



# Faculty Handbook

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## Preface: About the Handbook

This electronic version of the Handbook for Faculty was extensively developed in 2003. The online version of the handbook is the official version of the handbook containing all appropriate policies approved by the Faculty Senate and University administration. Questions about policy updates should be addressed to the Office of the Provost.

The Faculty Handbook informs faculty of major policies and regulations of the University. In addition, the Collective Bargaining Agreement contains policies that are in effect during a contract period.

Certain information in the Faculty Handbook is based on the University of Delaware Charter and the Bylaws of the Board of Trustees. If in matters that are covered by these documents there is a difference in wording, content, or interpretation between the Faculty Handbook and the Bylaws and Charter, the latter two documents will prevail.

Policies contained in the Faculty Handbook are official policies of the University and remain in full effect until changed by appropriate University actions. The Handbook is a revision of the official 1963 Handbook adopted by the Board of Trustees as University policy, and it has been approved for publication by the Board.

The Office of the provost will update the on-line document as new policies and policy revisions are approved.

Faculty should also consult the following manuals and publications all of which are linked to the handbook for faculty:

- [University of Delaware Policies and Procedures Manual \(now including policies formerly found in the \*Personnel Policies and Procedures Manual\*, which has been discontinued\)](#)
- [Faculty Advisement Handbook \(new version coming soon\)](#)
- [Policy Guide for Chairs and Academic Directors](#)
- [Committee on Undergraduate Records and Certification \(CURC\) Guidelines \(explains petition procedures for students in academic difficulty because of extenuating circumstances\)](#)
- [Official Student Handbook](#)
- [Undergraduate and Graduate Catalog](#)
- [Collective Bargaining Agreement between the University of Delaware and the American Association of University Professors:](#)
  - [July 1, 2002 through June 30, 2005](#)

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER** The University of Delaware is committed to assuring equal opportunity to all persons and does not discriminate on the basis of race, color, gender, religion, ancestry, national origin, sexual orientation, veteran status, age, or disability in its educational programs, activities, admissions, or employment practices as required by Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act, other applicable statutes and University policy. Inquiries concerning these statutes and information regarding campus accessibility should be referred to the Affirmative Action Officer, 305 Hullen Hall, (302) 831-2835 (voice), (302) 831-4552 (TDD).

Please direct questions to the Office of the Provost.

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## Foreword: A Mission Statement for the University

The central mission of the University of Delaware is to cultivate both learning and the free exchange of ideas. To this end, the University provides excellent undergraduate and graduate courses of study in a variety of disciplines. Our graduates should know how to reason critically and independently yet collaborate productively. They should understand the cultural and physical world, communicate clearly in writing and speech, and develop into informed citizens and leaders. The University faculty has a strong tradition of distinguished scholarship, research, and teaching, which is grounded in a commitment to increase scientific, humanistic, and social knowledge for the enrichment of the larger society. A state-assisted, privately-governed institution, the University of Delaware was founded as a private academy in 1743, received its collegiate charter from the state in 1833, and was designated one of the nation's historic land-grant colleges in 1867. The University works cooperatively with the area's unique cultural and technical institutions; it provides the finest library in the state and offers the region's people a rich array of public lectures, exhibitions, performances, service programs, and athletic competitions. The University strives for an atmosphere in which all people feel welcome to learn, embracing creativity, critical thinking, and free inquiry, and respecting the views and values of an increasingly diverse population.

(Approved by University Faculty Senate April 5, 1993; approved by Board of Trustees May 26, 1993)

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