

Report of the FACULTY SENATE “Committee of the Whole”

February 3, 2014 – 104 GORE HALL

Members Present: N. Brickhouse, M. Buell, N. Carver, L. Claessens, J. Courtright, K. Cranker, P. Dhurjati, P. Duker, C. Dybowski, S. Eidelman, M. Gaffney, D. Galileo, D. Grasso, B. Hanson, G. Heath, F. Hofstetter, J. Jebb, P. Laux, K. Matt, M. McLeod, D. Miklitz, J. Morgan, A. Muenchow, J. Mycoff, L. Okagaki, M. Rieger, C. Riordan, D. Satran, S. Shabo, C. Shen, H. Tanner, N. Targett, D. Thompson, C. Williams,

Members Excused: B. Ackerman, J. Daniel, N. Donofrio, D. Ford, S. Hansen, E. Hayes, S. Isenstadt, M. Kernan, S. McGear, M. McLane, B. Orzada, D. Reisman, E. Selva, B. Settles, E. Tranby, K. Turkell, G. Watson, B. Weber, L. Winn,

Members Absent: T. Angell, L. Awad, R. Cole, R. Dyer, T. Gill, J. Gillespie, S. Goodwin, G. Hermon, T. Hsu, A. Jones, T. Rocek, T. Vermeer, R. Wisser, R. Wool,

A quorum (half the elected senators) was not present for the senate meeting on February 3, 2014. The winter semester was still ongoing and a snowstorm apparently had impacted attendance. Susan Brynteson, Vice Provost & May Morris Dir, Library, suggested that instead of rescheduling the Senate meeting, we consider the meeting to be a “committee of the whole.” Senate President Galileo declared the meeting to be a committee of the whole, and agenda items would be considered and voted on as recommendations of the committee. These recommendations would be presented in a committee report to the Senate at the next scheduled meeting where the report would be voted on for acceptance and, thus, would be formally acted on. The Senate could pull any recommendations from the report for individual consideration.

I. Adoption of the Agenda

The committee recommended the agenda unanimously.

II. Approval of the Minutes [December 2, 2013](#)

The committee recommended approval of minutes unanimously

III. Remarks: Provost Domenico Grasso

Provost Grasso gave an update on the interviews of the three candidates for Vice President for Enrollment Management. It was a closed search at the beginning. However, all three candidates agreed to an open Town Hall Meeting during the UD visit. The candidate will be meeting the Senate leadership and President Galileo will

be escorting the candidate to the open forum in the ISE Lab atrium. There is also an internal search ongoing for the position of Vice Provost for Faculty Affairs and Diversity co-chaired by Vice Provost Jim Richards. An RBB external review committee visited the University and consisted of experts from five Universities. They submitted a report to the Provost's RBB committee, which was formed last fall. Plans continue to update the University Path to Prominence strategic planning initiative. The Winter session saw a 6% increase in student enrollments this year.

Senator Morgan thanked Provost Grasso for the open component of the VP for Enrollment Management search. He suggested that this process is a good model for the future. Provost Grasso stated that it was always his intent to try to get the best person and also to be as open as possible.

IV. Announcements: Senate President Deni Galileo

[Attachment](#) [Memorial Tributes Attachment](#)

Memorial Tributes were paid to several faculty members who passed away. These faculty included Lawrence Cohen (Psychology, CAS), John J. Kramer (ECEG, COE), Peter J. Warter (ECEG, COE), Shinya Kikuchi (CEEG, COE), Arnold Kerr (CEEG, COE), Robert L. Schweitzer (Finance and Economics, LCBE), Hester Stewart (CEHD), Patrick J. White (English, CAS), Mary Beth Kramer (Chemistry and Biochemistry, CAS)

President Galileo informed the Senate that the process for approval of non-credit certificate programs seems to be working very well. He showed a list of certificate programs recently approved by the Senate Coordinating Committee.

UDance – President Galileo mentioned the UDance twelve hour philanthropic dance marathon. It is the University's largest student-run philanthropy and it raised \$1.4 million in seven years and \$550K last year. The website for udance is: <http://www.udancedelaware.org/>

President Galileo thanked the Senators and Senate committee members for their service and noted that there are positions on over 20 Senate committees that need to be filled every year. Karren Helsel-Spry will be sending out nomination forms very soon. Our faculty responsibilities assigned by the BOT can be fulfilled only if faculty agree to be nominated for these positions. Please consider serving on one or more committees.

