wiseman and Ernie Yanarella.

Absences: Adams, I, Adams, M, Anderson, D*, Anderson, H, Anderson, K*, Anstead, Arthur*, Badger*, Bailey, Ballard, Bayliff, Bilas, Blackwell, D, Bland, Brennen, Bruzina, Capilouto, Coyne, Crampton*, de Beer, Deep, Dietz, Dupont-Versteegden, Eckman, Farrell, Feist-Price, Garrity*, Graf, Hardin-Pierce, Hong-McAtee, Jackson, J, Jackson, V, Kaplan, Kirschling, Latham, Leahy, Lee*, Martin, McCormick, McNamara, Mehra, Michelman, Mock, O'Conner*, Plamp, Porter, Pulliam, Rabel, Richey, Rogers*, Sekulic, Sexton, Smith, Speaks, Stanley*, Stombaugh, Tick, Tracy, J, Tracy, T, Turner, Walz, Withers, Witt, Wood*, Wright*, Yelowitz.

Prepared by Sheila Brothers on Friday, March 8, 2013.

* Denotes an absence explained prior to the meeting.



UNIVERSITY OF
KENTUCKY[®]
 Regulations

Governing Regulation, Part II

Responsible Office: Board of Trustees

Effective: ~~6/19/2012~~ DRAFT

Supersedes Version: ~~6/19/2012~~
~~12/13/2011~~

Governing Regulation, Part II

Governance of the University of Kentucky

Major Topics

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3. Special Committees

F. Powers and Responsibilities of the Board of Trustees

G. Petitions to Address the Board of Trustees

References and Related Materials

Appendix I – Petition to Address the Board

Introduction

The governance of the University of Kentucky is vested by law in the Board of Trustees (KRS 164.131). Within the limits set by the State Constitution and the federal and state laws,^{*} the Board of Trustees is the final authority in all matters affecting the institution and exercises jurisdiction over the institution's financial, educational, and other policies and its relation with the state and federal governments.

This *Governing Regulation* describes the authority, membership, committees, and responsibilities of the Board of Trustees.

A. Delegation of Authority

1. These *Governing Regulations* describe the composition, powers, and duties of the Board of Trustees of the University of Kentucky, as defined by Kentucky Revised Statutes, and establish policies and procedures for the performance of its functions. In these *Governing Regulations*, the Board of Trustees delegates certain responsibilities to the President, the University Senate, the Staff Senate, the Student Government Association, the Graduate Faculty, and the faculties of educational units in order to provide for the responsible and efficient administration of the University and the accomplishment of its goals.
2. As the chief administrative officer of the University, the President is authorized by the Board of Trustees to promulgate the *Administrative Regulations* including the *Human Resources Policies and Procedures* and the *Business Procedures Manual*, to provide interpretation and implementation of these *Governing Regulations*, and of the *Minutes of the Board of Trustees*, and to delineate policies within the sphere of delegated responsibility. Chief administrative officers are authorized to establish unit policies and procedures attendant to their delegated administrative responsibilities.
3. At an institution-wide level, the University Senate, as a primary educational policy-forming agency of the University, establishes the broad academic policies of the University. Within the limits set by the Board of Trustees and the University Senate, the Graduate Faculty is delegated jurisdiction over programs leading to graduate degrees and has the responsibility to safeguard, promote and assist in the development of research in all fields. Within the limits set by the institution-wide policies of the Board of Trustees, the University Senate, and the Graduate Faculty, the respective faculties exercise the governance role of policy-making responsibility for the instructional, research and service programs of their educational units. The University Senate, the Graduate Faculty, and the faculties of educational units are authorized to issue rules concerning the policy and procedure-making responsibilities that are attendant to their delegated educational policy-making role.
4. Where appropriate, the rules and regulations appearing in the *Administrative Regulations*, *Human Resources Policy and Procedures*, *Business Procedures Manual*, and *University Senate Rules* should refer to the source or sources in these *Governing Regulations* or *Minutes of the Board of Trustees*.

^{*} The Council on Postsecondary Education in Kentucky (KRS 164.020) has powers and duties that relate to the governance of the University of Kentucky.

B. Board of Trustees - Membership

1. Definition

The Board of Trustees is a body corporate, under the name of Board of Trustees of the University of Kentucky, with the usual corporate powers, and possesses all the immunities, rights, privileges, and franchises usually attaching to the governing bodies of educational institutions. It may receive, hold, and administer, on behalf of the University, subject to the conditions attached, all revenues accruing from endowments, appropriations, allotments, grants or bequests, and all types of property. (KRS 164.160)

2. Membership

The Board of Trustees of the University of Kentucky consists of sixteen members appointed by the Governor, two (2) University faculty members who shall have the right to vote on all matters except that of faculty compensation, one (1) University staff employee, and one (1) University student.

a. Appointed Members

The Governor shall make the appointments so as to reflect proportional representation on the Board of the two leading political parties of the Commonwealth based on the state's voter registration and to reflect no less than proportional representation of the minority racial composition of the Commonwealth. Appointments to fill vacancies shall be made for any unexpired terms in the same manner as provided for the original appointments. (KRS 164.131)

The terms of the appointed members shall be for six (6) years and until their successors are appointed and qualified. Three (3) of the appointments shall be graduates of the University and may include one (1) graduate of the institution who may reside outside the Commonwealth; three (3) shall be representative of agricultural interests; and ten (10) shall be other distinguished citizens representative of the learned professions. Each graduate member is appointed by the Governor from a list of three (3) names submitted by the alumni of the University according to a method prescribed by the Board of Trustees, upon recommendation of the UK Alumni Association, pursuant to KRS 164.131(2)(a); KRS 164.140. The prescribed methods are published in the *Minutes of the Meetings of the Board of Trustees* (May 6, 2003).

b. Elected Members

The number of faculty members, staff employees, and student members elected to the Board of Trustees shall not exceed four (4). (KRS 164.131)

(1) The two (2) faculty members representing the University shall be members of the faculty of the rank of assistant professor or above, elected by secret ballot by faculty members of the rank of assistant professor or above.

In accordance with KRS 164.131(3), faculty members eligible to vote and eligible to serve as elected members of the Board of Trustees shall be those regular, full-time employees conferred with a faculty title and a rank at the level of assistant professor (or its equivalent, librarian III) or above, and who do not have an administrative assignment at or above the level of department chair, and as otherwise defined in *Human Resources Policy and Procedure Administrative Regulation Number 4.0: Employee Status*.

The faculty members shall serve for terms of three (3) years and until their successors are elected and qualified. They are eligible for reelection but are ineligible to continue to serve as

members of the Board of Trustees if they cease to be members of the faculty. Elections to fill vacancies for any unexpired terms shall be held in the same manner as for the original elections.

The authority to develop procedures for the election of faculty members to serve as members of the Board of Trustees, in accordance with the provisions of KRS 164.131(3), is hereby delegated to the University Senate.

- (2) The staff employee representing the University shall be a regular, full-time staff employee as defined in the *Human Resources Policy and Procedure Administrative Regulation Number 4.0: Employee Status*, excluding the President, Provost, executive vice presidents, vice presidents, and academic deans. The staff trustee shall represent all University staff employees.

The staff member shall serve a term of three (3) years and until a successor is elected and qualified. The staff member shall be eligible for reelection, but is ineligible to continue to serve as a member of the Board of Trustees if the staff employee ceases to be an employee of the University. Elections to fill vacancies shall be for any unexpired term and shall be held in the same manner as provided for the original election.

The staff trustee shall be elected by secret ballot by the regular, full-time staff employees, including the President, Provost, executive vice presidents, vice presidents and academic deans.

The authority to develop procedures for the election of a staff employee to serve as a member of the Board of Trustees, in accordance with the provisions of KRS 164.131(4), is hereby delegated to the Staff Senate.

- (3) The student member shall be the President of the Student Government Association during the appropriate academic year and may be an out-of-state resident. If the student member does not maintain the position as President or status as a full-time student at any time during that academic year, a special election shall be held to select a full-time student. The authority to develop procedures for the election of a student of the University to serve as a member of the Board of Trustees, in accordance with the provisions of KRS 164.131(5), is hereby delegated to the Student Government Association.

c. Non-voting Members

Pursuant to KRS 164.170 and 164.131(1)(e), the Board of Trustees may from time to time designate persons as nonvoting honorary members of the Board of Trustees, with responsibilities and privileges as it may deem appropriate, except for the power to vote.

d. Removal of Members

Pursuant to KRS 164.131(1)(d), "Board members may be removed by the Governor for cause, which shall include neglect of duty or malfeasance in office, after being afforded a hearing with counsel before the council and a finding of fact by the council." The "Council" is defined in KRS 164.001(8) as the Council on Postsecondary Education.

3. Officers

- a. The Chair, Vice Chair, Secretary, and Assistant Secretary of the Board of Trustees shall be elected annually at the first fall meeting of the Board of Trustees. (KRS 164.180)
- b. The Chair of the Board of Trustees shall be limited to no more than four (4) consecutive terms as Chair. In the absence of the Chair, the Vice Chair presides at meetings of the Board of Trustees and the Executive Committee.

- c. The Secretary keeps the minutes of all meetings, issues notices of meetings, and provides for the publication and distribution of the minutes in accordance with instructions from the Board of Trustees. The Secretary is responsible for the maintenance of an official revised copy of these Governing Regulations and for the publication of revisions. The Assistant Secretary is empowered to perform the duties of the Secretary when the Secretary is not present. The Assistant Secretary need not be a member of the Board of Trustees.

C. Meetings of the Board of Trustees

1. The Board of Trustees shall meet at least quarterly. Special meetings may be called by the Chair or by any three (3) members upon giving ten (10) days' written notice to each member of the Board of Trustees. The business to be transacted at special meetings shall be specified in the notice of the meeting. All meetings are to be held on the campus of the University unless otherwise specified by a majority vote of the Board of Trustees. A majority of the voting members of the Board of Trustees constitutes a quorum. (KRS 164.170)
2. The Board of Trustees may adjourn any regular or called meeting to any date that it may set for such adjournment. Any meeting of the Board of Trustees, if a quorum is not present, may be adjourned by the members attending to a time when a quorum shall be present.
3. The meetings of the Board of Trustees shall be open to the public. The Board of Trustees is required to arrange for a stenographic transcript of each of its meetings to be prepared and filed, to send an agenda for each of the meetings to each member of the Board of Trustees, and to make a copy of the agenda available to the press. (KRS 164.170) For regularly scheduled meetings, the agenda shall be released to the general public at least three (3) full business days prior to the ~~Board~~ ~~Meeting~~. "Business Day" means Monday through Friday, excluding Saturday and Sunday and official University holidays. The Board of Trustees and its committees shall operate in compliance with the provisions of the Open Meetings Law. (KRS 61.800-KRS 61.850)
4. All necessary expenses incurred by the Trustees in traveling to and from and while attending meetings of the Board of Trustees are designated to be paid out of the funds of the University. (KRS 164.170)
5. The order of business at meetings of the Board of Trustees normally is as follows:
 - Call to Order
 - Roll Call
 - Reading and Approval of Minutes with Necessary Modifications
 - Chair's Report
 - Report of the President
 - Consideration of President's Recommendations for Action
 - Consideration of President's Discussion Items
 - Reports of Committees
 - Items for Board Discussion
 - Other Business
 - Adjournment
6. The most recent version of *Robert's Rules of Order* shall be observed in conducting the business of the Board of Trustees except as these may be modified by regulations adopted by the Board of Trustees.

