

CHANGE UNDERGRADUATE DEGREE PROGRAM

PLEASE NOTE: To ensure that a series of changes to an existing degree program does not essentially create a new program, the Southern Association for the Accreditation of Colleges and Schools (SACS) requires submission of its Substantive Change Checklist for every program change. Prior to college-level review, you must fill out and submit the [SACS Substantive Change Checklist](#) to the Office of Institutional Effectiveness. Contact Institutional Effectiveness (OSPIE@uky.edu) for assistance.

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or UC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review and then a 10-day posting online, during which senators review on their own and have an option to register an objection if they so desire. If no objection is raised to the Senate Council Office within ten days of the posting the proposal, then the program change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

For every proposed change, you MUST also include the existing requirement.

SUMMARY OF CHANGES							
Check all that apply.							
<input type="checkbox"/>	Courses	<input type="checkbox"/>	Program name	<input type="checkbox"/>	Total required credit hours	<input type="checkbox"/>	Student learning outcomes
<input checked="" type="checkbox"/>	Criteria for admissions/progression/termination		<input type="checkbox"/>	Certificate assessment		<input type="checkbox"/>	Other
1. General Information							
1a	Date of contact with Institutional Effectiveness (IE) ¹ :		10/2/2018				
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.						
1b	College ² :	Ag, Food, Environment		Department ² :	Retailing and Tourism Management		
1c	CIP code ³ :	52.0901		Today's Date:	1/13/2020		
1d	Current major name: (Biology, Design, etc.)	Hospitality Mgmt & Tourism		Proposed major name:			
1e	Current Degree (BA, BFA, etc.):	BSHM		Proposed degree:			
1f	Will there be any changes regarding a track(s) for the program?				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
1g	Accrediting agency, if applicable:						
1h	Date of most recent periodic program review for this degree:			2015			
1i	Requested effective date:	<input checked="" type="checkbox"/>	Fall semester following approval.		OR <input type="checkbox"/>	Specific Date ⁴ : Fall 20	

¹ Prior to college-level review, you must fill out and submit the SACS Substantive Change Checklist to the Office of Institutional Effectiveness. You can reach Institutional Effectiveness by phone or email (257-1962 or OSPIE@uky.edu).

² It is not possible to change the home academic unit of a degree program via this form. To change the home unit, visit <https://www.uky.edu/universitysenate/forms> and look for the heading, "Forms Related to Academic Organizational Structure."

³ The CIP code is provided by Institutional Effectiveness. If a different CIP code is necessary, the program may undergo a review similar to the new program approval process.

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

1j	Contact person name:	Jason Swanson	Phone / Email:	257-4965 / jasonrswanson@uky.edu
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2. Overview of Changes

2a	Describe the rationale for the changes, including results from the most recent program review if applicable. (450 word limit)
	<p>The department has found that requiring a grade of C or better in pre-major courses does not have a profound affect on the students' performance in the major courses. To avoid making students retake courses repeatedly to earn a C or higher, and potentially delaying their completion of the program, the program will accept grades of D in all non-RTM Department courses, except DHN 342.</p> <p>The "Graduation Requirement" will change to: "Students must fulfill all prerequisites and achieve a grade of C or better in all HMT and RTM courses that are major requirements, and DHN 342. A minimum GPA of 2.00 is required in all courses taken at the University of Kentucky used to satisfy Professional Support courses."</p> <p>HMT 120 and DHN 241 will be moved from the "Premajor" section to the "Major Requirements" section.</p> <p>FIN 300, MGT 301, and MKT 300 will be moved from the "major requirements" section to a new "Professional Support" section.</p> <p>To be consistent with the other department program (MAT), the "Entrance Requirement" will be changed to: "The minimum grade-point average for entrance of all students into the Hospitality Management and Tourism program is 2.0".</p> <p>The "progression" statement will be removed from the bulletin.</p> <p>The language associated with the the Diversity Requirement options within the pre-major will change to: "Plus 3 hours, to be chosen with approval of academic advisor, from classes related to the study of current cultures."</p>

