The SAASC convened on Friday, April 13, 2018 to consider a proposal from the College of Engineering, Department of Electrical and Computer Engineering (Computer Engineering program) to change credit hours to 128.

Attendance: Dan Morey, David Hulse, Dan Howe, Kevin Donohue, Brad Kerns, Rebecca Kellum, Herman Farrell (Chair), Annie Davis Weber (ex-offiicio).

Procedure:

Herman Farrell acted as facilitators of the proposal.

Discussion:

Farrell noted that this proposal is similar to other proposals from the College of Engineering recently approved by the SAASC, SC and US involving a reduction in total credit hours for a specific engineering program in order to comply with a CPE mandate that the total credit hours not exceed 128. The supportive elective (3 credit hours) will no longer be required. This proposal also involves the addition of a new 1 credit course, CPE 200. The committee confirmed that the new course had been approved through SAPC.

Vote:

A motion was made and seconded that the SAASC approve the proposal proposal from the College of Engineering, Department of Electrical and Computer Engineering (Computer Engineering program) to change credit hours to 128.

The committee voted 7 in favor, 0 opposed.

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) 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:			
☒ Courses	☐ Program name	☒ Total required credit hours	☐ Student learning outcomes
	☐ Criteria for admissions/progression/termination	☐ Certificate assessment	☐ Other

1. General Information					
1a	Date of contact with Institutional Effectiveness (IE)[1] :		11/1/17		
	☒ Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.				
1b	College[2]:	Engineering		Department[2]:	Electrical and Computer Engineering
1c	CIP code[3]:	14.0901		Today's Date:	6/14/17
1d	Current major name: (Biology, Design, etc.)	Computer Engineering		*Proposed major name:*	
1e	Current Degree (BA, BFA, etc.):	~~BSCPE~~ BSCOE		*Proposed degree:*	
1f	Will there be any changes regarding a track(s) for the program?			Yes ☐	No ☒
1g	Accrediting agency, if applicable:		ABET		
1h	Date of most recent periodic program review for this degree:		2016		
1i	Requested effective date:	☒ Fall semester following approval.		OR	☐ Specific Date[4]: *Fall 20*

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[1] 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).

[2] 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.

[3] 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.

[4] No program change(s)will be effective until all approvals are received.

1j	Contact person name:	James Lumpp	Phone / Email:	859-257-3895 / jel@uky.edu

2. Overview of Changes

2a	Describe the rationale for the changes, including results from the most recent program review if applicable. (*450 word limit*)
	This proposal covers two proposed changes. First, the supplemental elective requirement has been removed as a requirement to accommodate 128 hour maximum credit hours for the degree. Second, CPE 200 Computer Engineering Sophomore Seminar has been added as a required course to help ensure retention and student success for undergraduates pursuing the BSCPE degree.

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:	34	34
ii.	Credit Hours of Preprofessional Courses:		
iii.	Credit Hours of Major Core Course Requirements	97	98
iv.	Minimum Credit Hours of Guided Electives:		
v.	Minimum Credit Hours of Free Electives:	3	0
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:	24	24
	200-level:	47	48
	300-level:	9	9
	400-level:	9	9
	500-level:		
	TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:	<u>130</u>	<u>128</u>

xv.	If the total hours required for graduation have changed, explain below. (*150 word limit*)
	Hours for graduation have been reduced to 128 to meet the recent mandate by Kentucky CPE.

2c	Will the requested change(s) result in the use of courses from another educational unit?	Yes ☐ No ☒
	If "Yes," describe generally the courses and how they will used.	
	If "Yes," two pieces of supporting documentation are required.	
	☐ Check to confirm that appended to the end of this form is a letter of support from the appropriate	

	chair/director[5] of each unit from which individual courses will be used.		
	☐ 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 ☐	No ☒
	If "Yes," the department must also submit a change form to change the minor.		

3. Course Sharing

3a.	Will the requested changes result in the use of courses from another unit?	Yes ☐	No ☒
	If "Yes," describe generally the courses and how they will used.		
	If "Yes," two pieces of supporting documentation are required. ☐ Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director[6] from which individual courses will be used. ☐ 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.		

3. UK Core Courses

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 ☐	No ☒
	If "Yes," note the specific changes in the grid below.		

UK Core Area	Current Course	Current Credits	Proposed Course	Proposed Credits
I. Intellectual Inquiry				
Arts and Creativity				
Humanities				
Social Sciences				
Natural/Physical/Mathematical				
II. Composition and Communication				
Composition and Communication I	CIS/WRD 110	3	CIS/WRD 110	3
Composition and Communication II	CIS/WRD 111	3	CIS/WRD 111	3
III. Quantitative Reasoning				
Quantitative Foundations				
Statistical Inferential Reasoning				
IV. Citizenship (one course in each area)				
Community, Culture & Citizenship in USA				
Global Dynamics				
Total UK Core Hours				

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

3b	Provide the Bulletin language about UK Core.

4. Graduation Composition and Communication Requirement

4a	Will the Graduation Composition and Communication requirement be changed? (If " Y es," indicate and proceed to next question. If "No," indicate and proceed to 5a.)	Yes ☐	No ☒

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[7] from which individual courses will be used.

	Current	Proposed
i.	☐ Single course in home unit:	☐ *Single course in home unit:*
ii.	☐ Multiple courses in home unit.	☐ *Multiple courses in home unit.*
iii.	☐ Single course outside home unit.	☐ *Single course outside home unit.*
iv.	☐ Multiple courses outside home unit.	☐ *Multiple courses outside home unit.*
v.	☐ Course(s) inside & outside home unit.	☐ *Course(s) inside & outside home unit.*

4b	Provide the Bulletin language about GCCR below.

