



April 13, 2015

Andrew Hippisley
Chair, University of Kentucky Senate Council

Dear Dr. Hippisley,

The Senate Academic Organization and Structure Committee (SAOSC) discussed via email the proposal by Associate Dean Kimberly Anderson, College of Engineering (CE) that the major “Biosystems Engineering” be moved from the College of Agriculture, Food and Environment (CAFE) to the College of Engineering .

Currently, the degree is awarded by the CE while the major is listed with the CAFÉ. All engineering degrees, including this one, require an accreditation process which was facilitated by moving the degree from its original location (CAFE) to CE. While faculty in CAFE are involved in teaching and programmatic decisions about the degree, all the services that students rely on, including student Records, Freshman Advising, academic and eStudio tutoring, and Career Development operate out of CE. Making this change will eliminate confusion on part of the students and align this program with the practice of offering majors and degrees in the same college.

The proposal was accompanied by letters of support from the deans of both colleges, the faculty council of CAFE, and the chair (Dr. Sue Nokes) of Biosystems and Agriculture Engineering (BAE). In her letter, the chair of BAE noted that the faculty voted in favor of the change. No one objected.

SAOSC engaged Dr. Anderson and Dr. Nokes in an email conversation to clarify points about the change and were satisfied that this is not a controversial change and it is one that will benefit the students without adversely affecting the mission of BAE.

SAOSC recommends approval of this proposal.

Respectfully and on behalf of the SAOSC,

Ernest Bailey, PhD
Professor
Chair of SAOC

COVER PAGE FOR CHANGES TO ACADEMIC ORGANIZATION OR STRUCTURE OF AN EDUCATIONAL UNIT

The Senate’s Academic Organization and Structure Committee (SAOSC) is tasked by the University Senate with the review of proposals to change academic organization or structure. The information needed by the SAOSC for the review of such proposals is set forth in *Senate Rules 3.4.2.A.5*¹.

The SAOSC has developed a set of guidelines (from the *Senate Rules*) that are intended to ease the task of proposal submission (available at <http://www.uky.edu/Faculty/Senate/forms.htm>). As proposal omissions usually cause a delay in the review process, the individual(s) responsible for the proposal is (are) urged to familiarize themselves with these guidelines before submitting their proposals for review. In particular, the individual responsible for the proposal must fill out Sections I, II and III of this form, as well as include statements and documentation that provide a full accounting of the items a - i, below.

- a. Disposition of faculty, staff and resources (financial and physical);
- b. Willingness of the donating units to release faculty lines for transfer to a different educational unit;
- c. Consultation with the faculty of the unit to which the faculty lines are proposed to be transferred;
- d. Consultation with the faculty of educational unit that will be significantly reduced;
- e. Summary of votes and viewpoints (including dissents) of unit faculty and department/college committees;
- f. Ballots, votes expressing support for or against the proposal by unit faculty and staff and committees;
- g. Letters of support or opposition from appropriate faculty and/or administrators; and
- h. Letters of support from outside the University.

Section I – General Information about Proposal

One- to two-sentence description of change:	<p>Currently, the Biosystems Engineering degree belongs to the College of Engineering but the major belongs to the College of Agriculture, Food and Environment. This creates confusion, especially when reporting assessment data. With the current arrangement, the cohorts are counted in the College of Agriculture, Food and Environment’s data regarding enrollment and retention but the graduates are counted in the College of Engineering’s data.</p> <p>Because the Biosystems Engineering students use all the student services in the College of Engineering including Student Records, Freshman Advising, academic and eStudio tutoring, and Career Development, we all agree that the Biosystems Engineering major should be moved to the College of Engineering to provide consistency in engineering services and assessment.</p>				
Contact person name:	Kimberly Anderson	Phone:	7-1864	Email:	kimberly.anderson@uky.edu
Administrative position (dean, chair, director, etc.):	Associate Dean for Administration and Academic Affairs				

Section II – Educational Unit(s) Potentially Impacted by Proposal

Check all that apply and name the specific unit(s).		
<input type="checkbox"/>	Department of:	
<input type="checkbox"/>	School of:	
<input checked="" type="checkbox"/>	College of:	College of Agriculture, Food and Environment, College of Engineering

¹ Items a-i are derived from *Senate Rules 3.4.2.A.5*. The Senate Rules in their entirety are available at http://www.uky.edu/Faculty/Senate/rules_regulations/index.htm.)

