

Brothers, Sheila C

From: Schroeder, Margaret <m.mohr@uky.edu>
Sent: Thursday, April 21, 2016 9:30 PM
To: Brothers, Sheila C; Hippisley, Andrew R
Subject: Proposed New UC: Universal Design
Attachments: Universal Design UG Certificate-new (revised 3-28-16; 4-7-16ksj).pdf

Proposed New Undergraduate Certificate in Universal Design

This is a recommendation that the University Senate approve the establishment of a new Undergraduate Certificate: Universal Design, in the Division of Undergraduate Education.

The revised proposal is attached.

Best-

Margaret

Margaret J. Mohr-Schroeder, PhD | Associate Professor of STEM Education | [COE Faculty Council Chair](#) | [SAPC University Senate Committee Chair](#) | [University Senator](#) | Secondary Mathematics Program Co-Chair | [STEM PLUS Program Co-Chair](#) | [Department of STEM Education](#) | [University of Kentucky](#) | www.margaretmohrschroeder.com





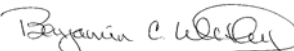
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December 10, 2015

TO: Undergraduate Council

FROM: Benjamin C. Withers 
Associate Provost for Undergraduate Education

RE: Undergraduate Certificate in Universal Design

Please find under the cover of this letter materials pertaining to an application for a proposed Undergraduate Certificate in Universal Design. The Human Development Institute (HDI) has spearheaded the development of this new program which is supported by a wide diversity of scholars across campus. Letters of support are appended and the Faculty of Record is identified. With the University's renewed emphasis on the use of digital technologies, Universal Design expertise is greatly needed and student leadership in these efforts will be vital across many colleges. Since the topic is best explored in a multidisciplinary setting, the certificate can enhance the credentials for a great many different baccalaureate degree seekers.

The HDI faculty have proposed that the required courses carry the HDI prefix (currently used only for a graduate certificate) to show the interdisciplinary nature of the student learning outcomes. I propose that these new undergraduate courses, if approved, be appended to the courses affiliated with the Division of Undergraduate Education (similar to those holding the HON- prefix).

With this letter I attest that Dr. Kathy Sheppard-Jones and the HDI faculty and staff have followed the procedures outlined in the Senate documents regarding the development of an undergraduate certificate. The supporting materials provided here document the process as outlined in the Senate guidelines.

To: Undergraduate Council

From: Kathy Sheppard-Jones

Re: Proposed Certificate in Universal Design

Date: December 9, 2015

Enclosed, please find an application package for a new Certificate in Universal Design and request to create three new courses offered within the Certificate. Courses will include Universal Design (UD) and Universal Design for Learning (UDL). As defined in the Higher Education Opportunity Act (PL 110-315):

The term "universal design" has the meaning given the term in section 3 of the Assistive Technology Act of 1998 (29 U.S.C. 3002) [which is: "The term 'universal design' means a concept or philosophy for designing and delivering products and services that are usable by people with the widest possible range of functional capabilities, which include products and services that are directly accessible (without requiring assistive technologies) and products and services that are interoperable with assistive technologies."]

The term "universal design for learning" means a scientifically valid framework for guiding educational practice that- (A) provides flexibility in the ways information is presented, in the ways students respond or demonstrate knowledge and skills, and in the ways students are engaged; and (B) reduces barriers in instruction, provides appropriate accommodations, supports, and challenges, and maintains high achievement expectations for all students, including students with disabilities and students who are limited English proficient.

The HDI prefix used for the 3 new courses is currently used for courses in the Graduate School. It is a tremendous fit for this Certificate because it promotes participation by students across colleges. Students would first take HDI350 – Universal Design: Applications in the Built, Virtual and Learning Environments. This course provides the foundation and principles that drive universal design (UD). Because UD is highly interdisciplinary, students will find relevance to their own areas of interest regardless of major. Students will apply to take part in the Certificate while they are enrolled in HDI350. Students accepted into the Certificate will complete HDI400 – Universal Design Practicum. HDI400 takes students out of the classroom and into the campus community, where they will

gain an understanding of how people inhabit physical space. Students will learn skills related to a variety of ways to use and measure interior and exterior spaces. Upon completion of HDI400, students will take HDI500 – Universal Design Practicum II: Advanced Techniques, where they will identify a practicum setting that will provide them with experience directly related to their major with the help of the Certificate Director. An elective will be chosen that further adds depth and cohesion to their UD Certificate experience. Upon completion of the certificate, students will have enhanced understanding of universal design as it specifically relates to their own career interests, and be well equipped to incorporate universal design into their own practice, thus enhancing opportunities for positively impacting diverse communities.

Cross discipline collaboration is evident through involvement of 19 faculty across 12 colleges. Seven faculty will serve as faculty of record, and may teach individual courses, supervise students, and assist in development of meaningful practicum experiences. An additional twelve faculty will serve as Affiliate Faculty, providing mentoring to students who share similar interests, guest lecturing as needed, and marketing the Certificate to students in their program. Faculty of record and Affiliate Faculty will participate on the Certificate Advisory board, providing oversight and ensuring that the Certificate remains at the forefront of universal design issues, using a multidisciplinary approach.

Certificate in Universal Design Application

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NEW UNDERGRADUATE CERTIFICATE

An Undergraduate Certificate is an integrated group of courses (as defined here 12 or more credits) that are 1) cross-disciplinary, but with a thematic consistency, and 2) form a distinctive complement to a student's major and degree program, or 3) leads to the acquisition of a defined set of skills or expertise that will enhance the success of the student upon graduation. Undergraduate Certificates meet a clearly defined educational need of a constituency group, such as continuing education or accreditation for a particular profession; provide a basic competency in an emerging area within a discipline or across disciplines; or respond to a specific state mandate.

After the proposal receives college approval, please submit this form electronically to the Undergraduate Council. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review via a committee and then to the Senate for approval. Once approved by the Senate, the Senate Council office will send the proposal to the appropriate entities for it to be included in the Bulletin. The contact person listed on the form will be informed when the proposal has been sent to committee and other times, subsequent to academic council review.

Please click [here](#) for more information about undergraduate certificates.

1. GENERAL INFORMATION			
1a	Date of contact with Institutional Effectiveness (IE) ¹ :	3/9/15	
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.		
1b	Home college:		
1c	Home educational unit (department, school, college ²): <i>Division of Undergraduate Education</i>		
1d	Proposed certificate name: <i>Universal Design</i>		
1e	CIP Code ³ : <i>30.9999</i>		
1f	Requested effective date:	<input type="checkbox"/> Fall semester following approval.	OR <input checked="" type="checkbox"/> Specific Date ⁴ : <i>Fall 2016</i>
1g	Contact person name: <i>Kathy Sheppard-Jones</i>	Email: <i>kjone@uky.edu</i>	Phone: <i>257-8104</i>
2. OVERVIEW			
2a	Provide a brief description of the proposed new undergraduate certificate. (300 word limit)		
	<i>The Certificate in Universal Design is designed to give students a foundation in the principles of universal design and its application across disciplines. The Certificate will create a focus for students' scholarly work</i>		

¹ You can reach Institutional Effectiveness by phone or email (257-2873 or institutionaleffectiveness@uky.edu).

² Only cross-disciplinary certificates may be homed at the college level.

³ In consultation with the Undergraduate Council Chair and Registrar, identify the appropriate CIP code(s) prior to college-level approval.

⁴ Certificates are typically made effective for the semester following approval. No program will be made effective unless all approvals, up through and including University Senate approval, are received.

