

# UNIVERSITY FACULTY SENATE FORMS

## Academic Program Approval

This form is a routing document for the approval of new and revised academic programs. Proposing department should complete this form. For more information, call the Faculty Senate Office at 831-2921.

**Submitted by: Rebecca Sheppard** phone number **831-3625**

**Department: School of Public Policy and Administration**  
email address \_\_rjshep@udel.edu\_\_\_\_\_

**Date: October 1, 2012**

**Action: Revise major in Public Policy to include a 4+1 program**

**Effective term: 2013 Fall**

**Current degrees: B.A. in Public Policy and M.A. in Historic Preservation**

**Proposed change leads to the degree of: 4+1 B.A. in Public Policy and M.A. in Historic Preservation**

**Proposed name: 4+1 B.A. and M.A. in Historic Preservation Planning and Policy**

**Revising or Deleting:**

**Undergraduate major: B.A. in PUBLIC POLICY (revising to include a 4+1 option)**

**Undergraduate  
minor:** \_\_\_\_\_

(Example: African Studies, Business Administration, English, Leadership, etc.)

**Graduate Program Policy statement change: Adapting M.A. in Historic Preservation Policy Statement to reflect the 4+1 B.A. and M.A. in Historic Preservation Planning and Policy change**

(Must attach your Graduate Program Policy Statement)

**Graduate Program of  
Study:** \_\_\_\_\_

(Example: Animal Science: MS Animal Science: PHD Economics: MA Economics: PHD)

**Graduate minor /  
concentration:** \_\_\_\_\_

**Note: all graduate studies proposals must include an electronic copy of the Graduate Program Policy Document, highlighting the changes made to the original policy document.**

**List new courses required for the new or revised curriculum. How do they support the overall program objectives of the major/minor/concentrations)?**

(Be aware that approval of the curriculum is dependent upon these courses successfully passing through the Course Challenge list. If there are no new courses enter “None”)

**NONE**

**Explain, when appropriate, how this new/revised curriculum supports the 10 goals of undergraduate education: <http://www.ugs.udel.edu/gened/>**

The 4+1 program allows advanced undergraduate students to begin an M.A. in Historic Preservation while completing the requirements of the B.A. in Public Policy. Both degrees are offered by the School of Public Policy and Administration. There is no change in the current Public Policy major requirements other than the addition of a 4+1 program. Students in the 4+1 program will complete all requirements of the B.A. in Public Policy.

The 4+1 program, like the current curriculum, fully supports the 10 goals of undergraduate education. *Supplement A*, attached, provides a “curriculum map” with details that link courses and concentrations in the revised curriculum to specific goals of undergraduate education.

The Public Policy major provides students the opportunity to examine complex public issues and the policies developed to address them through a multiple set of disciplines such as Sociology, Education, Leadership, History, and Political Science (Goal 5). The B.A. in Public Policy integrates concepts across different disciplines equipping students with the tools required to examine and understand the purpose and impacts of public policies that address the social, economic, political and environmental conditions affecting communities in the U.S. and globally (Goal 10). Within a liberal arts context, the program focuses on building core skills and professional dispositions so students can effectively take on public policy roles of responsibility that contribute to communities and society at large (Goal 4). Under the guidance of an interdisciplinary faculty and through field-based learning activities, students develop the capacity to engage in policy analysis and policy formation. The degree is designed to develop students’ curiosity, confidence, and engagement through the direct interaction with challenging, real-world issues and those whose responsibility it is to address them. As a result, Public Policy majors learn how to effect change in the public, nonprofit and private sectors, specifically preparing them to be policy analysts, public officials, and community/ civic leaders (Goal 7).

## **Addition of the 4+1 B.A. in Public Policy and M.A. in Historic Preservation**

The Master of Arts in Historic Preservation builds upon an undergraduate degree and prepares students to combine the skills and theory to work in a variety of preservation planning and policy analysis positions. The students finishing the program will be able to apply knowledge in the discipline to solve sophisticated problems and to interpret technical issues (Goal 2). The program further provides students with the intellectual ability to understand, create, integrate and apply sophisticated discipline-specific knowledge to the public policy issues of the day (Goal 5 and 10).

### **Identify other units affected by the proposed changes:**

(Attach permission from the affected units. If no other unit is affected, enter "None")

**NONE**

### **Describe the rationale for the proposed program change(s):**

(Explain your reasons for creating, revising, or deleting the curriculum or program.)

The 4+1 program allows Public Policy majors to complete an M.A. in Historic Preservation while fulfilling all requirements of the B.A. in Public Policy. This program enables qualified students to take more rigorous courses for the completion of their Public Policy major and to complete the requirements of the M.A.H.P. in half the typical time.

By accelerating attainment of a master's degree which includes a capstone course, students will be provided with expanded opportunities for attaining effective written communication skills (Goal 1 of UD's general education goals), opportunities to think critically to solve problems (Goal 2), opportunities to work independently (Goal 3), and opportunities to gain research experience with faculty scholars. The 4+1 B.A. and M.A. in Historic Preservation Planning and Policy may result in expanded opportunities for career growth for students who wish to work in government and nonprofits.