The Senate Budget Committee has been formed and members have been confirmed by Senate COCAN. All seven colleges are represented. Alan Fox (CAS) will be the chair of the committee. The other members of the committee are Martha Buell (CEHD), Prasad Dhurjati (COE), Jeff Gillespie (LCBE), Andreas Muenchow (CEOE), Todd Royer (CHS), and Chris Williams (CANR). It includes four members from the previous Senate *Ad Hoc* RBB Committee (Fox, Buell, Dhurjati and Gillespie).

V. Consent Agenda

A. Announcements for Challenge:

1. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Master of Music MM - Composition Concentration, policy change** (GRD0329) ([attachment](#))
2. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Master of Music MM – Performance Concentration, policy change – Instrumental Keyboard** (GRD0330) ([attachment](#))
3. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Master of Music MM – Performance Concentration, policy change – Instrumental Non Keyboard** (GRD0331) ([attachment](#))
4. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Master of Music – Performance Concentration, policy change – Vocal Performance** (GRD0332) ([attachment](#))
5. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Master of Music MM – Concentration, policy change – Teaching Concentration** (GRD0333) ([attachment](#))
6. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Master of Music – Concentration, policy change – Performance Concentration – Conducting** (GRD0334) ([attachment](#))

7. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise PhD requirements in Mathematics** (*GRD0346*) ([attachment](#))
8. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the MS requirements in Mathematics** (*GRD0347*) ([attachment](#))
9. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the PhD requirements in Applied Mathematics** (*GRD0348*) ([attachment](#))
10. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the MS requirements in Applied Mathematics** (*GRD0349*) ([attachment](#))
11. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the PhD in Urban Affairs and Public Policy** (*GRD0350*) ([attachment](#))
12. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Ecology Major** (*UGS0321*) ([attachment](#))
13. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Ecology Honors Degree** (*UGS0322*) ([attachment](#))
14. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Elementary Teacher Education Major** (*UGS0311*) ([attachment](#))

15. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the BS Major in Physics** (*UGS0338*) ([attachment](#))

16. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the BS Major in Physics Astronomy/Astrophysics** (*UGS0339*) ([attachment](#))

The consent agenda came moved and seconded. There were no challenges and the committee recommended the consent agenda unanimously with no opposition.

VI. Regular Agenda

A. Resolutions

1. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **add a Master's of Engineering in Particle Technology (MEPT)** (*GRD0310*) ([attachment](#)) ([attachment](#)) ([resolution attachment](#))

WHEREAS, there is a strong demand for engineers and scientists with particle technology training; and

WHEREAS, the acute need for engineers and scientists well-trained in particle technology spans industries that include bulk and specialty chemicals, pharmaceuticals, minerals, construction, coatings, detergents and foods; and

WHEREAS, these industries are critical to meeting the grand technological challenges of sustainability, security, and economic competitiveness facing the State of Delaware and the United States; and

WHEREAS, Delaware has the distinctive opportunity to define the core curriculum of particle technology and develop it into a coherent pedagogical sub-discipline of the larger engineering disciplines; and

WHEREAS, the particle technology master's degree program addresses important and currently unmet needs in engineering education; and

WHEREAS, the proposed program will contribute to the University's "Path to Prominence": to become a premier research and graduate university; therefore, be it

RESOLVED, that the Faculty Senate recommends provisional approval for five years of the establishment of a new Master's of Engineering in Particle Technology

Recommended unanimously by the committee with no opposition.

2. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **disestablish the MS Degree in Organizational Development and Change (ODC)** (*GRD0336a*) ([attachment](#))

WHEREAS, the Department of Business Administration in the Lerner College of Business and Economics has limited faculty and budgetary resources to continue to support the MS Degree in Organizational Development and Change; and

WHEREAS, the program has seen a reduction in qualified applicants for this program over 3 years; and

WHEREAS, the Department and College Graduate Committees have recommended eliminating the MS degree and developing a new MS Degree in International Business that is more aligned with the needs of the marketplace; and

WHEREAS, the Lerner faculty of the College of Business and Economics voted unanimously (with one abstaining) to end the MS degree in Organization Development and Change; and

WHEREAS, the Department of Business has agreed to continue course work for existing MS ODC students so they can finish their degree by Spring of 2016; therefore, be it

RESOLVED, that the Faculty Senate recommends ending the MS ODC degree at the conclusion of the Spring 2016 semester.

