

NEW MINOR

An academic minor is a secondary area of study that is separate from the major and is typically defined by a set of courses and/or credit hour requirements within a specified discipline. In other words, a minor is a structured group of courses that leads to considerable knowledge and understanding of a subject, although with less depth than a major. Minors are typically between 18 and 32 credit hours in length, depending on the college and disciplinary area.

Once approved at the college level, your college will send the proposal for a new minor 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 it is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

1. GENERAL INFORMATION			
1a	Home college: Arts & Sciences		
1b	Home educational unit (department or school): <i>Geography</i>		
1c	Proposed minor name: <i>Urban Studies</i>		
1d	CIP Code (provided by Institutional Effectiveness): <i>45.1201</i>		Today's date: 8 Nov 2019
1e	Is there an accrediting agency related to this minor?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," name:		
1f	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR <input type="checkbox"/> Specific Date ¹ : <i>Fall 20</i>
1g	Contact person name: <i>Matthew W. Wilson</i>	Email: <i>matthew.w.wilson@uky.edu</i>	Phone: <i>78851</i>
2. OVERVIEW			
2a	Provide a brief description of the proposed new minor. (300 word limit) <i>Numerous popular accounts have suggested that over half the world's population can be characterized as 'urban'. In this proposed new minor in Urban Studies, we are consolidating our various coursework in urban planning, urban geography, and the geographies of cities in order to provide students with the key theories and methods of the study of urbanism, supporting students in a variety of vocations that will require a comprehensive understanding of the role of cities in society.</i>		
2b	Will this minor be associated with an existing degree program?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," describe how the new minor will complement the existing degree program. (150 word limit)		

¹ Minors are effective for the fall semester following approval. No minor will be made effective unless all approvals, up through and including University Senate approval, are received.

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2c	<p>Explain the need for the new minor (e.g. market demand and cross-disciplinary considerations). (300 word limit)</p> <p><i>There is growth in Kentucky and nationwide in employment for individuals with experience and expertise in cities: their growth, management, and governance. Enrollments in introductory coursework on cities in the Department of Geography are growing and we would like to build more supportive structures to encourage those students to deepen their understanding of cities through more advanced coursework.</i></p>
2d	<p>Describe the demographics of the intended audience. (150 word limit)</p> <p><i>Any currently enrolled undergraduate student at the University of Kentucky will be eligible to declare the minor in Urban Studies. The proposed minor in Urban Studies may appeal to students who are majoring in a variety of fields -- from tourism and hospitality to environmental studies, from architecture to engineering, from the social sciences to the humanities.</i></p>
2e	<p>Describe how the proposed minor will be administered, including admissions, student advising, retention, etc. (150 word limit)</p> <p><i>The minor in Urban Studies will not have selective admission. The minor in Urban Studies will be administered by the Department of Geography in the College of Arts & Sciences. Advising will be conducted by the Director of Undergraduate Studies in the Department. The DUS will work with the Chair of the Department to ensure course scheduling to allow timely progress to graduation.</i></p>
2f	<p>The faculty of record is the faculty body responsible for ALL aspects of the program, including courses, credit hours, rigor, changes to the program, etc. Please identify the program's <i>faculty of record</i> by choosing ONE of the four scenarios below. For more information on each faculty of record scenario, visit http://www.uky.edu/Faculty/Senate/files/Forms/UNDG_DegPgm/facultyofrecord1.html.</p>
<p><input checked="" type="checkbox"/> Scenario 1 OR <input type="checkbox"/> Scenario 2 OR <input type="checkbox"/> Scenario 3 OR <input type="checkbox"/> Scenario 4</p>	
<p>If Scenarios 2, 3, or 4 are chosen, please provide describe/list/name the members of the faculty of record and describe the voting rights of members of the faculty of record. Include the process and standards for identifying the program director, as well as adding and deleting members of the faculty of record. (150 word limit)</p>	
2g	<p>Initially, will any portion of the minor be offered via distance learning (DL)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>If "Yes," please indicate below the percentage of the minor that will be offered via DL.</p>	
<p>1% - 24% <input type="checkbox"/> 25% - 49% <input type="checkbox"/> 50% - 74% <input type="checkbox"/> 75 - 99% <input type="checkbox"/> 100% <input type="checkbox"/></p>	
<p>If "Yes," describe the DL course(s) in detail, including the number of required DL courses. (200 word limit)</p>	
<p>3. RESOURCES</p>	
3a	<p>Will the minor utilize courses from other academic units? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>If "Yes," two pieces of supporting documentation are required.</p>	

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	<input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from each unit’s chair/director ² from which individual courses will be used. The letter must include demonstration of true collaboration between multiple units ³ and impact on the course’s use on the home educational unit.	
	<input type="checkbox"/> Check to confirm that appended to the end of this form is verification that each unit’s chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.	

3b	What are the (non-course) financial implications for the proposed minor, including any projected budget needs? <i>(300 word limit)</i>	
	<i>There are no financial implications for the proposed minor in Urban Studies. We will utilize existing courses that are taught by current faculty.</i>	

3c	Will the proposed minor utilize resources (e.g. departmentally controlled equipment or lab space) from additional units/programs?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If “Yes,” identify the other resources that will be shared. <i>(150 word limit)</i>		

	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 ⁴ of each unit from which “other resources” will be used.	
	<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.	