Because of the "hands on" aspect of the M.A.H.P. degree, the 4+1 program also allows students to establish professional connections and experience early in their careers. Students in the 4+1 program who later wish to pursue a Ph.D. will have gained a background in research skills and subject matter content.

Furthermore, the School offers a sufficient number of approved undergraduate and graduate courses to support the 4+1 program (cross listed at the 400 and 600 level). The courses available for will be listed at the School's website with an active web link from the catalog. [The plan of study](#) provides a list of the courses fulfilling graduate credit.

Additional benefits to students include:

Earn admission to the graduate program in the junior year;  
Take advanced courses as part of their Public Policy major;  
Save one year of graduate tuition;  
Interact and work with future graduate peers;  
Complete M.A.H.P. degree with 24 additional credits after four years of undergraduate study.

**Program Requirements:**

(Show the new or revised curriculum as it should appear in the Course Catalog. If this is a revision, be sure to indicate the changes being made to the current curriculum and **include a side-by-side comparison** of the credit distribution before and after the proposed change.)

**Overview**

1. Public Policy majors may apply to the 4+1 accelerated, combined program after completing 60 credit hours, including UAPP 110, 225, and 325. A full application must be completed and reviewed by the admissions committee for the MA in Historic Preservation.
2. Students admitted to the 4+1 accelerated, combined program will complete all requirements for the B.A. in Public Policy.
3. Admitted students will enroll in the 600 and 700 level sections of 400 level courses that already are part of the 15-credit concentrations in the Public Policy major.
4. The 600 and 700 level sections in which admitted students will enroll are the same sections required for first-year students in the M.A. in Historic Preservation.
5. By completing work in these advanced sections with grades of B- or better, students admitted to the program will be able to complete the requirements for both the B.A. in Public Policy and M.A. in Historic Preservation in five years.

**Proposed Program Requirements:**

The Bachelor of Arts degree in Public Policy requires 124 credits. An additional 39 credits are required for the Master of Arts in Historic Preservation degree. However the combined 4+1 B.A. and M.A. degree program requires a total of 148 credits. In the freshmen and sophomore years and first semester of the junior year, students follow the Public Policy curriculum as outlined in the undergraduate catalog. Students apply to the 4+1 program in the fall of the junior year (after completing 60 credits) and admitted students begin the accelerated, combined program in the spring of their junior year.

Students admitted to the 4+1 accelerated, combined program will complete all requirements for the B.A. in Public Policy, but take advanced sections of the courses need to complete the requirements for the major. Admitted students will enroll in the 600 and 700 level sections of 400 level courses that already are part of the concentrations in the Public Policy major. During the second semester of the junior year and throughout the senior year, students must enroll in a minimum of 15 credits of 600 and 700 level sections; these are the same sections required for first-year students in the M.A. in Historic Preservation.

These courses will prepare students for research in a specialized area in the fifth year of study. After senior year, students will immediately begin taking the remaining graduate credits over a 1-year period. The plan of study provides a list of these courses.

By completing work in these advanced sections with grades of B- or better, students admitted to the program will be able to complete the requirements for both the B.A. in Public Policy and M.A. in Historic Preservation in five years.

**Anticipated Admission/Applications:**

Students apply to the 4+1 program in the fall of the junior year (after completing 60 credits).

SPPA anticipates 3-4 students joining the 4+1 program in the three years immediately following establishment. The B.A. in Public Policy program currently consists of 50 student majors. It is anticipated that the major will grow to 100 students. Eventually as the major grows, the number of students admitted to the 4+1 program may increase to 5 per year.

**Typical Plan of Study**

(Although students may follow a typical plan of study, substitutions may be made by the Director of the M.A. in Historic Preservation). The 400 levels sections of the dual-listed courses for the junior and senior year are noted in parentheses; all dual listed courses are listed in the plan of study.

**Spring of Junior Year**

UAPP 706 Planning Sustainable Communities and Regions (UAPP 406) or UAPP 618  
Traditional Architectural Materials (UAPP 418) 3

**Fall of Senior Year**

UAPP 629 Theory and Practice of Historic Preservation Planning (UAPP 429) 3  
UAPP 630 Methods in Historic Preservation (UAPP 430) 3  
UAPP 631 Documenting Historic Structures (UAPP 431) 2  
UAPP 720 Introduction to Architectural Photography (UAPP 420) 1

**Spring of Senior Year**

UAPP 654 Vernacular Architecture 3  
UAPP 618 Traditional Architectural Materials (UAPP 418—3 credits) or UAPP 627  
World Heritage Issues (UAPP 428—1 credit) 1-3

**Fall Semester of Graduate Program Year**

UAPP 700 Historic Preservation Studio 3  
UAPP 652 GIS in Public Policy 1  
Electives 6-8

**Spring Semester of Graduate Program Year**

|   |     |
|---|-----|
| UAPP 706 Planning Sustainable Communities and Regions or UAPP 618 Traditional Architectural Materials | 3   |
| Electives   | 4-6 |
| UAPP 700 Historic Preservation Studio   | 3   |
| UAPP 644 Grantsmanship and Proposal Writing   | 1   |

The total credits for the 4+1 B.A. and M.A. in Historic Preservation Planning and Policy are 148. Both degrees are awarded simultaneously at the end of the fifth year of study. The program director has the discretion to accept other courses.

