Faculty Senate Agenda
September 15, 2008
3:30 p.m.

Call to order

Approval of Minutes
    May 5, 2008 Minutes
    May 5, 2008 Organizational Minutes

President's Report: Senator Whitlock

New Business:

• Executive Committee Replacement (for Bob Shadur)
• Committee on Committees Replacement (for Vickie Sanchez)
• One volunteer needed to serve on each of the following (one year appointments):
    University Withdrawal Committee (last year's rep: Bob Shadur)
    University Residency Appeals Committee (last year's rep: Sharon Shasby)
• Report from Council on Academic Affairs
    1. Subsequent degrees policy clarification - Informational Item
    2. Master of Arts in Education – Elementary Education - Program Revision - separate degree codes for all four options
    3. MAED in Secondary Education – Program Revision - 4) Rename the option in Mathematics: Mathematics, Statistics and Computer Science to Mathematics Education to the Mathematics Education option & 6) Drop the option in Mathematics: Computer Science
    4. Master of Arts in Teaching – Program Revision - Add Theatre as a certification option in the Master of Arts in Teaching Program
    5. Applied Computing M.S. - Program Revision
    6. Geosciences M.S. - Program Suspension
    7 Entrepreneurship Minor for Non-Business Majors – New Program
    8. Admissions policies

Report Overview & Questions:
    Executive Committee Chair: Senator Ware
    Faculty Regent: Senator Frisbie
    COSFL Representative: Senator McKenney
    Provost: Senator Piercey
    Student Government Association: Alex Combs
    Standing Committees:
        Budget Committee: TBA, Chair
        Rules Committee: TBA, Chair
        Rights and Responsibilities Committee: TBA, Chair
        Committee on Committees: TBA, Chair
        Elections Committee: TBA, Chair
        Welfare Committee: Senator Foote, Chair

For the Good of the Order:

• What can we do with our advising system to improve student retention

Adjournment

The Faculty Senate of Eastern Kentucky University met on Monday, May 5, 2008, in the South Room of the Keen Johnson Building. Senator Eakin called the eighth meeting of the academic year to order at approximately 3:30 p.m.

The following members were absent:
C. Blades, M. Case, D. Clay, B. Foley*, B. Gaffney, S. Godbey*^, M. Hesse, J. Koontz, M. McDermott, R. Milde, S. Neumann, B. Phillips, A. Shordike*^, B. Wesley

*Indicates prior notification to the Senate Secretary
^ ALT Darrin Smith attended for S. Godbey
^ ALT Dana Howell attended for A. Shordike

Visitors to the Senate: Alex, Combs, SGA; Jim Conneely, Student Affairs; David Fifer, SGA; Deborah Newsom, Financial Affairs; Carol Palmer, Baccalaureate Nursing; Sherry Robinson, Academic Affairs; John Wade, Arts & Sciences; Marc Whitt, Public Relations & Marketing; and Steffen Wilson, Psychology

APPROVAL OF MINUTES:

The April 7, 2008 minutes were approved as written.

PRESIDENT'S REPORT: Senator Whitlock
Senator Whitlock announced that EKU's Board of Regents proposed an 8% tuition increase. This is in comparison to Murray's proposed 6% tuition increase and the KTCTS system's 13% increase. CPE will act on the tuition recommendations on Friday, May 9th.

With the 3% budget cut earlier, and the additional 3% cut on remaining funds, which amounted to approximately $4.5 million, the proposed 8% tuition increase will not generate enough funds to cover all necessary expenses to keep the University operational. Therefore, there will need to be some reallocation of existing resources. In the last six years on this campus, FTE student enrollment has increased about 3%, faculty lines have increased 7.1%, and staff lines have increased 7.4%. So staff positions have increased slightly more than faculty positions. As such, there may need to be a much firmer line taken on keeping positions frozen in staff lines.

One of the more significant things on the budget process is that development of the 09-10 budget will begin during the summer rather than waiting until mid-winter next year to start the process. The Faculty Senate Budget Committee will be consulted in that process.

Last time Senator Whitlock misspoke on the insurance. The new health plan went into effect July 1 and will run through December 31st. Another enrollment will be held in January and the new plan will run from January 1 through December 31st. President Whitlock met with the Benefits Committee after realizing the mistake, and the committee made a good suggestion which was quickly implemented. On the high PPO plan, it could be possible that an individual could be exposed to the maximum out-of-pocket expense for the annual year within that six month period. If this occurs, the University has agreed to split the cost so that an individual would only be responsible for half of that amount during the six month period.

Senator Whitlock announced that while salary compensation has not been determined for the coming year, he hopes to have the resources available to do approximately $500 across the board for everyone and then on top of that a percentage amount, all of which would be added to the base salary. This kind of hybrid approach both recognizes the realities for the lower paid people and will also recognize the need to minimize compression and to try to do everything possible for those folks who may be approaching retirement.

The other thing this hybrid approach would do is to help this institution make up some ground that has been lost since 1998. In 1998 Eastern paid its faculty at 105% of the benchmark and was the highest paid comprehensive institution in the state; and now Eastern is down to mid-range. Senator Whitlock stated that one of his goals is to once again have Eastern be listed as one of the highest paid comprehensive institutions in the state.

Another issue that the EKU community needs to be thinking about is degree productivity, because it will probably play a significant factor in future funding. One area that Eastern has potential growth opportunity in is the area of completer degrees. There are a large number of adults in the population that are close to degree completion. EKU has a Bachelor of Individualized Studies for those folks; other institutions have similar degrees but with different names. From 1999 through 2006 Western graduated 1267 people with such degrees, Murray was in the 500-600 range, and Eastern graduated 48 such folks. Based on these figures, there may be considerable growth potential in this area for EKU.

NEW BUSINESS:

Budget Committee Membership Motion. Senator McKenney introduced the motion. Senator Winslow moved to approve the recommended change to the Budget Committee membership (listed below), seconded by Senator Johnson. The majority were in favor and the motion carried. This motion will need to be approved by the Faculty-at-Large at the August 2008 convocation.

> The following change should be made in the Faculty Handbook, Part VII (Organization of the Faculty of Eastern Kentucky University), VII. The Faculty Senate, E. Committees of the Senate, 5. Committee on the Budget:
>
> Under section (a), which lists membership of the committee, remove the following sentence: "The Vice President for Government Relations and Planning shall serve as a non-voting member of the Committee." Replace it with this sentence: "The Vice President for Financial Affairs shall serve as a non-voting member of the Committee."

Council on Academic Affairs Report. Dr. Janna Vice reported for Senator Piercey.
1. Computer Science (B.S.) - Program Revision - add new option in Computer Security
2. Accelerated BBA/MBA Program - New Program
3. Course Syllabus Policy (with attached CAA's approved revisions)

Senator Collins moved approval of item #1 (Computer Science B.S. Program revision), seconded by Senator Styer. The majority were in favor and the motion carried.

Senator Robles moved approval of item #2 (new Accelerated BBA/MBA Program), seconded by Senator Winslow. The majority were in favor and the motion carried.

Senator Robles moved approval of item #3 (Syllabus Policy), seconded by Senator Winslow.

Some of the issues raised in discussing the syllabus policy included:
- "written communication" needs to be updated to reflect 100% online courses to something like "written or electronic communication"
- Syllabus should be distributed by the first or second work day of the University - listed as such because if a class meets once a week it's unacceptable to not receive the syllabus until the second week. However, some senators felt the "second work day of the University" wasn't defined well and therefore could be problematic
- The course drop date was pushed back by two weeks so "mid-term of the semester", should be rephrased to account for the change in the drop date.
- Nonstandard courses (ex: five week courses, ITV or online courses at extended sites) - having graded assignments in time to report mid-term grades can be problematic.
- This policy doesn't state that it's for undergraduate students only. If it isn't stated then it will be interpreted that graduate students are included as part of this policy. That needs to be clarified.
- The policy should be consistent throughout. On page 3 under "course instructor" it says distribute a complete syllabus to students no later than the first course meeting". That should be consistent throughout the document.

Senator Johnson moved to postpone further discussion until the fall semester and requested that an updated policy be provided prior to the meeting, seconded by Senator Borrowski. The majority were in favor and the motion carried. Senator Eakin encouraged everyone to read the syllabus policy and direct any feedback to Dr. Vice as soon as possible.

Policy on Faculty Qualifications.   Dr. Sherry Robinson was in attendance to discuss the Policy on Faculty Qualifications which was emailed to the Senators earlier last week. The Provost Council will be discussing this policy at their next meeting later this week. It is possible that the Provost Council may enact this as an interim policy, but even if they do, the policy will still come back to the Senate for a vote in the fall. Anyone with comments or questions should share those with Dr. Robinson prior to the Provost Council.

Senator Redmond indicated that his department is against this policy as currently written. His department employs a large number of graduate and undergraduate students to fill lab positions, and this policy would prevent that as currently written.

Senator Waters stated that there should be additional faculty representation available when the Provost Council discusses this issue. Faculty haven't had enough time to adequately discuss this issue before the Provost Council is scheduled to act on it.

GENERAL & STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE REPORT: Senator Eakin
Parliamentarian Miller took a moment to present a gavel of appreciation to Senator Eakin for his service as chair for the last two years.

Senator Eakin expressed his appreciation to the Senate for their hard work and collegiality during his tenure as chair. He also expressed thanks to Parliamentarian Bob Miller and Secretary Pauletta King for their service throughout the last two years.

In his written report to the Senate, Senator Eakin shared the following.

Dr. Jaleh Rezaie was in attendance at the last Executive Committee meeting to discuss the proposed Graduate Faculty Status policy. The draft policy will be distributed to the graduate coordinators who will in turn share with their colleagues. The intent is to present this policy to the Senate in the fall. Faculty will also have an opportunity to provide additional feedback at that time.

SGA shared the Bulletin Board policy draft and the Posted Item Stamping Policy Guidelines draft with the University attorney, at the request of the Executive Committee. Student Services asked the University counsel to postpone reviewing the policies until they have an opportunity to respond. However, the SGA reports that Student Services has had a continued presence over the years in this discussion. Dr Eakin reported that he had a long discussion with Mike Reagle, AVP of Student Affairs concerning the Bulletin Board Policy. Reference to a statement in the Faculty Handbook has been referenced regularly. Perhaps the best solution is to eliminate that statement from the faculty handbook and place it as the level of university policy.

SGA submitted an updated Dead Week Policy which will be reviewed by the Executive Committee at the August 25 meeting.

Senator Eakin expressed his appreciation to David Fifer and the SGA for working with the faculty on a number of issues this year. Such faculty/student/staff work groups represent an important step toward shared governance at EKU.

REPORT FROM FACULTY REGENT: Senator Frisbie
Senator Frisbie reported that the Board met for a regular quarterly meeting on April 22, 2008.

Informational Items included the following:
*   The Board heard a financial status report for the University. Tuition revenue is running about on pace with last year's, which is a bit below projected tuition revenue.
*   The Board heard a report from the chair of the EKU Foundation board. Progress continues on realizing the capital campaign goal of $25M. The Foundation value is currently at $22.5M.
*   Two representatives from Siemens Building Technologies reported on EKU's performance contract with them. This is an exciting, $22M, 12-year project. Siemens will provide campus-wide energy efficiency improvements and address deferred maintenance issues in six target buildings (Stratton, Campbell, Burrier, Combs, Coates, and Jones Buildings). These efforts will provide annual energy cost reductions of at least $2M, which is guaranteed by Siemens. Improvements will target things like more efficient lighting, heating and cooling, and ventilation; and water conservation. Siemens estimates that it can help the University reduce its CO_2 emissions by 76M lbs., its nitrogen oxide emissions by 123K lbs., and its emissions of SO_2 by 404K lbs. over the life of the contract. This is the largest such contract in the state to date.

