

APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR and MINOR

1. Submitted by the College of Undergraduate Education Date: 1-5-2009
 Department/Division offering course: Undergraduate Education

2. What type of change is being proposed? Major Minor*
 *See the description at the end of this form regarding what constitutes a minor change. Minor changes are sent directly from the dean of the college to the Chair of the Senate Council.

If the Senate Council chair deems the change not to be minor, the form will be sent to the appropriate Council for normal processing and an email notification will be sent to the contact person.

PROPOSED CHANGES

Please complete all "Current" fields.
 Fill out the "Proposed" field only for items being changed. Enter N/A if not changing.
 Circle the number for each item(s) being changed. For example: (6.)

3. Current prefix & number: UK 101 Proposed prefix & number: N/A
 4. Current Title Academic Orientation
 Proposed Title† N/A

†If title is longer than 24 characters, offer a sensible title of 24 characters or less: _____

5. Current number of credit hours: 1-3 Proposed number of credit hours: 1

6. Currently, is this course repeatable? YES NO If YES, current maximum credit hours: _____
 Proposed to be repeatable? YES NO If YES, proposed maximum credit hours: _____

7. Current grading system: Letter (A, B, C, etc.) Pass/Fail
 Proposed grading system: Letter (A, B, C, etc.) Pass/Fail

8. Courses must be described by at least one of the categories below. Include number of actual contact hours per week for each category.

Current:

CLINICAL COLLOQUIUM DISCUSSION LABORATORY LECTURE
 INDEPEND. STUDY PRACTICUM RECITATION RESEARCH RESIDENCY
 SEMINAR STUDIO OTHER - Please explain: _____

Proposed:

CLINICAL COLLOQUIUM DISCUSSION LABORATORY LECTURE
 INDEPEND. STUDY PRACTICUM RECITATION RESEARCH RESIDENCY
 SEMINAR STUDIO OTHER - Please explain: _____

9. Requested effective date (term/year): Fall / 2009

10. Supplementary teaching component: N/A Community-Based Experience Service Learning Both
 Proposed supplementary teaching component: Community-Based Experience Service Learning Both

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11. Cross-listing: N/A or _____ / _____
Current Prefix & Number printed name Current Cross-listing Department Chair signature

a. Proposed – REMOVE current cross-listing: _____ / _____
printed name Current Cross-listing Department Chair signature

b. Proposed – ADD cross-listing: _____ / _____
Prefix & Number printed name Proposed Cross-listing Department Chair signature

12. Current Distance Learning (DL) status: Already approved for DL Please Add Please Drop
If PROPOSING, check one of the methods below that reflects how the majority of the course content will be delivered.
 Internet/Web-based Interactive Video Extended Campus

13. Current prerequisites:
 None

Proposed prerequisites:

14. Current Bulletin description:
 See attachment A.

Proposed Bulletin description:
 See attachment A.

15. What has prompted this change?
 See attachment B.

16. If there are to be significant changes in the content or teaching objectives of this course, indicate changes:
 See attachment B.

17. Please list any other department that could be affected by the proposed change:
 None

18. Will changing this course change the degree requirements for ANY program on campus? YES NO
 If YES[‡], list below the programs that require this course:

[‡] In order for the course change to be considered, program change form(s) for the programs above must also be submitted.

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18. Is this course currently included in the University Studies Program? Yes No

19. Check box if changed to 400G or 500. If changed to 400G- or 500-level, you must include a syllabus showing differentiation for undergraduate and graduate students by (i) requiring additional assignments by the graduate students; and/or (ii) the establishment of different grading criteria in the course for graduate students. (See SR 3.1.4)

20. Within the department, who should be contacted for further information on the proposed course change?

Name: Becky Jordan Phone: 257-6597 Email: rjordan@uky.edu

21. Signatures to report approvals:

DATE of Approval by Department Faculty	/	Reported by Department Chair
printed name	signature	signature
DATE of Approval by College Faculty	/	Reported by College Dean
printed name	signature	signature
<i>January 20, 2009</i> *DATE of Approval by Undergraduate Council	/	<i>SHARON GILL</i> Reported by Undergraduate Council Chair
printed name	signature	signature
*DATE of Approval by Graduate Council	/	Reported by Graduate Council Chair
printed name	signature	signature
*DATE of Approval by Health Care Colleges Council (HCCC)	/	Reported by Health Care Colleges Council Chair
printed name	signature	signature
*DATE of Approval by Senate Council	/	Reported by Office of the Senate Council
printed name	signature	signature
*DATE of Approval by the University Senate	/	Reported by the Office of the Senate Council
printed name	signature	signature

*If applicable, as provided by the *University Senate Rules*.

Excerpt from *University Senate Rules*:

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.

Attachment A

Current Bulletin Description:

UK 101 Academic Orientation

This course is designed to assist undergraduates in adjusting to the academic life of the University. Through lectures, discussions, exercises, and out-of-class assignments, freshman students will gain a better understanding of the purpose and nature of a university education, will acquire skills for achieving academic success, will learn how to make effective use of the University's resources and will engage in small group interactions with peers and with the University faculty. Sections offered for three credits will devote approximately half the classroom hours to career planning and to the choice of a major. Offered on a pass/fail basis only. Lecture hours will be determined by the instructor, depending on the content of the course.