D. Conflicts of Interest of Board Membership

1. No employee of the University shall be directly or indirectly interested in any contract with the University for the sale of property, materials, supplies, equipment, or services, with the exception of compensation to the two (2) faculty members and the one (1) staff employee who are members of the Board of Trustees. (KRS 164.131)
2. No member of a board of trustees shall have an interest in any contract with a state university unless such contract shall have been subjected to competitive bidding in compliance with KRS Chapter 45A, unless such trustee shall have been the lowest bidder and unless such trustee shall have first notified in writing the remaining members of the board, and to the newspaper having the largest circulation in the county in which the state university is located, of his intention to bid on such contract. (KRS 45A.340(7))
3. No member of the Board of Trustees may be held to be a public officer by reason of membership on the Board except as provided in KRS 45A.335 for the purpose of KRS 45A.340. (KRS 164.150)

E. Standing and Special Committees

The purpose of standing and special committees is to assist the Board of Trustees in its oversight role by gathering information, discussing, and providing advice on policy proposals prior to their coming before the entire Board of Trustees. Members of the University community and the general public may attend any committee meeting. An individual desiring to address a particular committee or otherwise participate in a committee meeting should contact the committee chair.

1. Standing Committee General Rules

- a. Unless otherwise provided in this Governing Regulation, membership of standing committees shall include at least five (5) members of the Board of Trustees including the committee chair.
- b. Unless otherwise provided in this Governing Regulation, committee members shall be appointed by the Chair of the Board of Trustees.
- c. Unless otherwise provided in this Governing Regulation, the Chair of the Board of Trustees shall select the Chair for each committee from the Trustee members.
- d. Board of Trustee members may be reappointed to a committee for consecutive terms.
- e. Any vacancy occurring before the expiration of the term of the appointment shall be filled for the unexpired term.
- f. A quorum of the Committee members must be present in order to conduct business.

g. Committee Reports shall be posted on-line within 72 hours after the conclusion of Committee meetings.

2. Standing Committees

a. Executive Committee

(1) The Board of Trustees annually elects an Executive Committee of five (5) members that has the powers that the Board of Trustees delegates to it as prescribed in KRS 164.190. This election shall be held at the first fall meeting of the Board of Trustees. Vacancies may be filled at any meeting of the Board of Trustees. The Chair of the Board of Trustees shall be one (1) of the five (5) members and shall also serve as Chair of the Executive Committee.

(2) ~~In general, t~~he Executive Committee:

(a) In general, exercises oversight of the financial and business interests of the University and possesses the same powers as the Board of Trustees during the periods between meetings of the full Board of Trustees;

~~(b) The Executive Committee shall s~~Serves as a hearing panel in the event of a faculty member, staff employee, or student appeal coming to the Board of Trustees.

~~(c) The Executive Committee shall s~~Serves as the performance review committee for the President. The Executive Committee shall involve the entire Board of Trustees in this evaluation and shall also solicit input from the executive committees or executive councils of the University Senate, Staff Senate, and Student Government Association.

(3) Meetings may be held as necessary at the call of the Chair. The Secretary of the Board of Trustees is the *ex officio* Secretary of the Executive Committee. The President may attend all meetings.

(4) The Executive Committee is required to submit to the Board of Trustees at each meeting, for the latter's consideration and approval, a complete record of the proceedings of the Executive Committee. The authority of the Board of Trustees to amend the action of the Executive Committee does not extend to the rejection of any valid or authenticated expenditure of money by the Executive Committee (KRS 164.190).

~~The Executive Committee shall serve as a hearing panel in the event of a faculty member, staff employee, or student appeal coming to the Board of Trustees.~~

~~The Executive Committee shall serve as the performance review committee for the President. The Executive Committee shall involve the entire Board of Trustees in this evaluation and shall also solicit input from the executive committees or executive councils of the University Senate, Staff Senate, and Student Government Association.~~

b. Academic and Student Affairs Committee

This Committee:

(1) Reviews recommendations on policy matters pertaining to the academic mission of the University in instruction, research, and public service as well as to policy matters concerning academic freedom, tenure, and shared governance;

(2) Reviews academic program proposals from the President to ensure that a) the academic programs are consistent with the University's mission; b) resources are available to achieve academic priorities as set forth in the strategic plan; c) academic programs are appropriate for its student needs; and d) the University has a system in place for assessing the effectiveness of its academic programs;

(3) Reviews new program and degree-program closure proposals and changes in the academic units or in the academic organization to ensure these proposals or changes will effectively carry out the academic mission;

(4) Reviews the list of candidates for academic degrees approved by the faculty of the University through the University Senate for submission to the Board of Trustees;

(5) Reviews R~~ecommendations regarding revisions of the Code of Student Conduct; and~~

(6) Reviews R~~ecommendations concerning the general welfare of students and the adoption of rules, procedures, rights, and responsibilities governing non-academic relationships between the University and its students; and~~

(7) Provides needed information to the Board of Trustees.

c. Finance Committee & Audit and Compliance Subcommittee

(1) The Finance Committee:

- (a) ~~This committee e~~Ensures the financial stability and long-term economic health of the University by monitoring the financial operations of the University and its affiliated corporations and making appropriate recommendations to the Board of Trustees to ensure achievement of the University's mission;~~;~~
- (b) Consistent with KRS 164A.550 through 164A.630, ~~the committee~~ maintains oversight responsibility for the financial management of the University in the areas of accounting, auditing, payroll, purchasing, capital construction, real property, and affiliated corporations;~~;~~
- (c) ~~The Committee shall e~~Oversees the budgets of the University by reviewing and recommending to the Board of Trustees on the annual operating budgets;~~;~~
- (d) ~~The Committee shall e~~Ensures that accurate and complete financial records are maintained by reviewing and recommending to the Board of Trustees on:
 - i. annual financial reports and related recommendations from the Audit Subcommittee,
 - ii. interim financial reports,
 - iii. long-term debt obligations,
 - iv. gifts to the University of \$400,000 or more,
 - v. capital projects of \$600,000 or more,
 - vi. leases over \$200,000 per year,
 - vii. disposition of property,
 - viii. sale of assets, and
 - ix. financial transactions not provided for in the annual operating budget.

(2) The Audit and Compliance Subcommittee:

- (a) Reviews recommendation and recommends to the Finance Committee on the appointment of the external auditors;~~;~~
- (b) ~~R~~Receives and reviews the annual reports from the external auditors and makes recommendations to the Finance Committee concerning these reports;~~;~~ and
- (c) Receives and reviews reports from the Senior Director of Internal Audit on the University's system of internal controls and compliance with applicable laws, regulations, and University policy, and reports on such to the Finance Committee.

d. Human Resources and University Relations Committee

This committee:

- (1) ~~R~~Reviews recommendations to the Board of Trustees regarding policies pertaining to employee benefits, rights, and privileges requiring Board of Trustees approval;~~;~~
- (2) Reviews recommendations relating to the economic, social, and public policy environments within which the University operates that directly affect the University; and

- (3) Reviews policies or policy proposals regarding marketing and development as well as public, governmental, and alumni relations.

e. Investment Committee

- (1) Under delegation from the Board of Trustees, and consistent with KRS 164A.550 through 164A.630, the Investment Committee is responsible for review and oversight of the endowment investment programs of the University and its affiliated corporations. These responsibilities include:
- (a) formulating and reviewing investment policies;
 - (b) appointing, monitoring and evaluating investment managers and consultants; and r
 - (c) reviewing and approving plans for the general management of the endowment funds of the University.
- (2) In addition to the Trustee members, the Investment Committee may, from time to time, have the Chair of the Board of Trustees appoint, upon recommendation of the University President, non-voting Community Advisory Members to assist it in its functions by providing specialized advice and support. Said Community Advisory Members shall be selected on the basis of their expertise in such areas as investment management and finance. The appointments of Community Advisory members to the Investment Committee shall be for three years and may be reappointed for an unlimited number of three year terms. The maximum number of Community Advisory members authorized at any one time shall be three (3).
- (3) The Investment Committee Chair reports to the Board of Trustees after each meeting of the committee on the performance results of endowment investments. Policies of the committee are implemented by the Office of the Treasurer in carrying out the day-to-day operations of the University's endowment funds.

f. Nominating Committee

This committee:

- (1) Nominates officers of the Board of Trustees and members of the Executive Committee; and
- (2) Reviews and recommends the appointment of trustees to the boards and committees of the University and its affiliated entities.

~~(g) Student Affairs Committee~~

~~This committee reviews: (i) Recommendations regarding revisions of the Code of Student Conduct;
and~~

g.h University Athletics Committee

- (1) The NCAA requires a member institution's chief executive officer to have ultimate responsibility and final authority for the conduct of the intercollegiate athletics program. In addition, the Southern Association of Colleges and Schools (SACS) requires an institution's chief executive officer to have ultimate responsibility for, and exercise appropriate administrative and fiscal control over, the intercollegiate athletics program. To assist the President in carrying out this responsibility, the Athletics Committee is responsible for:
- (a) Providing counsel to the President concerning matters or activities of the Athletics Department;

- (b) Reviewing the Athletics Department's annual budget and audit reports, major expenditures and acquisitions, and construction of facilities if the cost is expected to exceed \$600,000; and
 - (c) Providing needed information to the Board of Trustees.
- (2) The membership of the Committee shall be composed of five (5) voting Trustee members and up to three (3) non-voting Community Advisory members. In addition, the Faculty Athletics Representative shall serve as an *ex officio*, non-voting member. The membership of the Athletics Committee, including the Chair, shall be appointed by the President in consultation with the Chair of the Board of Trustees. The initial Board member appointments to the Athletics Committee shall be staggered terms in the following manner: two members for three years, two members for four years, and one member for five years. Board members appointed thereafter shall serve for three-year terms and may be reappointed.

(3) The University Athletics Committee shall provide to the full Board a brief update at each Board meeting if the Committee has met.

h. University Health Care Committee

(1) This Committee:

- (a) ~~s~~Serves as ~~thea~~ governing body and governing authority to manage and operate the University Hospitals in accordance with the Conditions of Participation promulgated by the Centers for Medicare and Medicaid Services and with the laws and regulations governing the operations and services of hospitals in the Commonwealth of Kentucky standards established by The Joint Commission, formerly 'Joint Commission on Accreditation of Health Care Organizations,' and
 - (b) ~~to e~~Oversees the University's clinical enterprise. ~~This responsibility~~ includes management oversight for the development of policies, rules, and regulations for the governance of the University Hospitals and clinical enterprise.
- (2) Policies of the Committee are implemented by the Executive Vice President for Health Affairs in carrying out the day-to-day operations of the University Hospitals and clinical enterprise.
- (3) The membership of the Committee shall be composed of five (5) voting Trustee members, seven (7) non-voting Advisory Members, and up to seven (7) non-voting Community Advisory Members. Each member shall be appointed by the Chair of the Board of Trustees, acting upon recommendation of the President of the University. The initial Board of Trustee member appointments to the University Health Care Committee shall be for staggered terms in the following manner: two members for three years, two members for four years and one member for five years. Board members appointed thereafter shall serve for three-year terms and may be reappointed.
- (4) The University Health Care Committee may create sub-committees and shall create committee rules to guide their governance consistent with The Joint Commission. (See University Health Care Committee Operating Rules, approved by the Board of Trustees December 7, 2010)
- (5) The University Health Care Committee shall provide to the full Board a brief update at each meeting if the Committee has met.