Action Items included the following:
*   The Board approved all 10 items that came to it from the Council on Academic Affairs.
*   The Board approved the tenure and promotion recommendations.

- The Board approved recommendations for emeritus status for five retiring faculty members: Paul Blanchard (Government), Rick Clewett (English & Theatre), Richard Freed (English & Theatre), Un-Chol Shin (Foreign Languages & Humanities), and Richard Givan (Criminal Justice & Police Studies).
- The Board approved two new Foundation Professorships for Elizabeth Hansen (Communications) and Robert Mitchell (Psychology).
- The Board approved a tuition increase for 2008-09 of 8% (tuition and mandatory fees). This will result in an increased charge of $228 per credit hour for in-state undergraduates ($246 for graduate students). The increase for out-of-state students will be $615/credit hour (undergraduate) and $674/credit hour (graduate students). In addition, the new tuition structure calls for a $128/credit hour ($346 for out-of state undergraduate students) for each credit hour at 17 or more hours per semester. The corresponding surcharge for graduate students will be $184/credit hour ($505 for out-of-state graduate students) for each hour at 13 or more hours per semester.
- The Board approved residence hall rate increases that average 10%. This will result in increased costs to students of $216-256 for a single room, depending on the particular facility, and increases of $103-175 for double rooms. Student Affairs intends to use some of the increased revenue to carry out some maintenance and upgrade work in the residence halls.
- The Board approved a dining rate increase of 4.5% for 2008-09. This rate was negotiated with Aramark some time ago, and looks particularly good in light of more recent increases in food and other prices.
- The Board approved the re-engagement of Deloitte and Touche as external auditors for the University for 2008-09.

The Board will next convene on June 2, 2008 for a regular quarterly meeting.

REPORT FROM COSFL: Senator McKenney

Senator McKenney reported that this year COSFL met on September 17th and on January 12th. Representative Harry Moberly was invited to speak at the January meeting regarding the state budget process. Also at that meeting, Brad Cowgill gave an excellent presentation.

COSFL will hold the last meeting of the year in June.

REPORT FROM THE PROVOST: Senator Piercey

Senator Piercey shared the following in his written report to the Senate.

In the area of academic affairs policy and governance, the following items represent draft policies currently in the review process:

- Policy 4.1.2 (Course Syllabi) has been reviewed for a first reading by the Faculty Senate. The policy was approved with revisions by the Council on Academic Affairs.

- Policy 4.6.1 (Determination of Qualifications for Teaching Faculty) has been reviewed a third time by the Provost Council. The policy was supported and disseminated to the Chairs Association and the Faculty Senate for review.

- Policy 4.3.4 (Joint Curricular, Collaborative, and Consortial Agreements) has not been worked on since the last report to the Faculty Senate.

- Policy 1.1.1 (Formulation and Adoption of University Policies) continues to be vetted across campus. Dr. Sherry Robinson met informally with members of the Faculty Welfare Committee to discuss possible revisions. As soon as it is ready, a revised draft will be re-submitted to Faculty Senate.

All new or revised policies are presented as drafts until they are approved by the Board of Regents.

Editorial clarifications for Policy 4.6.4 (Promotion and Tenure) will be sent to University Counsel for review. As soon as possible, the clarifications and the revised policy will be published to the academic community. A small work group consisting of someone from Faculty Senate who previously worked on the promotion and tenure policy and of an administrator who works with implementation on the policy will begin evaluating some potential amendments to Policy 4.6.4.

In the area of Graduate Education and Analysis, comments are being sought on a draft of the Strategic Plan for Graduate Education and Research. Formal invitations for review have been sent to all Graduate program coordinators, chairs, deans and members of the Graduate Council. The draft plan is posted for comment on the web at *http://ekuculture.ning.com.* A special thanks to faculty members JoAnn Ewalt, Derek Paulsen, Marcel Robles, Sharon Shasby, and Melinda Wilder for their contributions to the development of EKU's Strategic Plan.

In the area of Institutional Effectiveness, Dr. E. J. Keeley (with Dr. Kendra Stewart and Corey Bray) presented a University Strategic Plan progress report to the Board of Regents. Dr. Keeley continues to collaborate on the Graduate Education & Research and Powell Student Center strategic plans. The Program Review Work Group is finalizing its plan to reform program review as part of the Institutional Effectiveness process. Dr. Keeley continues to refine the Fall 2008 enrollment forecast based on inputs from a variety of university constituencies.

Internal interviews are being conducted for a QEP Director.

Dr. E. J. Keeley participated in a conference call with SACS to discuss EKU's upcoming Ed.D. in Educational Leadership six-month SACS team review to be held in January or February 2009.

REPORT FROM THE STUDENT GOVERNMENT ASSOCIATION: Alex Combs

As outgoing SGA President, David Fifer was in attendance to review SGA's efforts throughout the past year and to introduce the new SGA President, Alex Combs. The Bulletin Board and Posting Placement Policies are still pending. Both policies were submitted to University Counsel at the suggestion of the Executive Committee. The Colonel path is finished and will be opened officially in the fall semester. Furthermore, renovations have begun on the Herndon Lounge in the Powell Building.

Mr. Fifer thanked the Senators for working closely with SGA throughout the past year. Current Elect SGA President Alex Combs announced his commitment to continue to work closely with the Faculty Senate next year.

In addition, Mr. Combs stated that one of the most important points on SGA's platform for next year is to re-evaluate the orientation classes for all students.

Budget Committee.   Senator Ciocca reported that once CPE has determined the budget, EKU's budget should be completed within the next couple of weeks.

Committees on Committees. Senator Foote stated that the committee compiled a report based on the information received from the survey regarding University Committee vacancies, and the report has been shared with the Senate chair.

Welfare Committee.   Senator Waters wished to review the last Welfare Committee report as there was insufficient time to do so at the April meeting.

One of the committees' charges this year was to discuss the philosophy and reality of shared governance at Eastern. The committee would like for the EKU community to consider the following two questions in order to facilitate further discussion next year: 1) what does faculty think about shared governance at Eastern at this time? 2) what shared governance model, principles and elements does this faculty want at Eastern.

The committee met twice since the April Senate meeting. Senator Waters thanked President Whitlock for meeting with the committee to discuss benefits issues. She also thanked Dr. Sherry Robinson for meeting with the committee to discuss the proposed policy on policies and how that affects faculty and this academic institution.

Senator Waters expressed her appreciation to her fellow committee members for their hard work and dedication during the past year.

Joint Ad Hoc Committee on Dead Week Policy. Senator Ware reported that a draft of the proposed policy will be reviewed at the August Executive Committee meeting.

Report on Colonel 1 Card. Senator Noblitt reported that the new Colonel 1 Cards have been distributed to current students. As freshmen come to campus, they will start getting these cards as part of their orientation, and there will be on-going marketing afterwards to clarify questions for students. As previously reported, Senator Noblitt reiterated the need to continue to assess this program for students and that the assessment should be independent of anyone related to the Colonel 1 Card program. She further stated that SGA would be the most logical choice for the assessment and that she would like to work closely with SGA next year to hopefully develop a type of assessment for implementation about this same time next year.

As far as faculty cards, faculty will get new cards as was reported last month. This is only because the new card readers can't read the old cards. There will also be printing on the cards that identify faculty are public employees for the state of Kentucky so that faculty can receive government employee discounts at various locations.

When asked if Model Laboratory students would be receiving the new cards as well, Senator Noblitt indicated that she would have to look into that and report back later.

Senator Eakin thanked Senator Noblitt for outstanding work on the Colonel 1 Card issue.

ADJOURNMENT:

The meeting adjourned at approximately 5:30 p.m.

The Faculty Senate of Eastern Kentucky University met on Monday, May 5, 2008, in the South Room of the Keen Johnson Building. Senator Eakin called the organizational meeting for the 2008-09 academic year to order at approximately 5:15 p.m.

The following members were absent:
C. Blades, L. Bosley, T. Butler, M. Case, B. Foley*, S. Godbey*^, K. Halcomb, T. Hartch, M. Hesse, S. Hunter, K. Johnson, J. Koontz, P. Litzelfelner, M. McDermott, S. Neumann, B. Phillips, R. Ruddell, S. Shaffer, A. Shordike*, J. Taylor, E. Underwood, B. Wesley

*Indicates prior notification to the Senate Secretary
^ ALT Darrin Smith attended for S. Godbey

NEW BUSINESS:

Senate Chair Election. Senator Ware was nominated for Senate Chair at the April meeting. Senator Johnson moved to close nominations, seconded by Senator Wray. Motion carried. Senator Ciocca moved to elect by acclamation, seconded by Senator Sanchez. Motion carried.

At this point in the meeting Senator Eakin turned the meeting over to newly appointed Senate Chair, Senator Ware.

Senate Vice Chair Election. Senator Taylor was nominated for Senate Vice Chair at the April meeting. Senator Flanagan moved to close nominations, seconded by Senator Redmond. Motion carried. Senator Wray moved to elect by acclamation, seconded by Senator Collins. Motion carried.

Budget Committee (1 vacancy). Senator Bentley nominated Senator Wray. Senator Robles moved to close nominations, seconded by Senator Richardson. Motion carried. Senator Ciocca moved to elect by acclamation, seconded by Senator Beckett. Motion carried.

Rules Committee (3 vacancies). The following were nominated: Senators McKenney, Gerken, Butler and Rainey. Senator Noblitt moved to close nominations, seconded by Senator Pruitt. The following three members were elected: Senators McKenney, Gerken, and Rainey.

Welfare Committee (3 vacancies). The following were nominated: Senators Ciocca, Foote, and Bentley. Senator Robles moved to close nominations, seconded by Senator Noblitt. Motion carried. Senator Wray moved to elect by acclamation, seconded by Senator Robles. Motion carried.

Executive Committee (2 vacancies). The following were nominated: Senators McKenney and Noblitt. Senator Ciocca moved to close nominations and elect by acclamation, seconded by Senator Kristofik. Motion carried.

Committee on Committees (2 vacancies). The following were nominated: Senators Petronio and Butler. Senator Carter moved to close nominations, seconded by Senator Robles. Motion carried. Senator Sanchez moved to elect by acclamation, seconded by Senator Foote. Motion carried.

COSFL (1 rep & 2 alts). Senator Reed nominated Senator McKenney as the COSFL representative. Senator Wray moved to elect by acclamation, seconded by Senator Robles. Motion carried.

Senators Pressley and Mott were nominated to serve as alternates. Senator Flanagan moved to close nominations, seconded by Senator Ciocca. Motion carried. Senator Wray moved to elect by acclamation, seconded by Senator Robles. Motion carried.

ADJOURNMENT:

The meeting adjourned at approximately 5:40 p.m.

EASTERN KENTUCKY UNIVERSITY

Serving Kentuckians Since 1906

Office of the Registrar

TO: Council on Academic Affairs

FROM: Gary Kuhnhenn, Interim Assoc. VP for Enrollment Management

DATE: August 11, 2008

RE: Subsequent Degrees, Request for Clarification

The catalog policy language regarding Subsequent Degrees (section **Subsequent Degrees**, pg. 49 of the Undergraduate Catalog) is currently being interpreted by the University community in two distinct ways. This is resulting in inconsistent application of the policy. Enrollment Management therefore requests a clarification of this policy from the CAA and an endorsement of an editorial revision of the catalog text to reflect the clarification. The language in question notes, **"A subsequent baccalaureate degree requires at least 32 approved hours *beyond those required for the earlier degree*."** (Italics added for emphasis.)