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<input type="checkbox"/>	Graduate Center for:	
<input type="checkbox"/>	Interdisciplinary Instructional Program:	
<input type="checkbox"/>	Multidisciplinary Research Center/Institute:	

Section III – Type of Proposal

Check all that apply.	
<i>A. Changes</i>	
<input type="checkbox"/>	Change to the name of an educational unit.
<input type="checkbox"/>	Change to the type of educational unit (e.g., from department to school).
<i>B. Other types of proposals</i>	
<input type="checkbox"/>	Creation of a new educational unit.
<input type="checkbox"/>	Consolidation of multiple educational units.
<input checked="" type="checkbox"/>	Transfer of an academic program to a different educational unit.
<input type="checkbox"/>	Transfer of an educational unit to a different reporting unit.
<input type="checkbox"/>	Significant reduction of an educational unit.
<input type="checkbox"/>	Discontinuation, suspension or closure of an educational unit.
<input type="checkbox"/>	Other (Give a one- or two-sentence description below; a complete description will be in the proposal).

Section IV is for internal use/guidance.

Section IV – Guidance for SAOSC, Senate Council and University Senate

SAOSC Review of Type A Proposals (Changes to Type of, or to Name of, an Educational Unit)

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).

SAOSC Review of Type B Proposals (All Other Changes)

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).
- ✓ SAOSC review of proposals for creation, consolidation, transfer, closure, discontinuation, or significant reduction and educational unit, or transfer of an academic program to a different educational unit (attach documentation).
- ✓ Program review in past three years (attach documentation).
- ✓ Request to Provost for new program review (attach documentation).

COVER PAGE FOR CHANGES TO ACADEMIC ORGANIZATION OR STRUCTURE OF AN EDUCATIONAL UNIT

- ✓ Open hearing (attach documentation).
 - SAOSC information must be shared with unit 10 days prior to hearing.
 - Open hearing procedures disseminated.

Voting by SAOSC, Senate Council and University Senate

- ✓ Endorse (or do not endorse) the academic organization, reporting, infrastructure, etc.
 - This vote is taken by the SAOSC, SC and Senate for every SAOSC proposal.

- ✓ Approve (or do not approve) the academic status or content of academic program.
 - This vote is taken by the SAOSC, SC and Senate only when the review involves an MDRC.

Proposal to Move the Biosystems Engineering Major

What is the impetus for the proposed change?

Currently the Biosystems Engineering degree belongs to the College of Engineering but the major belongs to the College of Agricultural, Food, and Environment. This creates confusion, especially when reporting assessment data. With the current arrangement, the cohorts are counted in the College of Agriculture's data regarding enrollment and retention but the graduates are counted in the College of Engineering's data.

What are the benefits and weaknesses of the proposed unit with specific emphasis on the academic merits of the proposed change?

The unit currently has no weaknesses but as discussed above, the current arrangement creates confusion especially when reporting assessment data.

Describe the organization of the current structure and how the proposed structure will be different and better.

Currently the Biosystems Engineering degree belongs to the College of Engineering but the major belongs to the College of Agricultural, Food, and Environment. Because the Biosystems Engineering students use all the student services in the College of Engineering including Student Records, Freshman Advising, academic and eStudio tutoring, and Career Development, we all agree that the Biosystems Engineering major should be moved to the College of Engineering to provide consistency in engineering services and assessment.

How does the change fit with department, college, and/or university objectives and priorities?

See Above

How does this change better position the proposers relative to state and national peers, as well as University Benchmark Institutions? How does the change help UK meet the Top 20 Goal?

Eliminates confusion during assessment.

Who are the key personnel associated with the proposed unit? Provide qualifications of these personnel in a brief form. A complete curriculum vitae for each person is not needed, although pertinent information in tabular format is helpful.

Not applicable. Not proposing a new unit.

Discuss leadership and selection process for appointing a chair, a director, or interim leader and search process, etc.

The current Chair of Biosystems Engineering reports to the College of Agricultural, Food, and Environment but attends all College of Engineering faculty meetings due to the student activities and services in the College of Engineering.

What is the function of the faculty/staff associated with the proposed change and how is that relationship defined? Discuss DOE, adjunct, full-time, voting rights, etc.

Faculty/staff roles are not changing and have nothing to do with the requested change.

Discuss any implications of the proposal for accreditation by SACS and/or other organizations.

No implications. Biosystems Engineering participates in SACS accreditation and ABET (Engineering accreditation) through the College of Engineering. Again, moving the major to the College of Engineering will eliminate confusion when reporting assessment data.

