

## Dembo, Jeffrey

---

**From:** Nietzel, Michael  
**Sent:** Tuesday, April 22, 2003 4:29 PM  
**To:** Stoeppel, Anthony Joseph  
**Subject:** RE: Graduation Contract

Tony:

1. I think dedicating half the time of a staff member to the project for two years would be reasonable and probably could be accomplished. It would require an investment of real dollars, however, not just an in-kind contribution from someone.

2. I think the four-person committee is more cumbersome than necessary. Let the Dean and Chair recommend a solution, with input from the student, to the Provost. Provost implements recommendation, but unit (college) pays the tuition, in those instances in which the extra course is determined to be the best solution.

Good luck with this. I think the contract is an idea we should pilot and hope we can do so next year.

Mike Nietzel  
Provost  
106 Gillis Building  
University of Kentucky  
Lexington, KY 40506-0033  
Phone(859) 257-2911  
FAX (859) 257-1333

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

From: Stoeppel, Anthony Joseph  
Sent: Monday, April 21, 2003 5:06 PM  
To: Nietzel, Michael  
Subject: Graduation Contract

Provost Nietzel,

As I'm sure you know, at the April 14 University Senate meeting, the senators voted to table the graduation contract proposal pending resolution of two issues related to graduation contracts:

1. Resources needed to implement and monitor this proposal
2. Who has final decision-making authority regarding waiving/substituting courses vs. paying tuition for additional semester(s)

Ad Hoc Committee members met today (4/21/03) to discuss these issues. We have two recommendations.

Staff Support:

The first important step is departmental construction of curricular maps. It would be important to have staff support to provide orientation and guidance as departments construct these maps. This staff individual would then be responsible for collecting all curricular maps, checking them for final format, and ensuring they are published as appropriate. The staff member would then begin to work with representatives from each college to plan the manner in which contract audits would be performed. This individual would be responsible to help train and orient advisors to the graduation contract, answering any questions that may arise.

We foresee this staff member being a half-time position beginning Fall 2003, and should be hired at least through Spring 2005. At that time, it would be expected that the colleges would assume responsibility for graduation contract audits.

We do not believe this staff person must be part of your office. One person even mentioned that Associate Provost

Kraemer's office could be responsible for this staff person because the graduation contract is only for undergraduates.

Decision-Making Authority:

In cases where the University has not fulfilled its obligation:

There must be a meeting of four people:

- 1) Department Chair
- 2) Dean or representative from the Dean's office (e.g. Associate Dean for Academic Affairs)
- 3) Provost or representative from the Provost's office (e.g. Associate Provost for Undergraduate Education)
- 4) The student involved

The final decision rests with the dean of the college, based upon all the information presented at the meeting. The other individuals present are to take on an advisory role representing the different constituents. Please keep in mind that prior to this meeting, the student will have communicated with his/her advisor and/or the director of undergraduate studies in compliance with provision #7 of the contract, corroborating there has been course unavailability and the student, in good faith, has made all attempts to comply with the provisions of the contract. The only time the four above mentioned people would meet is when the University has not fulfilled its end of the contract and the possibility of the student having to stay at UK another semester (that the University would pay the tuition) exists.

Please let me know what you think of these ideas. I will be taking these proposals to the Senate Council on Monday, April 28, for their approval. Any comments you could provide would be most helpful. Thank you for your time and consideration.

Sincerely,  
Tony Stoeppel