

CHANGE GRADUATE/UNDERGRADUATE CERTIFICATE

Fill out this form to change an existing certificate. This form should be used for both undergraduate certificates and graduate certificates.

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or GC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review and then a 10-day posting online, during which senators review on their own and have an option to register an objection if they so desire. If no objection is raised to the Senate Council Office within ten days of the posting the proposal, then the graduate certificate change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

For each change, you MUST enter the current language/requirement as well as the proposed change.

SUMMARY OF CHANGES									
Check all that apply.									
<input type="checkbox"/>	Courses	<input type="checkbox"/>	Certificate Name	<input checked="" type="checkbox"/>	Total required credit hours	<input type="checkbox"/>	Certificate review		
<input type="checkbox"/>	Criteria for admissions/progression/termination		<input type="checkbox"/>	Other					
1. General Information									
1a	Change is for:	<input type="checkbox"/>	UNDERGRADUATE CERTIFICATE	OR	<input checked="" type="checkbox"/>	GRADUATE CERTIFICATE			
1b	Date of contact with Institutional Effectiveness (IE) ¹ :	11/10/17			<input type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.				
1c	College ² :	College of Education	Department ² :	Educational Leadership Studies					
1d	CIP code:	13.0401							
1e	Current certificate name:	School Technology Leadership	Proposed certificate name:	<i>School Technology Leadership</i>					
1f	Today's Date:	November 6, 2017							
1g	Requested effective date:	<input checked="" type="checkbox"/>	Fall semester following approval.	OR	<input type="checkbox"/>	Specific Date ³ : <i>Fall 20</i>			
1h	Contact person name:	Jayson W. Richardson	Phone / Email:	8593237253 / jayson.richardson@uky.edu					
2. Overview of Changes									
2a	Describe the rationale for the change(s), including (as appropriate) input from an advisory board, professional body, etc. (450 word limit)								
	The current graduate certificate is 15 credit hours. We propose to amend the certificate to 9 hours. We are doing this for three reasons. First, after delivering this certificate program for a several years, we realized that								

¹ You can reach Institutional Effectiveness by phone or email (257-1962 or OSPIE@l.uky.edu).

² It is not possible to change the home academic unit of a certificate via this form. To change the home unit, visit <https://www.uky.edu/universitysenate/forms> and look for the heading, "Forms Related to Academic Organizational Structure."

³ No certificate changes will be effective until all approvals are received.

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many students take courses in the program, but few complete the full sequence to earn the Graduate Certificate in School Technology Leadership. This is mainly due to the fact that the certificate courses serve as a electives in our Masters/Specialist or Doctoral programs where only 9 elective credits (3 courses) are needed. Second, we are creating a micro-credential, stackable model in our Masters/Specialist program. In this new plan, students can earn three separate graduate certificates (two new ones being submitted at same time as this proposed revision). Third, we perceive the content is most robust in three courses that we wish to retain in the Graduate Certificate in School Technology Leadership.

3a. Will the requested changes result in the use of courses from another unit? Yes No

If "Yes," describe generally the courses and how they will used.

If "Yes," two pieces of supporting documentation are required.

Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director⁴ from which individual courses will be used.

Check to confirm that appended to the end of this form is verification that the chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.

3. Non-Course Related Changes

3a Will the certificate's admissions and/or application procedures change? Yes No

If "Yes," describe below. (150 word limit)

Current: _____ Proposed: _____

4. Course-Related Changes

4a Will the required courses for the certificate change? (If "Yes," indicate and note the changes in the area below. If "No," indicate and proceed to 4b.) Yes No

If "Yes," note the specific changes in the grid below.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁵
EDL661	3	SCHOOL TECHNOLOGY LEADERSHIP	EDL661	3	SCHOOL TECHNOLOGY LEADERSHIP	N/C
EDL663	3	LEADERSHIP FOR SCHOOL PROGRAM IMPROVEMENT	EDL663	3	LEADERSHIP FOR SCHOOL PROGRAM IMPROVEMENT	N/C
EDL665	3	SCHOOL TECHNOLOGY LEADERSHIP FOR DIGITAL CITIZENSHIP	EDL665	3	SCHOOL TECHNOLOGY LEADERSHIP FOR DIGITAL CITIZENSHIP	N/C
EDL664	3	SCHOOL TECHNOLOGY LEADERSHIP FOR SCHOOL IMPROVEMENT				Select one....
EDL662	3	DIGITAL AGE LEARNING AND SCHOOL TECHNOLOGY LEADERSHIP				Select one....