(j) University Relations Committee

This committee:

- ~~(ii) Reviews policies or policy proposals regarding marketing and development as well as public, governmental, and alumni relations.~~

3. Special Committees

Special committees may be established and appointed at any time by the Chair of the Board of Trustees and with such charge as the Board of Trustees Chair may determine. Special committees shall carry out their duties as specified and report to the Board of Trustees. Such committees shall function until discharged. Membership shall include trustees and may also include persons who are not Board of Trustees members.

F. Powers and Responsibilities

The powers and responsibilities of the Board of Trustees include the following:

1. Periodically evaluate the institution's progress in implementing its missions, goals, and objectives to conform to the strategic agenda. (KRS 164.131)
2. Make such bylaws, rules, and regulations consistent with KRS Chapter 164 as it deems proper. (KRS 164.180)
3. Establish proper regulations for the governance of the University and the physical training, military or otherwise, of the students. The Board may authorize the suspension and dismissal of students for neglect or violation of the regulations or for other conduct prejudicial to the character and welfare of the University. (KRS 164.200)
4. Determine the colleges, schools, divisions, departments, bureaus, and offices which shall comprise the University within the scope of the Acts of Congress approved July 2, 1862, and Acts supplementary thereto, and the relation which each division shall sustain to each other division and to the whole. It may devise, allot, and arrange the distribution of divisions with the designation appropriate for each, and devise the means required for their effective instruction, administration, and governance. (KRS 164.210)
5. Appoint a President, professors, assistants, tutors, and other personnel and determine the compensation, duties, and official relations of each. In the appointment of presidents, professors, or instructors no preference shall be shown to any religious denomination. The Board is required to provide compensation for all positions created and filled by the Board of Trustees. The Board may provide for employee retirement benefits and such other employee benefits as are related to the respective employments and services furnished. Retirement plans may include, but without limitation, the retirement ages, the benefits of employees including group insurance, annuities, establishment of a trust fund or funds; and, the amounts to be paid or contributed by employees and the amounts to be paid or contributed by the University of Kentucky; and other appropriate terms and provisions with respect thereto. (KRS 164.220)
6. Exercise power over and control of appointments, qualifications, salaries, and compensation payable out of the State Treasury or otherwise, promotions and official relations of all employees of the University of Kentucky, as provided in KRS 164.220, and, subject to any restrictions imposed by general law, the retirement ages and benefits of such employees shall be under the exclusive jurisdiction of the Board of Trustees of the University of Kentucky, which shall be an independent agency and instrumentality of the Commonwealth. (KRS 164.225)
7. Suspend or remove any of the officers, teachers, professors, or agents that it is authorized to appoint, except that no President, professor, or teacher may be removed except for incompetence, neglect of or refusal to perform duties, or for immoral conduct, and then only after ten (10) days' notice in writing stating the nature of the charges preferred, and after the individual has been given an opportunity to make defense before the Board of Trustees by counsel or otherwise and to introduce testimony which shall be heard and determined by the Board of Trustees. (KRS 164.230)

8. Grant degrees to graduates of the University, prescribe conditions for the award of honorary degrees, and confer such honorary degrees, upon the recommendation of the faculty of the University, as it deems proper. (KRS 164.240)
9. Make a full report to the General Assembly, within the first month of each even-numbered year regular session, of the condition and operation of the University since the date of the previous report, with such recommendations concerning the University as are deemed necessary. (KRS 164.250)
10. Acquire additional lands or other property or material for the purpose of expanding its plant and extending its usefulness. When unable to contract with the owner of land or other property or material necessary for the purposes of the University, it may acquire the same by condemnation proceedings in the manner provided in KRS 416.010 to 416.080. (KRS 164.260)
11. Dispose of real estate held by the Commonwealth for the use or benefit of the University or the Kentucky Agricultural Experiment Station as authorized in KRS 164.270 and KRS 45.360.

G. Petitions to Address the Board of Trustees

The purpose of this section is to provide a standard process for members of the University community and the general public to address the Board of Trustees on matters relevant to the University. This process provides for reasonable access to the Board of Trustees, while also preserving the Board's orderly business operations.

The procedures established by this regulation do not supersede *Governing Regulations* or *Administrative Regulations* that specifically permit appeal to, or appearances before, the Board or a Board Committee.

1. Petitions

- a. An individual desiring to address the Board of Trustees shall submit a written petition to the Chair of the Board of Trustees through the Office of the President at least two (2) full business days prior to a scheduled meeting of the full Board. The petition shall describe the subject matter and the rationale for addressing the Board, and shall be submitted on the form (Petition to Address the Board of Trustees) attached as Appendix I to this regulation.

Petitions are available in the Office of the President, 101 Main Building, Lexington KY 40506-0032, or on-line at <http://www.uky.edu/Trustees/petition.htm>, and may be submitted in hardcopy or electronically. In order to be considered, any petition to address the Board of Trustees shall be submitted in accordance with this regulation and shall contain all required information. The Office of the President is responsible for forwarding to the Board Chair all petitions submitted in accordance with this regulation.

- b. The Chair, who may consult with the President, shall determine if the subject matter of the petition is relevant to a pending or future agenda item, or deemed essential information necessary for the Board to fulfill its statutory responsibilities. If the Chair determines that the subject is relevant or the information is essential, the Chair shall:
 - (1) approve the petition to address the Board and ask that the petitioner be so informed; or
 - (2) refer the petition to an appropriate committee of the Board and ask that the petitioner be informed of the Committee's meeting time and location.
- c. The Committee to which a petition is referred shall review the merits of the petition to address the Board and shall take such action as it deems appropriate.

- d. The list of petitioners requesting to address the Board of Trustees, along with the disposition of each petition, shall be made available immediately prior to each Board meeting at the meeting location.
- e. The Chair of the Board of Trustees shall provide a report during the full Board meeting on the number of petitions to address the Board received, as well as the disposition of said petitions.
- f. Prior to acting on an item or issue, the full Board shall hear approved petitioners who are present and prepared to address the Board when called to appear.
- g. A record shall be kept indicating the petitioner's name, the subject matter, and action taken on each petition to address the Board.

2. Limitations

- a. The Chair of the Board of Trustees may establish reasonable and appropriate limitations on the number of petitioners who may address the Board at each meeting and the time permitted for each address.
- b. In the event of a substantial change to an action item, or the addition of an action item to the Board agenda, the Chair may, in his or her discretion, accept a petition(s) received outside the procedures and timelines established by this Governing Regulation.
- c. The Chair of a Committee may establish reasonable and appropriate limitations on the number of petitioners who may address or participate in a committee meeting and the time permitted for each address.

H. References and Related Materials

KRS: 45A.335, 45A.340, 45.360, 61.800, 61.850, 164.131, 164.140, 164.160, 164.170, 164.180, 164.190, 164.200, 164.210, 164.220, 164.240, 164.250, 164.270, 164A.550, 164A.630, 416.010, 416.080

Revision History

6/11/2002, 9/17/2002, 10/10/2006, 10/16/2007, 6/17/2008, 3/29/2011, 9/13/2011, 12/13/2011, 6/19/2012

For archive versions contact: [Office of Legal Counsel](#)

Appendix I

Petition to Address the Board of Trustees University of Kentucky

Petitions to address the Board may be made by completing and submitting this form to the Office of the President no later than two (2) **full** business days before the start of the meeting (e.g., for a Tuesday, 1:00 p.m. meeting, petitions must be received by Friday at 1:00 p.m.). To ensure the proper recognition of speakers, no change in the original presenter may be made, except possibly as determined by the Board Chair or a Board Committee. For a complete list of guidelines, see GR II, *Governance of the University of Kentucky*.

INFORMATION (Please type or print.)

Contact Information (All fields must be completed)*

Name: _____ Telephone Number: _____

E-Mail: _____ Mailing Address: _____

***YOU MUST PROVIDE A TELEPHONE NUMBER AND EMAIL ADDRESS IN ORDER FOR YOUR REQUEST TO BE CONSIDERED.**

University Relationship

Relationship to the University (please check the most appropriate category):

Student Faculty Staff Alumni Other (Please specify) _____

Name of Group (if applicable): _____

Topic

Topic on which you wish to speak: _____

Please indicate if you will speak pro con or neutrally on this topic.

Briefly summarize your proposed address to the board: (maximum 1000 characters)

Have you contacted any University units about this topic previously?

Yes No

If yes, list the units and the action taken by each office: (maximum 300 characters)

The University of Kentucky is committed to providing equal opportunity for participation in all programs, services, and activities. Accommodations for persons with disabilities may be requested by contacting the Office of the President within 24 hours of the meeting. Requests received after this date will be honored whenever possible.

Office of the President

1010 Main Building

Lexington, KY 40506

Phone: (859) 257-1704 Fax: (859) 323-2414 E-mail: pwayakhisel@email.uky.edu

Brothers, Sheila C

From: Raphael Finkel [raphael@cs.uky.edu]
Sent: Thursday, March 07, 2013 12:57 PM
To: Brothers, Sheila C
Cc: Blonder, Lee; Finkel, Raphael; Anderson, Heidi Milia; Jones, Davy; Hollander, Abby R; Withers, Benjamin C; Carvalho, Susan E; Ogden, Anthony C; Crume, Kelly; Lowry, Regina; Prats, Armando; Graf, Gregory A; Hayes, Robert Z; Jackson, Vanessa P; Raphael Finkel; Stanley, Aaron D; Rachel McMahan; Lewis, Wayne D; Provost, University of Kentucky; Witt, Don
Subject: SAASC Item 12: SACSCOC Issue: Residency
Attachments: revision.pdf

Sheila,

Given that the SAASC approved this once before in slightly different form, and that 4 members have (already) approved this new language, with no negative votes, I am considering it SAASC approved. I attach the new language and justification.

This new language also represents a newly restrictive policy, making the 25% UK component an absolute requirement, although still allowing flexibility on the 30 out of last 36 requirement, and explicitly allowing NSE and UKIC courses to count for that requirement.

To do this work, I have been in contact both with Kelly Crume (UK's NSE coordinator) and Susan Carvalho (UKIC) to make sure we have addressed their concerns.

Raphael

Revision to Senate Rules with respect to residence requirements

March 7, 2013

1 SACSCOC Comprehensive Standard Policy

Page 67 of the SACSCOC Resource Manual, May 2012, stipulates:

3.5.2 At least 25 percent of the credit hours required for the degree are earned through instruction offered by the institution awarding the degree. (See Commission policy Collaborative Academic Arrangements.) (Institutional credits for a degree)

2 SACSCOC's worry about UK's Senate Rules

Because of the possibility that students could take courses outside of UK through the UK International Center or through the National Student Exchange, or by petition, to satisfy the 25% rule, SACSCOC could not determine if at least 25 percent of the credit hours required for all undergraduate degree are earned through instruction offered by the institution.

3 Our recommendation

We recommend making the minimum change to SR 5.4.1 that

1. satisfies SACSCOC.
2. correctly identifies the National Student Exchange.
3. changes “Study Abroad” to the more generic “taken through the UK International Center” at the request of that Center.
4. correctly identifies these requirements as “residence requirements,” not “residency requirements.”

It might be reasonable to remove SR 5.4.1(2), which is always subsumed by SR 5.4.1(1), but that is better seen as a job for the Senate Rules Committee.

4 Suggested modifications to Senate Rules

5.4.1 RESIDENCE REQUIREMENTS

For an undergraduate degree,

- (1) a least 25% of the ~~credits~~ minimum credit hours required for the degree*,
- (2) not less than 30 credit hours, [US: 9/10/12] ** and
- (3) a minimum of thirty (30) of the last thirty-six (36) credits **

presented for the degree must be taken from the University.

