

UNIVERSITY FACULTY SENATE

SUMMARY OF AGENDA

May 4, 1987

- I. ADOPTION OF THE AGENDA
- II. APPROVAL OF THE MINUTES: April 6, 1987
- III. REMARKS BY PRESIDENT TRABANT and/or PROVOST CAMPBELL
- IV. ANNOUNCEMENTS

- 1. Senate President Callahan

ANNOUNCEMENTS FOR CHALLENGE

- 1. Revision of the major in Animal Science
- 2. New minor in Animal Science
- 3. Revision of the major in General Agriculture
- 4. Revision of the B.A. in Chemistry
- 5. Revision of the B.S. in Chemistry
- 6. Revision of the Languages and Literature majors: Classics; French; German; Latin; Russian, and Spanish
- 7. Revision of the B.A. in Languages and Literature: Three Languages and Four Languages
- 8. Revision of minor in French
- 9. Revision of the B.S. in Medical Technology
- 10. Two revisions of the B.S. in Accounting
- 11. Two revisions of the B.S. in Business Administration: All Concentrations
- 12. Two revisions of the major in Business Administration
- 13. Revision of the major in Electrical Engineering: All Concentrations
- 14. Revision in Textiles, Design, and Consumer Economics: All majors and concentrations
 - a. Consumer Economics - Concentrations in Business, Communication
 - b. Design - Concentrations in Apparel, Interior
 - c. Textiles and Clothing: Merchandising
 - d. Textiles and Clothing: Technology
- 15. Revision of the B.S. in Human Resources: General Home Economics
- 16. Revision of the major in Physical Education: Physical Education and Health Education
- 17. Revision of B.S. in Physical Education: Physical Education Studies
- 18. New Concentration in Physical Education: Physical Education Studies - Fitness Management
- 19. Revision of major in Recreation and Park Administration:
 - a. Fitness Management
 - b. Parks
 - c. Programming Leadership

20. Change in name of graduate major from Languages and Literature to Foreign Languages and Literature

V. OLD BUSINESS

- A. Recommendations altering the charges of various committees
- B. Recommendation to add a multicultural course requirement to the baccalaureate degree curricula
- C. Resolution, introduced by Dean Frank Murray at the April Senate Meeting on a revision to the Student Guide to Policies

VI. NEW BUSINESS

- A. Election of Senate officers and certain committee members and chairs
- B. Request for confirmation of committee appointments
- C. Recommendation for the elimination of two course prefixes and the addition of a new prefix as replacement
- D. Recommendation for the establishment of a course prefix
- E. Recommendation for provisional approval of a B.S. degree in Human Resources with a major in Hotel, Restaurant and Institutional Management
- F. Request for approval of an Honorary Degree
- G. Report from the Committee on Undergraduate Studies concerning its study of drop-add policies and procedures
- H. Report from Committee on Student Life on the Instructional Evaluation Proposal of 1984 (DUSC Course Evaluation)
- I. Recommendation for a Faculty Appointment Policy
- J. Introduction of new business



University of Delaware

UNIVERSITY FACULTY SENATE
301 HULLIHEN HALL
NEWARK, DELAWARE 19716

(302) 451-2921

April 23, 1987

TO: All Faculty Members

FROM: Thomas F. Merrill, Vice-President
University Faculty Senate

A handwritten signature in dark ink, reading "Thomas F. Merrill".

SUBJECT: Regular Faculty Senate Meeting, May 4, 1987

In accordance with Section IV, paragraph 6 of the Constitution, the regular meeting of the University Faculty Senate will be held on Monday, May 4, 1987 at 4:00 p.m. in room 110 Memorial Hall.

AGENDA

- I. Adoption of the Agenda.
- II. Approval of the minutes of the Senate meeting of April 6, 1987.
- III. Remarks by President Trabant and/or Provost Campbell.
- IV. Announcements

1. Senate President Callahan

Announcements for Challenge

[Note: Due to the volume of materials, copies of the background information for the following Announcements for Challenge are being held in the Faculty Senate Office for review.]

1. Revision of the major in Animal Science
2. New minor in Animal Science
3. Revision of the major in General Agriculture
4. Revision of the B.A. in Chemistry
5. Revision of the B.S. in Chemistry
6. Revision of the Languages and Literature majors: Classics; French; German; Latin; Russian, and Spanish

7. Revision of the B.A. in Languages and Literature: Three Languages and Four Languages
8. Revision of minor in French
9. Revision of the B.S. in Medical Technology
10. Two revisions of the B.S. in Accounting
11. Two revisions of the B.S. in Business Administration: All Concentrations
12. Two revisions of the major in Business Administration
13. Revision of the major in Electrical Engineering: All concentrations
14. Revision in Textiles, Design, and Consumer Economics: All majors and concentrations
 - a. Consumer Economics - Concentrations in Business, Communication
 - b. Design - Concentrations in Apparel, Interior
 - c. Textiles and Clothing: Merchandising
 - d. Textiles and Clothing: Technology
15. Revision of the B.S. in Human Resources: General Home Economics
16. Revision of the major in Physical Education: Physical Education and Health Education
17. Revision of B.S. in Physical Education: Physical Education Studies
18. New concentration in Physical Education: Physical Education Studies - Fitness Management
19. Revision of the major in Recreation and Park Administration:
 - a. Fitness Management
 - b. Parks
 - c. Programming Leadership
20. Change in name of graduate major from Languages and Literature to Foreign Languages and Literature

V. Old Business

- A. Resolutions from the Committee on Committees (A. DeHaven, Chairperson) altering the charges of the Committee on Educational Innovation and Planning, the Coordinating Committee on Education, and the Instructional Resources Center Committee.

1. RESOLVED, that the charge to the Committee on Educational Innovation and Planning as it appears in Section III, Page I-18, paragraph 1, of the Faculty Handbook be changed to read:

This committee shall probe the more remote educational future of the University, and may examine and originate principal educational proposals for presentation to the Coordinating Committee on Education or to the faculty or its Senate. It shall receive, hear, and examine ideas from any member of the University community, and shall meet at least once a year early in the fall semester for the purpose of establishing topics for discussion¹. It shall concern itself with the national as well as local educational scene, and may inform itself thereon through appropriate attendance at conferences and the use of consultants.

2. RESOLVED, that the charge to the Coordinating Committee on Education as it appears in Section III, Page I-18, paragraph 2, of the Faculty Handbook be changed to read:

This committee shall be made up of a chairperson chosen by the Faculty Senate; the chairpersons of the following enumerated standing committees of the Faculty Senate; a designee of the Vice-President for Academic Affairs; the Associate Provost for² Graduate Studies; the Assistant Provost³ and Director of Continuing Education; and one undergraduate and one graduate student.

1. Committee on Adjunct Academic Affairs
2. Committee on Educational Innovation and Planning
3. Committee on Graduate Studies
4. Committee on Undergraduate Admissions and Standing
5. Committee on Undergraduate Studies
6. Computer Committee⁴
7. Committee on Instructional Resources⁵
8. Library Committee

¹Stipulation added.

²Formerly "University Office of...."

³Change of title.

⁴Formerly "Computer Center."

⁵Formerly "Instructional Resources Center Committee."

3. RESOLVED, that the charge to the Instructional Resources Center Committee as it appears in Section III, Page I-21 of the Faculty Handbook be changed to read:

COMMITTEE ON INSTRUCTIONAL RESOURCES⁶

This committee⁷ shall consist of the Associate Director for Development and the Associate Director for Operations in the Office of Instructional Technology⁸; five⁹ faculty members, of whom one shall be chairperson; and one undergraduate and one graduate student. It shall survey present and projected educational resource facilities and usages, and receive and coordinate suggestions thereupon.