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	<p><i>in developing environments that maximize the engagement of all community members, including people with disabilities. Universal design creates environments and resources that are useable by people across the lifespan. Universal design utilizes a broad set of strategies that promote inclusion and participation of all, particularly people with disabilities, within a diverse world. Universal design grew from the independent living movement, and legislation including the Architectural Barriers Act, the Rehabilitation Act, the Education for All Handicapped Children Act, and the Americans with Disabilities Act. The Higher Education Opportunities Act furthered the reach of Universal Design through definition of Universal Design for Learning, or UDL, that provides flexibility in education in information presentation, student engagement and demonstration of knowledge.</i></p> <p><i>The certificate will provide academic recognition for participating in 12 hours of coursework. This Certificate shows that the student has attained competency in universal design. Utilizing universal design ensures that the needs of the widest range of possible users are considered at the outset. The principles of universal design are applicable across environments and to programs and learning across the lifespan.</i></p> <p><i>Students in this Certificate will: 1) demonstrate mastery of basic principles of universal design and accessibility (includes knowledge of accessibility mapping, methods of implementing universal design in the environment, and ways of relating various designs as universal design); and 2) employ the basic principles of universal design and accessibility techniques, including identification of barriers to accessibility, possible solutions and the long-term benefit of solutions. Students will be able to analyze the use of universal design in eliminating barriers in environments.</i></p>		
2b	This proposed undergraduate certificate (check all that apply):		
	<input checked="" type="checkbox"/> Is cross-disciplinary ⁵ .		
	<input type="checkbox"/> Is certified by a professional or accredited organization/governmental agency.		
	<input type="checkbox"/> Clearly leads to advanced specialization in a field.		
2c	Affiliation. Is the undergraduate certificate affiliated with a degree program?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If “yes,” include a brief statement of how it will complement the program. If it is not affiliated with a degree program, incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at UK. (300 word limit)		
	<p><i>Universal design implications impact any disciplines that interact with people across the lifespan and the communities in which they live. The Certificate is applicable to undergraduates across colleges, and therefore is best housed within Undergraduate Education. This Certificate utilizes new courses from the Human Development Institute (HDI) along with an elective that may come from within the student’s own academic unit. As such, the Certificate will emphasize and make meaningful elements from within the students’ own major. The content has been successful in Discovery Seminar Program (DSP) courses which are no longer available at UK. The courses comprising the Certificate offer a unique cross-disciplinary opportunity for students. By not affiliating with an existing degree program, the cross-section of students will effectively shape the direction of the Certificate with each incoming cohort.</i></p>		
2d	Duplication. Are there similar regional or national offerings?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If “Yes,” explain how the proposed certificate will or will not compete with similar regional or national offerings.		
2d	Rationale and Demand. Explain the need for the new undergraduate certificate (e.g. market demand and cross-disciplinary considerations). (300 word limit)		
	<p><i>A primary concern to students completing their course of study and entering the workforce is access to the programs, products, and environments in which we interact. Increasingly, students are seeking experiential</i></p>		

⁵ An undergraduate certificate must be cross-disciplinary and students must take courses in at least two disciplines, with a minimum of three credits to be completed in a second discipline.

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opportunities to have an impact in their campus community and to work with diverse populations. It is vital for students to learn the value of multiple perspectives in order to approach new endeavors with critical thoughtfulness. We see this at the Human Development Institute through our Graduate Certificate in Developmental Disabilities and in ongoing student interest in projects around creating a more inclusive campus. Students from across colleges come together, informally or through course projects, to participate in accessibility mapping of campus and develop a greater understanding of universal design and the importance of issues around access for all. The courses within the Certificate for Universal Design will enable students to further build upon the UK Core competencies and utilize a broad set of universal design strategies that will prepare them for productive careers and meaningful participation in their communities with an enriched understanding of diversity. Students will be able to link their own course of study to their certificate participation. For example, a communications student may take a practicum in captioning, while a geography student's practicum could focus on conducting surveys of universal design elements used in small businesses on a particular Lexington street. Students will have the opportunity to work in group projects that result in scholarly papers, presentations and posters. These collaborations will be interdisciplinary and represent a variety of departments. The ability to have multiple semesters to work through complex issues is a strength of the certificate format, as opposed to a single course. Students will be engaged through the Certificates experiential activities and will ultimately have an enhanced understanding of the dynamic and multi-faceted nature of the communities in which they live and work.

2e **Target audience.** Check the box(es) that apply to the target student population.

Currently enrolled undergraduate students.

Post-baccalaureate students.

2f Describe the demographics of the intended audience. (150 word limit)

Demographics of the target student audience are all encompassing of undergraduate or post-baccalaureates. Students from across all colleges will be targeted as the Certificate is potentially applicable to all. The Certificate will utilize faculty and guest speakers across colleges.

2g **Projected enrollment.** What are the enrollment projections for the first three years?

	Year 1	Year 2 (Yr. 1 continuing + new entering)	Year 3 (Yrs. 1 and 2 continuing + new entering)
Number of Students	15	30	35

2h **Distance learning (DL).** Initially, will any portion of the undergraduate certificate be offered via DL?

Yes No

If "Yes," please indicate below the percentage of the certificate that will be offered via DL.

1% - 24% 25% - 49% 50% - 74% 75 - 99% 100%

If "Yes," describe the DL course(s) in detail, including the number of required DL courses. (200 word limit)

A section of HDI350 will be offered via DL to provide options for students. The section will be asynchronous. We will advise students that they can only take one distance learning course in the Certificate.

3. ADMINISTRATION AND RESOURCES

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3a	Administration. Describe how the proposed undergraduate certificate will be administered, including admissions, student advising, retention, etc. (150 word limit)	
<p><i>Students must be enrolled in or have completed HDI350 to apply for the Certificate. The Faculty of Record will review applications and consider GPA, major, and student essay. Upon acceptance (majority vote of Faculty of Record), students will schedule an advising meeting with the Certificate Director and develop the plan of study (see Appendix A), outlining courses and timeframes for completion. To assist with student retention, students will meet annually with the Certificate Director to assess progress. Students will be matched with a mentor (advisory board member) based upon their interests, and educational and career goals to provide individualized guidance. Students will also have opportunities for presentation and publication through the Certificate. Students will have an online forum to provide ongoing feedback. If academic concerns are encountered, the Certificate Director will connect students to appropriate University resources.</i></p>		
3b	Faculty of Record. The Faculty of Record consists of the undergraduate certificate director and other faculty who will be responsible for planning and participating in the certificate program. Describe the process for identifying the certificate director. Regarding membership, include the aspects below. (150 word limit) <ul style="list-style-type: none"> • Selection criteria; • Whether the member is voting or non-voting; • Term of service; and • Method for adding/removing members. 	
<p><i>The Certificate Director serves as the liaison to all the Faculty of Record. As the training director at the Human Development Institute, Dr Kathy Sheppard-Jones can coordinate between all involved faculty and colleges. Dr. Sheppard-Jones is also adjunct professor in Early Childhood, Special Education and Rehabilitation Counseling in the College of Education. She currently serves as Director for the Graduate Certificate in Developmental Disabilities. A core group of seven faculty will serve as Faculty of Record. All Faculty of record are voting members, with a term of three years service. Faculty may serve for an unlimited consecutive number of terms. Members may be removed by request of the member and Certificate Director. Members may be added by approval of Certificate Director and majority of Faculty of Record. Faculty of Record are found on page 9. Affiliate faculty, who will have an advisory role in the Certificate, are listed on page 10. See Appendix C for letters of support from all faculty.</i></p>		
3c	Advisory board. Will the undergraduate certificate have an advisory board ⁶ ?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If “Yes,” please describe the standards by which the faculty of record will add or remove members of the advisory board. (150 word limit)		
<p>A total of 19 faculty across twelve colleges will be Affiliate faculty on the Certificate. Affiliate faculty will serve as the Advisory board for the Certificate along with UK Extension Agent at Large, a researcher in home modifications, and researcher in underserved populations. The seven faculty of record may add or remove members of the advisory board by majority vote.</p>		
If “Yes,” please list below the <u>number</u> of each type of individual (as applicable) who will be involved in the advisory board.		
1	Faculty within the college who are within the home educational unit.	
	Faculty within the college who are outside the home educational unit.	
18	Faculty outside the college who are within the University.	
	Faculty outside the college and outside the University who are within the United States.	

