

Michael said that if there were all of a sudden many CTS faculty positions available for seating in the Senate, the Senate could become awash in clinical issues, which might not be a bad thing; Michael opined that if there were issues in the general campus community, those same issues should be discussed in the Senate. He said that being represented by CTS faculty members would be fine; everyone should be counted, although increasing CTS faculty in the Senate could double the membership.

Thelein asked about Haug's statements that no faculty member had ever lost a job due to stating opinions and that there would never be a threat to CTS faculties' academic freedom. Haug replied that practically speaking, no CTS faculty member ever bore the consequences of not siding with the dean. Although he said there could be a worst-case scenario of coercion, he said he knew it had never happened.

Wood asked if the deans present could clarify if the removal of the cap was the primary issue or if sabbatical and governance issues were also important to them. Dean Perman responded that the concept of a cap was at variance with virtually any other medical school that he had been involved with. He said he did not understand how the percentage of the cap was arrived at but that any type of cap on CTS faculty would not work in today's medical school. Perman said his primary concern was the cap; the issue of sabbatical was not a truly practical issue and the issue of Senate membership for CTS faculty was up to senators.

Dean Roberts said that he was initially concerned that CTS faculty discussions would focus on removing the series; he said he was delighted to learn that was not the issue. Roberts said the cap was not helpful to the COP. The more that CTS faculty could be recognized with respect to institutional benefits in keeping with RTS counterparts, the better performance would be. For the benefit of new SC members, Lesnaw noted that some colleges were already well over the 25% cap.

Due to the time and other agenda items, the Chair asked if there were any additional questions or comments. There being none, he asked Anderson if she had any comments. Anderson thanked the deans for attending and acknowledged that the meeting date/time had been set without consulting the deans. She said she would continue working with everyone and after the next SC meeting with deans she would continue to move forward. The Chair thanked the deans for attending, after which they and Anderson departed.

* The Chair thanked Janet Roccanova for patiently waiting through the CTS discussion. He explained to SC members that the request regarding study abroad courses came to the Office of the Senate Council after the agenda had already been distributed. He said that changes were being requested to non-credit bearing courses for students participating in the Education Abroad program and referred SC members to the additional handout. He invited Roccanova to

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explain the change and the urgent nature that could require the SC to approve the changes on behalf of the Senate.

Roccanova explained that there were currently two courses before the SC that were tied to fee charges. The first course needing to be changed (IES 333) was used when a student enrolled in the course; the exchange-related fees were billed and when received, held in a holding account. When an incoming exchange student arrived, those funds were used to pay that student's fees. The primary change was the prefix change, which reflected a change to the name from Study Abroad to Education Abroad. Roccanova explained she had worked with the Office of the Provost and IRIS Project staff to make the changes. Although the forms showed variable credit, the Undergraduate and Graduate Councils suggested that the course should be for 0 credits and carry a grade of "S." The change to ISP 499, also a fee calculation course, was used for students embarking on UK faculty-led programs. She said that while there was not so much urgency to approve IES 333, the exchange student course, she said that there were 12 UK faculty-led programs that would be offered during summer 2007. The change was needed to allow students sufficient time to enroll and be charged the program fee. The Office of the Provost and the IRIS Project wanted the fees to be submitted through the Office of Student Billing Services, not the Office of Education Abroad. The student taking courses at a host institution would register at that institution.

The Chair said that because the courses were not on the agenda, he needed approval from the SC to continue the discussion. If the SC could not unanimously accept the addition to the agenda, it would require a two-thirds vote to add it. No SC member objected to the addition.

Roccanova added that she had been told that SAP could not process a 0-credit course, but that the Undergraduate and Graduate Councils said it was possible, resulting in the change to a 0 credit course. In response to Lesnaw's question about why a student would go abroad for 0 credits, Roccanova explained that the courses were for fee calculation and would allow the student to be billed through the Office of Student Billing Services instead of the college. She said that the student would still sign up for courses that would carry credit that would also appear on the transcript. Roccanova added that using a fee calculation course would allow a student to use financial aid for education abroad.

Greissman said that the course was to cover fees not covered by tuition. Michael asked about how it would appear on the students' transcript. Roccanova replied that other special course credits would be present and it would be obvious that the student was studying abroad. In response to Finkel, Roccanova said that a student would not be able to not enroll in the course – a student going abroad would be enrolled by the office, which controlled course enrollment. In response to Randall, Roccanova said that the only changes were to the title and to the courses being valued at 0 credits.

Michael **moved** to approve the course changes for ISP 499 and IES 333 as amended to reflect 0 credit hours and also approve on behalf of the Senate. Piascik **seconded**.

