September 28, 2008

MEMO

TO: Dr. Jeannine Blackwell  
Dean of the Graduate School

FROM: Dr. Mike Mullen  
Associate Dean

RE: Change in Career, Technical and Leadership Education MS Program

Please find attached a proposal to change the major in the CTLE MS degree program from Vocational Education to Career, Technical and Leadership Education. This proposal has been approved by the faculty of the Department of Community and Leadership Development and of the College.

We look forward to the approval of this request.
<table>
<thead>
<tr>
<th>I. CHANGE(S) IN PROGRAM REQUIREMENTS</th>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Number of transfer credits allowed (Graduate School limit: 9 hours or 25% of coursework)</td>
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<tr>
<td>2. Residence requirement (if applicable)</td>
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<tr>
<td>3. Language(s) and/or skill(s) required</td>
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<td>4. Termination criteria</td>
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<td>5. Plan A requirements*</td>
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<td>6. Plan B requirements*</td>
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<td>7. Distribution of course levels required (At least one half must be at 600+ level &amp; two thirds must be in organized courses)</td>
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<td>8. Required courses (if applicable)</td>
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<tr>
<td>9. Required distribution of courses within program (if applicable)</td>
<td>1/2 in AED/HEE</td>
<td>1/2 in AED/HEE (teaching option); 1/2 in CLD (non-teaching option)</td>
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<tr>
<td>10. Final examination requirements</td>
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* If there is only one plan for the degree, plans involving a thesis (or the equivalent in studio work, etc.) should be discussed under Plan A and those not involving a thesis should be discussed under Plan B.

NOTE: To the extent that proposed changes in 5, 6 or 8 above involve the addition of courses in other programs, please submit correspondence from the other program(s) pertaining to the availability of such courses to your students.
II. RATIONALE FOR CHANGE(S)
If the rationale involves accreditation requirements, please include specific references to those requirements.

We are changing the title of the degree to make it consistent with national trends.

We are formalizing a non-teaching option to meet the needs of approximately one third of the current students in the program with no intentions of teaching in a public school classroom setting.

We also are creating several courses to support the non-teaching option.

Signatures of Approval:

[Signature]
Department Chair

[Signature]
Dean of the College

[Signature]
*Undergraduate Council

[Signature]
*University Studies

[Signature]
*Graduate Council

[Signature]
Academic Council for the Medical Center

[Signature]
Senate Council

Date of Notice to University Senate

*If applicable, as provided by the Rules of the University Senate

ACTION OTHER THAN APPROVAL

Rev 11/98
UNIVERSITY OF KENTUCKY
REQUEST FOR CHANGE IN MASTERS DEGREE PROGRAM

Program: MS in Career, Technical and Leadership Education

Department/Division: Community and Leadership Development

College: Agriculture

Degree Title (Old): MS in Career, Tech and Leadership Ed

Major (New): Career, Technical and Leadership Education

CIP Code: 13.139903

Accrediting Agency (if applicable):

I. CHANGE(S) IN PROGRAM REQUIREMENTS
THERE ARE NO CHANGES TO ANY PROGRAM REQUIREMENTS. THIS IS SIMPLY A REQUEST TO
CHANGE THE MAJOR FROM VOCATIONAL EDUCATION TO CAREER, TECHNICAL AND LEADERSHIP
EDUCATION. See rationale in Section II.

<table>
<thead>
<tr>
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<tr>
<td>NO CHANGES IN COURSES OR REQUIREMENTS</td>
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</table>

1. Number of transfer credits allowed (Graduate School limit: 9 hours or 25% of coursework)

2. Residence requirement (if applicable)

3. Language(s) and/or skill(s) required

4. Termination criteria

5. Plan A requirements*

6. Plan B requirements*

7. Distribution of course levels required (At least one half must be at 600+ level & two thirds must be in organized courses)

8. Required courses (if applicable)

9. Required distribution of courses within program (if applicable)

10. Final examination requirements

* If there is only one plan for the degree, plans involving a thesis (or the equivalent in studio work, etc.) should be discussed under Plan A and those not involving a thesis should be discussed under Plan B.

NOTE: To the extent that proposed changes in 5, 6 or 8 above involve the addition of courses in other programs, please submit correspondence from the other program(s) pertaining to the availability of such courses to your students.
II. RATIONALE FOR CHANGE(S)
If the rationale involves accreditation requirements, please include specific references to those requirements.
The MS in Vocational Education was changed to the MS in Career, Technical and Leadership Education in 2004. It was
assumed at that time that changing the degree would also change the major. We are asking that the major be changed to reflect
the degree. See attached documentation on the approval of the original degree program.