* Courses taken elsewhere with credit transfer to UK, courses taken through the UK International Center (except for courses taught by UK faculty), credits achieved by examination, credits earned via CLEP (the College Level Examination Program), and courses taken through the National Student Exchange do not count toward the 25% requirement.

[The following paragraph has been moved up to this location]

~~** Courses taken under the Study Abroad and National Exchange Student programs (and for which students pay their tuition to the University~~

~~of Kentucky~~ through the UK International Center and through the National Student Exchange are considered as courses taken at UK for purposes of both Rule 5.4.1 (2) and (3)'s residency requirement and for graduates to be conferred commencement honors at the time of award of their degrees under sections A-D of Rule 5.4.2.2. [SREC: 2/14/01 and 5/31/05]

Any request ~~for waiver~~ by veterans ~~of any of the above requirements, or a request~~ ~~or~~ by other students ~~for a waiver~~ of requirement (2) or (3), must be presented for approval to the dean of the student's college. Students who wish to satisfy the above requirement with credit earned through such methods as independent study by correspondence, special examination, CLEP, and other methods which limit the opportunity for active exchange between students and instructors must have the prior approval of their department chair and college dean. At the end of each academic year the dean of each college shall report to the Senate Council, through the University Registrar, the number of waivers granted in the categories of ~~(1),~~ (2) ~~and~~ ~~or~~ (3) above, and for each waiver granted the extent of departure that was approved from the given credit hour requirement in ~~(1),~~ (2) or (3) [US: 9/10/12].

REQUIREMENTS FOR ADMISSION TO THE UNIVERSITY SCHOLARS PROGRAM

The following proposal below was approved by Graduate Council at the 03/08/2012 meeting:

PROPOSAL:

Applicants to the University Scholars program are **EXEMPTED** from the requirement to submit GRE (GMAT) scores. Each scholars program will have the option to opt out of this policy.

RATIONALE:

The University Scholars Program offers undergraduate students with superior academic credentials the opportunity and the challenge of integrating their undergraduate and graduate courses of study in a single continuous program, culminating in both a baccalaureate degree and a master's or doctoral degree. The primary advantage of this track is that the total number of credit hours completed for the combined program may be 12 less than the total required for both the bachelor's and master's or doctoral degrees (the requirements for the bachelor's degree are unchanged).

Currently, applicants to the University Scholars Program must meet the following criteria:

- An application to the program should be submitted at the end of the student's junior year.
- Applicants must have completed at least 90 credit hours of work toward the bachelor's degree, or be eligible for senior standing in the semester they are admitted to the program.
- The master's/doctoral program should be in the field of the undergraduate major (there are select program pairings where this is not a requirement; such pairings require Graduate Council approval).
- The undergraduate grade point average must be at least **3.50** in the applicant's major field and **3.20** overall.
- Applicants must submit official GRE scores.

We contend that the GRE requirement is unnecessary and likely deters otherwise well-qualified University Scholar candidates from applying to the program, since 1) the high GPA required for scholars eligibility (3.5 in the major) is a better indicator of the students academic ability 2) faculty members within the program have had an extended first-hand opportunity to assess student's preparedness for graduate work and 3) on many occasions, students are admitted to the University Scholars program *conditional for* GRE scores (indicating that these scores are not a factor in the admission decision).

Graduate Council 3/8/12 Brian Jackson

Brothers, Sheila C

From: Jackson, Brian A
Sent: Friday, December 28, 2012 10:24 AM
To: Jones, Davy; Brothers, Sheila C
Cc: Ellis, Janie; Blackwell, Jeannine
Subject: RE: Proposed Change to University Scholars Pgm Admissions Requirements

4.2.5.4 Combined Bachelor's/Master's or Doctoral Degree Program--University Scholars [US: 12/8/08]

A. Admissions

Applications to the University Scholars' Program will follow current procedures and rules for admission to the Graduate School with the following additions: [US: 4/14/97]

1. The program is open to undergraduates with senior standing who have completed at least 90 hours of course work and should have satisfied all university studies requirements. Application to the program should be at the end of the student's junior year.
2. The master's or doctoral program should be in the field of the undergraduate major.
3. The undergraduate grade point average (UGPA) should be greater than or equal to 3.5 in the student's major and 3.2 overall.
4. Application to the program will follow the current procedures for application to the Graduate School, subject to the above conditions. Admission decisions will be made by the Graduate Dean or his/her appointee. (See Section 5.4.1.6 and 5.4.1.7.) [US: 9/13/82; US: 4/14/97]
5. Applicants are not required to submit GRE (GMAT) scores unless the departmental scholars program to which they are applying has received approval from the Graduate Council to retain the GRE (GMAT) requirement.

Brothers, Sheila C

From: Raphael Finkel [raphael@cs.uky.edu]
Sent: Tuesday, February 26, 2013 3:51 PM
To: Brothers, Sheila C
Cc: Lowry, Regina; Prats, Armando; Graf, Gregory A; Hayes, Robert Z; Jackson, Vanessa P; Raphael Finkel; Stanley, Aaron D; Rachel McMahan; Lewis, Wayne D; Provost, University of Kentucky; Witt, Don
Subject: Re: New Cmte Item (SAASC)_RN-BSN Admission Requirements

Sheila,

The SAASC approves this request. Here are my notes.

SAASC Item 15: RN-BSN Admission Requirements

http://www.uky.edu/Faculty/Senate/curricular_proposals/files/RN_BSN_Change.pdf

Overview: This is a request from the Registered Nursing - Bachelor of Science in Nursing (RN-BSN) program to make a few bulletin changes:

1. Applicants to this program must satisfy a (heretofore implicit) GPA requirement: at least 2.5. This GPA is calculated over the existing prerequisite: at least 60 college credits (from specified areas: English, Natural Sciences, Social Sciences, Humanities, Nursing) from an accredited institution.
2. Applicants to this program educated abroad, licensed to practice in KY, should have explicit admissions requirements: earning or transferring at least 60 college credits, with at least a 2.5 GPA, just like ordinary applicants.

My take:

The rationale for (1) is to clarify existing requirements. It does not set a rule for admission, merely a rule for *consideration* for admission. It's most likely a good idea to make such rules explicit so prospective applicants who would not be actually considered know that in advance. The 2.5 bar is pretty low.

The rationale for (2) is to increase the applicant pool. This idea seems fine; there is no academic reason not to do so. The usual rules of transfer credits would apply, I assume. The Graduate School disallows credit transfers from non-domestic institutions; I don't know what the undergraduate rules are, but given our discussion of credits transferred from courses taken through the UK international center, I assume that some international credits might transfer.

- > Good afternoon, Raphael. There is a new item ready for review by the
- > Senate's Admissions and Academic Standards Committee (SAASC). This
- > involves proposed changes to the admission requirements for the
- > RN-BSN.
- >
- > The proposal is attached here and can also be found at

>

http://www.uky.edu/Faculty/Senate/committees_councils/standing_committees/admissions_academic_standards.htm.

>

> Pat Burkhart is your contact for this proposal. This is tentatively
> scheduled to be reviewed by the SC on Monday, March 25, and by the
> Senate on Monday, April 8. Therefore, I'll need the results of your
> committee's deliberations by Wednesday, March 20. If this proposal
> requires a longer review period, please let me know and I will adjust
> the agenda scheduling.



April 9, 2012

TO: Heidi Anderson, HCCC

FROM: Jane Kirschling, Dean

RE: Program change for RN-BSN

College of Nursing
Office of Student Services
UK Medical Center
315 College of Nursing Building
Lexington, KY 40536-0232
859 323-5108
fax 859 323-1057
www.mc.uky.edu/nursing

Attached please find a request to amend admission requirements for RN-BSN applicants who are educated abroad but are licensed to practice in the state of Kentucky. This is a small population but we are making efforts to include more applicants, particularly when they already hold a valid Kentucky Nursing License.

A second, more minor change is to state explicitly a GPA requirement that has been implicit, therefore aligning all categories of admission.

Requesting changes to the Senate Rules as follows ...

4.2.2.1 Admission to College of Nursing

C. A student who is a registered nurse will be considered for admission to upper division courses in the nursing program based on the following criteria:

1. For Associate Degree Nurses. The registered nurse with an associate degree in nursing from a college accredited by one of the six regional academic accrediting associations will be considered for admission with a minimum GPA of 2.5 on a scale of 4.0 in all course work attempted as computed by the Office of Admissions. NOTE: RN licensure is required prior to beginning clinical experiences.

2. For Diploma Prepared Nurses. The registered nurse who is a graduate of a diploma program will be considered for admission after earning a minimum of 60 credits from a regionally accredited college with a 2.5 minimum GPA, which include:

- English - 6 semester credits
- Natural Sciences – 6 semester credits
- Social Sciences – 6 semester credits
- Humanities – 6 semester credits
- Nursing* - 28 semester credits

*Nursing credits may be earned from regionally accredited colleges by taking the courses or by submission of a portfolio of RN licensure and experience to the RN-BSN Option Coordinator.

3. For Registered Nurses who received their nursing education abroad and are licensed to practice in the state of Kentucky will be considered for admission after earning or transferring in a minimum of 60 college credits with a 2.5 minimum GPA. These courses should include:

- English - 6 semester credits
- Natural Sciences – 6 semester credits
- Social Sciences – 6 semester credits
- Humanities – 6 semester credits
- Nursing* - 28 semester credits

*Nursing credits may be earned from regionally accredited colleges by taking the courses or by submission of a portfolio of RN licensure and experience to the RN-BSN Option Coordinator.

All nursing courses taken in associate degree or diploma programs are considered lower-division courses and are not equivalent to upper-division courses in this program. The applicant must have at least a GPA of 2.5 on a scale of 4.0 in all college course work attempted as computed by the Office of Admissions.

4. a statement of academic and professional goals;

Comment [G1]: Adding wording to make the 2.5 minimum GPA explicit

Comment [G2]: Adding additional category of applicant

Comment [G3]: Adding # for this item

5. a letter of reference from a supervisor;

Comment [G4]: Changing 3 to 5 to reflect above changes

The preferred application deadline is March 1; however, applicants will be considered on a space available basis until August 1 for the fall semester. For spring semester, applications must be received by December 1. [SC: 4/24/95; US 4/10/00; SC: 10/30/06; US:5/4/09]

CHANGE UNDERGRADUATE PROGRAM FORM

1. General Information

College:	<u>Nursing</u>	Department:	<u>Nursing</u>
Current Major Name:	<u>Nursing</u>	Proposed Major Name:	_____
Current Degree Title:	<u>BSN</u>	Proposed Degree Title:	_____
Formal Option(s):	<u>RN-BSN</u>	Proposed Formal Option(s):	_____
Specialty Field w/in Formal Option:	_____	Proposed Specialty Field w/in Formal Options:	_____
Date of Contact with Associate Provost for Academic Administration ¹ : _____			
Bulletin (yr & pgs):	<u>2011-1012, p. 245</u>	CIP Code ¹ :	_____
Accrediting Agency (if applicable):		<u>CCNE</u>	
Requested Effective Date:	<input checked="" type="checkbox"/> Semester following approval.	OR	<input type="checkbox"/> Specific Date ² : _____
Dept. Contact Person:	<u>Patricia Burkhart</u>	Phone:	<u>3-6253</u>
		Email:	<u>pvburk2@uky.edu</u>

2. General Education Curriculum for this Program:

The new General Education curriculum is comprised of the equivalent of 30 credit hours of course work. There are, however, some courses that exceed 3 credits & this would result in more than 30 credits in some majors.

