

UNIVERSITY FACULTY SENATE

SUMMARY OF AGENDA

February 8, 1993

- I. **ADOPTION OF THE AGENDA**
- II. **APPROVAL OF THE MINUTES:** December 7, 1992
- III. **REMARKS BY UNIVERSITY PROVOST PIPES and/or VICE PROVOST ANDERSEN**
- IV. **ANNOUNCEMENTS:** Senate President Lomax

ANNOUNCEMENTS FOR CHALLENGE

- 1. Revision of the B.A. in Sociology
- 2. Revision of the B.A. in Music
- 3. Revision of the B.M. in Applied Music:
 - a. Voice
 - b. Piano/Organ
 - c. Instrumental
- 4. Revision of the B.M. in Theory and Composition: Theory or Composition
- 5. Revision of the B.M. in Music Education-General/Choral:
 - a. Voice
 - b. Keyboard
- 6. Revision of the B.M. in Music Education: Instrumental
- 7. Revision of the minor in Applied Music

V. **OLD BUSINESS**

- A. Resolution, introduced by David Smith, Chairperson, Committee on Committees and Nominations, at the December 7, 1992 Faculty Senate meeting, requesting the University Faculty Senate withdraws its instructions to create an ad hoc task force.

VI. **NEW BUSINESS**

- A. Change in title of the Master's Degree in Nursing from Master of Science (M.S.) to Master of Science in Nursing (M.S.N.)
- B. Report and recommendations regarding the Committee on Student and Faculty Honors
- C. Introduction of new business





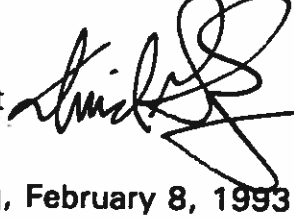
University of Delaware

UNIVERSITY FACULTY SENATE
219 McDOWELL HALL
NEWARK, DELAWARE 19716

(302) 451-2921
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January 26, 1993

TO: All Faculty Members

FROM: David G. Sperry, Vice President
University Faculty Senate 

SUBJECT: Regular Faculty Senate Meeting, February 8, 1993

In accordance with Section IV, paragraph 6 of the Constitution, the regular meeting of the University Faculty Senate will be held on Monday, February 8, 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 December 7, 1992.
- III. Remarks by University Provost Pipes and/or Vice Provost Andersen.
- IV. Announcements: Senate President Lomax
Announcements for Challenge
 1. Revision of the B.A. in Sociology (Attachment 1)
 2. Revision of the B.A. in Music (Attachment 2)
 3. Revisions of the B.M. in Applied Music: (Attachment 3)
 - a. Voice
 - b. Piano/Organ
 - c. Instrumental
 4. Revision of the B.M. in Theory and Composition: Theory or Composition (Attachment 4)
 5. Revisions of the B.M. in Music Education-General/Choral: (Attachment 5)
 - a. Voice
 - b. Keyboard

6. Revision of the B.M. in Music Education: Instrumental (Attachment 6)
7. Revision of the minor in Applied Music (Attachment 7)

V. Old Business

- A. Resolution, introduced by David Smith, Chairperson, Committee on Committees and Nominations, at the December 7, 1992 Faculty Senate meeting and endorsed by the Committee, requesting the University Faculty Senate withdraws its instructions to create an ad hoc task force.

WHEREAS, at the meeting of May 11, 1992, the University Faculty Senate considered several resolutions relating to Greek Life at the University of Delaware, and

WHEREAS, the Senate instructed the Committee on Committees and Nominations "to create an Ad Hoc Task Force to report to the Senate next year with a new proposal on the house monitor concept," and

WHEREAS, the Committee on Committees and Nominations has reviewed the house monitor concept and has concluded that the Faculty Senate does not have the jurisdiction nor the expertise to make meaningful recommendations on this subject and that it is not an appropriate matter for the University Faculty Senate to take up, be it therefore

RESOLVED, that the University Faculty Senate withdraws its instructions of May 11 to the Committee on Committees and Nominations to create this task force, and be it further

RESOLVED, that the University Faculty Senate requests the administration of the University to consult with the civic authorities of the City of Newark to seek resolution of the concerns raised at the May 11, 1992 meeting.