Signatures of Approval:

Date of Approval by Department Faculty
4/2/08

Date of Approval by College Faculty
Sept 18, 2008

*Date of Approval by Undergraduate Council

*Date of Approval by Graduate Council

*Date of Approval by Health Care Colleges Council (HCCC)

*Date of Approval by Senate Council

*Date of Approval by University Senate

*If applicable, as provided by the Rules of the University Senate

ACTION OTHER THAN APPROVAL

Rev 07/06
<table>
<thead>
<tr>
<th>Proposal Title:</th>
<th>Change in Major Name in the Career, Technical and Leadership Education MS Degree</th>
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<tbody>
<tr>
<td>Name/Email/Phone for proposal contact:</td>
<td>Dr. Gary Hansen, <a href="mailto:ghansen@email.uky.edu">ghansen@email.uky.edu</a>, 257-7586</td>
</tr>
<tr>
<td>Reviewed by: (Faculty, Chairs, Directors, Faculty Councils, etc...)</td>
<td>Contact Person Name/email/phone:</td>
</tr>
<tr>
<td>CLD Faculty</td>
<td>Dr. Gary Hansen</td>
</tr>
<tr>
<td>College of Agric Faculty</td>
<td>Dr. Mike Mullen</td>
</tr>
</tbody>
</table>
College of Agriculture
Undergraduate Curriculum Committee
Minutes – Sept 17, 2008

Members Present: Chuck Dougherty, Barry Fitzgerald, David Harmon, Ron Werner-Wilson, Art Hunt, Kim Spillman, Lisa Vaillancourt, David Wagner, Ken Yeargan, Nancy Cox, Mike Mullen.

Absent: None

The first item of business was introductions of members in the committee.

Yeargan asked about the proposal for the MS change in NFS. Mullen and Cox discussed that the administrative group wanted a chance to discuss this with the School before moving forward.

The new course, AEC 622, was discussed. It was pointed out that the syllabus needs student learning outcomes and removal of the grade of D. Harmon moved to pass the proposal with the changes discussed. Vaillancourt seconded. The motion passed unanimously.

Werner-Wilson discussed the issue of changing the Career Technical and Leadership Education MS. The CTE department is requesting that the major in the degree be changed to Career Technical and Leadership Education from the current Vocational Education. Werner-Wilson modified that the committee accept this change. Vaillancourt seconded. The motion passed unanimously.

Werner-Wilson discussed the issues surrounding the dropping of IEC 659. He indicated that the Early Childhood specialty in the department was vacated after the split of IEC faculty to the College of Education. The Family Studies department is not rebuilding that as an area of focus in the department, and therefore, those classes in the area of Child Development will now be handled by Education. After dropping FAM 659, Education will develop a new course, IEC 659, for their program. Vaillancourt indicated that the proposal probably should more directly address the reasons for changes in FAM as related to the loss of program faculty and the child development focus. Werner-Wilson agreed and will re-write the accompanying memo to ensure that it is clear. Yeargan moved that the FAM 659 course be dropped, Vaillancourt seconded. The motion passed unanimously.

Mullen then brought up the topic of Curriculum Committee structure. He explained that our system has two separate committees, which sometimes are considering the same proposals (400G and 500 level courses). Mullen laid out a tentative proposal that would go before the Ag Faculty Council if supported by UG and GR curriculum committees. The primary point of the proposal is to form a single Curriculum and Education Policy Committee that will consider ALL curriculum proposals in the College as a unified body. This will reduce the bureaucracy of the current system somewhat by removing redundancies in effort across committees. Mullen also made the point that curriculum is a faculty responsibility. The current structure has the Associate Dean for Academic Programs as the chair of the committee. Mullen indicated that the committee should be chaired by a faculty member on the committee, with a faculty secretary. Dougherty suggested that as an ex officio member, the Associate Dean for Academic Programs should remain chair of the committee. Mullen also described two options for committee structure, one with 23 or more members representing all degree programs, and a smaller one representing a subset.
Several suggestions were made regarding this proposal. Vaillancourt was concerned about not having representation from all units, and also whether this would mean that DGS from units with primarily graduate programs, like Plant Pathology, would in effect, see their workload increase since they don’t see much in the way of UG programming now. Dougherty indicated that if the committee did not have DGS, then the committee would not know regulations of University. Mullen indicated that the Associate Deans, as ex officio members would bring that to the table. Werner-Wilson suggested an Executive Committee that was smaller to do most of the vetting, with subsequent review and approval by the larger committee. Several indicated that a smaller committee was preferable, especially if representation from departments was requested at the meetings when curricula from the department was being presented. Yeargan expressed support. Cox suggested we appoint members by sector (e.g., Natural Sciences, Social Sciences, Economic Sciences, etc...). This concept seemed to resonate.

No strong recommendation was made regarding the committee structure, although the committee generally supported moving forward. Mullen asked for additional input from committee members if they had other ideas.

Meeting adjourned.
MEMORANDUM

TO: Jeannine Blackwell, Dean
    Graduate School

FROM: Nancy Cox, Associate Dean for Research

DATE: October 4, 2004

RE: Application for Change in Vocational Education Program

Attached is an application for a change in the Vocational Education program. This proposal has been reviewed and approved by the College of Agriculture’s Graduate Curriculum Committee and College of Agriculture faculty members, endorsed by the deans of the College of Agriculture and the College of Education, and approved by the provost.

