UNIVERSITY FACULTY SENATE

SUMMARY OF AGENDA

December 6, 1993

I. ADOPTION OF THE AGENDA

II. APPROVAL OF THE MINUTES: November 1, 1993

III. REMARKS BY INTERIM UNIVERSITY PROVOST MURRAY and/or VICE PROVOST ANDERSEN

IV. ANNOUNCEMENTS:

1. Daniel Rich, Chairperson, Provost Search Committee
2. Senate President Scott

ANNOUNCEMENTS FOR CHALLENGE

1. Revision of the B.A.S. in Engineering Technology
2. Approval of proposal to include concentration titles on transcripts for the M.S. in Physical Education

V. OLD BUSINESS - None

VI. NEW BUSINESS

A. Recommendation revising the Faculty Handbook to conform to the new Federal Family and Medical Leave Act

B. Recommendation for permanent status of the AFROTC program

C. Recommendation for clarification on the eligibility of students for ROTC programs

D. Introduction of new business
November 23, 1993

TO: All Faculty Members
FROM: Thomas S. Angell, Vice President
       University Faculty Senate
SUBJECT: Regular Faculty Senate Meeting, December 6, 1993

In accordance with Section IV, paragraph 6 of the Constitution, the regular
meeting of the University Faculty Senate will be held on Monday, December 6, 1993
at 4:00 p.m. in room 110 Memorial Hall. The agenda will be as follows:

AGENDA

I. Adoption of the Agenda.
II. Approval of the minutes of the Senate meeting of November 1, 1993.
III. Remarks by Interim University Provost Murray and/or Vice Provost Andersen.
IV. Announcements:
    1. Daniel Rich, Chairperson, Provost Search Committee, "Procedures and
       Progress of the Search Committee"
    2. Senate President Scott
       Announcements for Challenge
       1. Revision of the B.A.S. in Engineering Technology (Attachment 1)
       2. Approval of proposal to include concentration titles on transcripts for the
          M.S. in Physical Education (Attachment 2)
V. Old Business - None
VI. New Business
   A. Recommendation from the Vice President of Employee Relations, Maxine
      Colm, with the concurrence of the Committee on Faculty Welfare and
      Privileges (H. Hall, Chairperson) and the Faculty Senate Executive
Committee, revising the Faculty Handbook to conform to the new Federal Family and Medical Leave Act.

WHEREAS, the Family and Medical Leave Act (FMLA) was enacted on February 5, 1983 with an effective date of August 5, 1993, and

WHEREAS, the provisions of the Act apply to public agencies including schools and colleges, as well as to private sector employers, and

WHEREAS, the University of Delaware is obligated to assure that its family and medical leave policies for employees comport with the provisions of the Act, be it therefore

RESOLVED, that the changes contained in Attachment 3 be made to the Faculty Handbook (Section III-36, 37) to bring the Handbook in line with the provisions of the Family and Medical Leave Act.

B. Recommendation from the Committee on Undergraduate Studies (M. Keefe, Chairperson) with the concurrence of the Coordinating Committee on Education (J. McLaughlin, Chairperson), for the granting of permanent status of the Air Force ROTC Program.

WHEREAS, AFROTC represents a nationally recognized training opportunity for interested and qualified students, and

WHEREAS, the University of Delaware’s program has consistently received high ratings among AFROTC programs regionally, and has recently been recognized as the Northeast Region’s top program as measured by student training awards and numbers of students contracted, and

WHEREAS, this opportunity provides a potential resource for students to use to help fund their academic career, and

WHEREAS, AFROTC would join an already permanent Army ROTC program, be it therefore

RESOLVED, that, effective immediately, permanent status be be granted to the AFROTC program.

C. Recommendation from the Faculty Senate Executive Committee for clarification on eligibility of students for ROTC programs.

WHEREAS, the military may have policies inconsistent with University of Delaware policies, and
WHEREAS, catalog listings for Army and Air Force ROTC programs state that students at the University have the opportunity to earn commissions in the military, be it therefore

RESOLVED, that, beginning with the 1994-1995 edition, the listings in the **University of Delaware Undergraduate Catalog** for the Air Force ROTC program and the Army ROTC program shall state clearly:

a. the accessibility of ROTC courses at the University of Delaware to all students, and

b. any military restrictions based on sexual orientation that prevent a student from participating in field training and/or becoming a commissioned officer.