VI. New Business

- A. Recommendation from the Committee on Graduate Studies (P. Hooper, Chairperson), with the concurrence of the Coordinating Committee on Education (B. Scott, Chairperson) for a change in title of the Master's Degree in Nursing from Master of Science (M.S.) to Master of Science in Nursing (M.S.N.)

WHEREAS, the degree initials M.S. used for the Master's degree awarded in the College of Nursing since 1968 do not convey that this is a degree in nursing, and

WHEREAS, the initials M.S.N. (Master's of Science in Nursing) are recognized by nursing colleagues as the preferred degree for the advanced nursing professional, be it therefore

RESOLVED, that as of September 1, 1993, the Master's degree in Nursing be changed from Master of Science (M.S.) to Master of Science in Nursing (M.S.N.).

- B.** Report and recommendations from the Committee on Committees and Nominations (D. Smith, Chairperson) to establish criteria and procedures for the Committee on Student and Faculty Honors: Procedures, Criteria, and Recommendations for the Francis Alison Award. (Attachment 8)

WHEREAS, written criteria and procedures for the operation of the Committee on Student and Faculty Honors do not exist, and

WHEREAS, the Committee on Committees and Nominations was instructed to examine the operation of the Committee on Student and Faculty Honors and to establish written criteria and procedures, be it therefore

RESOLVED, that the report and recommendations for determination of Alison Award recipients, as prepared by the Committee on Student and Faculty Honors and endorsed by the Committee on Committees and Nominations, be approved as the operating instructions for the conduct of the Committee on Student and Faculty Honors, and that these recommendations be maintained in the Faculty Senate Office and made available to anyone upon request, effective immediately.

- C.** 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.)

rg

Attachments: Committee Activities Report

1. Revision of the B.A. in Sociology
2. Revision of the B.A. in Music
3. Revision of the B.M. in Applied Music
4. Revision of the B.M. in Theory and Composition
5. Revisions of the B.M. in Music Education-General/Choral
6. Revision of the B.M. in Music Education
7. Revision of the minor in Applied Music
8. Report on the Cte. on Student and Faculty Honors: Procedures, Criteria, and Recommendations for the Francis Alison Award

COMMITTEE ACTIVITIES REPORT

Academic Appeals, Cte. on (William L. Nichol)

No activity at this time.

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

1. Building plans and priorities
2. Possibilities for greater faculty involvement in setting building priorities
3. Recommendations regarding Hotel program

Committees and Nominations, Cte. on (David Smith)

1. Continue Review of Committees
 - A. Instructional, Computer and Research Support Services
 - B. Library
 - C. Undergraduate Studies
 - D. Student and Faculty Honors (possible charge revision)

Diversity and Affirmative Action, Cte. on (Suresh Advani)

Drafting questionnaire

Education, Coordinating Cte. on (Bonnie K. Scott)

1. Discussing permanent approval of Hotel Management
2. Discussing numerous revisions from Undergraduate Studies
3. Priority thinking in relation to University mission

Faculty Welfare and Privileges, Cte. on (Reed Geiger)

Discussing possible revision of academic freedom section in Faculty Handbook

Graduate Studies, Cte. on (Paul Hooper)

1. Discussing Ph.D. Program guidelines for Educational Studies and Economics
2. Discussing interdisciplinary graduate program in Biomechanics and Movement Sciences
3. Discussing requirements and standards for doctoral dissertations
4. Discussing degree name change on transcript for M.S. in Physical Education
5. Discussing Changes to M.S. program in Operations Research
6. Discussing Changes to M.S. program in Individual and Family Studies

7. Discussing degree name changes and major area additions on transcript for Department of Chemistry and Biochemistry
8. Discussing Ph.D. program in Food Science from College of Agricultural Sciences
9. Discussing M.A. program in Foreign Language Education from Department of Foreign Languages and Literatures

Research, Cte. on (Jerold Schultz)

Nothing pending before the Committee

Undergraduate Studies, Cte. on (Michael Keefe)