- B. Recommendation from the Committee on Undergraduate Studies (C. Marler, Chairperson), to add a multicultural course requirement to the baccalaureate degree curricula. [Note: This recommendation was originally brought to the Senate in September 1986, discussed and returned to the Committee for further study.]

WHEREAS: being an educated person today requires some awareness of, and sensitivity to, cultural pluralism, and

WHEREAS: guiding students in the process of becoming educated obliges the faculty to establish at least minimal requirements designed to sensitize its students to cultural pluralism, and

WHEREAS: courses containing multicultural, ethnic, and/or gender-related content already exist in programs and disciplines such as anthropology, sociology, Black American studies, geography, history, philosophy, women's studies, and the Center for Science and Culture, and

WHEREAS: it is to be expected that others will be developed in departments and other academic units across campus, and that the development of these courses can be assisted by the Center for Teaching Effectiveness, be it therefore

RESOLVED: that each student graduating from the University of Delaware with a baccalaureate degree shall have completed three credits in a course or courses stressing multicultural, ethnic, and/or gender-related content. The University Faculty Senate Committee on Undergraduate Studies shall approve courses which fulfill this requirement.

⁶-----
Formerly "Instructional Resources Center Committee."

⁷Word added for clarification.

⁸Formerly "Director of Instructional Resources."

⁹Formerly "seven."

This resolution shall be effective with the graduating class of 1991, i.e., next year's freshmen.

- C. Resolution, introduced by Dean Frank Murray (College of Education), at the April Senate meeting on replacing Section K.1. and 2., page 9, of the Student Guide to Policies.

RESOLVED, that in the Student Guide to Policies, Section K.1. and 2., page 9 be replaced with:

1. A guilty finding for academic dishonesty will result in the following statement on the student's transcript:

"Found guilty of academic dishonesty on (date) in (course number) and (title)."

2. The grade the student receives in the course will be determined by the instructor. The statement may be removed on petition to the Council on Student Judicial Affairs when the Council, in its judgment, so orders.

VI. New Business

- A. Elections of Senate officers, a chairperson of the Coordinating Committee on Education, two members of the Committee on Committees, one member of the Rules Committee, and three members of the Nominating Committee.

[Note: A slate of nominees prepared by the Nominating Committee (Robert Dalrymple, Chairperson), is presented in Attachment 2. Biographies of the nominees are attached as Attachment 3. Senators are reminded that additional nominations may be made from the floor and that senators making such nominations are responsible for determining that a nominee would serve if elected.]

- B. Request from the Committee on Committees (A. DeHaven, Chairperson), for Senate confirmation of committee appointments. (Attachment 4)

RESOLVED, that the appointments to Senate committees and the appointments of Senate committee chairpersons, as presented in Attachment 4 of this Agenda, are hereby confirmed.

- C. Recommendation from the Committee on Undergraduate Studies (C. Marler, Chairperson), with the concurrence of the Coordinating Committee on Education (S. Crawford, Chairperson), for the elimination of two course prefixes and the establishment of a new prefix as replacement. (Attachment 5)

RESOLVED, that the Faculty Senate approves the elimination of the course prefixes (ALL), Ancient Languages and Literature, and (ML), Modern Languages, and that a new prefix (FLL) be established and used for courses presently bearing the prefixes ALL and ML, effective July 1, 1987.

- D. Recommendation from the Committee on Undergraduate Studies, with the concurrence of the Coordinating Committee on Education, for the establishment of a course prefix. (Attachment 5)

RESOLVED, that the Faculty Senate approves the establishment of a course prefix (POR) that will be used to designate Portuguese courses in the Department of Languages and Literature.

- E. Recommendation from the Committee on Undergraduate Studies, with the concurrence of the Coordinating Committee on Education, for provisional approval of a B.S. degree in Human Resources with a major in Hotel, Restaurant and Institutional Management. (Attachment 6)

RESOLVED, that the Faculty Senate approves provisionally, for four years, the establishment of a Bachelor of Science Degree in Human Resources with a major in Hotel, Restaurant and Institutional Management.

- F. Request from the Trustee/Faculty Committee on Honorary Degrees and Awards (W. Homer, faculty member) for Senate approval for awarding an honorary degree of Doctor of Humane Letters.
- G. Report from the Committee on Undergraduate Studies concerning its study of drop-add policies and procedures.
- H. Report from the Committee on Student Life on the Instructional Evaluation Proposal of 1984 (DUSC Course Evaluation). [Note: The Instructional Evaluation Proposal was approved by the Senate in March 1984].
- I. Recommendation from the Committee on Faculty Welfare and Privileges (L. Mosberg, Chairperson), for an addition to the Faculty Handbook of a Faculty Appointment Policy. (Copy of the Chairperson's Supplement No. 3-1 from the Policy Manual is at attachment 7.)

RESOLVED, that the Faculty Senate recommends to the Board of Trustees the addition of the following policy on Faculty Appointment to the Faculty Handbook:

This policy shall apply to all academic units for the appointment of academic rank. The policy shall be applicable to all full and part-time positions, permanent and temporary positions, joint and adjunct positions, regardless of funding source.

1. To appoint any person to an academic rank requires a positive recommendation from the faculty of the academic unit to which the person is to be assigned. The faculty of each academic unit may formally designate a subgroup to act for the unit as a whole, if it so wishes. Such subgroups may include search committees, department and college executive committees or senates.

2. For each new or vacant academic rank position, there shall be established a search committee. The policy governing the establishment and composition of search committees may vary from college to college or from department to department with the approval of the Dean. By majority vote department or college faculty may forego the establishment of a search committee in cases deemed appropriate (e.g., temporary part-time faculty) but affirmative action requirements must still be observed.
 3. Search Committees shall abide by the University Faculty Recruitment Procedures as published in the Policy Manual--Chairperson's Supplement, unless explicitly exempted by the Vice-President for Academic Affairs with the concurrence of a majority of the faculty of the academic unit.
 4. The College Dean and Department Chairperson act for the College and Department faculty, respectively. It is understood that he/she consults with College or Department faculty according to College and Department policies and procedures in making his/her recommendations.
- J. Such items as may come before the Senate. (No motion introduced at this time may be acted upon until the next meeting of the Senate.)

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Attachments: Committee Activity List

1. Student Guide to Policies, Pg. 9
2. Slate of nominees
3. Biographies of nominees
4. Committee appointments
5. Memo on the elimination of two course prefixes and the establishment of a new prefix
6. New major in Hotel, Restaurant and Institutional Management
7. Policy Manual-Chairperson's Supplement, No. 3-1



COMMITTEE ACTIVITIES REPORT

ACADEMIC COMPLAINTS, UNIVERSITY REVIEW COMMITTEE FOR (William L. Nicholl)

No activity.

BEVERAGE ALCOHOL, COMMITTEE TO REGULATE THE USE OF (James Fischer)

No activity.

COMMITTEES, COMMITTEE ON (Anna De Haven)

1. Staffing Senate committees for 1987-88.
2. Reviewing and updating Senate committee charges for Senate committees.

COMPUTER COMMITTEE (James Damewood)

Organization of status/objective document is proceeding. Planning charter document from 1983 submitted to committee.

EDUCATIONAL INNOVATION AND PLANNING, COMMITTEE ON (Gary Lavery)

No items before committee.

