

Proposal for a Graduate Program
Graduate Certificate in Africana Studies
Program Policy Statement

Presented to the Faculty Senate
University of Delaware, Newark DE 19716

Department of Africana Studies, October 27, 2019

Part 1. Program History

A. Statement of purpose and expectation of graduate study in the program

In the spring of 1968, the Black Student Union occupied the Student Center for a two-day period and presented a list of demands to the University administration. These demands included an increase in the number of black faculty members and the establishment of an Africana Studies Program. The lobbying of the black students for a program of studies devoted to the black American experience was intended not only to fill a gap in the curriculum (reflecting a history of institutionalized racism) but also to end their feeling of isolation on a campus which remained overwhelmingly white and unwelcoming. In April of 1969, President Trabant instructed Provost John Shirley to appoint an Africana Studies Program Committee charged with “implementing an appropriate Africana Studies Program...leading eventually to a major in that area.” In 1971, the University created the Black American Studies Program (now Africana Studies) in the College of Arts and Science. The program would eventually offer students an 18-credit hour minor, but not the major that the students demanded and the University Committees recommended. The program was not given departmental status until the fall of 2006, and never had more than three core faculty members until 2014. In recent years, the Department of Africana Studies has secured nine (9) active faculty members whose scholarship and service affirms the College’s Strategic Plan’s stated values of excellence in teaching and research, diversity, and social responsibility.

The graduate program of the Department of Africana Studies provides students with critical exposure to the multidisciplinary study of people and cultures of African descent in the United States, Caribbean, Latin America, Africa and Europe. The graduate program in Africana Studies provides a balance of a foundation in Africana Studies, and multidisciplinary research methods in Africana Studies, with opportunities for advanced study in the four pillars of the Department: Pan Africanism, public humanities and social justice, gender and sexuality studies and/ or visual and material culture.

Graduate Certificate in Africana Studies meets the need for academic inquiry and excellence at the graduate level spanning the experiences, history and perspectives of African heritage peoples, and enhancing professional development in a range of careers and professions where knowledge and increased understanding of Black communities past and present are important. Included among these areas are education, health sciences, public health, public service, political advocacy, social welfare, museum curatorship, cinema studies and teaching.

This certificate program allows master’s and doctoral students in other disciplines to amplify the Africana analysis in their own course of study. Some may simply want to explore a specific area reflected in their course of study. Others may wish to pursue employment for which a certificate in Africana Studies is deemed an advantage. The Certificate’s flexibility allows the Department to accept five to fifteen (5-15) students per year between existing UD programs and any non-degree students from the Delaware community.

Students completing the Graduate Certificate in Africana Studies, will be able to:

- Discuss foundational theories of Africana Studies
- Articulate multidisciplinary research methods in Africana Studies

- Analyze historic and contemporary issues through a Pan African lens

B. Date of permanent status

This proposal requests approval for a graduate certificate in Africana Studies.

C. Degrees offered (include brief description of concentrations, fields, etc.)

BA in Africana Studies

Part II. Admissions Requirements

A. Admission Requirements (be specific about GRE, GMAT, and TOEFL scores, GPA and others)

The Graduate Certificate welcomes applications from persons who meet the following criteria:

- Have gained admission into a graduate degree-granting department at UD.
- Have earned a bachelor's or graduate degree from an accredited university and have made application for and gained admission to UD as a non-degree student through the Graduate Admissions Office

Candidates should apply for the Graduate Certificate in Africana Studies through the University's Graduate College.

Applicants should have an overall undergraduate Grade Point Average (GPA) of 3.0 or higher (on a scale of 4.0 = A).

B. Prior degree Requirements

Applicants must have a minimum of an earned baccalaureate degree.

Current UD Graduate students must be in good standing with their current graduate degree program in order to participate in the certificate program.

