

UNIVERSITY FACULTY SENATE

SUMMARY OF AGENDA

OCTOBER 2, 1995

**NOTICE:** The October University Faculty Senate meeting will be held in conjunction with the President's Semi-Annual General Faculty meeting. The Semi-Annual meeting will begin at 3:30 p.m. and the Faculty Senate meeting will follow immediately. Senators should pick up their voting cards from Rachel Gray in the main hall outside of Room 110.

**I. ADOPTION OF THE AGENDA**

**II. APPROVAL OF THE MINUTES:** September 11, 1995

**III. REMARKS BY UNIVERSITY PROVOST SCHIAVELLI**

**IV. ANNOUNCEMENTS:**

1. Remarks by Professor John Burmeister  
"Certification of Athletic Programs"
2. Senate President Hall

**V. OLD BUSINESS - None**

**VI. NEW BUSINESS**

- A. Recommendation on revision of procedures for probation and dismissal as stated in the Graduate Catalog
- B. Recommendation regarding the relinquishment of a portion of University land for the construction of a new train station
- C. Introduction of new business





# University of Delaware

UNIVERSITY FACULTY SENATE  
303 HULLIHEN HALL  
NEWARK, DELAWARE 19716

(302) 451-2921

September 21, 1995

TO: All Faculty Members

FROM: Michael Keefe, Vice President  
University Faculty Senate

SUBJECT: Regular Faculty Senate Meeting, October 2, 1995

In accordance with Section IV, paragraph 6 of the Constitution, the regular meeting of the University Faculty Senate will be held on Monday, October 2, 1995 at 4:00 p.m. in room 110 Memorial Hall. The agenda will be as follows:

## AGENDA

- I. Adoption of the Agenda.
- II. Approval of the minutes of the Senate meeting of September 11, 1995.
- III. Remarks by University Provost Schiavelli.
- IV. Announcements:
  1. Remarks by Professor John Burmeister  
"Certification of Athletic Programs"
  2. Senate President Hall
- V. Old Business - None
- VI. New Business
  - A. Recommendation from the Committee on Graduate Studies (K. Koford, Chairperson) for revision to the Graduate Catalog.

WHEREAS, the policies for academic probation and termination and separation from graduate study require updating, clarification, and revision, and

WHEREAS, procedures for dismissal require clear specification of the rules faced by students and administrators, and

WHEREAS, rules for probation and dismissal should not treat students on assistantship differently from other students, while students who have GPAs below 3.0 throughout their academic career should face termination before completion of their coursework, and

WHEREAS, at the request of the previous Associate Provost for Graduate Studies, Carol Hoffecker, the Graduate Studies Committee of the Faculty Senate considered numerous alternatives and found clearly that the existing policies required change, be it therefore

RESOLVED, that the Faculty Senate approves the following rules for probation, dismissal, and separation from the University, to replace the current rules for "Review of the Graduate Grade Point Average," "Academic Probation Policy," and "Termination of Enrollment" in the Graduate Catalog, page 30, with the following:

[The present policy as it appears in the Graduate Catalog is at Attachment 1. The policies updating the Graduate Studies Policies and Procedures are at Attachment 2.]

#### **Academic Deficiency, Probation and Dismissal Policy.**

The cumulative G.P.A. after every 9-hour increment determines academic standing. A student's academic status is determined by cumulate G.P.A. according to the following chart:

<b>If a student is on:</b>	<b>And gets an index of:</b>	<b>The status will become:</b>
Any status (or clear)	3.0 or above	Clear
Clear	2.99-2.5	Warning
Clear	2.49-2.0	Probation
Probation	Below 3.0	Termination
Warning	Below 3.0	Probation
Any status (or clear)	Below 2.0	Termination

#### **Graduation and Separation from Graduate Studies.**

##### **A: GRADUATION**

The Office of Graduate Studies notifies students when they have met all degree requirements.