UNDERGRADUATE ADMISSIONS AND STANDING, COMMITTEE ON (Anne Clark)

Discussing the President's Commission on Undergraduate Education Report.

UNDERGRADUATE STUDIES, COMMITTEE ON (Charles Marler)

1. Conducting Spring course approval cycle.
2. Discussing drop/add policies and procedures.
3. Discussing University-wide multicultural requirement.
4. Discussing Cross-Dual Listing of Courses.

/wc



hearing. If a decision of guilt is reached, the Court will then decide by majority vote to uphold or reduce the sanction.

5. If the appeal has been granted on the grounds that the sanction is inappropriate, the Appellate Court will review the information presented at the original hearing and make a decision by a majority vote to uphold or reduce the sanction.
6. All parties involved in the original hearing being appealed shall have the right to be present at either type of hearing and respond to all information presented, and to present information if it is relevant to the appeal.
7. Normally, within 72 hours following the conclusion of the hearing, the Chairperson shall make a written report of the hearing consisting of the grounds for the appeal, the decision of the Appellate Court and the rationale for the decision. Copies of this report shall be forwarded to the major parties in the appellate hearing.
8. The decision of the Appellate Court is final and shall be implemented immediately by the Assistant Dean of Students or the Administrative Coordinator.

X. Disciplinary Sanctions

The sanctions below may be imposed upon a student for an infraction of the Code of Conduct or residence hall regulations of the University of Delaware. This list is not exhaustive, but is in order of severity.

- A. Disciplinary Warning:**
An official written notice to the student of disapproval in that his or her conduct is in violation of University rules or regulations.
- B. Disciplinary Probation:**
A more severe sanction than a warning, to include a period of review and observation during which the student must demonstrate the ability to comply with University rules, regulations, and other requirements stipulated for the probation period.
- C. Deferred Suspension From Residence Halls:**
A definite period of observation and review. If a student is again found guilty of violating a University rule or regulation or an order of a judicial body or Administrative Hearing Officer and if within a University residence hall, suspension from remaining in a particular residence hall, suspension from all University housing and/or from entering any University residence halls will take effect immediately. If a student is again found guilty of violating a University rule or regulation or an order of a judicial body or Administrative Hearing Officer outside of a University residence hall, the student may be suspended from a particular residence hall, suspended from all University housing and/or from entering any University residence hall. Additional or alternate sanctions may be imposed.
- D. Deferred Suspension:**
A definite period of observation and review. If a student is again found guilty of violating a University rule or regulation or an order of a judicial body or Administrative Hearing Officer, suspension will take effect immediately.
- E. Suspension from Residence Halls:**
 1. Precluding a student from remaining in a particular residence hall. The specific period of the suspension must not be less than the remainder of the semester in progress.
 2. Precluding a student from living in any University housing. The specific period of time must not be less than the remainder of the semester in progress.
- F. Suspension From the Undergraduate Division:**
A suspended student will be withdrawn from all courses and shall be separated from the University for at least the remainder

of the session/semester in progress. The suspension of the student from the Undergraduate Division will be for a specified period of time. Students so suspended are eligible to take a maximum of two courses in the Division of Continuing Education during each subsequent session/semester in which the suspension from the Undergraduate Division is in effect.

G. Suspension From the University:

A suspended student will be withdrawn from all divisions of the University for at least the remainder of the semester in progress. The suspension from the University will be for a specified period of time.

H. Expulsion From the University:

Permanent separation from all divisions of the University. The sanction of expulsion must be approved by the president of the University.

I. Restitution:

Assessment of charges in an amount not in excess of damage or loss incurred. Restitution may be required with any sanction when appropriate.

J. Mandatory Alcohol Referral:

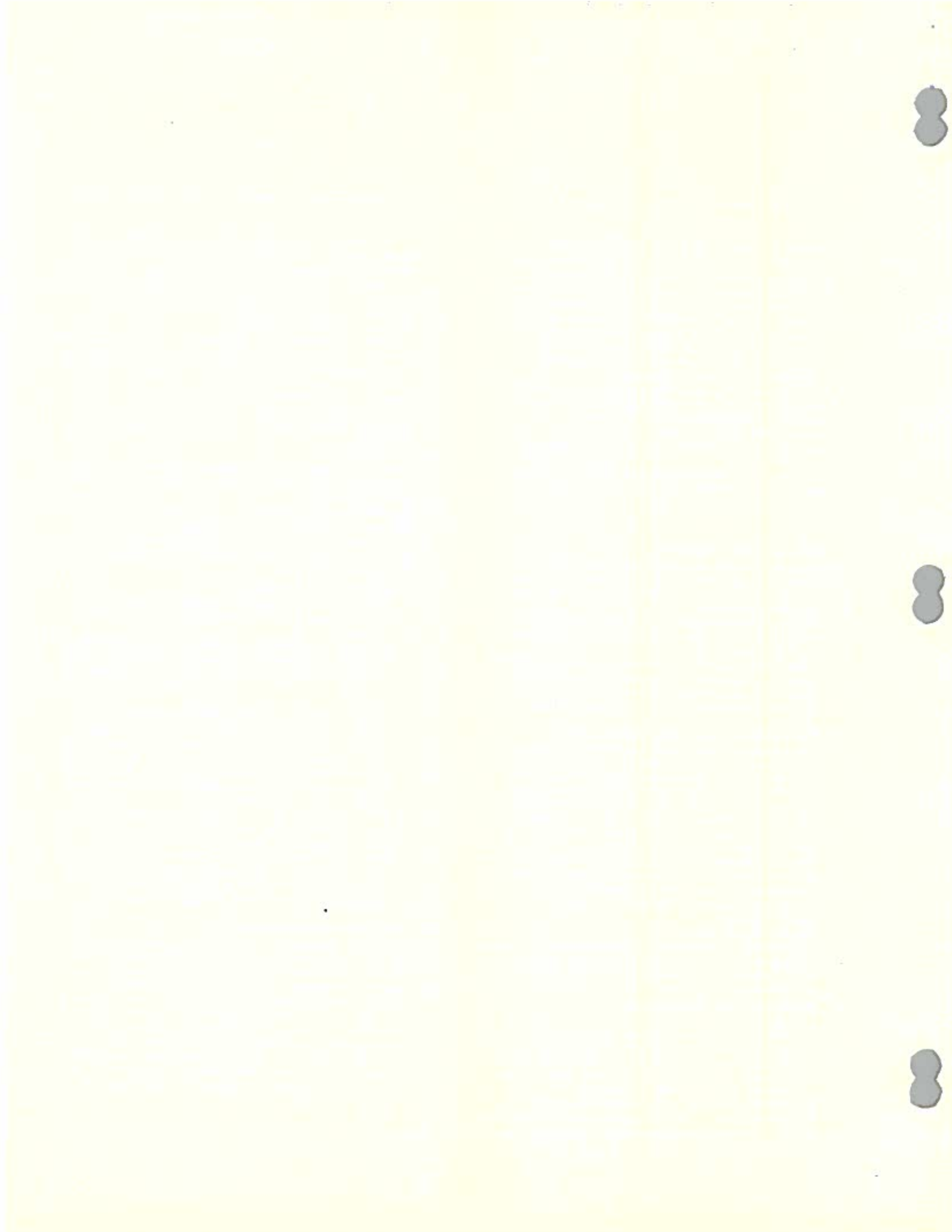
Any student who is found guilty of a second alcohol violation of the University's Code of Conduct will be referred for a mandatory evaluation session with the alcohol counselor in the Student Health Service.