**Supplement B:** Current Catalog Copy: Shows old B.A. curriculum as it appears in the online catalog.

**Supplement C:** Current Catalog Copy: Shows old M.A. curriculum as it appears in the online catalog.

Below is a side by side comparison of the credit distribution before and after the proposed revision.

| <b>CURRENT B.A. in PUBLIC POLICY</b>                       | <b>124</b>     | <b>4+1 CURRICULUM</b>                                      | <b>148</b>     |
|--|----------------|--|----------------|
| <b>University Requirements</b>                             | <b>Credits</b> | <b>University Requirements</b>                             | <b>Credits</b> |
| ENGL 110 Critical Reading & Writing                        | 3              | ENGL 110 Critical Reading & Writing                        | 3              |
| First Year Experience                                      | 0-4            | First Year Experience                                      | 0-4            |
| Discovery Learning Experience (UAPP300)                    | 3              | Discovery Learning Experience (UAPP300)                    | 3              |
| Multicultural Course                                       | 3              | Multicultural Course                                       | 3              |
|  |                |  |                |
| <b>University Breadth Requirements</b>                     | <b>12</b>      | <b>University Breadth Requirements</b>                     | <b>12</b>      |
|  |                |  |                |
| <b>College of Arts &amp; Sciences Skills Requirements</b>  |                | <b>College of Arts &amp; Sciences Skills Requirements</b>  |                |
| Second Writing Requirement                                 | 3              | Second Writing Requirement                                 | 3              |
| Mathematics Requirement                                    | 3              | Mathematics Requirement                                    | 3              |
| • MATH 114, 115 or   |                | • MATH 114, 115 or   |                |
| • MATH 221, 241 or higher                                  |                | • MATH 221, 241 or higher                                  |                |
| • Proficiency Test   |                | • Proficiency Test   |                |
|  |                |  |                |
| Foreign Language (Intermediate Level)                      | 0-12           | Foreign Language (Intermediate Level)                      | 0-12           |
|  |                |  |                |
| <b>College of Arts &amp; Sciences Breadth Requirements</b> |                | <b>College of Arts &amp; Sciences Breadth Requirements</b> |                |
| <b>Group A Creative Arts and Humanities</b>                | <b>9</b>       | <b>Group A Creative Arts and Humanities</b>                | <b>9</b>       |
| <b>Group B History and Cultural Change</b>                 | <b>9</b>       | <b>Group B History and Cultural Change</b>                 | <b>9</b>       |
| <b>Group C Social and Behavioral Sciences</b>              | <b>9</b>       | <b>Group C Social and Behavioral Sciences</b>              | <b>9</b>       |
| • ECON 151   |                | • ECON 151   |                |
| • ECON 152   |                | • ECON 152   |                |

|  |           |   |            |
|--|-----------|---|------------|
| <b>Group D Mathematics, Natural Sciences and Technology</b>  | 10        | <b>Group D Mathematics, Natural Sciences and Technology</b>   | 10         |
| <b>Major</b>   | <b>30</b> | <b>Major</b>  | <b>30</b>  |
| UAPP 110 Changing the World: Role of PP  | 3         | UAPP 110 Changing the World: Role of PP   | 3          |
|  |           |   |            |
| UAPP 225 Crafting Public Policy  | 3         | UAPP 225 Crafting Public Policy   | 3          |
| UAPP 300 Public Policy Field Experience  | 3         | UAPP 300 Public Policy Field Experience   | 3          |
| UAPP 325 Public Policy Analysis  | 3         | UAPP 325 Public Policy Analysis   | 3          |
| UAPP 440 Contemporary Policy Issues  | 3         | UAPP 440 Contemporary Policy Issues   | 3          |
| <b>15 Credits in one of the following areas. Courses in the public policy concentrations are listed online at: <a href="http://www.sppa.udel.edu/policyconcentrations">http://www.sppa.udel.edu/policyconcentrations</a></b> | 15        | <b>15 Credits in the urban policy, planning, and historic preservation concentration. Students in the 4+1 program must enroll in these courses at the 600/700 level. A typical program includes: UAPP 629, 630, 631, 720, 618 or 706, and 654 in lieu of the 400 level sections of these same courses. Courses in the urban policy, planning, and historic preservation concentration are listed online at: <a href="http://www.sppa.udel.edu/policyconcentrations">http://www.sppa.udel.edu/policyconcentrations</a></b> | 15         |
|  |           | <b>Remaining MA Courses</b>   |            |
|  |           | UAPP 706 Planning Sustainable Communities and Regions (3)   | <b>3</b>   |
|  |           | UAPP 644 Grantsmanship and Proposal Writing (1)   | 1          |
|  |           | UAPP 627 World Heritage Sites (1)   | 1          |
|  |           | UAPP 652 GIS in Public Policy (1)   | 1          |
|  |           | UAPP 700 Historic Preservation Studio (6)   | 6          |
|  |           | Courses in Area of Focus  | 12         |
|  |           | <b>Total 4+1 Credits</b>  | <b>148</b> |