1. Discussing new majors: Classical Studies, Athletic Training, Neuroscience
2. Discussing new minor: Agricultural Business
3. Discussing new concentration: Food Marketing (Agricultural Sciences)
4. Discussing revised majors: 4 Agricultural Sciences; 8 Music; 2 Textiles, Design and Consumer Economics; 2 Individual and Family Studies; 1 Nutrition and Dietetics; 1 Mechanical Engineering
5. Discussing New Honors: Nutrition and Dietetics
6. Discussing exam week

MK/wc

DEPARTMENT OF SOCIOLOGY
AND CRIMINAL JUSTICE

322 Edward Laurence Smith Hall
University of Delaware
Newark, Delaware 19716-2580
Ph: 302/831-2581

MEMORANDUM

To: Arts and Science Educational Affairs Committee

From: Frank R. Scarpitti *Frank Scarpitti*
Chair

Subject: Clarification of Departmental Requirements

Date: May 18, 1992

At its meeting of May 13, 1992, the Department faculty adopted the following clarification of its requirements for the B.A. in Sociology:

The undergraduate requirement for two 400 level courses cannot be fulfilled with 400 level directed study courses (466).

This requirement was originally put in place to ensure that our majors take two upper level courses with a significant commitment to writing and discussion. The faculty felt that the spirit of this requirement is not effectively met by work in directed study courses.

Because we believe this clarification should be printed in the catalogue, we are forwarding it to you for your consideration. *

* In the SOCIOLOGY section, under Major Requirements for Sociology and each concentration, amend the sentences reading: "No more than 12 credits at the 200 level. At least 6 credits must be at the 400 level or higher," by adding the phrase, . . ."but cannot be fulfilled with 400-level directed study courses."

example of existing

MAJOR REQUIREMENTS

Within the Department

SOCI 201 Introduction to Sociology.....	3 1-4
SOCI 301 Introduction of Sociological Research	3 1-4
SOCI 312 Theories of Society.....	3 1-4
Seven Sociology courses	21 1-4
No more than 12 credits at the 200 level. At least 6 credits must be at the 400 level or higher.	

Degree: Bachelor of Arts: Major: Music

There are four proposed changes to this degree:

(1) The addition of MUSC 175 (Class Piano: Elementary I) to the degree for all students except those with piano or organ as the principal instrument. MUSC 175 will replace 1 credit of elective in the B.A. to keep the number of music credits at 45. The Bachelor of Arts in Music is the only music degree that doesn't require its majors to acquire at least some piano proficiency. The addition of this course will insure that the B.A. students receive training in this very important skill.

As a result of the substitution of MUSC 175 for the elective in the B.A., the credits in the degree will remain the present minimum of 124.

(2) A change in the ensemble requirement for individuals choosing piano or organ as their principal instrument. At the present time, such students are required to take four semesters of large ensemble. The proposed change is as follows:

Bachelor of Arts Music majors with the principal instrument of piano or organ will be required to take two semesters of any ensemble offered in the Department of Music plus two semesters of "Accompanying Chamber Music: Piano" (MUSC 241, 242, 341, 342, 441, or 442), the level to be determined by audition. As is indicated in the description of the proposed change for the B.M. in Piano, a Sight-Reading Placement Test will also be required, possibly resulting in a student being required to take MUSC 193 and/or 194 if sight-reading skills are found wanting.

(3) A change in the ensemble requirement for individuals choosing guitar as their principal instrument. At the present time, such students are required to take four semesters of large ensemble. The proposed change is as follows:

Bachelor of Arts Music majors with the principal instrument of guitar will be required to take two semesters of MUSC 321 (Ensemble: Guitar) for 1 credit each semester and will also be required to take a minimum of two semesters of ensemble to include any Music Department ensemble other than MUSC 321 (Ensemble: Guitar). The permissible ensemble may be an ensemble involving guitar as long as instruments other than guitar are also included in the ensemble.

(4) A change in the ensemble requirement for all persons enrolled in the B.A. degree other than those with piano or organ or guitar as their principal instrument. At the present time, the requirement is for four credits of large ensembles. That requirement will remain but the parenthetical statement: "Students must be enrolled in a large ensemble during three of the semesters in which they are enrolled in Applied Music" will be changed to read: "Student must be enrolled in a large ensemble during all semesters in which they are enrolled in Applied Music."

a. Degree: Bachelor of Music; Major: Applied Music; Concentration: Voice

There are two proposed changes to this degree:

(1) The first proposed change calls for the combination of MUSC 171 and 172 into one course (See Course Revision sheets for MUSC 171 and 172). As a result, the major will be reduced by one credit from a minimum of 140 credits to a minimum of 139 credits.