AND BE IT FURTHER RESOLVED,

that this resolution shall continue until the conflict between Federal and University of Delaware policies on sexual orientation is resolved.

D. Such items as may come before the Senate. (No motion introduced under new business, except a motion to refer to committee, shall be acted upon until the next meeting of the Senate.)

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**TA/rg**

**Attachments:** Committee Activities Report
1. Revision of the B.A.S. in Engineering Technology
2. Proposal to include concentration titles on transcript for the M.S. in PE
3. Proposed changes to the Faculty Handbook
4. Pages 130, 131, 198 and 199 of the **1993 - 1994 Undergraduate Catalog**
COMMITTEE ACTIVITIES REPORT

Budgetary and Space Priorities, Cte. on (Henry Reynolds)

1. Discussion of "sense of Senate" resolution regarding construction of "generic" classroom building
2. Meeting with Provost and Senior Vice President for Administration regarding budget and building plans

Committees and Nominations, Cte. on (Frank Dilley)

1. Appointments (replacements) for people on leave
2. Formulating charge and composition for a task force on smoking policy

Cultural Activities and Public Events, Cte. on (Thomas Calhoun)

1. Approval of '93 requests for funding
2. Readings of new proposals
3. Discussion of public art: outdoor sculpture
4. Review of International Film Series
5. Review: Art Gallery and Music programs

Diversity and Affirmative Action, Cte. on (Hilton Brown)

1. Discussion about an ad hoc committee on speakers and freedom of artistic expression.
2. Discussion about diversity and affirmative action policies and practices at the University of Delaware

Education, Coordinating Cte. on (John McLaughlin)

1. Permanent Status for AFROTC
2. M.S. in Biomechanics; Exercise Physiology
3. Revision of Engineering Technology

Faculty Welfare and Privileges, Cte. on (Harrison Hall)

Revision of hearing procedures to specifically address termination hearings

Graduate Studies, Cte. on (Paul Hooper)

1. New graduate program in Biomechanics and Movement Science
2. Requirements and standards for doctoral dissertations
3. Determining "in-state" tuition for graduate students
4. Library borrowing durations for graduate students
5. Third-year University funding for minority graduate students
6. Revised Graduate Program Policy Statement for Marine Studies
7. Changes in M.A. and Ph.D. programs for Political
Science and International Relations
8. Food Science concentration for Ph.D. program in Animal Science
9. Additional Post-master's certification programs in Nursing

Honorary Degrees, Faculty Advisory Cte. on (Donald L. Peters)
Review and approval of candidates for honorary degrees for 1993-94 on 11/5/93. The candidates will be made public after final action by Board of Trustees.

Library Committee (Bernard Herman)
Discussion of graduate student borrowing privileges scheduled on November 22

Rules, Cte. on (Jon Olson)
1. Reapportionment of Senate
2. Conflict of interest practice in selected Senate committees
3. Vote in the Senate by COCAN chair

Undergraduate Studies, Cte. on (Michael Keefe)
1. Permanent status for Engineering Technology
2. Multicultural working guidelines
3. C- required for ENGL 110
4. Revisions: BAS Major, Agricultural Engineering Technology
   Minor in Food Science
   BA Major, Theatre Production
   BA Major, Chemistry
   Nursing
5. General issue of academic programs and discrimination

/wc
ENGINEERING TECHNOLOGY

Engineering technology is part of the broad discipline of engineering, in which a knowledge of the mathematical and natural sciences is applied to utilize materials and forces for the benefit of mankind. Engineering technology requires the application of scientific and engineering knowledge combined with technical skills in support of engineering activities. Technical management, an integral part of the curriculum, provides basic management concepts utilized in engineering and production-related projects.

The engineering technology curriculum provides a student with a strong background in the basic sciences and the latest technological advances in engineering and management concepts. The engineering technologist is a problem solver and is applications oriented. The engineering technology curriculum prepares the engineering technologist to make independent judgments, to understand systems components, and to operate systems to achieve conceptual goals without jeopardizing their effectiveness, safety, or cost. Close liaison is maintained between the educational programs and industry to give graduates the greatest opportunity for career development and to accommodate industry's needs for competent manpower.

