

# UNIVERSITY FACULTY SENATE FORMS

## Academic Program Approval

**Submitted by:** George Miller

**Phone:** x1970

**Department** English **email address** miller@udel.edu

**Date:** October 31, 2016

**Action:** Create a 4+1 Program: BA in English and MPA Public Administration

**Changes when approved will be effective at the start of the next academic year unless special circumstances and a specific request is made.**

**Current degree** Separate BA and MPA program exist

**Proposed change leads to the degree of:** Combined BA/MPA

**Proposed name:** 4+ 1 in English and Public Administration

### Revising or Deleting:

**Undergraduate major / Concentration:** NA

### Undergraduate minor:

Students in the English BA will elect the Minor in Public Policy, an 18-credit minor that will prepare them for graduate work in Urban Affairs and Public Policy (MA) or in Public Administration (MPA)

### Graduate Program Policy statement change:

See attached

**Graduate Program of Study:** MPA, Public Administration

**Graduate minor / concentration:** NA

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

There are no changes to the existing MPA Graduate Program Policy Document, as students must complete all the requirements for the MPA and adhere to all graduate policies and procedures. A new policy document that refers only to the 4+1 program is attached. These two policies, taken as a whole, apply to the entirety of the accelerated program.

**Provide a brief summary of the proposed program changes and describe the rationale for the change(s):**

The 4+1 option is currently available for qualified students majoring in Public Policy in the School of Public Policy and Administration. Similarly qualified students majoring in English want to have the same opportunity to obtain an MPA in Public Administration while pursuing the BA degree in English. The English major provides students with the soft skills in writing, analyzing, and communicating that are so important in policy making. The English major is the most flexible major in the College of Arts and Science and will easily allow students to complete the dual degree and the Public Policy minor in five years. The 4+1 degree will allow English majors to compete for jobs in both the public and private sectors.

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

None

**Identify other units affected by the proposed changes and provide letters of support from those units. :**

Since the English BA candidates will complete a Minor in Public Policy, the School of Public Policy and Administration has submitted a letter of support.

**Changes to degree programs will explain how this new/revised curriculum supports the 5 goals of undergraduate education (do not just list the gen ed goals):**

The 4+1 proposed would not change either the existing English major or the existing 4+1 programs in Urban Affairs and Public Policy and in Public Administration.

**New majors and minors will include support letters from the Library, Dean, and/or Department Chair**

NA

**Supply a resolution for all new majors/programs; name changes of colleges, departments, degrees; transfer of departments from one college to another; creation of new departments; requests for permanent status.**

Attached

## **Program Requirements:**

### **Overview**

The BA in English requires at least one course in each of three areas: Literary History (from 5 possibilities); Textual Analysis and Production (from 8 possibilities); and Cultural Diversity (from 11 possibilities). In addition to those 9 credit hours, students choose 8 additional courses (24 credits), 6 of which must be at the 300 or 400-level. All English majors complete as well as 3 credit capstone. Students are free to choose courses from all of the Department's offerings. Courses do not have prerequisites.

The students electing the 4+1 Program will complete the existing 18-credit minor in Public Policy involving UAPP 110: Changing the World; UAPP 225: Crafting Public Policy; and UAAP 325L Public Policy Analysis; and in consultation with an advisor from Public Policy will take three additional courses selected from the public policy concentrations.

English majors may apply to 4+1 accelerated, combined program after completing 60 credit hours. This is typically in the Fall semester of their Junior Year. The completed application will be reviewed by the admissions committee for the MA in Urban Affairs and Public Policy.

Students admitted to the 4+1 accelerated, combined program will complete all requirements for the BA in English prior to the start of their fifth year of study.

### **Side by Side Comparisons of English BA requirements**

No changes are required

BA English major courses (all 3 credits)  
One course in literary history  
One course in textual analysis & prod.  
One course in cultural diversity  
Eight additional ENGL courses (maximum  
2 on 200-level)  
One capstone course

BA in the 4+1 (all 3 credits)  
One course in literary history  
One course in textual analysis & prod.  
One course in cultural diversity  
Eight additional ENGL courses (maximum  
2 on 200-level)  
One capstone course

### **Side by Side Comparisons of Changes in Undergraduate Curriculum**

## University Requirements

ENGL110: Seminar in Composition (Minimum grade C-)	3
First Year Experience (FYE)	0-4
University Breadth Requirement <sup>12</sup>	
Discovery Learning Experience (DLE)	3
Multi-cultural course	3

## College of Arts and Science Skills Requirements

Second Writing Requirement	3
Mathematics Requirement	3
Math 113, 114, or 115	
Math 221, 241, or higher	
Or proficiency test	
Foreign Language (credits vary)	0-12

## College of Arts and Science Breadth Requirements

Group A: Creative Arts and Humanities	9
Group B: History and Cultural Change	9
Group C: Social & Behavioral Sciences	9
Group D: Natural Sciences & Technology	10

## English Major Related Work

8 additional ENGL courses, 6 of which must be at the 300 or 400-level	24
1 ENGL capstone course	3

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## English Major Related Work

8 additional ENGL courses, 6 of which must be at the 300 or 400-level	24
[Students would be encouraged to enroll in ENGL courses in business, technical and other professional writing subjects. These are a part of our regular undergraduate curriculum.]	