The courses are being combined because it is felt by the Department that neither English diction nor Italian diction are difficult enough to warrant a course for each language. On the other hand, the Department feels that MUSC 271 (Diction: German) and MUSC 272 (Diction: French) should remain separate courses because German and French diction are very difficult to master.

(2) The second proposed change calls for MUSC 103 (Introduction to Opera) to replace MUSC 314 (History of Opera) as one of the Music Electives.

b. Degree: Bachelor of Music; Major: Applied Music; Concentration: Piano/Organ

There are two proposed changes to this degree:

(1) The first proposed change involves the eight-semester ensemble requirement for the degree. At the present time the requirement includes the two semesters of MUSC 321 (Ensemble) and the course sequence of MUSC 241, 242, 341, 342, 441, and 442 (all called "Accompanying Chamber Music: Piano"). All of the above-mentioned courses are worth 1 credit.

The change calls for the six-semester sequence of "Accompanying Chamber Music: Piano" courses to remain but opens up the options for the other two semesters to include any ensemble offered in the Department of Music. Thus the wording of the proposal is:

Students enrolled in the Degree: Bachelor of Music in Applied Piano/Organ are required to take MUSC 241, 242, 341, 342, 441, and 442 ("Accompanying Chamber Music: Piano") plus two semesters of any ensemble offered in the Department of Music.

(2) The courses MUSC 193 (Sight Reading at the Keyboard I) and MUSC 194 (Sight Reading at the Keyboard II) will no longer be required in the degree program but will instead serve as prerequisites to MUSC 241 (Accompanying Chamber Music: Piano), thus lowering the minimum total credits for the degree to 135. As is indicated in an accompanying Course Revision Form for MUSC 241, any student wishing to take MUSC 241 will be required to take a placement exam. Students found wanting in their sight-reading skills will be required to take MUSC 193 and/or 194 prior to enrolling in MUSC 241.

C. Degree: Bachelor of Music; Major: Applied Music; Concentration: Instrumental

The proposed change concerns the 10-credit Ensemble requirement for Guitarists. At the present time, Guitar majors are required to take eight semesters of MUSC 321 Ensemble: Guitar (1 cr.) and two semesters of either MUSC 109 (Choral Union), MUSC 115 (Band), MUSC 116 (Jazz Ensemble), MUSC 117 (University Orchestra), or MUSC 118 (Percussion Ensemble). Each of those courses are worth 1 credit.

The change calls for the eight semesters of Ensemble: Guitar to remain but opens up the options for the other two semesters to include all the ensembles listed above but to include any other ensemble offered in the Department of Music except for Ensemble: Guitar. Thus the wording of the proposal is:

Guitarists enrolled in the Degree: Bachelor of Music in Applied Instrumental Music will be required to take eight semesters of MUSC 321 (Ensemble: Guitar) for 1 credit each semester and will be also required to take a minimum of two semesters of ensemble to include any Music Department ensemble other than MUSC 321 (Ensemble: Guitar). The permissible ensemble may be an ensemble involving guitar as long as instruments other than guitar are also included in the ensemble.

Degree: Bachelor of Music; Major: Theory and Composition;
Concentration: Theory or Composition

The proposed change calls for MUSC 385 (Electronic Music I) to be removed as a requirement in the degree program. Actually, MUSC 385 no longer exists as a course and the proposed change is being made to remove it from the degree. The result will be that the total credits for the degree will be a minimum of 127 rather than 130 as is the case now.

a. Proposed Change to Degree: Bachelor of Music; Major: Music Education-General/Choral; Concentration: Voice

The proposed change involves the Literature courses required in the program. Currently the requirement is: MUSC 111 (Introduction to Music History -- 3 cr.) and six credits to be selected from the following: MUSC 311 (Music History: 1450-1750 - 3 cr.); MUSC 312 (Music History: 1715-1825 -- 3 cr.); MUSC 313 (Music History: 1825 to the Present -- 3 cr.). This means that students in this program are required to take a total of nine credits in the Literature area.

