

# 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: Jessica Schiffman phone number 1898

Department: Women's Studies email address jesss@udel

Action: add minor

(Example: add major/minor/concentration, delete major/minor/concentration, revise major/minor/concentration, academic unit name change, request for permanent status, policy change, etc.)

Effective term 11F

(use format 04F, 05W)

Current degree BA

(Example: BA, BACH, BACJ, HBA, EDD, MA, MBA, etc.)

Proposed change leads to the degree of: BA

(Example: BA, BACH, BACJ, HBA, EDD, MA, MBA, etc.)

Proposed name: Domestic Violence Prevention and Services

Proposed new name for revised or new major / minor / concentration / academic unit  
(if applicable)

### Revising or Deleting:

Undergraduate major / Concentration: \_\_\_\_\_

(Example: Applied Music – Instrumental degree BMAS)

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

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

Graduate Program Policy statement 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)?**

WOMS 408 - see addendum #1

(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")

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

*See addendum #2*

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

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

*SOCI/CRJU  
HDFS*

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

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

*See addendum #3*

**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.)

*See Addendum #4*

**ROUTING AND AUTHORIZATION:**

(Please do not remove supporting documentation.)

Department Chairperson *Jadavani/outs* Date 11/05/2010

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 \_\_\_\_\_

## **Addendum to University Faculty Senate Form**

### **Academic Program Approval**

#### **#1 List new courses required for the new or revised curriculum. How do they support the overall objectives of the minor?**

Women's Studies is initiating a minor in Domestic Violence Prevention and Services. The minor will consist of 18 credits. Twelve credits of the 15 credits are required coursework. Of those 12, 9 credits are already on the books: WOMS 201 Introduction to Women's Studies, WOMS 240 Women and Violence, and WOMS/HDFS 409 Domestic Violence Services. The proposed course, WOMS/HDFS/SOCI/CRJU 408 will cover material not offered in the other three required courses. This course will provide the final piece of the minor, is required for the minor, and fills a gap that exists in the curriculum.

The remaining 6 credits can be taken from among four additional courses that are already on the books (WOMS/CRJU 350 Gender and Criminal Justice, WOMS/SOCI/CRJU 417 Sex Crimes and Punishments, WOMS 498 Internship in Women's Studies, and CRJU 498 Crime Victims and Victim's Rights).

#### **#2 Explain, when appropriate, how this new curriculum supports the 10 goals of undergraduate education.**

Learn how to think critically and solve problems - Students in this course will critically evaluate current policies and practices in the field of domestic violence work. 2. Develop the ability to integrate academic knowledge with experiences that expand the boundaries of the classroom - Students will read and engage with information about the application of policies and practices in the real world (US and abroad) as related to domestic violence. 3. Understand the foundations of US society including the significance of its cultural diversity - Domestic violence differently affects diverse communities including immigrant women, differently-abled women, and women of color. Students in this course will be asked to familiarize themselves with various populations and culturally sensitive responses and practices in their communities.

#### **#3 Describe the rationale for the proposed minor.**

Women's Studies holds, as part of its mission, the belief that scholarship is connected to activism. The new minor embodies those principles and exemplifies our commitment to prepare students to work in the wider community in a field that demands specialized knowledge. Finally, domestic violence is an ongoing and intractable problem. This minor will provide a foundation for students to make a real difference in the lives of survivors and for the domestic violence programs that serve them.

Women's Studies students are often interested in careers in domestic violence work and this minor would provide them with the opportunity to pursue these interests.