1 ENGL capstone course	3
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## Minor in Public Policy

The students electing the 4+1 Program will complete the 18-credit minor in Public Policy involving

UAPP 110: Changing the World	3
UAPP 225: Crafting Public Policy	3
UAAP 325: Public Policy Analysis	3

The student in consultation with an advisor from Public Policy will choose three additional courses selected from the public policy concentrations on the 600-level. 9

**Additional Requirements**

Free electives sufficient to equal a minimum of 124 credits for the BA in English

**Additional Requirements (for the graduate)**

In consultation with a graduate advisor the student will complete the following courses. Advisor will determine what is appropriate for courses in junior and senior undergraduate years.

UAPP 684: Performance Management 3

Or

UAPP 702: Research Methods 3

UAPP 689: Information Technology 3

UAPP 690: Seminar in Public Admin. 3

UAPP 691: Quantitative Analysis 3

UAPP 693: Economics in Public 3

UAPP 694: Financial Management 3

UAPP 696: Human Resources 3

UAPP 697: Leading Organizations 3

UAPP 699: Policy/Management Brief 2

UAPP 860: Internship 1

Three courses in graduate specialization 9

Free electives sufficient to equal a minimum of 124 credits for the BA degree in English

Completion of curriculum requirements for the MPA degree

**Typical Plan of Study**

In the freshman and sophomore years and the first semester of the junior year, students follow the BA in English curriculum as outlined in the undergraduate catalog. In addition, they will complete the Minor in Public Policy as it currently exists. Students apply to the 4+1 program in the fall of their junior year (after completing 60 credits) and admitted students begin the accelerated and combined program in the spring of their junior year.

We anticipate that 4 to 8 students will join the 4+1 program in the three years following its establishment. As this program become more widely known, we anticipate that more freshmen might enter our major with the intention of pursuing the 4+1.

Students will work closely during their junior and senior undergraduate years with an advisor from Urban Affairs and Public Policy to select the appropriate graduate courses. Substitutions may be made by the Director of the MA in Urban Affairs and Public Policy graduate program.

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

Department Chairperson [Signature] Date 11/3/16

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

(By signing above, the Dean confirms that their college policies and bylaws have been followed correctly during consideration of the request described in this form.

The approval actions that were taken at the college level were (check all that apply) :

\_\_\_\_\_ college faculty vote; \_\_\_\_\_ college curriculum approval \_\_\_\_\_ college senate approval

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 \_\_\_\_\_

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

Resolution for Faculty Senate 4+1 BA in English and MPA in Public Administration

WHEREAS

The proposed 4+1 BA in English and MPA in Public Administration program offers a clear pathway for students who are interested in pursuing an MPA in Public Policy and Administration while pursuing a BA in English; and

WHEREAS

The proposed degree program would offer the same opportunity for exceptional undergraduate English majors as currently exists for exceptional undergraduate Public Administration Majors in the School of Public Policy and Administration

WHEREAS

Students would be able to obtain an MA in five years instead of six years without any reduction in requirements; and

WHEREAS

Because of the nature of the 4+1 degree program, no additional resources are required; therefore be it

RESOLVED

That the Faculty Senate recommend approval of the establishment of a new 4+1 BA in English/MPA in Public Administration degree program.

**PROGRAM POLICY STATEMENT FOR THE 4+1 PROGRAM ENGLISH (BA)  
AND MASTER OF PUBLIC ADMINISTRATION (MPA)  
SCHOOL OF PUBLIC POLICY & ADMINISTRATION**

The existing graduate policy statement for the Master of Public Administration governs this 4+1 program. However, the following sections supercede the corresponding sections in the MPA graduate policy statement.

**Section 2 - Degree Requirements**

**2.1 REQUIREMENTS.** The 4+1 Bachelor of Arts degree in English and the Master of Public Administration degree program provides students with specific competencies for leadership and management, including the knowledge, communication skills and values essential to accountable and effective practice that will contribute directly to solutions for the public challenges of our times. The MPA is the preferred professional degree for preparing students for career positions in government and nonprofit organizations and private sector companies that work closely with these agencies.