Proposed Bulletin Description:

UK 101 Academic Orientation

This course is designed to assist undergraduates in adjusting to the academic life of the University. Through lectures, discussions, exercises, and out-of-class assignments, UK 101 helps first-year students: articulate the purpose and nature of a college education at a research university; articulate UK's expectations of its students; gain an appreciation of the University's mission, history, and traditions; develop skills for achieving academic success such as study strategies and library research skills; increase awareness and use of campus resources; reflect on personal and social issues that first-year students often face in a college environment; become involved in the total life of the University; and form beneficial relationships with students, faculty, and staff.

Attachment B

Request to Change UK 101 from Pass-Fail to Letter-Graded Course

For years, Institutional Research data and course evaluations have supported the positive impact of UK 101 on first-year students and the beneficial by-product for the institution: Students who enroll in UK 101 are consistently retained at higher rates than those who don't enroll despite the former group having lower ACT averages. The 2007 USP Reform Steering Committee stated in its report that "As a vehicle to improve student success and retention, UK 101 has achieved laudable success. The recent Provost Retention Group Report confirms that this course has had a more pervasive positive influence on retention at UK than any other single initiative."

Although the 2007 USP reform committee recommendations were not adopted, the recommendations did prompt an examination of UK 101 by a sub-committee (comprised of Phil Harling, then endowed faculty chair of the Chellgren Center and professor, Department of History; Larry Grabau, professor, Department of Plant and Soil Sciences; Chester Grundy Director, Multicultural Student Programming; Becky Jordan, Associate Dean of Students and director of UK 101; and Jared Tippets, Director of New Student and Parent Programs and co-director of UK 101). The members supported a letter-graded UK 101 with academic enhancements.

The proposed enhancements (some of which have already been implemented) for a one-credit-hour, letter-graded UK 101 are listed below, and an example syllabus is attached.

- An academic expectations lesson plan that includes what it means to study at a research university.
- One additional UK 101 class session that occurs during K Week, increasing the total number of class meetings from 20 to 21. This will allow students to be introduced to some aspects of academic life (e.g., the importance of the syllabus) before their other course work begins.
- A summer reading. Beginning in fall 2009, a summer reading will be required of all first-year entering students, and the book will be incorporated into the UK 101 curriculum. Students will be required to complete related assignments, including a paper, and attend a lecture by the book's author. Depending on the book selected, the summer reading can be used to spark discussion on a University value such as diversity or civic engagement.
- A library component that focuses on information literacy.
- A lesson that examines the differences between obtaining a degree and being an educated person.

Additional support for a letter-graded UK 101 includes the following:

- The current USP reform committee supports a letter-graded UK 101. [Phil Harling and Becky Jordan met with the committee during the summer '08, and](#)

Becky Jordan and Jared Tippets met with committee chair, Susan Carvalho in fall '08 to discuss enhancements.

- The Provost Retention Committee supports a letter-graded UK 101.
- Current UK 101 instructors (faculty and professional staff) overwhelmingly endorse changing UK 101 from a pass-fail to a letter-graded course. When a group of experienced UK 101 instructors were surveyed in fall '08, 44 of 46 respondents favored the change. The following two faculty comments reflect the sentiment of most UK 101 instructors:

“In my view, the P-F scales lulls the students into thinking they can minimize their commitment to the course.”

“I taught a similar course that was graded at another institution, and I saw a completely different commitment level of effort from the students.”

- It is common practice for first-year seminar courses to be letter graded. For example, Purdue University and North Carolina State University both offer very similar one-credit-hour courses that are letter graded.
- Dr. John Gardner, Executive Director of the Policy Center on the First College Year and a nationally respected leader of the first-year experience, recommended a letter-graded UK 101 after serving as a consultant to the University of Kentucky. He stated that instructors and students invest more time and effort—and consequently report greater gains—if the class is graded.

UK 101 EXAMPLE SYLLABUS, FALL 2009

Instructor Contact Information and Office Hours Peer Instructor Contact Information

Required Texts

Text chosen by instructor
Summer Reading Book

Course Objectives

This course is designed to introduce first-year students to the intellectual life of the University and to help them:

1. Articulate the purpose and nature of a college education at a research university.
2. Articulate UK's expectations of its students.
3. Describe the University's mission, history, and traditions.
4. Refine skills for achieving academic success such as critical thinking, study strategies, and information literacy.
5. Identify and use campus resources.
6. Reflect on personal and social issues (e.g., alcohol, diversity, money management) that first-year students often face in a college environment.
7. Become involved in the total life of the University of Kentucky, including an introduction to the arts on campus.
8. Form beneficial relationships with students, faculty, and staff.

