

UNIVERSITY FACULTY SENATE

SUMMARY OF AGENDA

November 2, 1998

- I. **Adoption of the Agenda**
- II. **Approval of the Minutes: October 5, 1998**
- III. **Remarks by Provost Schiavelli**
- IV. **Announcements: Senate President Michael Keefe**

Facilities Update - Executive Vice President

Proposal to combine the Undergraduate and Graduate Catalog into one document, starting with the 1999-2000 edition

Announcements for Challenge:

- 1 (a) **Revision to course requirements leading to the M.A. in the School of Urban Affairs and Public Policy**
- (b) **Change in the name of the Ph.D. specialization Planning, Governance and Urban Policy to Governance, Planning and Management in the School of Urban Affairs and Public Policy**
2. **Change in name of the Ph.D. specialization Social Policy Analysis and Evaluation to Social and Urban Policy in the School of Urban Affairs and Public Policy**
3. **Revisions to the M.A. in Urban Affairs and Public Policy and MPA Programs**
- 4 (a) **Change in the masters' admission requirements in the Art Conservation program**
- (b) **Change the wording to read "applicants are expected to obtain a minimum GRE score of 1050 (verbal + quantitative)" in the Art Conservation Department**

5. Change in name and degree title of the Longwood Graduate Program to Longwood Program in Public Horticulture and the master of Science degree from Public Horticulture Administration to Public Horticulture

V. **Old Business:**

None

VI. **New Business:**

- A. Proposal for the disestablishment of the Applied Ocean Science concentration in Marine Studies and the addition of a new concentration Physical Ocean Science and Engineering (POSE)
- B. Recommendation for the termination of provisional programs
- C. Introduction of New Business



UNIVERSITY FACULTY SENATE

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October 22, 1998

TO: All Faculty Members

FROM: Susan McGeary, Vice President
University Faculty Senate

SUBJECT: Regular Faculty Senate Meeting, November 2, 1998

In accordance with Section IV, paragraph 6 of the Constitution, the regular meeting of the University Faculty Senate will be held on Monday, November 2, 1998 at 4:00 p.m. in room 104 Gore Hall. The agenda will be as follows:

AGENDA

- I. **Adoption of the Agenda**
- II. **Approval of the Minutes: October 5, 1998**
- III. **Remarks by Provost Schiavelli**
- IV. **Announcements: Senate President Michael Keefe**

Facilities Update - Executive Vice President

Proposal to combine the Undergraduate and Graduate Catalog into one document, starting with the 1999-2000 edition (Attachment 1)

Announcements for Challenge:

- 1. (a) Revision to course requirements leading to the M.A. in the School of Urban Affairs and Public Policy (Attachment 2)
- (b) Change in the name of the Ph.D. specialization in Planning, Governance and Urban Policy to Governance, Planning and Management in the School of Urban Affairs and Public Policy (Attachment 2)

2. Change in name of the Ph.D. specialization in Social Policy Analysis and Evaluation to Social and Urban Policy in the School of Urban Affairs and Public Policy (Attachment 3)
3. Revisions to the M.A. in Urban Affairs and Public Policy and MPA Programs (Attachment 4) [please refer to bracketed paragraphs on page 2 of attachment 4]
4. (a) Change in the masters' admission requirements in the Art Conservation program (Attachment 5)
- (b) Change the wording to read "applicants are expected to obtain a minimum GRE score of 1050 (verbal + quantitative)" in the Art Conservation program (Attachment 5)
5. Change in name and degree title of the Longwood Graduate Program to Longwood Program in Public Horticulture and the Master of Science degree from Public Horticulture Administration to Public Horticulture (Attachment 6)

VI. New Business:

- A. Recommendation from the Graduate Committee (James Richards, Chair) with the concurrence of the Coordinating Committee on Education (Mark Huddleston, Chair) for the disestablishment of the Applied Ocean Science concentration in Marine Studies and the addition of a new concentration Physical Ocean Science and Engineering (POSE) (Attachment 7)

WHEREAS the College of Marine Studies, after consulting with a distinguished external panel of physical ocean scientists and engineers, and

WHEREAS after consulting with University of Delaware Marine Studies faculty and University of Delaware Coastal Engineering faculty, and

WHEREAS after unanimous approval by Marine Studies faculty to refocus its program emphasis in physical ocean sciences and ocean engineering; be it therefore

RESOLVED that the Applied Ocean Science program within the

College of Marine Studies be dissolved, and be it further

RESOLVED the Applied Ocean Science program be replaced by a Physical Ocean Science and Engineering program.

