



UNIVERSITY OF KENTUCKY

**Division of Health Sciences
Education and Research**

*College of Health Sciences
900 South Limestone St., Suite 105
Lexington, KY 40536-0200
(859) 323-1100, Ext. 80565
Fax: (859) 323-1058*

Dr. Ernie Bailey, Chair
Academic Organization and Structure Committee
University of Kentucky Senate Council
203 Main Building
Campus

Dear Dr. Bailey,

Thank you for providing the information to expedite the review of the Proposal for the Clinical Leadership and Management Degree Program by the Academic Organization and Structure Committee to meet the Senate Council agenda for May 2, 2005. The University Senate Review and Consultation Summary Sheet provides information about the review, approval and results for this proposal as well as attachments for each entry.

The faculty for the proposed Clinical Leadership and Management Program in the College of Health Sciences has been consulted and agree with the Proposal. The faculty members are Elizabeth Schulman, Ph.D., Associate Professor and author of the proposal, Thomas C. Robinson, Ph.D., Professor and former dean of the College who is an experienced teacher in the former HSM program, and Karen O. Skaff, Ph.D., Associate Professor and Division Director of Health Sciences Education and Research, where the program is located. Both Drs. Schulman and Robinson are on sabbatical leave from the University this semester and will return to teach full-time in the Program in the Fall Semester. The faculty enthusiastically supports this completer program designed to articulate with community colleges in accommodating the transfer of Associate Degree graduates into the College's BHS Degree.

Thank you for the opportunity to lend my support to the proposal. If you have questions or need additional information, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'Karen O. Skaff'.

Karen O. Skaff, Ph.D., Associate Professor and Director
Division of Health Sciences Education and Research

UNIVERSITY SENATE REVIEW AND CONSULTATION SUMMARY SHEET

Proposal Title: Bachelor of Health Sciences Degree in Clinical Leadership and Management

Name/email/phone for proposal contact: *Elizabeth Schulman, Ph.D., elizabethschulman@uky.edu (on sabbatical this semester)*

Karen O. Skaff, Ph.D., karenskaff@uky.edu; 323-1100, Ext 80585

Instruction: To facilitate the processing of this proposal please identify the groups or individuals reviewing the proposal, identify a contact person for each entry, provide the consequences of the review (specifically, approval, rejection, no decision and vote outcome, if any) and please attach a copy of any report or memorandum developed with comments on this proposal.

Reviewed by: (Chairs, Directors, Faculty Groups, Faculty Councils, Committees, etc)	Contact person Name (phone/email)	Consequences of Review:	Date of Proposal Review	Review Summary Attached? (yes or no)
Department of Clinical Sciences In the College of Health Sciences; Faculty in the Division HSER Also, College of Public Health (cross-lists)	Doris Baker, Ph.D., Chair dbake0@uky.edu 323-1100 Ext. 80854 Stephen Wyatt, Dean 257-5678 Ext 82247	Departmental Approval	Summer 2004 March, 2005	Chair signature (original proposal); Letter - Division (attached); Letter of Support Wyatt (attached)
Academic Affairs Committee of College Dean of College of Health Sciences (Dean Robinson, now faculty in CLM Program)	Linda Gorman, Ph.D, Chair College Academic Affairs Lsgorm0@uky.edu Tcrobi01@uky.edu	College Approval	Sept 3, 2004	Electronic File (from AAC Chair attached)
Academic Council of Medical Center	Rita Wilke, Dr. Watts rwilkie@email.uky.edu	ACMC Approval	Oct 19, 2004	ACMC website (attached)
Undergraduate Council	Phil Kramer, Ph.D., Chair Undergraduate Council	Undergraduate Council Approval	Feb 1, 2005	Minutes Feb1'05 (attached)
Graduate Council	Jeannine Blackwell, Ph.D, Chair of Graduate Council	Tabled for clarification Result: CLM 505 changed to CLM405, no cross-list	Apr 25, 2005	Email from Sharon Gill UC (attached)



UNIVERSITY OF KENTUCKY

**Division of Health Sciences
Education and Research**

*College of Health Sciences
900 South Limestone St., Suite 105
Lexington, KY 40536-0200
(859) 323-1100, Ext. 80565
Fax: (859) 323-1058*

Date: 4/27/2005

To: Ernest Bailey, PhD, Chair
Committee on Academic Organization and Structure

From: Elizabeth D Schulman, PhD, Associate Professor 

Re: Bachelor of Health Sciences Degree Program in Clinical Leadership and
Management.