The change calls for all four of the courses to be required for the degree. This change will mean that the students will be required to take twelve credits in the Literature area which will mean that the degree will have a minimum total of 131 credits rather than the current 128 credits.

The reason that the Department of Music is requesting the change is to provide the students in this program with a more well-rounded music history education. Currently, music majors in all music degree programs except the Music Education programs are required to take all four courses. The proposed change will bring the music education degrees in line with all other music programs at the University of Delaware.

o. Proposed Change to Degree: Bachelor of Music; Major: Music Education-General/Choral; Concentration: Keyboard

The proposed change involves the Literature courses required in the program. Currently the requirement is: MUSC 111 (Introduction to Music History -- 3 cr.) and six credits to be selected from the following: MUSC 311 (Music History: 1450-1750 - 3 cr.); MUSC 312 (Music History: 1715-1825 -- 3 cr.); MUSC 313 (Music History: 1825 to the Present -- 3 cr.). This means that students in this program are required to take a total of nine credits in the Literature area.

The change calls for all four of the courses to be required for the degree. This change will mean that the students will be required to take twelve credits in the Literature area which will mean that the degree will have a minimum total of 132 credits rather than the current 129 credits.

The reason that the Department of Music is requesting the change is to provide the students in this program with a more well-rounded music history education. Currently, music majors in all music degree programs except the Music Education programs are required to take all four courses. The proposed change will bring the music education degrees in line with all other music programs at the University of Delaware.

Proposed Change to Degree: Bachelor of Music; Major: Music
Education; Concentration: Instrumental

The proposed change involves the Literature courses required in the program. Currently the requirement is: MUSC 111 (Introduction to Music History -- 3 cr.) and six credits to be selected from the following: MUSC 311 (Music History: 1450-1750 - 3 cr.); MUSC 312 (Music History: 1715-1825 -- 3 cr.); MUSC 313 (Music History: 1825 to the Present -- 3 cr.). This means that students in this program are required to take a total of nine credits in the Literature area.

The change calls for all four of the courses to be required for the degree. This change will mean that the students will be required to take twelve credits in the Literature area which will mean that the degree will have a minimum total of 129 credits rather than the current 126 credits.

The reason that the Department of Music is requesting the change is to provide the students in this program with a more well-rounded music history education. Currently, music majors in all music degree programs except the Music Education programs are required to take all four courses. The proposed change will bring the music education degrees in line with all other music programs at the University of Delaware.

Music Minor: Applied Music

There are two proposed changes to this minor:

(1) A change in the ensemble requirement for individuals choosing piano or organ as their principal instrument. At the present time, such students are required to take four semesters of ensemble. The proposed change is as follows:

Students in the Music Minor: Applied Music with the principal instrument of piano or organ will be required to take two semesters of "Accompanying Chamber Music: Piano", the level to be determined by audition plus two semesters of any ensemble offered in the Department of Music. As is indicated in the description of the proposed change for the B.M. in Piano, the results of the audition may result in a student being required to take MUSC 193 and/or 194 if sight-reading skills are found wanting.

(2) A change in the ensemble requirement for individuals choosing guitar as their principal instrument. At the present time, such students are required to take four semesters of ensemble. The proposed change is as follows:

Students in the Music Minor: Applied Music with the principal instrument of guitar will be required to take two semesters of MUSC 321 (Ensemble: Guitar) for 1 credit each semester and will also be required to take a minimum of two semesters of ensemble to include any Music Department ensemble other than MUSC 321 (Ensemble: Guitar). The permissible ensemble may be an ensemble involving guitar as long as instruments other than guitar are also included in the ensemble.



FRANCIS ALISON AWARD:

PROCEDURES, CRITERIA, AND RECOMMENDATIONS

Linda S. Gottfredson, Chair (1991-92)
Committee on Student and Faculty Honors

September 1992

This report represents the Chair's understanding of the Committee's assessment of the traditional purpose and procedures of the Alison Award, as well as the Committee's efforts to clarify the award's criteria for excellence.