In response to Randall's question about the need for urgency, Roccanova replied that the deadline by which applications for faculty-led programs had to be submitted to Education Abroad was March 1. There needed to be sufficient time prior to that deadline for students to be given the correct course information. In response to Finkel, Roccanova explained that there was one ISP-prefixed course remaining that needed to be changed. Because it involved a change in content and did not affect offering an opportunity to study abroad, it was going to be approved through customary channels.

A **vote** was taken on the motion to approve the changes to ISP 499 and IES 333 as amended to reflect 0 credit hours on behalf of the Senate. The motion **passed** unanimously.

[2. New Program: UnivSchIPgm b/w BS in Electrical Engineering & MS in Biomedical Engineering](#)

The Chair shared that the proposal would create a joint University Scholars Program between a BS in Electrical Engineering and an MS in Biomedical Engineering. He invited Regina Hannemann (College of Engineering, Department of Electrical and Computer Engineering) to offer background information on the proposal.

Guest Hannemann said that a similar proposal from the Department of Mechanical Engineering had already been approved by the Senate. She said there was a move in the College of Engineering to have many such University Scholars Programs (USP). Hannemann said that the University of Louisville (UofL) offered a BS in biomedical engineering; there was a concern that students could be lost to UofL. Lesnaw wondered what the connection was between electrical engineering and biomedical engineering. Hannemann said that many biomedical engineers developed devices used in clinical settings. She said that the level of expertise necessary to work with such devices required electrical engineering knowledge. She said that there were many electrical engineering courses available for the MS student and that a student who wanted to focus more on the biomedical engineering aspect would take more biology courses.

Piascik, referring to the background information for the proposal, wondered why a BS degree in biomedical engineering was not pursued. Hannemann said that she was not sure why, because such decisions were already made before she became involved with the proposal. The Chair said that he could offer an explanation – because the MS program in biomedical engineering was already offered, the creation of this USP would not require additional resources the way a

MEMORANDUM

Date: January 19, 2007

To: Kaveh Tagavi, Senate Council Chair

From: Janet Rocanova, Director of Education Abroad, Office of International Affairs

Subject: Request to Expedite the Education Abroad Course Change Requests Approval

Education Abroad at UK is requesting changes in two existing courses that will serve fee calculation only purposes for Education Abroad Programs. Both courses will generate fees through Student Billing Services, one for UK Exchange Programs and the other for UK-Sponsored Programs (EAP 433G and EAP 400G respectively). If changed as requested, both courses will carry zero credit hours and enrolled students will receive a grade of S.

As a point of clarification, please note that academic credit is received by students on UK Exchanges in the form of transfer credit from the host institution, while students on UK-Sponsored Programs enroll directly in approved UK program courses.

Study Abroad Services has recently undergone a name change to Education Abroad at UK. Forms and procedural documents are being revised in order to accommodate this name change and to increase office efficiency. We would like the Bulletin description of the courses to reflect these changes as well.

In consideration of the fact that these are non-academic courses serving administrative purposes only, we respectfully request that these changes be considered by the Senate Council on Monday, January 22 and that the Senate Council be allowed to act on behalf of the University Senate in granting final approval to these requests. In a word, this is a time-sensitive matter for which expedited action is needed and would be greatly appreciated.

The need to expedite the EAP 400G approval is connected above all to the need to continue a timely budget process for twelve UK-sponsored (faculty-led) programs scheduled for Summer 2007. Over the past year we have been working with the Provost Budget Office, the Registrar, and IRIS Project representatives, among others, to develop improved procedures for Education Abroad and to incorporate these procedures into SAP. The two courses mentioned above are integral to these procedures. Expedited approval of these course change requests will allow us to continue this process without significant interruption and to stay on schedule to implement these revised procedures beginning with Summer I 2007. The application deadline for students applying for Summer 2007 programs is March 1. It would be best if the revised forms and procedures could be posted on the Education Abroad website at least one month in advance of this deadline.

Thank you for your consideration of this request.

handout for
Senate Council meeting

Education Abroad Course Change Requests
Revised Descriptions, incorporating suggestions from the Undergraduate Council
January 19, 2007

EAP 400G-xxx (formerly ISP 499) Credits: 0 Grading: S
Education Abroad on UK-Sponsored Program Short Title: Education Abroad UK

A course designed for undergraduate, graduate and non-degree students who participate in a UK-Sponsored Education Abroad Program. Students will be enrolled in this course by Education Abroad at UK upon submission of the required application materials and payment of the non-refundable program fee deposit. The balance of the program fee will be charged through Student Billing Services as an EAP 400G-xxx course fee. The suffix indicates the particular UK-sponsored program.