2b	Use the fields below, as applicable, to identify the areas in which changes will be made.		
		Current	<i>Proposed</i>
i.	Credit Hours of Premajor Courses:	40	36
ii.	Credit Hours of Preprofessional Courses:		
iii.	Credit Hours of Major Core Course Requirements	38	33
iv.	Minimum Credit Hours of Guided Electives:		
v.	Minimum Credit Hours of Free Electives:		
vi.	Credit Hours for Track 1 (name):		
vii.	Credit Hours for Track 2 (name):		
viii.	Credit Hours for Track 3 (name):		
ix.	Credit Hours for Track 4 (name):		
x.	Credit Hours for Track 5 (name):		
xi.	Credit Hours for Required Minor:		
xii.	Total Credit Hours Required by Level:		
	100-level:	16	16
	200-level:	22	22
	300-level:	22	22

CHANGE UNDERGRADUATE DEGREE PROGRAM

	400-level:	9	9
	500-level:		

	TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:	=====	=====
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xv. If the total hours required for graduation have changed, explain below. (150 word limit)

2c Will the requested change(s) result in the use of courses from another educational unit? Yes No

If "Yes," describe generally the courses and how they will be used.

If "Yes," two pieces of supporting documentation are required.

Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director⁵ of each unit from which individual courses will be used.

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

2d Will the proposed change(s) affect an associated minor? Yes No

If "Yes," the department must also submit a change form to change the minor.

3. UK Core Courses

3a Are there any proposed changes to the UK Core requirements for the program? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 4a.) Yes No

If "Yes," note the specific changes in the grid below.

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

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

	Global Dynamics					
Total UK Core Hours		=====	=====			
3b	Provide the Bulletin language about UK Core.					
4. Graduation Composition and Communication Requirement						
4a	Will the Graduation Composition and Communication requirement be changed? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 5a.)			Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
If "Yes," note the specific changes below, including changes to credit hours. If the course(s) used are from outside the home unit, one piece of supporting documentation is required. <input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director ⁶ from which individual courses will be used.						
<i>Current</i>			<i>Proposed</i>			
i.	<input type="checkbox"/> Single course in home unit:		<input type="checkbox"/> <i>Single course in home unit:</i>			
ii.	<input type="checkbox"/> Multiple courses in home unit.		<input type="checkbox"/> <i>Multiple courses in home unit.</i>			
iii.	<input type="checkbox"/> Single course outside home unit.		<input type="checkbox"/> <i>Single course outside home unit.</i>			
iv.	<input type="checkbox"/> Multiple courses outside home unit.		<input type="checkbox"/> <i>Multiple courses outside home unit.</i>			
v.	<input type="checkbox"/> Course(s) inside & outside home unit.		<input type="checkbox"/> <i>Course(s) inside & outside home unit.</i>			
4b	Provide the Bulletin language about GCCR below.					
5. Other Course Changes						
5a	Will the college-level requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5c.)			Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
<i>Current</i>			<i>Proposed</i>			
<input type="checkbox"/> Standard college requirement			<input type="checkbox"/> <i>Standard college requirement</i>			
<input type="checkbox"/> Specific course			<input type="checkbox"/> <i>Specific course</i>			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁷
						Select one....
						Select one....
						Select one....
5b	Will the existing language in the Bulletin about college-level requirements change?			Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
If "Yes," provide the new language below.						

⁶ A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.

⁷ 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").

CHANGE UNDERGRADUATE DEGREE PROGRAM

5c	Will the pre-major or pre-professional course requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5e.)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁸
		See Attachment A*				Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5d	Provide the Bulletin language about pre-major or pre-professional courses below.
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Two semesters of a single foreign language chosen from: Arabic; Chinese; English as a Second Language; French; German; Italian; Japanese; Russian; Spanish; and Sign Language (exclude: Latin, Hebrew, Greek) 8

Diversity Requirements ANT 160 Cultural Diversity in the Modern World 3
 "Plus 3 hours, to be chosen with approval of academic advisor, from classes related to the study of current cultures.....3
 Subtotal: Diversity Requirement hours 6

CS 101 Introduction to Computing I 3
 ACC 201 Financial Accounting I 3
 ACC 202 Managerial Uses of Accounting Information 3
 ECO 201 Principles of Economics I 3
 ECO 202 Principles of Economics II 3
 MA 123 Elementary Calculus and Its Applications 4
 STA 296 Statistical Methods and Motivations 3
 Subtotal: Premajor hours 36

5e	Will the major's core course requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5g.)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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If "Yes," note the specific changes in the grid below.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁹
			HMT 120	3	Intoduction to Hospitality Management and Tourism	No Change
			DHN 241	1	Food Service Sanitation	No Change

⁸ Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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