- There is no foreign language requirement for the new Gen Ed curriculum.
- There is no General Education Electives requirement.

Please list the courses/credit hours currently used to fulfill the University Studies/General Education curriculum:

Please identify below the suggested courses/credit hours to fulfill the General Education curriculum.

General Education Area	Course	Credit Hrs
I. Intellectual Inquiry (one course in each area)		
Arts and Creativity	_____	_____
Humanities	_____	_____
Social Sciences	_____	_____
Natural/Physical/Mathematical	_____	_____
II. Composition and Communication		
Composition and Communication I	CIS or WRD 110	3
Composition and Communication II	CIS or WRD 111	3
III. Quantitative Reasoning (one course in each area)		

¹ Prior to filling out this form, you MUST contact the Associate Provost for Academic Administration (APAA). If you do not know the CIP code, the (APAA) can provide you with that during the contact.

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

CHANGE UNDERGRADUATE PROGRAM FORM

Quantitative Foundations ³		_____	_____
Statistical Inferential Reasoning		_____	_____
IV. Citizenship (one course in each area)			
Community, Culture and Citizenship in the USA		_____	_____
Global Dynamics		_____	_____
Total General Education Hours			_____

3. Explain whether the proposed changes to the program (as described in sections 4 to 12) involve courses offered by another department/program. Routing Signature Log must include approval by faculty of additional department(s).

4. Explain how satisfaction of the University Graduation Writing Requirement will be changed.

Current	Proposed
<input type="checkbox"/> Standard University course offering. List: _____	<input type="checkbox"/> Standard University course offering. List: _____
<input type="checkbox"/> Specific course – list: _____	<input type="checkbox"/> Specific course) – list: _____

5. List any changes to college-level requirements that must be satisfied.

Current	Proposed
<input type="checkbox"/> Standard college requirement. List: _____	<input type="checkbox"/> Standard college requirement. List: _____
<input type="checkbox"/> Specific required course – list: _____	<input type="checkbox"/> Specific course – list: _____

6. List pre-major or pre-professional course requirements that will change, including credit hours.

Current	Proposed
_____	_____

7. List the major’s course requirements that will change, including credit hours.

Current	Proposed
_____	_____

8. Does the pgm require a minor AND does the proposed change affect the required minor? N/A Yes No
If “Yes,” indicate current courses and proposed changes below.

Current	Proposed
_____	_____

9. Does the proposed change affect any option(s)? N/A Yes No
If “Yes,” indicate current courses and proposed changes below, including credit hours, and also specialties and subspecialties, if any.

Current	Proposed
_____	_____

³ Note that MA 109 is NOT approved as a Quantitative Foundations course. Students in a major requiring calculus will use a calculus course (MA 113, 123, 137 or 138) while students not requiring calculus should take MA 111, PHI 120 or another approved course.

10. Does the change affect pgm requirements for number of credit hrs outside the major subject in a related field?

Yes No

If so, indicate current courses and proposed changes below.

Current	<i>Proposed</i>
_____	_____

11. Does the change affect pgm requirements for technical or professional support electives?

Yes No

If so, indicate current courses and proposed changes below.

Current	<i>Proposed</i>
_____	_____

12. Does the change affect a minimum number of free credit hours or support electives?

Yes No

If "Yes," indicate current courses and proposed changes below.

Current	<i>Proposed</i>
_____	_____

13. Summary of changes in required credit hours:

	Current	<i>Proposed</i>
a. Credit Hours of Premajor or Preprofessional Courses:	_____	_____
b. Credit Hours of Major's Requirements:	_____	_____
c. Credit Hours for Required Minor:	_____	_____
d. Credit Hours Needed for a Specific Option:	_____	_____
e. Credit Hours Outside of Major Subject in Related Field:	_____	_____
f. Credit Hours in Technical or Professional Support Electives:	_____	_____
g. Minimum Credit Hours of Free/Supportive Electives:	_____	_____
h. Total Credit Hours Required by Level:		
	100:	_____
	200:	_____
	300:	_____
	400-500:	_____
i. Total Credit Hours Required for Graduation:	_____	_____

14. Rationale for Change(s) – if rationale involves accreditation requirements, please include specific references to that.

Adding a new class of student eligible for admission to the RN-BSN option -- Please see attached.

15. List below the typical semester by semester program for the major. If multiple options are available, attach a separate sheet for each option.

YEAR 1 – FALL: (e.g. "BIO 103; 3 credits")	_____	YEAR 1 – SPRING:	_____
YEAR 2 - FALL :	_____	YEAR 2 – SPRING:	_____

CHANGE UNDERGRADUATE PROGRAM FORM

YEAR 3 - FALL:	_____	YEAR 3 - SPRING:	_____
YEAR 4 - FALL:	_____	YEAR 4 - SPRING:	_____

Signature Routing Log

General Information:Current Degree Title and Major Name: Nursing, BSNProposal Contact Person Name: Patricia Burkhart Phone: 3-6253 Email: pvburk2@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
Admissions & Progression	2/3/12	Patricia Burkhart / 3-6253 / pvburk2@uky.edu	
UG Faculty	2/3/12	see above / /	
Dean	2/3/12	Jane Kirschling / 3-4857 / janek@uky.edu	
		/ /	
		/ /	

External-to-College Approvals:

Council	Date Approved	Signature	Approval of Revision ⁴
Undergraduate Council			
Graduate Council			
Health Care Colleges Council	5/15/12	Lynda Brown Wright	
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.

Brothers, Sheila C

From: Hippisley, Andrew R
Sent: Friday, February 15, 2013 3:17 PM
To: Brothers, Sheila C
Subject: FW: Undergraduate certificate Power and Energy

----- Forwarded Message

From: Andrew Hippisley <arhipp2@email.uky.edu>
Date: Fri, 15 Feb 2013 11:42:29 -0500
To: "Brothers, Sheila C" <sbrothers@uky.edu>
Subject: Undergraduate certificate Power and Energy

This is a recommendation that the University Senate approve the establishment of a new undergraduate certificate: Power and Energy, in the Department of Electrical and Computer Engineering, within the College of Engineering.

----- End of Forwarded Message

Proposed Power and Energy Undergraduate Certificate

November 3, 2010
Revised February 22, 2013

Submitted by:

Joe Sottile

Associate Director for Undergraduate Programs, Power and Energy Institute of Kentucky
Professor, Mining Engineering
(jsottile@engr.uky.edu)

Larry Holloway

Director, Power and Energy Institute Kentucky
Chair, Electrical and Computer Engineering
(holloway@engr.uky.edu)

(Note that the term “Power and Energy Institute of Kentucky”, PEIK, as used above and in this report is a name of an organized faculty group, as allowed per Academic Regulation AR1:3 for a faculty group organized in response to external funding opportunity, in this case a \$2.5M funding from the US Department of Energy. The request for official recognition of the PEIK name within the university has been filed but not yet approved. However, the requested approval of this certificate program should not be contingent on the final recognized name of the power and energy faculty group.)

Approved by the Undergraduate Council March 1, 2012 Sharon Gill

Proposed Power and Energy Undergraduate Certificate


November 3, 2010

Submitted by:

Joe Sottile
Associate Director for Undergraduate Programs, Power and Energy Institute of Kentucky
Professor, Mining Engineering
(jsottile@engr.uky.edu)

Larry Holloway
Director, Power and Energy Institute Kentucky
Chair, Electrical and Computer Engineering
(holloway@engr.uky.edu)

Approved by College of Engineering Faculty - 01/27/2011


Richard J. Sweigard
rsweigard@engr.uky.edu
7-8827

Purpose and Rationale

Why is the Undergraduate Certificate in Power and Energy needed?

In the 2011 US Department of Energy Strategic Plan, Secretary of Energy Steven Chu, stated that:

“American leadership in the clean energy revolution is essential to future economic competitiveness. Regrettably, the United States has lost its lead in many of the energy technologies that we developed. Electricity transmission and distribution systems were pioneered by Thomas Edison, George Westinghouse, and Nikola Tesla, but today Europeans are the leading manufacturers. China, also seeking to compete in this market, hopes to export expertise gained from installing the world’s highest voltage alternating current and direct current lines. America built the first nuclear reactor as part of the Manhattan Project in the 1940s, but the major commercial suppliers today are headquartered in France, Japan, Russia, and Korea. China has broken ground on more than 20 new nuclear reactors (approximately half of all Gen III+ reactors under construction) and will construct two nuclear reactor foundries. Similar reports of lost advantages apply to photovoltaics, advanced wind turbines, and fuel-efficient automobiles. With the right government policies and effective RDD&D programs, the United States can lead the clean energy revolution.”

In the University of Kentucky Strategic Plan for 2009-2014, Strategy 2.1.2 mentions energy among other topics that have “emerging importance” and is worthy of targeted institutional attention.

The University of Kentucky recently received a \$2.5M grant from the Department of Energy to develop and promote educational programs with the goal of increasing the number of graduates with expertise in power and energy. The Undergraduate Certificate in Power and Energy is a response to the strategic direction and funding of the US Department of Energy and the University of Kentucky Strategic Plan.

What will be the benefits of this certificate to the students, the University, and the academic units involved?

The Certificate gives students the recognition of competency in power and energy. In addition, the certificate will motivate innovative course development. In anticipation of the certificate, several experimental courses have been offered and some have been approved as regular courses. These include, but are not limited to EGR 240 – Energy Issues, EE 599 – Energy Systems (Power Generation), EGR 599 – Environmental Consequences of Energy Production, EGR 599 – Smart Grid Communications and Information Systems, BAE 599 – Efficient Design of Solar Buildings, BAE 599 – Biofuels, among others.

Therefore, the certificate in power and energy will address a critical need, give students recognition of a concentration of courses in this area (making them more employable in the power and energy field), and attract students to UK. Although not directly measurable, it may also improve retention.

What are the intended outcomes and how will they be determined?

The certificate is the result of an assessment process that identified the need for students to develop expertise in power and energy (summarized in the response to #1.) During this process, it was determined that three student outcomes would be appropriate. First, students should have an understanding of global energy issues. Second, students should have knowledge of electric power. With respect to electric power, we wanted flexibility in the certificate for students to develop expertise in the electric power area that best fits their particular discipline. For example, electrical engineering students may want to focus on transmission and distribution while mechanical engineering students may want to focus on generation. Consequently, students have the option of demonstrating knowledge of electric power in one of three areas: power generation, transmission and distribution, or economics and public policy. Finally, it was determined that students should not be too narrowly focused within their discipline. Rather, they should demonstrate some breadth of knowledge in power and energy. Consequently, a breadth component is required.

The table below shows the certificate outcomes and indicators of achievement.

Outcome	Indication of Achievement
Students will demonstrate knowledge of global energy issues.	Completion of EGR 240 with a grade of C or better
Students will demonstrate knowledge of electric power as it relates to power generation, transmission and distribution, or economics and public policy.	Completion of EGR 540, EGR 542 or EGR 546 with a grade of C or better
Students will demonstrate breadth of knowledge in the power and energy field.	Completion of at least three credits in at least two different disciplines

What are the various disciplines that can be used to satisfy the breadth component?

Biosystems and Agricultural Engineering, Chemical and Materials Engineering, Civil Engineering, Computer Science, Electrical and Computer Engineering, Mechanical Engineering, and Mining Engineering are disciplines that can be used to satisfy the breadth component. Students in other majors are also eligible to pursue the certificate, but a background of advanced science and math courses is important for successfully completing the courses. Thus, it is unlikely that there will be many students pursuing the certificate from majors beyond engineering or possibly physical sciences.