EAP 433G-xxx (formerly IES 333) Credits: 0 Grading: S
Education Abroad on Exchange Program Short Title: Education Abroad Exchange

A course designed for undergraduate, graduate and non-degree students who participate in a UK Exchange Program. Students will be enrolled in this course by their Education Abroad advisor upon submission of the required application materials to Education Abroad at UK. Enrollment in this course will generate the appropriate exchange fee depending upon the type of exchange. The type of exchange will be indicated by the suffix.

UNIVERSITY OF KENTUCKY
APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR & MINOR

1. Submitted by College of Other (OT) Date 12/19/06
 Department/Division offering course Office of International Affairs- Education Abroad

2. Changes proposed:
 - (a) Present prefix & number ISP 499 Proposed prefix & number EAP 400G
 - (b) Present Title Study Abroad in Sponsored Program
 New Title Education Abroad on UK-Sponsored Program
 - (c) If course title is changed and exceeds 24 characters (including spaces), include a sensible title (not to exceed 24 characters) for use on transcripts: Education Abroad UK
 - (d) Present credits: 12-16 Proposed credits: 1-18
 - (e) Current lecture: laboratory ratio n/a Proposed: n/a
 - (f) Effective Date of Change: (Semester & Year) Summer 2007

3. To be Cross-listed as: n/a
 Prefix and Number _____ Signature: Department Chair _____

4. Proposed change in Bulletin description:
 - (a) Present description (including prerequisite(s)):
A course designed for undergraduate students who go abroad to take courses in a foreign institution as part of a University of Kentucky program. A plan of study must be developed with the advice and approval of the UK faculty advisor for the particular study abroad program. The variable credit hours for ISP 499 are based on the number of credit hours the student plans to complete at the foreign institution. The actual credit hours recorded represent those credits completed by the student and sent to the OIA by the foreign institution. University equivalent credit will be determined prior to the beginning of the student's study abroad program.
 - (b) New description:
A course designed for undergraduate, graduate and non-degree students who participate in a UK-Sponsored Education Abroad Program. Registration in the course would constitute full-time status. This course may only be taken Pass-Fail. Students will be enrolled in the course upon payment of the non-refundable program fee deposit. The balance of the program fee will be charged as an EAP 600 course fee. The fee includes the particular UK-sponsored program. Upon completion of the program, Education Abroad at UK will submit to the Registrar the credit and grades given by the Program Director for the approved program courses.
 - (c) Prerequisite(s) for course as changed: Approval by each student's academic advisor, the program director and Education Abroad at UK

5. What has prompted this proposal?
A substantial change in the policies and procedures of Education Abroad at UK, including a name change from Study Abroad. Also, the proposal of an International Studies Major may cause confusion with the former International Studies Program (ISP) prefix.

6. If there are to be significant changes in the content or teaching objectives of this course, indicate changes:
This course is needed for accounting and fee calculation purposes, in order to charge the program fee on a student's account through Student Billing Services.

7. What other departments could be affected by the proposed change?
None, except International Studies Program, which does not actually exist as a department.

8. Is this course applicable to the requirements for at least one degree or certificate at the University of Kentucky? Yes No

9. Will changing this course change the degree requirements in one or more programs? Yes No
 If yes, please attach an explanation of the change. (NOTE - If "yes," program change form must also be submitted.)

10. Is this course currently included in the University Studies Program? Yes No
 If yes, please attach correspondence indicating concurrence of the University Studies Committee.

**UNIVERSITY OF KENTUCKY
APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR & MINOR**

11. 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. Check here if 400G-500.
12. Is this a minor change? Yes No
 (NOTE: See the description on this form of what constitutes a minor change. Minor changes are sent directly from the Dean of the College to the Chair of the Senate Council. If the latter deems the change not to be minor, it will be sent to the appropriate Council for normal processing.)
13. Within the Department, who should be consulted for further information on the proposed course change?

Name: Janet Roccano, Ph.D., Director of Education Abroad Phone Extension: 7-4067 x 229

Signatures of Approval:

<p align="center">12/21/06 Date of Approval by Department Faculty</p>	<p align="center"><i>Janet Roccano</i> Reported by Department Chair</p>
<p align="center">12/21/06 Date of Approval by College Faculty</p>	<p align="center"><i>David P. Kelly</i> Reported by College Dean</p>
<p align="center">01/22/07 *Date of Approval by Undergraduate Council</p>	<p align="center"><i>Sharon D. Dyer</i> Reported by Undergraduate Council Chair</p>
<p align="center">Approved by Graduate Council *Date of Approval by Graduate Council</p>	<p align="center">1/18/07 Reported by Graduate Council Chair</p>
<p align="center">*Date of Approval by Health Care Colleges Council (HCCC)</p>	<p align="center">Reported by HCCC Chair</p>
<p align="center">*Date of Approval by Senate Council</p>	<p align="center">Reported by Senate Council Office</p>
<p align="center">*Date of Approval by University Senate</p>	<p align="center">Reported by Senate Council Office</p>