**B: SEPARATION FROM GRADUATE STUDY**

The Office of Graduate Studies notifies students when they are dismissed from graduate programs without completing a degree. Dismissals usually take place at the end of a term. Students may be dismissed for the following reasons:

- Upon the expiration of the five-year time limit for master's degree programs or for those students in a doctoral program who were admitted with a master's degree. Upon the expiration of the seven-year time limit for doctoral students who were admitted without a master's degree.
- Upon the completion of nine graduate credits or two years as a visiting student who has been admitted with visiting (transient) status for the purpose of transferring credits earned to another institution.
- Upon the completion of ten consecutive semesters for an Unlimited Nondegree student.
- Upon the failure to meet the grade point average requirements as stated in the policy on Academic Deficiency, Probation, and Dismissal.
- Upon written notice to the Office of Graduate Studies of voluntary withdrawal from the program.
- Upon the failure to pass the preliminary, language, or candidacy examinations, dissertation proposal defense, or dissertation defense when a department of the University has a policy that such failure leads to dismissal from the program.
- Upon the failure to achieve a cumulative grade point average of 3.0 upon the completion of the stated number of required credits for a degree.
- Upon the failure to meet the stated minima in specific course requirements as identified by individual programs when a department has a policy that such failure leads to dismissal from the program.

B. Recommendation from the Committee on Budgetary and Space Priorities (L. Mosberg, Chairperson) on the relinquishment of a portion of University land for the construction of a new train station.

WHEREAS, the Delaware Department of Transportation has proposed an option which would require the University of Delaware to relinquish a portion of its land for the construction of a new train station in Newark, and

WHEREAS, this land constitutes substantial acreage of land assigned to the College of Agriculture for research purposes, and

WHEREAS, important agricultural research is conducted at this and adjacent sites and will so continue in the foreseeable future, and

WHEREAS, the University has suggested reasonable alternatives to DELDOT which would not interfere with the use of University agricultural research facilities, be it therefore

RESOLVED, that the University Faculty Senate is resolutely opposed to relinquishing this valuable research facility,

AND BE IT FURTHER RESOLVED,

that the University Faculty Senate strongly supports the University Administration's decision and efforts to maintain this land for University research purposes.

- C. Such items as may come before the Senate. (No motion introduced under new business, except a motion to refer to committee, shall be acted upon until the next meeting of the Senate.)

MK/rg

Attachments:

1. Present policy on probation and dismissal
2. Policies updating the Graduate Studies Policies and Procedures

G.P.A. of 3.0. In addition, the grades in courses applied toward the degree program must equal at least 3.0. Certain graduate programs, however, may have additional requirements that constitute good standing. A grade below a C- will not be counted toward the course requirements for a degree even though it is calculated in the cumulative grade point average.

**REVIEW OF THE GRADUATE GRADE POINT AVERAGE.** For full-time students, the index is computed and reviewed after the first semester and for every semester increment thereafter as long as the student is registered full time (9 credits hours or 6 credit hours depending on contract status). For part-time students, the G.P.A. is reviewed after each 9-hour increment.

**ACADEMIC PROBATION POLICY.** The cumulative G.P.A. after every 9-hour increment determines academic standing. For students holding a teaching, graduate, or research assistantship the increment is 6 hours. If the cumulative G.P.A. falls below a 3.0, the notation appropriate to the substandard index is assigned according to the chart given below.

<b>If a student is on:</b>	<b>And gets an index of:</b>	<b>The status will become:</b>
Any status (or clear)	3.0 or above	Clear
Clear	2.99-2.5	Warning
Clear	2.49-2.0	Probation
Probation	2.99-2.5	Special Probation
Probation	2.49-2.0	Termination
Warning	Below 3.0	Special Probation
Special Probation	Below 3.0	Termination
Any status (or clear)	Below 2.0	Termination

## TERMINATION OF ENROLLMENT

Termination of students enrolled in graduate studies at the University may occur under the following circumstances:

1. Upon the granting of a doctoral degree; or upon the granting of a master's degree unless the student receiving a master's degree will be continuing with the same major in a doctoral program. Those seeking another degree in a different major must apply to the new degree program and follow the same procedures as any other applicant.
2. The expiration of the five-year time limit in the case of the master's program, the expiration of the seven-year limit for the doctoral program for those students entering without a master's degree, or the expiration of the five-year limit for those students in a doctoral program who have previously received their master's degree.
3. For the Limited Nondegree student who has completed one semester.
4. For the Unlimited Nondegree student who has held matriculation status for ten consecutive semesters.
5. For the visiting student who has completed a maximum of 9 graduate hours for transfer to another institution.
6. By obtaining less than a 2.0 cumulative average after 9 hours or for a student on probation or special probation who fails to improve the index to the appropriate level.
7. The voluntary withdrawal of a student upon submission to the Graduate Office of a request for such withdrawal.
8. For a student who reaches the credit-hour requirement for the degree without achieving a 3.0 cumulative index.
9. For valid reasons as stated by the Office of Graduate Studies including violation of the Student Code of Conduct.
10. If any fees, fines, or miscellaneous payments are not received when due.

## REAPPLICATION AFTER GRADUATION, WITHDRAWAL, OR ACADEMIC DEFICIENCY TERMINATION

Students who have officially withdrawn from a graduate program at the University or students who have completed a terminal degree program and subsequently seek to reenter the University for further graduate study must apply for admission and follow the same procedures as any other student seeking admission to graduate study. (Students continuing in a doctoral program immediately after completing the master's degree which is in the same major as the doctoral degree, may request this change of program on a Change of Classification Form.)

A graduate student who has been terminated by the University for academic reasons may not be readmitted to the major from which he was terminated. Such a student may be admitted in a different major after a lapse of one calendar year from the date of termination. Students who have been dropped for an academic deficiency and who subsequently seek to reenter the University for further graduate study are required to reapply for admission and follow the same procedures as any other student seeking admission to graduate study. The student's prior academic record as a graduate student shall not carry over. A new academic G.P.A. shall be based on grades received following admission to a new program. Similarly, credit for courses taken while matriculated in the first major may not be used to meet the requirements of a graduate degree in the second major. A graduate student may be readmitted only once. This policy does not apply to a student terminated for exceeding the time limit, who may be reinstated to the original major for a one-year extension of time provided such extension is justified and approved by the student's faculty adviser, department graduate committee, and the Office of Graduate Studies.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act of 1974 grants to students certain rights, privileges, and protections relative to individually identifiable student educational records that are maintained by the University. Specifically: (1) Students' education records (with the exception of directory information) will be released to third parties outside the University only with the written consent of the student. (2) Students have the right to inspect their own individually identifiable educational records. This right may be exercised by completing a request form in the Office of the University Registrar, Hulliher Hall. (3) Students have the right to challenge information contained in individually identifiable educational records. Procedure is described in the policy statement. (4) A copy of the policy statement describing the University's regulations for the interpretation and implementation of this act may be obtained from the Registration Office, 315 Hulliher Hall.

**Directory Information.** The Family Educational Rights and Privacy Act permits the release of directory type information to third parties outside the institution without written consent of the student provided the student has been given the opportunity to withhold such disclosure.

The University releases, upon inquiry to third parties outside the University, directory information without written consent of the student. Directory information includes name, address, telephone number, college, class major, dates of attendance, and degrees, honors, and awards conferred. Students may withhold directory information by notifying the Registrar's Office, 315 Hulliher Hall, and completing a directory information withholding request form. Withholding requests will be honored for only one academic year; therefore, requests must be filed annually in the Registrar's Office.

**NOTE:** While the withholding request may be made at any time, students wishing to have directory information withheld from the student directory should submit their requests no later than six weeks prior to the first day of fall semester classes.