C. Applications deadlines

Students can apply two times per year:

- April 15 for Fall semester
- November 15 for Spring semester

D. Special competencies needed

No special competencies needed

E. Admission categories

F. Other documents required (i.e. letters of recommendation, essays, portfolios, interviews, writing assessments, etc.)

Current UD students should submit

- A letter (of 800 to 1200 words) stating your interest in Africana Studies and its relationship to your graduate course of study
- An unofficial copy of your UD transcript
- A letter of support from your graduate degree program
- [Graduate Certificate Enrollment Request Form](#)

Non-UD graduate students must complete an application to the Graduate School for admission into the certificate program along with the following materials:

1. A letter stating your interest in the Africana Studies Graduate Certificate Program of 800-1200 words
2. Official copies of transcripts from all previous post-secondary educational institutions
3. Two letters of recommendation from persons familiar with your academic work or potential for graduate study

Students in the Africana Studies M.A. degree program who are unable to complete the program, but would like to receive the Certificate, may do so if they have fulfilled the Certificate course requirements. In this case, students should complete the Graduate College's "Change of Class" form.

G. University Statement

Admissions 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 strength

Part III: Academic

A. Degree Requirements

1. List course requirements according to categories such as core requirements, concentration options, electives, research credits and dissertation credit

The Graduate Certificate program is a 12-credit program with 6 credits of required coursework, and 6 credits of electives, and a Graduate Certificate Integration Statement (at 1200-4000 words) indicating how the student integrates Africana Studies into one's other graduate field or one's profession. The results of this statement also will be presented publicly in the department.

Required courses:

AFRA 600: Foundations in Africana Studies

AFRA 601: Africana Research Methods

Two elective classes: one each in two of the four pillars of Africana Studies

Pan Africanism

SOCI 661: Racial Stratification

HIST 640: Africa Under Colonial Rule

Public Humanities/ Scholarship/ Social Justice

AFRA: 651: Becoming a Public Scholar Activist

AFRA 650: Street Ethnography/Black Communities Studies

Blackness, Gender, Sexuality

AFRA 628: Modern African American History

AFRA 630: Expressive Cultures in the African Diaspora

AFRA 634: Interventions in Black Gender History

Visual and Material Culture

AFRA/ MSST 647: Curating Hidden Collections & the Black Archive

AFRA/ ARTH 645: Black Bodies on Display: Race in Museums

AFRA 630: Expressive Cultures in the African Diaspora

AFRA 642: The Black Portrait

2. Give non-registered requirements in detail; includes residency requirements, qualifying examinations (number and format), portfolios, seminars, English proficiency, language requirements, teaching experience, internships, etc.

None.

3. Give procedures for petitions for variance in degree requirements

Students may petition to the Africana Studies Graduate Committee to allow courses outside of the Africana Studies Department to count towards their six elective credits. Students must indicate that they are writing a research paper for a non-AFRA course that centers Africana Studies issues and/ or perspectives. Ideally, petition will be submitted at least six weeks before research paper is due for the enrolled course. Said paper must be submitted to the Graduate Committee within two weeks of submitting it to the course. In cases where Graduate Certificate Program enrollment is sought after the course has been completed, petition will include the syllabus and final research paper for non-AFRA course for which student seeks approval. In order for a course to count for another graduate degree *and* the Africana Graduate Certificate, students must complete the Graduate College's "Change of Class" form.

No more than three credit hours of directed readings or independent study may be counted. Any students who utilize directed readings or independent studies courses are required to submit a paragraph summary of the course of study signed by the professor directing the project so that AFRA can know how the course counts toward fulfillment of the cluster requirements.

4. Define any grade minimums in courses that are different from University policy

A graduate student must maintain a minimum 3.0 grade point index to remain a student in good standing and earn a 3.0 average in all required courses to be eligible for the MA degree.

5. Identify any courses, which may not be used towards the degree

No grade below a B- may be counted toward the course requirements for the degree.

6. Identify expectations of facility of expression in English (oral and written) as part of the degree requirement

All examinations, thesis and professional project reports and oral presentations are in English. Proficiency in both written and oral English is required for progress and completion of the MA program

- B. Committees for exams, thesis or dissertations

1. Identify initial procedure for advisor and advisement procedures

The Chair of the Graduate Studies Committee will serve as the faculty advisor for students in the Graduate Certificate. The student will meet with their advisor to plan study in the program. Advice will be given concerning course selection based on interests and undergraduate/graduate background. Our program is sufficiently small that we are able to give individualized attention to graduate students.

2. Identify each student committee needed and procedures for selecting committee members

Not applicable. No committee needed.