Admission to the engineering technology major requires an Associate Degree in Engineering Technology or equivalent. The curriculum has been structured so that a student may pursue a B.S. degree on a full- or part-time basis. Students may complete degree requirements in Newark or through the University Parallel Program at Dover or Georgetown.

Because of mutual interests and problems in production, the ET major is jointly offered by the Department of Agricultural Engineering and the Department of Food and Resource Economics. Prospective students are urged to contact the ET adviser to evaluate their previous academic work prior to seeking formal admission to the program.

DEGREE: BACHELOR OF APPLIED SCIENCE
MAJOR: ENGINEERING TECHNOLOGY

CMM 101 Introduction to Engineering Technology or
CMM 102 Introduction to Human Communication Systems
CMM 255 Fundamentals of Communication
CMM 352 Oral Communications in Business
CMM 355 Public Speaking
CMM 456 Small Group Communication

Social Science and Humanities

Fifteen credits selected to provide an understanding of our cultural heritage, interpersonal relationships, and the systems and processes of society and a value system for sound decision making in the workplace.

ECON 101 Introduction to Microeconomics
ECON 102 Introduction to Macroeconomics

Nine credits selected from a minimum of three of the following areas: Anthropology, Art, Art History, Black American Studies, Criminal Justice, Economics, Education, English, Foreign Language, Geography, History, Music, Philosophy, Political Science, Psychology, Sociology, Theatre, or Women's Studies.

Biology, Chemistry, and Physics

Three courses in each of the following areas: Biological Science, Chemistry, or Physics.

Mathematics and Statistics

A minimum of 12 credits in mathematics and statistics. Specific requirements are:
MATH 211 Calculus I
or MATH 211 Analytic Geometry and Calculus A
or MATH 212 Calculus II
or MATH 212 Analytic Geometry and Calculus B
or MATH 213 Calculus III
or MATH 214 Analytic Geometry and Calculus C
or STAT 201 Introduction to Statistics

Electives

Electives in mathematics or statistics at the 200 level or above, totaling at least 15 credits.

MAJOR REQUIREMENTS

Technical Skills

Thirty credits selected to provide skills and knowledge of appropriate methods, procedures and techniques and to include computer use, graphics, problem solving, processes, construction techniques, instrumentation techniques, production methods, field operations, plant operations, safety and maintenance to include:

Instrumentation or microprocessors course

Technical Specification

A minimum of six credits selected from courses that involve technical design and electives. Students must complete at least 48 semester hours in course work assigned to technical science, technical skills and technical specialization categories. At least one course that emphasizes use of the computer as a problem-solving tool will be required and will be selected from:

EGTE 101 Computer Applications in Engineering

Technical Management

A minimum of fifteen credits selected to provide the ability to understand the operation and management of companies and/or their production units to include:

ELEC 301 Records and Accounts

Credits to Total a Minimum of

150 Student entering the major are expected to have an associate degree and usually have credits or more.
Master of Science in Physical Education
Concentration: Exercise Physiology

Exercise Physiology is a science that studies the effect of physical activity on the systems of the human body. Opportunities are available in scientific research, physiological assessment, cardiac rehabilitation, and exercise prescription. Students in the MS program in exercise physiology are required to conduct research and complete a thesis.

Credit Requirements

| Credits within Physical Education | 15 |
| Cognate areas outside Physical Education | 6 |
| Credits within or outside Physical Education | 6 |
| Thesis | 30 |
| Total number of required credits | |

A. Required Credits Within Physical Education

| PHED 601 Research Methods | 3 |
| PHED 602 Statistics | 2 |
| Total from Area A | 6 |

B. Recommended Credits Within Physical Education

| PHED 665 Cardiovascular Assessment I | 3 |
| PHED 666 Independent Study | 3 |
| PHED 668 Advanced Exercise Prescription | 3 |
| PHED 675 Cardiovascular Assessment II | 3 |
| PHED 680 Advanced Physiology of Exercise | 3 |
| PHED 803 Laboratory Instrumentation | 3 |
| PHED 820 Advanced Human Anatomy | 3 |
| Total from Area B | 9-12 |