#### **#4 Minor Requirements**

## **MINOR IN DOMESTIC VIOLENCE PREVENTION AND SERVICES**

A minimum of 18 credits is required, which must include the following:

### **CURRICULUM**

### **CREDITS**

|  |   |
|--|---|
| WOMS 201 Introduction to Women's Studies                         | 3 |
| WOMS 240 Women and Violence                                      | 3 |
| WOMS /CRJU/HDFS/SOCI 408 Domestic Violence Policy and Prevention | 3 |
| WOMS/HDFS 409 Domestic Violence Services                         | 3 |

Six additional credits from the following list:

|  |   |
|--|---|
| WOMS/CRJU 350 Gender and Criminal Justice    | 3 |
| WOMS/CRJU/SOCI 417 Sex Crimes and Punishment | 3 |
| WOMS 498 Internship in Women's Studies       | 3 |
| CRJU 498 Crime Victims and Victim's Rights   | 3 |

A minimum grade of C- is required in each course.

## Proposal for New Minor in Women's Studies

Title: Domestic Violence Prevention and Services

### I DESCRIPTION

This new minor offers an opportunity for students who wish to study the societal and interpersonal issues surrounding domestic violence. Women's Studies is concurrently proposing a concentration in the same vein. However, the minor does not contain some of the features of the concentration which requires a greater commitment of time and extensive work in the community.

Students who are not accepted into the competitive concentration, but who wish to follow a significant curriculum in domestic violence studies, may choose the minor.

### II RATIONALE AND DEMAND

#### A. Institutional Factors

1. Women's Studies students often express an interest in working in fields that address violence against women. Placements in internships in domestic violence policy and service organizations surpass any other placements chosen by our students. This minor will give students an option to focus on the issues surrounding domestic violence.
2. This minor was planned in collaboration with the faculty members who teach relevant courses in WOMS, SOCI, CRJU, and HDFS. All but one of the necessary courses is already in place, so structuring the curriculum has been relatively easy. The additional course needed to round out the curriculum has been submitted for approval.
3. In addition to the courses owned by WOMS, SOCI, CRJU, and HDFS already offer the necessary courses as cross-lists for WOMS. These courses are offered on a regular basis and we will not make additional demands on those departments.

B. Since all but one of the courses for the minor are already on the books and offered regularly, we will make good use of the relevant teaching resources. WOMS' internship program can readily absorb any added request from the minor for additional placements.

C. Not relevant

D. Not relevant

#### E. Demand and employment factors

1. Women's Studies students are often interested in careers that affect a reduction in violence against women and in various roles in helping agencies, as well as human resources, the law, health-related fields, and public policy. We expect that the minor will attract students to UD and will attract students to the WOMS major. For those students who wish to pursue further education in a variety of related fields, the minor will provide them with proof of focus and commitment that would appeal to graduate and professional programs. Not least, the skills gained in the program will provide valuable personal resources for students who enroll. They will recognize abuse when they see it, be prepared to intervene appropriately, and, perhaps, be less likely to find themselves in violent relationships.

There is still demand for skilled domestic violence workers in a variety of areas, including police, law, social work, human resources, shelters, schools, medical facilities, etc. Women's Studies currently offers an internship course which is open to minors. The majority of students who seek internships wish to be placed in agencies that work on domestic violence, either as policy or service organizations. Finally, there is demand in the community for students to work as interns in the field.

F. Regional State and National Factors

1. We do not believe any other regional institution offers a minor in this field.

Timetable: Develop joint curriculum and assessment tools w/DCADV (Mo. 4). Work w/6 community agencies to develop internship and practicum placements (Mo. 6) Recruit first group of six students for program (Mo. 6). Work with 4 faculty members to incorporate materials into courses (Mo 8). First semester of program in place w/6 students enrolled in courses (Mo. 12). Conduct recruitment of the second student group for the following year (Mo. 12). Assess student progress through program and ability to apply skills (Mo. 15). First internship and practicum placements are in place to accept students (Mo. 15). First students graduate from program w/demonstrable skills to advocate for victims/survivors on micro and macro levels (Mo. 21). Cycle of student recruitment, community agency contacts, faculty support, course planning, student assessment, internship and practicum placement, and graduation w/certification continue through Year 3. At this point the concentration should be routine and self-sufficient. WOMS is committed to continuing to support summer practicums.

