

**CHANGE UNDERGRADUATE DEGREE PROGRAM**

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

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

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

SUMMARY OF CHANGES							
Check all that apply.							
<input checked="" type="checkbox"/>	Courses	<input type="checkbox"/>	Program name	<input type="checkbox"/>	Total required credit hours	<input type="checkbox"/>	Student learning outcomes
<input type="checkbox"/>	Criteria for admissions/progression/termination		<input type="checkbox"/>	Certificate assessment		<input type="checkbox"/>	Other
<b>1. General Information</b>							
1a	Date of contact with Institutional Effectiveness (IE) <sup>1</sup> :		8/29/16				
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.						
1b	College <sup>2</sup> :	Fine Arts		Department <sup>2</sup> :	School of Music		
1c	CIP code <sup>3</sup> :	50.0903		Today's Date:	8/29/16		
1d	Current major name: (Biology, Design, etc.)	Music Performance		Proposed major name:			
1e	Current Degree (BA, BFA, etc.):	B.M.		Proposed degree:			
1f	Will there be any changes regarding a track(s) for the program?				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
1g	Accrediting agency, if applicable:	National Association of Schools of Music					
1h	Date of most recent periodic program review for this degree:			2016			
1i	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.		OR	<input type="checkbox"/> Specific Date <sup>4</sup> : Fall 20		

<sup>1</sup> Prior to college-level review, you must fill out and submit the SACS Substantive Change Checklist to the Office of Institutional Effectiveness. You can reach Institutional Effectiveness by phone or email (257-2873 or [institutionaleffectiveness@uky.edu](mailto:institutionaleffectiveness@uky.edu)).

<sup>2</sup> It is not possible to change the home academic unit of a degree program via this form. To change the home unit, visit <http://www.uky.edu/faculty/senate> and search for forms related to academic organizational structure.

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

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

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1j	Contact person name:	Jonathan Glixon	Phone / Email:	257-1694 / jonathan.glixon@uky.edu
<b>2. Overview of Changes</b>				
2a	Describe the rationale for the changes, including results from the most recent program review if applicable. (450 word limit)			
	This proposed change is simply to add one course to the list of those to satisfy the upper-division Music History directed elective. This adds a variable topic class, MUS 507, to the list of period survey classes (MUS 500 through MUS 506), allowing for more flexibility in offerings.			
2b	Use the fields below, as applicable, to identify the areas in which changes will be made.			
		Current	Proposed	
i.	Credit Hours of Premajor Courses:			
ii.	Credit Hours of Preprofessional Courses:			
iii.	Credit Hours of Major Core Course Requirements			
iv.	Minimum Credit Hours of Guided Electives:			
v.	Minimum Credit Hours of Free Electives:			
vi.	Credit Hours for Track 1 (name):			
vii.	Credit Hours for Track 2 (name):			
viii.	Credit Hours for Track 3 (name):			
ix.	Credit Hours for Track 4 (name):			
x.	Credit Hours for Track 5 (name):			
xi.	Credit Hours for Required Minor:			
xii.	Total Credit Hours Required by Level:	100-level:		
		200-level:		
		300-level:		
		400-level:		
		500-level:		
	<b>TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:</b>		_____	_____
xv.	If the total hours required for graduation have changed, explain below. (150 word limit)			
2c	Will the requested change(s) result in the use of courses from another educational unit?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
	If "Yes," describe generally the courses and how they will used.			
	If "Yes," two pieces of supporting documentation are required.			
	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director <sup>5</sup> of each unit from which individual courses will be used.			

<sup>5</sup> A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

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	<input type="checkbox"/> Check to confirm that appended to the end of this form is verification that the chair/director of each affected unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.				
2d	Will the proposed change(s) affect an associated minor?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	If "Yes," the department must also submit a change form to change the minor.				
<b>3. Course Sharing</b>					
3a.	Will the requested changes result in the use of courses from another unit?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	If "Yes," describe generally the courses and how they will used.				
	If "Yes," two pieces of supporting documentation are required.				
	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director <sup>6</sup> from which individual courses will be used.				
	<input type="checkbox"/> Check to confirm that appended to the end of this form is verification that the chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.				
<b>3. UK Core Courses</b>					
3a	Are there any proposed changes to the UK Core requirements for the program? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 4a.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	If "Yes," note the specific changes in the grid below.				
	<b>UK Core Area</b>	<b>Current Course</b>	<b>Current Credits</b>	<b>Proposed Course</b>	<b>Proposed Credits</b>
	<b>I. Intellectual Inquiry</b>				
	Arts and Creativity				
	Humanities				
	Social Sciences				
	Natural/Physical/Mathematical				
	<b>II. Composition and Communication</b>				
	Composition and Communication I	CIS/WRD 110	3	CIS/WRD 110	3
	Composition and Communication II	CIS/WRD 111	3	CIS/WRD 111	3
	<b>III. Quantitative Reasoning</b>				
	Quantitative Foundations				
	Statistical Inferential Reasoning				
	<b>IV. Citizenship (one course in each area)</b>				
	Community, Culture & Citizenship in USA				
	Global Dynamics				
	<b>Total UK Core Hours</b>		=====		=====
3b	Provide the Bulletin language about UK Core.				

<sup>6</sup> A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

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**4. Graduation Composition and Communication Requirement**

<b>4a</b>	Will the Graduation Composition and Communication requirement be changed? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 5a.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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If "Yes," note the specific changes below, including changes to credit hours.

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

Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director<sup>7</sup> from which individual courses will be used.

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

<b>4b</b>	Provide the Bulletin language about GCCR below.

