**UNIVERSITY OF KENTUCKY**  
**APPLICATION FOR NEW COURSE**

1. Submitted by College of ___________________________  Date ___________________________
   Department/Division offering course ___________________________

2. Proposed designation and Bulletin description of this course
   a. Prefix and Number SPH 758  
   b. Title* Special Topics in Health Services Management: (Title)  
      *NOTE: If the title is longer than 24 characters (including spaces), write a sensible title (not exceeding 24 characters) for use on transcripts Spec Topcs in Hlth Serv Mgt
   c. Lecture/Discussion hours per week 1-3  
   d. Laboratory hours per week 0  
   e. Studio hours per week 0  
   f. Credits 1-3  
   g. Course description
      This course will engage students in readings, projects, lectures and / or discussions to address current topics of special interest or concerns.
   h. Prerequisites (if any)
      Enrollment in a Public Health degree program or consent of the instructor.
   i. May be repeated to a maximum of 6 semester hours (if applicable)

4. To be cross-listed as
   Prefix and Number ___________________________
   Signature, Chairman, cross-listing department ___________________________

5. Effective Date  Fall 2003 (semester and year)  

6. Course to be offered  
   - Fall  
   - Spring  
   - Summer  

7. Will the course be offered each year?  
   (Explain if not annually)  
   Yes  
   No  

8. Why is this course needed?  
   To enhance the skills of Public Health students with research or special study interests.

9. a. By whom will the course be taught?  
   Faculty in the course area.
   b. Are facilities for teaching the course now available?  
   Yes  
   No  
   If not, what plans have been made for providing them?
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10. What enrollment may be reasonably anticipated? 15-20

11. Will this course serve students in the Department primarily? □ Yes □ No

Will it be of service to a significant number of students outside the Department? □ Yes □ No
If so, explain.

12. Check the category most applicable to this course

☒ traditional; offered in corresponding departments elsewhere;
☐ relatively new, now being widely established
☐ not yet to be found in many (or any) other universities

13. Is this course part of a proposed new program: □ Yes □ No
If yes, which?

14. Will adding this course change the degree requirements in one or more programs?* □ Yes □ No
If yes, explain the change(s) below

15. Attach a list of the major teaching objectives of the proposed course and outline and/or reference list to be used.

16. If the course is a 100-200 level course, please submit evidence (e.g., correspondence) that the Community College System has been consulted.

17. Within the Department, who should be contacted for further information about the proposed course?
Name  Joel Lee, Dr.P.H.  Phone Extension  323-5059 x287

*NOTE: Approval of this course will constitute approval of the program change unless other program modifications are proposed.
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Signatures of Approval:

________________________  __________________________
Department Chair          Date

________________________  __________________________
Dean of the College        Date

________________________  __________________________
Date of Notice to the Faculty

________________________  __________________________
*Undergraduate Council    Date

________________________  __________________________
*University Studies        Date

________________________  __________________________
*Graduate Council          Date

________________________  __________________________
*Academic Council for the Medical Center Date

________________________  __________________________
*Senate Council (Chair)    Date of Notice to University Senate

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

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ACTION OTHER THAN APPROVAL

Rev 11/98
Course description:
Special Topics in Health Services Management will engage students in readings, projects, lectures and/or discussions to address current topics of special interest or concern. Presentation of focused or specialized topics that are not available in standard courses. Lecture, three hours; laboratory 0-2 hours per week. May be repeated to a maximum of six semester hours under different subtitles.

Prerequisite:
Enrollment in the School of Public Health, or consent of instructor.

Course Credit:
The course is offered for variable credit of 1 to 3 semester hours and may be repeated to a maximum of six semester hours.

Course work:
Topics will be selected in consultation with the designated faculty instructor, and a standardized form will be completed defining the study topic, learning objectives, assignments, and criteria for grading.

Course Grading:
Course grading will be based upon the criteria stated in the University Bulletin.