⁶ An advisory board includes both faculty and non-faculty who advise the faculty of record on matters related to the program, e.g. national trends and industry expectations of graduates.

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	Faculty outside the college and outside the University who are outside the United States.
	Students who are currently in the program.
	Students who recently graduated from the program.
	Members of industry.
	Community volunteers.
3	Other. Please explain: <i>UK Extension Agent at Large, 1 UK Home Modification specialist, 1 UK Underserved Populations leader</i>
22	Total Number of Advisory Board Members

3d	Course utilization. Will this undergraduate certificate utilize courses from other academic units?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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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/director⁷ from which individual courses will be used. The letter must include demonstration of true collaboration between multiple units⁸ and impact on the course’s use on the home educational unit.

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.

3e	Financial Resources. What are the (non-course) resource implications for the proposed undergraduate certificate, including any projected budget needs? (300 word limit)
	0

3f	Other Resources. Will the proposed undergraduate certificate 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. (150 word limit)		

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/director⁹ of the unit whose “other resources” 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.

4. IMPACT

4a	Other related programs. Are there any related UK programs and certificates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If “Yes,” describe how the new certificate will complement these existing UK offerings. (250 word limit)		
	If “Yes,” two pieces of supporting documentation are required.		

⁷ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

⁸ Show evidence of detailed collaborative consultation with such units early in the process.

⁹ A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.

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Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director of the unit whose “other resources” will be used.

Check to confirm that appended to the end of this form is verification that the chair/director has input from the faculty members of the unit. This typically takes the form of meeting minutes.

5. ADMISSIONS CRITERIA AND CURRICULUM STRUCTURE

5a Admissions criteria. List the admissions criteria for the proposed undergraduate certificate. *(150 word limit)*

Students currently enrolled as undergraduates or post-baccalaureates may apply to participate in the Certificate. Students must be in good academic standing with the University. Students must be enrolled in or have completed HDI350 to apply. The Faculty of Record will review applications and consider GPA, major, and student essay. See Appendix D for Certificate application.

5b Core Courses. List the required courses below.

Prefix & Number	Course Title	Credit Hrs	Course Status ¹⁰
HDI 350	<i>Universal Design: Applications in the Built, Virtual, and Learning Environments</i>	3	New
HDI 400	<i>Universal Design Practicum</i>	3	New
HDI 500	<i>Universal Design Practicum II: Advanced Techniques</i>	3	New
			Select one....
			Select one....

5c Elective courses. List the electives below.

Prefix & Number	Course Title	Credit Hrs	Course Status ¹¹
EDS 517	<i>Assistive Technology in Special Education</i>	3	No Change
ID 234	<i>Environmental Theory</i>	3	No Change
	<i>Any other course approved by Certificate Director</i>	3	No Change
		3	Select one....
			Select one....
			Select one....

Total Credit Hours: 12

5d Are there any other requirements for the undergraduate certificate? If “Yes,” note below. *(150 word limit)* Yes No

¹⁰ 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”).

¹¹ 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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5e	Is there any other narrative about the undergraduate certificate that should be included in the Bulletin? If “Yes,” please note below. (300 word limit)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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6. ASSESSMENT

6a	<p>Student learning outcomes. Please provide the student learning outcomes for this undergraduate certificate. List the knowledge, competencies, and skills (learning outcomes) students will be able to do upon completion. (Use action verbs, not simply “understand.”) (250 word limit)</p>		
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Student Learning Outcome I:
Students will demonstrate mastery of basic principles of universal design and accessibility (including knowledge of accessibility mapping, methods of implementing universal design in the environment, ways of relating various design as universal design).

Student Learning Outcome II:
Students will employ the basic principles of universal design and accessibility techniques (including identification of barriers to accessibility, possible solutions and the long-term benefit of solutions). Students will be able to analyze the use of universal design in eliminating barriers in environments.

6b	<p>Student learning outcome (SLO) assessment. How and when will student learning outcomes be assessed? Please map proposed measures to the SLOs they are intended to assess. Do not use grades or indirect measures (e.g. focus groups, surveys) as the sole method. Measures likely include artifacts such as course-embedded assessment (e.g., portfolios, research papers or oral presentations); and test items (embedded test questions, licensure/certification testing, nationally or state-normed exams). (300 word limit)</p>		
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Student Learning Outcomes will be assessed throughout participation in the Certificate. Assessments include: Exams: HDI350 Final Exam; Reflection papers: Reflection 3 HDI400, Final reflection HDI500
Logs: HDI500; Oral presentation: HDI400; Exit Interview: HDI500

Assessment Method Outcome I:
Exams will be used to test the mastery of principles. Exams will include items that test the integration of knowledge rather than simply recalling facts. Reflection papers will allow students to think through how they can integrate universal design principles within their own disciplines. Reflection papers will require the student to construct innovative problem-solving strategies to improve the built environment. The Training Director and one other Universal Design Affiliate Faculty will assess whether the reflection papers have met the Student Learning Outcome. A grading rubric will be used to grade the reflection papers.
Outcomes Criteria: 90% of students will score 70% or better on exams. 90% of all students will score 70% or better on reflection papers.

Assessment Method Outcome II:
Reflection papers and weekly logs will be used to test the ability of student to apply the principles of universal design. The reflection papers and weekly logs will be used to demonstrate if the student was able to assess the built environment for accessibility barriers as well as organize, plan and propose ways to remove the barriers. Final presentations will provide an opportunity for the student to illustrate and analyze how they have applied universal design principles to remove barriers to accessibility. A grading rubric will be used to grade the reflection papers, weekly logs, and final presentation.
Outcomes Criteria: 90% of students will score 70% or better on reflection papers, weekly logs, and final presentations

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6c	<p>Certificate outcome assessment¹². Describe program evaluation procedures for the proposed undergraduate certificate. Include how the faculty of record will determine whether the program is a success or a failure. List the benchmarks, the assessment tools, and the plan of action if the program does not meet its objectives. (250 word limit)</p>
	<p><i>Program benchmarks:</i> <i>Number of enrolled students and number of disciplines/majors</i> <i>Number of students completing Certificate annually</i> <i>Number of advising meetings with enrolled students</i> <i>Number of contacts with potential students showing interest in the Certificate</i> <i>Satisfaction of students, and the extent to which students report that the Certificate enhanced their undergraduate experience, as well as their knowledge and skills in UD as it relates to their future work in their own discipline</i> <i>Number of presentations/publications a Certificate student is co-presenter/co-author</i> <i>Number of inter-disciplinary publications/presentations that include universal design</i></p> <p><i>Tools of assessment</i> <i>Data will be collected on:</i> <i>Number of students enrolled</i> <i>Number of meetings with students enrolled</i> <i>Number of contacts with potential students</i> <i>Number of students completing the Certificate</i> <i>This data will be stored in a database. Exemplary final presentations will be kept to demonstrate possible topics for future students in the Certificate. An exit survey will be administered to the students at the completion of the Certificate to see how the courses impact their ability to implement the principles of universal design within their discipline. One and Five Year out surveys will assess the integration of universal design principles in their future education and professional experiences</i></p> <p><i>Program Improvement Plan:</i> <i>At the end of each academic year, the director of the Certificate will convene a meeting with all Affiliate faculty to discuss program assessment results and develop an action plan for improvement as needed.</i></p>

7. OTHER INFORMATION

7a	Is there any other information about the undergraduate certificate to add? (150 word limit)

8. 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).

