

COURSE CHANGE FORM

Complete 1a – 1f & 2a – 2c. Fill out the remainder of the form as applicable for items being changed.

1. General Information.					
a. Submitted by the College of of: <u>AGRICULTURE</u>		Today's Date: <u>APRIL 1, 2011</u>			
b. Department/Division: <u>PLANT PATHOLOGY</u>					
c. Is there a change in "ownership" of the course?					YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES, what college/department will offer the course instead? _____					
d. What type of change is being proposed? <input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor ¹ (place cursor here for minor change definition) _____					
e. Contact Person Name: <u>CHRISTOPHER SCHARDL</u>		Email: <u>SCHARDL@UKY.EDU</u>		Phone: <u>859-218-0730</u>	
f. Requested Effective Date: <input checked="" type="checkbox"/> Semester Following Approval OR <input type="checkbox"/> Specific Term ² : _____					
2. Designation and Description of Proposed Course.					
a. Current Prefix and Number: <u>PPA395</u>		Proposed Prefix & Number: _____			
b. Full Title: <u>INDEPENDENT STUDY IN PLANT PATHOLOGY</u>		Proposed Title: _____			
c. Current Transcript Title (if full title is more than 40 characters): _____					
Proposed Transcript Title (if full title is more than 40 characters): _____					
d. Current Cross-listing: <input type="checkbox"/> N/A OR Currently ³ Cross-listed with (Prefix & Number): _____					
Proposed – <input type="checkbox"/> ADD ³ Cross-listing (Prefix & Number): _____					
Proposed – <input type="checkbox"/> REMOVE ^{3,4} Cross-listing (Prefix & Number): _____					
e. Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours ⁵ for each meeting pattern type.					
Current: _____ Lecture _____ Laboratory ⁵ _____ Recitation _____ Discussion <u>3-4</u> Indep. Study					
_____ Clinical _____ Colloquium _____ Practicum _____ Research _____ Residency					
_____ Seminar _____ Studio _____ Other – Please explain: _____					
Proposed: _____ Lecture _____ Laboratory _____ Recitation _____ Discussion <u>1-4</u> Indep. Study					
_____ Clinical _____ Colloquium _____ Practicum _____ Research _____ Residency					
_____ Seminar _____ Studio _____ Other – Please explain: _____					
f. Current Grading System: <input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail					
Proposed Grading System: <input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail					
g. Current number of credit hours: <u>3-4</u> Proposed number of credit hours: <u>1-4</u>					

Comment [OSC1]: Excerpt from SR 3.3.0.G.2 Definition. A request may be considered a minor change if it meets one of the following criteria:
a. change in number within the same hundred series*;
b. editorial change in the course title or description which does not imply change in content or emphasis;
c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s); d. a cross-listing of a course under conditions set forth in SR 3.3.0.E;
e. correction of typographical errors.

*...for the specific purposes of the minor exception rule, the 600-799 courses are the same "hundred series," as long as the other minor change requirements are complied with. [RC 1/15/09]

¹ See comment description regarding minor course change. Minor changes are sent directly from dean's office to Senate Council Chair. If Chair deems the change as "not minor," the form will be sent to appropriate academic Council for normal processing and contact person is informed.
² Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.
³ Signature of the chair of the cross-listing department is required on the Signature Routing Log.
⁴ Removing a cross-listing does not drop the other course – it merely unlinks the two courses.
⁵ Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1.)