**Supplement A: Curriculum Map of Revised Public Policy Major with UD  
General Education Goals and UAPP Learning Outcomes: February 23, 2011**

| <b>UAPP Courses</b>                                      | <b>UD Goal #1</b> | <b>UD Goal #2</b> | <b>UD Goal #3</b> | <b>UD Goal #4</b> | <b>UD Goal #5</b> | <b>UD Goal #6</b> | <b>UD Goal #7</b> | <b>UD Goal #8</b> | <b>UD Goal #9</b> | <b>UD Goal #10</b> |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| <b>UAPP110</b>   |                   | X                 |                   | X                 | X                 |                   |                   | X                 |                   |                    |
| <b>UAPP225</b>   |                   | X                 |                   | X                 | X                 | X                 |                   | X                 |                   |                    |
| <b>UAPP300</b>   | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                  |
| <b>UAPP325</b>   |                   | X                 |                   | X                 | X                 | X                 |                   |                   | X                 |                    |
| <b>UAPP364</b>   | X                 | X                 | X                 |                   |                   |                   |                   |                   |                   |                    |
| <b>UAPP440</b>   | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                  |
| <b>Areas of Focus</b>                                    |                   |                   |                   |                   |                   |                   |                   |                   |                   |                    |
| <b>Policy Studies</b>                                    | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                  |
| <b>Policy Analysis</b>                                   | X                 | X                 | X                 | X                 | X                 | X                 | X                 | X                 |                   |                    |
| <b>Public and Nonprofit Administration</b>               | X                 | X                 | X                 | X                 | X                 | X                 |                   | X                 |                   |                    |
| <b>Urban Policy, Planning, and Historic Preservation</b> | X                 | X                 | X                 |                   | X                 | X                 | X                 | X                 | X                 | X                  |



### Goals of Undergraduate Education at the University of Delaware

1. Attain effective skills in oral and written communication, quantitative reasoning, and the use of information technology
2. Learn to think critically to solve problems
3. Be able to work and learn both independently and collaboratively
4. Engage questions of ethics and recognize responsibilities to self, community, and society at large
5. Understand the diverse ways of thinking that underlie the search for knowledge in the arts, humanities, sciences, and social sciences
6. Develop the intellectual curiosity, confidence, and engagement that will lead to lifelong learning
7. Develop the ability to integrate academic knowledge with experiences that extend the boundaries of the classroom
8. Expand understanding and appreciation of human creativity and diverse forms of aesthetic and intellectual expression
9. Understand the foundations of United States society including significance of its cultural diversity
10. Develop an international perspective in order to live and work effectively in an increasingly global society

**Supplement B: Public Policy BA Current Catalog Description with the proposed addition for the new Catalog Description in Bold Italics.**

**DEGREE: BACHELOR OF ARTS  
MAJOR: PUBLIC POLICY**

The School of Public Policy and Administration (SPPA) within the College of Arts and Sciences offers the Bachelor of Arts degree in Public Policy that provides students the opportunity to examine complex public issues and the policies developed to address them through a multiple set of disciplines such as Sociology, Education, Leadership, History, and Political Science. The Public Policy degree integrates concepts across different disciplines equipping students with the tools required to examine and understand the purpose and impacts of public policies that address the social, economic, political and environmental conditions affecting communities in the U.S. and globally. Within a liberal arts context, the program focuses on building core skills and professional dispositions so students can effectively take on public policy roles of responsibility that contribute to communities and society at large. In addition, students can pursue their individual interests through a minor that fosters a depth of understanding within a specific content area and through directed electives that provide more exploratory opportunities.

Under the guidance of an interdisciplinary faculty and through field-based learning activities, students will develop the capacity to engage in policy analysis and policy formation. The degree is designed to develop students' curiosity, confidence, and engagement through the direct interaction with challenging, real-world issues and with those whose responsibility it is to address them.

As a result, Public Policy majors will learn how to effect change in the public, nonprofit and private sectors, specifically preparing them to be entry-level policy analysts, public officials, and community/ civic leaders. Majors will also be prepared for graduate work in law, public administration, environmental studies, public policy, and health care administration as well as being able to pursue Masters and Ph.D. degrees in the School of Public Policy and Administration.

