

The SAASC convened on Thursday, February 7, 2019 to consider a proposal from the College of Public Health, Department of Health Management & Policy to suspend admissions to the Graduate Certificate in Public Health Management.

Attendance on February 7: Susan Effgen, Shawn Caudill, Azhar Swanson, Herman Farrell (Chair)

Procedure:

Rebekah Epps and Herman Farrell, SAASC Chair, acted as facilitators of the proposal.

Discussion:

As note in the proposal: "This certificate is not being utilized by students who can benefit from its curriculum. Students receiving it currently are not gaining extra knowledge from this above what is already being taught in the Management degree programs. It is believed that the program could be reorganized in the future....Suspending the admissions now and allowing students left in the certificate to complete will help the college to recreate the program as it needs to be for future students to utilize it for furthering their education." The committee members noted that the Faculty Council of the College of Public Health and the Graduate Council approved the suspension.

Vote:

A motion was made and seconded that the SAASC approve the proposal for suspension of the certificate program.

There was no quorum but the members present (3 members and the chair voted 4 in favor, 0 opposed. The chair then sent an email to the absent members of the committee asking them to review the proposal and vote. 2 voted in favor, 0 opposed, 2 did not vote.

Total: 6 in favor, 0 opposed, 2 did not vote.

SUSPEND ADMISSIONS TO AN EXISTING DEGREE PROGRAM/CERTIFICATE

Suspension less than one year. The faculty of the college in which a degree program resides may opt to suspend admissions for up to one year without going through the University Senate, pursuant to the established college faculty rules document A college faculty may opt to have an issue concerning temporary suspension of admissions to an academic program forwarded to the Senate Council for Senate consideration. (see Senate Rules 3.4.2.A.6).

Suspension greater than one year. The decision to suspend admissions to a Senate-approved certificate or degree program for longer than a single year is a significant reduction, which must be approved by the Senate (see Senate Rules 3.4.2). If the faculty of record intend to reinstate the program or certificate within five years of Senate’s approval to suspend admissions, a representative for the program or certificate must immediately contact the Office of Strategic Planning and Institutional Effectiveness (OSPIE) to begin the process, which will include OSPIE notifying external agencies. After five years of suspension and in cases of program closure, the Council on Postsecondary Education (CPE) considers a program or certificate to be closed (no students will be admitted) and any attempt to reinstate it must go through the CPE’s process to approve a new academic program.

Approval process. Once approved at the college level, your college will send the proposal to suspend admissions to the appropriate Senate academic council (Health Care Colleges Council, Graduate Council, Undergraduate Council) for review and approval (see Senate Rules 3.4.3.B). Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review via a committee and then to the Senate for approval. (The contact person listed on the form will be informed when the proposal has been sent to committee and other times as appropriate.) Once approved by the Senate, the Senate Council office will notify appropriate entities, including the Registrar’s office and the Office of Strategic Planning and Institutional Effectiveness (OSPIE). OSPIE will suspend the program in the CPE program inventory and notify SACSCOC (UK’s accrediting body) of the suspension.

Please check ONE of the following options.		
<input checked="" type="checkbox"/> Proposal is to <i>suspend admissions</i> for the program/certificate.		
OR		
<input type="checkbox"/> Proposal is to <i>close</i> the program/certificate.		
SECTION A – INFORMATION REQUIRED BY UNIVERSITY SENATE		
1. Basic Information: Program Background and Overview		
1a	Date of contact with Office of Strategic Planning and Institutional Effectiveness (OSPIE) ¹ : <input type="checkbox"/> Appended to the end of this form is a PDF of the reply from OSPIE.	10/9/18
1b	Home College: <i>College Of Public Health</i>	
1c	Home Educational Unit (school, department): <i>Health Management & Policy</i>	
1d	Degree Designation (BA, MS, PhD, etc.): <i>Grad Cert</i>	
1e	Major Name (Interior Design, Social Work, etc.): <i>Public Health Management</i>	
1f	CIP Code: <i>51.2211</i>	
1g	Is there an accrediting agency related to this program?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

¹ You can reach OSPIE at OSPIE@uky.edu.

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	If "Yes," name: <i>CEPH</i>		
1h	Date of closure ² :	<input checked="" type="checkbox"/> Fall semester following approval.	OR <input type="checkbox"/> Specific Date ³ : <i>Fall 20</i>
1i	Semester in which last student is anticipated being enrolled: Spring 2018		
1j	Semester in which the last student will receive a degree: Fall 2018		
1k	Date of most recent periodic program review for the home educational unit:		
1l	Contact person name: <i>Sarah Wackerbarth</i>	Email: <i>sbwack0@uky.edu</i>	Phone: <i>(859) 218-2079</i>