Course Requirements

1. **Attendance** (21 class sessions, x points)
Attend all University 101 classes. Attending class is an important part of succeeding in any course. Excused absences are defined in *Student Rights and Responsibilities*, which can be found online at <http://www.uky.edu/StudentAffairs/code>. Please contact the instructor by phone or email prior to class if you are unable to attend.
2. **Participation** (x points)
Class participation is critical to the success of students, and it adds to the success of the course. Participation includes being prepared for class, involving yourself in class discussions and activities, assuming responsibility for your own learning, and contributing to the learning of others.
3. **Quizzes and exams** (x points)
4. **Assignments** (x points; includes summer reading/follow-up paper, reflection essays, library/information literacy exercises, readings, online assignments, and attendance at University events such as cultural activities and summer reading author lecture)
5. **Academic Honesty** Academic honesty is fundamental to the activities and principles of any university, and there are serious consequences for plagiarism and cheating. Please familiarize yourself with the portion of UK's student code addressing academic offenses, beginning with section 6.3.0 found at (<http://www.uky.edu/StudentAffairs/Code/part2.html>).
6. **Students with Special Needs** Any student with a disability who is taking this course **and needs classroom or exam accommodations should contact the Disability Resource Center, 257-2754, room 2 Alumni gym, or email Mr. Jake Karnes at jkarnes@uky.edu.**

UK 101 Syllabus continued...

- Class 1: INTRODUCTION TO COURSE (held during K Week)
- Class 2: ACADEMIC EXPECTATIONS
- Class 3: SUMMER READING DISCUSSION
- Class 4: TIME MANAGEMENT AND GOAL SETTING
- Class 5: LIBRARY TOUR AND ONLINE RESOURCES
- Class 6: NOTE TAKING, READING, AND CRITICAL THINKING
- Class 7: ALCOHOL
- Class 8: ACADEMIC INTEGRITY
- Class 9: EXAM PREPARATION
- Class 10: INFORMATION LITERACY
- Class 11: PROFESSORS/CLASSROOM ETIQUETTE
- Class 12: HAVING A DEGREE AND BEING EDUCATED
- Class 13: ACADEMIC ADVISING; APEX
- Class 14: EDUCATION ABROAD
- Class 15: STRESS MANAGEMENT
- Class 16: MONEY MANAGEMENT/CREDIT CARD DEBT
- Class 17: YOUR ROLE IN ENDING VIOLENCE AT UK
- Class 18: CAREER EXPLORATION
- Class 19: LIVING IN A DIVERSE WORLD
- Class 20: HISTORY AND TRADITIONS AT UK
- Class 21: FINAL EXAM

Minutes
Undergraduate Council
November 11, 2008 **Room 102 Miller Hall** **3:30 p.m.**

Present: Dean Blackwell, Chair; Karen Badger, Karen Butler, David Hamilton, Harald Hoebusch, David Hulse, Andrew Kimbrough, Bruce Manley, Todd Pheiffer, Bill Rayens

The following courses/proposals were reviewed and approval is recommended:

College of Agriculture

Landscape Architecture - Program Change

A proposal to designate PPA 400G –Principles of Plant Pathology as Distance Learning was approved. Similar proposals for HMT 120 and KHP 122 have been tabled.

College of Arts & Sciences

- CLASZS*
- ✓ CLA 391 – Christians in the Roman Empire – New
 - CLA 426G – Classical Drama: Tragedy and Comedy in Greece and Rome – Drop
 - CLA 450G – Special Topics in Classical Literature in Translation – Change
 - CLA 462G – Topics in Classical Literature (subtitle required) – New
 - CLA 480G – Studies in Greek and Latin Literature (subtitle required) – New
 - CLA 501 – Latin Composition – New
 - CLA 511 – Studies in Roman Philology – Drop
 - CLA 512 – Studies in Roman Philology – Drop
 - CLA 521 – Advanced Latin Composition and Reading – New
 - CLA 522 – Roman Republican Prose – Drop
 - CLA 523 – Roman Republican Poetry - Drop
 - CLA 524 – The Latin Literature of the Republic (subtitle required) - New
 - CLA 526 – Roman Imperial Prose – Drop
 - CLA 527 – Roman Imperial Poetry – Drop
 - CLA 528 - Late Antique and Post-Imperial Latin Literature (subtitle required) – New
 - CLA 551 – Greek Poetry and Drama (subtitle required) – New
 - CLA 552 – Greek Epic and Lyric Poetry – Drop
 - CLA 553 – Greek Philosophical Literature – Drop
 - CLA 555 – Greek Prose (subtitle required) – New

(This proposal was originally submitted as CLA 556 but our representative from the Registrar's Office, Bruce Manley, pointed out that the old CLA 556 number had not been out of the system long enough and, therefore, could not be used for a new course at this time. The Department selected CLA 555 instead.)

- CLA 557 – Greek Historical Literature - Drop
- CLA 561 – Studies in Greek Philology – Drop

Two new proposals from Philosophy (PHI 334 – Business Ethics and PHI 336 – Environmental Ethics) have been tabled pending review for duplication of material covered in B&E and Agriculture.

College of Nursing

The Council voted to accept the proposal from the College of Nursing regarding Freshman Admission contingent upon clarification for continuation in the program.

Meeting adjourned at 5:15 p.m.