- B. Recommendation from the Coordinating Committee on Education (Mark Huddleston, Chair) with the concurrence of the Executive Committee (Michael Keefe, President) for the termination of provisional programs

This expands to all delinquent programs the resolution from last spring. (Attachment 8)

WHEREAS existing procedures for termination of provisional programs are unnecessarily cumbersome, requiring action by Senate committees and a vote by the full Senate even in the case of programs that have expired without having obtained permanent status; be it therefore

RESOLVED that provisionally approved programs that are not granted permanent status prior to the expiration of their provisional approval period or that are otherwise not given an extension by affirmative action of the University Senate be terminated automatically.

- C. Introduction of New Business: 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.)

Attachments:

Committee Activity Reports

1. Undergraduate and Graduate Catalogs Proposal for Revision
2. Changes in Requirements leading to the M.A. and name change in the Ph.D. program in the School of Urban Affairs and Public Policy
3. Name change of the specialization in the School of Urban Affairs and Public Policy
4. Revisions to the M.A. in Urban Affairs and Public Policy and MPA Programs
5. Change in the admission requirements and in the wording to the minimum GRE requirements in the Art Conservation Department
6. Change in name and degree title of the Longwood Graduate Program

7. Recommendation for the disestablishment of the Applied Ocean Science concentration in Marine Studies and the addition of a new concentration Physical Ocean Science and Engineering (POSE)
8. Recommendation concerning delinquent program reviews (approved by Faculty Senate May 4, 1998)

[Note: To save expenses, attachments do not always include the complete information and supporting materials available to the committee(s). A copy of all background information is being held for review in the Faculty Senate Office, 205 Hulihan.]

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COMMITTEE ACTIVITIES REPORT

NOVEMBER 1998

Education, Coordinating CTE, ON (Mark Huddleston)

1. Resolution on termination of provisional program.
2. Approved Graduate Studies Items as follows:
 - a. Approval of Urban Affairs Specialization
 - b. Revisions to the Ph.D. program in Urban Affairs and Public Policy
 - c. Revisions to the M.A. in Urban Affairs and Public Policy and MPA programs
 - d. Revisions to Art Conservation's admission requirements
 - e. Proposal for disestablishment of the Applied Ocean Science concentration in Marine Studies and the addition of a new concentration called Physical Ocean Science and Engineering
 - f. Proposal to change the name and degree title of the Longwood Graduate Program to Longwood Graduate Program in Public Horticulture and the Master of Science degree from Public Horticulture Administration to Public Horticulture

Library Committee (Bryant Tolles)

1. No items before the committee at this time.

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**UNDERGRADUATE AND GRADUATE CATALOGS
PROPOSAL FOR REVISION
FALL 1998**

Background: In fall of 1997, the Office of Academic Programs and Planning conducted a series of focus groups to determine whether the *Undergraduate* and *Graduate Catalogs* were meeting the needs of the academic community. The focus groups included all types of catalog users: undergraduates, graduate students, faculty, and administrators.

Users expressed overall satisfaction with the *Undergraduate Catalog*, and suggested some minor revisions to improve appearance. These revisions were implemented for the 1998-99 *Catalog* and feedback has indicated that the revisions were successful.

On the other hand, focus group participants expressed very strong dissatisfaction with the *Graduate Catalog*. A number of problems were mentioned, the chief being inconsistent level of detail in coverage of graduate programs, so that the intended usage of the Catalog material has not been clear. Additionally, about $\frac{2}{3}$ of the text (faculty and course lists) in the college chapters of the *Graduate Catalog* is duplicated in the *Undergraduate Catalog*. The Graduate Catalog is not used routinely as a recruitment tool; most departments have detailed materials for this purpose. Because of the unclear intent of the *Graduate Catalog*, it is not used by any constituency except to verify certain academic regulations described in the front matter.

Proposal: Combine the *Undergraduate* and *Graduate Catalogs* into one document, thus eliminating duplicated effort in production and distribution. Give clear editorial direction to the narratives describing graduate programs, with the purpose of providing advertisement and general description of the graduate programs. The graduate program descriptions will *not* provide a comprehensive statement of specific requirements in each program. The portions of the catalog dealing with undergraduate programs will be unchanged. The front matter from both catalogs (admissions information, fee and financial aid information, academic regulations for graduate and undergraduate students, resources for students) will be retained and reorganized as needed. Course descriptions and faculty lists (with research interests) will also be retained, and will appear in the back of the volume, as they currently do in the *Undergraduate Catalog*.