K. Academic Dishonesty Sanctions:

1. A guilty finding for academic dishonesty will result in the student receiving an "F" in the course in which the offense occurred.
2. Students found guilty of an academic dishonesty violation will have an "X" notation added to the "F" grade on their University transcripts; an explanation in the legend on the transcript will state "X = failure due to academic dishonesty."
3. Students found guilty of an academic dishonesty violation will be required to complete a noncredit seminar dealing with the University's expectations for academic conduct and the moral and social ramifications of violations. A copy of the student's final seminar paper will be sent to the professor who brought the charge. Appropriate costs for the seminar will be borne by the student.
4. An administrative fee will be charged to students found guilty of an academic dishonesty violation.
5. Given the completion of the seminar and the payment of the administrative fee — and in the absence of any repetition of similar misconduct — the transcript notation will be removed upon the student's written petition to the Dean of Students.
6. These actions will not preclude additional sanctions.

XI. Enforcement Suspension

- A.** In instances where an individual or group fails to demonstrate responsibility by repeating or persisting in an offense, or, where the continued presence of a student on campus or in the residence halls poses a threat to his or her well-being or to the rights and property of members of the University community, the Dean of Students or his designee may, for the sole purpose of enforcement, impose an enforcement suspension.
- B.** An enforcement suspension is an interim action, effective immediately, designed to prohibit the presence of the student in the residence halls or on the campus until the student's judicial case can be resolved in accordance with prescribed judicial procedures.



The following individuals have been nominated by the Nominating Committee for various Senate offices during academic year 1987-88.

President: Robert J. Taggart, U. Carl Toensmeyer

Vice President: Joan DelFattore, Carol J. Vukelich

Secretary: Susan M. McGrath, James L. Morrison

Chairperson, Coordinating Committee on Education: Harrison B. Hall
William F. Ritter

Members, Committee on Committees: Frank B. Dilley, Lucia M. Palmer, Billy E. Ross, Barry S. Seidel

Member, Rules Committee: Alexander Cheng, Conrad N. Trumbore

Members, Nominating Committee: John J. Beer, Mary P. Donaldson-Evans, Willard A. Fletcher, Charles D. Marler, Peter J. McCarthy, Clifford W. Sloyer

Biographies of the nominees are attached.



PRESIDENT

NAME: Joanmeyer Ulrich C. DEPARTMENT: Agrie. Econ.
 Last First Middle Initial
 RANK: Professor DATE OF HIRE (FULL-TIME): _____

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)	
			YES	NO
1.	Undergraduate Studies	1973-74	Member	
2.	Undergraduate Studies	1974-75	Member	
3.	Undergraduate Studies	1975-76	Chairperson	
4.	Undergraduate Studies	1976-77	Chairperson	
5.	Coord. Cte. on Educ.	1977-78	Member	
6.	Coord. Cte. on Educ.	1978-79	Member	
7.	Coord. Cte. on Educ.	1979-80	Chairperson	
8.	Secretary UPS	1980-81		
9.	President UPS	1981-82		
10.	Past-President UPS			

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

11. Coord. Cte. on Educ. 1983-84 Chairperson
 12. Coord. Cte. on Educ. 1984-85 Chairperson
 13. Coord. Cte. on Educ. 1985-86 Chairperson

NAME: Loggert Robert J. DEPARTMENT: Educ. Studies
 Last First Middle Initial
 RANK: Associate Professor DATE OF HIRE (FULL-TIME): 1970

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)	
			YES	NO
1.	Secretary, UPS	1985-86		
2.	Rules Committee	1985-86		
3.	Undergrad. Admissions and Standing	1980-81	Chair	
4.	Undergrad. Admissions and Standing	1981-82	Chair	
5.	Library Committee	1979-80	Member	
6.	Library Committee	1978-79	Member	
7.	Coord. Cte. on Educ.	1979-80/82-83	Member	
8.				
9.				
10.				

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

VICE-PRESIDENT

NAME: Delfattore Joan First Middle Initial English DEPARTMENT:
Last Associate Professor DATE OF HIRE (FULL-TIME): 1979

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)	
			MEMBER	CHAIRPERSON, ETC.
1.	Undergraduate Studies	1985-86	Member	
2.				
3.				
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PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

Member of the University Senate, 1985-present; Secretary of the Arts and Science College Senate, 1984-86; CUPE Committee task force member

NAME: Vukelich Carol First Middle Initial DEPARTMENT:
Last Associate Professor DATE OF HIRE (FULL-TIME): 1972

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)	
			MEMBER	CHAIRPERSON, ETC.
1.	Student & Faculty Honors	73-75, 82-83	Member	
2.	Committee on Committees	77-79	Member	
3.	Undergraduate Studies	80-82	Chair	
4.	Graduate Studies	84-87	Member	
5.	Coord. Cte. on Educ.	80-82	Member	
6.	Secretary UFS	86-87		
7.	Cte. on Rules	86-87	Chair	
8.				
9.				
10.				

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

In addition to these Senate committees, I have served on the Commission on the Status of Women and the Winter Session Travel Experience Advisory Board.

Within the College, I have served numerous years on the Honor's Day Committee, the Promotion and Tenure Committee, the College Undergraduate Studies in Education Committee, and the Graduate Studies in Education Committee. I have chaired all of these committees except the Promotion and Tenure Committee. I have been the College's secretary for two different terms.

Within the Department, I have served on and chaired the Promotion and Tenure Committee, the Graduate Studies Committee, the Undergraduate Studies Committee and several search committees.

Textiles, Design, &
Consumer Economics

NAME: McGeath, Susan M. DEPARTMENT: Physical Education
Last First Middle Initial
RANK: Instructor DATE OF HIRE (FULL-TIME): 1982

NAME: Morrison, James L. DEPARTMENT: Textiles, Design, & Consumer Economics
Last First Middle Initial
RANK: Professor of Consumer Economics DATE OF HIRE (FULL-TIME): 9/71

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☐ YES ☒ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY	
			(MEMBER, CHAIRPERSON, ETC.)	
1.				
2.				
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HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY	
			(MEMBER, CHAIRPERSON, ETC.)	
1.	Committee on Committees	1981-82	Elected Chairperson	
2.	Committee on Committees	1980-81	Member (Elected)	
3.	Computer Committee	1979-80	Member	
4.	Faculty Senator (Elected to Office by		Faculty - 1977-78)	
5.				
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7.				
8.				
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10.				

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION. Indicated below are examples of leadership positions and other significant accomplishments:

President - Delaware Academy of Science - 1982-83
President - Delaware Vocational Association - 1976-77
President - Delaware Business Association - 1975-76
Secretary-Treasurer - Business Research Group - American Educational Research Association - 1982-84
Delaware State Chairperson - National Business Education Association - 1975-83
Recipient of the Outstanding Education Leadership Award in Delaware - 1975
4-time Recipient of the Outstanding Faculty Member Award in the College of Human Resources - 1980, 1984, 1985, 1986
Selected to Panel of Scholars in Basic Business - 1985 (National)
Presently serving on the Editorial Board of 3 Professional Journals - Journal of Education for Business, NABIE Review, and Delaware Business Journal
Author of Text: Computer: An Illustrated Approach to Computer Literacy (Prentice-Hall - 1983)
Completed a Faculty Internship with Governor Mike Castle - Performed Research with Colleague on Health Care Cost Containment
Presently serving on a task force on Health Care Financing for Governor Mike Castle

(CHAIRPERSON) COORDINATING COMMITTEE ON EDUCATION

NAME: Last Harrison b. Philosophy
First William F. Middle Initial Ritter
RANK: Associate Professor DATE OF HIRE (FULL-TIME): 1971

William F. Ritter (Agricultural Engineering)

No biography submitted.

