

The SAASC convened on Thursdays, January 24 and February 7, 2019 to consider a proposal from the Concept Implementation Team to expand availability of undergraduate certificates to non-degree seeking students admitted to the University of Kentucky in accordance with Senate Rule 4.2.1.3.2.

Attendance on February 7: Susan Effgen, Shawn Caudill, Azhar Swanson, Herman Farrell (Chair), Shannon Means. Dean Mark Kornbluh attended the meeting on January 24, 2019.

Procedure:

Herman Farrell, SAASC Chair, acted as facilitator of the proposal.

Last year, the Senate Council (at the suggestion of Bob Grossman, Faculty Trustee) requested the SAASC look into the possibility of offering certificates to non-degree students. The committee began to examine the possibility in the Fall of 2019 but tabled discussion until the proposal to change the Senate Rules regarding non-degree seeking students was vetted and passed through to the University Senate.

In December of 2019, this proposal was submitted by Shannon Means, Director of Policy and Data Analysis, UK Budget Office, a member of the Concept Implementation Team. The proposal is a continuation of proposals from the Concept Implementation Team of the Our Path Forward initiative by the UK administration.

The SAASC chair, upon receiving the proposal, suggested to the Senate Council Chair that the Undergraduate Council review the proposal, as well. The SC Chair forwarded the proposal, with questions from the SAASC Chair, to the UC Chair.

The SAASC Chair also posed the same questions about the proposal to the contact person, Shannon Means, and received responses that were forwarded to the members of the committee. Those responses are included in this report.

Responses from the Undergraduate Council were forwarded to the SC Chair and are included in this report. The UC supported the proposal but suggested that “the faculty of record or the certificate director be able to determine whether non-degree seeking students can enroll (and to control how many spots will go to non-degree students, if they are able to enroll).”

Discussion:

In the discussion, it was noted that Certificates for degree seeking students provide them with an opportunity to increase the value of their bachelor’s degree while a Certificate for non-degree seeking students is a micro-credential that will appear on a transcript and can be used by non-traditional students to enhance their economic opportunities in the job market, among other educational advantages. Making Certificates available to non-degree seeking students aligns with the objectives and

goals of UK's long-standing land-grant mission. Several benchmark institutions offer Certificates for non-degree seeking students in a few programs.

The committee considered the recommendation from the Undergraduate Council and revised the proposal to require, for current Certificates and proposed Certificates, the approval of the expansion of enrollment to non-degree students, by the unit faculty and certificate directors of the respective disciplines. The committee members also agreed to include a clause in the revision that addresses the issue of priority registration. All of these changes were incorporated the revised proposal that is attached.

Vote:

A motion was made and seconded that the SAASC approve the proposal as revised.

There was no quorum but the members present (3 members and the chair voted 4 in favor, 0 opposed. The chair then sent an email to the absent members of the committee asking them to review the proposal and correspondence and vote. 2 voted in favor, 0 opposed, 2 did not vote.

Total: 6 in favor, 0 opposed, 2 did not vote.

4.2.8 UNDERGRADUATE CERTIFICATES [US: 2/14/11]

Undergraduate certificates are available ~~only~~ to students who are enrolled in an undergraduate degree program or who have successfully completed an undergraduate degree and enroll as a postbaccalaureate (~~non-degree~~) student for admission to a certificate curriculum. The minimum Graduate School requirements for admission to postbaccalaureate status apply. The faculty of record of an undergraduate certificate program may establish policies to extend enrollment to non-degree seeking students.

Undergraduate certificates shall be approved by the same process as are programs (see Senate Rule 3.2.0) except that the following are not required: a) a statement of administrative feasibility; b) posting and approval by the Council on Postsecondary Education, and c) approval by the University of Kentucky Board of Trustees.

An undergraduate certificate must be a minimum of 12 credits, all at the 200 level or above, with a minimum of six credits at the 300-level or above. The certificate must have a three-credit breadth component, requiring the student to take courses in at least two disciplines, with a minimum of three credits to be completed in a second discipline.

A student must earn a C or better in each required certificate course to receive the certificate.

No more than nine credits taken for a certificate can be used to satisfy the requirements for the student's bachelor's degree, a minor, or another certificate, exclusive of free or unrestricted electives.