Specific requirements for each graduate degree are stated in the individual Program and Policy Statements, which are required in every program and are approved by the Graduate Studies Committee of the Faculty Senate. As an adjunct to catalog revision, all programs should be required to provide copies of the approved P&P Statement to their graduate students.

As an additional step, the generic graduate programs brochure sent to prospective students by the Graduate Studies Office should be revised and expanded somewhat, with a view to advertising the programs more aggressively and presenting the University in a more appealing manner.

Implementation: The catalog editor currently has several possible organizational schemes in mind. The editor will produce sample chapters and tables of contents and invite comments from

C. Recommendation from the Undergraduate Committee (William Idsardi, Chair) with the concurrence of the Coordinating Committee (Michael Keefe, Chair) concerning delinquent program reviews

WHEREAS Academic programs are initially approved provisionally, with reviews for permanent status to be conducted after four or five years; and

WHEREAS Permanent status reviews are distinct from academic program reviews; and

WHEREAS External evaluations and open hearings are not generally required in permanent status reviews; and

WHEREAS Several undergraduate academic programs with provisional status have not completed permanent status reviews in a timely manner, and are now delinquent; be it therefore

RESOLVED That any undergraduate academic programs with provisional status that are delinquent as of March 31, 1999 be suspended from enrolling new majors.

Approved by the Faculty Senate
May 4, 1998

students, department/program representatives, Faculty Senators, Undergraduate and Graduate Studies Committee members, and academic administrators. The editor will then develop a final table of contents and layout for the combined catalog. Tear-sheets from both catalogs will be sent in one mailing to departments for the annual update, along with editorial instructions and a page showing the organizational scheme of the combined catalog. The production schedule will follow that of past years for the *Undergraduate Catalog*: mailing of tear-sheets to departments in late fall; return of tear-sheets to the editor in winter; editorial work and typesetting through spring, with the catalog going to press on June 1 for delivery in time for undergraduate New Student Orientation in late June. This schedule will require that graduate program revisions reach the Faculty Senate floor no later than the March meeting, the same as undergraduate program revisions.

Implementation of the P&P Statement distribution requirement will need approval by the Graduate Studies Committee of the Faculty Senate. John Cavanaugh, Vice Provost for Academic Programs and Planning, will introduce such a proposal.

The Graduate Studies Office will revise the graduate programs brochure with input from the program coordinators.

Projected Benefits: The combined catalog will present a unified picture of academic offerings at UD and improve the visibility of the University's graduate programs by making descriptions available to a wider audience. In 1998, 30,500 *Undergraduate Catalogs* were printed and made available, compared to only 3,500 *Graduate Catalogs*. We anticipate printing at least 33,000 combined catalogs. Having the graduate program descriptions in that larger number of books means that many more individuals will be aware of UD programs and can pass this information on to others who may be interested in graduate study.

Matriculated graduate students will be directed to depend upon the published P&P Statements, not the catalog, for degree requirements, thus eliminating ambiguity as to which document has precedence.

The overall cost of production and printing will be reduced, since the cost of producing one larger publication will be less than the total cost for two separate publications. The current *Graduate Catalog* is 208 pages, and the *Undergraduate Catalog* is 382; the target for the combined catalog will be about 450 pages. Staff time involved in production and distribution will also be reduced, by almost ½.



COLLEGE OF HUMAN RESOURCES, EDUCATION & PUBLIC POLICY

SCHOOL OF URBAN AFFAIRS AND PUBLIC POLICY

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TO: Robert L. Hampel, Chair
Committee on Graduate Studies

FROM: Timothy K. Barnekov, Director
Urban Affairs & Public Policy Program

Handwritten signature: Timothy K. Barnekov

Jeffrey A. Raffel, Director
School of Urban Affairs & Public Policy

Handwritten signature: Jeffrey A. Raffel

Dan Rich, Dean
College of Human Resources, Education and Public Policy

Handwritten signature: Dan Rich

DATE: January 6, 1998

SUBJECT: Revisions to M.A./Ph.D Program in Urban Affairs & Public Policy

The faculty of the Urban Affairs and Public Policy program request approval for the following changes in its requirements leading to the M.A. and Ph.D. degree.