3. Give deadlines for establishing and preparation requirements for comprehensive examinations

This is not applicable. Graduate Certificate students do not take comprehensive exams

4. Give policies for dates of examinations, grading of committee examinations and retake options

This is not applicable. Graduate Certificate students do not take comprehensive exams

5. Give guidelines for approving research proposals involving human or animal subjects

Students are unlikely to be involved in research projects involving human or animal subjects. However, approval of all research projects involving humans, even administration of a survey, must be obtained prior to beginning any study. Information about obtaining approval may

be found on Human Subjects in Research. If a project involves animal subjects, an Animal Use Proposal must be completed and submitted to the Institutional Animal Care and Use Committee.

6. Define procedures for thesis/ dissertation approval in the department

No thesis or project required for the Graduate Certificate.

7. Define departmental and student obligations for finding committee members

Not applicable. No committee needed.

8. Define departmental and student obligations and procedures for changes in committee members

Not applicable. No committee needed.

C. Timetable and definition of satisfactory progress towards the degree

1. Academic load (full & part-time) expectations. Define normal progress. Define departmental review procedures for evaluating normal progress and evaluation of performance.

Certificates normally can be completed within two years but students may take up to three years to complete. The Africana Studies Graduate Committee will oversee all Graduate Certificate students.

2. Grade requirements (general and specific). Include any special departmental expectations such as minimum grades in specific courses, limits on special problem courses, etc.

A minimum GPA of 3.0 is required to remain in good standing. A grade below a B- will not be counted toward the course requirements for a degree but is calculated in the student's cumulative grade point average.

3. Thesis/dissertation progress timetable guidelines.

Not applicable. No thesis needed.

4. Thesis/dissertation defense guidelines.

Not applicable. No thesis needed.

5. Forms required.

“Graduate Certificate Integration Form”: Submitted to Africana Studies Graduate Committee during the last semester of the Graduate Certificate coursework, or the UD departmental MA program.

This form asks student to produce a statement (at 1200-1400 words) that integrates Africana into one's other MA field, or one's profession.

6. Identify consequence for failure to make satisfactory progress.

The Director of Graduate Studies will give the student written notification if they are not making satisfactory academic progress at the standard expected by the Department achievement (cumulative GPA of 3.0). The written notice will include specific areas of improvement that will be required. The student will be given one semester in which to demonstrate adequate improvement. Students should meet with their primary academic adviser and with the Director of Graduate Studies as soon as possible after receiving such notification, so that the problem and the possible means of addressing the problem can be discussed. If the student fails to make adequate improvement, a recommendation to dismiss the student from the program will be by vote of the Department faculty, and will be conveyed to the Graduate Office for action (see Graduate Student Probation and Dismissal Policy in the University Catalogue). Recommendations for dismissal are made by the Department Chair of Africana Studies to the University of Delaware Graduate College.

7. Protocol for grievance procedure if student has been recommended for termination for failure to make satisfactory progress.

Students who feel that they have been graded inappropriately or receive what they perceive as an unfair evaluation by a faculty member may file grievances in accordance with University of Delaware policies. Students are encouraged to contact the Department's Graduate Program Director prior to filing a formal grievance in an effort to resolve the situation informally.

Students who allege they have been aggrieved because of perceived discrimination on the basis of race, sex, sexual orientation, handicap or because a member of the University community fails to follow published University or Departmental procedure should utilize the Student Grievance Procedure stipulated by University policy.

Part IV: Assessment Plan

Indicate how the program will be evaluated and assessed. Every learning outcome needs to be assessed in at least two ways. One measure must be a direct measurement (where you can see the student demonstrate their learning). Other measures can be direct or indirect (such as a survey). Success should be measured against the criteria listed including the stated learning outcomes and against whatever objectives have been set forth in the first section of the proposal. Academic units are encouraged to consult with the Center for Educational Effectiveness to develop appropriate learning outcomes, assessment criteria, and benchmarks for success.

The program learning objectives will be assessed through multiple indicators including:

- Faculty evaluation of student progress in course work
- Surveys of students and program alumni

Assessment plan for Graduate Certificate in Africana Studies				
Objectives	Strategic Activities	Measures	Short-term Outcomes	Long-term Impact
Discuss foundational theories of Africana Studies	Coursework in Foundations in Africana Studies	Faculty evaluation of student progress in course work Surveys of graduate students in the program and post-graduation	Students are prepared for subsequent coursework that requires the foundational knowledge	Students and graduates report applying knowledge from courses to work settings or other courses
Articulate multidisciplinary research methods in Africana Studies	Coursework in Research Methods in Africana Studies	Faculty evaluation of student progress in course work Surveys of students focusing on their experiences in other research Surveys of graduates to determine the utility of these classes to their career	Students employ a methodology suitable to their research and interests	Students and graduates report applying knowledge to research or work settings
Analyze historic and contemporary issues through a Pan African lens	Required course work	Faculty evaluation of student progress in course work Surveys of graduates to determine the utility of these classes to their career	Students will conduct research that employs a Pan African lens	Students and graduates report applying knowledge to research or work settings

