

December 5, 2005

Dr. Ernest Yanarella
Chair, Senate Council
Political Science Department
1659 Patterson Office Tower
CAMPUS 0027

Dear Dr. Yanarella and Senate Council members:

Enclosed please find a revised version of the proposal for a Graduate Certificate in Anatomical Sciences Instruction, per recommendations made by Senate Council on November 21, 2005. We have outlined specific changes below in order to facilitate your review.

1. Curriculum, Required Courses (1):

“must participate” has been modified to “must enroll.”

2. Curriculum, Required courses (2):

In order to maintain the certificate at a constant number of credit hours, the following modifications have been made:

a. ANA 636 must be taken for 5 credit hours (previously listed as variable credit, from 3-5 hours)

b. Removed 2C: “ANA 512 – Microscopy and Ultrastructure (4 credit hours).”

3. Curriculum, Required courses (2):

Removed 2D under “Curriculum” and included the following statement:

“In order to successfully complete the certificate, students must earn a grade of “B” in each required course. *Certificate participants may transfer equivalent coursework from other institutions not to exceed 25% of the certificate curriculum (3 credits), subject to the approval of the certificate director. The entire curriculum – including any transferred coursework, must be completed within six years of admittance to the certificate.*”

4. Curriculum, Required courses (3): “...must serve as an instructor...” has been changed to “...must serve as a course assistant...”

5. Curriculum, Required courses (3): We have clarified the role of the course assistant as having no authority over the students enrolled in ANA 511, 611 or 534.

6. Curriculum, Required courses (3): Students will enroll for their practicum experience in ANA 503 INDEPENDENT WORK IN ANATOMY. Course description: Reading and laboratory work in a defined area of anatomy are carried out under the direct supervision of one staff member. Hours of discussion and laboratory work by individual arrangement. Prereq: An introductory course in biology, zoology, or botany and consent of instructor.

7. Curriculum, Required courses: The Anatomical sciences journal club (ANA 600) has been annotated as (4) under required courses.

8. Curriculum: Requirements for certificate completion have been outlined in the last paragraph of this section.

In order to successfully complete the certificate, students must earn a grade of "B" in each required course. Certificate participants may transfer equivalent coursework from other institutions not to exceed 25% of the certificate curriculum (3 credits), subject to the approval of the certificate director. The entire curriculum – including any transferred coursework, must be completed within six years of admittance to the certificate.

9. Page 4: Admissions Requirements, first bullet point:
the term "program" has been deleted.

10. Page 4: Post-baccalaureate Students
Included the following statement:

"No more than 9 credit hours from post-baccalaureate coursework is transferable to a graduate program."

Thank you for your reconsideration of this certificate proposal and please do not hesitate to contact either of us if you have any questions or concerns.

Sincerely,

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Overview

The graduate certificate in anatomical sciences instruction will provide a coherent, integrated approach to helping graduate students, postdoctoral scholars, residents and others develop and document the skills needed in order to effectively teach the anatomical sciences.

This 12-credit-hour Certificate, including a required 3-credit-hour supervised practicum experience, provides basic competency in graduate-level anatomical sciences instruction and provides participants with documentation of their abilities. The Certificate is to be accessible to participants from a wide range of disciplines and backgrounds and will provide practical, hands-on anatomy coursework and instructional mentoring.

The Certificate will produce graduates who are highly competitive in the job market, as the numbers of individuals able to provide graduate-level instruction in the anatomical sciences is well-below crisis level.

Participants who are pursuing graduate degrees may apply for admission to the Certificate early in their course of graduate studies.

Graduate Certificate Associates:

Douglas J. Gould, Ph.D.
Jennifer Brueckner, Ph.D.
Brian MacPherson, Ph.D.
Pam Stein, D.M.D.
Anna Keller, Ph.D.

Graduate Certificate Director:

Douglas J. Gould, Ph.D. (subject to appointment by the Dean of the Graduate School)
Associate Professor; Anatomy and Neurobiology
Full member of the Graduate Faculty
MN 208 Chandler Medical Center
Department of Anatomy & Neurobiology
(859) 323-5484

Benefits

For Participants

- Provide documentation of educational accomplishment and ability.
- Provides practical development of skills and resources necessary for a career involving anatomical sciences instruction.

For Department

- Assist with the paucity of qualified teaching faculty in anatomy courses.
- Improve the job placement for our graduates.
- Provide recognition for graduate student professional development in teaching-related efforts.
- Provide recognition for faculty members participating in the certificate program.
- Provide additional resources and avenues for TA development.

For the University of Kentucky

- Improve undergraduate, graduate and professional student instruction.
- Demonstrate the institution's commitment to student development and preparedness in areas of need.
- Enhance our reputation as a progressive university that offers novel programs and experiences for students and faculty.
- Strengthen UK's reputation as an institution that fosters quality instruction.

