

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

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

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

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

Section I – General Information about Proposal

One- to two-sentence description of change:	Change the name of the Department of Mechanical Engineering to the Department of Mechanical and Aerospace Engineering				
Contact person name:	Michael Renfro	Phone:	218-0643	Email:	michael.renfro@uky.edu
Administrative position (dean, chair, director, etc.):	Chair				

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

Check all that apply and name the specific unit(s).		
<input checked="" type="checkbox"/>	Department of:	Mechanical Engineering
<input type="checkbox"/>	School of:	
<input checked="" type="checkbox"/>	College of:	Engineering
<input type="checkbox"/>	Graduate Center for:	
<input type="checkbox"/>	Interdisciplinary Instructional Program:	
<input type="checkbox"/>	Multidisciplinary Research Center/Institute:	

Section III – Type of Proposal

Check all that apply.

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

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

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

Section IV is for internal use/guidance.

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

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

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

SAOSC Review of Type B Proposals (All Other Changes)

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).
- ✓ SAOSC review of proposals for creation, consolidation, transfer, closure, discontinuation, or significant reduction and educational unit, or transfer of an academic program to a different educational unit (attach documentation).
- ✓ Program review in past three years (attach documentation).
- ✓ Request to Provost for new program review (attach documentation).
- ✓ Open hearing (attach documentation).
 - SAOSC information must be shared with unit 10 days prior to hearing.
 - Open hearing procedures disseminated.

Voting by SAOSC, Senate Council and University Senate

- ✓ Endorse (or do not endorse) the academic organization, reporting, infrastructure, etc.
 - This vote is taken by the SAOSC, SC and Senate for every SAOSC proposal.
- ✓ Approve (or do not approve) the academic status or content of academic program.
 - This vote is taken by the SAOSC, SC and Senate only when the review involves an MDRC.

Proposal for Department Name Change

Submitted by Department of Mechanical Engineering

Contact: Michael Renfro, Chair

Michael.renfro@uky.edu

We propose to change the name of the Department of Mechanical Engineering to the Department of Mechanical and Aerospace Engineering. The Department has recently been approved to add BS, MS, and PhD programs in Aerospace Engineering. The MS and PhD programs have begun effective Fall 2021 and already have students enrolled. The BS program will begin in Fall 2022 with both a Freshman and Sophomore class. Students that are currently Freshman in the College of Engineering, which has a common curriculum for all majors, will be permitted to select Aerospace Engineering as their major and enter as Sophomores in Fall 2022. A new incoming class of Freshman is also being recruited this year for Fall 2022. The department will seek ABET accreditation for the program at the earliest permitted date. The following address specific questions that are part of the Senate Academic Organization and Structure Committee (SAOSC) Guidelines for this proposal and/or requested on the SAOSC coversheet.

1) What is the impetus for the proposed change?

Since the department will now offer two separate ABET accredited major undergraduate degree programs, the new name will better reflect offerings to students. All departments in the College of Engineering with multiple major degree programs have such names reflecting both degrees. This is also common to other universities nationwide that offer both mechanical and aerospace engineering in one department. We are not aware of any university offering aerospace engineering as a major BS degree program that does not include this in its department name.

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

There is no change to the unit structure or either the ME or AER degree programs associated with this name change. The name change itself will improve the visibility of the degree to students and better reflect the academic offerings of the unit.

3) Describe the organization of the current structure and how the proposed structure will be different and better. Current and proposed organizational charts are often helpful in illustrating reporting lines.

N/A. The department organization will not change as a result of the name change.

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

The name change is consistent with other department names that reflect multiple undergraduate degree programs. It will also improve the visibility of the program to prospective students.

5) How does this change better position the proposers relative to state and national peers, as well as University Benchmark Institutions? How does the change help UK meet the goals of its strategic plan?

The name change will improve recruitment of undergraduate students and improve growth of the new program, which is aligned with university and college strategic goals. All benchmark universities that were part of the development of the Aerospace Engineering program that are combined with Mechanical Engineering programs reflect both degrees in their department names.

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

Department organization and leadership is not being changed as result of this proposal.

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

Department organization and leadership is not being changed as result of this proposal.

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

Faculty and staff organization within the department are not being changed as a result of this proposal.

9) Will the proposed change involve multiple schools or colleges?

No.

10) If the proposed change will involve transferring personnel from one unit to another, provide evidence that the donor unit is willing and able to release the personnel.

There are no changes in allocation of personnel as a result of this proposal.

11) What is the arrangement of faculty associated with the proposed change and how is that relationship defined? Discuss faculty DOE and status as adjunct, tenure track, or tenured. Describe the level of faculty input in the policy-making process including voting rights and advisory.

Faculty organization, policies and voting within the department are not being changed as a result of this proposal.

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

The new BS program in Aerospace Engineering is already approved. The current proposal to change the unit name should have no additional implications for SACS accreditation.

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

The new BS program is already approved and will begin enrolling students in Fall 2022. The department name change does not impact these timelines, but does better reflect the department offerings.

14) If the proposal involves degree changes*, describe how the proposed structure will enhance students' education and make them more competitive. Discuss the impact on current and future students. State assumptions underlying student enrollment growth and describe the plans for student recruitment.

N/A

15) Include evidence that adequate financial resources exist for the proposed unit to be viable. A general description of the new costs and funding should be provided. A letter from the Provost, Dean, or other relevant administrators may affirm commitment to provide financial resources as appropriate. An exhaustive budget is not expected.

N/A. This proposal does not involve any change in the department structure or staffing that requires additional financial resources.

16) The proposal should document any faculty votes and departmental or school committee votes as appropriate leading up to this point in the process. The SAOSC recommends that faculty votes be by secret ballot. Include in your documentation of each vote taken the total number of eligible voters and the number that actually voted along with the break-down of the vote into numbers for, against and abstaining. A Chair or Dean may appropriately summarize supporting and opposing viewpoints expressed during faculty discussions.

A discussion of this proposal was conducted at a department faculty meeting on September 1, 2021. An email vote of the tenure-track faculty and lecturers in the Department of Mechanical Engineering was then conducted. Of the 39 eligible voters, 25 responded and the vote was unanimous with 25 in favor and 0 opposed.

The proposal was then presented to the college faculty on November 23, 2021. An email vote of the eligible faculty was conducted. Of the 170 eligible voters, 141 responded and the vote was 136 in favor, 2 opposed, and 3 abstaining.

17) The committee will want to see evidence of academic merit and support from key parties. Letters of support (or opposition) are encouraged from the relevant senior faculty and administrators. Relevant faculty and administrators include those in units directly involved in the proposed change (including existing units from which a new unit may be formed.)

No unit is affected other than the Department of Mechanical Engineering.

18) Indicate how the new structure will be evaluated as to whether it is meeting the objectives for its formation. Timing of key events is helpful.

The proposal involves no change in department structure.

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

N/A