CHANGE UNDERGRADUATE DEGREE PROGRAM

FIN 300	3	Corporation Finance				No Change
MGT 301	3	Business Management				No Change
MKT 300	3	Marketing Management				No Change
HMT 210	3	Hotel Division Management	HMT 210	3	Hotel Division Management	No Change
HMT 270	3	Principles of Travel and Tourism	HMT 270	3	Principles of Travel and Tourism	No Change
HMT 308	3	Principles of Food and Beverage	HMT 308	3	Principles of Food and Beverage	No Change
HMT 350	3	Revenue Management	HMT 350	3	Revenue Management	No Change
RTM 340	1	Professional Practice/Pre-Internship	RTM 340	1	Professional Practice/Pre-Internship	No Change
RTM 345	3	Service Management	RTM 345	3	Service Management	No Change
RTM 425	3	Human Resource Management	RTM 425	3	Human Resource Management	No Change
RTM 499	6	Retailing and Tourism Management Internship	RTM 499	6	Retailing and Tourism Management Internship	No Change
DHN 342	4	Quantity Food Production	DHN 342	4	Quantity Food Production	No Change
						Select one....

5f	Provide the Bulletin language for major core course requirements.
	HMT 120 Introduction to Hospitality Management and Tourism3 DHN 241 Foodservice Sanitation1 HMT 210 Hotel Rooms Division Management3 HMT 270 Principles of Travel and Tourism3 HMT 308 Principles of Food and Beverage3 HMT 350 Revenue Management3 RTM 340 Professional Practice/Pre-Internship1 RTM 345 Service Management3 RTM 425 Human Resource Management3 RTM 499 Retailing and Tourism Management Internship6 DHN 342 Quantity Food Production 4 Subtotal: Major Core hours33

5g	Will the guided electives change? (If “Yes,” indicate and note the specific changes in the grid below. If “No,” indicate and proceed to question 5i.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Current		Proposed	
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr Credit Hrs Title Course Status ¹⁰
			Select one....

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

						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5h	Provide the Bulletin language for guided electives.

5i	Will the free electives change? (If “Yes,” indicate and note the specific changes in the space below. If “No,” indicate and proceed to question 5j.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

5j	Does the proposed change affect any track(s)? (If “Yes,” note the specific changes using the grid below. If “No,” proceed to question 6.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If more than one track is affected, click HERE for a template. Append a PDF for each affected track to the end of this form.		

Track Name:		<input type="checkbox"/> New Track	<input type="checkbox"/> Changed Track	<input type="checkbox"/> Deleted Track		
<i>Current</i>			<i>Proposed</i>			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ¹¹
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

5k	Provide the Bulletin language for the track.

6. Semester by Semester Program

List below the typical semester-by-semester program for the major. If multiple tracks are available, click [HERE](#) for a template for additional tracks and append a PDF of each track’s courses to the end of this form.

YEAR 1 – FALL: (e.g. “BIO 103; 3 credits”)	See attachment	YEAR 1 – SPRING:	
YEAR 2 - FALL :		YEAR 2 – SPRING:	
YEAR 3 - FALL:		YEAR 3 - SPRING:	
YEAR 4 - FALL:		YEAR 4 - SPRING:	

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

7. Approvals/Reviews

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

In addition to the information below, attach documentation of department and college approval. This typically takes the form of meeting minutes but may also be an email from the unit head reporting department- and college-level votes.

		Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
7a	(Within College)			
		Department of Retailing and Tourism Management	11/29/18	Vanessa Jackson / 859-257-7633 / vanessa.jackson@uky.edu
				/ /
				/ /
				/ /
7b	(Collaborating and/or Affected Units)			
				/ /
				/ /
				/ /
				/ /
				/ /
7c	(Senate Academic Council)		Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)			
	Undergraduate Council		1-14-20	Joanie Ett-Mims

Attachment A: Pre Major Courses

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status
HMT 120	3	Introduction to Hospitality Management and Tourism				No Change
DHN 241	1	Food Service Sanitation				No Change
CS 101	3	Introduction to Computing I	CS 101	3	Introduction to Computing I	No Change
ACC 201	3	Financial Accounting I	ACC 201	3	Financial Accounting I	No Change
ACC 202	3	Managerial Uses of Accounting Information	ACC 202	3	Managerial Uses of Accounting Information	No Change
ECO 201	3	Principles of Eco I	ECO 201	3	Principles of Eco I	No Change
ECO 202	3	Principles of Eco II	ECO 202	3	Principles of Eco II	No Change
MA 123	4	Elem Calc & Its Applics	MA 123	4	Elem Calc & Its Applics	No Change
STA 296	3	Statistical Methods and Motivations	STA 296	3	Statistical Methods and Motivations	No Change

Swanson, Jason

From: noreply@qualtrics-survey.com
Sent: Tuesday, October 2, 2018 3:51 PM
To: Swanson, Jason
Subject: Substantive Change Decision

Dear Jason Swanson,

Thank you for your email regarding the proposed program change(s) to **Hospitality Management and Tourism, Bachelor's (19.0901)**.