Recommended unanimously by the committee with no opposition.

3. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **disestablish the MS in Organization Development and Change /MBA Degree (dual MBA/ODC)** (GRD0336b) ([attachment](#))

WHEREAS, the Department of Business Administration in the Lerner College of Business and Economics has limited faculty and budgetary resources to continue to support the MS Degree in Organizational Development and Change; and

WHEREAS, the dual MBA/ODC degree does not attract enough applicants to warrant its continuation; and

WHEREAS, the program has seen a reduction in students interested in the dual MBA/ODC degree over 3 years; and

WHEREAS, the Department and College Graduate Committees have recommended eliminating the dual MBA/ODC degree developing a new MS Degree in International Business that is more aligned with the needs of the marketplace; and

WHEREAS, the Lerner faculty of the College of Business and Economics voted unanimously (with one abstaining) to end the dual MBA/ODC degree; and

WHEREAS, the Department of Business has agreed to continue course work for existing dual MBA/ODC degree students so they can finish their degree by Spring of 2016; therefore, be it

RESOLVED, that the Faculty Senate recommends ending the dual MBA/ODC degree at the conclusion of the Spring 2016 semester.

Recommended unanimously by the committee with no opposition.

4. Recommendation from the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Faculty Handbook 4.2.7 concerning the Conflict of Interest Policy (CCE0352)** ([attachment 1](#)) ([resolution attachment](#))

WHEREAS, the existing conflict-of-interest policy 4.2.7 in the University of Delaware Faculty Handbook reads: "Teaching and other course-type activities outside the University require the approval of the faculty member's department chair and dean, and the Provost and the President. Because of the possibility of conflict with University Professional and Continuing Studies programs, the department chairperson or the dean should consult with the Director of Professional and Continuing Studies before any arrangements are contemplated."; and

WHEREAS, this policy needs to address the scenario of faculty offering online courses outside of the University of Delaware; and

WHEREAS, the term "course-type activities" is vague and could be problematic if applied to a hypothetical case of a faculty offering an online lesson through another university or private firm; therefore, be it

RESOLVED, that policy 4.2.7 be revised to read: "Teaching and teaching-related activities for remuneration that are undertaken for an institution, organization or entity other than the University, such as serving as the instructor or developer of a traditional or online course offered by an institution, organization or entity other than the University, require the approval of the faculty member's department chair, dean, and the Provost. Because of the possibility of conflict with University Professional and Continuing Studies programs, the department chairperson or the dean should consult with the Director of Professional and Continuing Studies before any arrangements are contemplated."

Senator Morgan asked if this policy would also apply to adjunct faculty because he was worried about the academic consequences to our students of adjunct faculty who teach too many courses. Senator Buell said that trying to govern faculty who do not have full-time appointments was unreasonable. A Senator asked a question about whether the policy applies outside the nine-month faculty contract period such as in the summer. Senator John Jebb said that the obligation of adjunct faculty is to themselves. It was the obligation of the Department to determine whether the adjunct faculty member was doing the job for the Department. Senator CS Shen from CISC said that adjunct faculty are experts in their fields and are doing us a favor by bringing special knowledge to the Department. Deputy Provost Brickhouse said that the policy was intended for

full-time faculty. Her opinion was that the faculty handbook applies to full-time faculty only unless it specifically refers to adjunct faculty.

The resolution was recommended without opposition.

5. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **revise the Faculty Handbook concerning class meeting times (UGS0353)** ([attachment 1](#)) ([resolution attachment](#))

WHEREAS, section 3.1.6 of the Faculty Handbook was revised in September of 2012 to reduce the required minimum days of instruction in the Fall and Spring semesters from 68 to 65 because 68 days of instruction could not always be scheduled (67 or 68 days are normally scheduled); and

WHEREAS, section 3.1.7 of the Faculty Handbook was not updated to change the minimum number of class meetings required per semester (11 of the past 20 semesters have had 40 rather than 41 days of MWF classes scheduled; one semester had 26 rather than 27 TR days of instruction); now, therefore, be it

RESOLVED, that the first paragraph of section 3.1.7 of the Faculty Handbook be revised to read as follows:

Class meeting hours at the University of Delaware follow the normal standards adopted by most colleges and universities. For a three credit class, this is typically three, 50 minute weekly meetings on a Monday-Wednesday-Friday sequence for a minimum of 40 scheduled class meetings during the fall and spring terms. Three credit classes meeting on the Tuesday-Thursday sequence will meet for 75 minutes for a minimum of 26 scheduled class meetings. Courses for other than 3 credit hours should likewise meet for the equivalent of 50 minutes per credit hour per semester week. Classes with laboratory components grant one credit for every two hours of laboratory work per week. Class meeting time during the winter and summer sessions should be equivalent to that scheduled in other academic terms.

Senator Hofstetter explained that the current policy specifies 41 MWF days and 27 TR days. By changing the required number of teaching days, we had created impossibility in 3.1.7. He said that the problem could be solved by a simple change from 41 to 40 MWF days and from 27 to 26 TR days and overall minimum days changed from 68 to 65 in the semester. Senator Morgan pointed

out that the sum of 40 MWF and 26 TR days was 66 days and more than the limit of 65 days. Senator Hofstetter pointed out that this was an important point that was overlooked. Other Senators also spoke about the possible arithmetic combinations, and that it should be made clear in the policy that the purpose is not to routinely lower the number of instructional days, but to take care of potential infrequent scheduling problems. Senators suggested that the committee take no action on the resolution. No recommendation was made on this resolution.

6. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) and the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request to **move the Center for Energy and Environmental Policy (CEEP) from the College of Engineering to the College of Arts and Sciences (UGS/GRD0301)** ([attachment](#)) ([revised resolution](#))

WHEREAS, the research and academic activity in Energy and Environmental Policy (ENEP) addresses the critical issues of the energy sector and its environmental impacts in the state, nation, and global community by examining the ways in which sustainable energy and environmental policies are developed and executed, and how such policies should be evaluated and monitored; and

WHEREAS, faculty in the Center for Energy and Environmental Policy (CEEP/ENEP) have voted unanimously to transfer from the College of Engineering to the College of Arts & Sciences; and

WHEREAS, faculty in the College of Engineering endorse the transfer of CEEP/ENEP to the College of Arts & Sciences; and

WHEREAS, faculty in the College of Arts & Sciences endorse the transfer of CEEP/ENEP to the College of Arts & Sciences; and

WHEREAS, the proposal for the transfer of CEEP/ENEP from the College of Engineering to the College of Arts and Sciences is acceptable to the Deans of each College and to the Provost; and

WHEREAS, CEEP/ENEP has agreed to submit undergraduate curriculum change proposals in the academic review cycle 2014-15, so that

undergraduate requirements in the current ENEP BS degree may be reconciled with undergraduate requirements within the College of Arts and Sciences; therefore, be it

RESOLVED, that the Faculty Senate recommends the proposed transfer of CEEP/ENEP from the College of Engineering to the College of Arts & Sciences.

Recommended unanimously with no opposition.

7. Recommendation from the Committee on Graduate Studies (Charles Swanik, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request **for an extension of the PSPR review of the Master of Education in School Leadership (GRD0355)** ([attachment](#)) ([resolution attachment](#))

WHEREAS, the Master of Education in School Leadership is due for a Permanent Status Program Review (PSPR); and

WHEREAS, the program's enrollment has waned; and

WHEREAS, the Delaware Academy of School Leadership (DASL) is working to propose a non-credit professional development program that will succeed and replace the Master's degree; and

WHEREAS, the PSPR is going to describe this transition and the plan for how it will take place; now, therefore, be it

RESOLVED, that the Faculty Senate recommends granting a one year extension for submitting the PSPR for the Master of Education in School Leadership.

Recommended unanimously with no opposition.