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
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8a	<p>(Within College) <i>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.</i></p>
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¹² This is a plan of how the certificate will be assessed, which is different from assessing student learning outcomes.

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Number of advising meetings with enrolled students
Number of contacts with potential students showing interest in the Certificate
Satisfaction of students, and the extent to which students report that the Certificate enhanced their undergraduate experience, as well as their knowledge and skills in UD as it relates to their future work in their own discipline
Number of presentations/publications a Certificate student is co-presenter/co-author
Number of inter-disciplinary publications/presentations that include universal design

Tools of assessment
Data will be collected on:
Number of students enrolled
Number of meetings with students enrolled
Number of contacts with potential students
Number of students completing the Certificate
This data will be stored in a database. Exemplary final presentations will be kept to demonstrate possible topics for future students in the Certificate. An exit survey will be administered to the students at the completion of the Certificate to see how the courses impact their ability to implement the principles of universal design within their discipline. One and Five Year out surveys will assess the integration of universal design principles in their future education and professional experiences

Program Improvement Plan:
At the end of each academic year, the director of the Certificate will convene a meeting with all Affiliate faculty to discuss program assessment results and develop an action plan for improvement as needed.

7. OTHER INFORMATION

7a Is there any other information about the undergraduate certificate to add? (150 word limit)

8. 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).

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
8a	(Within College) 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.		
	Undergrad. Ed.	12/10/15	Ba Brothers / 7-3811 / bbrothers@uky.edu
			/ /
			/ /
			/ /

8b (Collaborating and/or Affected Units)

	Dept of Special Education	10/31/14	Margaret Bausch / 2578810 / meb@email.uky.edu
	HDI	11/14/14	Harold Kleinert / 2573045 / hklein@uky.edu

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			/	/
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8b	(Collaborating and/or Affected Units)			
	<i>Dept of Special Education</i>	<i>10/31/14</i>	<i>Margaret Bausch / 2578810 / meb@email.uky.edu</i>	
	<i>HDI</i>	<i>11/14/14</i>	<i>Harold Kleinert / 2573045 / hklein@uky.edu</i>	
	<i>CELT</i>	<i>11/3/14</i>	<i>Deborah Castiglione / 2579685 / deb.castiglione@uky.edu</i>	
			/	/
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8c	(Senate Academic Council)	Date Approved	Contact Person Name	
	Health Care Colleges Council (if applicable)	3/29/16	Joanie Ett-Mims	
	Undergraduate Council			

Certificate in Universal Design Faculty of Record

Dr. Margaret Bausch – Professor & Chair, Department of Early Childhood, Special Education & Rehabilitation Counseling, College of Education

Dr. Walt Bower – Pre Service Training Coordinator, Human Development Institute, Graduate School

Dr. Deborah Castiglione – Universal Design for Learning Specialist, College of Education

Dr Allison Carll-White – Clay Lancaster Endowed Chair, Department of Historic Preservation & Professor, College of Design

Dr. Ryan Hargrove - Associate Professor, Department of Landscape Architecture, College of Agriculture, Food and Environment

Dr. Randolph Hollingsworth – Adjunct Professor, History Department & Affiliate Faculty, Gender & Women’s Studies, College of Arts and Sciences

Dr. Kathleen Sheppard-Jones* – Adjunct Professor, Department of Early Childhood, Special Education & Rehabilitation Counseling, College of Education & Training Director, Human Development Institute

Certificate in Universal Design Affiliate Faculty / Advisory Board

Connie Baird – Director, Distance Learning Programs, College of Education

Anna Bard – Housing Specialist, Home Assessment & Modifications Project, Human Development Institute

Christina Espinosa Bard –Underserved Populations Co-Chair, Human Development Institute

Dr. Gilson Capilouto – Associate Professor & Director of Undergraduate Research, College of Health Sciences

Dr. Hazel Forsythe – Associate Professor, Department of Dietetics and Human Nutrition, College of Agriculture, Food and Environment

Dr. Stacey Greenwell - Associate Dean, Academic Affairs and Research, Libraries

Dr. Eric Grulke - Professor, Chemical & Materials Engineering, College of Engineering

John Hancock – Director, Kentucky AgrAbility, College of Agriculture, Food and Environment

Dr. Marlene Huff - Clinical Professor, Department of Pediatrics, College of Medicine

Dr. Harold Kleinert – Executive Director, Human Development Institute & Professor, Department of Rehabilitation Sciences, College of Health Sciences

Dr. Gregory Luhan – John Russell Groves Endowed Professor of Architecture & Associate Dean for Research, College of Design

Dr. Deborah Reed – Professor with joint appointments in the College of Public Health and College of Nursing

Dr. Michael Smith – Assistant Dean, Evaluation and Planning, Executive Director, Osher Lifelong Learning Institute, College of Public Health

Dr. Michele Staton-Tindall – Associate Professor, College of Social Work

Dr. Jerry Weisenfluh – Interim Director, Kentucky Geological Survey and Adjunct Professor, Earth and Environmental Sciences, College of Arts & Sciences

Appendix A
Plan of Study

Certificate in Universal Design Plan of Study

Date

Name				
Student ID #		E-Mail		
Address				
	Street		City	State Zip
Phone				
	Cell	Work	Other	Semester of Admission to Certificate
Major/Dept/College				

Certificate Goals: Briefly describe the goals you hope to achieve in pursuing the Certificate. This may be used to help identify a mentor, develop presentations or publications, and identify potential practicum sites.

Required Courses

Course	Title	Term	Grade	Credits
HDI 350	Universal Design: Applications in the Built and Learning Environments			3
HDI 400	Universal Design Practicum			3
HDI 500	Universal Design Practicum II: Advanced Techniques			3

Elective (3 credit hour course)

Course	Title	Term	Grade	Credits
				3
TOTAL CREDIT HOURS				12

Student Signature

Date

Student to receive a copy of Plan of Study at each planning meeting

Certificate Director
Signature

Date

Appendix B
Resources/External Course Utilization



UNIVERSITY OF KENTUCKY

Dream • Challenge • Succeed

HUMAN DEVELOPMENT INSTITUTE

December 22, 2014

To Whom It May Concern:

As the Executive Director of the Human Development Institute (HDI), I am writing this letter to express my full support for the Undergraduate Certificate in Universal Design, which we propose to offer through HDI. As a University Center for Excellence in Developmental Disabilities, we currently offer training and technical assistance in universal design through a number of our projects. We also offer a Graduate Certificate in Developmental Disabilities (under the Graduate School). We see the current proposal as an important vehicle for undergraduates to gain an interdisciplinary, diverse set of skills directly related to their chosen career paths.