Does the structure of the certificate consist only of a director or is a steering/advisory committee also involved?

The Director has primary responsibility for verifying that the certificate requirements have been met. A copy of a completed application is given to the College of Engineering Student Records Officer to confirm that the requirements have been met, and the completed application is included in the student's file.

The certificate program is established as part of a larger program in power and energy. This larger program, temporarily referred to as the Power and Energy Institute of Kentucky (PEIK, see earlier note regarding the name), is supported by a grant from the US Department of Energy, with the goal of preparing more students to enter the power and energy workforce through the development of courses,

labs, certificates, and other programs. The certificate program has been developed with input from several groups:

1. The Power and Energy faculty working group in the college of engineering defined the structure of the certificate and will continue to provide oversight to its administration. The working group corresponds to faculty participants from multiple engineering disciplines who are involved in the Power and Energy Institute of Kentucky (PEIK) sponsored by the Department of Energy grant mentioned above. Beyond the existence of the grant, this advisory group membership will be defined by appointment of the Dean of Engineering. Leadership of this faculty group currently resides with the Chair of Electrical Engineering, as the Principal Investigator of the PEIK grant from DOE. The leadership of the group in the future will be by appointment of the Dean of Engineering.
2. There is also a Power and Energy External Advisory Board that was established as part of the initial grant. This group includes representatives from industry and government. This group reviewed and influenced the structure of this proposed certificate program. This advisory board will continue into the future to provide advice on power and energy courses and the undergraduate certificate.
3. As part of the requirements of the founding grant, there is a Power and Energy Internal Advisory Board, consisting of department chairs of each of the engineering departments most closely associated with the program (Biosystems Engineering, Chemical and Materials Engineering, Civil Engineering, Electrical and Computer Engineering, Mechanical Engineering, and Mining Engineering). This board has also reviewed and influenced this proposed certificate program.

Who is the director and how is the director selected?

Currently, the Director of the Undergraduate Certificate is Dr. Joseph Sottile. The Director is appointed by the Dean of the College of Engineering.

Which faculty teach courses for the certificate, and which departments/colleges do they represent?

The list below shows the Faculty of Record responsible for the certificate implementation and development:

Dr. Colliver (Biosystems and Agricultural Engineering)
 Dr. Taylor (Civil Engineering)
 Dr. Cheng (Chemical and Materials Engineering)
 Dr. Fei (Computer Science)
 Dr. Cramer, Dr. Dolloff, Dr. Holloway, Dr. Liao, Dr. Singh (Electrical and Computer Engineering)
 Dr. Sekulic (Mechanical Engineering)
 Dr. Sottile (Mining Engineering)

As members of this group depart, the remaining members will recommend replacements to the Dean of the College of Engineering, who will make the appointment.

Requirements for the Undergraduate Certificate in Power and Energy

The purpose of the Power and Energy Undergraduate Certificate is to provide students with a formalized recognition of an emphasis in power and energy as part of their undergraduate degree program. The certificate consists of a series of foundational courses, supplemented with a broad array of elective courses related to power and energy. The elective courses cover a wide variety of areas, including fundamentals, conventional and emerging technologies, smart grid systems, distributed generation, power system protection, energy storage, solar power, biofuels, and others. This certificate is an important part of the new Power and Energy Institute of Kentucky (PEIK), created through a recent grant from the US Department of Energy.

Structure

The Director of the Power and Energy Undergraduate Certificate is responsible for admitting students into the certificate, approving each student's curriculum for completing the certificate, and notifying the Registrar when certificate requirements have been completed. Students completing the certificate will receive a paper certificate and the certification will also be posted on the student's official transcript. The certification will not appear on the student's diploma.

Entrance Requirements

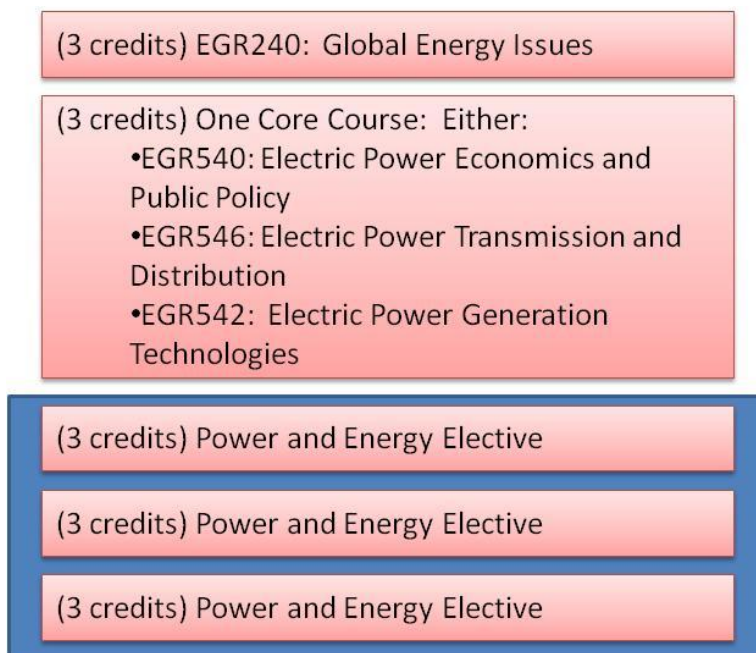
To be accepted into the University of Kentucky Power and Energy Undergraduate Certificate, the student must be pursuing an undergraduate degree and have completed at least 24 credits with a UK cumulative GPA of at least 2.500. A transfer student can be accepted into the certificate if he/she has completed at least 24 credits with a weighted cumulative GPA from all other institutions of at least 2.500.

Exit Requirements

- The student must complete a minimum of **15 credits** of course work in the certificate curriculum taken for a letter grade. Courses taken prior to admission into the certificate can be applied to the certificate.
- A minimum of nine credits must be at, or above, the 300-level.
- The student must earn a C or better in each course used to satisfy the certificate.
- The student must complete a three-credit breadth component. The breadth component requires that a student take courses in at least two disciplines, with a minimum of three credits completed in the second discipline.
- The certificate will be awarded to students who complete the certificate curriculum and also complete an undergraduate degree.
- No more than nine credits of the Power and Energy Undergraduate Certificate can be used as required courses in the student's major, minor, or other certificate. Courses used to satisfy the certificate can be used as electives (including technical electives) in a student's degree program.
- Courses applied to the Power and Energy Undergraduate Certificate cannot also be applied to the Power and Energy Graduate Certificate.
- The Power and Energy Undergraduate Certificate Director must approve the certificate curriculum for each student.

Power and Energy Undergraduate Certificate Curriculum

The structure of the certificate curriculum is shown in the figure below.



Required Course (3 credits)

- EGR 240 Inquiry into Global Energy Issues

Core Elective (3 credits)

A student must choose one of the following courses (each of the below show proposed course numbers, but are currently taught as EGR599):

- EGR 540 – Electric Power Economics and Public Policy
- EGR 546 – Electric Power Transmission and Distribution
- EGR 542 – Electric Power Generation Technologies

Power and Energy Electives (9 credits)

A student must choose three courses from the approved list of Power and Energy Electives. The selected courses must be approved by the Director of the Power and Energy Undergraduate Certificate to ensure that the selections maintain a thematic consistency and fulfill the certificate breadth requirement. A partial list of approved power and energy courses is provided below. Additional courses will be added as they are approved for the power and energy certificate curriculum.

BAE 503 – Fundamentals of Biorenewable Resource Engineering

BAE 504 – Biofuels

CE 351 – Intro to Environmental Engineering

CME 200 – Process Principles

CME 320 – Engineering Thermodynamics

CME 515 – Air Pollution Control

EE 415G – Electromechanics

EE 416G – Energy Conversion Lab

EE 518 – Electric Drives

EE 531 – Alternative and Renewable Energy Systems

EE 535 – Power Generation, Operation, and Control

EE 536 – Power System Fault Analysis and Protection

EE 537 – Electric Power Systems I

EE 538 – Electric Power Systems II

EE 539 – Power Distribution Systems

EGR 540* – Electric Power Economics and Public Policy

EGR 546* – Electric Power Transmission and Distribution

EGR 542* – Electric Power Generation Technologies

ME 321 – Engineering Thermodynamics II

ME 530 – Gas Dynamics

ME 548 – Aerodynamics of Turbomachinery

ME 549 – Power Generation

ME 563 – Combustion I

MNG 511 – Mine Power System Design

MNG 575 – Coal Processing Plant Design

* The courses EGR 540, EGR 546, and EGR 542 are proposed course numbers. These courses are currently taught as different courses under the number EGR 599.

Brothers, Sheila C

From: Hippisley, Andrew R
Sent: Friday, February 15, 2013 10:47 AM
To: Brothers, Sheila C
Subject: Musical Theatre for Voice Majors

This is a recommendation that the University Senate approve the establishment of a new undergraduate certificate: Musical Theatre for Voice Majors, in the Department of Theatre, within the College of Fine Arts.

University of Kentucky
Undergraduate Certificate Application Form

Name of Proposed Certificate Program: Musical Theatre Certificate for Voice Majors

Sponsoring Academic Units: School of Music and Department of Theatre

Primary Contact Name: Nancy Jones

Campus Address: 114 Fine Arts Building

Phone Number: 2573297

Email: Nancy.Jones@uky.edu

First Term the Certificate would be offered: Fall 2013

1. Describe the Certificate Curriculum, the rationale for developing and offering it, and why it is important to have this Certificate. Include here why this is proposed as a certificate rather than a minor.

The Department of Theatre and the School of Music in the College of Fine Arts propose an Undergraduate Interdisciplinary Certificate in Musical Theatre. This certificate will provide an opportunity for students in both units to gain knowledge in an area of study that is very appealing to our undergraduate population at UK and the culture as a whole. By combining the efforts and resources of both programs, students will be able to take the breadth of coursework necessary for a fundamental experience in this field of study, which will include acting, dance, voice, and musical theatre techniques. Neither the Department of Theatre nor the School of Music has the ability or resources to teach across the disciplines necessary for this field of study in order to provide students with the required coursework for an investigation of the genre, which precludes the ability for either unit to provide Musical Theatre as a Minor. During recruitment events students often reveal their interest in studying Musical Theatre at the undergraduate level, and when they find out that the flagship school in Kentucky doesn't offer it, they often make the decision to select another school. In addition, current students in both theatre and music regularly express their interest in musical theatre, and request that we offer classes and performances to enhance and showcase their talents. This certificate will provide desired coursework as well as performance opportunities for undergraduate students.

The coursework in the certificate is designed to use the strengths of each unit and supplement them with coursework from the other unit. For example, Music students don't need additional voice work, but they do need training in acting and dance in order to be educated in Musical Theatre. Theatre students have access to both acting and dance classes, but lack sufficient preparation in voice and music for Musical Theatre. The proposed Certificate provides an interdisciplinary bridge between the two programs.

2. Please provide the learning outcomes for the UG Certificate. What should students be able to do upon completion of the coursework.

LEARNING OUTCOMES

Upon completion of the Musical Theatre Certificate students will be able to:

1. Apply and exhibit proficiency in Vocal Technique within the forms and styles of the Musical Theatre canon
 2. Apply and exhibit proficiency in diverse acting techniques and styles necessary for the forms and styles of Musical Theatre
 3. Apply and exhibit proficiency in diverse dance techniques and styles necessary for the forms and styles of Musical Theatre
 4. Synthesize acting, singing, and dancing in a musical theatre performance
3. Describe the demographics of the target student population for the Certificate Program.