This is to confirm that I support and have participated in the development of the BHS Degree Program in Clinical Leadership and Management (a re-activation of the former BHS Degree in Health Services Management). With the able assistance of Thomas Robinson, PhD, Professor and Dean Emeritus, I wrote the proposal and have been involved in all program modifications and changes that have been made. I support the program's name change because it more accurately reflects the students for whom this program was developed – that is, students with an associate degree in a health care profession who have a minimum of one year's post-degree work experience in a health care setting.

Dr. Robinson and I both taught in the previous BHS Degree Program in Health Services Management and are familiar with curriculum and course contents. We will both teach courses in the new program.

I may be contacted at 879-1818 if you need additional information. Thank you.

⚠ You replied on 4/27/2005 6:52 PM.

Attachments can contain viruses that may harm your computer. Attachments may not display correctly.

Skaff, Karen O

From: Gorman, Linda S **Sent:** Wed 4/27/2005 6:39 PM
To: Skaff, Karen O
Cc:
Subject: AAC approval of CLM
Attachments: [Academic Affairs Committee Sept 2004 CLM.doc\(36KB\)](#)

Karen, The Academic Affairs Committee of the College of Health Sciences forwarded the CLM proposal September of 2004 for approval.

Linda

Linda S.Gorman, PhD

DGS Clinical Sciences

900 S. Limestone, Rm 209H CTW Bldg.

College of Health Sciences

University of Kentucky

Phone: (859)-323-1100 ext. 80855

FAX: (859)-257-2454

Email: lsgorm0@uky.edu

Skaff, Karen O

From: Wilkie, Rita
To: Skaff, Karen O
Cc:
Subject: CLM-BHS documents
Attachments:

Sent: Wed 12/1/2004 11:15 AM

Dr. Skaff,

The Academic Council of the Med Center's web site is

<http://www.uky.edu/Provost/AcademicCouncil/council.php>

the documents for the CLM-BHS degree are available under the October 19, 2004 meeting documents.

I'll let you know when they move from the Grad & Undergrad Councils to the Senate Council.

Rita

Rita Wilkie
Office of the Assoc. Provost for Academic Affairs
MN 150 Medical Science Building
Lexington, KY 40536-0298
Ph: (859) 323-3748 Fax: (859) 323-2039
rwilkie@email.uky.edu

FYI CC: L.G 12/6/04
D.B 12/6/04

Page 1 of 1

Skaff, Karen O

From: Wilkie, Rita
To: Privett, Dawn
Cc: Skaff, Karen O
Subject: CLM-BHS degree course

Sent: Wed 12/1/2004 11:41 AM

Attachments:  [CLM_BHS_PrpsRev.pdf\(3MB\)](#)  [CLM_LtrsSprt2.pdf\(589KB\)](#)  [CLM_Survey3.pdf\(35KB\)](#)
 [CLM_505NewCrsc.pdf\(553KB\)](#)

Dawn,

Attached are the documents for the "re-activation" of the CLM-BHS degree. I was responsible for holding forwarding these materials to you and the Undergrad Council, due to working with Rebecca to find out how to treat a "re-activation". But, due to the College of Health Sciences being concerned that these courses will not be approved in time for implementation in January, I conferred with Rebecca & she feels that it is reasonable to send the courses forward for approval. Attached is the proposal, back-up material and letters of support for the one graduate level course CLM 505. These documents contain Dr. Watts signatures, indicating Academic Council approval. Please check to see that I have not already sent this to you...my e-mail crashed on me since I would have originally sent it to you on November 22nd. The Undergrad Council has received their portion of the materials for this proposal.

Thank You - Rita

Rita Wilkie
Office of the Assoc. Provost for Academic Affairs
MN 150 Medical Science Building
Lexington, KY 40536-0298
Ph: (859) 323-3748 Fax: (859) 323-2039
rwilkie@email.uky.edu

Skaff, Karen O

To... Gonzalez, Lori S
Cc...
Bcc...
Subject: RE: Request for Information
Attachments:

Hi Lori-
 You may already be aware and have included this in your summary --

The new Clinical Leadership and Management Program in HSER is a "completer program" designed to articulate with community colleges in accommodating the transfer of Associate Degree graduates into the College's BHS Degree.

This completer degree will provide distance learning opportunities in CLM for healthcare professionals (beginning) in southeastern Kentucky with an initiative established through Judy (Jones) Owens, Director of the Center for Rural Health in Hazard. Other initiatives will be phased in once the Program is underway.

Please let me know if you need additional information.
 Karen

-----Original Message-----

From: Clayton, Regi
Sent: Tue 2/1/2005 11:10 AM
To:
Cc:
Subject: FW: Request for Information

Dear DDs: I would like to know if there are any initiatives besides the Rehabilitation Sciences Doctoral program that involve collaborations with other institutions in the state.