2. Overview

2a	What is the rationale for suspension of admissions? If an accrediting body recommended this suspension, note that and append that report to the end of this form.(450 word limit)				
	This certificate is not being utilized by students who can benefit from it's curriculum. Students receiving it currently are not gaining extra knowledge from this above what is already being taught in the Management degree programs. It is the college's belief that the program could be reorganized in the future, but is not bringing the development to the students whom it was built to help.				
2b	Is the degree for which admissions will be suspended a master's degree and is there an associated PhD program?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		
	If "Yes," should the master's degree now serve as an <i>en passant</i> option ⁴ for students who are unable to complete the associated PhD? (150 word limit)	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
	If "Yes," describe the associated PhD and how the <i>en passant</i> master's degree will be administered.				
2c	Provide an explanation for the proposed suspension of admissions. (450 word limit)				
	<i>Suspending the admissions now and allowing the students left in the certificate to complete will help the college to recreate the program as it needs to be for future students to utilize it for furthering their education. The college is also in the process of redesigning our courses to better align with our accreditation criteria. This realignment will alter the content of the required courses in the certificate. That will create a need to reevaluate the course offerings to determine if there is a need for the certificate moving forward.</i>				
2d	Describe enrollment in the program below, for the last five years.				
	1 year ago:	2 years ago:	3 years ago:	4 years ago:	5 years ago:
	Year: 2017	Year: 2016	Year: 2015	Year: 2014	Year: 2013
	Enrollment: 12	Enrollment: 9	Enrollment: 7	Enrollment: 4	Enrollment: 4
2e	Describe graduation rates in the program below, for the last five years.				
	1 year ago:	2 years ago:	3 years ago:	4 years ago:	5 years ago:
	Year: 2017	Year: 2016	Year: 2015	Year: 2014	Year: 2013
	Grad rate: 3	Grad rate: 2	Grad rate: 3	Grad rate: 1	Grad rate:1

² The date of closure is the first semester for which admissions will be suspended and no students will be admitted.

³ Suspensions of admissions are typically made effective for the semester following approval.

⁴ If a degree is offered *en passant*, there are no direct admissions into the program and it exists solely as an option for students who are unable to complete the associated PhD.

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2f	Will another degree replace the program being suspended (i.e. a new program or a changed program)?	Yes ⁵ <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If "Yes," explain below. (300 word limit)			
2g	What will happen with the existing courses that comprised the program ⁶ ? (300 word limit)		
<i>These are all courses that are already taught within other college degree programs, some required and some electives. They will all likely continue to be taught for the benefit of other programs as they are needed for those.</i>			
2h	Check the appropriate box below and explain. (150 word limit)		
<input checked="" type="checkbox"/> Suspension greater than one year but less than five years. <input type="checkbox"/> Suspension in perpetuity.			
<p style="color: red;">Possibility of reorganization of the curriculum in the future, we want to give the college the option to reopen the certificate if needed before fully canceling.</p>			

⁵ Mention of the replacement degree here does not create/change it. The appropriate new/change forms must also be submitted.

⁶ If the courses are no longer needed, the home educational unit will need to officially drop the courses.

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3. Teach Out Plan			
3a	How will affected parties (students, faculty, and staff) be informed of the impending closure?		
	We will notify students still enrolled personally, and help them make a plan to finish the program by the end of this school year. Faculty & staff will be notified once the college level approvals have taken place.		
3b	Explain how all affected students will be helped to complete their program of study with minimal disruption.		
	We will continue to offer these courses as we have in past for our other degree programs that require them, this will accommodate the students left to finish. All of them should easily be able to complete if they choose with the offerings we have, as those are the same availability as they have always been. The Director will advise the current students how to achieve the completion.		
3c	Will students incur additional charges/expenses as a result of the teach-out plan?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," how will students be notified?		
3d	Does suspension of admissions involve teach-out agreements with other institutions?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," append to the end of this form the copies of signed agreements with other institutions.		
3e	How will faculty be redeployed or helped to find new employment?		
	This will not affect faculty assignments		

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4. Approvals/Reviews

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email	
4a	(Within College)			
	<i>Academic Affairs & Assessment Committee</i>	<i>10/8/18</i>	<i>Nancy Johnson /</i>	<i>/ nancy.johnson@uky.edu</i>
	<i>Faculty Council</i>	<i>10/19/18</i>	<i>John Watkins /</i>	<i>/ john.watkins@uky.ed</i>
	<i>Assoc Dean of Academic Affairs</i>	<i>10/22/18</i>	<i>Jamie Taylor /</i>	<i>/ jamie.hunt@uky.edu</i>
			<i>/</i>	<i>/</i>
3b	(Collaborating and/or Affected Units)			
	<i>NA</i>		<i>/</i>	<i>/</i>
			<i>/</i>	<i>/</i>
			<i>/</i>	<i>/</i>
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3c	(Senate Academic Council)		Date Approved	Contact Person Name
	Health Care Colleges Council			
	Graduate Council		<i>12/17/18</i>	<i>Roshan Nikou</i>
	Undergraduate Council			