REQUEST FOR COURSE CHANGE (MAJOR AND MINOR)

1. General Information.
   a. Submitted by the College of: Education  
      Today’s Date: 8/16/2010
   b. Department/Division: Special Education & Rehabilitation Counseling
   c. Is there a change in “ownership” of the course? YES ☐ NO ☑
      If YES, what college/department will offer the course instead? 
   d. What type of change is being proposed? ☐ Major ☑ Minor (place cursor here for minor change definition)
   e. Contact Person Name: Dr. Robert McKenzie  
      Email: rmck2@email.uky.edu  
      Phone: 257-5895
   f. Requested Effective Date: ☑ Semester Following Approval  
      ☐ Specific Term:

2. Designation and Description of Proposed Course.
   a. Current Prefix and Number: EDS 357  
      Proposed Prefix & Number: no change
   b. Full Title: Initial Practicum in Special Education  
      Proposed Title: no change
   c. Current Transcript Title (if full title is more than 40 characters): 
      Proposed Transcript Title (if full title is more than 40 characters): 
   d. Current Cross-listing: ☑ N/A  
      Currently Cross-listed with (Prefix & Number): 
      Proposed — ☐ ADD ☐ REMOVE ☐ Cross-listing (Prefix & Number): 
       Proposed — ☐ ADD ☐ REMOVE ☐ Cross-listing (Prefix & Number):
   e. Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours for each meeting pattern type.

<table>
<thead>
<tr>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Lecture</td>
<td>1 Lecture</td>
</tr>
<tr>
<td>2 Laboratory</td>
<td>2 Laboratory</td>
</tr>
<tr>
<td>1 Recitation</td>
<td>1 Recitation</td>
</tr>
<tr>
<td>1 Discussion</td>
<td>1 Discussion</td>
</tr>
<tr>
<td>1 Study</td>
<td>1 Study</td>
</tr>
<tr>
<td>1 Clinical</td>
<td>1 Clinical</td>
</tr>
<tr>
<td>2 Colloquium</td>
<td>2 Colloquium</td>
</tr>
<tr>
<td>1 Practicum</td>
<td>1 Practicum</td>
</tr>
<tr>
<td>1 Research</td>
<td>1 Research</td>
</tr>
<tr>
<td>1 Residency</td>
<td>1 Residency</td>
</tr>
<tr>
<td>Seminar</td>
<td>Seminar</td>
</tr>
<tr>
<td>Studio</td>
<td>Studio</td>
</tr>
<tr>
<td>Other — Please explain:</td>
<td>Other — Please explain:</td>
</tr>
</tbody>
</table>

Comment: Excerpt from SR 3.3.0.6.2
Definition. A request may be considered a minor change if it meets one of the following criteria:
   a. change in number within the same hundred series;
   b. editorial change in the course title or description which does not imply change in content or emphasis;
   c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s); d. a cross-listing of a course under conditions set forth in SR 3.3.0.6;
   e. correction of typographical errors.

*…for the specific purposes of the minor exception rule, the 600-799 courses are the same “hundred series,” as long as the other minor change requirements are complied with. [RC 2/13/08]

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5 See comment description regarding minor course change. Minor changes are sent directly from dean’s office to Senate Council Chair. If Chair deems the change as “not minor,” the form will be sent to appropriate academic council for formal processing and contact person is informed.
6 Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.
7 Signature of the chair of the cross-listing department is required on the Signature Routing Log.
8 Removing a cross-listing does not drop the other course — it merely unlinks the two courses.
9 Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.3.1.)
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f. Current Grading System: ☐ Letter (A, B, C, etc.) ☐ Pass/Fail

Proposed Grading System: ☐ Letter (A, B, C, etc.) ☐ Pass/Fail

g. Current number of credit hours: 1

Proposed number of credit hours: ______

h. Currently, is this course repeatable for additional credit?

Proposed to be repeatable for additional credit?

If YES: Maximum number of credit hours: ___

If YES: Will this course allow multiple registrations during the same semester? YES ☐ NO ☐

An introductory supervised field experience for special education majors. Students will participate in two special education programs as teacher aides. Placements will include public schools and other agencies serving children with disabilities. May be repeated to a maximum of three credits. Lecture, one hour; field experience, three hours per week. Prerequisite: EDS 375.

i. Current Course Description for Bulletin: no change

Proposed Course Description for Bulletin: no change

j. Current Prerequisites, if any: EDS 375 (may be a co-requisite)

Proposed Prerequisites, if any: *same as above and "restricted to declared majors in Learning and Behavior Disorders (SELB) and Moderate & Severe Disabilities (SEMS)"

k. Current Distance Learning(DL) Status: ☐ N/A ☐ Already approved for DL* ☐ Please Add* ☐ Please Drop

*If already approved for DL, the Distance Learning Form must also be submitted unless the department affirms (by checking this box ☐) that the proposed changes do not affect DL delivery.

l. Current Supplementary Teaching Component, if any:

Community-Based Experience ☐ Service Learning ☐ Both

Proposed Supplementary Teaching Component:

Community-Based Experience ☐ Service Learning ☐ Both

m. Currently, is this course taught off campus?

Proposed to be taught off campus?

If YES, explain and offer brief rationale:

n. Are significant changes in content/teaching objectives of the course being proposed?

If YES, explain and offer brief rationale:

5. Course Relationship to Program(s).

a. Are there other depts and/or pgms that could be affected by the proposed change?

If YES, identify the depts. and/or pgms: ______

b. Will modifying this course result in a new requirement* for ANY program?

If YES*, list the program(s) here: ______

*You must also submit the Distance Learning Form in order for the course be considered for DL delivery.

*In order to change a program, a program change form must still be submitted.
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6. **Information to be Placed on Syllabus.**
   
   Check box if changed to 400G or 500.
   
   If changed to a 400G- or 500-level course you must send in a syllabus and you must include the *differentiation* between undergraduate and graduate students by: (i) requiring additional assignments by the graduate students; and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)
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General Information:

Course Prefix and Number: EDS 357
Proposal Contact Person Name: Dr. Robert McKenzie
Phone: 257-5895
Email: rmcke2@email.uky.edu

INSTRUCTIONS:

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

Internal College Approvals and Course Cross-listing Approvals:

<table>
<thead>
<tr>
<th>Reviewing Group</th>
<th>Date Approved</th>
<th>Contact Person (name/phone/email)</th>
<th>Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDSRC department</td>
<td>8/16/2010</td>
<td>Debra Harley / 7-7199 / <a href="mailto:dharl100@email.uky.edu">dharl100@email.uky.edu</a></td>
<td>Debra Harley</td>
</tr>
</tbody>
</table>

External-to-College Approvals:

- Undergraduate Council
- Graduate Council
- Health Care Colleges Council
- Senate Council Approval

University Senate Approval

Comments:

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1. Councils use this space to indicate approval of revisions made subsequent to that council’s approval, if deemed necessary by the revising council.