

## COVER PAGE FOR CHANGES TO ACADEMIC ORGANIZATION OR STRUCTURE OF AN EDUCATIONAL UNIT

The Senate’s Academic Organization and Structure Committee (SAOSC) is tasked by the University Senate with the review of proposals to change academic organization or structure. The information needed by the SAOSC for the review of such proposals is set forth in *Senate Rules 3.4.2.A.5*<sup>1</sup>.

The SAOSC has developed a set of guidelines (from the *Senate Rules*) that are intended to ease the task of proposal submission (available at <http://www.uky.edu/Faculty/Senate/forms.htm>). As proposal omissions usually cause a delay in the review process, the individual(s) responsible for the proposal is (are) urged to familiarize themselves with these guidelines before submitting their proposals for review. In particular, the individual responsible for the proposal must fill out Sections I, II and III of this form, as well as include statements and documentation that provide a full accounting of the items a - i, below.

- a. Disposition of faculty, staff and resources (financial and physical);
- b. Willingness of the donating units to release faculty lines for transfer to a different educational unit;
- c. Consultation with the faculty of the unit to which the faculty lines are proposed to be transferred;
- d. Consultation with the faculty of educational unit that will be significantly reduced;
- e. Summary of votes and viewpoints (including dissents) of unit faculty and department/college committees;
- f. Ballots, votes expressing support for or against the proposal by unit faculty and staff and committees;
- g. Letters of support or opposition from appropriate faculty and/or administrators; and
- h. Letters of support from outside the University.

### Section I – General Information about Proposal

One- to two-sentence description of change:	The College of Public Health, Department of Epidemiology is requesting consolidation of the Departments of Epidemiology and Department of Preventive Medicine and Environmental Health into the Department of Epidemiology and Environmental Health.				
Contact person name:	Erin Haynes	Phone:	859-562-2119	Email:	erin.haynes@uky.edu
Administrative position (dean, chair, director, etc.):	Chair				

### Section II – Educational Unit(s) Potentially Impacted by Proposal

Check all that apply and name the specific unit(s).		
<input checked="" type="checkbox"/>	Department of:	Epidemology and Preventive Medicine & Environmental Health
<input type="checkbox"/>	School of:	
<input type="checkbox"/>	College of:	
<input type="checkbox"/>	Graduate Center for:	
<input type="checkbox"/>	Interdisciplinary Instructional Program:	
<input type="checkbox"/>	Multidisciplinary Research Center/Institute:	

### Section III – Type of Proposal

Check all that apply.
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<sup>1</sup> Items a-i are derived from *Senate Rules 3.4.2.A.5*. The Senate Rules in their entirety are available at [http://www.uky.edu/Faculty/Senate/rules\\_regulations/index.htm](http://www.uky.edu/Faculty/Senate/rules_regulations/index.htm).)

**COVER PAGE FOR CHANGES TO ACADEMIC ORGANIZATION OR STRUCTURE OF AN EDUCATIONAL UNIT**

<i>A. Changes</i>	
<input checked="" type="checkbox"/>	Change to the name of an educational unit.
<input type="checkbox"/>	Change to the type of educational unit (e.g., from department to school).
<i>B. Other types of proposals</i>	
<input type="checkbox"/>	Creation of a new educational unit.
<input checked="" type="checkbox"/>	Consolidation of multiple educational units.
<input type="checkbox"/>	Transfer of an academic program to a different educational unit.
<input type="checkbox"/>	Transfer of an educational unit to a different reporting unit.
<input type="checkbox"/>	Significant reduction of an educational unit.
<input type="checkbox"/>	Discontinuation, suspension or closure of an educational unit.
<input type="checkbox"/>	Other (Give a one- or two-sentence description below; a complete description will be in the proposal).

**Section IV is for internal use/guidance.**

**Section IV – Guidance for SAOSC, Senate Council and University Senate**

***SAOSC Review of Type A Proposals (Changes to Type of, or to Name of, an Educational Unit)***

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).