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1 Francis Alison Award:
2 Procedures, Criteria, and Recommendations
3

4
5
6 **PURPOSE OF AWARD**
7

8 The Francis Alison Faculty Award was established by the
9 Faculty-Trustee Committee on Honorary Degrees on December 11,
10 1976 (Appendix A), to recognize "that faculty member of the
11 University of Delaware who has made notable contributions to
12 his/her field of study."
13

14 As described further below, this award is intended to honor
15 the highest levels of overall excellence as a scholar-educator at
16 the University of Delaware.
17

18
19 **NATURE OF THE AWARD**
20

21 One award may be granted each year. However, the award is
22 not necessarily made each year.
23

24 The Alison Award consists of a medal on a pendant chain, and
25 a Citation suitably inscribed and signed by the President of the
26 University. It also carries a grant of \$5,000, which is funded
27 by the President's Office.
28

29
30 **ELIGIBILITY**
31

32 All current full-time faculty members are eligible.
33

34 The definition of "faculty" for purposes of the Alison Award
35 is the same as that for the Excellence in Teaching and
36 Undergraduate Advisement Awards:
37

- 38 1. all full-time faculty who hold primary appointments as
39 faculty and
40
- 41 2. all full-time professionals and administrators who hold
42 secondary appointments as faculty.
43

44 The presumption has been that individuals may receive the
45 award only once.
46

47 Individuals who are nominated but do not win in any one year
48 may be nominated again.
49

50 The Alison Award may not be awarded posthumously or in
51 absentia. According to the document establishing the Alison
52 award (Appendix A), if the recipient cannot attend the ceremony
53 at which the award is scheduled to be presented, presentation of

1 the award may be deferred to a subsequent year, or scheduled for
2 another appropriate ceremonial occasion.
3
4

5 **CRITERIA FOR EXCELLENCE**
6

7 Most generally, "notable" is defined according to the kinds
8 of achievement demonstrated by the Rev. Francis Alison. As
9 stated in the Committee's announcement soliciting nominations:
10

11 President Ezra Stiles of Yale called Alison, the
12 founder of the school that developed into the
13 University [of Delaware], "the greatest
14 Classical scholar in America, especially Greek,"
15 It was said of him that "few schoolmasters (in
16 the American colonies) ever taught a larger
17 number of pupils who afterwards acquired such
18 distinguished reputations," pupils like Thomas
19 McKean and George Read of Delaware. The
20 Committee seeks to identify those individuals in
21 our intellectual and moral community of whom
22 such things may one day be said.
23

24 The Committee found it useful to develop more specific
25 criteria to instantiate these general guidelines. It began by
26 noting the importance of two general kinds of achievement: (a)
27 widely-recognized contributions as a scholar and (b) widely-
28 recognized contributions as a "schoolmaster." There must be
29 strong evidence of both kinds of achievement for a nominee to be
30 considered for the award.
31

32 The Committee then determined that, according to past
33 interpretation of the criteria, candidates must demonstrate that
34 they have made, or have continued to make, both kinds of notable
35 contributions while at the University of Delaware. This means
36 that otherwise highly meritorious individuals who have recently
37 joined the University probably will not be very competitive for
38 the award for their first few years here.
39

40 Based on the foregoing determinations, the Committee
41 developed four specific criteria to guide its assessment of the
42 evidence submitted to it:
43

- 44 1. **Impact of scholarship directly on the field**
45 (innovations, patents, insights; changed the pattern
46 of scholarship or way of thinking in the field)
47
- 48 2. **Recognition of scholarship by the field**
49 (number of awards; prestigious awards; sought out as
50 speaker and consultant)
51

- 1 3. "Schoolmaster" to the field: impact on field via impact
2 on students
3 (produces graduate students who themselves make
4 contributions to the field; affects undergraduate
5 students who go into the field [e.g., involves them in
6 research])
7
8 4. "Schoolmaster" at the University of Delaware
9 (UD educational programs developed or run; impact on UD
10 colleagues in the field; impact on scholarship of UD
11 students [in any field])
12

13
14 **NOMINATION PROCESS**

15 Candidates are nominated in a two-step process.
16

- 17
18 1. The Honors Committee invites faculty to nominate
19 candidates to their deans in a letter to all faculty in
20 early March. These faculty nominations are typically
21 due to the deans by April 15.
22
23 2. Deans, who are notified of the nomination process at
24 the same time as are the faculty, then submit to the
25 Honors Committee materials for the one best-qualified
26 candidate from their colleges (up to three, ranked, from
27 the College of Arts and Science, owing to its large
28 size). The deans' nominations are due to the Honors
29 Committee by May 1.
30