G. Other Strengths

1. We have a rich resource in faculty who teach and do research on violence against women. The contributing faculty for this minor are Susan Miller (WOMS/SOCI/CRJU), Ruth Fleury-Steiner (WOMS/HSFS), Marie Laberge (WOMS), Crystanthi Leon (WOMS/SOCI/CRJU), and Jessica Schiffman (WOMS). Also, all but one of the courses needed for the minor are already offered. Our strong relationships with community organizations are also a strength for those students who choose to do an internship.

III. ENROLLMENT, ADMISSIONS AND FINANCIAL AID

A. Enrollment

1. Enrollment is open to all UD students in good standing.
2. The minor will be available starting in F'11.

IV. CURRICULUM SPECIFICS

A. Institutional Factors

1. Students will receive a BA in their major field of study with a minor in Domestic Violence Prevention and Services.

B. Describe the curriculum

1. Students in the minor are required to take 18 hours of credits. Twelve of those hours are in required courses, and 6 hours can be chosen from among 4 additional courses. Students may opt for an internship which will provide 3 credits hours.
2. Sample curriculum:

### **MINOR IN DOMESTIC VIOLENCE PREVENTION AND SERVICES**

A minimum of 18 credits is required, which must include the following:

| CURRICULUM   | CREDITS |
|--|---------|
| WOMS 201 Introduction to Women's Studies                         | 3       |
| WOMS 240 Women and Violence                                      | 3       |
| WOMS /CRJU/HDFS/SOCI 408 Domestic Violence Policy and Prevention | 3       |
| WOMS/HDFS 409 Domestic Violence Services                         | 3       |

Six additional credits from the following list:

|  |   |
|--|---|
| WOMS/CRJU 350 Gender and Criminal Justice    | 3 |
| WOMS/CRJU/SOCI 417 Sex Crimes and Punishment | 3 |
| WOMS 498 Internship in Women's Studies       | 3 |
| CRJU 498 Crime Victims and Victim's Rights   | 3 |

A minimum grade of C- is required in each course.

3. Indicate how the curriculum satisfies UD, college and departmental requirements.  
The minor fits easily within the WOMS major, as well as other major fields of study. Courses in the minor fulfill both multicultural (WOMS 201, WOMS/CRJU 350) and breadth requirements (WOMS 201).

#### **V. RESOURCES AVAILABLE**

A. Learning Resources are already sufficient for WOMS and will certainly cover the concentration. The Library Assessment letter of support can be found in the appendices.

#### **B. Faculty/Administrative Resources**

1. Dr. Jessica Schiffman is Associate Chair and Assistant Professor of WOMS. She is the co-editor of *Gender Violence: Interdisciplinary Perspectives, 2<sup>nd</sup> Edition*, NYU Press, 2007. Her position is CNTT.

The other faculty members who will teach courses for the minor are: Dr. Susan Miller, Professor of SOCI/CRJU; Dr. Ruth Fleury-Steiner, Associate Professor of HDFS; Dr. Marie Laberge, Assistant Professor of WOMS (CNTT), and Dr. Chrysanthi Leon, Assistant Professor of WOMS/SOCI/CRJU. Carol Post, Executive Director of DCADV will occasionally teach a course on s-contract. She has a

MA in SOCI from UD. She is a nationally recognized leader in DV advocacy and policy. See Appendices for CVs.

C. External Funding

The s-contract for Carol Post's course will initially be covered under a grant from the Verizon Foundation. For the long-term, WOMS is committed to continuing to offer the course on an every-other-year basis.

VI. RESOURCES REQUIRED

No further resources are required.

VII. IMPLEMENTATION AND EVALUATION

A. Implementation Plan

Advertise the minor to the campus community as soon as it is approved. Since all but one course are in place and regularly offered, it's simply a matter of packaging.

B. Assessment Plan

Students will also meet regularly with their advisors to ensure they are on track.