***SAOSC Review of Type B Proposals (All Other Changes)***

- ✓ SAOSC review of proposal.
- ✓ SAOSC recommendation for an additional or joint review by other Senate committee(s) (e.g. Senate's Academic Programs Committee).
- ✓ SAOSC review of proposals for creation, consolidation, transfer, closure, discontinuation, or significant reduction and educational unit, or transfer of an academic program to a different educational unit (attach documentation).
- ✓ Program review in past three years (attach documentation).
- ✓ Request to Provost for new program review (attach documentation).
- ✓ Open hearing (attach documentation).
  - SAOSC information must be shared with unit 10 days prior to hearing.
  - Open hearing procedures disseminated.

***Voting by SAOSC, Senate Council and University Senate***

- ✓ Endorse (or do not endorse) the academic organization, reporting, infrastructure, etc.
  - This vote is taken by the SAOSC, SC and Senate for every SAOSC proposal.
- ✓ Approve (or do not approve) the academic status or content of academic program.
  - This vote is taken by the SAOSC, SC and Senate only when the review involves an MDRC.

The following is a list of questions that may be applicable to your proposal. Address those items which are pertinent in the text of your proposal.

1) What is the impetus for the proposed change?

The Department of Preventive Medicine and Environmental Health (PMEH) has just two tenure-eligible title series faculty members (one tenured special-title series associate professor and one regular-title series tenure-earning assistant professor). In the Fall of 2019, the College conducted an external evaluation of the Department of PMEH to determine how to move the small department toward excellence. Reviewers noted that the department would require a minimum of 10 new faculty and an externally recruited chair to be a viable, stand-alone department. Since the College does not currently have the resources to hire this number of faculty, the College explored alternative administrative structures that would maintain visibility for one of our essential disciplines, namely environmental health.

To accomplish the goal of maintaining visibility for environmental health, the Department of Epidemiology proposed to change its name to the Department of Epidemiology and Environmental Health (see attached faculty vote...). This name change provides assurance that a core educational and research discipline in the College of Public Health maintains visibility to internal and external constituencies, including our accrediting body, the Council for Education in Public Health.

In subsequent discussions regarding resources and recruitment options with the PMEH faculty and college leaders, the faculty members in the Department of PMEH elected to transfer to the Department of Epidemiology under the provision that the Epidemiology department agreed to the new name (Epidemiology and Environmental Health). The Department of Epidemiology faculty have voted to support this plan (see attached faculty vote dated...). During a 5-year period (2022-2027) following this name change, the college will maintain its MPH Environmental Health concentration and continue to recruit faculty with academic and research interests in environmental health. Once we build a critical mass of at least 10 faculty members with environmental health as an academic and research area, the college will consider reconstituting a standalone department for environmental health will remain the Department of Epidemiology to its original state (i.e., pending consent of all faculty members involved as well as faculty council and senate advisory recommendations and Board of Trustee approval). If at the end of 2027 there are not at least 10 faculty members with academic and research interest in environmental health, the College will seek faculty input on the next steps for the department. The Provost approved the College's plan to maintain the Department of PMEH as an empty department for a period of 5 years to allow for the College to accomplish the proposed plan.

**Vision:** The long-term goal is to build enough strength in environmental health to enable faculty members in this field to be organized as a standalone department to be renamed from the Department of Preventive Medicine and Environmental Health to the Department of Environmental Health within the College of Public Health. The viability of independent Departments of Epidemiology and Environmental Health will be externally evaluated during the spring semester, 2027.

2) What are the benefits and weaknesses of the proposed unit with specific emphasis on the academic merits for the proposed change?

**Overall Benefits**

- The current and newly hired assistant professors will have access to senior faculty for mentorship and support towards promotion and tenure.
- New faculty will contribute to doctoral, graduate, and undergraduate training programs
- Additional faculty will serve on capstones and future MS thesis research projects – as our faculty are already serving and overextended
- Expertise in the field of environmental health sciences will be added, providing for enhanced educational and research opportunities.
- Service roles will be shared, thereby reducing committee burden on faculty.

3) Describe the organization of the current structure and how the proposed structure will be different and better. Current and proposed organizational charts are often helpful in illustrating reporting lines.

The current Department of Epidemiology is a robust department with strong educational, research, and service activities, while the current Department of Preventive Medicine and Environmental Health (PMEH) is the smallest department in the college (i.e., in addition to the two tenure-eligible title faculty members, there is one research-title full professor and one part-time clinical professor, who has notified us of her intended retirement in July).