Currently Enrolled Undergraduate Students

Describe the audience:

Students in the Musical Theatre Certificate in Voice Program will be enrolled as undergraduate Voice Majors within the School of Music in the College of Fine Arts.

4. Will the Certificate Program be offered on campus, as a distance education program, or a combination?

On-campus only

5. Provide specific courses and other requirements for the Certificate Program. A certificate must have at least 12 credit hours total, at least 12 hours at the 200 level or above, of which at least 6 credits must be at the 300 level or above. No more than 9 credits may be used to satisfy REQUIRED courses in a student's baccalaureate degree program, a minor, or another certificate. A separate listing of courses may be included with the proposal.

COURSEWORK FOR CERTIFICATE

The certificate would be fulfilled with the following requirements:

- | | | | |
|----|--|---------------------------------|-------|
| 1. | TA 348 | Musical Theatre Technique | 3 cr. |
| 2. | TAD 147 | Beginning Musical Theatre Dance | 2 cr. |
| 3. | TAD 347 | Advanced Musical Theatre Dance | 2 cr. |
| 4. | TAD 243 | Jazz Dance | 2 cr. |
| 5. | TAD 242 | Ballet 2 | 2 cr. |
| 6. | TA 237 | Acting: Scene Study | 3 cr. |
| 7. | <i>A practicum course where skills are applied and observed:</i> | | |
| | TA 390 | Theatre Practicum | 1 cr. |

OR

MUC 198 Opera Practicum

1 cr.

15 cr. TOTAL

Students who are accepted in the Musical Theatre Certificate Program are encouraged to audition for and participate in the annual Department of Theatre Musical, School of Music's "It's a Grand Night for Singing", and National Summer Stock opportunities to enhance their skills. In addition, UK Choristers produces a musical review each year that features Broadway/Musical Theatre repertoire.

6. Provide a statement on the relationship of the Certificate Program to degree programs within the unit, if any.

The Musical Theatre Certificate for Voice Majors would provide an opportunity for students to enhance a very specific set of skills and techniques required for Musical Theatre Performance, which would enhance their undergraduate experience and coursework in their primary degree program as a Theatre Major. It will not be a required program for any students, and will require an audition to participate in the Certificate program.

7. Describe the admissions criteria for the Undergraduate Certificate in detail.

Students will audition in April during Spring Semester to enroll and be accepted into the Certificate program. Students will participate in a dance audition, and perform a short monologue and section of a song for the selection process. This process is similar to one that students can be expected to perform and compile as their audition material for any local, regional, or national musical theatre performance opportunity. The Certificate program would be limited to between 10-12 students per year, approximately 5-6 from music and 5-6 from theatre. Students entering the Certificate Program must have a 3.0 GPA in their major coursework.

8. Provide a projection of the Certificate Program's resource needs. Will this certificate require extra funding, classroom space, etc.?

Select faculty from the School of Music and the Department of Theatre have met to discuss resource needs for the certificate. One concern is that the School of Music will have the necessary Voice Faculty (or PhD students) to teach private voice lessons, thus we will limit enrollment to the 5 - 6 theatre students enrolled each year. It is quite probable that some of the theatre students would already be Voice Minors. We will need to hire an Instructor for the Musical Theatre Technique class. Department of Theatre will provide budgetary funds for those positions. The Department of Theatre and the School of Music has proposed joint funding of a Teaching Assistant position whose responsibilities would be split

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- Student graduates of the program (reveals follow through of program intent)
- Students who are cast in Musical Theatre productions on and off campus

Brothers, Sheila C

From: Ett, Joanie M
Sent: Thursday, January 17, 2013 1:15 PM
To: Ellis, Janie
Cc: Brothers, Sheila C
Subject: Musical Theatre Certificates in Theatre and Voice
Attachments: Musical Theatre Certificate in Theatre.pdf; Musical Theatre Certificate in Voice.pdf

Hi Janie,

Undergraduate Council has reviewed and recommends approval for the Musical Theatre certificate for Theatre majors, and the Musical Theatre certificate for Voice majors.

Thanks,
Joanie

Joanie Ett-Mims
Undergraduate Education
University of Kentucky
113 Bowman Hall
Lexington, KY 40506-0059
(859)257-9039 Phone
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joanie.ett-mims@uky.edu

Brothers, Sheila C

From: Hippisley, Andrew R
Sent: Friday, February 15, 2013 10:44 AM
To: Brothers, Sheila C
Subject: Undergraduate certificate musical theatre for theatre majors

This is a recommendation that the University Senate approve the establishment of a new undergraduate certificate: Musical Theatre for Theatre Majors, in the Department of Theatre, within the College of Fine Arts.

University of Kentucky
Undergraduate Certificate Application Form

Name of Proposed Certificate Program: Musical Theatre Certificate for Theatre Majors

Sponsoring Academic Units: Department of Theatre and School of Music

Primary Contact Name: Nancy Jones

Campus Address: 114 Fine Arts Building

Phone Number: 2573297

Email: Nancy.Jones@uky.edu

First Term the Certificate would be offered: Fall 2013

1. Describe the Certificate Curriculum, the rationale for developing and offering it, and why it is important to have this Certificate. Include here why this is proposed as a certificate rather than a minor.

The Department of Theatre and the School of Music in the College of Fine Arts propose an Undergraduate Interdisciplinary Certificate in Musical Theatre. This certificate will provide an opportunity for students in both units to gain knowledge in an area of study that is very appealing to our undergraduate population at UK and the culture as a whole. By combining the efforts and resources of both programs, students will be able to take the breadth of coursework necessary for a fundamental experience in this field of study, which will include acting, dance, voice, and musical theatre techniques. Neither the Department of Theatre nor the School of Music has the ability or resources to teach across the disciplines necessary for this field of study in order to provide students with the required coursework for an investigation of the genre, which precludes the ability for either unit to provide Musical Theatre as a Minor. During recruitment events students often reveal their interest in studying Musical Theatre at the undergraduate level, and when they find out that the flagship school in Kentucky doesn't offer it, they often make the decision to select another school. In addition, current students in both theatre and music regularly express their interest in musical theatre, and request that we offer classes and performances to enhance and showcase their talents. This certificate will provide desired coursework as well as performance opportunities for undergraduate students.

The coursework in the certificate is designed to use the strengths of each unit and supplement them with coursework from the other unit. For example, Music students don't need additional voice work, but they do need training in acting and dance in order to be educated in Musical Theatre. Theatre students have access to both acting and dance classes, but lack sufficient preparation in voice and music for Musical Theatre. The proposed Certificate provides an interdisciplinary bridge between the two programs.

2. Please provide the learning outcomes for the UG Certificate. What should students be able to do upon completion of the coursework.

LEARNING OUTCOMES

Upon completion of the Musical Theatre Certificate students will be able to:

1. Apply and exhibit proficiency in Vocal Technique within the forms and styles of the Musical Theatre canon
 2. Apply and exhibit proficiency in diverse acting techniques and styles necessary for the forms and styles of Musical Theatre
 3. Apply and exhibit proficiency in diverse dance techniques and styles necessary for the forms and styles of Musical Theatre
 4. Synthesize acting, singing, and dancing in a musical theatre performance
3. Describe the demographics of the target student population for the Certificate Program.

Currently Enrolled Undergraduate Students

Describe the audience:

Students in the Musical Theatre Certificate in Theatre Program will be enrolled as undergraduate Theatre Majors within the Department of Theatre in the College of Fine Arts.

4. Will the Certificate Program be offered on campus, as a distance education program, or a combination?

On-campus only

5. Provide specific courses and other requirements for the Certificate Program. A certificate must have at least 12 credit hours total, at least 12 hours at the 200 level or above, of which at least 6 credits must be at the 300 level or above. No more than 9 credits may be used to satisfy REQUIRED courses in a student's baccalaureate degree program, a minor, or another certificate. A separate listing of courses may be included with the proposal.

COURSEWORK FOR CERTIFICATE

The certificate would be fulfilled with the following requirements:

1. *Vocal Ensemble Class -STUDENT WILL CHOOSE ONE OF THE FOLLOWING:*

MUC 192	Men's/Women's Choir; Choristers	1 cr.
MUC 174	Chorale	1 cr.
MUC 196	Opera Workshop	1 cr.

2. MUC 150 Class Instruction in Piano 1 cr.

3. *Voice Class – STUDENT WILL CHOOSE ONE OF THE FOLLOWING:*

	MUP 102	Applied Voice*	1 cr.
	MUC 155	Voice for Non-Majors*	1 cr.
4.	TA 348	Musical Theatre Technique	3 cr.
5.	TAD 242	Ballet 2	2 cr.
6.	TAD 243	Jazz Dance	2 cr.
7.	TA 237	Acting: Scene Study	3 cr.
8.	TAD 147	Beginning Musical Theatre Dance	2 cr.
9.	TAD 347	Advanced Musical Theatre Dance	2 cr.
10.	<i>A practicum course where skills are applied and observed:</i>		
	TA 390	Theatre Practicum	1 cr.
	OR		
	MUC 198	Opera Practicum	1 cr.
			18 cr. TOTAL

*Theatre Majors who are Voice Minors within the School of Music would be able to register for MUP 102, Applied Voice. Other Theatre Majors could enroll in MUC 155, Voice for Non-Majors unless an appropriate private voice instructor or graduate student was available.

Students who are accepted in the Musical Theatre Certificate Program are encouraged to audition for and participate in the annual Department of Theatre Musical, School of Music's "It's a Grand Night for Singing", and National Summer Stock opportunities to enhance their skills. In addition, UK Choristers produces a musical review each year that features Broadway/Musical Theatre repertoire.

6. Provide a statement on the relationship of the Certificate Program to degree programs within the unit, if any.

The Musical Theatre Certificate for Theatre Majors would provide an opportunity for students to enhance a very specific set of skills and techniques required for Musical Theatre Performance, which would enhance their undergraduate experience and coursework in their primary degree program as a Theatre Major. It will not be a required program for any students, and will require an audition to participate in the Certificate program.

7. Describe the admissions criteria for the Undergraduate Certificate in detail.

Students will audition in April during Spring Semester to enroll and be accepted into the Certificate program. Students will participate in a dance audition, and perform a short monologue and section of a song for the selection process. This process is similar to one that students can be expected to perform and compile as their audition material for any local, regional, or national musical theatre performance opportunity. The Certificate program would be limited to between 10-12 students per year, approximately 5-6 from music and 5-6 from theatre.

Students entering the Certificate Program must have a 3.0 GPA in their major coursework.

8. Provide a projection of the Certificate Program's resource needs. Will this certificate require extra funding, classroom space, etc.?

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(859)257-1455 Fax
joanie.ett-mims@uky.edu

Brothers, Sheila C

From: Hippisley, Andrew R
Sent: Thursday, February 28, 2013 4:02 PM
To: Brothers, Sheila C
Subject: TESL certificate
Attachments: TESL Graduate Certificate Proposal 2-28-13.pdf

This is a recommendation that the University Senate approve the establishment of a new graduate certificate: Teaching English as a Second Language, in the Department of Modern and Classical Languages, Literatures and Cultures, within the College of Arts and Sciences.

[new version with faculty of record in place]

TESL Graduate Certificate

Proposal for a Graduate Certificate in Teaching English as a Second Language (TESL)

Purpose and Background

The TESL Graduate Certificate is designed to provide an introduction to the core pedagogical issues and practices in teaching English as a second or foreign language. A TESL (or TESOL) Certificate is a recognized teaching credential in many educational contexts, particularly outside the U.S.