Supplementary policies updating the Graduate Studies Policies and Procedures**ACADEMIC GOOD STANDING AND GRADING POLICIES**

To be considered in good academic standing, a student must maintain a minimum cumulative graduate grade point average of 3.00 on a 4.00 scale. To be eligible for an advanced degree, a student's cumulative grade point average shall be at least a 3.00 and the student's grades in courses counted toward the degree requirements of the program shall equal at least a 3.00. A grade below a C- will not be counted toward the course requirements for a degree but is calculated in the student's cumulative grade point average.

In addition to the University's definition of good standing, some programs may also require minimum grades in specific courses in the program. These courses are identified in each program's policy and procedures manual and these unit-specific requirements have been approved by the Faculty Senate.

Performance in graduate lecture courses and seminars is evaluated according to the University's Grading Policy. When the work required in research (868/968), dissertation (969), master's thesis (869), or special problem (866) extends beyond the regular semester period, temporary grades of "S" and "U" should be recorded. Final letter grades are to be recorded only at the completion of the project.

**ACADEMIC DEFICIENCY, PROBATION, AND DISMISSAL**

The Office of Graduate Studies monitors the academic progress of all graduate students and notifies students in writing of all academic deficiencies. The cumulative G.P.A. after every 9-hour increment determines academic standing. (See chart given below.) In addition to the University policy regarding minimum grade point averages, some departments require graduate students to maintain certain performance minima in their programs of study in all or in particular courses. Failure to meet the stated minima may lead to academic dismissal from the program.

The University's Academic Probation Policy is expressed in the following chart.

**OFFICE OF GRADUATE STUDIES  
GRADUATE STUDIES ACADEMIC PROBATION POLICY**

<b>If a student is on:</b>	<b>And gets a cumulative G.P.A. of:</b>	<b>The status will become:</b>
Any status (or clear)	3.00 or above	Clear
Clear	2.99 - 2.5	Academic warning
Clear	2.49 - 2.0	Academic probation
Probation	Below 3.00	Termination
Warning	Below 3.00	Academic probation
Any status (or clear)	Below 2.00	Termination

In the case of academic dismissal, the student may appeal the termination by writing to the Office of Graduate Studies. This appeal must be made within ten class days from the date on which the student has been notified of academic dismissal. If the Associate Provost for Graduate Studies grants reinstatement, the student must meet the conditions of the reinstatement. Failure to meet these conditions will result in dismissal from the program. A graduate student may be reinstated only once to a given major. The student's academic transcript will reflect the reinstatement with academic probation status.



Dismissal of a doctoral student may occur at the end of a term if the student fails to pass the preliminary, language, or candidacy examinations, dissertation proposal defense, or dissertation defense during that term. In the case of dismissal, the program director is required to send a report to the Associate Provost for Graduate Studies that states the faculty vote on the decision causing dismissal and the justification for this action. Students are entitled to know the procedures by which their academic performance is assessed. Each program has a statement of the policies and procedures by which student academic progress is monitored and by which comprehensive, qualifying, and final examinations are conducted and graded. The Office of Graduate Studies will notify a student in writing when the student is being dismissed for failure to make satisfactory progress in the program.

#### Policy regarding Incompletes

A student who has incompletes in three or more courses may not register in the next regular semester (i.e., fall or spring) for additional courses without the approval of the Administrator for Graduate Student Academic Affairs.

#### REENROLLMENT FOLLOWING ACADEMIC DISMISSAL

A graduate student who has been dismissed from the University for academic deficiency may not be readmitted to the major from which the student was dismissed.\* Such a student may be admitted as a matriculated graduate student in a different major after a lapse of one calendar year from the date of dismissal. The student must apply and be approved through regular admission procedures. A graduate student may be readmitted only one time to a different major after academic dismissal.

The student's grade point average at the time of dismissal shall not carry over to the new major. The student's academic grade point average shall be based on grades received following admission to a new program. Similarly, credit for courses completed while matriculated in the major from which a student is dismissed may not be used to fulfill requirements of a different graduate program.

\*This policy does not apply to a student who is dismissed for exceeding the time limit for the completion of the degree and is granted reinstatement to the original major for an extension of time.



1  
2



3  
4