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

The Minor Change route for courses is provided as a mechanism to make changes in existing courses and is limited to one or more of the following:

- a. change in number within the same hundred series;
- b. editorial change in description which does not imply change in content or emphasis;
- c. editorial change in title which does not imply change in content or emphasis;
- d. change in prerequisite which does not imply change in content or emphasis;
- e. cross-listing of courses under conditions set forth in Item 3.0;
- f. correction of typographical errors. [University Senate Rules, Section III - 3.1]

**UNIVERSITY OF KENTUCKY
APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR & MINOR**

1. Submitted by College of OT (Other) Date 1/10/07
 Department/Division offering course Office of International Affairs- Education Abroad

2. Changes proposed:
 (a) Present prefix & number IES 333-XXX Proposed prefix & number EAP ~~333-XXX~~ 433G

(b) Present Title International Exchange Studies
 New Title Education Abroad on Exchange Program

(c) If course title is changed and exceeds 24 characters (including spaces), include a sensible title (not to exceed 24 characters) for use on transcripts:
Education Abroad Exchange

(d) Present credits: 1 Proposed credits: 0 or 1

(e) Current lecture: laboratory ratio n/a Proposed: _____

(f) Effective Date of Change: (Semester & Year) Summer 2007

3. To be Cross-listed as: n/a
 Prefix and Number _____ Signature: Department Chair _____

4. Proposed change in Bulletin description:
 (a) Present description (including prerequisite(s)):
This course is not currently listed in the Bulletin, but we request that it be added to the Bulletin with the description below.

(b) New description:
A course designed for undergraduates and graduate students who participate in a UK Exchange Program. Registration in the course would constitute full-time status. This course may only be taken Pass-Fail. Students will be advised in the course by their Education Abroad Advisor upon submission of the request application returned to Education Abroad at UK. Enrollment in this course will generate the appropriate exchange fee depending upon the type of exchange. The type of exchange will be indicated by the suffix. (TFE-Tutor/Fee; TLM-Tutor/Lecture/Meal; TLO-Tutor/Lodging; TMO-Tutor/Meal; TPE-Tutor/Pass Other)

(c) Prerequisite(s) for course as changed: Approval by each student's academic advisor and Education Abroad at UK

5. What has prompted this proposal?
A substantial change in the policies and procedures of Education Abroad at UK, including a name change from Study Abroad.

6. If there are to be significant changes in the content or teaching objectives of this course, indicate changes:
This course is used for accounting and fee calculation purposes only.

7. What other departments could be affected by the proposed change?
none

8. Is this course applicable to the requirements for at least one degree or certificate at the University of Kentucky? Yes No

9. Will changing this course change the degree requirements in one or more programs? Yes No
 If yes, please attach an explanation of the change. (NOTE - If "yes," program change form must also be submitted.)

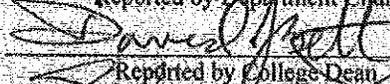
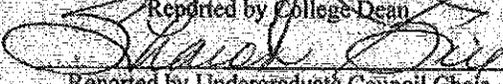
10. Is this course currently included in the University Studies Program? Yes No
 If yes, please attach correspondence indicating concurrence of the University Studies Committee.

**UNIVERSITY OF KENTUCKY
APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR & MINOR**

11. 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. Check here if 400G-500.
12. Is this a minor change? [] Yes [X] No
 (NOTE: See the description on this form of what constitutes a minor change. Minor changes are sent directly from the Dean of the College to the Chair of the Senate Council. If the latter deems the change not to be minor, it will be sent to the appropriate Council for normal processing.)
13. Within the Department, who should be consulted for further information on the proposed course change?

Name: Janel Roccarova, Ph.D., Director of Education Abroad Phone Extension: 7-4067 x 229

Signatures of Approval:

Date of Approval by Department Faculty 1/10/07	 Reported by Department Chair
Date of Approval by College Faculty 1/10/07	 Reported by College Dean
*Date of Approval by Undergraduate Council 1/22/07	 Reported by Undergraduate Council Chair
Approved by Graduate Council	1/18/07
*Date of Approval by Graduate Council	Reported by Graduate Council Chair
*Date of Approval by Health Care Colleges Council (HCCC)	Reported by HCCC Chair
*Date of Approval by Senate Council	Reported by Senate Council Office
*Date of Approval by University Senate	Reported by Senate Council Office

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

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