Dr. Erin Haynes is the Department Chair for the Department of Epidemiology and the Interim Chair for the Department of Preventive Medicine and Environmental Health. Dr. Haynes is an established epidemiologist with considerable experience in environmental health.

4) How does the change fit with department, college, and/or university objectives and priorities?

Since the College does not currently have the resources to hire 10 new faculty members in the field of environmental health, the College explored alternative administrative structures that would maintain visibility for one of our essential disciplines.

The Department of Epidemiology will change its name to the Department of Epidemiology and Environmental Health. This name change will assure that environmental health, a core educational and research discipline in the College of Public Health, maintains visibility to internal and external constituencies, including our accrediting body, the Council for Education in Public Health.

5) How does this change better position the proposers relative to state and national peers, as well as University Benchmark Institutions? How does the change help UK meet the goals of its strategic plan?

This name change will assure that environmental health, a core educational and research discipline in the College of Public Health, maintains visibility to internal and external constituencies, including our accrediting body, the Council for Education in Public Health. The name change is also consistent with department names for several peer institutions, highlighting the importance of maintaining a strong focus in both areas. At least three of our peer institutions have previously created named departments combining epidemiology and environmental health, University of Texas, Houston (<https://sph.uth.edu/dept/ehges/>), University of Buffalo (<http://publichealth.buffalo.edu/epidemiology-and-environmental-health.html>) and Georgia Southern (<https://jphcoph.georgiasouthern.edu/bees/>).

6) Who are the key personnel associated with the proposed unit? Provide qualifications of these personnel in a brief form. A complete curriculum vitae for each person is not needed, although pertinent information in tabular format is helpful.

The faculty who have requested to transfer to the newly named department include one tenured associate professor, one tenure-track assistant professor, one research-title full professor, and one part-time clinical professor.

Dr. Scott Prince is a tenured associate professor. His primary work assignment is as a clinician with University Health Service.

Dr. Anna Hoover is a tenure-track assistant professor.

Dr. Susan Spengler is a part-time clinical instructor and plans to retire summer 2022

Dr. Terry Bunn is a Research Title professor and the Director of the Kentucky Injury Prevention and Research Center. She is located off-campus with her Center.

7) Discuss leadership and selection process for appointing a chair, a director, or interim leader and search process, etc.

Dr. Erin Haynes is the Department Chair for the Department of Epidemiology and will continue to be the Department Chair for the Department of Epidemiology and Environmental Health.

8) What is the function of the faculty/staff associated with the proposed change and how is that relationship defined? Discuss DOE, adjunct, full-time, voting rights, etc.

Dr. Scott Prince is a tenured associate professor. His primary work assignment is as a clinician with University Health Service. This change will not have an impact on Dr. Prince's DOE.

Dr. Anna Hoover is a tenure-track assistant professor. This proposed change will improve the support for Dr. Hoover through access to additional tenured level faculty colleagues for mentoring and development purposes. This proposed change will not impact Dr. Hoover's DOE.

Dr. Susan Spengler is a part-time clinical instructor and plans to retire summer 2022. Dr. Spengler's primary responsibilities are with the College's residency programs. The College was home to two residency programs. The Preventive Medicine residency transferred to the College of Medicine in July 2021. The occupational medicine residency has one resident and will not be recruiting any new residents. The office of Graduate Medical Education is working closely with the college on next steps for this program.

Dr. Terry Bunn is a Research Title professor and the Director of the Kentucky Injury Prevention and Research Center. She is located off-campus with her Center. This change will not impact Dr. Bunn's DOE.

9) Will the proposed change involve multiple schools or colleges? No

10) If the proposed change will involve transferring personnel from one unit to another, provide evidence that the donor unit is willing and able to release the personnel.

The faculty within the Department of Preventive Medicine and Environmental Health will request transfer to the Department of Epidemiology and Environmental Health once the name change is complete.

11) What is the arrangement of faculty associated with the proposed change and how is that relationship defined? Discuss faculty DOE and status as adjunct, tenure track, or tenured. Describe the level of faculty input in the policy-making process including voting rights and advisory.