Award of an undergraduate certificate shall be noted on the student's transcript upon successful completion of the curriculum.

- * Students enrolled in graduate degree programs or professional programs may pursue an undergraduate certificate program. [SREC: 4/8/2015]

December 12, 2018

Proposal to revise Faculty Senate Rule 4.2.8

Proposed change:

In conjunction with recent revisions to Faculty Senate Rules concerning admission requirements for non-degree students (4.2.1.3), the proposed change to SR 4.2.8 expands availability of undergraduate certificates to non-degree seeking students admitted to the University of Kentucky in accordance with Senate Rule 4.2.1.3.2. The proposed change is included in the attached draft of Senate Rule 4.2.8.

Background

This proposal seeks to build on other ongoing efforts to grow enrollment strategically, while maintaining quality, allowing us to reach more students and generate new resources for reinvestment in our campus and our academic enterprise. As part of the Our Path Forward Initiative, several collaborative teams are currently exploring more innovative ways to make undergraduate courses available and attractive to new students. Examples include innovations in online learning, new programs that meet specific workforce needs and helping more students who are close to a degree complete their work.

Underlying these efforts is our commitment to the University's strategic plan and land grant mission to serve the Commonwealth, nation, and world. In an era where lifelong learning is important, this proposed change allows us to extend premier learning opportunities to a broader population. In doing so, we anticipate the following:

- Tuition pricing will remain consistent with the University's established rates for resident and nonresident undergraduate students;
- Enrollment growth between 100-300 students annually and predominantly in the summer term;
- Established data collection methods to accurately monitor enrollment of non-degree students pursuing an undergraduate certificate.

Proposed Timeline

This proposal is recommended for consideration and approval at the February 2019 meeting of the University Senate.

RE: Proposed Change to SR 4.2.8

Ett-Mims, Joanie

Fri 2/1/2019 10:07 AM

To: Farrell, Herman <herman.farrell3@uky.edu>;

Cc: Spriggs, Amy <amy.spriggs@uky.edu>;

Good morning Herman,

[The Undergraduate Council discussed the proposed changes to SR 4.2.8 at their meeting this week, and their discussion is summarized below.](#)

Proposed changes to SR 4.2.8

The proposed changes would allow non-degree seeking students to enroll in undergraduate certificates, and the Senate Admissions and Academic Standards Committee (SAASC) is requesting the Undergraduate Council's feedback. The council suggests that the faculty of record or the certificate director be able to determine whether non-degree seeking students can enroll (and to control how many spots will go to non-degree students, if they are able to enroll). Booking rules can be used for courses to ensure some seats are open for non-degree seeking students, who will register for classes last.

The council also suggests expanding the proposal to also allow non-degree seeking students to enroll in a minor, which could then be noted on a transcript as a different kind of credential. Since certificates are required to be multidisciplinary, it might make more sense in some departments to offer a minor rather than a certificate.

Thank you!

Joanie



Joanie Ett-Mims

University of Kentucky

Office of the Senate Council

[203 Main Building](#)

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jmett2@uky.edu

From: Spriggs, Amy

Sent: Monday, January 21, 2019 7:18 PM

RE: UGC feedback requested by 1/24

Means, Shannon

Mon 1/28/2019 4:57 PM

To: Farrell, Herman <herman.farrell3@uky.edu>; Kornbluh, Mark <kornbluh@uky.edu>;

Herman and Mark,

I spoke earlier today with a CPE representative, Dr. Melissa Bell, who is the Associate Vice President for Academic Affairs. She confirmed there is no review process for universities for certificates as long as it is not considered a substantive change according to SACSCOC. The institution would simply complete a New Diploma/Certificate Form, which are approved by CPE upon receipt of the completed Form. This information is outlined on Page 6 of the attached CPE policy link. I confirmed this policy applies regardless of student type.