Send a couple of sentences about any by Friday. The summary is due to the Provost by Monday.

lsg

Lori Stewart Gonzalez, Ph.D.
 Dean & Professor
 College of Health Sciences
 900 South Limestone, CTW 123
 Lexington, KY 40536-0200
 (859) 323-1100, Ext. 8-0480
 Fax: (859) 323-1058
 Email: lsgonz01@uky.edu
 www2.mc.uky.edu/HealthSciences

-----Original Message-----

From: Kristine M. Hobson [mailto:hobson@uky.edu]
Sent: Tuesday, February 01, 2005 9:48 AM
To: mssmith@uky.edu; mohney@pop.uky.edu; Hoch, Steven; sudharshan@uky.edu; Johnson, David; Cibulka, James G; Lester, Thomas W; rshay@pop.uky.edu; Blackwell, Jeannine; Vestal, Allan; khoffma@pop.uky.edu; Diedrichs, Carol P; Turner, Sharon P; lsgonz01@pop.uky.edu; cawill00@pop.uky.edu; jperman@uky.edu; Roberts, Kenneth; Steve.Wyatt@uky.edu

Subject: Request for Information

From: Gonzalez, Lori S
To: Rebecca.Scott@uky.edu karenskaff@uky.edu
Cc:
Date: 11/19/04 11:28 am
Subject: RE: program or track?
Attachments:

Rebecca – the CIP code for the program is 510701. That hasn't changed, nor has the name of the degree. Originally, the division was called Health Services Management. We are proposing a name change for the program and a program revision rather than revision of a track.

Thanks for your help with this process

Lori Stewart Gonzalez, Ph.D.

Professor & Associate Dean for Academic Affairs

University of Kentucky

College of Health Sciences

UK Charles T. Wethington, Jr. Building

900 S. Limestone, 123 CHS

Lexington, KY 40538

Phone: 859.323.1100 extension 80560

Fax: 859.323.1058

Email: lsgonz01@uky.edu

-----Original Message-----

From: Scott, Rebecca M
Sent: Friday, November 19, 2004 8:50 AM
To: Gonzalez, Lori S; Skaff, Karen O
Subject: program or track?

Good morning to you both. I've been trying to investigate further this business regarding the CLM proposal. I was trying to find proof that either the HSM still existed or that it had been purged. I found no information to support either, and was a little stumped. Finally, Jodi Davenport in the Registrar's office said they had a program on the books called Health Service Administration, and the CIP code matches the one you have on the CLM proposal. I wanted to find out from the two of you if HSM was a specialty track within HSA, if HSM was a whole separate program with its own CIP code, or if a name change from HSA to HSM was ever formally put through the Senate and Board or if its name was informally changed

within the College. In short, is Health Service Administration...the program name which is recognized by CPE and the Registrar...the same program as Health Service Management?

I ask only because I'm trying to determine the most appropriate routing for the proposal once I receive word from Undergraduate Council that it has been approved. A name change and curricular revision to a specialty track goes through a less stringent vetting process than a name change and curricular revision to a program.

Thanks for your patience while I go through these thought processes. I'm only trying to anticipate the questions the Senate Council will bring forth so we can make sure they are addressed in advance to aid in the approval process.

I spoke with Rita Wilkie yesterday and she will send a copy of the proposal to Retha Higgs in Phil Kraemer's office so it can make it to the Undergraduate Council.

I finally finished reading the proposal and am impressed with its thoroughness and organization. For what it is worth, it looks great!

Thanks,

Rebecca

Rebecca Scott

Senate Council Administrative Coordinator

203 Main Bldg, 0032

(859) 257-5872

rebecca.scott@uky.edu

www.uky.edu/USC/New

From: Scott, Rebecca M
To: lsgonz01@email.uky.edu karenskaff@uky.edu
Cc:
Date: 11/19/04 11:30 am
Subject: RE: program or track?
Attachments:

Thanks, Lori. I'll check with the Registrar to find out why their CIP code of 510701 says Health Service Administration then. I appreciate your help!

Rebecca

From: Gonzalez, Lori S
Sent: Friday, November 19, 2004 11:27 AM
To: Scott, Rebecca M; Skaff, Karen O
Subject: RE: program or track?

Rebecca – the CIP code for the program is 510701. That hasn't changed, nor has the name of the degree. Originally, the division was called Health Services Management. We are proposing a name change for the program and a program revision rather than revision of a track.

Thanks for your help with this process

Lori Stewart Gonzalez, Ph.D.