At present, the M.A. program requires three core course requirements (UAPP 613 Planning Theory and Urban Policy; UAPP 628 Issues in Land Use & Environmental Planning; and UAPP 828 Urban Analysis & Policy Alternatives). The recommended change is that students will be required to complete at least two of these three courses but be given the option to select the third course from one of the following seminars: (UAPP 629 Seminar in Historic Preservation; UAPP 625 Energy Policy & Administration; or UAPP 607 Seminar in Community Development and Nonprofit Leadership). The rationale for providing this option within the core is to add flexibility and additional opportunity for students to focus on their particular areas of interest. Since the students enter the program with very diverse academic backgrounds, greater flexibility is needed to more adequately incorporate student academic background and curriculum for the program but will allow for additional work in the students area of concentration, if desired.

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Students in the Ph.D. program do not have concentrations but do develop specializations within their plan of study. The faculty recommend that the name of the current specialization in Planning, Governance and Urban Policy be changed to Governance, Planning and Management. The rationale for this change is to give it a name which more accurately reflects the focus of the program. The focus of this specialization is on the roles of collective public decision making, planning and management in the governance

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Robert L. Hampel
Page 2
January 6, 1998

of urban communities and regions in both national and subnational settings. This new title reflects a more logical sequence of how public activity is carried out. As a result of this change, the faculty recommend a change in the title of the Proseminar UAPP 822 from Planning and Governance to Governance, Planning and Management.

These changes were unanimously approved by vote of the Urban Affairs & Public Policy program faculty, Director of the School and by the Dean of the College.

lb

cc: Mary Martin

SCHOOL OF URBAN AFFAIRS & PUBLIC POLICY
INTEROFFICE MEMORANDUM

TO: James G. Richards, Chair
Senate Committee on Graduate Studies

FROM: *Jeffrey A. Raffel*
Jeffrey A. Raffel, Director
School of Urban Affairs & Public Policy

Don R. Dean
Don R. Dean
College of Human Resources, Education and Public Policy

DATE: August 13, 1998

SUBJECT: Revisions to Ph.D Program in Urban Affairs & Public Policy

The faculty of the Urban Affairs and Public Policy program request approval for the following changes in its requirements leading to the Ph.D. degree.

We would like to reactivate the former specialization which was called "Social Policy Analysis and Evaluation" and give it a new name of "Social and Urban Policy." The Social and Urban Policy specialization provides students with the skills and knowledge necessary to conduct research and develop instruction about social and urban policies and programs which seek to positively affect the social and economic well being of individuals and communities. Students learn to design and evaluate social programs and their policies. Teaching and research in this area encompasses international and comparative as well as national and subnational dimensions. As a result of this change, the faculty recommend renaming of the Proseminar UAPP 823 from Social Policy Analysis and Evaluation to Social and Urban Policy. These changes were unanimously approved by vote of the Urban Affairs & Public Policy program faculty, the Director of the School, the College of Human Resources, Education and Public Policy Graduate Committee, and by the Dean of the College.

The School has exceptional faculty expertise in this area. The US. News and World Report rankings placed our program seventh in the U.S. in the field of city management/urban policy. Our longstanding efforts in social policy have been buttressed by the expansion of faculty affiliated with the Center for Community Development and Family Policy through new hires and the merger with the Colleges of Education and Human Resources.

**SCHOOL OF URBAN AFFAIRS & PUBLIC POLICY
INTEROFFICE MEMORANDUM**

TO: James G. Richards, Chair
Senate Committee on Graduate Studies

FROM: *Jeffrey A. Raffel*
Jeffrey A. Raffel, Director
School of Urban Affairs & Public Policy

DATE: August 13, 1998

SUBJECT: Revisions to M.A. Program in Urban Affairs & Public Policy and M.P.A. Program

As per the attached memo to Donald Unger, Chair, College of Human Resources, Education and Public Policy Graduate Committee, the School seeks to receive approval by the Graduate Committee of the stated credit waiver policies. As noted in the memo, this path to accelerated masters programs was suggested to me by the Graduate Committee this past year.

Please note that the M.P.A. degree is a 42-credit and the M.A. in Urban Affairs & Public Policy is a 36-credit degree.

This change has been approved by the School program faculty committees and the College of Human Resources, Education and Public Policy Graduate Committee, and by the Dean of the College.

I would be happy to personally explain this request, if you would like, to the Graduate Committee at your first meeting this year.

Thank you for your assistance.

JAR:lb

cc: John Cavanaugh
Mary Martin
Donald Unger, Chair, CHEP Graduate Committee