4. ADMISSIONS CRITERIA AND CURRICULUM STRUCTURE

4a	Are there any admissions requirements for the proposed minor? <i>(150 word limit)</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If “Yes,” describe below.		

4b	Are there any prerequisites for the minor? (If “Yes,” indicate and answer using the area below. If “No,” indicate and proceed to 4d.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Prefix & Number	Course Title	Credit Hrs	Course Status ⁵
			Select one....
			Select one....
			Select one....
			Select one....
			Select one....
			Select one....

² A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.

³ Show evidence of detailed collaborative consultation with such units early in the process.

⁴ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

⁵ 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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4c	Provide the Bulletin language for prerequisites. (150 word limit)		
4d	List the required courses below.		
Prefix & Number	Course Title	Credit Hrs	Course Status ⁶
	SEE ADDENDUM FOR CURRICULUM		Select one....
			Select one....
			Select one....
			Select one....
			Select one....
4e	Provide the Bulletin language for required courses.		
	Please see addendum 4d for bulletin language.		
4f	Are there any electives for the minor? (If "Yes," indicate and answer using the area below. If "No," indicate and proceed to 4h.)		Yes <input type="checkbox"/> No <input type="checkbox"/>
Prefix & Number	Course Title	Credit Hrs	Course Status ⁷
	Please see addendum 4d for curriculum		Select one....
			Select one....
			Select one....
			Select one....
			Select one....
			Select one....
			Select one....
4g	Provide the Bulletin language for electives.		
	Please see addendum 4d for bulletin language.		
4h	What is the total number of credit hours required for the minor? (e.g. 18 or 20)	18	
	If an explanation about the total credit hours is necessary, use the space below. (150 word limit)		
4i	Are there any other requirements for the minor? If "Yes," note below. (150 word limit)		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<i>Geography majors can also minor in Urban Studies, but no more than 6 credits can be used to cover both major and minor requirements.</i>		

⁶ Indicate if the course is new ("new"), exists but will change ("change"), or exists but will not change ("no change").

⁷ Indicate if the course is new ("new"), exists but will change ("change"), or exists but will not change ("no change").

5. 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	
5a	(Within College)			
	A&S EPC	12/2/19	Haris Symeonidis /	/ <i>HS</i>
	A&S Assoc. Dean	12/2/19	Anna Bosch /	/ <i>Abosch</i>
			/	/
			/	/
5b	(Collaborating and/or Affected Units)			
			/	/
			/	/
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			/	/
			/	/
5c	(Senate Academic Council)		Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)			
	Undergraduate Council		1/14/20	Joanie Ett-Mims

Minor in Urban Studies

The minor in Urban Studies requires 18 hours as follows.

Introduction to Cities

Students must complete 6 credit hours of coursework in Introduction to Cities.

GEO220 U.S. Cities (3)

GEO222 Cities of the World (3)

Urban Approaches

Students must complete 3 credit hours of coursework in Urban Approaches from the list below.

GEO285 Introduction to Planning (3)

or

GEO422 Urban Geography (3)

Data Analysis and Representation

Students must complete 3 credit hours of coursework from Data Analysis and Representation from the list below.

GEO305 Elements of Cartography (3)

or

GEO309 Introduction to GIS (3)

or

GEO310 Data Explorations and Applications in Everyday Life (3)

or

GEO311 Qualitative Methods (3)

Urban Perspectives (6 hours)

Students must complete 6 credit hours of coursework in Urban Perspectives from the list below.

Courses used to satisfy the Urban Approaches requirement may not be used to satisfy the Urban Perspectives requirement.

GEO221 Immigrant America (3)

GEO235 Environmental Management and Policy (3)

GEO255 Geography of the Global Economy (3)

GEO285 Introduction to Planning (3)

GEO422 Urban Geography (3)

GEO455 Globalization and the Changing World Economy (3)

GEO485G Urban Planning and Sustainability (3)

GEO509 Workshop in Geospatial Technologies (3)

Geography majors cannot count more than 6 credit hours of coursework used to satisfy the Minor in Urban Studies towards their geography major requirements.

December 2, 2019

Dear Undergraduate Council,

On behalf of the faculty of the College of Arts and Sciences, the Education Policy Committee discussed and approved the proposed minor in Urban Studies via electronic vote 9:0:0 on Monday, December 2, 2019.

Sincerely,



Haralambos Symeonidis
Chair, Education Policy Committee



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geography.as.uky.edu

November 11, 2019

Dear Professor Wilson:

I am writing to confirm that geography faculty members were consulted and unanimously approved (18 yes, 0 no, 0 abstained) the following changes to majors and minors associated with the Geography department. This discussion and approval took place at the Department Meeting on September 25, 2019

GEO Major Revision, Discussed and Approved Unanimously
Proposed **Urban Studies Minor**, Discussed and Approved Unanimously
Proposed **Mapping/GIS Major**, Discussed and Approved Unanimously

Sincerely,

A handwritten signature in black ink, appearing to read 'Matthew Zook'.

Matthew Zook, Ph.D.
University Research Professor and Interim Chair