VIII. APPENDICES (see attached)





College of Education  
& Human Development

DEPARTMENT OF HUMAN DEVELOPMENT  
& FAMILY STUDIES Phone: 302-831-6500

DELAWARE INSTITUTE FOR EXCELLENCE IN  
EARLY CHILDHOOD Phone: 302-831-3239

111 Alison Hall West  
Newark, DE 19716-3301  
Fax: 302-831-8776

MEMORANDUM

To: Jessica Shiffman, Ed.D. Associate Chair, Women's Studies

From: Donald Unger, Ph.D. 

Date: November 15, 2010

RE: WOMS Concentration and Minor in Domestic Violence Prevention and Services

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The Department of Human Development and Family Studies strongly supports the creation of the new WOMS Concentration and Minor in Domestic Violence Prevention and Services. We would be happy to have HDFS/WOMS 409 included in both programs. In addition, we are fine with cross-listing the new WOMS/HDFS 408: Domestic Violence Policy and Prevention course.



University of Delaware Library

OFFICE OF THE VICE PROVOST  
& MAY MORRIS DIRECTOR OF LIBRARIES

University of Delaware  
Newark, DE 19717-5267  
Phone: 302-831-2231  
Fax: 302-831-1046

November 15, 2010

Memorandum

To: Jessica R. Schiffman  
Associate Chair and Assistant Professor  
Department of Women's Studies

From: Susan Brynteson   
Vice Provost and May Morris Director of Libraries

I am responding to your request to supply information about the capability of the University of Delaware Library to support the proposed minor in Domestic Violence Prevention and Services.

The University of Delaware Library with its strong interdisciplinary collections is well able to support the proposed new program up to and including at the honors degree level. Enclosed is a description of collections, resources and services available.

I would be pleased to respond to any questions.

SB/nb  
Enclosure

c: Carla Guerron-Montero, Interim Chair of Women's Studies,  
and Associate Professor, Department of Anthropology  
Carol A. Rudisell, Librarian, Reference Department



November 15, 2010

Report on Library Services and Collections in Support of the  
Minor in Domestic Violence Prevention and Services

General Description

The University of Delaware Library includes the Hugh M. Morris Library, where the main collection is housed; three branch libraries located on the Newark campus, the Agriculture Library, the Chemistry Library, and the Physics Library; and a fourth branch library, the Marine Studies Library, located in Lewes, Delaware. The Library collections parallel the University's academic interests and support all disciplines. In addition to collections which directly support the Women's Studies Interdisciplinary Program, the Library has strong collections in other related areas such as Anthropology, Black American Studies, Communication, Criminal Justice, History, Human Development and Family Studies, Latin American Studies, Legal Studies, Political Science, Psychology, Sociology, and Urban Affairs.

Books, periodicals, microforms, government publications, computer databases and other electronic resources, maps, manuscripts, and media provide a major academic resource for the University of Delaware, the surrounding community, the state of Delaware, and the nation. Library staff members provide a wide range of services, including reference assistance, circulation, interlibrary loan, instructional programs, multimedia design, and assistance to the visually impaired.

The University of Delaware Library is a U.S. depository library and a U.S. patent depository library and contains a complete file of every patent the U.S. Office of Patents and Trademarks has issued.

The online catalog, DELCAT, provides access to millions of items by author, title, subject, and keyword.

Library collections number over 2,800,000 and are broad based and comprehensive. In 2009/2010, the Library Web <[www.udel.edu/library/](http://www.udel.edu/library/)> received over 1,500,000 virtual visits.

The University of Delaware Library is a member of the Association of Research Libraries, OCLC, the Center for Research Libraries, LYRASIS, CIRLA (The Chesapeake Information and Research Library Alliance), NERL (NorthEast Research Libraries), and Portico.

The University of Delaware Library is also an Affiliate Member of the National Network of Libraries of Medicine (NN/LM) Middle Atlantic Region and shares its strong collection of health sciences resources by supplying non-profit libraries in Delaware, including hospital libraries, with articles and books from the University of Delaware Library via interlibrary loan at no charge.

