



**SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS
COMMISSION ON COLLEGES**

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January 10, 2003

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**OFFICE OF THE PRESIDENT
UNIVERSITY OF KENTUCKY**

Dr. Lee T. Todd Jr.
President
University of Kentucky
101 Gillis Building
Lexington, KY 40506-0033

Dear Dr. Todd:

The following action regarding your institution was taken at the December 2002 meeting of the Commission on Colleges:

The Commission reaffirmed accreditation and requested a First Follow-Up Report due September 22, 2003, addressing the visiting committee's recommendations cited in the following sections of the *Criteria*:

**Section 3.1 (Planning and Evaluation: Educational Programs),
Recommendation 3**

Demonstrate that systematic strategies have been implemented for the planning and evaluation of distance learning programs, that evaluation results are being gathered regularly, and that these results are being used to improve distance learning programs.

**Section 4.2.5 (Academic Advising of Undergraduate Students),
Recommendation 8**

Document that the new policy requiring evaluation of undergraduate student advising as a component of the institutional program review process has been implemented. Provide evidence of the use of evaluation results to enhance assistance to students for those academic units that have been reviewed since implementation of the new policy.

Section 4.3.3 (Graduate Curriculum), Recommendation 10

Document implementation of the policy designed to ensure appropriate attention to graduate and undergraduate students in courses offering combined instruction to both groups. Indicate the number of courses affected by the policy and provide examples of course syllabi that ensure appropriate attention to both undergraduate and graduate students.

Section 4.3.5 (Graduate Instruction), Recommendation 11

Provide evidence to demonstrate that Graduate School policies on grades, probation, and termination are applied consistently among graduate programs.



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Section 4.3.6 (Academic Advising of Graduate Students), Recommendation 13

Demonstrate that an effective orientation program is available to all graduate students, that this program is evaluated regularly, and that results are used to enhance assistance to students.

Section 4.8.2.2 (Academic and Professional Preparation: Baccalaureate), Recommendation 18, and Section 4.8.2.3 (Academic and Professional Preparation: Graduate), Recommendation 20

Document that the institution has in place the necessary policies and procedures to ensure that all faculty teaching at the baccalaureate and graduate levels meet the requirements for academic and professional preparation and that the institution maintains on file for all full-time and part-time faculty documentation of academic preparation, such as official transcripts, and, if appropriate for demonstrating competency, official documentation of professional and work experience, technical and performance competency, records of publications, certifications and other qualifications.

Section 4.8.4 (Graduate Teaching Assistants), Recommendation 22

Provide evidence of the institution's progress in achieving its objective of reducing the number of undergraduate class sections taught by graduate teaching assistants.

Section 4.8.4 (Graduate Teaching Assistants), Recommendation 23

For those graduate assistants who have primary responsibility for teaching a course and/or for assigning grades for such a course and do not meet the requirements in Section 4.8.2, provide documentation that these individuals have earned at least 18 graduate semester hours in their teaching discipline, are under direct supervision of a faculty member experienced in the teaching discipline, receive regular in-service training, and are regularly evaluated. In addition, provide evidence of a structure for the administrative oversight of graduate teaching assistants at a level above that of individual academic units to ensure conformity with institutional policies and procedures.

Section 6.3.3 (Budget Planning), Recommendation 29

Provide evidence that the procedures for budget planning are evaluated regularly.

The above action indicates a need for a future report. Guidelines for this report are enclosed. Because it is essential that institutions follow these guidelines, **please make certain that those responsible for preparing the report receive them. If they have questions about the format, contact the Commission staff member assigned to your institution.** When submitting reports, please send **four copies** to your Commission staff member.

Please note that Federal regulations and Commission policy stipulate that an institution must remedy deficiencies within two years following the Commission's initial action on the institution. At the end of that two-year period, if the institution is not in compliance with the *Criteria*,

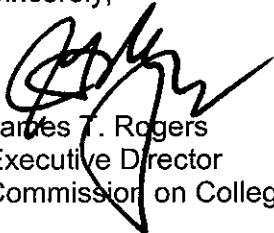


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representatives from the institution may be required to appear for an interview with the Commission, or one of its standing committees, to answer questions as to why the institution should not be removed from membership. If the Commission determines good cause at that time, the Commission may extend the period for coming into compliance for a minimum of six months and a maximum of two years and must place the institution on Probation. If the Commission does not determine good cause, the institution must be removed from membership. (See enclosed Commission policies "Follow-Up Reports, Sanctions, and Removal From Membership.")

We appreciate your continued support of the activities of the Commission on Colleges. If you have questions, please contact the staff member assigned to your institution.

Sincerely,



James T. Rogers
Executive Director
Commission on Colleges

JTR:ssr

Enclosures

cc: Dr. W. Donald Crump