Since the College does not currently have the resources to hire the large number of faculty suggested by the PMEH external review, the College explored alternative administrative structures that would maintain visibility for one of our essential disciplines. In subsequent discussions regarding resources and recruitment options with the PMEH faculty and college leaders, the the four PMEH faculty members requested to transfer to the Department of Epidemiology for a period of 5 years. The Department of Epidemiology faculty support this plan. Faculty input was gathered over a three-year period starting with the external review of the Department of PMEH. The faculty DOE process is currently the same in departments across the college, so there will be no impact on DOE, tenure or tenure-track status.

12) Discuss any implications of the proposal for accreditation by SACS and/or other organizations.

There will be no changes to our current educational programs at this time. The Master of Public Health is a College-level degree program with concentrations in both epidemiology and environmental health. This name change will not impact this program other than strengthening the environmental health concentration.

**Education.** The newly renamed Department of Epidemiology and Environmental Health will be home to the following educational programs:

- PhD in Epidemiology and Biostatistics
- MPH in Epidemiology concentration
- MPH in Environmental Health concentration
- Global Health Graduate Certificate
- Occupational Medicine Residency program

13) What is the timeline for key events in the proposed change? Student enrollments, graduates, moved programs, closed courses, new faculty and staff hires, etc.

Upon approval of the name change, Preventive Medicine and Environmental Health faculty will request a transfer to the Department of Epidemiology and Environmental Health. The timeline of completion will be contingent upon the approval of the name change and the faculty transfer process. the goal is to have this transition complete by June 30, 2022.

14) If the proposal involves degree changes\*, describe how the proposed structure will enhance students' education and make them more competitive. Discuss the impact on current and future students. State assumptions underlying student enrollment growth and describe the plans for student recruitment.

There will be no changes to our current educational programs at this time

15) Include evidence that adequate financial resources exist for the proposed unit to be viable. A general description of the new costs and funding should be provided. A letter from the Provost, Dean, or other relevant administrators may affirm commitment to provide financial resources as appropriate. An exhaustive budget is not expected.

The budgets for the two departments were merged in 2020. There is no financial impact to the College of Public Health since faculty are moving internally within the college. The new Department will function with the combined current department budgets of both Epidemiology and PMEH. This transition will improve the financial viability of the Department by reducing administrative costs of two departments.

16) The proposal should document any faculty votes and departmental or school committee votes as appropriate leading up to this point in the process. The SAOSC recommends that faculty votes be by secret ballot. Include in your documentation of each vote taken the total number of eligible voters and the number that actually voted along with the break-down of the vote into numbers for, against and abstaining. A Chair or Dean may appropriately summarize supporting and opposing viewpoints expressed during faculty discussions.

Department of Preventive Medicine and Environmental Health voted to consider a name change with Epidemiology and transfer of faculty into the newly named department on September 23, 2019

- Department of Epidemiology voted affirmative to change name to Department of Epidemiology and Environmental Health on March 12, 2021
- Approval from Provost to leave Department of Preventive Medicine and Environmental Health “open but empty” for 5 years on March 26, 2021
- Faculty Council noted the administrative decision to change the Department of Epidemiology to the Department of Epidemiology and Environmental Health on May 5, 2021

17) The committee will want to see evidence of academic merit and support from key parties. Letters of support (or opposition) are encouraged from the relevant senior faculty and administrators. Relevant faculty and administrators include those in units directly involved in the proposed change (including existing units from which a new unit may be formed.)

Minutes of meetings are included.

18) Indicate how the new structure will be evaluated as to whether it is meeting the objectives for its formation. Timing of key events is helpful.

In subsequent discussions regarding resources and recruitment options with the PMEH faculty and college leaders, the four faculty members in the Department of PMEH decided to transfer to the Department of Epidemiology for a period of 5 years. The Department of Epidemiology faculty support this plan. During the 5-year period (2021-2026), the college will maintain its MPH Environmental Health concentration and continue to recruit faculty with academic and research interests in environmental health. Once we build a critical mass of at least 10 faculty members with environmental health as an academic and research area, the Department of PMEH will be re-constituted as a standalone department (given the caveats as articulated in #1), and the college will return the Department of Epidemiology to its original state. If at the end of this 5-year period, there are not at least 10 faculty members with academic and research interest in environmental health, the renamed Department of

Epidemiology and Environmental Health will remain intact. The Provost approved the College's plan to maintain the Department of PMEH department as an empty department for a period of 5 years to allow for the College to accomplish the proposed plan.