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO
IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY	
			(MEMBER, CHAIRPERSON, ETC.)	
1.	Undergraduate Studies	82-83, 83-84	Member	
2.	Beverage Alcohol	81-82, 82-83	Member	
3.	Visiting Scholars	1978-79	Member	
4.	Speakers Board Subrite.	1977-78	Member	
5.	Senator	1978-82		
6.				
7.				
8.				
9.				
10.				

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

(MEMBER) COMMITTEE ON COMMITTEES

NAME: Gulley Frank B. DEPARTMENT: Philosophy
Last First Middle Initial
RANK: Professor and Chair DATE OF HIRE (FULL-TIME): 1967

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO
IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
1.	Admissions	?	Member
2.	Coord. Ctr. on Educ.	?	Member
3.	Undergraduate Studies	?	Member
4.	Acad. Innov. & Planning	1977-79	Member
5.	Performing Arts	1980-81	Member
6.	Performing Arts	1981-82	Chair
7.	Cultural Affairs	1981-82	Member
8.	Cultural Affairs	1982-83	Chair
9.	Nominating	1981-82	Member
10.	Visiting Scholars	1983-87	Chair
11.	Cultural Affairs	1986-87	Member

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

NAME: Palmer Lucia M. DEPARTMENT: Philosophy
Last First Middle Initial
RANK: Associate Professor DATE OF HIRE (FULL-TIME): 1964

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO
IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

	COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
1.	Promotions and Tenure	1973	Chair
2.	Research	1985-86	Member
3.	Undergraduate Studies	many years	Member
4.	Committee on Committees	many years	Member
5.	Nominating Committee	?	Member
6.	Undergraduate Admissions and Standing	?	Member
7.	Academic Freedom	?	Member
8.			
9.			
10.			

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

C.O.P.E. (1975-1980)
College of Arts and Science's Promotions and Tenure Committee (Chair)
Senator (University and College) many times
Committee on Workload and Productivity (President's designee)
Committee to Assess Faculty Senate Productivity (1987) - member

COMMITTEE ON COMMITTEES

NAME: Koss Last Billy First E. Middle Initial
 RANK: Professor
 DEPARTMENT: Educ. Development
 DATE OF HIRE (FULL-TIME): 1967

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☐ YES ☒ NO
 IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
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PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

Qualifications: Extensive experience as departmental and college administrator, including developmental activities in program construction, curriculum, and student services. Have served and held leadership positions on numerous departmental, college, University, State and national committees. Former Associate and Acting Dean of the College of Education (1967-1980). Currently Professor and Coordinator, Ed.D. Degree in Educational Leadership.

NAME: Seidel Last Barry First Middle Initial
 RANK: Professor
 DEPARTMENT: Mathematical Engg.
 DATE OF HIRE (FULL-TIME):

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO
 IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
1. Innovative Learning	1969-70	Member
2. Library Committee	1980-81	Member
3. Student Evaluation of Teaching	1969-70	
4.		
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PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

(MEMBER) COMMITTEE ON RULES

Alexander Cheng (Civil Engineering)

No biography submitted.

NAME: Trombore Count of M. Department: Chemistry

LAST First Middle Initial

RANK: Associate Professor

DATE OF HIRE (FULL-TIME): 1966

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

COMMITTEE NAME		ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)	
1.	Faculty Welfare & Priv.	1966-72	Member	
2.	Graduate Studies	1975-77	Member	
3.				
4.				
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PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

Arts and Science Senate: Vice-President and Chair, Academic Freedom Committee
University Faculty Senate: Senator (at-large, AAS) 1985-87

(MEMBERS) NOMINATING COMMITTEE

NAME: beck John J DEPARTMENT: History
Last First Middle Initial
RANK: Associate Professor DATE OF HIRE (FULL-TIME): 1961

Mary Donaldson-Evans
Languages and Literature

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

COMMITTEE NAME		ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
1.	Academic Freedom	c. 1970	Chair
2.	International Studies	c. 1980	Chair
3.	Student Life	1984 - present	Chair for last two years
4.			
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No biography submitted.

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

(MEMBER) NOMINATING COMMITTEE

NAME: Fletcher Willard Allen DEPARTMENT: History
Last First Middle Initial
 RANK: Professor

DATE OF HIRE (FULL-TIME): 1969

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)		
COMMITTEE NAME	ACADEMIC YEAR	
1. Promotions and Tenure	1979-80	Member
2. Promotions and Tenure	1980-81	Chair
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

NAME: Harler Charles DEPARTMENT: Educ. Studies
Last First Middle Initial
 RANK: Associate Professor

DATE OF HIRE (FULL-TIME): 1965

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO

IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)		
COMMITTEE NAME	ACADEMIC YEAR	
1. Executive Committee	1974-75	Member (Secretary UFS)
2. Rules Committee	1974-75	Chair
3. Committee on Student Life	1976-78	Member
4. Committee on Student and Faculty Affairs	1979-81	Member
5. Committee on Committees	1980-82	Member
6. Committee on Student Life	1983-85	Chair (both years)
7. Cte. on Undergrad. Studies	1985-87	Member (85-86), Chair (86-87)
8. Coord. Cte. on Educ.	1986-87	Member
9. _____	_____	_____
10. _____	_____	_____

PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

(MEMBERS) NOMINATING COMMITTEE

NAME: Mc Carthy Peter J DEPARTMENT: Music
 Last First Middle Initial
 RANK: Associate Professor DATE OF NINE (FULL-TIME): 1972

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☒ YES ☐ NO
 IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
1. Performing Arts	1972	Member
2. Performing Arts	1972-73 yrs	Chair
3. Nominating Committee	1980	Member
4.		
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PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

President's Ctr. on Physical Plant Organization and Rules (member) 1980.
 Did ballot counting last year with Lucia Palmer and George Frick.

NAME: Slofer William W. DEPARTMENT: Mathematics
 Last First Middle Initial
 RANK: Professor DATE OF NINE (FULL-TIME): 1964

HAVE YOU SERVED ON A SENATE COMMITTEE(S) IN THE PAST? ☐ YES ☒ NO
 IF YOU ANSWERED "YES," PLEASE COMPLETE THE FOLLOWING:

COMMITTEE NAME	ACADEMIC YEAR	IN WHAT CAPACITY (MEMBER, CHAIRPERSON, ETC.)
1.		
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PLEASE USE THIS SPACE FOR ANY COMMENTS YOU MAY HAVE CONCERNING YOUR QUALIFICATIONS FOR THIS POSITION.