Park V. Financial Aid

A. Financial Awards

1. Types of awards, policy for granting financial awards, summer appointments, and number of years of support

Financial aid is available to graduate students in the form of teaching assistantships, research assistantships, tuition scholarships, and University fellowships. Assistantships and fellowships consist of tuition and a stipend for the September-May academic year. Awards are competitive and merit-based. All funding decisions are made in consultation with the Graduate Committee, the Director of Graduate Studies, and the Department Chair.

2. Responsibilities of students on contract

Appointments for Research Assistantships are made in consultation with the faculty member conducting the research, the Director of Graduate Studies and the Department Chair.

Appointments for Teaching Assistantship are made by the Director of Graduate Studies in consultation with the Chair each semester. Most Teaching Assistants will be assigned to AFRA110: Introduction to African American Studies. For other teaching assistant requests, AFRA faculty are required to submit a request for a teaching assistant form for each semester they are seeking an assistant specifying their expectations of the assistant (e.g., facilitation of classroom discussion, preparation and grading of examinations). The assignment of graduate students to faculty members should balance scholarly interests and professional objectives of the student and the teaching and research needs of the department. The Director of Graduate Studies may change assignments as necessary and make additional assignments if new sources of funding become available. Typically, eligibility for student funding is limited to 2 years of funding for students with a B.A. to earn the M.A. degree. Student funding is renewed as long as they remain in good standing in the program. "Good standing" is defined as strong performance in coursework, satisfactory fulfillment of their research/teaching assistantship duties, and timely progress toward completion of the degree. The Director of Graduate Studies is in charge of monitoring student progress, in consultation with the Graduate Program Committee.

3. Evaluation of students on contract

Evaluation of students' performance at assistantship duties are included in their annual evaluation conducted by the Graduate Program Committee.

Part VI. Departmental Operations

- A. General student responsibilities
 1. Up-to-date addresses, etc.

It is the responsibility of all students to ensure that their contact information on file with the University is current (mailing address, phone number, email address). Students are required to communicate via university email and keep us up-to-date regarding their telephone and US mail address. Students are asked by departmental administrators for their up-to-date contact information each year, including address, phone, and email. Students are also responsible for regularly monitoring their email, phone and mail for important notices regarding their enrollment.

The Africana Studies Department Chair will appoint a Director of Graduate Studies for the Africana Studies Graduate Program from among the department faculty. The term of service for the Director of Graduate Studies is three years, with no limit on the number of consecutive terms that may be served. The Director of Graduate Studies serves as the chair of the Africana Studies Graduate Program Committee, and is responsible for

- Corresponding with prospective students
- Maintaining program records
- Chairing program committee meetings
- Admitting students to the program following the approval of the Program Committee

- Coordinating review/ revision of program policies and curriculum
- Submitting graduate names to department faculty for approval for graduation

Program Committee: The Chair of the Africana Studies Department will appoint department faculty to the committee. Responsibilities of the Program Committee include:

- Admission of students into the program
- Approval of changes to the graduate curriculum
- Oversight of student progress in the program, including dismissal of students who fail to make satisfactory progress
- Indirect assessment measures for the program

2. Laboratories and research equipment

Not applicable.

3. Hazardous Chemical Information Act

Not applicable.

4. Vehicles

Not applicable.

5. Keys, offices, mail, telephone, copy machine, computer terminals, etc.

Not applicable.

B. Student government and organizations (both student and professional)

Students are encouraged to participate in Department events, including: colloquia, Department conferences, workshops, and receptions.

C. Travel for professional meetings or presentations

Students are also encouraged to join professional academic organizations and attend regional conferences held by these organizations, when possible and relevant. Students are strongly encouraged to travel to professional conferences to present their work. Students are also encouraged to seek funding opportunities from the College of Arts and Sciences, the Graduate College, and other units on campus.