19) Letters of support from outside the University may be helpful in understanding why this change helps people beyond the University.

N/A

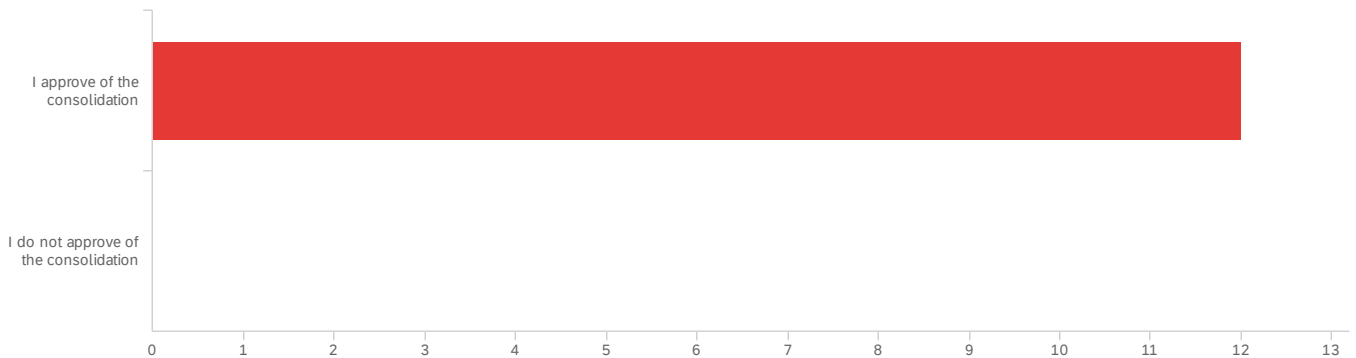


# Default Report

Department Consolidation\_EPI

January 6, 2022 11:20 AM MST

Q1 - The Department of Epidemiology will change it's name to the Department of Epidemiology and Environmental Health and will consolidate with the Department of Preventive Medicine and Environmental Health. This consolidation would not take place until the Department of Epidemiology changes its name to the above. The term consolidation refers to the 'umbrella-ing' of two academic units (MPH-Epi concentration and MPH-EH concentration) under the new Department of Epidemiology and Environmental Health.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	The Department of Epidemiology will change it's name to the Department of Epidemiology and Environmental Health and will consolidate with the Department of Preventive Medicine and Environmental Health. This consolidation would not take place until the Department of Epidemiology changes its name to the above. The term consolidation refers to the 'umbrella-ing' of two academic units (MPH-Epi concentration and MPH-EH concentration) under the new Department of Epidemiology and Environmental Health.	1.00	1.00	1.00	0.00	0.00	12

