### 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 <u>Faculty Handbook</u> 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





UNIVERSITY FACULTY SENATE 219 McDOWELL HALL NEWARK, DELAWARE 19716 (302) 451-2921 (302) 451-2922

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**

- 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 <u>Faculty Handbook</u> 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

that the changes contained in Attachment 3 be made to the <u>Faculty Handbook</u> (Section III-36, 37) to bring the <u>Handbook</u> 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 <u>University of Delaware Undergraduate Catalog</u> 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.)

TA/rg

Attachments: Committee Activities Report

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
- Meeting with Provost and Senior Vice President for Administration regarding budget and building plans

### Committees and Nominations, Cte. on (Frank Dilley)

- 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.
- Discussion about diversity and affirmative action policies and practices at the University of Delaware

### Education, Coordinating Cts. 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
- Food Science concentration for Ph.D. program in Animal 8. Science
- Additional Post-master's certification programs in 9. Nursing

### <u>Honorary Degrees, Faculty Advisory Cte. on (Donald L. Peters)</u>

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)

- Reapportionment of Senate
- Conflict of interest practice in selected Senate 2. committees
- Vote in the Senate by COCAN chair

### Undergraduate Studies, Cte. on (Michael Keefe)

- Permanent status for Engineering Technology
- Multicultural working guidelines
- 3. C- required for ENGL 110
- Revisions: BAS Major, Agricultural Engineering 4. Technology

Minor in Food Science

BA Major, Theatre Production BA Major, Chemistry

Nursing

General issue of academic programs and discrimination 5.

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MAJOR REQUIREMENTS+

Eighteen credits that deal with the application of engineering generic subject matter to include one course in each of the following areas. Electricity, Hund Mechanic Source in Thermodynamics in addition, a course must be selected from one of the following areas. Dynamics, Electronics, Materials Technology, or Su

## 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 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 compe-

tent 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.A.S. degree on a full- or part-time basis. Student 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 and unsuer fifty credits or more.

### DEGREE: BACHELOR OF APPLIED SCIENCE MAJOR: ENGINEERING TECHNOLOGY

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COLLEGE REQUIREMENTS

Communications

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# Master of Science in Physical Education Concentration: Exercise Physiology

Master of Science in Physical Education Concentration: Biomechanics

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ie Physiology is a science that studies the effect of physical activity on the sof the human body. Opportunities are available in scientific research. logical assessment, cardiac rehabilitation, and exercise prescription. Studis program in exercise physiology are required to conduct research and it a thesis.	÷.	Credits within Physical Education Cognate areas outside Physical Education Credits within or outside Physical Education Thesis Total number of required credits	Required Credits Within Physical Education	Research Methods Statistics Total from Area A	Recommended Credits Within Physical Education	Cardiovascular Assessment I Independent Study Advanced Exercise Prescription Cardiovascular Assessment II Advanced Physiology of Exercise Laboratory Instrumentation Advanced Human Anatomy	Credits in Cognate Areas	Cardiopulmonary Physiology impact of Aging on the Family Exercise Physiology: Treaming Cardiopulmonary Seminar Advanced Mammalian Physiology Advanced Mammalian Physiology Scientific Writing Advanced nutrition and Physical Activity Design and Analysis of Experiments Multivariate Methods	Total from Area C Thesis in Exercise Physiology Total from Area D
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### PROPOSED POLICY (changes underlined)

(Faculty Handbook III-36,37)

### 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.

same

same

same

new

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 eligible under the Act. Yamily 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 new are available to faculty members.

It is the policy of the University to comply with the Pamily 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.

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.

old

new

new

new

new

- 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 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)

### MILITARY SCIENCE

Students at the University of Delaware have the opportunity to earn a commission as a Second Lieutenant in the U.S. Army upon completion of military science and a baccalaureate degree. The normal four-year program consists of the completion of eight semester courses, totaling 12 credits, and one six-week summer camp. Courses at the 100 and 200 level are electives open to freshmen and sophomores. A military obligation is incurred only if the student contracts for a commission during the last two years and receives pay.

Two-Year Program. The two-year program provides sophomores, juniors, and graduate students who have not completed the first two years of military science the opportunity to qualify for advanced ROTC and to obtain a commission. The student must have at least two years of full-time academic status remaining to qualify. As a prerequisite, the student must complete a six-week summer basic camp. Students are paid while attending this camp. Military veterans with two academic years remaining generally qualify automatically for the two-year program.

Advanced Camp. The ROTC student desiring to receive a commission must successfully complete a sixweek summer camp, normally between the junior and senior years. This camp allows the student to apply, in a military environment, those leadership and technical skills studied on campus. Students are provided uniforms, food, lodging, and medical care at no cost and are paid during this period. Transportation to and from the student's home is provided.

Pay and Allowances. ROTC students contracting for a commission during the junior and senior years receive a subsistence allowance of \$100 per academic month.

Army ROTC Scholarship. Three- and four-year scholarships are awarded on the basis of academic merit and leadership potential. Scholarships pay tuition, an allowance for books and supplies, fees, and \$100 subsistence allowance per academic month. A limited number of scholarships are available to qualified students who desire a commission in the Army Reserve or National Guard.

Obligation. All ROTC graduates must serve in some capacity for eight years. This may be fulfilled by serving two to four years on active duty, followed by service in the Army National Guard (ARNG) or U.S. Army Reserve (USAR), or by serving eight years in the Guard or Reserve preceded by the active duty time needed to complete an officer basic course.

Educational Delay. ROTC graduates may apply for a delay from entry on active duty for the purpose of obtain-

ing an additional academic degree.

Academic Credit. The colleges of Agricultural Sciences, Arts and Science, Business and Economics, Education, Human Resources, and Physical Education, Athletics and Recreation accept all 12 military science credits toward graduation. The College of Nursing and College of Engineering accept 6 and 4 credits, respectively.

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 I/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 I/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 1/II—AFSC 310 (fall) and AFSC 311 (spring). Each of these threecredit 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.

