

Student FM-47

December 4, 2015

TO: Dr. Andrew Hippisley, Chair University Senate

FROM: Dr. Ruth Beattie, Associate Dean, College of Arts & Sciences

SUBJECT: [REDACTED]
Petition to change degree from BA in Biology to BS in Biology

1. Student Name: [REDACTED]
2. Student Number: [REDACTED]
3. Student Current Degree and Major: Bachelor of Arts in Biology, August 2015
4. Degree to be rescinded: BA in Biology degree (August 2015)
5. Degree to be awarded: BS in Biology degree (August 2015)
6. The student entered the University of Kentucky in Fall 2007 and declared the BS in Biology degree program.
7. Due to a chronic health issue, the student withdrew from the university at the end of the Fall 2014 semester (12/17/14). A FERPA release was on file for this student (6/6/2012). The student's mother began communicating with the student's academic advisor, the Graduation Certification Officer, and the Associate Dean for Advising (A&S). The student's mother asked that we identify the quickest way for her son to complete a degree at UK.
8. On review of the student's records it was determined that the student needed 6 credit hours of coursework to complete the "new" BA in Biology degree (program year 2011), and 12 credit hours of coursework to complete the BS in Biology degree (program year 2007). Program year 2011 was the first year that the revised BA in Biology degree program was offered.
9. Returning to the University of Kentucky campus for Spring 2015 was not an option for the student.
10. The student's mother gave permission for the student's degree program to be changed from the BS in Biology to the BA in Biology. This change became effective on 12/22/14.
11. The requirements for the BA in Biology differ from those required for the BS in Biology. Students pursuing the BA in Biology must complete either a minor in any discipline other than biology, or complete a 12 credit hour cluster of courses that have a theme to them. This cluster of courses has to be manually programmed into the student's APEX record and applied to the BA requirements. These courses were, in error, programmed into APEX for program year 2007 instead of program year 2011 (1/6/2015).

12. The student transferred two courses into the University of Kentucky from Northern Kentucky University and these were applied to the student's BA in Biology degree requirements. This completed the requirements for the BA in Biology degree.
13. The student submitted a Degree Application for an August 2015 degree on 5/28/15. The degree program was listed on the form as "bachelor's" and was processed under his current program (BA).
14. On 7/15/15 the student made a request to the Graduation Certification Officer for a letter detailing his progress towards a Bachelor of Science degree. When a degree audit was run for the BS in Biology, it showed that the student had completed the requirements for the BS in Biology degree. The Graduation Certification Officer provided the student with a letter stating that the student had satisfied the requirements for the BS in Biology. The student has been using this letter in job applications to verify completion of his degree.
It was later discovered that when APEX was first set up, that the BS and BA Biology programs were coupled. This meant that the cluster of thematic courses were incorrectly filtering into, and being applied to the BS degree audit. In addition transferred organic chemistry courses that should have been applied to the BS degree were not being applied by APEX.
15. The Bachelor of Arts in Biology degree, which was the degree program submitted for University approval, was awarded in August 2015 (8/6/2015)
16. With the addition of transferred organic chemistry courses and course substitution (approved by Director of Undergraduate Studies in Biology) the requirements for the BS in Biology degree have been satisfied.
17. As the student has completed the requirements for the BS in Biology degree and received an official letter stating he had earned the BS in Biology degree it is requested that his Bachelor of Arts in Biology degree (August 2015) be rescinded and a Bachelor of Science in Biology degree (August 2015) be awarded.
18. The circumstances of this petition are due to a combination of technical and administrative errors. The technical error in APEX has now been corrected. The BS and BA biology degree programs have been uncoupled in APEX. The staff members involved are receiving additional training. Additional administrative procedures have been put in place to prevent errors of this type from recurring.