Students admitted to the 4+1 accelerated, combined program will complete the requirements for the B.A. in English and with consultation from an advisor in Public Policy enroll in advanced sections of the courses needed to complete the Public Policy minor. These courses for the minor are already available to 4+1 Public Policy students. During their last three semesters (second semester of the junior year and both semesters of the senior year), students working with an advisor in Public Policy will enroll in a total of 15 credits of 600 level sections. These are the same courses required for first-year students in the MPA program. These courses will prepare students for completion of the MPA requirements in the fifth year of study. After senior year, students will immediately begin taking the remaining 21 graduate credits over a 1-year period, including summer, fall and spring semesters of the 5<sup>th</sup> year. 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 English, the Minor in Public Policy, and an MPA in five years. In accordance with University policy, students must also maintain a minimum cumulative grade point average of 3.0.

**2.1.1 CREDITS.** The Bachelor of Arts in English requires 124 credits the Minor in Public Policy requires 18 credits. An additional 36 credits are required for the MPA degree. Students taking the usual 6 year pathway would complete 160 credits. However, given that students entering the 5<sup>th</sup> year will already have completed 15 credits of graduate work over the course of their last three semesters of the undergraduate program, the combined 4+1 B.A. and MPA degree program requires a total of 145 credits.

**4.1 ADMISSIONS POLICY STATEMENT**

English majors may apply to the 4+1 accelerated, combined program after completing 60 credit hours. This is typically in the Fall semester of the Junior Year. While applicants are encouraged



to apply for admission prior to registering for courses for the Spring semester of the junior year, applications will be accepted through April 15. Additionally, applicants must have declared the Minor in Public Policy and completed (or be in the process of completing) UAPP 110, UAPP 225 and UAPP 325 by the time of application. University Statement: Admission to the graduate program is competitive. Those who meet stated requirements are not guaranteed admission, nor are those who fail to meet all of those requirements necessarily precluded from admission if they offer other appropriate strengths. Thus no one criterion is the sole basis of an admission decision.

- + Applicants must have a 3.3 or higher cumulative GPA.
- + Applicants must take the GRE by December of their junior year and a minimum score of 1100 is preferred. Generally, those admitted to the MPA program have scores on the quantitative and verbal aptitude portions of the GRE at the 65<sup>th</sup> percentile on the IBT version of the test. The School has established no minimum GRE score required for admission. GREs are viewed in the context of the applicant's complete record. The Director of the MPA. program may waive the GRE for students with a GPA of 3.5 and above.
- + Applicants must submit three letters of recommendation, addressing the applicant's ability to successfully accomplish graduate level studies. At least one letter must be from a faculty member from the applicant's minor in Public Policy, and at least one letter must be from a faculty member from the applicant's major in English.
- + Applicants must submit an official transcript.
- + Applicants must submit a statement of interests and objectives.

#### **4.3.1 4+1 B.A. and M.A. in URBAN AFFAIRS AND PUBLIC POLICY ADMISSIONS COMMITTEE.**

Applicants for the 4+1 program are assessed by a committee. The committee includes the Director of the MA in Urban Affairs and Public Policy and two other faculty members appointed by the School of Public Policy and Administration.

#### **5.1 ADVISEMENT and EVALUATION OF STUDENTS**

During the B.A. in English undergraduate portion of the program, students will be assigned a faculty member teaching in English as their advisor. They will work with an advisor in Public Policy to complete the minor in that program. After the student is admitted to the 4+1 program, students will be appointed an MPA advisor who is responsible for ensuring that students follow an appropriate plan of study. The student's advisor is responsible for monitoring student progress and performance on a regular basis until the completion of all degree requirements. The student prepares a plan of study that is approved by the advisor and that plan becomes the basis for monitoring progress throughout the program.

Once a student is admitted to the 4+1 program at the end of each semester the grades of all students are reviewed by the director and the faculty. 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 School of Public Policy & Administration 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.



## School of Public Policy & Administration

INSTITUTE FOR PUBLIC ADMINISTRATION  
CENTER FOR COMMUNITY RESEARCH & SERVICE  
CENTER FOR HISTORIC ARCHITECTURE & DESIGN  
CENTER FOR APPLIED DEMOGRAPHY & SURVEY RESEARCH

184 Graham Hall  
Newark, DE 19716-7310  
Phone: 302-831-1687  
Fax: 302-831-3296  
Email: [sppa@udel.edu](mailto:sppa@udel.edu)

November 3, 2016

Dear Faculty Senate:

The School of Public Policy and Administration (SPPA) is in full support of creating a 4+1 program with the English Department and SPPA's Master of Public Administration. This model is fully aligned with the Public Policy 4+1 as well as the Organizational and Community Leadership 4+1 programs.

From a School perspective, we are happy to have exceptional English majors begin their master's level classes while they complete their bachelor's degrees. Once they have graduate with their bachelors degrees, master's level courses will be completed in one year as masters level students per the program's approved curriculum.

Thank you for considering this proposal. My colleague George Miller and I will be very happy to provide any additional information that may be needed.

Sincerely,

A handwritten signature in blue ink that reads 'Maria Aristigueta'.

Maria Aristigueta, DPA  
Director, School of Public Policy and Administration

cc: George Miller