C. Credits in Cognate Areas

| BISC 673 Cardiopulmonary Physiology | 3 |
| IFST 605 Impact of Aging on the Family | 3 |
| PHYT 601 Exercise Physiology: Treatment and Research | 1 |
| BISC 676 Cardiopulmonary Seminar | 4 |
| BISC 605 Advanced Mammalian Physiology | 4 |
| BISC 606 Advanced Mammalian Physiology | 3 |
| ENCL 667 Scientific Writing | 3 |
| NTD 615 Advanced Nutrition and Physical Activity | 3 |
| STAT 615 Design and Analysis of Experiments | 3 |
| STAT 616 Multivariate Methods | 6 |
| Total from Area C | 9 |

D. PHED 869 Thesis in Exercise Physiology | 6 |
| Total from Area D | 6 |

Master of Science in Physical Education
Concentration: Biomechanics

Biomechanics is an interdisciplinary science that objectively interprets movement in living organisms. Emphasis is placed on techniques of measuring kinematic and kinetic characteristics of living organisms and on mathematical methods of analysis. Students in the MS program in biomechanics are required to conduct research and complete a thesis.

Credit Requirements

| Credits within Physical Education | 15 |
| Cognate areas outside Physical Education | 6 |
| Credits within or outside Physical Education | 3 |
| Thesis | 6 |
| Total number of required credits | 30 |

A. Required Credits Within Physical Education

| PHED 601 Research Methods | 3 |
| PHED 602 Statistics | 2 |
| Total from Area A | 6 |

B. Recommended Credits Within Physical Education

| PHED 612 Mechanical Analysis of Sport Skills | 3 |
| PHED 810 Biomechanics of Sport | 3 |
| PHED 803 Laboratory Instrumentation | 3 |
| PHED 681 Biomechanical Methods | 3 |
| PHED 820 Advanced Human Anatomy | 3 |
| Total from Area B | 9-12 |

C. Credits in Recommended Cognate Areas

| MECE 667 Biomechanics | 3 |
| PHYS 607 Methods of Mathematical Physics | 3 |
| STAT 615 Design and Analysis of Experiments | 3 |
| STAT 617 Multivariate Methods | 3 |
| EDST 861 Introduction to Statistical Inference | 3 |
| EDST 863 Principles of Experimental Design | 3 |
| CIS 267 Mechanics | 3 |
| BISC 693 Functional Anatomy and Biomechanics | 3 |
| PHED 603 Advanced Orthopedics | 6 |
| Total from Area C | 9 |

D. PHED 869 Thesis in Biomechanics | 6 |
| Total from Area D | 6
O. LEAVE OF ABSENCE

1. Academic Leave of Absence for One or More Semesters

Leave of absence for one or more semesters without salary may be arranged for the purpose of engaging in faculty exchange, completion of degree requirements, scholarly work under foundation fellowships or grants, research, or public service, without prejudice to future promotions in rank or salary, provided that the period of absence is reasonable and does not work an unwarranted hardship upon the University. An individual who anticipates applying for leave should confer with his or her department chairperson or the dean of the college before initiating any negotiations. Leaves of absence without salary are not available to faculty who wish to take temporary employment elsewhere that affords no real intellectual advancement.

Short leaves of a day or two that do not interrupt a regular schedule may be arranged informally with the department chairperson or the dean concerned. For longer leaves, a formal request should be submitted to the President through the dean and the Provost and are dependent upon administrative approval.

[Third paragraph moved to Family Leave section, #4]

2. Sick Leave

The University has an informal policy with respect to sick leave for faculty. Individual cases are handled so as to impose the least possible hardship on the faculty member and his or her family within the resources of the University. Hospital confinement or sickness that exceeds three days should be reported in writing to the dean’s office.

3. Maternity Leave

Female faculty members are covered by the University’s maternity leave policy applicable to professional and salaried staff. That policy states in pertinent part:

"The University of Delaware recognizes the importance of having a maternity leave policy which helps employees balance the responsibilities of work and parenthood. The University’s policy encourages employees to develop a dialogue with their immediate supervisors so that their career paths can be maintained while assuming the added responsibilities of parenthood."
It is the policy of the University to comply with the Family and Medical Leave Act of 1993, which grants an eligible employee up to a total of 12 workweeks of leave in any 12-month period for certain circumstances. The following policy sets forth the options that are available to University employees. An eligible employee is entitled to up to a total of 12 workweeks of maternity leave during a 12-month period for the birth or placement of a child for adoption or foster care. This maternity leave will count against the employee's total family and medical leave entitlement of 12 weeks in a 12-month period. The provisions of the University policy regarding family leave are also applicable to maternity leave, and are incorporated herein by reference.