Professor & Associate Dean for Academic Affairs

University of Kentucky

College of Health Sciences

UK Charles T. Wethington, Jr. Building

900 S. Limestone, 123 CHS

Lexington, KY 40536

Phone: 859.323.1100 extension 80560

Fax: 859.323.1058

Email: lsgonz01@uky.edu

-----Original Message-----

<https://ukmail1.uky.edu/w?.BQ.E4.ZRf5dvg.EBaEQ.Cn.BaiQQE.J>

11/22/2004

Rebecca Scott

Senate Council Administrative Coordinator

203 Main Bldg, 0032

(859) 257-5872

rebecca.scott@uky.edu

www.uky.edu/USC/New



Undergraduate Council
100 Funkhouser Building
Lexington, Kentucky 40506-0054
(859) 257-3027
Fax: (859) 323-1932;
www.uky.edu/UGS/

February 1, 2005
Undergraduate Council Minutes

Present: P Kraemer, R Beattie, Y Cappe, D Witham, D Lockhart, L Gorman, T Hardin,
J Sottile, J Golding, R. Lowry, J Hager, C Iten, J Olson-Biglieri

Guests: Tom Robinson, Beth Schulman, Sharon Gill

Recorder: R Higgs

The following programs and courses were discussed.

New

FIN 475 Venture Capital (3)

Action: Approve

FIN 470 Financial Risk Management (3)

Action: Approve

UNDERGRADUATE PROGRAM CHANGES

BS with a major in Chemistry

CHE 550

CHE 552

Action: Approve

Early Childhood

to Interdisciplinary Early Childhood Education

Course Changes

FAM 260 change to IEC 260

FAM 411 change to IEC 411

FAM 407 change to IEC 507

FAM 555 change to IEC 508

EDS 510 change to IEC 509

IEC 522 change to EDS 522

FAM 552 change to IEC 552

New Courses

IEC 256

IEC 510

IEC 512
IEC 546
IEC 557

Action: Approve

B.S./B.A. in Arts and Sciences with a major in Political Science
Drop
PS 280
PS 271
PS 202

Course Changes
PS 255 – to PS 458 – American State and Local Government
PS 245 to PS 372 – Introduction to Political Analysis
PS 240 – Introduction to Political Theory
PS 210 Introduction to Comparative Politics

New Courses
PS 471 Race, Ethnicity, and Politics

Action: Approve pending receipt of specific prerequisites for PS 458 and PS 372 and cross listing signature for PS 471.

★ **BHS in Clinical Leadership and Management**

Course Changes
HSM 351 to CLM 351 Health Sciences Administration (3)
HSM 353 to CLM 353 Health Administration, Planning and Management Techniques (3)
HSM 354 to CLM 354 Health Law (3)
HSM 355 to CLM 355 Financial Management of Health Care Institutions (3)
HSM 452 to CLM 452 Community and Institutional Planning for Health Services

New Courses
CLM 444 Leadership and Human Resource Management (3)
CLM 505 Epidemiology and Biostats (3)
CLM 445 Quality and Productivity Improvement and Evaluation (3)

Action: Approve with the suggested changes (see attachment #1)

Subcommittee #2 will meet on Tuesday, February 8th and the next full Council meeting will be on Tuesday, February 15th. The meeting adjourned at 4:30 p.m.

Proposal for Bachelor of Health Science in Clinical Leadership and Management (CLM)
Attachment #1

Overview

The proposed program change addresses an important need in the health care industry. There are several letters of support and surveys that indicate a need for this type of program.

The program is intended to admit students having an Associate Degree in a health care profession plus one year of post-degree work experience in a health care setting. The degree requirements include

Completion of 39 credit curriculum

Completion of USP requirements

Completion of 120 credits

Breakdown of 120 credits:

67 credits transferred from Associate Degree

39 major or professional course credits

14 additional credits to be used for completion of USP and fulfilling 120 credit minimum.

The proposal states that a large number of students will be part-time; therefore, classes will initially be scheduled for the evening. Depending on demand, day classes may be added later. There are plans for the courses to be offered by distance learning at two or three sites.

There is no agreement with KCTCS for a 2+2 program.

The application does not list the completion of the Graduation Writing Requirement as part of the degree requirements. Because the Graduation Writing Requirement is strictly not a part of USP, it needs to be added as an additional requirement.

Course Applications

General comments: The following courses are intended to be cross-listed

HSM 351 with CLM 351

HSM 353 with CLM 353

HSM 354 with CLM 354

HSM 355 with CLM 355

HSM 452 with CLM 452

The application for change for each of these courses needs to be modified so that it does not include a new proposed prefix and number (in 2.a.), but rather lists the new prefix in the cross-listed section of the application (3). (I believe the Undergraduate Council can make this change.)

Because this proposed program originally had a different title, the letter that is referred to in the space provided for signature of cross-listed Department Chair refers to use of the HSE prefix instead of CLM. (We are getting an updated letter that states support of the cross listing with the CLM prefix.)