⁴ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.
⁵ Use the drop-down list to indicate if the course is a new course ("new"), an existing course that will change ("change"), or if the course is an existing course that will not change ("no change").

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4b	Provide the Bulletin language about required courses.
	<p>EDL 661 SCHOOL TECHNOLOGY LEADERSHIP. (3) This course provides an introduction to the study of school technology leadership with an emphasis on educational administrators developing a shared vision, planning, and promulgating policies and utilizing resources for the comprehensive integration of technology at the school, district, and state levels.</p> <p>EDL 663 LEADERSHIP FOR SCHOOL PROGRAM IMPROVEMENT. (3) This course addresses the role of the educational administrator in providing professional development that supports communities of practice and the adoption of contemporary technologies and digital resources to enhance student academic learning. The course introduces students to principles of adult learning that characterize effective professional development and planning as it relates to technology adoption at the school, district and state-levels of education.</p> <p>EDL 665 SCHOOL TECHNOLOGY LEADERSHIP FOR DIGITAL CITIZENSHIP. (3) This course examines school administrators' social, ethical, and legal issues and responsibilities all students, including those with disabilities and special needs, for digital citizenship. Facilitating understanding of evolving virtual school environments and modeling digital citizenship at the school, district, and state levels are also addressed.</p>

4b	Will the elective courses for the certificate change? (If "Yes," indicate and note the changes in the area below. If "No," indicate and proceed to 5a.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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If "Yes," note the specific changes in the grid below.

Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status ⁶
						Select one...
						Select one...
						Select one...
						Select one...
						Select one...
						Select one...

4c	Provide the Bulletin language about elective courses.
	N/A

5. Other Changes

5a	Are there any other changes to the certificate? If "Yes," note below. (150 word limit)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Approvals/Reviews

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

⁶ Use the drop-down list to indicate if the course is a new course ("new"), an existing course that will change ("change"), or if the course is an existing course that will not change ("no change").

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	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
6a	(Within College)		
	Educational Leadership Studies	10.10.2017	Jayson W. Richardson / 859.323.7253 / jayson.richardson@uky.edu
			/ /
			/ /
			/ /
6b	(Collaborating and/or Affected Units)		
			/ /
			/ /
			/ /
			/ /
			/ /
6c	(Senate Academic Council)	Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)		
	Graduate Council		

Timestamp	Email Address	Name	I support modifying the current STL Graduate Certificate to be 9 credits	I support the creation of an Instructional Coaching Graduate Certificate (9 credits)"	I support the creation of a Leadership for Deeper Learning Graduate Certificate (9 credits)
11/8/2017 15:39:00	Brous@g.uky.edu	Beth Rous	Yes	Yes	Yes
11/8/2017 15:42:09	lu.young@uky.edu	Lu	Yes	Yes	Yes
11/8/2017 16:06:47	justin.bathon@uky.edu	Justin	Yes	Yes	Yes
11/8/2017 16:09:50	Jayson.richardson@uky.e	Jayson Richardson	Yes	Yes	Yes
11/8/2017 16:10:56	wayne.lewis@uky.edu	Wayne Lewis	Yes	Yes	Yes
11/8/2017 16:17:45	lbjor1@uky.edu	Lars Bjork	Yes	Yes	Yes
11/8/2017 20:01:03	amanda.potterton@uky.e	Amanda Potterton	Yes	Yes	Yes
11/8/2017 20:02:47	tricia.ferrigno@uky.edu	Tricia Browne-Ferrigno	Yes	Yes	Yes