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

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

Description of Proposed Change(s):

· The department has found that requiring a grade of C or better in pre-major course does not have a profound affect on the students' performance in the major courses. The GPA requirement is sufficient to ensure the students who will be successful in the program are admitted. To avoid making students retake pre-major courses repeatedly to earn a C or higher, and potentially delaying their completion of their program, the program will accept grades of D on all non-major courses. The "progression" statement will be removed from the bulletin. The "Graduation Requirement" will change from "Students must fulfill all prerequisites and achieve a grade of C or better in all DHN and HMT courses which are major requirements." Change to: "Students must fulfill all prerequisites and achieve a grade of C or better in all DHN, HMT, and RTM courses which are major requirements." HMT 120 and DHN 241 will be moved from the "Premajor" section to the "Major Requirements" section. CS 101, ACC 201, ACC 202, ECO 201, ECO 202, MA 123, STA 296 will be designated as "Professional Support" classes. FIN 300, MGT 301, and MKT 300 will be moved from the "major requirements" section to the new "Professional Support" section.

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

Office of Strategic Planning & Institutional Effectiveness

University of Kentucky

Visit the Institutional Effectiveness

Website: <https://proxy.qualtrics.com/proxy/?url=http%3A%2F%2Fwww.uky.edu%2Fie&token=w%2BXHkAS0tASxS4xDceQ8e0MxnHdJ2Eu4smnkDcYodCE%3D>

Ett-Mims, Joanie

From: Agouridis, Carmen
Sent: Wednesday, January 29, 2020 12:27 PM
To: Swanson, Jason R.
Subject: College-level Approval for Graduation Requirement Language (MAT and HMT)

Hi Jason,

Per this email, the College of Agriculture, Food and Environment via the Undergraduate Curriculum Committee approve the proposed modification to the Graduation Requirement language in the MAT and HMT proposals: A minimum GPA of 2.00 is required in all courses taken at the University of Kentucky used to satisfy Professional Support courses.

Please let me know if you need any further information.

Thanks,

Carmen



Carmen Agouridis, Ph.D., P.E., M.P.P.

Associate Dean for Instruction
University of Kentucky
College of Agriculture, Food and Environment
Center for Student Success
N6 Agricultural Science Center
1100 South Limestone
Lexington, KY 40546
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Recorded Responses **7**

Responses in Progress **0**

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< Page 1 of 1 ▾ >

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■	Recorded Date	Q3 - Your name:	Q1 - The following statement may be added to the Graduation Requirement language...	Actions
■	Jan 14, 2020 11:18 PM	Jason Swanson	I support this change	▾
■	Jan 14, 2020 1:19 PM	RayeCarol Cavender	I support this change	▾
■	Jan 14, 2020 10:21 AM	Mika Pryor	I support this change	▾
■	Jan 14, 2020 9:44 AM	R. Scott Meuret	I support this change	▾
■	Jan 14, 2020 8:05 AM	Pei Zhang	I support this change	▾
■	Jan 14, 2020 8:05 AM		I support this change	▾
■	Jan 13, 2020 2:26 PM	Scarlett Wesley	I support this change	▾

< Page 1 of 1 ▾ >



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RTM Curriculum Changes

iQ Score: Great

Draft Version

▼ Default Question Block

Block Options ▼

Q1 The following statement may be added to the Graduation Requirement language in the MAT and HMT proposals (originally passed by the department in August, 2018):

"A minimum GPA of 2.00 is required in all courses taken at the University of Kentucky used to satisfy Professional Support courses."