Please let me know if you need additional information. Thank you.
MEMORANDUM

TO:         Michael Nietzel, Provost
FROM:      Scott Smith, Dean
          College of Agriculture
          James Cibilka, Dean
          College of Education

RE:  Changes in Vocational Education Graduate Program
DATE:      September 8, 2004

Attached is a proposal for changes in the MS program in Vocational Education. This proposal has been approved by the College of Agriculture’s Graduate Curriculum Committee and the College of Agriculture’s faculty. The proposal has also been reviewed by associate deans in the College of Education.

In the past, responsibility for the Vocational Education program was shared by the College of Education, the College of Agriculture, and the College of Human Environmental Sciences. However, with the merger of the College of Agriculture and the College of Human Environmental Sciences, as well as the transfer of the undergraduate vocational education program from the College of Education to the College of Agriculture several years ago, the two remaining colleges affiliated with this program are in agreement that the College of Agriculture should become the degree-granting college for the MS in Career, Technical, and Leadership Education (Vocational Education).

The creation of the College of Agriculture’s Department of Community & Leadership Development has brought together faculty from rural sociology, agricultural communications, agricultural education, and program and staff development, providing a new opportunity to strengthen the graduate program. The faculty members and the chair of CLD are committed to supplying the talent and the leadership needed to bring the MS program to new levels. The Career, Technical, and Leadership Education program will also formalize a non-teaching option which will better meet the expressed needs of students enrolled in the program, including a significant number of Cooperative Extension agents, allowing them to apply social science knowledge to contemporary issues facing Kentucky.

We are seeking your approval of a change in the degree-granting college for the MS program, from the College of Education to the College of Agriculture. With your approval of the college change, we will then move this proposal to the Graduate Council as soon as possible. Thank you.

Attachment
March 10, 2004

To: Nancy Cox, Associate Dean for Research
   College of Agriculture

From: Gary L. Hansen, Chair
     Dept. of Community & Leadership Development

Re: Proposal for Changes in MS in Vocational Education

I have attached the paperwork for a set of changes in the Master of Science degree in Vocational Education. The changes include the following: (1) a change in the title of the degree to Career, Technical, and Leadership Education, (2) formalization of a non-teaching option, and (3) creation of a series of new courses which will strengthen and support the non-teaching option. The background for these changes as well as the rationale for each follows.

Background

The creation of the Department of Community & Leadership Development in 2002 brought together faculty from rural sociology, agricultural communications, program and staff development, and agricultural education. The department has spent considerable time and effort over the last 18 months examining ways our new configuration of faculty and other resources can be used to strengthen our undergraduate and graduate programs. These proposals are an outcome of those efforts as well as consultation with Karen Alexander who coordinates the Family and Consumer Sciences Education program in the Department of Family Studies.

Title Change

We are proposing that the degree title be changed from “Vocational Education” to “Career, Technical, and Leadership Education.” This change reflects ongoing changes in the field where the national trend is away from Vocation Education. We have already changed our course titles to career and technical education to reflect this change and are now requesting a similar change in the degree title.
Non-teaching option

Approximately a third of the 54 current Vocational Education students are not now nor ever intend to become classroom teachers in the public schools. Many of these students are employed by the Cooperative Extension Service as County Extension Agents while others are professionals employed in both government agencies and other organizations. While the focus of the master’s program has been on further development of the competencies needed as a teacher, the program always has attempted to make provisions to accommodate a wide variety of individuals from such diverse settings. The lack of faculty resources has made that difficult in the past, however. The interdisciplinary mix of social scientists found in the new Department of Community & Leadership Development now provides for the first time the graduate faculty and other resources necessary to strengthen, support, and formalize a non-teaching option which will better meet the expressed needs of these students.

The Department of Community & Leadership Development offers the Bachelor of Science degree in Agricultural Education, Communications, and Leadership with options in agricultural education, agricultural communications, and public service and leadership. Formalizing a non-teaching option and increasing course offerings in the MS program will provide a logical route into graduate study for our agricultural communications and public service and leadership graduates and bring the department’s undergraduate and graduate programs into better alignment. Many of our graduates have expressed a desire for an opportunity to continue on in such a graduate program.

We feel that this proposed change also will strengthen the program for those students who choose the teaching option since their faculty advisors and graduate instructors will be able to focus more on those issues that are unique to public school education. It is important to note that all current requirements for the MS in Vocational Education will remain unchanged for “teaching option” students.

New courses

As suggested above, a formalized non-teaching option will draw upon the Department’s strengths in community and leadership development. Therefore, we are proposing a group of new courses in that area. We will be able to offer the courses because the interdisciplinary mix of social scientists found in the new Department provides the faculty resources necessary to support a non-teaching option that simply were not available before the Department’s creation. As noted on the attached Request for Change in Masters Degree Program form, students selecting the non-teaching option will be required to take at least half of their course work from these new courses which will carry the “CLD” prefix. It is important to note that no new resources are associated with the proposed courses. Faculty time for offering the new courses will be available through both changes in DOE and instructional emphasis. As noted above, the new courses will have a CLD prefix. This reflects the fact that they will form the core for a graduate certificate in Community and Leadership Development which is being forwarded in a separate proposal.