In the fall of the junior year, Public Policy majors may apply to the accelerated, combined 4+1 program that enables completion of a B.A. in Public Policy and an M.A. in Urban Affairs and Public Policy in five years. Application and program requirements are available at the website of the School of Public Policy and Administration:

<http://www.sppa.udel.edu>

***In the fall of the junior year, Public Policy majors may apply to the accelerated, combined 4+1 program that enables completion of a B.A. in Public Policy and an M.A. in Historic Preservation in five years. Application and program requirements are available at the website of the School of Public Policy and Administration:***

***<http://www.sppa.udel.edu>***

The BA in Public Policy is awarded to those students who follow a broad course of study and is designed to provide a liberal education. For this degree, students must complete a minimum of 124 credits composed of requirements for general education, college skills and breadth requirements, required courses in a major and elective courses. A grade of C- is required in all major courses. No more than 45 credits with the same departmental prefix (including cross-listed courses) may be counted toward the total required for the degree.

Students who wish to change from another major in the University are encouraged to contact the Undergraduate Office in the School of Public Policy and Administration for more information.

|                 |         |
|-----------------|---------|
| CORE CURRICULUM | CREDITS |
|-----------------|---------|

[University and College requirements.](#)

|                           |           |
|---------------------------|-----------|
| <b>Major Core Courses</b> | <b>30</b> |
|---------------------------|-----------|

|                          |   |   |
|--------------------------|---|---|
| <a href="#">UAPP 110</a> | Changing the World: The Role of Public Policy | 3 |
| <a href="#">UAPP 225</a> | Crafting Public Policy                        | 3 |
| <a href="#">UAPP 325</a> | Public Policy Analysis                        | 3 |
| <a href="#">UAPP 300</a> | Public Policy Field Experience                | 3 |
| <a href="#">UAPP 440</a> | Contemporary Policy Issues                    | 3 |

**Policy Concentration**

Students must complete 15 credits of coursework in one of the following concentrations.

|   |     |
|---|-----|
| Policy Studies                                    |     |
| Policy Analysis                                   | 124 |
| Public and Nonprofit Administration               |     |
| Urban Policy, Planning, and Historic Preservation |     |

Courses in the public policy concentrations are listed online at <http://www.sppa.udel.edu/policyconcentrations>

Total Required Credits for the Major

**Supplement C: Current Catalog Description for M.A. in Historic Preservation, showing changes currently being recommended.**

The M.A. in Historic Preservation program will emphasize the theory and practice of historic preservation and development of the technical skills to carry out a professional career in the field. The 39-credit-hour program prepares professionals for the successful practice of historic preservation in public, private, and non-profit venues and can be pursued full or part time. Students may choose one of the initial pre-defined areas of emphasis including (but not limited to): planning, museum studies, material culture, documentation and analysis, non-profit leadership, vernacular architecture and landscapes, geographic information systems, and design. The program is designed to meet the needs of both traditional graduate students and working professionals, with graduates having the skills and knowledge to work with a wide variety of populations and in diverse settings.

**Requirements for the MA Degree (39 credits)**

**Core Courses**

|                          |  |   |
|--------------------------|--|---|
| <a href="#">UAPP 629</a> | Theory & Practice of Historical Preservation<br>Planning | 3 |
| <a href="#">UAPP 630</a> | Methods in Historic Preservation                         | 3 |
| <a href="#">UAPP 631</a> | Documentation of Historic Structures                     | 2 |
| <a href="#">UAPP 652</a> | GIS in Public Policy                                     | 1 |
| <a href="#">UAPP 720</a> | Introduction to Architectural Photography                | 1 |
| <a href="#">UAPP 644</a> | Grantsmanship and Proposal Writing                       | 1 |
| UAPP 654                 | Vernacular Architecture                                  | 3 |
| UAPP 706                 | Planning Sustainable Communities and Regions             | 3 |
| UAPP 618                 | Traditional Architectural Materials                      | 3 |
| UAPP 627                 | World Heritage Sites                                     | 1 |

***Electives*** **12**

**Non-thesis Option**

|                          |  |   |
|--------------------------|--|---|
| <a href="#">UAPP 700</a> | <i>Historic Preservation Capstone Studio</i> | 6 |
|--------------------------|--|---|

**ROUTING AND AUTHORIZATION:** (Please do not remove supporting documentation.)

Department Chairperson \_\_\_\_\_ Date \_\_\_\_\_

Dean of College \_\_\_\_\_ Date \_\_\_\_\_

Chairperson, College Curriculum Committee \_\_\_\_\_ Date \_\_\_\_\_

Chairperson, Senate Com. on UG or GR Studies \_\_\_\_\_ Date \_\_\_\_\_

Chairperson, Senate Coordinating Com. \_\_\_\_\_ Date \_\_\_\_\_

Secretary, Faculty Senate \_\_\_\_\_ Date \_\_\_\_\_

Date of Senate Resolution \_\_\_\_\_ Date to be Effective \_\_\_\_\_

Registrar \_\_\_\_\_ Program Code \_\_\_\_\_ Date \_\_\_\_\_

Vice Provost for Academic Affairs & International Programs \_\_\_\_\_ Date \_\_\_\_\_

Provost \_\_\_\_\_ Date \_\_\_\_\_

Board of Trustee Notification \_\_\_\_\_ Date \_\_\_\_\_

Revised 02/09/2009 /khs

**GRADUATE PROGRAM POLICY STATEMENT FOR THE  
MASTER OF ARTS IN HISTORIC PRESERVATION  
SCHOOL OF PUBLIC POLICY & ADMINISTRATION  
10/1/2012**

**Section 1 - Program Administration**

The School of Public Policy & Administration offers the Master of Arts in Historic Preservation, authorized as a permanent degree by the Board of Trustees in April 2010.