Several of the course change applications indicate that certain prerequisites will be dropped (HSM 260 and CLA 131 will be dropped as prerequisites for CLM 351; HSM 351, STA 291 or STA 370 will be dropped as prerequisites for CLM 353; ACC 201, ACC 202, CH 351, ECO 260, and ECO 261 will be dropped as prerequisites for CLM 355; and HSM 843 will be dropped as a prerequisite for CLM 452). I was told that the prerequisites listed for these courses are not necessary subjects for the individual courses. Rather, they were listed as prerequisites in order to force students to complete pre-major requirements before taking major courses. I have asked for a brief clarification of this for the Council.

CLM 452 – Change

This application has a typo that lists CLM 351 as the course to be cross-listed with HSM 452. Needs to be changed to CLM 452.

CLM 444 – New Course

Application needs grading scale and weights

CLM 505 – New Course

Application needs grading scale and weights

Application needs to distinguish between the expectations of graduates and undergraduates

CLM 445 – New Course

Application needs grading weights and scale

Recommend Approval with the following changes:

- Add “completion of Graduation Writing Requirement” to the proposed changes in program requirements.
- Receive letter of approval from cross-listing department for all of the courses that will be cross-listed.
- Receive a statement that addresses the changes in prerequisites in the applications for change in existing course.
- Modify the application for CLM 452 such that it lists CLM 452 as the cross-listed course.
- Cross-out all of the proposed prefixes and numbers in 2(a) of the course change applications because the course prefixes are not being changed; the courses are being cross-listed.
- Include the grading scale and weights for CLM 444, CLM 445, and CLM 505.
- A statement that clearly differentiates the expectations of graduate students from undergraduate students for CLM 505.

Skaff, Karen O

From: Schulman, Elizabeth D **Sent:** Mon 4/25/2005 4:57 PM
To: lsgonz@uky.edu; karenskaff@uky.edu
Cc:
Subject: FW: CLM 405
Attachments:

I think this is good news!

From: Sharon Gill [<mailto:sgill@uky.edu>]
Sent: Mon 4/25/2005 4:20 PM
To: Schulman, Elizabeth D
Subject: RE: CLM 405

Elizabeth,

I have sent the proposal to the Senate Council office.

Sharon

Skaff, Karen O

From: Skaff, Karen O **Sent:** Tue 4/26/2005 6:32 PM
To: Scott, Rebecca M
Cc: Bailey, Ernest F; Yanarella, Ernest J
Subject: RE: Routing Sheet
Attachments:

Rebecca,

Thank you kindly for your assistance to facilitate approval of the CLM program proposal through the AO and S Committee of the Senate. I will follow your suggestion for seeking approval concerning the name change by circulating the routing sheet first thing tomorrow.

Best regards, Karen

Dr. Karen O. Skaff, Director
Division of Health Sciences Education & Research
College of Health Sciences
CTW Health Sciences Building Room 105
Campus 0200
859-323-1100 Ext 80585

From: Scott, Rebecca M
Sent: Tue 4/26/2005 3:59 PM
To: Skaff, Karen O
Cc: Bailey, Ernest F; Yanarella, Ernest J
Subject: Routing Sheet

Hi, Karen. I spoke with Ernie Bailey by phone a few moments ago. He has reviewed the proposal and notes that a routing sheet should be submitted so the Academic Organization and Structure committee of the Senate, which he chairs, has all of the information it needs regarding the extent to which faculty have been consulted regarding the proposed name change (BHS in Health

Administration changing to the BHS in Clinical Leadership and Management). I've attached an example routing sheet for your use and would be pleased to answer any questions you may have. The purpose of the sheet is to detail the various levels of approval, both within the department/college and without, that the proposal has undergone. Ernie Bailey will call you tomorrow to follow-up.

Thanks,

Rebecca

Rebecca Scott

Senate Council Administrative Coordinator

203 Main Bldg, 0032

(859) 257-5872

rebecca.scott@uky.edu <<mailto:rebecca.scott@uky.edu>>

www.uky.edu/USC/New

RECEIVED
MAR 10 2005



CHS -- DEANS OFFICE

College of Public Health
Office of the Dean
121 Washington Ave., Suite 112
Lexington, KY 40536-0003
(859) 257-5678 Ext. 82247
Fax: (859) 323-5698
<http://www.mc.uky.edu/PublicHealth>

March 7, 2005

Lori S. Gonzalez, Ph.D., Dean
College of Health Sciences
Wethington Bldg., Room 123
900 South Limestone
Lexington, KY 40536-0200