31
32 **MATERIALS SUBMITTED BY THE DEANS**

33 The Honors Committee requires a vita and a letter of
34 nomination from the dean for each candidate. The letter of
35 nomination, usually several pages long, details the candidate's
36 achievements and qualifications and cites supporting evidence.
37

38
39 Other supporting materials are not necessary. The Committee
40 prefers quality, not quantity, of evidentiary materials.
41

42
43 **SELECTION PROCESS**

44
45 The Faculty Senate Office staff prepares files for each of
46 the nominees (usually numbering four to eight), which it makes
47 available for review by Committee members.
48

49 Each Committee member independently reviews the materials
50 for each candidate. They each record their assessments of the
51 strength and kind of evidence submitted for each candidate on
 forms which list the specific criteria for excellence (see

1 Appendix C). Members then rank the nominees, making note of
2 their reasons for that ranking.
3

4 The Committee then convenes (a) to determine whether any of
5 the candidates meets the high standards of excellence required
6 for the award and, if so, (b) to select an awardee. Members may
7 share their rankings, their reasons for those rankings, review
8 the evidence again, or do anything else that is helpful for the
9 Committee to make a fair, deliberate determination that reflects
10 consensus, to the extent possible.
11
12

13 **MATERIALS RETAINED AND RETURNED BY THE HONORS COMMITTEE**

14

15 The Committee retains in its permanent files the materials
16 for the awardee. It returns all materials for the other nominees
17 to the nominating deans. Those files are returned the following
18 spring so that the deans can renominate those candidates that
19 year, if they so wish.
20
21

22 **NOTIFICATION AND PRESENTATION OF THE AWARD**

23

24 The chair of the Honors Committee transmits the name of the
25 year's awardee to the President's Office, the Director of
26 University Relations, and the President-Elect of the Faculty
27 Senate. The former two are notified because they notify the
28 awardee, confirm that he or she will attend the award ceremony,
29 and make the arrangements for presenting the award, which always
30 occurs at the Fall Convocation for new students.
31

32 The President-Elect is notified because he or she is
33 responsible for composing and reading a statement about the
34 awardee's achievements at the Convocation ceremony. The
35 Committee can assist the President-Elect in this task by making
36 the supporting materials for the awardee available and offering
37 to answer any pertinent questions shortly after the Committee
38 makes its decision.
39

40 Neither the chair nor any other member of the Committee may
41 reveal the name of the awardee before the presentation of the
42 award.
43
44

45 **RECOMMENDATIONS**

46

47 The Committee believes that the criteria for excellence
48 (particularly those relative to "schoolmaster") should be made
49 clearer to deans so that they can present the best cases possible
50 for their candidates. Therefore, it recommends that:
51

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Recommendation 1: The announcements soliciting nominations from the deans review the two general criteria used by the Committee and the four specific kinds of evidence it seeks.

Recommendation 2: The announcement to the deans also advise them that the Committee seeks evidence that the candidate has made or has been recognized for some of both kinds of contributions while at the University of Delaware.

Appendix A
MINUTES OF FACULTY-TRUSTEES COMMITTEE ON HONORARY DEGREES

Page 13 - Docket
Committee on Honorary Degrees
October 18, 1976

Dec 11, 1976
BOARD Meeting

Honors, and one member of the professional staff chosen by PRAC. Appointments will be for a two-year period, staggered where possible. The Committee will elect its own chairperson. Records will be maintained by the Secretary of the University.

Nominations and Selection Process

In addition to seeking candidates through its own member efforts, the Awards Committee will seek and welcome nominations from others. A record of the names and accomplishments of nominees will be maintained for review. A standard nomination form devised by the Committee will be available upon request to those wishing to make nominations. The number and frequency of awards is left to the discretion of the Awards Committee, but an average of one award per year is recommended.

Ceremony

The recipients of the University of Delaware Merit Award will be honored at an annual Awards Banquet at which recipients of other University awards are also recognized. The Merit Award will not be awarded posthumously or in absentia. If the recipient cannot attend the Awards Banquet, presentation of the Award may be deferred to a subsequent year, or scheduled for another appropriate ceremonial occasion, such as Commencement or Honors Day.

