Curricular Proposals

http://www.uky.edu/Faculty/Senate/curricular_proposals/index.htm

Curricular proposals include the following:

New degree programs
New courses
Changes to current degree programs
Major changes to current courses
Minor changes to current courses

Process for New Programs, New Courses and Major Changes to Current Courses:

The new proposal, program changes or major course changes are reviewed and approved at the department level.

The new proposal or major course changes forms are completed in eCats for review and approval at the college level.

If approved at the college level, the proposal(s) are forwarded electronically to the Senate Council Office for review and approval by the Undergraduate Council or Graduate Council. 500 level courses are reviewed by both councils since they are considered undergraduate and graduate level courses.

After approval by the appropriate council(s), the information is sent to the University Senate electronically for review and approval.

Once approved by the University Senate, an email is sent to the department, college, a listserv and the Registrar’s Office notifying them that the new proposal, major program changes or major course changes have been approved. Updates are made online to major sheets, course descriptions, Schedule of Classes and anything else related to curriculum.
Minor Course Changes include the following:

Change in number within the same hundred series, exception of 600-799 is the same “hundred series”;

Editorial change in course title or description which does not imply change in content or emphasis;

A change in prerequisite(s) which does not imply a change in course content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s);

A cross listing of a course as described above.

Process for Minor Course Changes:

The minor course change is approved at the department level.

The minor course change form is completed in eCats for review and approval at the college level.

If approved, the form is submitted electronically to the Senate Council Office for approval by the Chair of the Senate Council.

Once approved, the college, department and Registrar’s Office are notified of the change. Updates are made online to major sheets, course descriptions, Schedule of Classes and anything else related to curriculum.