Dear Dr. *Lori* Gonzalez,

I have received the documentation regarding the proposed Clinical Leadership and Management Program and your request to cross-listed selected HSM courses. I support the intent of the proposed program to provide an undergraduate route to the Bachelor of Health Science degree for students with an Associate Degree in the Clinic Sciences. It is my understanding that the title and content are to be the same in a cross listing arrangement, and I believe that this is the purpose and an essential element of a cross listed course. To assure this consistency in content in the future, I am supporting the cross listing of these courses with the clear understanding that the CLM and HSE faculty teaching these courses will use the use the existing learning objectives currently in place for the HSM courses when offering these courses. In the event that HSE or CLM faculty wish to revise learning objectives or content, such changes will be contingent upon a meeting and agreement by the HSM faculty. Specifically, the proposed cross listings are as follows:

HSM 351: Health Services Administration (3)
Cross list as HSE 351 Health Services Administration (3)

HSM 353: Health Administration, Planning, and Management Techniques (3)
Cross list as HSE 353 Health Administration, Planning and Management Techniques (3)

HSM 354: Health Law (3)
Cross list as CLM 354 Health Law (3)

HSM 355: Financial Management of Health Care Institutions (3)
Cross list as HSE 355 Financial Management of Health Care Institution (3)

HSM 452: Community and Institutional Planning for Health Services Delivery (3)
Cross list as HSE 452 Community and Institutional Planning for Health Services Delivery (3)

I again want to express support for your curriculum and the College of Public Health would support new courses to correspond to the curriculum if you elect that approach. Best wishes to you and your faculty in addressing the needs of the associate degree health professional.

Sincerely,

A handwritten signature in cursive script that reads "Steve".

Stephen W. Wyatt, D.M.D., MPH, Dean
College of Public Health



Memo

To: Undergraduate Council Members
From: Elizabeth Schulman, PhD, Associate Professor
Department of Clinical Sciences, College of Health Sciences
Date: April 20, 2005
Re: New Course Approval for CLM 405: Epidemiology and Biostatistics

In February, the Undergraduate Council approved our application for a BHS Degree Program in Clinical Leadership and Management. It included a new course proposal for CLM 505: Epidemiology and Biostatistics (which was to be cross-listed with CSC 605 Epidemiology and Biostatistics).

I did not realize that 500 and 600 level courses could not be cross-listed. Therefore, upon consultation with Dean Lori Gonzalez, it was decided to assign an undergraduate level number to this course - CLM 405. However, a course number change is considered a major revision and, therefore, requires approval of the Undergraduate Council. Since we are nearing the end of the spring semester, in order for our BHS Degree Program in Clinical Leadership and Management to begin this fall, I have requested an expedited review of this 'new' course by the Undergraduate Council.

I realize that Council members are very busy and I apologize for asking you to review this course proposal with a very quick turnaround time, but your assistance is greatly needed and appreciated. The course number has been changed from CLM 505 to CLM 405 and all references to graduate requirements have been deleted – otherwise, the course description, outline, undergraduate course requirements, and grading remain the same. If possible, please send your review response to the UG Council office by this Friday, April 22, 2005.

Thank you for review. If you have any questions or concerns, please contact me at 879-1818 or e-mail me at elizabethschulman@uky.edu

APPLICATION FOR NEW COURSE

1. Submitted by College of HEALTH SCIENCE Date 4/20/2005

Department/Division offering course HEALTH SCIENCES EDUCATION AND RESEARCH

2. Proposed designation and Bulletin description of this course

a. Prefix and Number CLM 405 b. Title* EPIDEMIOLOGY AND BIOSTATISTICS
 *NOTE: If the title is longer than 24 characters (including spaces), write EPI AND BIOSTATS
 A sensible title (not exceeding 24 characters) for use on transcripts _____

c. Lecture/Discussion hours per week 3 d. Laboratory hours per week 0
 e. Studio hours per week 0 f. Credits 3

g. **Course description:** This course will provide a foundation in the principles and methods of the epidemiological investigation of disease with special emphasis on the distribution and dynamic behavior of disease in a population. Etiologic factors, modes of transmission and pathogenesis will be examined. Topics to be covered include epidemics and the spread of infectious disease, epidemiological aspects of non-infectious disease; rates of morbidity and mortality, sensitivity, specificity, and predictive values, strategies used in epidemiological studies to include measures of disease effect, validity, reliability, sampling methods and computer-based biostatistical analysis that emphasize the generalized linear mode and forms of SEM

h. Prerequisites (if any) Admission to the Clinical Leadership and Management Program or consent of instructor

4. To be cross-listed as _____
 Prefix and Number _____ Signature, Chairman, cross-listing department _____

5. Effective Date SPRING 2006 (semester and year)

6. Course to be offered Fall Spring Summer

7. Will the course be offered each year? Yes
 (Explain if not annually)

8. Why is this course needed? CLM 405 will be a core course in the BHS Degree Program in Clinical Leadership and Management. A foundation in epidemiology and biostatistics will enable health care professionals to understand disease behavior and interpret results of empirical health studies. This information will aid students in their clinical work experiences.