### Specific Support for the Minor in Domestic Violence Prevention and Services

Funds are designated at the beginning of each fiscal year for the support and strengthening of the collections including those related to Women's Studies. Support for the minor in Domestic Violence Prevention and Services is supplemented by funds used to purchase materials in the related areas noted previously as well as funds for the licensing of electronic resources.

The Library subscribes to many print journals and an enormous number of electronic journals which support Women's Studies. A list of electronic journals by subject is available from the Library Web by clicking on "Electronic Journals" at the top of the main page <[www.udel.edu/library/](http://www.udel.edu/library/)>. In addition to various reference sources in print (see the "Research Guides" section of the Subject Guides available under the section "Subject Guides A-Z" on the Library Web page). The databases are listed on the Library Web at <<http://www2.lib.udel.edu/subj/wost/db.htm/>> and include such general databases as Academic OneFile, CQ Researcher plus Archive, Ethnic NewsWatch, GenderWatch, LexisNexis Statistical Insight, and Opposing Viewpoints in Context. Indexes and abstract services include Family and Society Studies Worldwide and Women's Studies International. Subject-specific databases include America: History and Life, PsycINFO, and Sociological Abstracts.

In addition, the Library provides access to such important electronic databases as ABI/Inform, Biography Reference Bank, EconLit, Expanded Academic ASAP Plus, General Business File ASAP, Historical Abstracts, JSTOR, LexisNexis Academic, LexisNexis Congressional Universe, LexisNexis Statistical Universe, MarciveWeb DOCS (government documents), The New York Times (Historical), PAIS International, Project MUSE, ProQuest Dissertations and Theses, STAT-USA, Web of Science, WorldCat, WorldCat Local, and World News Connection. Several databases incorporate the Library's major linking service, Get It, for electronic access to the full text of journal articles. Census information and other demographic data are available as is a wide range of printed and electronic reference sources.

The Library also subscribes to RefWorks, a web-based bibliographic and database management system that can be used with most databases.

The Library also maintains an Institutional Repository (see: <[dspace.udel.edu:8080/dspace/](http://dspace.udel.edu:8080/dspace/)>), which archives research reports and documents and other resources produced by University of Delaware faculty.

The Library has a strong collection of videotapes and films which cover a wide range of subjects which could possibly relate to Women's Studies. The video collection is heavily used; is increasing in size; and there has been much consultation about it by Francis Poole, Librarian and Head of the Instructional Media Collection Department, with faculty in a number of disciplines.

A professional librarian, Carol A. Rudisell, Librarian in the Reference Department, serves as liaison to the faculty in the Women's Studies. Suggestions for purchases received by the Library for

Jessica R. Schiffman  
November 15, 2010  
Page 3

materials related to Women's Studies are directed to Ms. Rudisell, who also regularly consults faculty about priorities and the direction the collections should take. Ms. Rudisell is also available for instruction in the use of the Library for students and faculty.

She maintains a subject Web site for Women's Studies which can be accessed from the Library Web <[www.udel.edu/library/](http://www.udel.edu/library/)> by clicking on "Subject Guides A to Z" or directly by the URL <<http://www2.lib.udel.edu/obj/wost/>>. In addition to electronic resources, it contains detailed descriptions of selected primary resources including printed collections; visual material; and manuscripts and archival materials.



Susan Brynteson  
Vice Provost and May Morris Director of Libraries

**Ronet**

show details Nov 12 (6 days ago)

to me, Suzanne, Cynthia, Catherine

I will check it out - on a previous email, I understood this to be a new course proposed by Susan in our department - this was apparently my misunderstanding. I will check my course approval queue - I did a few weeks ago and there was nothing there for my approval. But since it is your course, no worries. You have my unequivocal approval for this minor and the Department of Sociology and Criminal Justice contributions therein - it is an exceptional contribution. Ronet