What is the timeline for key events in the proposed change? Student enrollments, graduates, moved programs, closed courses, new faculty and staff hires, etc.

Once we receive approval, the Office of Assessment will work with the Registrar's Office to make sure the major is changed to the College of Engineering

Proposals involving degree changes and students:

How will proposed structure enhance students' education and make them more competitive? Discuss impact on current and future students. State assumptions underlying student enrollment growth.

Not Applicable

Note that new programs and courses will need to be vetted through appropriate channels beyond this committee.

Not Applicable

What are the plans for student recruitment?

Students are recruited by the College of Engineering recruiters. This will not change.

The committee will likely want to see evidence of adequate financial viability for the proposed unit to be successful. A general description of the new costs and funding should be provided. A letter from the Provost, Dean, and other relevant administrators may affirm commitment to provide financial resources as appropriate. An exhaustive budget is not expected.

Not Applicable

Indication of how the new structure will be evaluated as to how it is or not meeting the objectives for forming the new structure. Timing of key events is helpful.

Not Applicable

Letters of support from outside the University may be helpful in understanding why this change helps people beyond the University.

Not Applicable



RECEIVED

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OFFICE OF THE
SENATE COUNCIL

College of Agriculture,
Food and Environment
Office of the Dean
S123 Ag. Science Building – North
Lexington, KY 40546-0091

859 257-4772
Fax 859 323-2885

March 11, 2016

Provost Timothy Tracy
105 Main Building
CAMPUS 0032

Dear Provost Tracy,

Currently, the Biosystems Engineering degree belongs to the College of Engineering but the major belongs to the College of Agriculture, Food and Environment. This creates confusion, especially when reporting assessment data. With the current arrangement, the cohorts are counted in the College of Agriculture, Food and Environment's data regarding enrollment and retention but the graduates are counted in the College of Engineering's data.

Because the Biosystems Engineering students use all the student services in the College of Engineering including Student Records, Freshman Advising, academic and eStudio tutoring, and Career Development, we all agree that the Biosystems Engineering major should be moved to the College of Engineering to provide consistency in engineering services and assessment.

Sincerely,

Nancy Cox, Dean, College of Agriculture

Larry Grabau, Associate Dean,
College of Agriculture, Food and Environment

John Walz, Dean, College of Engineering

Kimberly Anderson, Associate Dean,
College of Engineering

Cc: Dr. Andrew Hippisley, Senate Council Chair



Biosystems and Agricultural Engineering

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MEMORANDUM

TO: Dr. Kim Anderson

FROM: Sue Nokes, Professor and Chair *Sue E. Nokes*

DATE: April 4, 2016

The faculty of the Biosystems and Agricultural Engineering Department has voted on the issue of moving the undergraduate degree major (Biosystems Engineering) from the College of Agriculture, Food, and Environment to the College of Engineering. The vote was 13 in favor of the move, 1 abstention and 1 person who wanted to discuss further before voting. The faculty understands that the move will necessitate the BAE students paying engineering fees on their BAE classes in addition to the fees they are already paying on their other engineering classes.

Please let me know if I can provide any further information or assistance.

see
blue.

An Equal Opportunity University



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April 5, 2016

Dr. Andrew Hippisley
Chair, University Senate Council
University of Kentucky
Campus

Dear Dr. Hippisley:

Seven of the eight members of the College of Engineering Faculty Advisory Council have endorsed the proposal to transfer the undergraduate major in Biosystems and Agricultural Engineering (BAE) from the College of Agriculture, Food, and Environment to the College of Engineering. The eighth member was unavailable.

On behalf of the Council,

Sincerely yours,

A handwritten signature in blue ink that reads "Hans Gesund". The signature is written in a cursive style.

Hans Gesund
Council Chair

CC: Ms. Brothers
Dean Anderson
Dean Grabau
Dr. Rieske-Kinney



MEMORANDUM

TO: UK Senate's Academic Organization and Structure Committee (SAOSC)

FROM: Dr. Lynne Rieske-Kinney, Chair *L R-K*
CAFE Faculty Council (FC)

DATE: March 31, 2016

RE: CAFE Faculty Council Vote on Proposal Moving
Biosystems Engineering Major to the College of Engineering

The 10-member College of Agriculture, Food and Environment Faculty Council has reviewed the documents related to the proposed move of the Biosystems Engineering major from CAFE to the College of Engineering and has voted 9-0 in favor of this move. One member of the FC has abstained, due to not being available at this time.

Thank you.