9. a. By whom will the course be taught? Elizabeth D Schulman, PhD, Associate Professor

b. Are facilities for teaching the course now available? Yes
 If not, what plans have been made for providing them?

10. What enrollment may be reasonably anticipated? 20

11. Will this course serve students in the Department primarily? Yes

Will it be of service to a significant number of students outside the Department? Yes
 If so, explain. It may serve as an upper division health care elective.

Will the course serve as a University Studies Program course? No

12. Check the category most applicable to this course
 traditional; offered in corresponding departments elsewhere;
 relatively new, now being widely established
 not yet to be found in many (or any) other universities

13. Is this course applicable to the requirements for at least one degree or certificate at the University of Kentucky? Yes

14. Is this course part of a proposed new program? Yes
 If yes, which? This course is part of a program revision – i.e., revising the BHS Degree Program in Health Services Management to a BHS in Clinical Leadership and Management

APPLICATION FOR NEW COURSE

15. Will adding this course change the degree requirements in one or more programs?* No
16. Attach a list of the major teaching objectives of the proposed course and outline and/or reference list to be used.
17. If the course is a 100-200 level course, please submit evidence (e.g., correspondence) that the Community College System has been consulted. Check here if 100-200.
18. If the course is 400G or 500 level, include syllabi or course statement showing differentiation for undergraduate and graduate students in assignments, grading criteria, and grading scales.
19. Within the Department, who should be contacted for further information about the proposed course?
 Name Elizabeth D Schulman Phone Extension 3-1100, x80565

*NOTE: Approval of this course will constitute approval of the program change unless other program modifications are proposed.

Signatures of Approval:

Department Chair	Date
Dean of the College	Date
*Undergraduate Council	Date
*University Studies	Date
*Graduate Council	Date
*Academic Council for the Medical Center	Date
*Senate Council (Chair)	Date of Notice to University Senate




*If applicable, as provided by the Rules of the University Senate

ACTION OTHER THAN APPROVAL

Skaff, Karen O

From: Schulman, Elizabeth D
To: Sharon Gill
Cc: lsgonz01@uky.edu; koskaf0@uky.edu
Subject: RE:

Sent: Wed 4/20/2005 12:12 PM

Attachments:  UG Memo.doc(107KB)  CLM 405 - new course proposal.doc(142KB)  CLM 405 - course outline.doc(85KB)

Dear Sharon,

Thank you for your interest and willingness to help us at the 11th hour!

As you suggested, I have attached a cover letter, a revised course proposal, and a revised course outline for you to forward to UG Council members for their review. I requested a quick turnaround time - Friday, April 22. I realize that this is asking for special consideration from all members of the Council and I hope this request is not too burdensome or inconsiderate.

Thank you,
 Elizabeth Schulman

-----Original Message-----

From: Sharon Gill [mailto:sgill@uky.edu]
Sent: Wed 4/20/2005 10:13 AM
To: Schulman, Elizabeth D
Cc:
Subject:

Here is the application as submitted to the Undergraduate Council in November. CLM 505 is contained within this packet.

Hope this helps to expedite your request. Please let me know if you have any other questions.

Sharon

Sharon Gill
 Office of the Associate Provost
 for Undergraduate Education
 100 Funkhouser Building 0054
 859-257-8389

<<UG Memo.doc>> <<CLM 405 - new course proposal.doc>> <<CLM 405 - course outline.doc>>

**APPLICATION FOR NEW COURSE
COURSE OUTLINE
CLM 405: EPIDEMIOLOGY AND BIostatISTICS**

MAJOR OBJECTIVES

Upon completion of this course, the student will be able to:

1. Through examinations and class discussion, demonstrate comprehension of the foundational principles and methods of the epidemiological investigation
2. Demonstrate an understanding of etiologic factors of disease, morbidity and mortality rates, modes of transmission, and pathogenesis
3. Explain the distribution and dynamics of behaviors of infectious and non-infectious diseases in populations
4. Through examinations and class discussion, demonstrate comprehension of the foundational principles and methods of biostatistics
5. Demonstrate an understanding of correlation and regression, relative risk and odds ratios, prediction intervals, nonparametric tests, survival curves, multiple comparisons, clinical trial designs (e.g., randomized studies, cohort analysis, case-control studies), and common statistical tests used in epidemiologic research
6. Demonstrate comprehension of research study concepts and parameters, including measures of disease effect, validity and reliability, sampling methods, bias, interaction and adjustment, sample size and power
7. Interpret empirical study results
8. Use computer programs to analyze data from laboratory, clinical, observational, and experimental clinical studies
9. Design a randomized comparative study or other epidemiological study, using appropriate quantitative design, parameters, and statistical techniques, and evaluate that design and analysis