I support this change

I do not support this change

Q3 Your name:

[Add Block](#)



End of Survey

[Survey Termination Options...](#)

Ett-Mims, Joanie

From: Jenkins, Nicole T.
Sent: Monday, January 06, 2020 10:39 AM
To: Keath, Rena M.; Williams, Corrine M.
Cc: Ett-Mims, Joanie
Subject: RE: Seeking clarification on B & E / CAFE Accreditation Issue

Corrine,

To follow up on Rena's email, it would be the preference of the college for CAFÉ to change the current language in their request to requiring an average of a 2.0 in the courses identified rather than saying a D is acceptable as long as there is a 2.0 average. I believe that this will get them to the exact same place without making a D the standard in a select group of courses.

Is there someone in CAFÉ that I should discuss this with?

Thanks and happy new year.

Nicole

From: Keath, Rena M. <rena.keath@uky.edu>
Sent: Monday, January 6, 2020 9:47 AM
To: Williams, Corrine M. <corrine.williams@uky.edu>; Jenkins, Nicole T. <nicole.t.jenkins@uky.edu>
Cc: Ett-Mims, Joanie <joanie.ett-mims@uky.edu>; Keath, Rena M. <rena.keath@uky.edu>
Subject: RE: Seeking clarification on B & E / CAFE Accreditation Issue

Good morning Corrine,

My apologies for the delay in response but I was waiting to discuss this matter with our accrediting body. I had a phone conversation with our college's AACSB representative a few days prior to the end of last term. While we are all in agreement allowing students to "pass" with a D letter grade will negatively impact the classroom environment for Gatton and other "non-Gatton" students who must pass with a C letter grade or better, making this change will in no way impact the accreditation for the Gatton College of Business and Economics. I hope this provides the clarification you need.

If you have additional questions, please feel free to contact me directly.

Rena

From: Williams, Corrine M.
Sent: Monday, December 16, 2019 4:54 PM
To: Keath, Rena M. <rena.keath@uky.edu>; Jenkins, Nicole T. <nicole.t.jenkins@uky.edu>
Cc: Ett-Mims, Joanie <joanie.ett-mims@uky.edu>
Subject: RE: Seeking clarification on B & E / CAFE Accreditation Issue

Hello,

I just wanted to resend this email. I know it's a crazy time of the year, but I wasn't sure if you had any thoughts/answers.

Thanks,
Corrine

From: Williams, Corrine M.

Sent: Monday, December 2, 2019 10:31 AM

To: rena.murphy@uky.edu; Jenkins, Nicole T. <nicole.t.jenkins@uky.edu>

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

Subject: Seeking clarification on B & E / CAFE Accreditation Issue

Hello,

As the current Chair of Undergraduate Council, I wanted to reach out to you about an issue that was raised a few weeks ago in one of our meetings. The College of Agriculture, Food, and Environment has submitted changes to two degree programs that involve moving certain courses (FIN 300, MGT 301, MKT 300) from the Major Requirements section, and then changing their grade requirement to only apply to the Major Courses, which would mean accepting a D in these three courses, so long as the overall GPA was above 2.0.

A concern was raised that given the broad criteria of your accrediting body, this could be an issue. My understanding from the meeting this summer about the other CAFE changes was that these degrees were grandfathered in. I was also assuming that as long as the percentage of the degree that was courses with B & E content doesn't change, that should be allowable.

Is my understanding correct, and can you let me know if you see this as an issue?

Thanks,
Corrine

Corrine M. Williams, ScD

Associate Professor, Department of Health, Behavior & Society

Pronouns: she/her/hers

University of Kentucky

111 Washington Avenue, Room 113B

Lexington, KY 40536

Phone: 859-257-8108

Fax: 859-323-2933

corrine.williams@uky.edu

Undergraduate Curriculum Committee (UCC) Meeting Minutes, November 30, 2018.
Recorded by Larry J. Grabau.

Members present: Brown, Dwyer, Geneve, Haleman, Haynes, Hirsch, Ragain, Stephenson, Urschel; Grabau (non-voting).

Guests present: Dunn, Dvorak, Gladstone, Gray, Lhotka, Rittschof, Swanson.