Award

The Merit Award will consist of a small sculpture typical in some way of the State or the University, perhaps a replica of Parks' Blue Hen, and a Certificate suitably inscribed and signed by the President of the University.

FRANCIS ALISON FACULTY AWARD

Purpose and Criteria

The Francis Alison Faculty Award is given to that faculty member of the University of Delaware who has made notable contributions to his/her field of study.

Eligibility

The candidate must be a current full-time faculty member.

Awards Committee

The Awards Committee shall be the Committee on Faculty Honors of the Faculty Senate.

Ceremony

The recipients of the Francis Alison Faculty Award will be honored at an annual Awards Banquet at which recipients of other University awards are also recognized. The Francis Alison Faculty Award will not be awarded posthumously or in absentia. If the recipient cannot attend the Awards Banquet, presentation of the Award may be deferred to a subsequent year, or scheduled for another appropriate ceremonial occasion, such as Commencement or Honors Day.

Award

The Faculty Award shall consist of a medal on a pendant chain, and a Citation suitably inscribed and signed by the President of the University.

PRESIDENT'S CERTIFICATE OF APPRECIATION

Purpose and Criteria

The President's Certificate of Appreciation is given to a person or group for services provided to the University, or for some achievement which brings prestige to the University, or for some action or task performed on behalf of the University.

Eligibility

The candidate must be a graduate or former student of the University of Delaware, or be a resident or former resident of the region served by the University of Delaware.



INTERDEPARTMENTAL
MEMORANDUM

UNIVERSITY FACULTY SENATE

March 16, 1992

TO: University Faculty
FROM: Committee on Student and Faculty Honors
SUBJECT: Nominations for the Francis Alison Award

This award is "to be given to that faculty member of the University of Delaware who has made notable contributions to his or her field of study." To recognize the achievement and further advance the work of the recipient at the University, the award carries a grant of \$5,000. The award is made when such an individual can be identified, and is not necessarily made annually.

The Committee on Student and Faculty Honors respectfully requests your assistance in carrying out its charge to so honor a faculty colleague. In accordance with the procedure approved by the University Faculty Senate, the Dean of each college will submit to our Committee the name of the one best-qualified candidate in that college (the College of Arts and Science may nominate as many as three, owing to its relatively greater size). You are encouraged to submit the names of those individuals who may have been nominated in the past.

If you believe a colleague should be considered as your college's nominee, please submit his or her name to the Dean of your college for consideration before April 15, 1992.

In considering who among your colleagues is deserving of this award for "notable contributions," notable, in the Faculty-Trustee Committee on Honorary Degrees' description of the award, may be defined against the following assessment of the Rev. Francis Alison's achievement. President Ezra Stiles of Yale called Alison, the founder of the school that developed into the University, "the greatest Classical scholar in America, especially Greek." It was said of him that "few schoolmasters (in the American colonies) ever taught a larger number of pupils who afterwards acquired such distinguished reputations," pupils like Thomas McKean and George Read of Delaware. The Committee seeks to identify those individuals in our intellectual and moral community of whom such things may one day be said.

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Appendix C
CRITERIA FOR ASSESSING EVIDENCE
FOR THE ALISON AWARD

General Criteria

"Faculty member who has made notable contributions to his or her field of study."

"Notable" is understood by reference to the Rev. Francis Alison, founder of the school that developed into the University:

"the greatest Classical scholar in America, especially Greek"

"few schoolmasters (in the American Colonies) ever taught a larger number of pupils who afterwards acquired such distinguished reputations"

Specific Kinds of Evidence

1. Impact of scholarship directly on the field (innovations, patents, insights; changed the pattern of scholarship or way of thinking in the field)

2. Recognition of scholarship by the field (number of awards; prestigious awards; sought out as speaker and consultant)

3. "Schoolmaster" to the field: impact on field via impact on students (produces graduate students who themselves make contributions to the field; affects undergraduate students who go into the field [e.g., involves them in research])

4. "Schoolmaster" at UD (UD educational programs developed or run; impact on UD colleagues in the field; impact on scholarship of UD students [in any field])