OUTLINE

- I Disease in a Population**
 - A. Primary Cause
 - B. Contributing Factors

- II Etiologic Factors, Modes of Transmission and Spread of Infectious Disease**
 - A. Infectious Agents
 - B. Agent-Host Interaction Contributing Factors Immunizations
 - C. Human Behavior
 - D. Environmental Factors Patterns of Disease Occurrence

- III Vital Statistics**
 - A. Morbidity and mortality rates
 - B. Fertility Rates
 - C. Death Rates
 - D. Sensitivity
 - E. Specificity
 - F. Prevalence
 - G. Predictive Values
 - H. Other Measures of Disease Effect

VI Multivariate Statistics

- A. The General Linear Model Statistical Modeling
- B. Non-Parametric Measures

VII Using Computers in Biostatistical Analyses

- A. Retrospective (Case-Control) Studies
- B. Prospective (Cohort) Studies
- C. Randomized Clinical Trials
- D. Survival Analysis

COURSE EXPECTATIONS

- Assigned readings
- 2 exams
- One scholarly article critique and oral presentation — detailing the study design and the potential pitfalls associated with that study design, methodology, principle findings, and a critical analysis of the author(s) findings and their implications
- A written descriptive study and oral presentation of a current health problem — including the disease distribution in the population, causes, treatment, preventive strategies, major issues (data sources required)

GRADING WEIGHTS

2 Exams (exam #1 – 20%, exam #2 – 25%)	45%
Journal Critique (10%) and oral presentation (10%)	20%
Current Health Concern Term Paper (25%) and oral presentation (10%)	35%

GRADING SCALE

90 – 100	A
80 – 89	B
70 – 79	C
60 -69	D
>60	E

VI Multivariate Statistics

- A. The General Linear Model Statistical Modeling
- B. Non-Parametric Measures

VII Using Computers in Biostatistical Analyses

- A. Retrospective (Case-Control) Studies
- B. Prospective (Cohort) Studies
- C. Randomized Clinical Trials
- D. Survival Analysis

COURSE EXPECTATIONS

- Assigned readings
- 2 exams
- One scholarly article critique and oral presentation — detailing the study design and the potential pitfalls associated with that study design, methodology, principle findings, and a critical analysis of the author(s) findings and their implications
- A written descriptive study and oral presentation of a current health problem — including the disease distribution in the population, causes, treatment, preventive strategies, major issues (data sources required)

GRADING WEIGHTS

2 Exams (exam #1 – 20%, exam #2 – 25%)	45%
Journal Critique (10%) and oral presentation (10%)	20%
Current Health Concern Term Paper (25%) and oral presentation (10%)	35%

GRADING SCALE

90 – 100	A
80 – 89	B
70 – 79	C
60 -69	D
>60	E

**APPLICATION FOR NEW COURSE
COURSE OUTLINE
CLM 405: EPIDEMIOLOGY AND BIOSTATISTICS**

MAJOR OBJECTIVES

Upon completion of this course, the student will be able to:

1. Through examinations and class discussion, demonstrate comprehension of the foundational principles and methods of the epidemiological investigation
2. Demonstrate an understanding of etiologic factors of disease, morbidity and mortality rates, modes of transmission, and pathogenesis
3. Explain the distribution and dynamics of behaviors of infectious and non-infectious diseases in populations
4. Through examinations and class discussion, demonstrate comprehension of the foundational principles and methods of biostatistics
5. Demonstrate an understanding of correlation and regression, relative risk and odds ratios, prediction intervals, nonparametric tests, survival curves, multiple comparisons, clinical trial designs (e.g., randomized studies, cohort analysis, case-control studies), and common statistical tests used in epidemiologic research
6. Demonstrate comprehension of research study concepts and parameters, including measures of disease effect, validity and reliability, sampling methods, bias, interaction and adjustment, sample size and power
7. Interpret empirical study results
8. Use computer programs to analyze data from laboratory, clinical, observational, and experimental clinical studies
9. Design a randomized comparative study or other epidemiological study, using appropriate quantitative design, parameters, and statistical techniques, and evaluate that design and analysis

OUTLINE

I Disease in a Population

- A. Primary Cause
- B. Contributing Factors

II Etiologic Factors, Modes of Transmission and Spread of Infectious Disease

- A. Infectious Agents
- B. Agent-Host Interaction Contributing Factors Immunizations
- C. Human Behavior
- D. Environmental Factors Patterns of Disease Occurrence

III Vital Statistics

- A. Morbidity and mortality rates
- B. Fertility Rates
- C. Death Rates
- D. Sensitivity
- E. Specificity
- F. Prevalence
- G. Predictive Values
- H. Other Measures of Disease Effect