8. Recommendation from the Committee on Undergraduate Studies (Steve Hastings, Chair) with the concurrence of the Coordinating Committee on Education (Fred Hofstetter, Chair) for the request **for a new catalog policy on degree requirements, matriculation dates, and catalog versioning (UGS0351)** ([attachment](#))

WHEREAS, undergraduate students follow degree requirements set forth by the academic catalog in the year they matriculate into a degree-seeking program at the University of Delaware; and

WHEREAS, undergraduate students enrolled at UD should meet their degree requirements within a reasonable time period; and

WHEREAS, most peer institutions impose a limit of time for enrolled students to complete degree requirements and enforce limits of catalog/curriculum eligibility for students who separate from their institutions and later return through a readmission process; and

WHEREAS, there is no current policy that addresses the historical practice of stating that students are eligible for degree requirements set forth by the academic catalog in the year they matriculate into a degree-seeking program; and

WHEREAS, there is no current policy to impose any limit to a readmitted student's eligibility to a catalog's degree requirements and the unintended consequence allows student to be readmitted under outdated curriculum requirements; therefore, be it

RESOLVED, that undergraduate students are to follow the degree requirements stipulated in the academic catalog in the year they matriculate into a degree-seeking program at the University of Delaware as follows:

- Upon matriculation, students have seven calendar years to complete requirements for a bachelor's degree and are eligible to elect to follow degree requirements from any subsequent catalog within those seven years with consultation with an advisor or academic assistant dean.
- Students who fail to complete degree requirements within seven calendar years relinquish the right to graduate under the requirements set forth in the catalog at their time of matriculation and may be held to current degree requirements. Exceptions to remain in a catalog beyond the seven calendar years must be approved by a student's academic assistant dean.
- If a student loses matriculation for non-enrollment, an application for readmission is required. Students accepted for readmission will be held to the degree requirements in place at the time of readmission.

President Galileo noted for the record that neither the chair of Undergraduate Studies nor of Graduate Studies Committees was present at the meeting, but verified that representatives from these committees were present. Fred Hofstetter, chair of Coordinating Committee, introduced the resolution. Senator

Dhurjati asked how they came up with the magic number of seven years. Senator Morgan suggested that rather than use the magic number of seven years, it would be good to see statistics on completion rates and come up with a number based on actual data. It was stated that a reworded version would be brought back to the Senate at the March meeting. It was decided to take no action on this resolution and no recommendation was made.

B. Unfinished Business: None

C. New Business: None

VII. 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.)

Geoffrey Heath, Student Government Association representative in the faculty senate introduced Jessica Borcky, President of the StUDent Government Association. Last year, the StUDent Government Association passed the following resolution in support of a tobacco-free campus policy: Jessica Borcky read out the resolution below:

SR-2012-06: Tobacco-Free Campus Policy

November 13th 2012

Whereas, the Centers for Disease Control and Prevention states that tobacco use, which includes secondhand smoke, is the leading preventable cause of death, disease, and disability in the U.S; and

Whereas, studies have shown that tobacco free campuses lead to reductions in tobacco use by students, faculty, and staff; and

Whereas, the University of Delaware, in accordance with the Path to Prominence, seeks to foster a safe and healthy environment for the University community; and

Whereas, over 750 colleges and universities have adopted comprehensive smoke or tobacco-free campus policies; and

Whereas, as the voice of the student body, the StUDent Government Association advocates for students who wish to have a fulfilling collegiate experience on a healthy and supportive campus; and

Whereas, 2,202 members of the University community were polled about the possibility of a smoke or tobacco-free campus and over 72% supported the initiative; therefore, be it

RESOLVED, that the StUDent Government Association supports a tobacco-free campus policy at the University of Delaware.

President Borcky stated this was studied by a group of individuals across campus last year. In April, the Board of Trustees Student Life and Athletics Committee voiced support for a tobacco-free campus policy. She stated over 1100 colleges and universities are either smoke- or tobacco-free. There currently is an Advisory Committee to implement the tobacco-free policy. She stated they viewed this as being a step in the right direction for the University, and looked forward to our support.

President Borcky stated she would like the Faculty Senate Executive Committee to consider a tobacco-free policy for UD. President Galileo applauded the two student government representatives for introducing this into the Faculty Senate.

Senator Morgan stated that he thought this would be a good subject for a Senate open hearing. He also stated that the Executive Committee should examine the Senate bylaws for the purpose of making more clear when Senate meetings should be held and for special cases, such as inclement weather.

Senator Morgan also stated that the Coordinating Committee should make a review and short report on the effect of shortening the number of days during winter session, which was provided for in the resolution that was passed several years ago.