The Human Development has developed three new courses to be used toward the Certificate in Universal Design – these are: HDI 350 – Universal Design: Applications in the Built and Learning Environments; HDI 400 – Universal Design Practicum, and; HDI 500 – Universal Design Practicum II: Advanced Techniques. As noted in our application, the number of UK Departments, Colleges, and individual faculty who have indicated that they will participate in teaching this certificate illustrates a truly collaborative effort across the breadth of our University, and a unique learning experience for the students who will be part of it.

We look forward to collaborating with Undergraduate Education on this critical endeavor. Please be assured that HDI will devote all necessary resources to ensure that Certificate can be successfully implemented as we have outlined, and that students achieve the learning outcomes we have described. Should further detail be needed, please don't hesitate to contact me at hklein@uky.edu or 257-3045.

Sincerely,

Harold Kleinert, Ed.D.
Executive Director, Human Development Institute
Professor, Dept. of Rehabilitation Sciences, College of Health Sciences

University Center for Excellence in Developmental Disabilities
Lexington, Kentucky 40506-0051
(859) 257-1714 | fax (859) 323-1901 | TTY (859) 257-2903
www.ihdi.uky.edu
An Equal Opportunity University

The Human Development Institute is a Center administered under the Office for the Vice President for Research. As such, the HDI is not an academic unit and does not serve as an academic home for faculty.

Appendix C
Faculty Letters of Support



College of Education
Department of Early Childhood, Special
Education, and Rehabilitation Counseling
229 Taylor Education Building
Lexington, KY 40506-0001
859 257-4713
fax 859 257-1325
www.uky.edu

October 31, 2014

Dr. Kathy Sheppard-Jones
Training Director
Human Development Institute
Campus 0051

Dear Dr. Sheppard-Jones,

This letter is in enthusiastic endorsement of your proposed undergraduate certificate in Universal Design. I see it as a very significant initiative in undergraduate education on our campus, in that it promotes cross-disciplinary and cross-departmental collaborations across *both* students and faculty. The exposure to different academic disciplines and perspectives – around a common theme of universal access - enables students to learn essential problem-solving skills, while applying the principles of Universal Design to their own chosen discipline.

There is a great need for cross-disciplinary coursework in Universal Design, and as far as I am aware, this is the first certificate of its kind to be offered at a Research One University. It gives our university the opportunity to lead in an important area of pedagogy. Moreover, I see your proposed certificate as aligned with and complementary to our own Department's coursework. In fact, our introductory Assistive Technology course would be an excellent elective for students across a variety of disciplines.

I agree to participate as a voting faculty member on the Certificate, and am delighted to be included in this opportunity to foster new and exciting connections for learning for undergraduate students across the breadth of disciplines on our campus! I look forward to collaborating on this endeavor. Please let me know if further clarification is needed.

Sincerely,

A handwritten signature in cursive script that reads "Margaret E. Bausch".

Margaret E. Bausch
Associate Professor and Chair



UNIVERSITY OF KENTUCKY

D r e a m • C h a l l e n g e • S u c c e e d

HUMAN DEVELOPMENT INSTITUTE

May 8, 2015

Kathy Sheppard-Jones, PhD, CRC
Training Director, Human Development Institute &
Adjunct Assistant Professor, Rehabilitation Counseling Program
University of Kentucky
210 Mineral Industries Building
Lexington KY 40506-0051

Dr. Kathy Sheppard-Jones:

I agree to serve as faculty of record for the proposed Universal Design undergraduate certificate being submitted by the Human Development Institute – University Center for Excellence in Developmental Disabilities in collaboration with Undergraduate Education. I have carefully reviewed the proposal for the Universal Design certificate, with particular attention to the inclusion of courses from the Human Development Institute. I am the instructor for HDI 400 *Universal Design Practicum*, one of the required courses in the certificate, and I am looking forward to teaching students the application of universal design principles to the built environment.

I wholeheartedly endorse the program as proposed, with the inclusion of HDI 400 *Universal Design Practicum* as a required course, while obtaining an undergraduate certificate in Universal Design. I believe the courses in Universal Design will be beneficial and appeal to undergraduate students across the university. Moreover, the Universal Design undergraduate certificate will provide a skill set to enhance the success of a diverse group of students upon graduation.

I am excited to be a part of the development of this undergraduate certificate at the University of Kentucky and hope that the approval process proceeds smoothly so that undergraduate students may soon be able to take courses in Universal Design. If I can provide any additional information, please do not hesitate to contact me.

Sincerely,

Walt Bower

Walt Bower, Ph.D.
Pre-Service Training Coordinator
Human Development Institute
102 Mineral Industries Building
University of Kentucky
Lexington, KY 40506-0051

University Center for Excellence in Developmental Disabilities
Lexington, Kentucky 40506-0051
(859) 257-1714 | fax (859) 323-1901 | TTY (859) 257-2903
www.ihdi.uky.edu
An Equal Opportunity University



College of Health Sciences

Department of Rehabilitation Sciences
CTW Building
900 South Limestone
Lexington, KY 40536-0200

January 6, 2015

Kathy Sheppard-Jones, Ph.D., C.R.C
Training Director, Human Development Institute

Dear Kathy,

I am wiring to offer my full and enthusiastic support of the proposed Undergraduate Certificate in Universal Design. As a practicing speech-language pathologist with particular interest in assistive technologies, I know first-hand the importance of applying universal design principles across disciplines. Moreover, in my role as Director of Undergraduate Research for the College of Health Sciences, I see significant value in focusing students' scholarly work in this area.

I have carefully reviewed the proposal in its final form and offer my full support. Furthermore, I would be honored to serve as an affiliate faculty member for the certificate.

Best,

A handwritten signature in blue ink, reading 'Gilson J. Capilouto'.

Gilson J. Capilouto, Ph.D.
Associate Professor, Department of Rehabilitation and Division of Neonatology
Director of Undergraduate Research, College of Health Sciences

see
blue.

December 23, 2014



Center for the Enhancement
of Learning and Teaching

179 Funkhouser Drive
518 King Library
Lexington, KY 40506-0039
859-257-8272
fax 859-257-2987

Kathy Sheppard-Jones, PhD, CRC
Training Director & Adjunct Assistant Professor
Human Development Institute
& Early Childhood, Special Education & Rehabilitation Counseling
University of Kentucky

Dr. Sheppard-Jones:

This letter is in support of the UD certificate program designed/developed by HDI to be offered through Undergraduate Education.

Increased awareness and implementation of Universal Design (UD) is critical to meet the needs of the diverse learner body in education and the global workforce of today. The integration of UD principles in both the physical environment and exchange of learning, be it in person, synchronous, or asynchronous, are crucial, as is the need for UD to be part of the language and practice of all disciplines.

UK has made some commitment to Universal Design for Learning (UDL) by hiring a Universal Design & Instructional Technology Specialist. The position housed in the Center for the Enhancement of Learning & Teaching (CELT), is where a centralized effort can be made to educate and support faculty in the implementation of UDL and awareness and activity generated to facilitate a campus-wide UDL initiative. However, the education of UK students in UD principles will expose them to the needs of a greater community and diverse world, as they learn to meet the needs of the greatest majority of learners (and their current peers). Greater understanding of needs and the integration of UD principles will better prepare them to serve as the educators, trainers, leaders of tomorrow, as well as today where they can lead the way alongside faculty and peers.