The M.A.H.P. program is administered by the School of Public Policy and Administration director operating under guidance specified in the by-laws of the School. The School Director appoints a program director for the M.A.H.P. program, responsible for day-to-day oversight of the program.

**Section 2 - Degree Requirements**

2.1 REQUIREMENTS OF THE 4+1 B.A. AND M.A. DEGREE IN HISTORIC PRESERVATION. The 4+1 program (B.A. in Public Policy and M.A. in Historic Preservation) is based on the premise that planning and policy analysis are integral, intellectually and practically, to the interdisciplinary field and profession of historic preservation. The degree program educates individuals in disciplinary and practicing foundations of both policy analysis and planning, and historic preservation. It seeks to graduate individuals who combine the skills and theory to work in a variety of positions within the field of historic preservation planning and policy. The degree can also prepare individuals for further graduate work at the doctoral level.

2.1.1 COURSE WORK. All students are required to attain a grade of B- or better in all graduate level courses (600 level or above) counted towards the B.A. and M.A. in Historic Preservation degree. In accordance with University policy, students must also maintain a minimum cumulative grade point average of 3.0.

2.4.1 CREDITS. Students must complete 39 credit hours of graduate work coursework at the 600-800 level. All students are required to attain a grade of B- or better in all courses counted towards the Master of Arts in Historic Preservation degree. In accordance with University policy, students must also maintain a minimum cumulative grade point average of 3.0. *The 39 credits of coursework must include 27 credits of required courses, and 12 credits of advisor-approved coursework.*

2.4.2 REQUIRED COURSES. Students take the following eleven courses for a total of twenty-seven credits:

- UAPP 618 Traditional Architectural Materials (3)
- UAPP 627 World Heritage Sites (1)

- UAPP 629 Theory and Practice of Historic Preservation (3)
- UAPP 630 Methods in Historic Preservation (3)
- UAPP 631 Documenting Historic Structures (2)
- UAPP 644 Grantsmanship and Proposal Writing (1)
- UAPP 652 GIS in Public Policy (1)
- UAPP 654 Vernacular Architecture (3)
- UAPP 700 *Historic Preservation Capstone Studio* (6)
- UAPP 706 Planning Sustainable Communities & Regions (3)
- UAPP 720 Introduction to Architectural Photography (1)

2.4.3 ELECTIVE COURSES. Students must take an additional 12 credits of electives, drawn from the following list. Additional courses may be taken with the approval of the student's advisor.

- UAPP 601, 602, 603 Planning Methods (3)
- UAPP 613 Planning Theory and Urban Policy (3)
- UAPP 606 Local Economic Development: Policy and Practice (3)
- UAPP 643 Historic Roadside Architecture (3)
- MSST/EAMC 606 Issues in American Material Culture (3)
- MSST/HIST 663 Historical Archaeology and the Public (3)
- MSST 609 Introduction to Material Culture Studies (3)
- MSST/HIST 608 Public History: Resources, Research and Practice (3)
- EAMC 604 American Interiors, 1800-1900 (3)
- EAMC 607 English Design History, 1530-1930 (3)
- EAMC 608 Decorative Arts and Design, 1860 to the present (3)
- MSST 805 Historic Properties (3)
- ARTH 602 Theories and Methodologies in Architectural History (3)
- ARTH 630/HIST 605 History of Theories in Material Culture (3)
- HIST 661 American Vernacular Landscapes (3)
- HIST/GEOG/UAPP 636 Research Topics in Historic Preservation (3)
- UAPP 866 Special Problem
- UAPP 868 Research
- UAPP 870 Directed Readings

- 2.4.4 *CAPSTONE EXPERIENCE. Each student must complete a 6-credit capstone course in the Fall and Spring semesters of their last year in the program (UAPP 700 Historic Preservation Capstone Studio). This is intended to demonstrate the student's capacity for using a variety of skills and methods in historic preservation to carry out the analysis and evaluation of historic resources, leading to the development of a portfolio of required elements, along with one element that is more individualized to the student's particular area of interest.*
- 2.4.5 **WAIVERS OF REQUIRED COURSES.** Courses required in the M.A.H.P. may be waived if comparable courses or the requisite skills are, or will be, acquired elsewhere under an approved plan of study. To waive a required course, a student must have a petition to waive approved and signed by her or his advisor and a person currently responsible for teaching a course. A record of the signed waiver shall be sent to the program director and included in the student's file. Students must petition to substitute one course for each one that is waived. Waivers cannot be used to reduce the total number of credit hours (39) required for the completion of the M.A. degree. The petition must be approved by the student's advisor and a record of the substitution sent to the program director to be included in the student's file.