I also attached as an FYI the SACSCOC definition for substantive change. Please let me know if I can address in other questions at this time. Thanks. Shannon

<http://cpe.ky.gov/policies/academicaffairs/newacademicprogramapprovalpolicy.pdf>

<http://www.sacscoc.org/pdf/081705/SubstantiveChange.pdf>



From: Farrell, Herman <herman.farrell3@uky.edu>

Sent: Friday, January 25, 2019 2:02 PM

To: Means, Shannon <shannon.means@uky.edu>; Kornbluh, Mark <kornbluh@uky.edu>

Subject: Fw: UGC feedback requested by 1/24

FYI -

Herman Daniel Farrell III

University Research Professor

Associate Professor - Playwriting

SAASC - University Senate Committee Chair

University of Kentucky

Department of Theatre

138 Fine Arts Building

Lexington, Kentucky 40506

www.hermandanielfarrell3.com/

From: Spriggs, Amy
Sent: Friday, January 25, 2019 9:13 AM
To: Farrell, Herman
Cc: Bird-Pollan, Jennifer
Subject: FW: UGC feedback requested by 1/24

Hi.

We did not get a lot of feedback, but what we did get I am copying you (I had this on my list of things to do yesterday before your meeting and I got called into an unexpected meeting and couldn't access my laptop).

We will also discuss this at our meeting Tuesday but I don't see UGC opposing this idea...

Amy D. Spriggs, Ph.D.
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859-257-9105

From: "Kercsmar, Sarah" <sarah.kercsmar@uky.edu>
Date: Thursday, January 24, 2019 at 9:25 AM
To: "Stephenson, Tammy" <tammy.stephenson@uky.edu>, "Ett-Mims, Joanie" <joanie.ett-mims@uky.edu>, "Benner, Kalea" <kaleabenner@uky.edu>, "Congleton, Nathan" <Nathan.Congleton@uky.edu>, "Cooper, Troy" <troy.cooper@uky.edu>, "Crofcheck, Czarena" <crofcheck@uky.edu>, "Cruse, Kelley" <kelley.cruse@uky.edu>, "Hapke, Holly" <holly.hapke@uky.edu>, "Hines, Miranda" <miranda.hines@uky.edu>, "Lee, Brian" <blee@uky.edu>, "Modenbach, Alicia" <alicia.modenbach@uky.edu>, "Morey, Daniel" <daniel-morey@uky.edu>, "Ritter, Christina" <ch.ritter@uky.edu>, "Shake, Mary" <mcszak1@uky.edu>, "Sottile, Joseph" <joseph.sottile@uky.edu>, "Soult, Allison" <assoul2@uky.edu>, "Spriggs, Amy" <amy.spriggs@uky.edu>, "Thiel, Susan" <susie.thiel@uky.edu>, "Turner, Helen" <helen.turner@uky.edu>, "Urch, Kathleen" <kakie.urch@uky.edu>, "Van Lanen, Steven" <svanlanen@uky.edu>, "Williams, Corrine" <corrine.williams@uky.edu>
Subject: Re: UGC feedback requested by 1/24

Hi, everyone.

We, too, would be supportive of this proposal. We also have an undergraduate certificate that may be of

interest to some non-degree seeking students.

One question I had -- is it possible to "cap" the number of students in the certificate? We would just want to make sure that we have the resources to support the interest? (And maybe that's already possible and we just don't know how to do it...)

Thanks,
Sarah



Sarah Kercksmar, Ph.D.
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From: Stephenson, Tammy

Sent: Tuesday, January 22, 2019 6:56:35 PM

To: Ett-Mims, Joanie; Benner, Kalea; Congleton, Nathan; Cooper, Troy; Crofcheck, Czarena; Cruse, Kelley; Hapke, Holly; Hines, Miranda; Kercksmar, Sarah; Lee, Brian; Modenbach, Alicia; Morey, Daniel; Ritter, Christina; Shake, Mary; Sottile, Joseph; Sault, Allison; Spriggs, Amy; Thiel, Susan; Turner, Helen; Urch, Kathleen; Van Lanen, Steven; Williams, Corrine

Subject: Re: UGC feedback requested by 1/24

Good evening all,

We have two undergraduate certificates in the College of Agriculture, Food, and Environment who would both support inclusion of non-degree seeking students in the certificate programs. Both have been of high interest to working individuals, UK alumni, and non-UK college students. These two certificates are Food Systems and Hunger Studies and Distillation, Wine and Brewing Studies.