I am honored to serve as faculty of record, teaching courses and supervising students. As faculty of record with the UD certificate and in collaboration with both EDSRC and HDI, I also will be designing and developing a course focused on the application of UDL principles to create UD content. In addition, Connie Baird and I will be creating a practicum for students to practice their skills creating/modifying course materials for instructors that is both universally designed and accessible, to include captioning. Both courses will be housed in the College of Education and

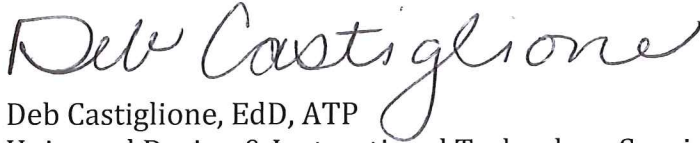
S

blue.

offered as electives for the UD certificate program. New course forms will be submitted to Faculty Senate as soon as possible during the Spring 2015 semester.

I look forward to being an active part of the UD certificate program.

Sincerely,



Deb Castiglione, EdD, ATP
Universal Design & Instructional Technology Specialist
Center for the Enhancement of Learning & Teaching (CELT)
University of Kentucky
518M King (Science) Library
Lexington, KY 40506
859-257-9685



blue.



College of Design
School of Interiors
117 Pence Hall
Lexington, KY 40506-0041
859 257-7617
fax 859 323-1990
www.uky.edu/design

January 6, 2015

Kathy Sheppard-Jones, Ph.D.
Special Education and Rehabilitation Counseling
University of Kentucky
CAMPUS

Dear Dr. Sheppard-Jones:

I am writing a letter of support for the proposed Certificate in Universal Design since I believe it would add an important component to our students' university education. Within the College of Design, we are very focused on teaching universal design concepts to ensure that the space or environment meets the needs of all users. Yet the need to understand universal design principles extends beyond those in the design community, including educators, business people, and those involved in healthcare, among others. This certificate would help to fill that void.

As I communicated to you previously, I would be pleased to be involved in the certificate program as a faculty of record. While my schedule precludes me teaching a course focused solely on universal design, I presently teach a course in Environmental Theory (ID 234) that has a significant universal design component. As part of their course requirements, students analyze existing campus buildings to determine how well they meet ADA requirements. They also engage in role playing exercises in which they navigate the campus in a wheelchair, on crutches, and as a sightless person; this exercise has proved to be extremely enlightening to our students. Further, in addition to creating powerpoint presentations on various aspects of universal design, the students write a reflective essay on their experiences and the importance of integrating universal design into the designed environment.

I wholeheartedly endorse this proposal moving forward as an undergraduate certificate. Please let me know if additional information is needed, and I wish you the best as you proceed.

Sincerely,

A handwritten signature in cursive script that reads "Allison Carll White".

Allison Carll-White, Ph.D.
Professor, School of Interiors



Department of Nutrition
and Food Science
203 Funkhouser Building
Lexington, KY 40506-0054
859 257-3800
fax 859 257-3707
www.uky.edu

January 26, 2015

To Whom It May Concern:

This letter indicates my strong support for the Undergraduate Certificate in Universal Design, which will be offered through the Human Development Institute. I also plan to serve as a faculty member for the Certificate. My experiences as faculty in the Department of Dietetics and Human Nutrition and adjunct faculty in the Nutritional Sciences Interdisciplinary graduate program has provided many opportunities for guiding students at all levels.

The Department of Dietetics and Human Nutrition has given full approval for collaboration with this program. We hope to encourage our students to participate in this Certificate Program. We encourage our majors to extend their skills and seek experiences that will help them achieve the learning outcomes described in the program.

I look forward to sharing my experiences with students under this academic umbrella. If you need further information, please contact me at Hazel.Forsythe@uky.edu, phone 257-4146.

Sincerely

Hazel Forsythe

Hazel Forsythe, PhD. RD. CFCS
Associate Professor
Department of Dietetics and Human Nutrition

See
blue.



UNIVERSITY
OF KENTUCKY

Libraries

William T. Young Library
Lexington, Kentucky 40506-0456
Tel. (859) 257-0500
Fax: (859) 257-8379

February 5, 2015

Dr. Kathy Sheppard-Jones
Training Director
Human Development Institute
126 Mineral Industries Bldg.
Campus 0051

Dear Kathy:

As Associate Dean of Academic Affairs and Research at the University of Kentucky Libraries, I am writing this letter to express my full support for the Undergraduate Certificate in Universal Design, which will be offered through the Human Development Institute, as well as my enthusiastic willingness to serve as a faculty member for the Certificate. I am excited about the prospects of serving as a faculty member for an undergraduate certificate designed to serve students across such a broad array of majors and career paths.

I believe my experience as a library faculty member and my doctoral work and subsequent research related to instructional systems design and instructional technology will be beneficial to the certificate program. I am happy to be available as a guest speaker or work individually with students in the program. I look forward to this opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stacey Greenwell'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Stacey Greenwell, Ed.D.



College of Engineering

Department of Chemical and
Materials Engineering

177 F. Paul Anderson Tower
Lexington, KY 40506-0046

859 257 8028

fax 859 323 1929

www.cngr.uky.edu/cmc

February 2, 2015

Dear Dr. Sheppard-Jones,

I would be pleased to serve as an Affiliate Faculty member in your new Undergraduate Certificate in Universal Design (UD). This interdisciplinary Certificate will give students a solid foundation in the principles of UD and an ability to apply these principles directly within their own program of study. This approach is particularly relevant for engineering students, who will be imagining, developing, and commercializing the technical products of the future.

I would be pleased to contribute to the success of students in the Certificate through lecture, supervision of students and assistance in an advisory capacity. If I can provide any additional information, do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Eric A. Grulke".

Eric A. Grulke

Professor

Chemical & Materials Engineering

A logo consisting of the word "see" in a light blue, sans-serif font, positioned above the word "blue" in a darker blue, sans-serif font. The "s" in "see" is partially cut off by the left edge of the page.



UNIVERSITY
OF KENTUCKY

Ryan A. Hargrove, Associate Professor

College of Agriculture,
Food and Environment

Department of Landscape Architecture
S305 Agriculture Science North
Lexington, Kentucky 40546-0091
Phone: (859) 257-7295
Email: (859) 257-2859

April 1, 2015

Kathy Sheppard-Jones, PhD, CRC
Training Director & Adjunct Assistant Professor
Human Development Institute
& Early Childhood, Special Education & Rehabilitation Counseling
University of Kentucky

Dear Ms. Kathy Sheppard-Jones,

I am writing to express my support for the Certificate in Universal Design program that will be housed in Undergraduate Education at the University of Kentucky. As a faculty of record I look forward to contributing to this important program while providing students with invaluable experience and academic recognition.

Sincerely,

Ryan A. Hargrove, PhD
Associate Professor
University of Kentucky
College of Agriculture, Food and Environment
Department of Landscape Architecture



Undergraduate Education
551 Patterson Office Tower
Lexington, KY 40506-0027
859 257-3027
www.uky.edu/UGE

April 1, 2015

Kathy Sheppard-Jones, Ph.D., CRC
Human Development Institute
University of Kentucky
210 Mineral Industries Building
Lexington, KY 40506-0051

Dear Dr. Sheppard-Jones,

In full support of the proposed Undergraduate Certificate in Universal Design, I write to offer my help as a member of the new program's faculty of record. In my history classes as well as in the various orientation courses I've taught here at the University, I continually seek new ways to design learning experiences that incorporate universal design principles and strategies. Much of my pedagogical inspiration comes from celebrating learner diversity, and I seek out ways to improve problem-based learning strategies with universal design for learning in mind. I welcome the opportunity to join in regular conversations with other faculty about reducing barriers in instruction while maintaining high expectations for academic performances by our students.

