



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

None

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

Change 1: Deadline for completion of written candidacy exam by fast track students has been brought forward by one semester to remedy any errors in judgment of student's academic background and force needed transition to regular track in a timelier manner.

Change 2: Deadline for completion of oral candidacy exam has been changed, For most students the deadline will be one semester earlier in an attempt to shorten time to degree.

Change 3: A new regulation for students who change adviser after passing the oral candidacy exam. Needed to force a progress report and plan for completion of degree, normally given in the oral candidacy exam.

Change 4. Added an oral candidacy exam purpose statement.

Change 5: The chair of the oral candidacy exam committee is no longer the student's adviser. Instead the graduate program director appoints a committee member to this post. This is to reduce conflict of interest and to increase uniformity between exams.

**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.)

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

Department Chairperson *E. J. N. Newk* Date 10/28/2013

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 \_\_\_\_\_

## Checklist for Curriculum Proposals

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

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

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

N/A . 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).

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

N/A . 8. Are all **university requirements** correctly specified?

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

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

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

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

N/A . 9. Are all **college requirements** correctly specified?

✓ . 9. Is a **side-by-side comparison** provided?

# REGULATIONS FOR GRADUATE WORK IN PHYSICS UNIVERSITY OF DELAWARE

October 24, 2013

## INTRODUCTION

The [Department of Physics and Astronomy](#) (DPA) offers a graduate program leading to the M.S. or Ph.D. degrees in Physics. This manual provides an outline of the requirements for these degrees. Many aspects of graduate work at the University of Delaware are covered by University regulations and can be found in the [Academic Regulations for Graduate Students](#) which is part of the [Undergraduate and Graduate Catalog](#).

Nearly all graduate students in the program are at some point or another supported as Teaching Assistants. Valuable information about being a Teaching Assistant can be found in the [TA Handbook](#), issued by the Center for Teaching Effectiveness. This handbook also provides a convenient [summary of University policies](#) that apply to the appointment of graduate teaching assistants.

Other useful information, on matters such as [campus life](#), [computer technology](#) on campus, policies on [responsible computing](#), resources for [foreign students](#), as well as a very convenient [index](#) can be found at a website maintained specifically for [current graduate students](#).

Material regarding the admissions process can be found in the relevant sections of the [graduate catalog](#) and on the DPA website.

## **DEGREE REQUIREMENTS**

### **M.S. DEGREE**

Students may choose to obtain an MS degree with or without thesis.

- The MS without thesis degree requires 30 credit hours in PHYS courses, including at most 3 credits of research (PHYS 868). At least 6 credits of classroom courses must be at the PHYS 800 level.  
In addition, the degree candidate will survey the literature on a current topic in physics or astronomy, write a report on this topic and make a public presentation to the department, represented by three members of its faculty (appointed by the Director of the Graduate Program with approval of the Chair of the Department).
- The MS with thesis requires 24 credits hours in PHYS courses, including at most 3 credits of research (PHYS 868). At least 6 credits of classroom courses must be at the PHYS 800 level. In addition 6 credits of thesis work (PHYS 869) are required. The purpose of the M.S. thesis is to demonstrate that the student can conduct research under supervision and communicate the results clearly in English. The thesis is defended in an oral examination administered by a committee of three members of the Department.

Approval of the graduate review committee is required if more than 6 credits are from departments other than Physics and Astronomy or if any are in a discipline unrelated to physics.

## Ph.D. DEGREE

Students may enter the Ph.D. program after successfully completing an M.S. degree program, at the University of Delaware or elsewhere, or may be admitted directly to the Ph.D. program directly after a Bachelors degree. To obtain a Ph.D., students will normally follow the course intensive *regular track*.

### Beginning of first proposed change to fast track regulations

#### Current fast track regulation

Students entering the program with an M.S. degree in Physics or Astronomy that are particularly well prepared may choose to follow the less coursework intensive *fast track*.

#### Proposed fast track regulation

Students entering the program with at least a U.S. Master of Science degree, or its equivalent, in Physics or a closely related field that are particularly well prepared may choose to follow the less coursework intensive *fast track*.

### End of first proposed change to fast track regulations

#### Course requirements:

Students on the *regular track* must satisfy the following course requirement:

Taking and passing, with an average grade of 3.0 or better, 30 credits of course work within the first five semesters after entering graduate school. At least 18 credits must be from among 800-level PHYS courses (excluding PHYS868). Of these 18 credits at the 800 level, 12 credits (i.e. 4 courses) must come from the following group of 6 courses. These courses have to be passed with a grade of B or better.