#	Field	Choice Count
1	I approve of the consolidation	100.00% 12
2	I do not approve of the consolidation	0.00% 0

12

Showing rows 1 - 3 of 3

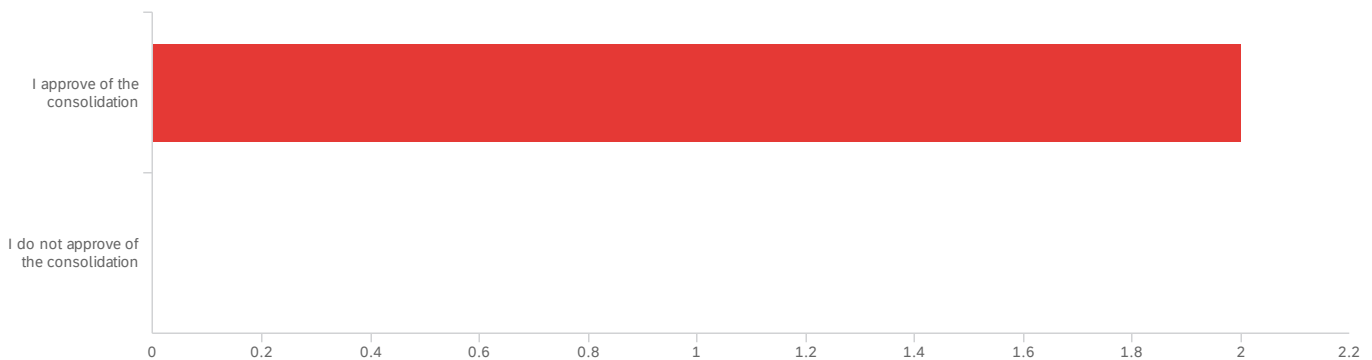
**End of Report**

# Default Report

Department Consolidation\_PMEH

January 6, 2022 11:24 AM MST

Q1 - The Department of Preventive Medicine and Environmental Health will consolidate into the Department of Epidemiology and Environmental Health. This consolidation would not take place until the Department of Epidemiology changes its name to the above. The term consolidation refers to the 'umbrella-ing' of two academic units (MPH-Epi concentration and MPH-EH concentration) under the new Department of Epidemiology and Environmental Health.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	The Department of Preventive Medicine and Environmental Health will consolidate into the Department of Epidemiology and Environmental Health. This consolidation would not take place until the Department of Epidemiology changes its name to the above. The term consolidation refers to the 'umbrella-ing' of two academic units (MPH-Epi concentration and MPH-EH concentration) under the new Department of Epidemiology and Environmental Health.	1.00	1.00	1.00	0.00	0.00	2

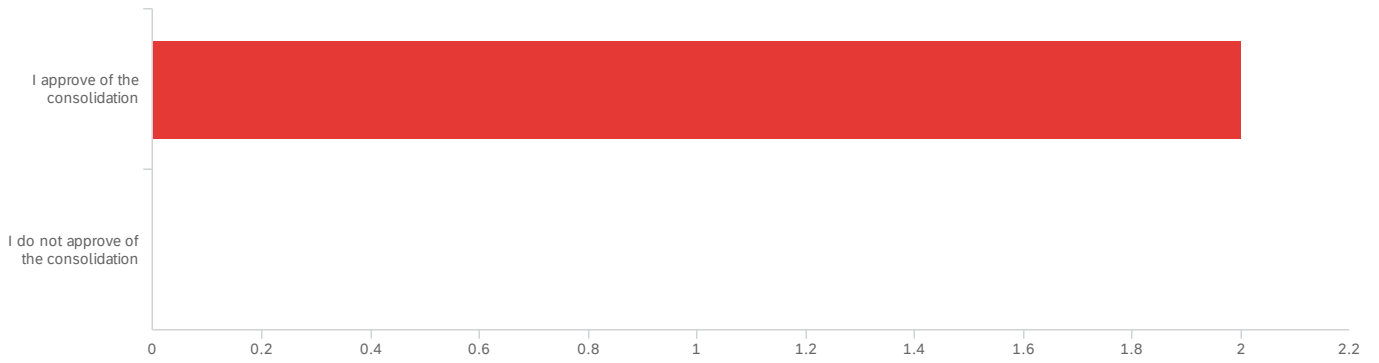
#	Field	Choice Count
1	I approve of the consolidation	100.00% 2
2	I do not approve of the consolidation	0.00% 0

# Field

Choice  
Count

2

Showing rows 1 - 3 of 3



End of Report



University of Kentucky

College of Public Health

Faculty Council

David Fardo, PhD, Chair

January 26, 2022

Donna Arnett, PhD  
Dean, College of Public Health  
111 Washington Avenue  
CAMPUS 0003

Dear Dean Arnett:

At its meeting on January 25, the CPH Faculty Council had additional discussion regarding the proposal to merge faculty from the Department of Preventive Medicine and Environmental Health into the Department of Epidemiology and change the consolidated name to the Department of Epidemiology and Environmental Health. The Department of Preventive Medicine will not be removed, and its viability will be re-assessed in approximately five years.

While this is an administrative process, it has been determined to involve faculty governance because the MPH Environmental Health concentration will also move to the renamed department. The Department of Preventive Medicine and Environmental Health faculty have voted to move the concentration, and, given the administrative actions otherwise planned, members of the Faculty Council support the move.

If you require additional information, please let me know.

Sincerely,

A handwritten signature in blue ink that reads "David W. Fardo".

David Fardo, PhD  
Professor  
Chair, Faculty Council