I serve as the Director for the UGC in Food Systems and Hunger Studies, with Fall 2018 being our first semester enrolling students. This UGC is of interest to students across majors and colleges and we welcome and encourage enrollment from students outside of the majors in Dietetics & Human Nutrition and Sustainable Agriculture. For example, we have students from Biosystems Engineering, Public Health, Philosophy, and other majors pursuing the UGC. Additionally, I have received much interest from non-degree seeking students as the certificate is timely with limited coursework in the area available at other colleges and universities.

Both the FSHS and DWBS certificate programs are currently proposing DL courses to offer the certificates as a DL option. With that in mind, this proposal to allow non-degree seeking students to take the courses would be advantageous to both programs.

Thanks for sharing this information.

Warm regards,
Tammy



Tammy J. Stephenson, PhD, FAND

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From: "Ett-Mims, Joanie" <joanie.ett-mims@uky.edu>

Date: Tuesday, January 22, 2019 at 8:37 AM

To: "Benner, Kalea" <kaleabenner@uky.edu>, "Congleton, Nathan" <Nathan.Congleton@uky.edu>, "Cooper, Troy" <troy.cooper@uky.edu>, "Crofcheck, Czarena" <crofcheck@uky.edu>, "Cruse, Kelley" <kelley.cruse@uky.edu>, "Hapke, Holly" <holly.hapke@uky.edu>, "Hines, Miranda" <miranda.hines@uky.edu>, "Kercsmar, Sarah" <sarah.kercsmar@uky.edu>, Brian Lee <blee@uky.edu>, "Modenbach, Alicia" <alicia.modenbach@uky.edu>, "Morey, Daniel" <daniel-morey@uky.edu>, "Ritter, Christina" <ch.ritter@uky.edu>, "Shake, Mary" <mcs Shak1@uky.edu>, "Sottile, Joseph" <joseph.sottile@uky.edu>, Allison Soult <assoul2@uky.edu>, "Spriggs, Amy" <amy.spriggs@uky.edu>, "Stephenson, Tammy" <tammy.stephenson@uky.edu>, Susan Thiel <susie.thiel@uky.edu>, Helen Turner <helen.turner@uky.edu>, "Urch, Kathleen" <kakie.urch@uky.edu>, "Van Lanen, Steven" <svanlanen@uky.edu>, "Williams, Corrine" <corrine.williams@uky.edu>

Subject: UGC feedback requested by 1/24

Good morning everyone,

Herman Farrell, chair of the Senate Admissions and Academic Standards Committee (SAASC), is requesting the Undergraduate Council's feedback on a proposed change that would allow non-degree seeking students at UK to seek a certificate. The SAASC will be discussing this proposal at their meeting this Thursday, 1/24, and they would like to have your feedback before 12 pm on Thursday (please just reply to this email with any comments). An explanation from Herman is below, along with a specific list of questions that are being considered, and the two documents are attached.

"The issue of certificates for non-degree students was initially sent to us from Senate Council to consider. We held off on considering it until after the proposal for changes to the Non-Degree students (from the

Concept Implementation team of the administration) was considered and voted on by the University Senate. In December, we were sent a formal proposal from the Concept Implementation team.

Attached are both documents - from the SC and the Concept Implementation Team. Shannon Means, Director of Policy and Data Analysis, University Budget Office (copied below) is the contact person.

And here is a re-cap of the questions (from the email exchange below) regarding the proposal. I am anticipating receiving responses from Shannon prior to the meeting this week - I will share them with you as soon as I receive them.

What is a certificate without a degree? I understand that it is referred to as a "microcredential." Are there any studies, Chronicle surveys/articles that examine/discuss this type of academic credential? If so, please forward them.

What benchmark institutions offer certificates for nondegree students? Please identify them.

And among those that do, are there any particular limitations/requirements (e.g. such certificates available for summer or online students only)?

How is a certificate without a degree identified as a micro-credential? That is, how does an individual who has received such a certificate present evidence of it (transcript, document similar to a diploma) to employers, other higher ed institutions, etc?

And specifically to the Undergraduate Council - on this question of the nature of a certificate without a degree. I'm curious to know if there are currently certificates that are offered to non-majors? And how would the inclusion of non-degree students within a certificate program affect the faculty and students of the respective disciplines of the program?"

Thank you!

Joanie



Joanie Ett-Mims

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