Agenda Items:

a) a new ENT course ENT 209, presented by Rittschof—the title of the course is “Bees and People”, intended to reflect on the charismatic nature of this social insect. The course has been submitted for review as a UK Core Natural Science requirement. Note that Rittschof accidentally filled out some of the items for the DL portion of the form; however, she does not intend to offer this as an online course. The key insect-related activity for this fall semester course will be front-loaded in the term, as that is the time of the term when the bees will be active. She wants students to be able to interrogate the results of their own projects over the sweep of the course. Dwyer wondered about the anticipated enrollment of up to 250 students; she thought that would be too many insect collection assignments to grade. Rittschof said that her chair had promised TA support if the student enrollment reached those numbers. Haleman expressed a similar concern about managing student attendance for such a large enrollment course. Stephenson suggested that the TA involvement could be formalized by including a weekly recitation (2 hours of lecture, 1 hour of recitation) and indicated that this structure might actually facilitate approval by the UK Core Committee. Brown called for more detail regarding a weekly class schedule. Brown volunteered that some students may need more support in developing their own approach to the insect project. The UCC wondered if those with bee allergies could enroll in this course—yes, this can be supported (but should be stated). An inquiry was made about a conflict with any existing biology course; that seems not to be a factor. Stephenson moved to approve with suggested changes; Dwyer seconded; motion carried by a 10-0 vote.

b) round #2 on HPLS program revisions, presented by Geneve—he first presented changes from the first discussion with the UCC, including housekeeping on credit hour totals (by category) and course sequencing (in the four-year plans). He addressed the question regarding a new Education Abroad course under the new HRT prefix by indicating that they do not intend to propose such a course at the present time. The HRT prefix updates (minor changes) have not yet been submitted. Geneve noted that PLS-prefixed courses directed by faculty from the Plant and Soil Sciences Department will either retain a PLS prefix, switch to an IPS prefix, or be cross-listed as PLS and HRT (in the last case, when faculty from both departments act as instructors from time to time). The UCC was concerned about the appearance of the pre-major section on the program change form; specifically, that the impression is that these two options seem more like two different majors. Several UCC members predicted that the current pre-major format would lead to significant confusion at the Undergraduate Council, and urged Geneve and his faculty to consider revisions. Gladstone volunteered to meet with Geneve to work through some suggestions prior to the next conversation on HPLS. No decisions were made by the UCC with respect to the HPLS program revision.

c) round #2 on HMTO and MATX program revisions, presented by Swanson. He indicated that the HMTO faculty wish to drop their requirement for a grade of “C” or better in certain pre-major courses. Further, Swanson noted that the entrance requirement for HMTO students would be a cumulative GPA of 2.000—that resolved a concern that Brown had expressed at a previous UCC meeting. A suggestion was made that the program update its diversity requirement listing, in the UK Bulletin, to state the following: “choose from department’s available course listing.” Meanwhile, GPS would have more detail and could be continuously updated to match available and approved courses (without having to do a program change to keep this listing up-to-date). Stephenson moved to approve; Dwyer seconded; the motion passed by an 8-0 vote.

Swanson noted that the proposed change in MATX “C” or better requirement in certain non-major courses was similar to the proposed change for HMTO. In other words, a “D” or better in those courses will now become acceptable. Key circumstances under which this happens are for ACC and ECO courses; students earn D grades and keep progressing in their programs (may even complete every course except those residual D grades). In fact, the D grades generally seem not to impact student performance in major courses for which those courses are prerequisites. A note of caution—adoption of this proposal could conceivably cause problems for some students toward achieving a 2.000 in their major (broadly construed). Stephenson moved; Dwyer seconded; motion carried by an 8-0 vote.

RTM MEETING Minutes
ES Good Barn
August 15, 2018
11am
Lunch at noon

Welcome (Dr. Jackson)

Department information:

- Enrollment-(See attachments)
- Degrees Awarded-(See attachments)
- Advising survey reports -(See attachments)
- Program Review: Scheduled to be completed November of 2018. Data collection to complete the report will be requested ASAP.
- Budget: We have funds to be rolled over from 20
- Faculty Travels: send request in ASAP for approval
- Faculty Meetings: schedule in August and January.
- Digital Measures Training-CV updates are to be done ASAP for the program review and APR.
- Publishing and Impact factors
- Advisory Board Activities-will invite them to Networking dinner
- Internships update:

Curriculum changes

Undergraduate Program

Faculty voted unanimously to change the MAT GPA requirement from 2.0 to 2.30 to match the GPA requirements of HMT

Faculty voted 9-1 in favor of no longer requiring students to get a C in the following courses:

MAT –PSY 100, SOC 101, ECO 201, ECO 202, AND STA
210/296, ACC 201, ACC 202, MKT 300, MKT 320,
MGT 301

HMT – CS 101, ACC 201, ACC 202, ECO 201, ECO 202, MA
123, STA 296

Graduate Program

Faculty voted 9-1 in favor of dropping the GRE requirements admissions to the online and face-to-face master's degree programs.