**5. Other Course Changes**

<b>5a</b>	Will the college-level requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5c.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Current			Proposed			
<input type="checkbox"/> Standard college requirement			<input type="checkbox"/> <i>Standard college requirement</i>			
<input type="checkbox"/> Specific course			<input type="checkbox"/> <i>Specific course</i>			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status <sup>8</sup>
						Select one....
						Select one....
						Select one....

<b>5b</b>	Will the existing language in the Bulletin about college-level requirements change?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	If "Yes," provide the new language below.		

<b>5c</b>	Will the pre-major or pre-professional course requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5e.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Current			Proposed			
Prefix &	Credit	Title	Prefix &	Credit	Title	Course Status <sup>9</sup>

<sup>7</sup> A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.  
<sup>8</sup> Use the drop-down list to indicate if the course is a new course ("new"), an existing course that will change ("change"), or if the course is an existing course that will not change ("no change").

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<b>Nmbr</b>	<b>Hrs</b>		<b>Nmbr</b>	<b>Hrs</b>		Select one....
						Select one....
						Select one....
						Select one....
						Select one....
<b>5d</b> Provide the Bulletin language about pre-major or pre-professional courses below.						
<b>5e</b> Will the major's core course requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5g.)						
						Yes <input type="checkbox"/>
						No <input checked="" type="checkbox"/>
If "Yes," note the specific changes in the grid below.						
<i>Current</i>			<i>Proposed</i>			
<b>Prefix &amp; Nmbr</b>	<b>Credit Hrs</b>	<b>Title</b>	<b>Prefix &amp; Nmbr</b>	<b>Credit Hrs</b>	<b>Title</b>	<b>Course Status<sup>10</sup></b>
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
<b>5f</b> Provide the Bulletin language for major core course requirements.						
<b>5g</b> Will the guided electives change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5i.)						
						Yes <input checked="" type="checkbox"/>
						No <input type="checkbox"/>
<i>Current</i>			<i>Proposed</i>			
<b>Prefix &amp; Nmbr</b>	<b>Credit Hrs</b>	<b>Title</b>	<b>Prefix &amp; Nmbr</b>	<b>Credit Hrs</b>	<b>Title</b>	<b>Course Status<sup>11</sup></b>

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

<sup>10</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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Nmbr	Hrs		Nmbr	Hrs		
MUS 500-6	3	Music of ... [various titles]	MUS 500-6	3	Music of ... [various titles]	No Change
			MUS 507	3	Topics in Music History and Literature (subtitle required)	No Change
						Select one....
						Select one....
						Select one....
						Select one....

5h Provide the Bulletin language for guided electives.  
 Music History MUS 203, 302, 303, plus one course elected from MUS 500, 501, 502, 503, 504, 505, 506, or 507 ..... 12

5i Will the free electives change? (If "Yes," indicate and note the specific changes in the space below. If "No," indicate and proceed to question 5j.)  
 Yes  No

5j Does the proposed change affect any track(s)? (If "Yes," note the specific changes using the grid below. If "No," proceed to question 6.)  
 Yes  No   
 If more than one track is affected, click [HERE](#) for a template. Append a PDF for each affected track to the end of this form.

Track Name:		<input type="checkbox"/> New Track		<input type="checkbox"/> Changed Track		<input type="checkbox"/> Deleted Track	
Current				Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status <sup>12</sup>	
						Select one....	
						Select one....	
						Select one....	
						Select one....	
						Select one....	
						Select one....	

5k Provide the Bulletin language for the track.

**6. Semester by Semester Program**

List below the typical semester-by-semester program for the major. If multiple tracks are available, click [HERE](#) for a template for additional tracks and append a PDF of each track's courses to the end of this form.

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

<sup>11</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.  
<sup>12</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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

**7. Approvals/Reviews**

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

*In addition to the information below, attach documentation of department and college approval. This typically takes the form of meeting minutes but may also be an email from the unit head reporting department- and college-level votes.*

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
7a	(Within College)		
	<i>John Scherb</i>	<i>11/1/16</i>	<i>1 / 1 John Scherb john.scherb@uky.edu</i>
	<i>College Curriculum Committee</i>	<i>11/9/2016</i>	<i>1 / 1 Rob Jensen 72336 rob.jens@uky.edu</i>
			<i>1 / 1</i>
			<i>1 / 1</i>

7b	(Collaborating and/or Affected Units)		
		<i>1</i>	<i>1</i>
		<i>1</i>	<i>1</i>
		<i>1</i>	<i>1</i>
		<i>1</i>	<i>1</i>
		<i>1</i>	<i>1</i>

7c	(Senate Academic Council)	Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)		
	Undergraduate Council	<i>1/24/17</i>	<i>Joanie Ett-Mims</i>

## PROGRAM CHANGE – BACHELOR OF MUSIC IN MUSIC PERFORMANCE

The Bachelor of Music degree in Music Performance currently requires students to satisfy an upper-division music history requirement in the form of a directed elective, selecting one course from the following list, all of which are designated as surveys, delimited by period or geographical area:

MUS 500 - MUSIC OF THE MIDDLE AGES

MUS 501 - MUSIC OF THE RENAISSANCE

MUS 502 - MUSIC OF THE BAROQUE ERA

MUS 503 - MUSIC OF THE CLASSIC PERIOD

MUS 504 - MUSIC OF THE 19TH CENTURY

MUS 505 - MUSIC OF THE 20TH CENTURY

MUS 506 - HISTORY OF AMERICAN MUSIC

The proposed change is simply to add one more course, approved several years ago, to the menu:

MUS 507 - TOPICS IN MUSIC HISTORY AND LITERATURE (SUBTITLE  
REQUIRED)

This minor change provides added flexibility in satisfying student needs and faculty availability.