Clarifications Requested:

I.   Subsequent Degree Requirements

The two differing interpretations of the current catalog language are as follows. It is requested that the CAA endorse one interpretation for university wide application.

Interpretation A: *Hours earned prior to the awarding of the first baccalaureate degree may be counted toward the 160 hour minimum required to earn a subsequent baccalaureate degree.*

Interpretation B*: The 32 hours required for a subsequent baccalaureate degree must be earned <u>after</u> the first baccalaureate degree is awarded; regardless of the number of hours earned at the time the first degree.*

II. General Study Degree as Subsequent Baccalaureate

It is additionally requested that the CAA clarify the policy regarding the use of General Studies Degrees as a subsequent baccalaureate degree.

> *Can a General Studies degree be earned as a subsequent baccalaureate degree?*

Historical note: Original CAA paperwork creating the General Studies Degree stated that it could not be a subsequent degree. This proposal was withdrawn; the final approving paperwork did not address the issue. The question remains unresolved and confusion results.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Course Dropped (Part II)	*Course Title (30 characters)	
___ New Program (Part III)	*Program Title	Master of Arts in Education Elementary Education
X Program Revision (Part III)		(Major ___, Option ___; Minor ___; or Certificate ___)
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	1/17/08	Graduate Council*	04/07/08
Is this a SACS Substantive Change? Yes**** [ ] No [ ]		Council on Academic Affairs	
College Curriculum Committee	2/5/08	Approved **X** Disapproved ___	05/15/08
General Education Committee*	n/a	Faculty Senate**	Informational
Teacher Education Committee*	2/26/08	Board of Regents**	N/A
		Council on Postsecondary Edu.***	N/A

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Separate the degree codes for all four options in the Master of Arts in Education Elementary Education. These four options are as follows: Elementary Education, Middle Grade Education, Gifted Education and Reading/Writing. The Elementary Education and the Middle Grade Education options already have separate degree codes. The options of Gifted Education and Reading/Writing should be assigned separate degree codes.

The following catalog description changes are requested - Degree titles listed in lieu of the option titles: Master of Arts in Education Elementary Education, Master of Arts in Education Middle Grade Education, Master of Arts in Education Gifted Education, and Master of Arts in Education Reading/Writing.

Other catalog changes are provided to accommodate the above requested changes.

A. 2. Effective date: (Example: Fall 2001) Fall 2008

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B.   The justification for this action: Each of the four options in the Master of Arts in Education Elementary Education program is viable as a stand- alone program as per candidate population number, grant, curriculum development and candidate certification opportunities. Recruitment and retention of candidates will be enhanced if each option area is assigned its own degree code.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: NA

Operating Expenses Impact: NA

Equipment/Physical Facility Needs: NA

Library Resources: NA

1

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions.)

DEPARTMENT OF CURRICULUM AND INSTRUCTION

~~Dr. Michael A. Martin~~ <u>Dr. Dorothy Combs</u>, Chair
????, Graduate Coordinator/Advisor
www.education.eku.edu
Combs 112, (859) 622-2154

I.   GENERAL INFORMATION

The Department of Curriculum and Instruction is responsible for program advisement and development in elementary education, middle grade education, <u>gifted education, reading/writing,</u> secondary education, and library science. Programs of study may lead to the Master of Arts in Education degree, Rank II, Rank I, and Master of Arts in Teaching degree (Initial Certification). ~~The elementary education program has options in early elementary education, gifted/talented education, middle grade education, and reading/writing.~~ The secondary education program in cooperation with appropriate departments throughout the University offers program options in agriculture, allied health (non-teaching), art, biology, business and marketing, chemistry, earth science, English, family and consumer science, mathematics: computer science, mathematics: mathematics and statistics, music, physical education, physics, school health, social studies: geography, social studies: history, and technology.

~~Elementary Education Program Requirements~~

MASTER OF ARTS IN EDUCATION
~~Elementary Education~~

II.   ADMISSION REQUIREMENTS

~~This curriculum is designed to improve the professional knowledge and skills of teachers in elementary and middle schools.~~

~~Admission —~~ In addition to other criteria, a minimum total GRE score of 700 with verbal and quantitative subtest scores of at least 300 is required for clear admission to ~~all options of~~ the M.A.Ed. program ~~in Elementary Education~~. As an alternative to the GRE, a ~~raw~~ score of ~~35~~ <u>388</u> on the Miller's Analogies test <u>or a passing score on a required Kentucky PRAXIS II initial teaching exam</u> will also meet the required admission test requirement. Students must also meet the general requirements of the Graduate School. <u>Candidates must have completed an initial Kentucky teaching certification.</u>

III.   PROGRAM REQUIREMENTS

<u>Master of Arts in Education</u> Elementary Education ~~Option~~

~~This curriculum is designed to improve the professional knowledge and skills of teachers in elementary and middle schools.~~

This program is designed to help teachers certified to teach in elementary schools (P-5) improve their professional skills, extend their knowledge of the subjects they teach, and increase their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education.

Professional Education Core......................................**15 hours**
   ELE 810, 871, EPY 839, 869 ....12 hours
   One of the following ....3 hours
   EMS 818, 830, 842, 855, 880, SED 800.
Specialization ....**12 hours**

2

Subject matter: Courses selected to strengthen student's knowledge of subjects taught.

Electives .... **3 hours**
   Selected with advisor approval.
Minimum Program Total .... **30 hours**

III. PROGRAM REQUIREMENTS

Master of Arts in Education Middle Grade Education ~~Option~~

   The curriculum is designed to help teachers certified to teach in middle schools improve their professional skills, extend their knowledge of the subjects they teach, and increase their understanding of the intellectual, philosophical, sociological, psychological, and cultural foundations of effective education.

Professional Education Core .... **15 hours**
   EMG 806, 810, EPY 839, 869 .... 12 hours
   One of the following .... 3 hours
   EMS 818, 830, 842, 855, 880, SED 800.
Specialization .... **12 hours**
   Subject matter: Courses selected to strengthen student's knowledge in areas of certification.
Electives .... **3 hours**
   Selected with advisor approval.
Minimum Program Total .... **30 hours**

III. PROGRAM REQUIREMENTS

Master of Arts in Education Gifted Education ~~Option~~

   ~~This program offers individuals certified to teach at the elementary, middle grade, and secondary levels or variations thereof an additional certification option.~~

~~**Admission** — In addition to general Graduate School admission criteria, a minimum total GRE score of 700 with verbal and quantitative subtest scores of at least 300 is required.~~
   Completion of this program may lead to a Gifted/Talented P-12 endorsement.

Professional Education Core .... **15 hours**
   EPY 839, 869, EMS 855 .... 9 hours
   One course from each of the following lists .... 3 hours
   A. ELE 810, EMG 810, ESE 863.*
   B. ELE 871, EME 873, EMG 806, ESE 774.*
   *Selection of specific courses will be based upon prior level of preparation and student need.
Gifted Education Component .... **9 hours**
   EMS 856, 857, 858.
Electives .... **6 hours**
   Selected with advisor approval to enhance preparation for teaching gifted/talented students.
Minimum Program Total .... **30 hours**

III. PROGRAM REQUIREMENTS

Master of Arts in Education Reading/Writing ~~Option~~

   This program meets guidelines for certification as Reading/Writing Specialist (P-12).

Professional Education Core .... **15 hours**
   One of the following .... 3 hours
     EME 873, ELE 871, EMG 806, ESE 774.

EPY 839, 869 .... 6 hours
One of the following .... 3 hours
    ELE 810, EMG 810, ESE 863.
One of the following .... 3 hours
    EMS 830, EMS 855, SED 775, 777, 778, 779, 790,
    800, 802.
Reading Component.. 12 hours
    EMS 868, 875, EME 877 .... 9 hours
    One of the following .... 3 hours
    EME 751, 874, ENG 805, other options with advisor approval.
Electives .... 6 hours
    Selected with advisor approval.
Minimum Program Total .... 30 hours

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Curriculum and Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Course Dropped (Part II)	*Course Title (30 characters)	
___ New Program (Part III)	*Program Title	MAED in Secondary Education
X Program Revision (Part III)		(Major ___, Option __X__; Minor ___; or Certificate ___)
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	1/17/08	Graduate Council*	4/7/08
Is this a SACS Substantive Change? Yes**** ☐ No ☒		Council on Academic Affairs	
College Curriculum Committee	2/5/08	Approved __X__ Disapproved ____	05/15/08
General Education Committee*	NA	Faculty Senate**	Pending
Teacher Education Committee*	2/26/08	Board of Regents**	Pending
		Council on Postsecondary Edu.***	Pending

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Please note that the first part of the effort to update the MAED in Secondary Education options and to edit the Graduate Catalog has already been started in the approval process. This first part has been approved by the Department of Curriculum and Instruction (10/18/07, 11/15/07) and the CCC (11/6/07). It will be presented to the TEC on January 29th and continue to the other committees for approval. Please see Appendix A for those proposed changes.

This is the second part of the effort to update the MAED in Secondary Education options.

1) Update specialization course information in the following options: Art , English, Music, Physical Education and Technology

2) Update specialization course information in the Biology option as follows: 12 hours of 700/800 level courses in BIO or CNM with advisor approval.

3) Update specialization course information in the Physical Science: Chemistry, Earth Science or Physics option as follows: 12 hours of 700/800 level courses in CHE, GLY, or PHY with advisor approval.

4) Rename the option in Mathematics: Mathematics, Statistics and Computer Science to Mathematics Education to the Mathematics Education option

5) Update specialization course information in the area of Mathematics: Mathematics, Statistics and Computer Science as follows: 12 hours of 700/800 level courses in MAT, STA or CSC with advisor approval.

6) Drop the option in Mathematics: Computer Science

A. 2. Effective date: (Example: Fall 2001)

Summer 2008

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

1

B. The justification for this action:

1) Deleted courses no longer exist, have changed prefixes, have a changed number, or are no longer viable to the education program. Deleted and added courses have been recommended by each option program advisor in Art, English, Music, Physical Education and Technology.

2) A more flexible and a more advisor assisted method of course choice in the area of specialization has been recommended by the program advisor for the Biology option.

3) A more flexible and a more advisor assisted method of course choice in the area of specialization has been recommended by the program advisor in the Physical Science option.

4) A change of option title (from Mathematics: Mathematics, Statistics and Computer Science to Mathematics Education) will better reflect the purpose of the program and will correlate better to the matching undergraduate certification programs.

5) A more flexible and a more advisor assisted method of course choice in the area of specialization has been recommended by the program advisor in the Mathematics: Mathematics, Statistics and Computer Science option.

6) There is little need for the option in Mathematics: Computer Science as: the option of Mathematics Education will better correlate to the undergraduate certification programs and there has been little demand for this option.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: N/A

Operating Expenses Impact: N/A

Equipment/Physical Facility Needs: N/A

Library Resources: N/A

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and underlines for additions.)