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h.	Currently, is this course repeatable for additional credit?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	Proposed to be repeatable for additional credit?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
	If YES: Maximum number of credit hours: <u>6</u>		
	If YES: Will this course allow multiple registrations during the same semester?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
i.	Current Course Description for Bulletin:	<u>INDEPENDENT STUDY IN PLANT PATHOLOGY UNDER THE SUPERVISION OF A FACULTY MEMBER</u>	
	Proposed Course Description for Bulletin:	_____	
j.	Current Prerequisites, if any:	<u>CONSENT OF APPROPRIATE INSTRUCTOR</u>	
	Proposed Prerequisites, if any:	<u>CONSENT OF APPROPRIATE INSTRUCTOR</u>	
k.	Current Distance Learning(DL) Status:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Already approved for DL* <input type="checkbox"/> Please Add ⁶ <input type="checkbox"/> Please Drop	
	*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box <input type="checkbox"/>) that the proposed changes do not affect DL delivery.		
l.	Current Supplementary Teaching Component, if any:	<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
	Proposed Supplementary Teaching Component:	<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
3.	Currently, is this course taught off campus?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	Proposed to be taught off campus?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
4.	Are significant changes in content/teaching objectives of the course being proposed?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, explain and offer brief rationale: _____		
5.	Course Relationship to Program(s).		
a.	Are there other depts and/or pgms that could be affected by the proposed change?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, identify the depts. and/or pgms: _____		
b.	Will modifying this course result in a new requirement ⁷ for ANY program?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES ⁷ , list the program(s) here: _____		
6.	Information to be Placed on Syllabus.		
a.	<input type="checkbox"/> Check box if changed to 400G or 500.	If <u>changed to</u> 400G- or 500-level course you must send in a syllabus and you must include the differentiation between undergraduate and graduate students by: (i) requiring additional assignments by the graduate students; and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)	

⁶ You must also submit the Distance Learning Form in order for the course to be considered for DL delivery.

⁷ In order to change a program, a program change form must also be submitted.

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Signature Routing Log

General Information:

Course Prefix and Number: PPA395

Proposal Contact Person Name: CHRISTOPHER SCHARDL Phone: 859-218-0730 Email: SCHARDL@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
DEPARTMENT CHAIR	3/28/11	David A. Smith / 7-3901 / dsmith@uky.edu	<i>David A. Smith</i>
<i>UCC</i>	<i>4/8/11</i>	<i>Larry Grabau / 1885 / Larry.Grabau@uky.edu</i>	<i>Larry J. Grabau</i>
		/ /	
		/ /	

External-to-College Approvals:

Council	Date Approved	Signature	Approval of Revision ⁸
Undergraduate Council	10/25/2011	Sharon Gill	
Graduate Council			
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

Comments:

⁸ Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

PPA 395 Independent Study in Plant Pathology (1-4 hours)

Research Contract

In order to receive credit for PPA 395, students and their research mentors must complete a contract. *If a contract is not completed and approved each semester by the add/drop date, you will be dropped from this class.* If a draft contract is *not* approved, we will contact you and/or your research mentor about necessary revisions.

Academic session in which the research will take place:

(Circle one) Fall Spring 4-week 8-week YEAR: _____

Research mentors may be any faculty member in the Department of Plant Pathology at the University of Kentucky. A list of faculty is available on the department web page (see <http://www.ca.uky.edu/agcollege/plantpathology/people/index.html>). Participants should be undergraduate students with good academic records.

Research mentors agree to provide lab space, resources (eg. chemicals), and guidance. Guidance includes safety training as well as training in scientific method, techniques, and presentations. Mentors will be asked to grade the student's independent work.

Please provide the following information:

Your name, email, and phone: _____

Your mentor's name, department, email, and phone: _____

Your signature: _____ Date: _____

Mentor's signature: _____ Date: _____

Your mentor must state here how you will be evaluated for a grade. Some examples are frequent personal conferences, diligence in the lab, group meetings, preparation of paper ..., etc.

PPA 395 Coordinator approval:

Dr. Christopher L. Schardl, Signature: _____ Date: _____

SCHARDL@UKY.EDU.

Complete page 2 and submit it with this contract.

Description of the proposed research work: Prepare this description in consultation with your mentor. The description must include, in brief, (1) the hypothesis or aim underlying the project, (2) types of experiments or activities to be performed, (3) types of data to be taken, (4) types of data analysis, and (5) how the data relate to the hypothesis or aim of the project. You may attach an extra sheet if necessary.