A. Employees may use accrued sick leave if they are physically unable to work due to pregnancy, childbirth, miscarriage, abortion, or other related medical conditions. Sick leave benefits may also be used according to the appropriate extended sick leave policy in the event complications or other extenuating circumstances require extended absence from work. The University reserves the right to require a doctor's certification at any time for the use of sick leave.

B. If possible, employees requesting sick leave for reasons associated with childbirth must notify their supervisor three months prior to the anticipated date of the leave. Employees are encouraged to follow professional advice concerning the length of time worked during pregnancy and the appropriate time to resume work after childbirth or related medical conditions.

Beyond the 12 weeks of maternity leave in a 12-month period provided for by the Family and Medical Leave Act and the University maternity leave policy, a faculty member may be entitled to additional leave for the birth of a child or the placement of a child in adoption or foster care, up to one year for each child, as provided for below in the policy regarding family leave.

4. Family Leave (previously called Parental Leave)

A faculty member who becomes the parent of a newborn or newly adopted child or a child placed in foster care in the faculty member's home, and who wishes time off for child care purposes, may choose to take a family leave of absence. Family leave may be granted for up to one year for each child, with a maximum of two years per faculty member. If the two-year maximum has been
reached, and the faculty member wishes to take time off for the
birth of a child or the placement of a child in adoption or
foster care, then the faculty member may make use of any of the
12 weeks of family and medical leave in a 12-month period for
which the faculty member is entitled under the Act. Family leave
is without pay. However, during any period of family leave, the
University’s contribution to the premiums for a faculty member’s
health insurance benefits will be continued at the level that
existed prior to commencement of the leave for a period of up to
12 weeks in any 12-month period. Time spent on family leave
shall not be counted in determining eligibility for sabbatical
leave. This policy is intended to establish a faculty member’s
entitlement to a minimum standard, not to replace other informal
or flexible arrangements that may be worked out between a faculty
member and his or her Department chair. Request for family
leave, when possible, should be made one semester in advance by
written request to the Department chair or program director, Dean
of the College and the Office of the Provost.

5. Medical Leave  (new)

The University recognizes the importance of having a separate
leave policy that addresses the medical needs of faculty members.
The following policy sets forth the medical leave options that
are available to faculty members.

It is the policy of the University to comply with the Family and
Medical Leave Act of 1993, which grants an eligible employee up
to a total of 12 workweeks of leave in any 12-month period for
certain circumstances. An eligible faculty member is entitled to
up to a total of 12 workweeks of unpaid medical leave during a
12-month period to care for an immediate family member (spouse,
child or parent) with a serious health condition, or when the
faculty member is unable to work because of his or her own
serious health condition. This medical leave will count against
the employee’s total family and medical leave entitlement of 12
weeks in any 12-month period. Generally, such medical leave is
unpaid.

1. To be eligible for medical leave, the faculty member
   must have worked for the University for at least one
   academic year.

2. The University may require that any period of medical
   leave be supported by a certification issued by a
   healthcare provider. The certification must be
   provided in a timely manner. Subsequent
   recertifications may be required.

3. Requests for medical leave should be made in writing,
   stating the reason for the leave, the requested
   starting date of the leave and the faculty member’s
   anticipated date of return.
4. All requests for medical leave, except for emergency situations, must be submitted as far in advance as possible, but in any event, at least thirty days prior to the commencement of the leave in order to enable the University to provide for adequate staffing of the faculty member's position during the leave.

5. A request for medical leave must be submitted to the faculty member's department chairperson or dean.

6. Upon return from medical leave, the University will return the faculty member to his or her original teaching duties.

7. During a period of approved medical leave, the University will continue the faculty member's hospital-medical-surgical and dental benefits up to 12 weeks. University contributions to benefit programs stop after 12 weeks of medical leave. If the faculty member voluntarily decides not to return from leave for reasons unrelated to personal or family illness or reasons unrelated to the birth, adoption or placement in foster care of a child, the University may seek to recover its portion of health plan premiums paid for the faculty member during the leave.