SEE NEXT PAGE

Master of Arts in Education: Secondary Education

Professional Education Core	…………………………………………………..……**15 hours**
EPY 869; EPY 839	……………………………………………………. 6 hours
ELE 810, EMG 810, or ESE 863	……………………………………………………. 3 hours

Course selection depends on your certification:P-12 certification = ELE 810, EMG 810 or ESE 863; 5-12 certification = EMG 810 or ESE 863; 8-12 certification = ESE 863

ESE 774, EMG 806, EPY 816, or SED 800	……………………………………………………… 3 hours
EMS 818, 830, 842, 855, 883, or EPY 854	……………………………………………………… 3 hours
Specialization Options	……………………………………………..… **12 hours**

Courses selected from student's area(s) of certification.

Agriculture	………………………………………….……….. 12 hours

AGR 701*, 770*, 777, 807*, or OHO 807.
*May be retaken to a maximum of 6 hours with advisor approval

Art	………………………………………….……….. 12 hours

ART 760*, 762, ~~794~~, ~~795~~, 800*, 810*, 820*, 830*, 840*, 863*, 870*, or 880.*
*May be retaken to a maximum of 9 hours with advisor approval.

Biology	………………………………………….……….. 12 hours

12 hours of 700/800 level courses in BIO or CNM with advisor approval.
~~BIO 714, 718, 721, 722, 724, 725, 728, 731, 736, 742, 750, 753, 754, 755, 756, 757, 758, 799, 802, 806, 816, 845, 846, 848, 849, 850, others with advisor approval~~.

Business Education	………………………………………….……….. 12 hours

ACC 721, 750, 820, 850, CCT 760, 770, 780, 850, CIS 850, 860, ECO 790, 810, 850, GBU 850, 855, MGT 821,850, others with advisor approval. You may also select your elective from this list.

English	………………………………………….……….. 12 hours

At least one course from each of the following areas:

AREA I (ENG 730, ~~731~~, 735, ~~740~~, ~~745~~, 750, 770, 833, 850, 853, 854, 860, 861, 862, 870, 873, ~~874~~, 876, 878, 880), others with advisor approval.

AREA II (ENG 702, 710, 715, 720, 725, 800, 804, 807, 808, 809, 810, 825, 863), others with advisor approval.

Six hours of ENG 805 Writing Project may be used in AREA II (three of the six hours may be used as an elective if not used in area II).

Family and Consumer Science Education	………………………………………….……….. 12 hours

ADM 750, 810 CDF 741, 744, 747, 750, FCS 750, NFA 700, 709, 717, 811, 841.

~~**Mathematics: Computer Science**~~	………………………………………….……….. 12 hours

~~CSC 812, CSC 831, Two courses selected from the following: CSC 745, CSC 746, CSC 833, CSC 834, CSC 842, CSC 880.~~

~~Students lacking six hours of high level programming language~~

~~such as Pascal or "C" must take CSC 730 or an equivalent (this course may be used as an elective).~~

~~Students lacking mathematical background adequate for CSC 831 should take CSC 801 (this course may be used as an elective).~~

Mathematics: Mathematics Education~~, Statistics, and Computer Science~~ .……………………………………………….……….. 12 hours
12 hours of 700/800 level courses in MAT, STA or CSC with advisor approval.

~~Select courses from at least three of the following groups.~~
One course must be taken at the 800 level. ~~Other courses may be selected with advisor approval.~~

~~Group A (MAT 706, 806, 809, 810, 870);~~
~~Group B (MAT 740, 750, 815, 850, 856, 870);~~
~~Group C (MAT 705, 735, 755, 760, 870, 871);~~
~~Group D (CSC 730, 745, 746, 812, 831);~~
~~Group E (STA 700, 701, 720, 721, 825).~~

Music .…………………………………………….……….. 12 hours
MUS 713, 751, 754, 755, 756, 764, 765, ~~784~~, 789, 845, 846, 847, 850, 872, 880, 883, 885.

Physical Education .…………………………………………….……….. 12 hours
~~Select two courses from one category and one course from each of the remaining categories:~~

~~Category I (PHE 820, 835, 851, 869 or 875);~~
~~Category II (PHE 822, 848, 891);~~
~~Category III (PHE 821, 831, 833, 852, 895).~~

12 hours from at least two different foundation areas:

Physical-Quantitative Foundation Area: PHE 775, 812, 821, 831, 895
Social-Cultural Foundation Area: PHE 822, 848, 891
Professional-Administrative Foundation Area: PHE 835, 851, 869, 875
Developmental-Behavioral Foundation Area: PHE 762, 823, 833, 852

Physical Science: Chemistry, Earth Science, or Physics .…………………………………………….……….. 12 hours
12 hours of 700/800 level courses in CHE, GLY, or PHY with advisor approval.

~~With advisor approval, student will choose science courses from one science discipline in order to strengthen background in that discipline.~~ At least one course at the 800 level is required. .……………………………………………………………12 hours

School Health
HEA 810, 875; 6 hours from: HEA 790, 792, 793, 804, 795, 807, 855, 880, other options with advisor approval.

Candidates seeking initial certification in School Health must also complete EME 786 (this course may be used as an elective).

Social Studies: History .…………………………………………….……….. 12 hours
HIS 716, 800, 849, 860, 861, 862, 863, 864, 865 others with advisor approval.

Technology Education .…………………………………………….……….. 12 hours
~~MFG 801, 867~~, TEC ~~701, 733,~~801, 830, 831, 833, 867 ~~TTE 864, VIT 861, 863, 865 or 888~~, CTE 861, 863, 864, 865, 888 other options with advisor approval.

4

Electives ……………...……… **3 hours**

TOTAL REQUIREMENTS ………………………………….…….….. **30 hours**

Appendix A

Master of Arts in Education: Secondary Education

~~Professional Education Core .... 15 hours~~   NEXT BLOCK SHOWS THE CLEAN UP OF THIS SECTION
~~EPY 869 .... 3 hours~~
~~EPY 839 .... 3 hours~~
~~ELE 810, EMG 810, or ESE 863 .... 3 hours~~
~~ELE 810 may be taken in P-12 programs.~~
~~EMG 810 may be taken by individuals with middle grade~~
~~certification.~~
~~ESE 863 may be taken by individuals with 5-12 or 8-12~~
~~certification.~~
~~One course from each of the following lists:~~
~~A. ESE 774, EMG 806, EPY 816, or SED 800 .... 3 hours~~
~~B. EMS 818, 830, 842, 855, 883, or EPY 854 ..... 3 hours~~

Professional Education Core …………………………………..…….**15 hours**
   EPY 869; EPY 839 …………………………………….…. 6 hours

   ELE 810, EMG 810, or ESE 863 ……………………………………………. 3 hours
   <u>Course selection depends on your certification:P-12 certification =</u>
   <u>ELE 810, EMG 810 or ESE 863; 5-12 certification = EMG 810 or</u>
   <u>ESE 863; 8-12 certification = ESE 863</u>

   ESE 774, EMG 806, EPY 816, or SED 800 …………………………………………… 3 hours

   EMS 818, 830, 842, 855, 883, or EPY 854 …………………………………………… 3 hours

Specialization Options …………………………………………..… **12 hours**
   Courses selected from student's area(s) of certification.

~~OPTIONS – The Master of Arts in Education in Secondary Education~~
~~is offered with the following academic specialization options:~~
Agriculture ~~Option~~ …………………………………….……….. 12 hours
~~Selected from~~ AGR 701*, 770*, 777, 807*, or OHO 807.
*May be retaken to a maximum of 6 hours with advisor approval

~~Allied Health (Non-teaching) Option~~ …………………………………………. 15 hours
~~HEA 798, HEA 898, Additional courses selected from HEA or~~
~~related areas with advisor approval.~~

Art ~~Option~~ …………………………………….……….. 12 hours
ART 760*, 762, 794, 795, 800*, 810*, 820*, 830*, 840*, 863*,
870*, or 880.*
*May be retaken to a maximum of 9 hours with advisor approval.

Biology ~~Option~~ …………………………………….……….. 12 hours
BIO 714, 718, 721, 722, 724, 725, 728, 731, 736, 742, 750, 753,
754, 755, 756, 757, 758, 799, 802, 806, 816, 845, 846, 848, 849,
850, others with advisor approval.

Business Education ~~Option~~ …………………………………….……….. 12 hours
ACC 721, 750, 820, 850, CCT 760, <u>770, 780,</u> 850, ~~880~~, CIS 850, 860,
ECO ~~780~~, 790, <u>810,</u> 850, GBU 850, <u>855</u> MGT <u>821,</u>850, others with
advisor approval. <u>You may also select your elective from this list.</u>

~~Elective: Any course from above list not taken as subject matter~~

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~~requirement; others with prior advisor approval~~

English ~~Option~~ ....……..……….. 12 hours
At least one course from each of the following areas:

AREA I (ENG 730, 731, 735, 740, 745, 750, 770, 833, 850, 853,
854, 870, 873, 874, 876, 878, 880), others with advisor approval.

AREA II (ENG 702, 710, 715, 720, 725, 800, 804, 807, 808,
809, 810, 825), others with advisor approval.

~~Students may take~~ Six hours of ENG 805 Writing Project may be used
~~and use three hours~~ in AREA II (~~, but the remaining~~ three of the six
hours ~~can~~ may be used as an elective if not used in area II ~~only~~).

Family and Consumer Science Education ~~Option~~ ....……..……….. 12 hours
~~Certification in family and consumer science education is for~~
~~grades 5-12.~~
~~Select courses from the following list which emphasize area of~~
~~certification:~~
ADM ~~717, 719,~~ 750, 810 CDF ~~734, 738,~~ 741, 744, 747, ~~749,~~ 750,
FCS 750, NFA 700, ~~701, 705, 707,~~ 709, ~~715,~~ 717, 811, 841.

~~Recommended Electives: ESE 776, 860, 861, 867, others with advisor~~
~~approval.~~

Mathematics: Computer Science ~~Option~~ ....……..……….. 12 hours
CSC 812, CSC 831, Two courses selected from the following:
CSC 745, CSC 746, CSC 833, CSC 834, CSC 842, CSC 880.

~~Electives:~~ Students lacking six hours of high level programming
language such as Pascal or "C" must take CSC 730 or an equivalent
(this course may be used as an elective).

Students lacking mathematical background adequate for CSC 831
should take CSC 801 (this course may be used as an elective).

~~Students having the background described above will select 3 hours of~~
~~electives from Computer Science or other advisor approved options.~~

Mathematics: Mathematics, Statistics, and Computer Science ....……..……….. 12 hours
~~Option~~
Select courses from at least three of the following groups.
~~including at least one 800 level course~~ One course must be at the 800
level. Other courses may be selected with advisor approval.

Group A (MAT 706, 806, 809, 810, 870);
Group B (MAT 740, 750, 815, 850, 856, 870);
Group C (MAT 705, 735, 755, 760, 870, 871);
Group D (CSC 730, 745, 746, 812, 831);
Group E (STA 700, 701, 720, 721, 825).

Music ~~Option~~ ....……..……….. 12 hours
~~To be selected from the following:~~ MUS 713, 751, 754, 755,
756, 764, 765, 784, 789, 845, 846, 847, 850, 872, 880, 883, 885.

Physical Education ~~Option~~ ....……..……….. 12 hours
~~Certification in physical education may be K-12.~~
Select two courses from one category and one course from each of the
remaining categories:

Category I (PHE 820, 835, 851, 869 or 875);
Category II (PHE 822, 848, 891);
Category III (PHE 821, 831, 833, 852, 895).

Physical Science: Chemistry, Earth Science, or Physics ~~Option~~ ....……..……….. 12 hours
With advisor approval, student will choose science courses from one

science discipline in order to strengthen background in that discipline. At least one course at the 800 level is required.