I am very happy to become affiliated as a voting faculty member with the proposed program, and I look forward to supporting the new collaborations across campus when this exciting initiative is launched. Please do not hesitate to contact me at 859-221-9173, or dolph@uky.edu, if I can explain more adequately than I have above in regards to my support for your proposal.

Sincerely,

A handwritten signature in cursive script that reads "Randolph Hollingsworth".

ASSISTANT PROVOST
and adjunct professor of History
with affiliate status in Gender & Women's Studies



Adolescent Medicine

Department of Pediatrics
740 S. Limestone Street
Lexington, KY 40536-0284
Clinic: (859) 323-5643
Fax: (859) 323-3795

October 13, 2014

Kathy Sheppard-Jones, Ph.D., C.R.C.
Training Director, Human Development Institute
Adjunct Professor, Dept. of Special Education &
Rehabilitation Counseling
107 Mineral Industries Bldg.
Lexington, KY 40506

Dear Dr. Sheppard-Jones,

I am excited about the invitation to serve as an affiliate faculty in the new Undergraduate Certificate in Universal Design proposed by the Human Development Institute. I have included a brief biography for you below. Don't hesitate to contact me should you need additional information.

Regards,

A handwritten signature in cursive script that reads "Marlene Belew Huff PhD".

Marlene Belew Huff, Ph.D, L.C.S.W.

Dr. Marlene B. Huff is a clinical professor in the University of Kentucky's College of Medicine, Department of Pediatrics where she provides mental health assessment and treatment to children and adolescents with chronic illness. Dr. Huff has over 30 years of experience in working with people who have disabilities, particularly those who have sustained trauma during early childhood. Nationally, she is one of ten individuals with disabilities chosen to receive the Paul Hearne Award for her leadership in the area of disability studies. Locally, she was recognized as the 2001 Faculty of the Year in the University of Kentucky's College of Social Work. Because Dr. Huff has had a disability since birth, she is acutely aware of the issues associated with universal design.



UNIVERSITY OF KENTUCKY

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HUMAN DEVELOPMENT INSTITUTE

December 22, 2014

To Whom It May Concern:

As the Executive Director of the Human Development Institute (HDI), I am writing this letter to express my full support for the Undergraduate Certificate in Universal Design, which we propose to offer through HDI, as well as my enthusiastic willingness to serve as a faculty member for the Certificate. As noted on my vita, I have extensive experience teaching and advising masters and doctoral students across a broad array of disciplines at the University. I am excited about the prospects of serving as a faculty member for an undergraduate certificate designed to give students an interdisciplinary, diverse set of skills directly related to their chosen career paths.

We look forward to collaborating with Undergraduate Education on this critical endeavor. On an administrative level, please be assured that HDI will devote all necessary resources to ensure that Certificate can be successfully implemented as we have outlined, and that students achieve the learning outcomes we have described. Should further detail be needed, please don't hesitate to contact me at hklein@uky.edu or 257-3045.

Sincerely,

Harold Kleinert, Ed.D.
Executive Director, Human Development Institute
Professor, Dept. of Rehabilitation Sciences, College of Health Sciences



College of Design
Associate Dean for Research
117 Pence Hall
Lexington, KY 40506-0041 USA
tel 859 257-6568
fax 859 323-1990

15 March 2015

Kathy Sheppard-Jones, PhD, CRC
Training Director & Adjunct Assistant Professor
Human Development Institute
University Center for Excellence in Developmental Disabilities
University of Kentucky
126 Mineral Industries Building
Lexington, KY 40506-0051

Re: College of Design ADR Letter of Support for HDI's *Universal Design (UD) certificate program*

Dr. Sheppard-Jones:

I am writing in full support of the University of Kentucky's Human Development Institute's *Universal Design (UD) certificate program* to be offered through Undergraduate Core Education coursework.

I have agreed to serve as a faculty affiliate who could facilitate the alignment of curriculum in the College of Design with this initiative. Judging from the material assembled, this certificate program outlines a range of innovative and inclusive teaching modalities aimed specifically at enhancing student learning outcomes and effective communication across many disciplines throughout the University of Kentucky. The proposed certificate program would provide students with interdisciplinary insights from the broadest spectrum of experts, leading thinkers, researchers, and education practitioners that in turn, illustrate the principles and best practices of Universal Design. As a design educator, this certificate program would also provide both faculty and students the opportunity to comprehensively design environments for all people with and without disabilities-whether visible or invisible- so that they could develop valuable insights into formative issues that would have otherwise gone unnoticed and untapped. The opportunity to bring these realizations to an even broader audience could also have direct impact and influence on the campus design and positively impact learner variability that could further improve learning opportunities, retention, and outcomes.

I recommend without reservation that you support the creation and adoption of the Human Development Institute's *Universal Design (UD) certificate program*.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gregory A. Luhan'.

Gregory A. Luhan, AIA
The John Russell Groves Endowed Professor of Architecture
Associate Dean for Research
University of Kentucky - College of Design



College of Nursing
315 College of Nursing Building
Lexington, KY 40536-0232
859 323-5108
fax 859 323-1057
www.uknursing.uky.edu

Kathy Sheppard-Jones, PhD, CRC
Training Director, Human Development Institute &
Adjunct Assistant Professor, Rehabilitation Counseling Program
University of Kentucky
210 Mineral Industries Bldg
Lexington KY 40506-0051.

January 14, 2015

Dear Dr. Sheppard-Jones,

I am writing to lend you my enthusiastic support to serve as an Affiliate Faculty member in your new Undergraduate Certificate in Universal Design (UD). This interdisciplinary Certificate will give students a solid foundation in the principles of UD and an ability to apply these principles directly within their own program of study. This is particularly exciting for students in the College of Nursing, as universal design has tremendous positive implications for access to quality patient care, development of programs and professional development.

The Certificate is a good fit with my interests and experiences. As such, I am excited about this opportunity, and am pleased to contribute to the success of students in the Certificate through lecture, supervision of students and assistance in an advisory capacity. If I can provide any additional information, do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Deborah B. Reed".

Deborah B. Reed, PhD, RN, FAAOHN

Distinguished Service Professor and Good Samaritan Endowed Chair in Community Health
Nursing

Kathy Sheppard-Jones, PhD, CRC
Training Director & Adjunct Assistant Professor
Human Development Institute
University of Kentucky

January 8, 2015

Dear Dr. Sheppard-Jones:

I strongly support the plan to develop an undergraduate Certificate in Universal Design at the University of Kentucky, and I thank you for bringing this plan to my attention.

There are many reasons to support the availability of such a certificate to our students:

1. Awareness of universal design will help our students recognize as normal and ordinary the broad range of human abilities. This fundamental insight is a basis for human respect and social inclusion. It is also a powerful tool for our students as they study, mature, and take on the responsibilities of careers.
2. Universal Design is an interdisciplinary undertaking that can enrich students with a broad range of majors and career plans in ways that surprise and stimulate them. Opportunities exist in developing products and environments and in ensuring access to them.
3. We will all benefit from an environment and products that are designed around the abilities of as broad a group of the population as possible.

In short the Certificate will provide undergraduate students with significant opportunities for interdisciplinary study. It will enrich their opportunities to have careers that serve in the development of human potential.