Curriculum

Objectives

- Prepare recipients for a successful career in teaching the anatomical sciences (gross anatomy, histology, neuroscience and/or embryology).
- Provide recipients with a broad understanding of the interrelationship of the anatomical scientific disciplines.
- Provide recipients with a form of validation of their anatomical sciences teaching experience.
- Encourage recipients to develop a professional teaching philosophy and portfolio.

The course coordinators of all courses listed below have been contacted and will permit certificate program participants to enroll in their respective courses.

Required Courses – 12 credits

1. **All participants must enroll in the course entitled “Educational Strategies in the Anatomical Sciences”:** (ANA 609), 3 credit hours (Gould and Brueckner)
2. **All participants must enroll in one graduate level anatomical sciences course**
 - a. ANA 611 or 511 – Graduate level gross anatomy course: 5 credit hours (MacPherson and Maley)
 - b. ANA 636 – Advanced neuroanatomy: 5 credit hours (Keller)
3. **All participants must serve as a course assistant for one of the courses listed above (2a or b) or for ANA 534 (Dental Gross Anatomy).** Students will register for ANA 503, Independent work in Anatomy, 3 credit hours (Gould) for their teaching practicum experience. Course assistants will serve a strictly pedagogical role in the classroom and laboratory (they will have no authority to evaluate or grade the students).
4. **All participants must enroll in the Anatomical Sciences Teaching Journal club (ANA 600):** 1 credit hour. This course will be offered every semester and may be taken at any time during the certificate curriculum.

In order to successfully complete the certificate, students must earn a grade of “B” in each required course. Certificate participants may transfer equivalent coursework from other institutions not to exceed 25% of the certificate curriculum (3 credits), subject to the approval of the certificate director. The entire curriculum – including any transferred coursework, must be completed within six years of admittance to the certificate.

Admission Requirements and Application Procedure

Satisfy the minimum Graduate School requirements for certificate admission:

- The minimum Graduate School requirements for admission to this certificate are the same as those in effect for Post-baccalaureate status (see below). Students who already are or will be enrolled in a degree program, or those who simply apply for Post-baccalaureate (non-degree) status in order to complete the certificate, are eligible to apply for admission.
- Applicants for admission to a graduate certificate must be approved for admission by the certificate Director, who shall notify the Graduate School in writing of the student's admission. A student should apply and be admitted to the graduate certificate prior to taking any classes that will be counted towards completion of the certificate.

Admission to or award of a graduate certificate does not guarantee admission to a degree program in the same or any other discipline.

The Graduate Certificate in Anatomical Sciences Instruction may limit admissions so that the faculty and other resources available to the curriculum are not overwhelmed.

Post-baccalaureate Students:

An application for admission to the Graduate School as a post-baccalaureate graduate student should be filed in the Admissions Office at least two weeks in advance of the registration date for the term in which the student plans to enroll. An original or a photocopy of a transcript showing an awarded bachelors degree must accompany the application. An overall minimum undergraduate grade point average of 2.5 is required by the Graduate School for admission.

Post-baccalaureate students may take graduate courses for graduate credit. Permission to enter any graduate class as a post-baccalaureate student will be granted only if the student meets the prerequisites for that course and if space is available.

A post-baccalaureate student who later wishes to apply to enter a degree-granting graduate program must have a minimum of a 3.0 grade point average on all graduate course work and a minimum of a 2.75 on all undergraduate course work. No more than 9 credit hours from post-baccalaureate coursework is transferable to a graduate program. A standard application form or written notice requesting consideration for admission to a specific program and stating the term for which enrollment is desired must be presented to the Graduate School.

All Applicants:

Applicants should submit a letter of support from their graduate advisor (for current graduate students), Director of Graduate Studies (for new graduate students), or supervisor (for postdoctoral or residency students). Individuals who are non-degree-seeking, have already received their doctorate or other terminal degree, and/or who are enrolling only for the Certificate should submit a letter of support from an individual that can comment on the relevant attributes of the applicant for success in the Certificate program.

Applicants should submit a Graduate Certificate in Anatomical Sciences Instruction application to the Certificate Director prior to enrolling for the first course.

Application for Admission

Name: _____

Home Address: _____

Work Address: _____

Home Phone: _____

Work Phone: _____

Social Security Number: _____

Email Address: _____

Educational Experience; list all degrees you have earned or are in the process of earning. Include: Institution, Degree, Major, Date (or anticipated date), GPA:

During which semester do you anticipate beginning the Certificate Program?

Fall 20__ Spring 20__ Summer 20__

Please list prior work experience you have had that may be relevant to your application:

Please describe your background as it relates to this application. Include relevant academic, personal or work-related information that you feel relevant.

What are your goals related to this program?

How/where do you plan to use the Graduate Certificate in Anatomical Sciences Instruction?

I certify that the statements made in this application are accurate and complete.

NAME

DATE

For advisors of graduate student applicants:

I certify that I support the applicant's participation in the Graduate Certificate in Anatomical Sciences Instruction program.

NAME

DATE

Return completed form to:

Douglas J. Gould, Ph.D.
MN 208 Chandler Medical Center
Department of Anatomy & Neurobiology
University of Kentucky
Lexington, KY 40536-0298