School Health ~~Option~~ ....12 hours
HEA ~~800~~ <u>810</u>, 875<u>;</u> 6 hours ~~selected~~ from: HEA 790, 792, 793, ~~794~~, <u>804</u>, 795, 807, 855, 880, other options with advisor approval.
~~Electives:~~ Candidates seeking initial certification in <u>School </u>Health must <u>also</u> complete EME 786 (<u>this course may be used as an elective</u>).

~~**Social Studies: Geography Option**~~ .... ~~12 hours~~
~~GEO 701 (May be taken for a maximum of six hours credit if topics differ), 753, 755, 756, 797, others with advisor approval.~~

Social Studies: History ~~Option~~ .... 12 hours
HIS ~~700~~, ~~707~~, ~~709~~, 716, ~~730~~, ~~731~~, ~~749~~, 800, ~~806~~, ~~807~~ <u>849</u>, <u>860</u>, <u>861</u>, <u>862</u>, <u>863</u>, <u>864</u>, <u>865</u> others with advisor approval.

Technology Education ~~Option~~ .... 12 hours
~~Certification in technology education in the grades 5-12.~~
MFG 801, 867, TEC 701, 733, 830, TTE 864, VIT 861, 863, 865 or 888, other options with advisor approval.

Electives .... **3 hours**

~~**Minimum Program Total**~~ **TOTAL REQUIREMENTS** .... **30 hours**

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Curriculum & Instruction
___ New Course (Parts II, IV)	College	Education
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Course Dropped (Part II)	*Course Title (30 characters)	
___ New Program (Part III)	*Program Title	Master of Arts in Teaching
xx Program Revision (Part III)		(Major ___, Option __XX__; Minor ___; or Certificate ___)
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	Sept. 13, 2007	Graduate Council*	Feb. 4, 2008
Is this a SACS Substantive Change? Yes**** ☐ No xx		Council on Academic Affairs	
College Curriculum Committee	October 2, 2007	Approved **X** Disapproved ___	05/15/08
General Education Committee*	n/a	Faculty Senate**	Pending
Teacher Education Committee*	October 19, 2007	Board of Regents**	Pending
		Council on Postsecondary Edu.***	N/A

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Add **Theatre** as a certification option in the Master of Arts in Teaching Program

A. 2. Effective date: (Example: Fall 2001)

Spring 2008

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

In the past, due to the limited number of positions teaching theatre in public schools, this option was not offered. Due to the addition of an "arts & humanities" requirement in grades 5 – 12; there is an increased need for certified teachers to teach "arts & humanities". Those certified to teach theatre are also certified to teach arts & humanities.

 Candidates in the MAT degree are required to take 4 content courses in their certification areas, in addition to the required education courses. For example, content course options for the theatre certification candidates may be chosen from the following list of existing courses in order to prepare the candidate for teaching arts and humanities.

THE – Theatre; ARH – Art History; ART – Art; HIS – History; ENG - English

PHE 805 – Including Dance in the P-12 Curriculum; EME 710 – Arts in the Curriculum

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact: None

Operating Expenses Impact: None

Equipment/Physical Facility Needs: None

Library Resources: None

1

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions.)

Secondary and P-12 Education Option
This program is designed to provide students who have already completed a major in a teaching field opportunity to complete secondary/P-12 teaching certification requirements while completing a master's degree. Teaching areas for which this program is available include: agriculture, art, biological science, business and marketing*, chemistry, earth science, English, family and consumer sciences, health, mathematics, music*, physical education, physics, social science, Spanish, technology education, and <u>theatre</u>.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Computer Science
___ New Course (Parts II, IV)	College	Arts and Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Course Dropped (Part II)	*Course Title (30 characters)	
___ New Program (Part III)	*Program Title	MS in Applied Computing
_x_ Program Revision (Part III)		(Major _x_, Option ___; Minor ___; or Certificate ___)
___ Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	3/3/08	Graduate Council*	05/05/08
Is this a SACS Substantive Change? Yes**** ☐ No ☒		Council on Academic Affairs	
College Curriculum Committee	3/24/08	Approved __X__ Disapproved ___	06/19/08
General Education Committee*	NA	Faculty Senate**	Pending
Teacher Education Committee*	NA	Board of Regents**	Pending
		Council on Postsecondary Edu.***	NA

  *If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

Modify the software engineering option, and update the electives.

A. 2. Effective date: (Example: Fall 2001)

Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

B. The justification for this action:

Update the software engineering option to include a greater emphasis on security, and include a database course as part of the core. Since this involved the creation of a few new courses, these were added to the list of electives. We also changed the wording of the number of hours to match how our graduate advisor actually checks the student's transcript.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:

None

Operating Expenses Impact:

None

Equipment/Physical Facility Needs:

None

Library Resources:

None

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and underlines for additions.)

Master of Science
Applied Computing

Core Requirements…………………………………………….12 hours
  CSC 730, 745, 815, ~~831,~~ 834

Option in Software Engineering and Computer Security………….12 hours
  CSC 825, 831, 835, ~~two of CSC 720, 745, 746, and 750~~ one of CSC 744 or 738.
Electives……………………………………………………..6 hours
Total Curriculum Requirements………………………………..30 hours

Option in Business Computing……………………………………12 hours
  CIS 815, 3 courses selected from ACC 820, ACC 850, CIS 860, FIN 824, Fin 850, CCT 850, and QMB 850
Electives……………………………………………………6 hours
Total Curriculum Requirements………………………………..30 hours

Option in Industrial Computing……………………………………...12 hours
  INT 730, 801, 804, 805.
Electives…………………………………………………..………6 hours
Total Curriculum Requirements………………………………..30 hours

Option in Bioinformatics*……………………………………………24 hours
  CSC ~~745~~ 831, BIO 710 or STA 700, BIO 711, 801, 890, CECS 660 (Introduction to Bioinformatics at U of L), plus nine (9) credit hours at 800 level Bioinformatics research at U of L.
Total Curriculum Requirements………………………………..36hours

ELECTIVES
Select 6 hours of electives from the following: ACC 820, ACC 850, BIO 710, 711, 801, 890, CCT 850, CIS 850, 870, CSC 720, 735, 738, 740, 744, ~~745,~~ 746, 750, 812, 825, 831, 833, 835, 842, 860, 890, 895, ECO 854, INT 706, 730, 801, 804, 805, FIN 824, 850, MAT 706, 755, 806, 871, 872, MGT 850, QMB 850, STA 700, 701, 720, 721, 775, 785, 880, ETC 830, 867. Credit in a student's declared option does not apply toward the elective requirements. At least half of the ~~elective~~ total hours must be from 800 level courses. Also at least half of the ~~elective~~ total hours must be CSC courses.

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)	Department Name	Geography & Geology
___ New Course (Parts II, IV)	College	Arts & Sciences
___ Course Revision (Parts II, IV)	*Course Prefix & Number	
___ Course Dropped (Part II)	*Course Title (30 characters)	
___ New Program (Part III)	*Program Title	Geosciences (M.S.)
___ Program Revision (Part III)		(Major __X__ , Option ____; Minor ____; or Certificate ____)
X Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	2/28/08	Graduate Council*	05/05/08
Is this a SACS Substantive Change? Yes**** ☐ No X		Council on Academic Affairs	
College Curriculum Committee	3/24/08	Approved X Disapproved ____	06/19/08
General Education Committee*	NA	Faculty Senate**	Pending
Teacher Education Committee*	NA	Board of Regents**	Pending
		Council on Postsecondary Edu.***	NA

  *If Applicable (Type NA if not applicable.)
 **Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested: (Example: To increase the number of credit hours for ABC 100 from 1 to 2.)

To suspend the M.S. in Geoscience program.

A. 2. Effective date: (Example: Fall 2001)

Spring 2009

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

Spring 2014

B. The justification for this action:

The program is being suspended in response to budget cuts.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:

Fewer faculty will be teaching low-enrollment graduate classes, which means more faculty will be teaching relatively high-enrollment undergraduate classes.

Operating Expenses Impact:

Equipment/Physical Facility Needs:

Library Resources:

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

<div align="center">

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and <u>underlines</u> for additions.)

</div>

~~**Geosciences Program**~~

~~**Required Core** .... **9 hours**~~
~~GLY 802, 803, 804 and GEO 753 or 756 or equivalent.~~
~~**Electives** .... **15 hours**~~
~~Graduate-level GLY and GEO courses selected with prior~~
~~approval of student's advisor; may include relevant offerings of~~
~~other departments.~~
~~**Thesis** .... **6 hours**~~
~~GLY 899 (credit will not be given for GLY 890 in~~
~~this option)~~
~~**Non Thesis** .... **12 hours**~~
~~GLY 890 (credit will not be given for GLY 899~~
~~in this option) .... 3 hours~~
~~Nine additional elective hours of~~
~~graduate course work .... 9 hours~~
~~**Total Curriculum Requirements** .... **30-36 hours**~~

Curriculum Change Form
(Present only one proposed curriculum change per form)
(Complete only the section(s) applicable.)

Part I

(Check one)		Department Name	MMAC
	New Course (Parts II, IV)	College	Business & Technology
	Course Revision (Parts II, IV)	*Course Prefix & Number	
	Course Dropped (Part II)	*Course Title (30 characters)	
X	New Program (Part III)	*Program Title	Entrepreneurship Minor for Non-Business Majors
	Program Revision (Part III)		(Major____, Option____; Minor__x__; or Certificate____)
	Program Suspended (Part III)	*Provide only the information relevant to the proposal.	

Proposal Approved by:	Date		Date
Departmental Committee	4/11/2008	Graduate Council*	N/A
Is this a SACS Substantive Change? Yes**** [ ] No [x]		Council on Academic Affairs	
College Curriculum Committee	4/18/2008	Approved **X** Disapproved ____	05/15/08
General Education Committee*	N/A	Faculty Senate**	Pending
Teacher Education Committee*	N/A	Board of Regents**	Pending
		Council on Postsecondary Edu.***	Pending

*If Applicable (Type NA if not applicable.)
**Approval needed for new, revised, or suspended programs
***Approval/Posting needed for new degree program or certificate program
****If "yes", SACS must be notified before implementation. Please contact EKU's Office of Institutional Effectiveness.

Completion of A, B, and C is required: (Please be specific, but concise.)

A. 1. Specific action requested:

To add the offering of an **Entrepreneurship Minor** in the Department of Management, Marketing & Administrative Communication for Non-Business Majors

A. 2. Effective date:

Fall 2008

A. 3. Effective date of suspended programs for currently enrolled students: (if applicable)

N/A

B. The justification for this action: Entrepreneurship is an area that EKUBusiness is exceptionally qualified to make available to students who aspire to start their own businesses or take over management of existing family businesses. The MMAC Department has collaborated with the AFIS Department to design a program around already existing courses to reach out to EKU students who have majors in other Colleges across campus to assist them in acquiring the basic business background needed for creating and managing entrepreneurial enterprises.

C. The projected cost (or savings) of this proposal is as follows:

Personnel Impact:

None

Operating Expenses Impact:

None

Equipment/Physical Facility Needs:

None

Library Resources:

None

Part III. Recording Data for New, Revised, or Suspended Program

1. For a new program, provide the catalog description as being proposed.
2. For a revised program, provide the current program requirements using ~~strikethrough~~ for deletions and *underlines* for additions.
3. For a suspended program, provide the current program requirements as shown in catalog. List any options and/or minors affected by the program's suspension.

New or Revised* Program Text
(*Use ~~strikethrough~~ for deletions and underlines for additions.)