### **Section 3 - Graduate Faculty**

All faculty of the School of Public Policy & Administration are employed to teach 600-800 level courses and seminars and to advise students in the graduate program. The assignment of faculty to teach particular courses and seminars is made by the *School* director, based on an assessment of faculty interests and background, course demands of the various degrees offered by the School, and the overall workload of the faculty.

### **Section 4 - Admissions Policy and Procedures**

The purpose of the admissions criteria is to identify those applicants who can benefit from, and make a distinct contribution to the School of Public Policy and Administration and the Master of Arts in Historic Preservation program. Applicants are sought who show promise of constructive involvement with faculty, staff, and other students in instruction, research, and public service. Consideration is also given to the student's potential for successful completion of his or her graduate program.

Given its mission, the School seeks students with a mix of interests, backgrounds, and areas of competence and among whose goals is to do research in urban affairs and public policy. To meet its academic and research goals as well as to be responsive to the multicultural backgrounds of prospective students, the School of Public Policy & Administration employs a wide spectrum of criteria in assessing a prospective student's motivation, interest, and ability to perform successfully. No one criterion is the sole basis of an admissions decision. (Approved by Academic Council 7/30/86)



#### 4.1 M.A. IN HISTORIC PRESERVATION ADMISSIONS POLICY STATEMENT.

*The admissions criteria identify those applicants who are likely to be successful preservation professionals. Specifically, the program seeks to attract applicants who have 1) a demonstrated commitment to the preservation of historic resources, and 2) an academic and/or professional background that indicates the ability to successfully complete the program. Acceptance into the program is based on a composite of the applicant's scholastic record, standardized test scores, letters of reference, and personal statement. Relevant work experience may also be taken into consideration. Admission is selective and competitive based on the number of well-qualified applicants and the limits of available faculty and facilities. Those who meet standard minimum academic requirements are not guaranteed admission, nor are those who fail to meet these requirements necessarily precluded from admission if they offer other appropriate strengths. Applicants for the Master of Arts in Historic Preservation will apply to the Office of Graduate Studies.*

1. *The 4+1 program is only available to students who are enrolled at the University of Delaware B.A. in Public Policy program.*
2. *Students must submit applications by April 15 of their junior year.*
3. *Student must have completed 60 credits prior to applying to the program.*
4. *Applicants must submit a written statement of the reasons for their interest in historic preservation, their motivation to pursue a graduate degree, and their professional goals and objectives.*
5. *Applicants should have an overall undergraduate Grade Point Average (GPA) of 3.3 or higher (on a scale of 4.0 = A).*
6. *Applicants should have a GPA of 3.2 or higher in their undergraduate major.*
7. *Applicants must take the GRE by December of their junior year and a score in the sixty-fifth percentile or higher is preferred on both the verbal and quantitative sections and a score of 4.0 or above on the analytical section. The Director of the M.A. program may waive the GRE for students with a GPA of 3.5 and above.*
8. *If English is not an applicant's first language, applicants from abroad must demonstrate a satisfactory command of English. The TOEFL (Test of English as a Foreign Language) is required of all foreign applicants. A minimum score of 105 or better is required for consideration for admission.*
9. *Applicants must submit three letters of recommendation. One letter of recommendation must be from the Director of the Public Policy B.A. undergraduate program. One letter must be from a faculty member from a public policy class in which the student has been enrolled. Students are required to submit a formal transcript and a statement of interests and objectives. Students are required to pass a formal interview with the MAHP program director.*
10. *Admission to the graduate program is competitive. Those who meet stated requirements*

*are not guaranteed admission.*

- 4.3 *HISTORIC PRESERVATION ADMISSIONS COMMITTEE.* Applications for the M.A. program in historic preservation are assessed by an historic preservation program admissions committee. The committee includes the Director of the Historic Preservation program and two other faculty members appointed by the director of the School of Public Policy and Administration. Recommendations concerning admissions are transmitted to the Office of Graduate Studies by the chair of the admissions committee.
- 4.4 *ESTIMATES ON PROGRAM ADMISSIONS.* For the M.A. program in historic preservation, we estimate 8 - 10 admissions each year.

## **Section 5 - Advisement, Evaluation, and Examinations**

- 5.1 **ADVISEMENT, EVALUATION, AND EXAMINATIONS OF STUDENTS IN THE M.A. PROGRAM IN HISTORIC PRESERVATION.** During the B.A. in Public Policy undergraduate portion of the program, students will be advised by the director of the Public Policy program. After admission to the 4+1 program, students will be appointed an M.A. advisor who is responsible to ensure that students follow an appropriate plan of study. One or more members of the faculty share the advising of all incoming students into the graduate portion of the 4+1 program and monitor the progress and performance of students during the first semester of full-time study. Upon the selection and approval of an area of specialization the supervisor of that area of specialization becomes the student's permanent advisor, responsible on a regular basis for monitoring student progress and performance until the completion of all degree requirements. Once students identify and select an advisor in their area of focus, that advisor will become the student's sole advisor.
- 5.2 Once a student is admitted to the 4+1 program, the director and the faculty review the grades of all students at the end of each semester. All students in the 4+1 program are expected to maintain a 3.0 cumulative index on a 4.0 scale to remain in good standing in the program. In cases of substandard performance, actions are initiated in accord with general University guidelines regarding warning, probation, and termination. A decision to recommend to the Office of Graduate Studies to terminate a student requires the review and confirmation of a majority of the Historic Preservation Program faculty. In addition to these procedures, at the end of each academic year the program faculty convenes to review the progress and performance of students in the program and to take appropriate action in cases of substandard performance.
- 5.3. **LEARNING OBJECTIVES AND ASSESSMENT.** The learning objectives for the MA in Historic Preservation are that successful graduates will:
1. Be prepared to practice historic preservation in public, private, or non-profit sectors