Kathy, I would be glad to offer my own services in this program through lecturing, offering internships, etc. In my own work leading UK's lifelong learning programs for older adults (the Donovans and OLLI), I see almost daily the value of improving design to respond to the normal changes of aging for all of us.

I encourage you to continue your commitment to developing the Certificate in Universal Design. We will all be enriched by your success.

Sincerely,



Michael D. Smith, PhD, MHA
Assistant Dean, Evaluation and Planning
Executive Director, Osher Lifelong Learning Institute
College of Public Health





January 18, 2015

Kathy Sheppard-Jones, PhD, CRC
Training Director & Adjunct Assistant Professor
Human Development Institute & Early Childhood,
Special Education & Rehabilitation Counseling
University of Kentucky
Lexington, KY 40508

Dear Dr. Sheppard-Jones,

I am happy to write this letter of support for the new Certificate in Universal Design. The College of Social Work is so appreciative of the opportunity to be one of the participating Colleges. In addition, I am willing and honored to serve as one of the participating faculty for this important venture.

We are excited to participate in efforts looking at the creation of physical and learning environments that are most accessible to all people. The Certificate in Universal Design is so valuable for our social work students who work with diverse and often disadvantaged populations across the lifespan. While this is a core component of our undergraduate and master's curriculum, we strongly value and appreciate the importance of cross-college collaboration on important issues like this.

As a participating College, we agree to share information for the new Certificate during our outreach and recruitment efforts. We also agree to contribute lectures and supervise social work students participating in the practicum experiences through the program.

If I can provide any additional information, please do not hesitate to contact me at mstindall@uky.edu or 859-257-2483.

Sincerely,

A handwritten signature in blue ink that reads 'Michele Staton-Tindall'. The signature is written in a cursive style.

Michele Staton-Tindall
Associate Professor
College of Social Work

s
blue.



UNIVERSITY OF KENTUCKY

Kentucky Geological Survey

Research

504 Rose Street

228 Mining & Mineral Resources Bldg.

Lexington, KY 40506-0107

Phone: (859) 257-5500

Fax: (859) 257-1147

www.uky.edu/kgs

January 28, 2015

To Whom It May Concern,

I will be pleased to serve as an Affiliate Faculty member for the Undergraduate Certificate in Universal Design being proposed by the Human Development Institute. I am an adjunct professor in the Department of Earth and Environmental Sciences and currently am interim Director and State Geologist at the Kentucky Geological Survey. I was a member of the original Kentucky Advance group who initiated the Campus Accessibility Map, and I helped develop the mapping and surveying methodology and database for that effort. My experience in digital mapping and with the Campus Accessibility project should be a valuable contribution to the Universal Design program at some level.

I look forward to the success of this important certificate program and engaging students in making our campus more accessible to all persons.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jerry Weisenfluh'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Jerry Weisenfluh
Interim Director, Kentucky Geological Survey



January 9th, 2015

Dr. Kathy Sheppard-Jones
Training Director
Human Development Institute
University of Kentucky
Lexington, KY

Dear Dr. Sheppard-Jones:

It's my pleasure to write in support of an Undergraduate Certificate in Universal Design proposed by the Human Development Institute – A University Center of Excellence in Developmental Disabilities Education, Research and Service in collaboration with Undergraduate Education. As Director of Distance Learning Programs (DLP) for UK as well as Director of the Distance Education Graduate Certificate in the Department of Early Childhood, Special Education and Rehabilitation Counseling (EDSRC), I look forward to serving as an Affiliate Faculty member in the Certificate – knowing how valuable a solid foundation in the principles of UD can be for students across disciplines.

As part of the UD Certificate will be offered in a distance learning/online delivery mode, we also want to lend our support to the development of any Certificate courses offered in this format. In particular, we will work collaboratively with you and other Certificate faculty to develop two elective courses that can be offered in the proposed UD Certificate as well as in the Distance Education Graduate Certificate. These courses would expose students to universal design for learning strategies and provide learners with multiple opportunities to practice skills at creating universally designed and accessible materials for the UK community.

Thank you for the opportunity to be a small part of this important new initiative. We look forward to working with you and other Affiliate Faculty in the coming months.

Very truly yours,



Constance Mulligan Baird
Director, Distance Learning Programs
Director, Distance Education Graduate Certificate

Appendix D
Certificate Application

Application for Admission
Undergraduate Certificate in Universal Design
University of Kentucky

Name: _____ Date: _____

UK ID: _____

Phone: _____ E-Mail: _____

Major: _____ Minor: _____ GPA: _____

Department/college: _____

What is your anticipated date of graduation? _____

In what term do you expect to begin working on the Certificate? _____

When do you plan to complete the Certificate? _____

Please include with this application:

√

A 500 word personal statement indicating why you want to attain a Certificate in Universal Design

If not currently attending UK – 2 letters of recommendation

Send all materials to: Kathy Sheppard-Jones, PhD, CRC
Human Development Institute

210 Mineral Industries Bldg

Lexington KY 40506-0051

Phone: 859.257.8104 E-mail: kjone@uky.edu



Appendix E
HDI Course Descriptions

HDI 350 - Universal Design: Applications in the Built and Learning Environments

This course provides a foundation of core knowledge and experience in universal design principles utilized in the built and learning environments. You will be introduced to the principles of universal design and how they relate to the creation and development of diverse communities. This course illustrates the application of universal design across a variety of environmental contexts throughout the lifespan.

HDI 400 – Universal Design Practicum

This course provides experiential learning experiences in universal design principles utilized in the built and learning environments. You will be introduced to a range of spatial thinking skills as they relate to accessibility and universal design. You will become familiar with accessibility evaluation methods and translate these skills into course fieldwork. This course illustrates the application of universal design across a variety of disciplines.

HDI 500 – Universal Design Practicum II: Advanced Techniques

This course enables you to develop your own field site experience that builds upon skills learned in HDI 400 Universal Design Practicum. You will work closely with a mentor in a setting where you explore universal design applications related to your own area of interest. There are options to work within existing field sites or you may create a new field site.


Appendix F
Institutional Effectiveness Email

RE: Proposed certificate and CIP codes - Message (HTML)


FILE MESSAGE


Delete Respond Quick Steps Move Tags Editing Zoom


Mon 3/9/2015 9:27 PM

 Alexander-Snow, Mia

RE: Proposed certificate and CIP codes

To  Sheppard-Jones, Kathy A

Cc  Badger, Karen

 You forwarded this message on 4/3/2015 11:53 AM.

Kathy,

Well chosen CIP Code. Please be sure to review with UG Council Chair. If approved by Chair, update the proposal with the CIP Code and attach this email as supporting evidence that the CIP Code had been reviewed by Planning and Institutional Effectiveness.

Nice work!
Mia

Mia Alexander-Snow, PhD
Director, Planning and Institutional Effectiveness

From: Sheppard-Jones, Kathy A
Sent: Monday, March 09, 2015 3:48 PM
To: Alexander-Snow, Mia
Subject: RE: Proposed certificate and CIP codes

Hi Mia,
I'd like to propose the following CIP Code for the Certificate in Universal Design:
Multi-/Interdisciplinary Studies, Other. (30.9999)
Any instructional program in multi/interdisciplinary studies not listed above

This would be an ideal fit, given the multidisciplinary nature of the courses, faculty, and anticipated students.

Kathy

Kathy Sheppard-Jones, PhD, CRC
Training Director & Adjunct Assistant Professor
Human Development Institute
& Early Childhood, Special Education & Rehabilitation Counseling
University of Kentucky
859.257.8104