(To be described in the **Minors** section of **THE DEPARTMENT OF MANAGEMENT, MARKETING, AND ADMINISTRATIVE COMMUNICATION** section of the *EKU*Business section of the **COLLEGE OF BUSINESS AND TECHNOLOGY** section of the **EASTERN KENTUCKY UNIVERSITY** UNDERGRADUATE CATALOG)

Minor in Entrepreneurship

The Entrepreneurship Minor is offered to students majoring in programs other than business who have a desire to obtain basic business knowledge and skills related to starting their own business or possibly assuming management of an existing business (family-owned, for example). The program consists of 18 hours of required courses and three hours electives from specified business courses. To enroll in a 300-level business course, students must have completed a minimum of 60 hours and have met the prerequisites of the specific course. Students must earn at least 12 of the total hours used for the minor in Entrepreneurship at EKU and attain a cumulative GPA of 2.0 in the minor.

Required Courses………………………………………………………………………………………18 hours

  ACC 201, CCT 101, FIN 201, MGT 301, MGT 330, MKT 301

Business Elective

One course from the following:

  ACC 202, CCT 201, GBU 204, MGT 320, MGT 465, MKT 304, MKT 306, MKT 310……………**3 hours**

Total Requirements………………………………………………………………………………..**21 hours**

Office of Academic Affairs and Research
Office of the Dean
University Programs

201Keen Johnson
521 Lancaster Avenue
Richmond, Kentucky 40475-3163
(859) 622-2222 Fax (859) 622-5018

TO: Council on Academic Affairs

FROM: Sherry Robinson
            Special Assistant to the Provost for Academics, Policy, and Governance

DATE: August 13, 2008

RE: Agenda Items for 8/21/08 Council on Academic Affairs meeting

The following items are being submitted from the Office of Academic Affairs to the Council on Academic Affairs for consideration at the August 21, 2008 meeting:

Revision of Catalog Text

Revise catalog text for the admissions deadlines to make those deadlines clearer, particularly for the spring and summer sessions.

Revision of First-Time Freshmen Admissions Regulation
The language of the current general requirements for undergraduate admission includes various categories of admission. To better recruit and retain students, the language and admission categories have been changed. EKU has also redefined its own admission criteria for Fall 2009 admissions and after in order to comply with the revised state-wide assessment and placement standards.

Admission Deadlines

Current wording: (Pg. 10 current catalog)

All applicants must provide an application and evidence of appropriate scholastic achievement through prior educational experience.

Please note that certain degree programs have special admission requirements. Admission to the University does not mean automatic admission to all degree programs.

To apply for undergraduate admission to Eastern Kentucky University (EKU), submit completed application materials noted below and the $30 application fee to . . .

Proposed wording:

All applicants must provide an application and evidence of appropriate scholastic achievement through prior educational experience.

Please note that certain degree programs have special admission requirements. Admission to the University does not mean automatic admission to all degree programs.

The completed application and all required supporting documentation must be received by the University no later than
- August 1 for fall enrollment
- December 1 for spring enrollment
- May 1 for summer enrollment
- June 1 for Special Admission students in targeted summer programs

To apply for undergraduate admission to Eastern Kentucky University (EKU), submit completed application materials noted above and the $30 application fee to . . .

Recommended by the Provost Council on May 7, 2008

Attachment for Impact Statement

Justification for First-Time Freshmen Admissions policy

The language of the current general requirements for undergraduate admission includes various categories of admission. These categories include "full admission," "provisional admission," "probationary admission," and "special admissions." The terms are difficult to understand and interpret for students and parents. For example, the term "probationary" admission indicates that the student is "under probation" and is not fully admitted to the University, which is not the case. To better recruit and retain students, the language will now have three admission categories: "full" admission for all students meeting the current requirements for full admission status; "admission with conditions" for admitted students with developmental education or pre-college curriculum needs, or otherwise do not meet "standard" or "full" admission criteria; and special admissions. Different programs, coursework and/or services will be provided for those admitted in the "admissions with conditions" categories. This allows for flexibility of adding service and program requirements and recommendations as new programs and services are developed for students "at high risk" of not persisting at the University.

University Policy Impact Statement

Date   Aug 6, 2008

Check One: ☒ Revision   ☐ New Policy

Policy Number
(If known)   4.1.12   Policy Name   First-Time Freshmen Admissions

Originator(s)   Enrollment Management and Graduation and Retention Task Force

Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

See additional sheet

Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents
Cite relevant official statements from EKU or external sources.

In 2007, 13 KAR 2:020 (Guidelines for Admission to the State-Supported Postsecondary Education Institutions in Kentucky) defined new system-wide assessment and placement standards. EKU redefined its own admission criteria for Fall 2009 admissions and after in order to comply with the revised state-wide standards.

Impact on the University
(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

This change should have limited impact on University resources. No significant behavioral changes are involved.

List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

Stakeholder	Yes	No	Other	Date
Retention and Graduation Task Force	☒ Yes	☐ No	☐ Other	Date
Provost Council	☒ Yes	☐ No	☐ Other	Date May 7, 2008
Council on Academic Affairs	☐ Yes	☐ No	☐ Other	Date
Faculty Senate	☐ Yes	☐ No	☐ Other	Date
	☐ Yes	☐ No	☐ Other	Date
	☐ Yes	☐ No	☐ Other	Date

Executive Policy Group Only

☐ Board Approval Required

☒ Additional Pages Attached   # of additional pages 1

Print Form

Eastern Kentucky University
Policy Library

First-Time Freshmen Admissions

Policy Statement

Based on statewide regulations, the University establishes qualifications for admission to the institution. The conditions and criteria for admission may vary depending on undergraduate or graduate status, but all applicants must provide an application and evidence of appropriate scholastic achievement through prior educational experience. Additionally, certain degree programs have special admission requirements. Admission to the University does not ~~mean~~ imply ~~automatic~~ admission to ~~all~~ a degree program.

This regulation outlines conditions and criteria for admission to EKU as a first-time freshman.

Purpose

The purpose of this regulation is to outline the criteria and categories for admission to the University as a freshman.

Entities Affected by the Policy

- Persons matriculating to EKU as freshmen

Who Should Read this Policy

- Prospective students and their families
- Enrollment Management personnel
- Admissions counselors
- High school administrators and guidance counselors

Policy Background

In 2007, 13 KAR 2:020 (Guidelines for Admission to the State-Supported Postsecondary Education Institutions in Kentucky) defined new system-wide assessment and placement standards. EKU redefined its own admission criteria for Fall 2009 admissions and after in order to comply with the revised state-wide standards.

Criteria

ADMISSION REQUIREMENTS FOR FIRST-TIME FRESHMEN

Students will be admitted into one of three categories: full admission, admission with conditions, and special admissions.

FULL ADMISSION

Students admitted with full admission must have
- graduated from an accredited high school and earned a minimum cumulative high school grade point average of 2.0 on a 4.0 scale
      or
- received a General Equivalency Diploma (GED)
      or
- completed an EKU approved home-school or distance learning high school program
      and
- submitted a minimum ACT composite score of 18 (with ~~no standard~~ sub-scores meeting or exceeding 18 in English, 19 in mathematics, and 18 in reading ~~below 18~~) or SAT combined verbal/critical reading and mathematics ~~total~~ score of 870 or higher
- met the Kentucky Pre-College Curriculum
- submitted an official copy of a final high school transcript or GED exam results

ADMISSION WITH CONDITIONS

~~**PROVISIONAL ADMISSION**~~

~~Provisional admission status will be granted to students who meet the requirements for full admissions in **A** , **B** and **D** above, but not **C**. Pre-college curriculum deficiencies must be remediated within the first 24 hours of enrollment excluding developmental hours.~~

~~**PROBATIONARY ADMISSION**~~
Students admitted with conditions must have
- graduated from an accredited high school and earned a minimum cumulative high school grade point average of 2.0 on a 4.0 scale
      or
- received a General Equivalency Diploma (GED)
      or
- completed an EKU approved home-school or distance learning high school program
      and
- submitted an official copy of a final high school transcript or GED exam results

Students admitted with conditions
A. have not met the requirements of the Kentucky Precollege Curriculum
            or
B. have submitted ACT scores with ~~standard scores~~ sub-scores less than 18 in English, 19 in mathematics, or 18 in reading ~~below 18~~) or an SAT combined verbal/critical reading and mathematics ~~total~~ score less than 870.

or
C. have submitted an ACT composite scores of 16 or 17.
B.- ~~Graduate from an accredited high school and earned a minimum cumulative grade point average of 2.0 on a 4.0 scale, or receive a General Equivalency Diploma, or complete an EKU approved home-school or distance learning high school program, and~~
~~B. - submit minimum ACT composite scores of 15, 16, or 17,~~
~~C. - submit official copy of final high school transcript or GED exam results~~.

SPECIAL ADMISSIONS
Students not meeting ~~probationary~~ admission <u>requirements as outlined above</u> may apply to attend Eastern Kentucky University through a retention support program by applying for special admission. Enrollment at the University will be contingent on selection into this category. Continued enrollment will require full participation and success in identified support programs <u>and coursework</u> as approved through special admissions.
~~Collaborating retention support programs may include:~~
~~Bridge Program/First Step to College Success, NOVA, Project Success, HCOP, Education Pays Center, Center on Deafness, Academic Monitoring through Multicultural Student Services, and~~
~~Student Athlete WIN Program. Retention support programs will be reviewed and approved yearly based on their retention successes.~~

Definitions

Admission with Conditions	Admission to the University but with the condition that additional coursework (developmental or other designated courses) may be required to ensure fulfillment of Kentucky system-wide standards.
Full Admission	Admission to the University without the need to take non-credit bearing or developmental education coursework.
Kentucky System-Wide Standards of Assessment and Placement	Prior to fall 2009 Kentucky college readiness standards were determined by ACT sub-scores of 18 or higher in English, mathematics and reading or equivalent SAT scores. For fall 2009, college readiness standards will be defined as ACT sub-scores of 18 for English, 19 for mathematics and 21 for reading or equivalent SAT scores. Students also can demonstrate readiness based on appropriate scores on placement exams.
University	Eastern Kentucky University

Responsibilities

Associate Vice President of Enrollment Management	• Ensure that the University stays current and complies with state-defined criteria and regulations regarding admissions standards.
Director of Admissions	• Determine admissible students for the Special Admissions category. • Ensure that all admission counselors receive adequate training for any changes in admission criteria or categories.
Office of Admissions	• Review all submitted applications for admission to the University. • Determine the appropriate admission category and refer to Director all students who might qualify for Special Admissions. • Design marketing and promotional materials that accurately reflect admission criteria.

Procedures

Prospective Students	To begin the undergraduate admission process to Eastern Kentucky University, students submit completed application materials, a copy of an official high school transcript with at least six semesters of coursework or a GED completion certificate, and the application fee to the Office of Admissions.

Violations of the Policy

NA

Interpreting Authority

- Associate Vice President of Enrollment Management

Statutory or Regulatory References

- 13 KAR 2:020 (Guidelines for Admission to the State-Supported Postsecondary Education Institutions in Kentucky)
- KRS 164.020 (8) (Powers and Duties of the Council [on Postsecondary Education])

Relevant Links

Undergraduate Admissions Application

Policy Adoption Review and Approval

Revisions
- Provost Council: Recommended 5-7-08

Board of Regents: Approved 4-18-2000

To: EKU Faculty Senate

From: Mixon Ware, Chair

Date: September 15, 2008

Re: Executive Committee Chair's Report

It is a pleasure to welcome everyone to our first Faculty Senate meeting of 2008-2009, and I look forward to working with every one of you this year. I apologize for the length of this first report but much has happened since we last met in May; hence the plethora of updates.