APPOINTMENTS FOR CONFIRMATION

ACADEMIC APPEALS, COMMITTEE ON

Member: Susan McGrath
 Member: Christopher Boorse

ACADEMIC CEREMONIES, COMMITTEE ON

Member: Keith Handling
 Member: Laura Griffin

ACADEMIC COMPLAINTS, COMMITTEE ON

Member: Billy Ross
 Member: Jean Pfalzer
 Alternate: Connie Vickery

ACADEMIC FREEDOM, COMMITTEE ON

Member: Susan McGrath
 Chair: Christopher Boorse

BEVERAGE ALCOHOL, CTE. TO REGULATE
THE USE OF

Chair: James Fischer

BUDGET REVIEW, COMMITTEE ON

Member: Robert Biggs
 Chair: Marian Palley

COMPUTER COMMITTEE

Member: William Saylor
 Member: Mary Jo Kallal
 Member: Lucille Pulliam
 Chair: David Usher

CULTURAL ACTIVITIES AND PUBLIC
EVENTS, COMMITTEE ON

Chair: Frank Dilley

EDUCATIONAL INNOVATION AND PLANNING,
COMMITTEE ON

Member: Allan Thompson
 Chair: Gary Laverty

FACULTY WELFARE AND PRIVILEGES, CTE. ON

Member: Ann McNeil
 Member: Doris Williams
 Member: Norman Bowie
 Chair: Paul Sammelwitz

FINE ARTS AND EXHIBITIONS SUBCOMMITTEE

Member: Carolyn Freed
 Member: Robert Nicholls
 Member: Leta Aljadir
 Chair: Robert Bethke

GRADUATE STUDIES, COMMITTEE ON

Member: Barbara Williams
 Member: Carol Vukelich
 Member: Jayne Fernsler

INSTRUCTIONAL RESOURCES, COMMITTEE ON

Member: Harrison Hall
 Member: Linda Waters
 Chair: Robert Taggart

INTERNATIONAL STUDIES, COMMITTEE ON

Member: Margaret Jopp

LIBRARY COMMITTEE

Member: Chin-Pao Huang
 Member: James Morrison
 Chair: Evelyn Hayes

PERFORMING ARTS SUBCOMMITTEE

Member: Carolyn Freed

PHYSICAL PLANNING & UTILIZATION, CTE. ON

Member and chair: Barbara Settles
 Member: Edward Nickerson

PROMOTIONS AND TENURE, COMMITTEE ON

Member: Myrtle Matejski

RESEARCH, COMMITTEE ON

Member: Arnold Rheingold
Member: James Dean

RETIRING, RETIRED AND EMERITI FACULTY,
SUBCOMMITTEE ON

Member: Sara Van Camp-Remage
Member: Paul Sammelwitz

STUDENT AND FACULTY HONORS, CTE. ON

Member: Kirk Himelick

STUDENT LIFE, COMMITTEE ON

Member: Victor Lotrich
Member and chair: Brent Thompson

UNDERGRADUATE ADMISSIONS AND STANDING,
COMMITTEE ON

Chair: Anne Clark
Member: Harry Hutchinson
Member: T. W. Brockenbrough
Member: Katherine Conway
Member: Susan McGrath

UNDERGRADUATE RECORDS AND CERTIFICATION,
COMMITTEE ON

Chair: Palaniappa Krishnan

UNDERGRADUATE STUDIES, COMMITTEE ON

Member: Ronald Martin
Member: Mir Islam
Member: Betty Paulanka
Member: James Kent

VISITING SCHOLARS AND SPEAKERS, SUBCTE. ON

Member: Kevin Kerrane
Chair: John Mac Kenzie

UNIVERSITY OF DELAWARE INTER-DEPARTMENTAL

Memorandum



February 11, 1987

To: Dr. Milton Stetson, Chair
Committee on Educational Affairs

From: Richard Zipser, Chair *Richard Zipser*
Dept. of Languages and Literature

Re: New Prefixes for Courses

The members of the Department of Languages and Literature have requested that the name of the department be changed to the Department of Foreign Languages and Literatures. The proposed change has been approved, effective July 1, 1987 (please see the attached memorandum from Dean Gouldner to Provost Campbell).

We would now like to request the following:

1. that the prefixes ALL (Ancient Languages and Literature) and ML (Modern Languages) be eliminated from the Course Catalog, effective July 1, 1987;
2. that a new prefix (FLL) be created and used for courses presently bearing the prefixes ALL and ML in the Course Catalog, effective July 1, 1987;
3. that a new prefix (PDR or ~~PIG~~) be created and used for our Portuguese courses, effective July 1, 1987.

Approved

DFS Committee on Undergraduate Studies

W. M. M. Chair

3-22-87





University of Delaware

Attachment 6

DEPARTMENT OF ART HISTORY
NEWARK, DELAWARE 19716

(302) 451-8415

MEMORANDUM

TO: Raymond F. Callahan, President
U. of D. Faculty Senate

FROM: John S. Crawford, Chair *JS*
Coordinating Committee on Education

DATE: April 20, 1987

RE: Proposed Major in Hotel, Restaurant and Institutional
Management

At its meeting of April 14, 1987 our committee approved the provisional establishment of the major in Hotel, Restaurant and Institutional Management in the College of Human Resources with the following change in phrasing to that approved by the Committee on Undergraduate Studies:

Add "a 2.75 G.P.I. being required of all external transfer students."

bc

cc: Louise Little, Acting Chair, Nutrition & Dietetics
Charles C. Marler, Chair, Committee on Undergraduate Studies

APR 20 1987

MEMORANDUM

TO: Faculty, University of Delaware

FROM: Department of Nutrition and Dietetics

SUBJECT: Proposal for a Bachelor of Science Degree with a major in Hotel, Restaurant and Institutional Management

The management of hotels, restaurants and institutions is a discipline which uses business concepts in a specific application. There is unique subject matter in this area because the industry is service oriented. There is a need to focus basic business information to an industry which provides a consumable product and service to people in a variety of settings. This discipline has a strong base in the area of food. There is an increased demand for graduates of academic programs in the hospitality industry because businesses are recognizing that the traditionally trained manager who rose through the ranks is less able to manage increasingly sophisticated systems in hotels, restaurants and institutions.

The department of Nutrition and Dietetics is proposing the establishment of a major in Hotel, Restaurant and Institutional Management (HRIM). There is a demand for this major both by students and by the hospitality industry. A recent survey of students withdrawing from the University of Delaware after the freshman year indicated several left due to lack of availability of this major. The Admissions Office is aware of the demand for this major. Nearby universities who have similar programs have experienced a threefold increase in students in this major in the last four years.

RATIONALE FOR THE PROPOSED PROGRAM AT THE UNIVERSITY OF DELAWARE

1. There is currently no program of this kind in the state and students are leaving the state to seek it.
2. The southern part of the state is a major tourist area and requires quality management of resort properties. In addition, the northern part of the state is becoming a major business area with increased needs for hospitality management.
3. The State of Delaware is interested in more programs offering articulation between the state supported colleges. This proposal is for a cooperative program between the University of Delaware (U.D.) and Delaware Technical and Community Colleges (DTCC). Representatives of both institutions have been actively involved at all stages of the development of this program. Students may begin the freshman year at either U.D. or DTCC. If a student chooses to complete the first two years at DTCC (receive associate degree), transfer directly to the U.D. program is expected. The additional two years can be completed at U.D. with no loss of credit.

4. Graduates of similar programs are in great demand by industry. Faculty at the Pennsylvania State University indicated their graduates received an average of three to four job offers each year with one student reporting 11 job offers.

5. The existing programs in Nutrition and Dietetics will be enhanced by the increased availability of the course content in marketing, management, and human relations. These content areas are becoming increasingly important in health care facility management.

EXPECTED ENROLLMENT

The program is expected to commence accepting students at DTCC in the Fall of 1987. U.D. could expect to admit freshman in the program in the Fall of 1988 although there would be transfers within the university when the program is announced. The first class to graduate would be 1991. It is anticipated that the following class sizes could be expected:

Graduating class of 1991	-	15 to 40
Graduating class of 1992	-	30 to 50
Graduating class of 1993	-	30 to 50
Graduating class of 1994	-	40 to 60

These numbers are considered conservative based on expanding enrollments in these programs at other nearby universities.