PHYS 809, PHYS 810  
PHYS 811, PHYS 812  
PHYS 813, PHYS 815

## Beginning of second proposed change to fast track regulations

### Current fast track regulation

Students following the *fast track* must meet the following course requirements to remain on that track:

Taking at least 12 credits of PHYS classroom courses at the 800-level within their first year. (Also note that students who have not passed the candidacy exam must take at least 5 PHYS courses in their first year.)

### Proposed fast track regulation

Students following the *fast track* must meet the following minimum requirements:

In consultation with and with approval from the Graduate Program Director, the student will identify 4 3-credit 800-level classroom PHYS courses to be taken in their first year in the graduate program. Each of these courses must be passed with a grade of B or better (not B-). Students may take additional courses.

Students must take the Written Candidacy Exam on entering and pass it then, or by the beginning of the second semester in the graduate program, to remain on the fast track.

## End of second proposed change to fast track regulations

*All* students in the Ph.D. program are required to complete 9 credits of doctoral dissertation (PHYS 969)

Course credit earned at the University of Delaware to obtain an MS in Physics may be applied toward the doctoral degree. Students on the regular track may, with approval of the Graduate Review Committee, apply graduate course credits earned elsewhere, but not used to obtain a previous degree, toward the doctoral degree to a maximum of 9 credits.

## Ph.D. Candidacy Exam:

**The written part of the candidacy exam:** All students in the Ph.D. program must pass the written part of the Ph.D. candidacy exam at the latest at the next offering of the exam after the end of their third semester in the graduate program.

### Wording change due to proposed change to fast track regulations

#### Current wording

If a student on the fast track has not passed the written part of the exam after two semesters, the Graduate Review Committee will promptly review the student's progress and issue a determination whether the student should remain on the fast track or should shift to the regular track.

#### Proposed wording

If a student on the fast track has not passed the written part of the exam after one semester in the program, they will move to the regular track.

### End of wording change due to proposed change to fast track regulations

The exam will be given twice a year, in late August and in late January. The exam will be graded as a whole and will consist of 4 sections, each with 4 problems. The sections of the exam and the textbook and associated material from which that section will be based are:

- Classical mechanics - covering all the material except chapters 4 and 14 in S.T. Thornton and J.B. Marion, "Classical Dynamics of Particles and Systems", 5th edition;
- Electricity and Magnetism - covering all material in D.J. Griffiths, "Introduction to Electrodynamics", 3rd edition;
- Statistical Mechanics and Thermodynamics - covering chapters 1-9 in F. Reif, "Fundamentals of Statistical and Thermal Physics";
- Quantum Mechanics - covering chapters 1-8 in B.H. Bransden and C.J. Joachain, "Quantum Mechanics", 2nd edition.

Special relativity problems, if any, will only appear on the Electricity and Magnetism section of the exam.

## Beginning of proposed changes to oral candidacy exam regulations

### Current Regulations

**The oral candidacy examination:** Within 18 months after passing the written part of the Ph.D. candidacy exam, a Ph.D. candidate shall make an oral presentation on the proposed dissertation research to a committee consisting of the members of the Ph.D. dissertation committee and two additional members appointed by the director of the graduate program. This committee shall examine the students in matters regarding the proposed research program. A student who fails the examination has one opportunity to retake the exam. This has to take place within 6 month of the original examination.

### Proposed Regulations

#### **The Oral Candidacy Examination (OCE)**

The purpose of the OCE is to show that the student has a clear research plan with a path to its completion, has a general understanding of the research topic and can put it in context in the broader field of research.

Before the later of a) 1 year after passing the written part of the candidacy exam and b) 2 years after being admitted to the program, a Ph.D. candidate must make an oral presentation to a committee consisting of the local members of the Ph.D. dissertation committee and two additional members appointed by the director of the graduate program. A member of the OCE committee other than the dissertation adviser of Ph.D. candidate will be appointed committee chair by the graduate program director. A student who fails the OCE has one opportunity to retake the exam. This has to take place within 6 month of the original examination.

## Proposed regulations for students who change dissertation adviser after passing the oral candidacy exam

### **Regulations for students who change adviser after passing the OCE**

Students who change dissertation adviser after having passed the OCE are required to give, within 6 months of changing adviser, a written progress report and an oral presentation to the Graduate Review Committee, who will make a funding recommendation based on their evaluation of the progress report and oral presentation

### End of proposed changes

**Ph.D.** Upon successful completion of a research program, the PhD candidate will write a dissertation showing originality of thought and scholarship, properly expressed in English. The dissertation is defended in an oral examination administered by the student's

dissertation (doctoral) committee (see below). The committee may require that changes or revisions be made to the dissertation. The final oral examination is not considered to have been passed until the dissertation revisions have satisfied the committee. In general, doctoral committees should strive to achieve consensus concerning the student's performance and quality of work. In the case of dissenting votes, the majority opinion rules and a majority vote in favor is needed for a successful defense.