The Executive Committee met on August 25, 2008. Agenda items and information to be presented at the September Faculty Senate are as follows:

- EKU Staff Council Chair, Beverly Burrus, presented the EKU Rides program and asked that Senators encourage faculty to participate in the program. In addition to the economic and environmental benefits of the social carpooling system, prime parking spots have been designated for EKU Rides participants. Faculty, staff, and students may sign up for the program on Facebook or at www.rides.eku.edu.

- The New Senator Orientation for 2008-2009 is scheduled for September 8 at the Faculty Lounge in Keen Johnson. Thank you to Senators Robles, Randles, and Ware, members of last year's Ad Hoc Committee on New Senator Orientation, for continuing to serve and for organizing this year's orientation. The motion to add the Committee for New Senator Orientation to the Faculty Handbook was approved by the Faculty-at-large at the August 13 meeting and a new committee will be voted on at the May organizational meeting of the Senate.

- Dr. Sherry Robinson presented an update on the status of the Policy on Faculty Qualifications. Work is continuing on the draft of this policy, and a task force was appointed to work with Dr. Robinson. Serving on the task force are Senators Collins, Kristofik, and Taylor.

- Work continues on the Policy on Policies and a draft will be available for review in the near future. Because a number of policies are in the draft and consideration stage, Senator Ware asked that policy updates be included as a standing topic on the Executive Committee agenda. Dr. Robinson agreed to attend and to keep us informed.

- Senator Ware presented an update provided by Dr. Jaleh Rezaie on the status of the Graduate Faculty policy. The policy is still in the review stage and input from faculty will be elicited during the fall semester. A draft for presentation and consideration should be forthcoming near the end of the year or early 2009.

- SGA Vice President, Lindsey Cross, presented a revised draft of the Dead Week policy. The Executive Committee provided suggestions and feedback based on faculty and curriculum concerns. Ms. Cross took these suggestions under advisement; she will bring a revised draft policy to the Executive Committee at the September 22 meeting.

- Senator Ware presented a report from SGA President, Alex Combs, on the status of the policy on bulletin boards, stamping, and language guidelines. The policy is under review by university counsel. It will be presented to the Executive Committee with recommendations for consideration when the review is complete.

- In response to discussions last spring, President Whitlock is looking into the possibility of providing extension strips for laptop use at Senate meetings. Facilities must check the electrical system in Keen Johnson to see if the additional load can be handled by existing power sources. IT will also be notified of the "dead spots" in wireless access and we will try to address this.

- Senator Ware reported on issues from the June meeting of the Provost Council to be brought before the Faculty Senate at the September 15 meeting.
    1. New standards enacted by the Council on Postsecondary Education (CPE) necessitate revisions in first-time freshmen admissions policy.
        - As of Fall 2009, college readiness standards will be defined as ACT sub-scores of at least 18 for English, 19 for mathematics and 21 for reading, or equivalent SAT scores. Students can also demonstrate readiness based on appropriate scores on placement exams.
        - In order to comply with the new standards, a new policy is needed. Effective Fall 2008, the new policy would provide for three admission categories:
            a. "full" admission for all students meeting the current requirements for full admission status;
            b. "admission with conditions" for admitted students with developmental education or pre-college curriculum needs, or who otherwise do not meet full admission criteria; and
            c. special admissions, for which continued enrollment would require full participation and success in identified retention support programs.
        - In addition to bringing us into compliance with CPE, revisions will assist in our efforts to recruit and retain students. They will allow flexibility in adding service and program requirements and recommendations as new programs and services are developed for "at-risk" students.
        - Because the Board of Regents' September 6 meeting predates the first Faculty Senate meeting of the new academic year, and because the Regents will not meet again until January 2009, a compromise was discussed at the Provost's Council that would facilitate approval of the policies needed to meet the new CPE guidelines.
        - A revised First-Time Freshmen Admissions Policy will be presented to the Board of Regents at the September 6 meeting for their consideration and vote. Said vote will be contingent on formal approval and ratification by the Faculty Senate at its September 15 meeting. Revisions at the Senate would require the policy to come back to the Board.
        - The First-Time Freshmen Admissions Policy was approved by the Board of Regents and will be submitted to the Faculty Senate for discussion and a vote on September 15.
        - Discussion on the First-Time Freshmen Admissions Policy at the Executive Committee included the following:
            - Senator Taylor stated that Western has their own community college and that they divert their lowest scoring students into that community college.
            - Senator Taylor suggested that EKU consider a similar system.
            - He further suggested that EKU should look at acquiring the Richmond Mall as a place for the community college.
    2. Issues were discussed related to the awarding of dual degrees. President Whitlock and Provost Piercey reiterate the university's commitment to encouraging our students to pursue dual majors and multidisciplinary study. However, transcription issues must be addressed in awarding degrees. On September 19, the provost will be meeting with academic officers from around the state to discuss their policies and procedures.

- Dr. Janna Vice will present an update on the status of the Syllabus Policy at the September 15 Faculty Senate meeting. Before the policy goes back to CAA, Dr. Vice has suggested putting together a task force of interested parties for additional faculty input. Senator Dorothy Carter has agreed to serve on this committee.

- The status of subsequent degrees was discussed and will be brought before the Senate as an Informational Item at the September 15 meeting.

- Committee vacancies include the following:
  - o Executive Committee replacement (for Bob Shadur) – vote to be held at the September 15 meeting.
  - o Committee on Committees replacement (for Vickie Sanchez) – vote to be held at the September 15 meeting.
  - o University General Education – Senator Noblitt volunteered to serve on this committee
  - o Arlington Board – Senator Flanagan is willing to serve
  - o Withdrawal Committee – Senator Schmelzer volunteered to serve on this committee
  - o Residency Appeals – need someone to serve on this committee
  - o The following members of the Executive Committee agreed to serve as liaisons to standing committees during the coming year: Senator Taylor, Budget Committee; Senator McKenney, Rules Committee; Senator Kristofik, Rights & Responsibilities; Senator Ware, Elections Committee; Senator Collins, Committee on Committees; Senator Johnson, Faculty Welfare Committee. The Ad Hoc Committee liaison will not be chosen until a replacement has been elected for former Senator Shadur's position on the Executive Committee.

- The Committee agreed that For the Good of the Order discussions should be continued. The topic, "What can we do with our advising system to improve student retention," was discussed for the September meeting. All agreed that a goal of FTGOTO discussions should be to conclude with an actionable agenda (e.g., investigate and report back to Senate; resolutions proposed) so that the discussions will be proactive and effective.

- Senator Ware stated that a priority for this year is to see how we can improve communication in ways that facilitate shared governance. Toward that end, she asked Gene Kleppinger to set up a Blackboard for Faculty Senators. A Blackboard can also be established for Senate Standing Committees to assist them with sharing information and online meetings, if desired.

- NEW BUSINESS: A draft of an Early Registration for Designated Populations policy was presented at the Provost's Council on September 3. Because this occurred after the Executive Committee meeting on August 25, it is not on the Agenda for the September 15 meeting. However, in the interest of making the information available to faculty in a timely manner, an overview of the status of the policy is presented in this report.
  - o A preliminary outline of this policy was presented to the Executive Committee in the spring. It elicited a great deal of comment and the Executive Committee asked that it be reviewed and revised.
  - o The revised policy was brought before the Provost's Council. At the September 3 meeting of the Council, it was apparent that faculty members had an interest in this policy and that it would be beneficial if faculty input could be incorporated into deliberations of the proposed policy.
  - o A motion was made and approved for the policy draft to be reviewed by the Faculty Senate, with recommendations submitted to the provost's office no later than December 1, 2008.
  - o An Ad Hoc Committee on the Early Registration for Designated Populations policy draft has been appointed. Members of the committee include Dr. Steffen Wilson, liaison from Faculty Senate; Dr. Dave Eakin, former Senate Chair; Dr. Linda Frost, Honors Program Director, and Dr. Karin Sehmann, Associate Chair, Music Education.
  - o The Early Registration for Designated Populations policy draft shall be made available to all Senators on the Faculty Senate Blackboard.
  - o Senators are charged with:
    - presenting the policy to their constituents;
    - preparing a written response summarizing concerns and recommendations;
    - submitting the written response to the Ad Hoc Committee no later than Friday, October 17 (contact information for submitting the response will be posted on the Senate Blackboard).
  - o The Ad Hoc Committee will compile a summary report to be presented to the Faculty Senate at the November 10 meeting.
  - o A final report will then be submitted to the Office of the Provost for consideration and review.

To: Faculty Senate
From: Malcolm P. Frisbie
Date: 15 September 2008
Re: Regent's Report

2 June 2008, Regular Quarterly Meeting of the Board

The Board of Regents met on 2 June 2008 for a regular quarterly meeting. President Whitlock distributed a comprehensive review of that meeting to the university community via email on 5 June, and I will not redo that report here. Rather, I will highlight a couple of items that I think are of interest to the Senate.

During the June meeting, the Board handled the bulk of the budget work for the upcoming year, including approving the $213 million dollar operating budget for the University, setting the guidelines for salaries and benefits (1.5% + $500 raises), increasing the faculty/staff scholarship benefit to 12 h per semester, and setting tuition for undergraduates, graduates, and at Model Lab School (e.g., 7% increase for resident undergraduates, 8% increase for resident graduates, 9.5% at Model). Our 2008-09 budget reflects a decrease of $5 million in state appropriations. The Board had approved tuition increases in the April meeting, subject to approval by the CPE. Even though our proposed tuition increases were less, in dollar amount, than those recommended by the CPE prior to the 2008 legislative session, CPE did not approve our proposed increases (of approximately 8%) in April. Thus, the Board needed to pass revised tuition rates in June. The overall budget package is, I believe, a sound one. I appreciate the efforts of the President to see that a reasonable sum of money was directed toward compensation of faculty and staff, even in financially difficult times. I agree with the President that it is important to help those in the university community whose salaries or wages are lowest, and for whom inflationary pressures are more difficult to withstand. The $500 across the board raise and the enhanced faculty/staff scholarships are two efforts to do that.

The Board was pleased to learn that EKU will close its capital campaign 9 months early (on 30 September 2008), having reached its goal of $25 million. On to the next campaign!

The Board approved all 7 items that came to it via the Council of Academic Affairs. These included 3 new programs (professional certificate in Correction Intervention Studies; accelerated "3+2" BBA/MBA ; new major in Globalization & International Affairs) and 3 program revisions (Women and Gender Studies, MAED in Secondary Education, Computer Science).

The Board approved a contract extension of one year for President Whitlock. His contract now continues to July 2011. I was pleased to support this motion for several reasons. First, in less than one year on the job, President Whitlock has helped to bring a sense of calm (but not complacency) to the University. He has guided us through a difficult financial year. He has begun some administrative reorganization and changes to how we conduct business. He has helped us successfully wrap up our capital campaign. Clearly, we are moving ahead effectively. An additional year will allow President Whitlock to undertake additional initiatives that he might not begin or complete otherwise. Second, the President must be evaluated after his second year. With only a three-year contract, the results of that evaluation would be known sometime in his third year, allowing him little time to make adjustments based on that feedback. President Whitlock has expressed his desire that that evaluation be a productive one – built on real and thoughtful input from across the University community. I think we will carry out a much more valuable evaluation because of the lengthened term of office. And, I believe, Doug Whitlock will take the results of his evaluation to heart and he will modify how he leads us over that 3rd and 4th year.