Schedule of Activities:

- Travel Abroad: Spring travel to Italy (Wesley), London (Swanson)
- Domestic Travel: Spring travel to New York (Pryor), Las Vegas (Meuret), and Atlanta (Jackson)
- Shadowing Program will begin in the spring 2019 (Pei & Pryor).
- Networking Dinner is scheduled for November 8, 2018.
- Senior Enhancement with Advisory Aboard-Tabled for later discussion.

Other Business: None

Minutes recorded by Vanessa Jackson

Votes Related to Changing GPA Entrance Requirements

After faculty meeting on 8/15/2018, and after initial evaluation by CAFE UCC, RTM faculty voted to keep the MAT GPA entrance requirement at 2.0 and lower the HMT GPA entrance requirement from 2.3 to 2.0.

Vote was conducted via Qualtrics during 11/15-11/19/2018. Six faculty members voted to approve both. Four faculty members – Scarlett Wesley, Liz Easter, Kim Spillman, and Tracy Lu – did not vote.

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Recorded Responses **6**
Responses in Progress **0**

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	Recorded Date	Q3 - Your name:	Q1 - I support keeping the GPA requirement at 2.0 for entrance in to the MAT pro...	Q2 - I support no longer requiring a minimum GPA of 2.3 for entrance in to the H...	Actions
<input type="checkbox"/>	Nov 19, 2018 11:08 AM	Pei Zhang	Yes	Yes	▼
<input type="checkbox"/>	Nov 16, 2018 9:49 AM	RayeCarol Cavender	Yes	Yes	▼
<input type="checkbox"/>	Nov 16, 2018 7:40 AM	Mika Pryor	Yes	Yes	▼
<input type="checkbox"/>	Nov 15, 2018 6:44 PM	Min- Young Lee	Yes	Yes	▼
<input type="checkbox"/>	Nov 15, 2018 3:24 PM	Meuret	Yes	Yes	▼
<input type="checkbox"/>	Nov 15, 2018 3:01 PM	Jason Swanson	Yes	Yes	▼

Page 1 of 1

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**Hospitality Management and Tourism BS
Suggested Four Year Plan**

Semester 1			
Course	Requirement	Credit	Fulfilled
WRD/CIS 110	Comp&Comm I	3	_____
GEN 100	UK Core IX	3	_____
HMT 120	Premajor	3	_____
--- ---*	1st Foreign Language	4	_____
ANT 160	UK Core X	3	_____

Semester 2			
Course	Requirement	Credit	Fulfilled
WRD/CIS 111	Comp&Comm II	3	_____
MA 123**	UK Core VII	4	_____
HMT 210	Major	3	_____
CS 101	Premajor	3	_____
--- ---*	2nd Foreign Language	4	_____

Semester 3			
Course	Requirement	Credit	Fulfilled
ECO 201	Premajor	3	_____
HMT 270	Major	3	_____
DHN 241	Premajor	1	_____
Humanities	UK Core II	3	_____
Arts	UK Core I	3	_____

Semester 4			
Course	Requirement	Credit	Fulfilled
ACC 201	Premajor	3	_____
ECO 202	Premajor	3	_____
STA 296	UK Core VIII	3	_____
HMT 308	Major	3	_____
--- ---***	Diversity Requirement	3	_____

Semester 5			
Course	Requirement	Credit	Fulfilled
ACC 202	Premajor	3	_____
MKT 300	Major	3	_____
HMT 350	Major	3	_____
RTM 340	Major	1	_____
Sciences	UK Core IV	3	_____

Semester 6			
Course	Requirement	Credit	Fulfilled
MGT 301	Major	3	_____
FIN 300	Major	3	_____
RTM 345	Major	3	_____
HMT ****	Major Selection	3	_____

SUMMER TERM 2			
RTM 499	RTM Internship	6	_____

Semester 7			
Course	Requirement	Credit	Fulfilled
DHN 342	Major	4	_____
HMT ****	Major Selection	3	_____
HMT ****	Major Selection	3	_____
--- ---	Free Elective	3	_____

Semester 8			
Course	Requirement	Credit	Fulfilled
RTM 425	Graduation C&C Req	3	_____
HMT ****	Major Selection	3	_____
HMT ****	Major Selection	3	_____
Social Science	UK Core III	3	_____
--- ---	Free Elective	3	_____