(revised 11/9/93)
DEPARTMENT OF AIR FORCE ROTC

The Air Force Reserve Officer Training Corps (AFROTC) provides a program for college men and women to earn commissions as Second Lieutenants in the United States Air Force while completing their University course requirements. Commissioning follows the award of a University bachelor's degree.

PROGRAMS OFFERED

Four-Year Program. The four-year program is composed of a General Military Course (GMC) and a Professional Officer Course (POC). The first two years, the GMC, provide a general introduction to the Air Force and the various career fields. Students enrolled in the GMC who are not receiving an Air Force Scholarship incur no reserve or active duty service obligation to the Air Force and may elect to discontinue the program at any time. The final two years, the POC, concentrate on developing leadership and management skills and on a study of American defense policy. Students must compete for entry into the POC. If accepted, they must attend four weeks of field training at a designated Air Force base during the summer following their sophomore year of college. When they return to the University in the Fall, they are placed under contract with the Air Force to complete the program and serve a minimum of four years on active duty. Pilot and navigator candidates incur an additional obligation because of specialized training following commissioning. All students under contract receive approximately $1,000 tax free annually.

Two-Year Program. The two-year program is normally offered to prospective juniors and graduate students. The academic requirements for this program are identical to the final two years of the four-year program. During the summer preceding entry into the two-year program, all candidates must complete a six-week field training session at a designated Air Force base.

General Requirements for POC Acceptance. Students competing for acceptance as POC cadets must complete the four-year or two-year program prerequisites, pass the Air Force Officer Qualifying Test, be physically qualified, meet certain age requirements, and be in good academic standing.

THE CURRICULUM

General Military Course (GMC)

Freshman year: The Development of Air Power 1/II—AFSC 100 (fall) and AFSC 101 (spring). Each of these one-credit courses consists of approximately one hour of academic class and one-and-a-half hours of leadership laboratory each week. These two GMC courses survey the history of air power from the 18th century to the present.

Sophomore year: The Air Force Today 1/II—AFSC 200 (fall) and AFSC 201 (spring). Each of these one-credit courses consists of approximately one hour of academic class and one-and-a-half hours of leadership laboratory each week. In combination, these two courses survey the roles of the Department of Defense and the U.S. Air Force in our society.

GMC courses are open to all freshman and sophomore students. Leadership Laboratory is open to students who are members of the Reserve Officer Training Corps or are eligible to pursue a commission as determined by the Professor of Aerospace Studies.
Professional Officer Course (POC)

Junior year: Leadership and Management I/II—AFSC 310 (fall) and AFSC 311 (spring). Each of these three-credit courses consists of two-and-a-half hours of academic classes and two hours of leadership laboratory each week. Here the student is introduced to leadership and management concepts. The courses are designed to provide a foundation for basic leadership and management skills, with emphasis on communications.

Senior year: National Security Forces in U.S. Society I/II—AFSC 410 (fall) and AFSC 411 (spring). Each of these three-credit courses consists of two-and-a-half hours of academic classes and two hours of leadership laboratory each week. These courses focus on our national security policy—its evolution, actors, processes, and current issues. Emphasis is also given to military professionalism, military justice, and communication skills.

POC courses are open to all juniors and seniors. Leadership Laboratory is open to students who are members of the Reserve Officer Training Corps or are eligible to pursue a commission as determined by the Professor of Aerospace Studies.

Scholarships Available. The AFROTC College Scholarship Program provides four- to eight-semester scholarships to students on a competitive basis. Scholarships are available in technical and nontechnical fields and are based on the whole-person concept. Any University of Delaware student may apply for these scholarships. Opportunity for scholarship selection is enhanced by enrolling in AFROTC. Those selected receive full tuition, lab expenses, incidental and textbook fees, plus a $100 monthly, nontaxable allowance during the school year. Students who accept a scholarship enter the AFROTC program as a contract cadet.

Air Force ROTC Nurse Program. Air Force ROTC makes it possible for qualified nursing school applicants to enroll in its programs and, upon completion of all academic requirements, receive a commission as a Second Lieutenant in the United States Air Force Medical Corps. Four- to eight-semester scholarships are available to highly qualified applicants.