6 September 2008, Regular Quarterly Meeting of the Board

The Board of Regents met on 6 September 2008 for a regular quarterly meeting. President Whitlock distributed a comprehensive review of that meeting to the university community via email on 10 September. I was unable to attend the Board meeting because of a prior, out-of-town commitment. Here, I call your attention to several of the items discussed or acted upon at the meeting.

VP Newsom shared good financial news with the Board: for the fiscal year that ended 30 June, University revenues finished 1% above predicted revenue and expenses totaled only 91% of our projected expenditures. This generated a surplus of $3.6 million for the year, which helps the University replenish its unrestricted fund balance ("rainy day fund") and which may also permit the University to undertake new, or support on-going, initiatives.

Associate VP Street reported on progress on capital projects that are underway. The Manchester campus building is 80% complete and looks as though it will be completed ahead of schedule (in January 2009). Clay Hall renovations were completed in time for fall move-in, and the intramural field renovations, while somewhat behind schedule, are slated for completion late this fall. Both the new science building and the second phase of the Business and Technology center have run into budget problems, stemming in large measure from the extreme volatility in steel, petroleum, and other commodity prices, which in turn has created a very difficult bidding market. Both projects are being revised in preparation for being sent out to bid later this fall.

Congratulations to VP Joey Foster (University Development), who no longer needs to preface his title with *Interim.*

In action items, the Board:
- Approved two amendments to the Faculty Handbook that came through the Senate (to place the VP for Financial Affairs on the Senate's Budget Committee and to add the New Senator Orientation Committee to the Senate's list of standing committees)
- Approved the merger of the Kentucky Center for History and Politics with the Institute of Government to form the Kentucky Institute of Public Governance and Civic Engagement, under the leadership of Joe Gershtenson
- Approved changes to the language and provisions of the First-Time Freshman Admissions policy, contingent upon approval by the Senate. These revisions are necessary to bring the University into compliance with new CPE requirements. The Board took up this issue before the Senate had a chance to review them because it will not meet again until January, and the University needs to have its policy in place before then. The hope is that the Senate, too, will approve of, and pass, the revisions. If the Senate decides against approval of the proposed revisions, then an alternative will need to be sent to the Board for action.
- Authorized the signing of several financing documents necessary to complete the Siemens Energy Savings Performance Contract. This is an exciting and innovative program in which the University partners with Siemens, at no additional cost to the University, to reduce energy consumption. The program will be paid for with guaranteed energy cost savings. Initially, the program called for $22 million in savings over a 12-year period. As the partnership details were being worked out, it became clear that additional savings could be achieved, and the scope of the project has been increased to $27 million, making ours the largest such partnership in Kentucky, and one of the largest in the country.

The Board will next convene in January 2009 for a regular quarterly meeting.

Please feel free to contact me for further information about any of these items or to discuss topics of concern to you.

Respectfully submitted,

Malcolm P. Frisbie
622-1507
malcolm.frisbie@eku.edu

TO: Faculty Senate
FROM: Rodney B. Piercey
DATE: September 15, 2008
RE: September Faculty Senate Report

OFFICE OF ACADEMIC AFFAIRS

POLICY AND GOVERNANCE

The following items represent draft policies currently in the review process:

- Policy 4.1.12 (First-time Freshmen Admissions) was submitted to the Board of Regents at their September meeting and approved contingent on Faculty Senate approval.
- Draft Policy 4.1.2 (Course Syllabi) is still under review by the Faculty Senate.
- Draft Policy 4.6.1 (Determination of Qualifications for Faculty Teaching Credit-Bearing Courses) has been reviewed by the Provost Council. The policy has been submitted to the Executive Committee of Faculty Senate and a workgroup was established to address the Policy Definitions. When complete, the policy will be submitted to the Faculty Senate for review.
- Draft Policy 4.3.4 (Joint Curricular, Collaborative, and Consortial Agreements) has not been worked on since the last report to the Faculty Senate.
- Draft Policy 1.1.1 (Policy on Policies) continues to be discussed and revised.

All new or revised policies are considered drafts until they are approved by the Board of Regents.

Revisions to several academic regulations have been submitted to CAA for approval. If approved, these will be sent to Faculty Senate.

A small work group consisting of a representative from Faculty Senate who previously worked on the promotion and tenure policy and of an administrator who works with implementation on the policy will begin evaluating potential amendments to Policy 4.6.4 (Promotion and Tenure).

A new University policy website that will house all University policies is under construction.

DOUBLE MAJORS

While EKU continues to pursue the question of how to appropriately transcript and award diplomas to students who declare two majors leading to two different degrees, President Whitlock and Provost Piercey are committed to allowing students to declare double majors.

On September 19, the Provost will host a meeting of the Chief Academic Officers from all of Kentucky's regional four-year public universities. The topic of double majors is the first item on the agenda. The goal of the discussion will be (a) to identify how the institutions are currently transcripting the double majors and (b) gain a consensus on the appropriate way(s) to reflect the academic credentials of students in this situation.

ENROLLMENT MANAGEMENT

The following represents enrollment numbers as of Monday, September 7, 2008. Percent change is based on comparison to enrollment numbers last year, Monday, September 3, 2007.

Fall 2008

Compared to last year:

Enrollments:

- Total enrollment is up 1.5% to 15,861
- Undergraduate enrollment is up 1.7% to 13,716
- Graduate enrollment is up 0.0% to 2,145
- New Freshmen enrollment is down -1% to 2,512
- New Transfer enrollment is up 5% to 1,170
- New Graduate Student enrollment is up 3% to 478
- High School Student enrollment is up 54% to 538
- Black student enrollment is up 14% to 775
- Hispanic student enrollment is up 19% to 157

Credit Hours:

- Total student credit hours are up 1% to 189,801
- Online credit hours are up 57% to 10,352
- Corbin credit hours are down -5% to 9,561
- Danville credit hours are down -9% to 4,830
- Manchester credit hours are up 15% to 2,458

Residency:

- Online UG enrollment is up 161% to 185
- Online GR enrollment is up 129% to 238
- UG Targeted tuition enrollment is up 3% to 1,285
- GR Targeted tuition enrollment is up 20% to 67
- Out of State UG enrollment is down -3% to 491
- Out of State GR enrollment is up 85% to 213

Source: Dr. Bethany Miller, Institutional Research

INSTITUTIONAL EFFECTIVENESS AND RESEARCH

CARNEGIE COMMUNITY ENGAGEMENT

The major IE project of the summer was the Carnegie application on Community Engagement. We are very proud of EKU's application, which reflects strong community engagement activities across the Colleges and across the University and its 22-county campus.

PROGRAM REVIEW

In response to the concern expressed by the Faculty Senate and the Chairs Association about the "drudgery" of administrative processes, the Provost charged a work group, chaired by E. J. Keeley, to reform Academic Program Review. As a result, a recommendation was made to the Provost and President to eliminate Program Review and replace it with a Department Review & Showcase.

This new process, called "Department Review and Showcase (DRS)", will replace Academic Program Review.   The DRS will be conducted by a department at the discretion of the Provost and deans, and may be prompted by conditions such as a new program, special and/or noteworthy achievements, enrollment/degree production concerns, accreditation issues, or other concerns regarding quality of the student experience. The DRS process will be piloted in 2008-2009 on a voluntary basis, beginning with the Department of Agriculture.

The work group also recommended annual Institutional Effectiveness progress-reporting process be strengthened for academic departments by requiring development and implementation of an objective and measure(s) for each of the following: (1) teaching effectiveness and (2) advising effectiveness.

ENROLLMENT FORECASTING

A collaborative enrollment forecasting model has been created, calling for a total headcount for Fall 2008 of 16,050 (an increase of more than 200 students, or 1.3% over Fall 2007); as of September 4 the current headcount is 15,850.

VOLUNTARY SYSTEM OF ACCOUNTABILITY

EKU is now a participant in the AASCU/NASULGC Voluntary System of Accountability (VSA) Project. The Voluntary System of Accountability is designed to improve public understanding of how public colleges and universities operate. The College Portrait provides consistent, comparable and transparent information on the characteristics of institutions and students, cost of attendance, student engagement with the learning process, and core educational outcomes. The information is intended for students, families, policy-makers, campus faculty and staff, the general public, and other higher education stakeholders.

STRATEGIC PLANNING

IE has prepared and distributed the University-level KPI requests (on behalf of the Strategic Planning Committee) and progress report materials for the 2008-2009 academic year. Additionally, we have provided extensive support for the College of Education NCATE reaffirmation, presented on the elimination of Program Review at the Chairs' Retreat, and represented EKU at CPE Meetings on College Level Assessment and "Measuring Up."

ASSESSMENT & QEP

IE's assessment staff provided training, consultation and technical assistance for the QEP, is assisting the College of Education in NCATE preparation and revision of their college-wide assessment plan, and is providing twice-weekly TracDat trainings and multiple individual sessions. NSSE (**N**ational **S**urvey

of **S**tudent **E**ngagement) incentives were awarded to 10 EKU students. Analysis of the 2008 NSSE results is in progress, and EKU is registered to participate in the 2009 administration of NSSE.

By the end of the spring 2008 semester a total of 216 CATs (**C**ritical thinking **A**ssessment **T**est) were administered to 16 senior level courses throughout the semester. About 5% of the senior population completed the CAT test during that time, and each college's senior population was included in testing. These tests will serve as a baseline of senior level work pre-QEP programs at the University. During late April a request was sent out to several instructors teaching the Academic Orientation classes across campus in hopes of recruiting their class for CAT testing. Thirteen non-GSD 101 Academic Orientation classes agreed to have the CAT test administered during the first three weeks of classes in the fall 2008 semester. In addition, during the fall 2008 semester the GSD 101 classes will also have the CAT test administered to their students. About 700 freshmen will take the CAT test during the fall 2008 semester. A database of all the freshmen is being developed for future assessment. These freshmen CAT tests will serve as the 2008-2009 baseline for entering freshmen.

INSTITUTIONAL RESEARCH

Institutional Research finalized the Spring IDEA (**I**ndividuals with **D**isabilities **E**ducation **A**ct) distribution and the Summer IDEA collection. Much of our summer work focused on survey research: we provided consultation, creation, administration, data entry, data analysis, and/or report writing for 13 surveys, including the Summer Flexible Schedule Survey, Summer Sessions 2008 Survey, New Faculty Orientation Surveys, Arts & Sciences Dean Candidate Evaluations, NOVA Surveys, Honors Program Alumni Survey, Health Sciences Alumni and Employer Surveys, Richmond Parks & Recreation Survey, Kentucky State Parks Survey, and the WEKU Listeners Survey. Currently, we are preparing for the University Alumni Surveys to be administered this month; in addition to finalizing plans for a diversity/climate survey to be launched in October. We also spent a considerable amount of time working on updating (both the instrument and the results viewer) the Undergraduate Degree Candidate Survey and the Survey of Graduate Degree Candidates. In addition to our survey research efforts, we fulfilled more than 15 ad hoc data requests across campus (for example, Strategic Planning Key Performance Indicators; Benchmark Comparisons regarding tuition surcharges, and department chair contracts and compensation; Full-Time Enrollment and Student Credit Hour information for both on and extended campuses; Weekly Enrollment Reports; Cooperative Institutional Research Program (CIRP) planning and data analysis; and various Department and Program requests).