2. Have an understanding of the material world from the smallest scale objects to the larger scale of the built environment and landscapes
3. Be able to create interdisciplinary analytical frameworks to interpret material culture
4. Have knowledge of preservation policy, practices, and planning processes
5. Demonstrate the ability to document and analyze historic properties
6. Understand preservation in the local, regional, and global context
7. Have the ability to interact with the public as advocates, interpreters, and educators
8. Have acquired a suite of technical and professional competencies useful for entering the professional preservation workforce

Table G-1 shows how these objectives map onto the curriculum.

**Table G-1. Curriculum-Objectives-Assessment Matrix**

| Objective  | Course Requirements   | Method of Assessment |
|--|---|----------------------|
| Practice historic preservation                             | UAPP 629, UAPP 630, UAPP 700  |                      |
| Understand material world                                  | UAPP 629, UAPP 631, HIST 661, UAPP 654, all EAMC and MSST electives |                      |
| Interpret material culture                                 | All EAMC and MSST electives, UAPP 654                               |                      |
| Knowledge of preservation policy, practice, processes      | UAPP 629, UAPP 630  |                      |
| Document and analyze historic properties                   | UAPP 631, UAPP 720, UAPP 654, UAPP 618                              |                      |
| Understand preservation in local, regional, global context | UAPP 629, UAPP 627, EAMC 607  |                      |
| Interact with the public                                   | UAPP 629, UAPP 630  |                      |
| Technical and professional competencies                    | UAPP 630, UAPP 631, UAPP 623, UAPP 720, UAPP 700                    |                      |

Assessment Key: P=Paper; O=Oral Presentation; H=Homework; G=Group work; FE=Field Experience; D=Discussion. All objectives require attendance and class participation.

## **Section 6 – Internships and Capstone Experience**

6.1 *INTERNSHIP POLICY FOR THE M.A. IN HISTORIC PRESERVATION PROGRAM. An internship is not required for the M.A. degree. However, students are encouraged to undertake an internship during the summer between their first and second year.*

6.2 *CAPSTONE EXPERIENCE FOR THE M.A. IN HISTORIC PRESERVATION PROGRAM. The capstone requirement for the degree will be a 6-credit studio course taken over the Fall and Spring semesters of the student's final year, UAPP 700 Historic Preservation Studio. This course will be team-taught by some combination of the Historic Preservation faculty. It will involve students in solving a real-world preservation problem, working in*

*teams and drawing on the skills and methodologies they have learned in the program. Successful completion of the course will require a public presentation of the project and a substantial piece of research that can serve as part of the student's professional portfolio. The capstone course will begin in August with a two-week field experience to collect data. Over the Fall semester, students will prepare a set group of required portfolio elements (including, but not limited to, architectural field notes and measured drawings, photographs, cultural resource survey forms, architectural description, and statement of significance). During the Spring semester, each student will prepare a more individualized portfolio piece based on their particular area of interest.*

## **Section 7 - Nominations of Graduate Students for Financial Aid**

Nominations for new students are initiated for the M.A. program by the admissions committee and transmitted to the School director.

## **Section 8 - Courses**

Policies on course offerings and course evaluation procedures are contained in this section. Additional course work is available through the other departments of the College of Arts and Sciences, the College of Business and Economics, and the College of Marine Studies.

## Checklist for Curriculum Proposals

Yes. 1. Are all **signatures on the hard copy of the proposal**?

Yes. 2. Is the **effective date** correct?

Yes. 3. Is the **rationale** for the proposal consistent with the changes proposed?

Yes. 4. Does the proposed **number of credits** match the stated number?

N/A. 5. Have affected units been identified and contacted? Are required **support letters** attached?

No. 6. Is a resolution necessary? If so, is it attached?

(Necessary for: establishing a major; disestablishing a major; a name change to any program with permanent status; a name change to a department or college; a transfer or creation of any department; request for permanent status).

Yes. 7. Are all **courses (required or referenced)** in the UDSIS Inventory or in the approval process?

Yes. 8. Are all **university requirements** correctly specified?

\_\_\_ . A. Breadth requirements.

\_\_\_ . B. Multicultural requirement.

\_\_\_ . C. Writing requirement.

\_\_\_ . D. DLE requirement.

Yes. 9. Are all **college requirements** correctly specified?

Yes. 9. Is a side-by-side comparison provided?