The Certificate program has two core functions: first, it allows UK students to study in a teacher preparation program in addition to pursuing an undergraduate or graduate degree. Second, it allows UK graduates to leave UK with a teaching credential that will facilitate their opportunities to find a teaching position, particularly when living abroad.

This TESL Certificate will be attractive to a diverse range of potential candidates. Students in the department of Modern and Classical Languages are often interested in living abroad, after graduation, in order to deepen their knowledge and mastery of a language and culture. The TESL Certificate will enhance their opportunities to secure a position teaching English as a foreign language. Many refugee and immigrant programs in Kentucky and around the US are staffed by volunteers or non-educators who would welcome an opportunity to expand their teaching skills, but may have no need for a full TESL MA.

The TESL Graduate Certificate program is expected to be a feeder into the (developing) TESL MA or MATWL program, as some certificate students may be interested in continuing on to get an MA degree, or receive the certificate and return at a later date, and complete the TESL MA or MATWL degree.

Two real strengths of this program are its cross-disciplinarian design, appropriate for an applied field of study, and the fostering of collaboration among the departments/programs of Modern and Classical Languages, Linguistics and Hispanic Studies.

Graduate Certificate Director: Dr. Francis Bailey, MCL

Graduate Certificate in Teaching English as a Second Language

Objectives:

The primary objectives of the TESL Graduate Certificate are three-fold:

1. Prepare teachers skilled in supporting the development of English language learners;
2. Provide candidates with a rigorous introduction to the core disciplines in English language teaching: linguistics, language acquisition and pedagogy;
3. Provide candidates with field-based experiences and in-class teaching opportunities (micro-teaching) in order to develop practical knowledge and skills of second language classroom teaching practices.

Curriculum:

The TESL Graduate Certificate consists of twelve graduate credit hours. These courses will overlap with the (developing) TESL MA and MATWL programs, with the exception of the ESL Teaching Practicum, which is specifically designed for the TESL Certificate students. Please note the courses identified below meet the certificate requirements, but other graduate level UK courses may also satisfy these requirements. The director of the TESL Certificate Program is responsible for assessing these alternative courses for equivalency.

Required Courses:

Linguistics: MCL 575: *Introduction to Linguistics for Teachers* (3cr.)

Second Language Learning: LIN 517/SPA 602: *Second Language Acquisition* (3cr.)

Second Language Pedagogy: (Students will select from one of the following)

MCL 510: World Language Teaching Methods Grades P-8 (3 cr.)

MCL 610: World Language Teaching Methods 9-12 (3 cr.)

MCL/SPA 553: Theory and Practice of Second Language Teaching (3 cr.)

Second Language Teaching Practicum: TSL 597: *ESL Teaching Practicum* (3cr.)

Resources Available:

The following faculty teaching course that are required by the certificate:

- Tom Clayton, English
- Alan Brown, Hispanic Studies
- Stayc Dubravac, Modern and Classical Languages, Literatures and Cultures
- Francis Bailey, Modern and Classical Languages, Literatures and Cultures

Admission Standards for the Certificate in Teaching English as a Second Language

- Applicants must apply to the Graduate School and satisfy the minimum Graduate School requirements for admission to a certificate program (which are identical to those for enrollment as a post-baccalaureate graduate student). No GRE exam is required.
- Applicants must also apply separately for the TESL Graduate Certificate program to the Department of Modern and Classical Languages.
- Post-baccalaureate status is not available to non-Kentucky residents or international applicants.
- Post-baccalaureate students or students enrolled in (or applying to) a graduate degree program may also apply for the Graduate TESL Certificate.
- Admission to the TESL Graduate Certificate **or** award of the graduate certificate does not guarantee admission to any degree program at the University of Kentucky.
- Applicants must submit the appropriate application fee to the Graduate School.

Application Procedures for the Certificate in Teaching English as a Second Language

- Applicants must provide to the TESL Certificate Director a two-page essay on why the individual needs and desires a Graduate Certificate and a one-page resume which includes the student's educational and work experience, as an aid to the admission decision.
- Applicants for admission to the Graduate TESL Certificate must be approved by the Certificate Director, who shall notify the Graduate School in writing of the student's admission.
- Admission to the Graduate TESL Certificate in MCL may be limited so that the faculty and resources are not overwhelmed.

Graduate Certificate in Teaching English as a Second Language Requirements

- The Graduate TESL Certificate curriculum requires a total of 12 graduate credit hours, including 9 hours of required courses, and a teaching practicum.
- All course work for the Graduate TESL Certificate must be completed within 5 years of admission.
- Graduate Certificate students must maintain a GPA of 3.0 or higher in their TESL certificate courses to progress in the curriculum. This GPA requirement is assessed at the end of each term.

The Award of the Graduate Certificate in Teaching English as a Second Language

When a student enrolled in the UK Graduate School has successfully completed the last required course and has satisfied the GPA and grade requirements, the Director of the TESL Certificate shall send a completed, signed Graduate Certificate Completion Form to the Dean of the Graduate School verifying that the student has fulfilled all requirements for the Certificate and requesting award thereof. The Graduate School shall then issue the student's certificate and

officially notify the University Registrar of the awarding of the Certificate for posting to the student's permanent transcript.

TESL Faculty of Record

The TESL Faculty of Record committee meets once per semester (or more often as needed) in order to review and propose changes to program policies, procedures and curriculum for the TESL Graduate Certificate Program. The committee consists of UK faculty who are knowledgeable about second language teaching and teacher education and teach in the TESL program. The program director nominates faculty for a two-year term to MCL's executive committee and the executive committee presents the committee members' credentials to the full department for approval and the appointment of the committee chair.

The proposed committee for 2012-14 consists of the following faculty:

- Francis Bailey (Director of TESL Program)
- Stayc Dubravac (DGS for MATWL Program in MCL)
- Alan Brown (Faculty, Hispanic Studies)
- Kristen Perry (Faculty, Curriculum & Instruction, COE)

TESL Student Learning Outcomes

The TESL Graduate Certificate program is designed to meet the following set of learning outcomes. Candidates must:¹

I. Language & Learning

- * demonstrate professional level knowledge of the English language, including English as a linguistic system and as a tool for social and cognitive functioning;
- * demonstrate knowledge of research in second language acquisition processes;

II. Culture

- * demonstrate skill in inquiring into cultural groups, processes, and identities to support language development.

¹ These are a subset of TESOL Standards.

III. Planning, Implementing and Managing Instruction

* demonstrate the ability to create lesson plans and effectively implement them according to current educational research, concepts and “best practices;”

IV. Assessment

* demonstrate the ability to inquire into students’ personal histories and linguistic, cultural and educational backgrounds in order to adapt instruction to learner needs.

V. Professionalism

* demonstrate the characteristics of a “reflective practitioner,” through questioning and inquiry into their own teaching practices and using professional development opportunities;

* demonstrate the ability to adhere to ethical standards for Kentucky educators²;

Certificate Program Evaluation:

Two years after leaving graduating from the program, all TESL certificate alumni are surveyed to determine employment status and level of satisfaction with their preparation for the ESL teaching profession. This information will be used to benefit program development.

² See the “Professional Code of Ethics for Kentucky School Certified Personnel”
http://www.wku.edu/teacherservices/code_of_ethics.php

Benefits

For Students:

- Provide the opportunity for students to obtain formal training in TESL, without pursuing a terminal graduate degree
- Enhance job opportunities in the TESL field

For the Department of Modern and Classical Languages:

- Enhance opportunities for graduates of world language programs to live and study abroad, after graduation, by enriching their professional teaching skills
- Build an initial program that will be antecedent to the creation of a full MA in TESL
- Foster collaboration among the departments/programs of Modern and Classical Languages, Linguistics and Hispanic Studies

For the University of Kentucky and the Commonwealth of Kentucky:

- Provide a pool of trained TESL professionals some of whom may pursue terminal degrees in the MATWL program (or the developing TESL MA program)
- Provide appropriate educational experiences in TESL to support English language development to English language learners in Kentucky, and beyond
- Provide career opportunities for UK graduates in the second language teaching field
- Strengthen UK's reputation as an institution that values and actively fosters internationally-oriented careers in education

N.B. Included with this proposal are forms and syllabi for two new courses:

- MCL 575: Linguistics for Teachers
- TSL 597: ESL Teaching Practicum



Office of the Director

Student Center
209 Student Center
Lexington, KY 40506-0030

859 257-5781
fax 859 323-1024

www.uky.edu/studentcenter

January 28, 2013

DECEMBER COMMENCEMENT

Background:

In September 2009, President Lee T. Todd, Jr. created a President's Academic Ceremonies Task Force and charged it with providing recommendations regarding a reconstitution of academic awards and Commencement Exercises. The Task Force was chaired by Dr. Thomas W. Lester (Dean of the College of Engineering at the time). Part of the charge was to consider whether Commencement should be held in both the Spring (May) and Winter (December). Significant research, benchmarking, and analysis were conducted throughout the Fall Semester of 2009. The final report was issued on December 28, 2009. The report and a subsequent proposal for a December Commencement Ceremony were presented to the University Senate Council on April 19, 2010.

A Modest Proposal (April, 2010)

"Provost Subbaswamy requests that the University Senate consider an amendment to the academic calendar to accommodate a three-year pilot initiative of a Winter (December) Commencement. The major elements of the Winter Commencement proposal include:

- Stage the ceremony in Memorial Coliseum to contain costs
- Recognize individually not only Ph.D. degree candidates but also Bachelor's & Master's degree candidates
- Have President Todd serve as the Master of Ceremonies
- Forego speakers and awards to maximize the allotment of time for the individual recognition of all degree candidates in attendance
- Conduct a separate Winter hooding ceremony for professional degree and professional doctorate candidates
- Ask deans and faculties to promote the Winter 2010 Commencement among their students to create an expectation that all winter graduates (and their families) would attend the ceremony
- Ask the University Senate to consider a revision to its policy on the conferral of honorary degrees to permit the award of honorary degrees at the Winter Commencement."

see
blue.

Current Senate Rules

5.4.0 DEGREES, HONORS, GRADUATION

Commencement convocations shall be held in December and in May of each academic year. [US: 2/14/11]*

*It appears that no changes will be needed to Senate Rules. However, the Senate should receive this report on December Commencement Ceremonies and perhaps accept the December Ceremony Pilot Programs as satisfactory evidence that a December Commencement Ceremony should become a permanent part of the regular academic calendar and a regular ceremony of the University of Kentucky.

Commencement Committee

At the January 15, 2013 meeting of the UK Commencement Committee, the committee voted unanimously to recommend to the University Senate Council that a December Commencement Ceremony become a permanent part of the University Academic Calendar and part of the University academic tradition.

The President supports this recommendation.

Supportive Data:

DECEMBER COMMENCEMENTS		2010	2011	2012
Undergraduate Participation		482	647	726
Graduate and Professional		115	144	147
Doctoral Hooding		33	60	78
Audience Attendance		3500- 4000	6000	7200
Total Degrees Awarded:	2010	Undergraduate Graduate	964 330	50% participation 35% participation
Total Degrees Awarded:	2011	Undergraduate Graduate	1002 331	65% participation 44% participation
Total Degrees Awarded:	2012	Undergraduate Graduate	TBD February 1 st TBD February 1 st	

Respectfully Submitted: John H. Herbst
Commencement Committee Chair