IMPACT ON OTHER COLLEGES AND DEPARTMENTS

All colleges and departments with required courses in the curriculum of HRIM have been consulted. The College of Business and Economics has been involved in the development of this program.

FINANCIAL REQUIREMENTS

The Department of Nutrition and Dietetics will need resources in order to implement the program. Additional expertise specific to the major will be required due to demands of existing programs.

Personnel -

1. A full-time program director at the Associate/Full Professor Rank to develop implementation of the program, develop industry contacts in the region, develop practicum content, coordinate the program with Delaware Technical and Community College, initiate contracts, determine program assets and needs.

2. Two to three faculty depending on enrollment.

3. Secretarial support for the program

Equipment and supplies

Those equipment and supply expenses normally associated with the development of a new program and the hiring of new faculty and staff.

PROPOSED MAJOR IN HOTEL, RESTAURANT AND INSTITUTIONAL MANAGEMENT

UNIVERSITY REQUIREMENTS - 3 credits

* E110 Critical Reading and Writing 3

HUMANITIES - 9 credits

E312 Written Communications in Business 3
Electives 6

SOCIAL SCIENCES - 15 credits

* PSY201 General Psychology 3
* EC151 Intro to Microeconomics 3
* EC152 Intro to Macroeconomics 3
* SOC2XX Sociology [1] 3
* BU309 Management and Organization Behavior 3

SCIENCES - 15 credits

* M115 Precalculus 3
* STAT201 Intro to Statistics 3
B 171 Microbiology in Modern Society 3
Science [2] 6

OTHER - 15 credits

BU260 Intro to Business Information Systems 3
* ACC207 Accounting I 3
* ACC208 Accounting II 3
ACC352 Legal and Social Issues in Business 3
BU301 Intro to Marketing 3

RELATED COURSES WITHIN THE COLLEGE - 6 credits

* FS201 Food management for the consumer 2
* FS211 Food management laboratory 1
Human Resources requirement [IFS or TDC] 3

1. Sociology courses may be selected from:
SOC 201, SOC 202, SOC 203, SOC 204, SOC 209, SOC 210.

2. Science courses may be selected from:
PS 101, PS 104, PS 201, SC101, C101, C105, C 200, CIS 105.

WITHIN THE DEPARTMENT - 47 credits

* ND180	Introduction to Hospitality	3
ND200	Nutrition concepts	3
* ND280	Property management	3
ND320	Hotel, Restaurant and General Food Service Purchasing	3
* ND321	Quantity Foods Production and Service	3
ND325	Quantity Foods Laboratory	1
ND380	Management of Lodging Operations	3
ND381	Management of Food & Beverage Operations	3
ND382	Managerial Accounting & Finance/Hospitality	3
ND480	Human Relations/Hospitality Industries	3
ND481	Marketing/Hospitality Industries	3
ND482	Law of Innkeeping	3
ND487	Management Systems/Hospitality Industries	3
ND488	HRIM Practicum I	4
ND489	HRIM Practicum II	6

ELECTIVES - 19 credits

TOTAL CREDITS 129

* Comparable courses in DTCC program

Nineteen credits of electives are included in the curriculum to allow the student flexibility in planning an enriched program. Students will be encouraged to develop fluency in a second language.

NEW COURSE DESCRIPTIONS

- ND 180 Introduction to Hospitality (3)
Study of objectives within the industry, the means of achieving these objectives and opportunities for career development. Discussion of the history of hospitality, current trends and related issues.
- ND 280 Property Management (3)
Introduction to problems of cost and operation of pest control, security, safety, parking, preventive maintenance, laundry, HVAC, electrical, refrigeration, plumbing, fire prevention, care of guest rooms and public space. Emphasis on equipment, personnel and technology.
- ND 380 Management of Lodging Operations (3)
Study of the management of front desk, housekeeping, maintenance, security and conference operations. Prerequisite ND 280
- ND 381 Management of Food and Beverage Operations (3)
Study of the management tools available to control sales and expenses in food and beverage operations. Detailed analysis of the responsibility centers using a cost managing approach. Development of control systems. Prerequisite ND321
- ND 382 Managerial Accounting and Finance in the Hospitality Industry (3)
Study of the generation and analysis of quantitative information for the purpose of planning, control and decision making by managers at various levels. Emphasis is placed on the need for and use of timely and relevant information as a vital tool in the management process. Prerequisite Acc207 and Acc 208.
- ND 480 Human Relations in the Hospitality Industry (3)
Techniques and philosophies of personnel management as applied to various types of hospitality operations. Study of motivation, attitude formation and job satisfaction. Case studies are used to apply organizational behavior and industrial psychological theory. Prerequisite BU 309.
- ND 481 Marketing in the Hospitality Industry (3)
The application of marketing principles to hotel, restaurant and institutional management settings. Studies the development of marketing strategies in both "for profit" and "not for profit" hospitality operations. Prerequisite BU301.
- ND 482 Law of Innkeeping (3)
Introduction to the laws relating to hotel, restaurant and institutionals. Prerequisite Acc 352

487

Management Systems in the Hospitality Industry (3)
Principles of systems analysis applied to the hospitality industry. Attention is given to the organization of the operation and to the subsystems of a property. Case studies and simulations are used to apply economic and management principles.
Prerequisite ND 380, ND 381.

D 488

Hotel, Restaurant and Institutional Management (HRIM) Practicum I (4)

Structured experience in a hospitality industry placement. Student will spend not less than 160 hours in planned activities associated with the management of a subsystem of a hospitality property. A weekly on campus seminar will be scheduled.

D 489

Hotel, Restaurant and Institutional Management (HRIM) Practicum II (6)

Structured experience in a hospitality industry placement. Student will spend not less than 250 hours in planned activities associated with the management of a hospitality property. A weekly on campus seminar will be scheduled.
Prior to enrolling in ND489 students must show evidence of 800 hours of paid work experience in the food service and lodging industry.

BACHELOR OF SCIENCE
CURRICULUM IN HOTEL, RESTAURANT AND INSTITUTIONAL MANAGEMENT

FRESHMAN

ND180	Intro. to Hospitality	3	M115	Pre-Calculus	3
E110	Crit. Reading & Writing	3		Science	3
EC151	Intro. to Microeconomics	3	EC152	Intro. to Macroeconomics	3
FS201	Food Manag. for Consumer	2	ND200	Nutrition Concepts	3
FS211	Food Manag. Laboratory	1	B 171	Microbiology in Mod.Soc.	3
	Science	3		Elective	3
		<hr/>			<hr/>
TOTAL		15			18

SOPHOMORE

PSY201	General Psychology	3	SOC201	Intro. to Sociology	3
STAT201	Intro. to Statistics	3	ND280	Property Management	3
ACC207	Accounting I	3	ACC208	Accounting II	3
ACC352	Leg.&Soc.Issues/Business	3	BU260	Intro.Business Info.Syst.	3
	HR elective	3		Humanities elective	3
		<hr/>			<hr/>
TOTAL		15			15

JUNIOR

ND321	Quant.Food Prod.&Svc.	3	ND320	Hotel,Rest.&Gen.FoodSvc.Purch	3
ND325	Laboratory Quant.Food P&S	1	BU301	Intro.to Marketing	3
ND380	Mgt./Lodging Operations	3	BU309	Manag.&Organiz. Behavior	3
E312	Written Comm.Business	3	ND381	Mgt./Food & Beverage Op.	3
	Elective	6	ND382	Mgt.Account.& Finan./Hospit.	3
		<hr/>			<hr/>
TOTAL		16			18

SENIOR

ND481	Marketing/Hospit.Ind.	3	ND487	Management Systems/Hospital.	3
ND480	Human relations/Hosp.ind	3		Electives	7
ND482	Law of Innkeeping	3			
ND488	HRIM Practicum I	4	ND489	HRIM Practicum II	6
	Electives	3			<hr/>
		<hr/>			16
TOTAL		16			

TOTAL CREDITS 129

Students desiring a Business Minor should substitute:
M221Calculus for M115, M230 Finite Math with applications for an
elective, STAT 202 Introduction to Statistics for an elective, BU306
Operations Management for an elective, BU311 Business Finance for an
elective and a 3 credit Business elective.