5. Other Course Changes

5a	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 ☐	No ☒

Current			Proposed			
☐ Standard college requirement			☐ *Standard college requirement*			
☐ Specific course			☐ *Specific course*			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status[8]
						Select one....
						Select one....
						Select one....

5b	Will the existing language in the Bulletin about college-level requirements change?	Yes ☐	No ☒

If "Yes," provide the new language below.

5c	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 ☐	No ☒

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[7] A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.
[8] 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").

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status[9]
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5d	Provide the Bulletin language about pre-major or pre-professional courses below.

5e	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.) If "Yes," note the specific changes in the grid below.	Yes ☒	No ☐

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status[10]
			CPE 200	3	Computer Engineering Sophomore Seminar	New
						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....

5f	Provide the Bulletin language for major core course requirements.

5g	Will the guided electives change? (If "Yes," indicate and note the specific changes in	Yes ☐	No ☒

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[9] Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

[10] Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status[11]
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5h	Provide the Bulletin language for guided electives.

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 ☐
	The 3-hour free elective requirement has been removed.		

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:		☐ New Track	☐ Changed Track	☐ Deleted Track

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status[12]
						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")	EGR 101; 1 credit EGR 102; 2 credits MA 113; 4 credits CHE 105; 4 credits	YEAR 1 – SPRING:	EGR 103; 2 credits MA 114; 4 credits PHY 231; 4 credits PHY 241; 1 credit

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[11] Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

[12] Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

	CIS/WRD 110; 3 credits		CIS/WRD 111; 3 credits CS 215; 4 credits
YEAR 2 - FALL :	MA 213; 4 credits PHY 232; 4 credits PHY 242; 1 credit CS 216; 3 credits CPE 200; 1 credits CPE 282; 4 credits	**YEAR 2 – SPRING:**	MA 214; 3 credits EE 211; 4 credits CPE 287; 4 credits CS 270; 4 credits CS275; 3 credits
YEAR 3 - FALL:	EE 223; 4 credits CS 315; 3 credits CPE 380; 3 credits STA 381; 3 credits UK Core; 3 credits	**YEAR 3 - SPRING:**	EE 421G; 3 credits EE 461G; 3 credits Technical Elective; 3 credits CPE 480; 3 credits UK Core; 3 credits
YEAR 4 - FALL:	CPE 490; 3 credits CPE Elective; 3 credits CPE Elective; 3 credits Technical Elective; 3 credits UK Core; 3 credits	**YEAR 4 - SPRING:**	CPE 491; 3 credits HW Elective; 3 credit SW Elective; 3 credit CPE Elective; 3 credits UK Core; 3 credits

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)		
	Electrical & Computer Engineering	03/31/2017	Michael Johnson / 7-0717 / mike.johnson@uky.edu
	College of Engineering	11/02/2017	Kim Anderson / 7-1864 / kimberly.anderson@uky.edu
			/ /
			/ /
7b	(Collaborating and/or Affected Units)		
			/ /
			/ /
			/ /
			/ /
			/ /

		Date Approved	Contact Person Name
7c	(Senate Academic Council)		
	Health Care Colleges Council (if applicable)		
	Undergraduate Council	12/4/17	Joanie Ett-Mims

From:	Pearson, RaeAnne M
Sent:	Wednesday, November 01, 2017 1:05 PM
To:	Brandenburg, Barbara J
Cc:	Office of Strategic Planning and Institutional Effectiveness
Subject:	Computer Engineering, BSCOE_Sub Change

Dear Barbara Brandenburg,

Thank you for your email regarding the proposed program change(s) to **Computer Engineering, BSCOE (14.0901).**

My email will serve 2 purposes: 1.) Next steps for SACSCOC, and 2.) Verification and notification that you have contacted OSPIE—a Senate requirement for proposal approval.

1. **Next steps for SACSCOC:** None required
2. **Verification that OSPIE has reviewed the proposal:** Based on the proposal documentation presented and Substantive Change Checklist, the proposed program changes (refer to list below) are not substantive changes as defined by the University or SACSCOC, the university's regional accreditor. Therefore, no additional information is required by the Office of Strategic Planning & Institutional Effectiveness at this time. The proposed program change(s) may move forward in accordance with college and university-level approval processes.

<u>List of Proposed Change(s):</u>
• Reducing credit hours from 130 to 128 due to CPE mandate.

Should you have questions or concerns about UK's substantive change policy and its procedures, please do not hesitate contacting me.

RaeAnne Pearson, PhD
Office of Strategic Planning & Institutional Effectiveness
University of Kentucky
Phone: 859-218-4009
Fax: 859-323-8688
Visit the Institutional Effectiveness Website: http://www.uky.edu/ie

see blue.

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From: Johnson, Michael
Sent: Thursday, October 12, 2017 3:53 PM
To: Brandenburg, Barbara J <barbara.brandenburg@uky.edu>
Subject: RE: Program changes

Hi BJ,

In the March 31, 2017 faculty meeting, the ECE department faculty discussed the curriculum changes needed to reduce both Electrical Engineering and Computer Engineering curricula to 128 credit hours or less, with no objections.

Mike
===
Dr. Michael T. Johnson
Professor and Chair, Electrical and Computer Engineering
FPAT 453, (859) 257-0717
University of Kentucky
http://johnson.engineering.uky.edu/

November 2, 2017

To Whom It May Concern:

The College of Engineering faculty reviewed the program change for Computer Engineering via email. There were no concerns or objections raised. The date of approval is November 2, 2017.

Sincerely,

Kimberly Anderson, Ph.D.
Associate Dean for Administration
and Academic Affairs

see blue.