ADDENDUM

The Role of the College of Business and Economics in the Development and Implementation of the Hotel, Restaurant and Institutional Management Program

Feasibility Committee

The initial committee included representatives of the Department of Nutrition and Dietetics (Professors Lieux and Little) and of the College of Business and Economics (Professors Krum, Bonner) as well as representatives from Delaware Technical and Community College. The charge to investigate the feasibility of a joint program (University of Delaware and Delaware Technical and Community College) was completed.

Curriculum Sub-Committee

A sub-committee to develop a tentative curriculum was chaired by Assistant Provost J. Murray and included L. Keen (DTCC), G. Bonner (Business Administration), and E. Lieux (Nutrition and Dietetics). The tentative curricula from this committee was submitted for refinement to DTCC for their approval process and to the Department of Nutrition and Dietetics for University of Delaware's approval process. The joint work of the curriculum committee provided each party with optimal information concerning course content as it related to the focus of the proposed curriculum.

Consensus was achieved by the above committees on the following main points:

- 1) The HRIM program needs to be an applied management curriculum and is most appropriately housed in the Department of Nutrition and Dietetics, but drawing heavily upon coursework from the College of Business and Economics.
- 2) With advisement concerning course selection and substitution, a minor in Business Administration is feasible for the major interested in a more theoretical component in the major. Specific requirements of the College of Business and Economics must be met for the minor.

Program Implementation

It is expected that ongoing dialog between the HRIM faculty and the College of Business and Economics faculty will occur in the following ways:

1. Detailed course development will involve interaction with appropriate faculty in Business and Economics in order to build on pre-requisite courses and prevent unnecessary overlap. From this process it may become apparent that some new courses will lend themselves to being taught jointly or to some other cooperative arrangements.
2. The feasibility of joint appointments will be explored for faculty from the College of Business and Economics as well as Nutrition and Dietetics faculty.
3. It is expected that a representative from the College of Business and Economics will be asked to serve on an advisory committee.

UNIVERSITY OF DELAWARE

POLICY MANUAL - CHAIRPERSON'S SUPPLEMENT

No. 3-1

Rev.

Date September 1, 1979

Page 1 of 3

Subject

FACULTY RECRUITMENT PROCEDURES

The following are procedures recommended for recruiting new faculty in the colleges and departments.

A. Establishment and Composition of Search Committees

Policy governing the establishment and composition of search committees varies from college to college. Deans should be consulted for the respective college policy.

B. Duties of the Search Committee and Department Chairperson

The search committee shall work closely with the Department Chairperson in carrying out the following duties:

1. Develop a formal job description for use in soliciting applications for the position. The job description should be approved by the Chairperson, the Dean (if he/she desires), and the Affirmative Action Officer before solicitation begins. A statement that the University is an affirmative action/equal opportunity employer (committed to the employment of female and minority personnel) must be included in every job announcement. Language used in job descriptions should not be exclusionary by showing partiality toward a particular sex or race. Job requirements and qualifications must be related to the actual duties of the position.
2. Review and follow affirmative action procedures as outlined under "Affirmative Action Guidelines for Recruitment and Hiring." With assistance from the Department Chairperson, the position should be announced in the University Newsletter at least twice, as well as to appropriate individuals and institutions on a national basis. Obtain lists from the Affirmative Action Office regarding appropriate institutions and publications for use in encouraging minority and women applicants. The committee should supplement affirmative action suggestions with regard to recruitment of minorities and women with resources known to the Department.
3. Accurate records of all applications should be kept, including:
 - a. Date application received
 - b. Date of acknowledgement of application
 - c. Date references, journal articles, etc., were requested and received
 - d. Date all application material is complete
 - e. Date of final decision on application and reasons for decision
 - f. Sex and race of applicants, if known

UNIVERSITY OF DELAWARE
POLICY MANUAL - CHAIRPERSON'S SUPPLEMENT

No. 3-1

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Date August 1, 1976

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Subject (continued) FACULTY RECRUITMENT PROCEDURES

4. An applicant supplemental information form should be sent to each applicant who individually makes a bona fide inquiry. These forms are available from Central Stores. Directions as to their usage are contained in a statement entitled "Applicant Supplemental Information Form."
5. Objective criteria to be employed in the selection process should be developed. These criteria should be used to screen applicants as a basis for recommending to the Department Chairperson those who should be brought to campus for interviews. Invitations for interviews must be approved by the Dean.
6. The Department Chairperson shall assist the Search Committee in arranging interviews, which should include:
 - a. The Dean
 - b. The Department Chairperson
 - c. The Search Committee
 - d. Other appropriate faculty and administrators

Candidates for associate professor must be scheduled for an interview with the Dean of the Graduate College and the Provost. Candidates for full professor must be scheduled for interviews with the Provost and the President. In these cases a standard interview form (Faculty Interview Information Sheet), available from the Provost's Office, must be sent to the Provost or the President in advance.

7. If possible, invited candidates should be requested to give a seminar or colloquium open to members of the University community.
8. After interviews are completed and comments solicited from interviewers of the principal candidates, the Search Committee shall use selection criteria to recommend to the Department Chairperson a list of qualified candidates, in priority order. The Department Chairperson will prepare his/her recommendation as a written offer for approval by the Dean and, if necessary, the Provost. The written offer should contain salary, rank, duties, and, where appropriate, contingency contract provisions and terms of reimbursement for moving expenses. At the completion of the search, the Chairperson of the Search Committee will complete a final report, including forms required by the Affirmative Action Office. Clearance for the offer must be obtained from the Affirmative Action Office. Upon approval, the Department Chairperson will send the written offer to the candidate with a copy to the Dean.

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C. Information to be Conveyed to Candidates

During each interview, it is suggested that the Department Chairperson explain the following:

1. Contingency contracts, where applicable.
2. Moving expense policy, where applicable.
3. Fringe benefits.
4. Department goals and priorities.
5. Promotion and tenure policies and procedures.
6. Requirements for admission to the graduate faculty.
7. Faculty load policies and initial load assignment.
8. Collective bargaining agreement.
9. Continuing education, summer session, and winter session employment policies.

D. Reimbursement of Recruitment Expenses

1. Candidates are reimbursed according to existing University limits for faculty travel, including transportation, room, and meals. No reimbursement is made for alcoholic beverages.
2. Search Committee members, or those designated, may be reimbursed for mileage associated with transporting the candidate. Reimbursement of meals for the candidate and up to four University representatives (including spouses) is made with usual University limits. The spouse of the candidate may be covered in addition. No reimbursement is made for alcoholic beverages.

E. Relation of Search Committee to Department Faculty

The Chairperson acts for the Department in the recruitment and appointment process. It is understood that he consults with Department faculty according to normal Departmental policies and procedures in making his recommendations.