**Role of the Ph.D. committee:**

- Within six months of passing the written part of the Ph.D. Candidacy Examination, the candidate, together with his/her advisor, should decide upon the composition of the dissertation committee.
- The PhD candidate should provide the members of the Ph.D. committee with an annual report (due May 15) outlining the progress made and plans for the following year. At least six months prior to the anticipated defense of the dissertation, the candidate will make a careful written and oral presentation to the dissertation committee, which may advise upon the final stages.

**Composition of the Ph.D. committee:** It is the policy of the University's Graduate Program that each dissertation committee will consist of between four and six members.

- At least one committee member will be drawn from an academic unit other than the department of the advisor, or from an institution or organization external to the University.
- The chair of the committee is the faculty member in charge of the candidate's research and dissertation.
- At least one member of the committee will be a member of the DPA faculty from a research area distinct from that of the candidate. For this purpose, the distinct research areas are: 1) Astronomy & Astrophysics, 2) Atomic, Molecular and Optical Physics, 3) Condensed Matter & Material Physics, 4) Particle Physics, 5) Nuclear Physics, and 6) Space Physics.
- At least one member of the committee will be from the DPA faculty.

The members who satisfy the various requirements need not be distinct.

**Summary of degree requirements**

Degree	Total course credits	800 level credits	Dissertation credits
Reg. Track Ph.D.	30	18	9 (PHYS 969)
Fast track Ph.D.	12	12	9 (PHYS 969)

**Summary of time limits**

Degree	Time for completion of the degree	Time for passing the written part of the Ph.D. candidacy exam	Time for passing the oral part of the Ph.D. candidacy exam
Reg. Track	7 years	1 ½ years	3

Ph.D.			
Fast track Ph.D.	5 years	½ years	2

## GENERAL RULES of the PROGRAM

**Enrolment:** In order to remain in good standing in the DPA graduate program, each full-time Master's candidate must take at least six credit hours of 600 or 800 level PHYS courses during each semester, maintaining in these PHYS credit hours a cumulative GPA of 3.0 or better, until he/she has fulfilled the course requirements for the Master's degree. Ph.D. candidates must continue taking six or more credit hours of 600 or 800 level PHYS course work in each semester until they have passed the written part of the Ph. D. Candidacy Exam, maintaining in these PHYS credit hours a GPA of 3.0 or better. Courses designated as pass/fail and courses in research or in thesis/dissertation do not satisfy the six PHYS credit hour per semester course requirement and are not considered in computing the required grade point average.

In addition the following rules apply:

- Approval of the Graduate Review Committee is required if more than six classroom credit hours are from departments other than Physics and Astronomy, or for any credit hours in a discipline unrelated to Physics.
- First year students will register for PHYS 600/800 courses only.
- All full-time first-year graduate students who have not yet passed the written part of the candidacy exam are required to take for credit in their first year at least 5 classroom PHYS courses at the 600- or 800-level.

**Advisement:** The Director of the Graduate Program functions as the initial advisor for the first year students. Students are encouraged to select a research advisor early, and must formally identify one (subject to possible change later) by May 15 to be eligible for financial support during summer. They are assisted in their choice of research area and research advisor by a one credit pass/fail course, PHYS 600, in which members of the faculty presents brief, informal descriptions of their research programs. Students are also encouraged to broaden their awareness of current research by attending the DPA colloquia and graduate student research talks.

**Progress towards a graduate degree:** A reasonable goal for a well-prepared graduate student is the completion of an M.S. degree within two years from the time of first entering graduate school, and the completion of a Ph.D. degree within four to five years if the student enters with an MS or six to seven years when entering with a BS. In order to extend support beyond the time limits of five respectively seven years, the Graduate Student Review Committee would have to take positive action. It is in the student's interest to complete a degree as soon as possible insofar as is consistent with work of

good quality. Thus every effort is made to encourage a student and his or her advisor to design a degree program which can be completed within these time limits. In the event that extensions of support are needed, a student and his or her advisor should submit a written request to the Graduate Review Committee as soon as the need for extra time becomes clear.

Students who fail to pass the written part of the candidacy exam within 1 ½ years may request transfer to the MS program, as may those who fail to pass the oral part.

The Graduate Review Committee meets immediately after the end of Spring semester to examine the time table for all students. The committee reviews their status regarding progress and financial support, and thereupon provides written reports to the students, their research advisers and to the Director of the Graduate Program.

**Good Academic Standing:** To be considered in good academic standing, a student must maintain a minimum cumulative graduate grade point average (GPA) of 3.00 on a 4.00 scale each semester. To be eligible for an advanced degree, a student's cumulative grade point average shall be 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.

**Arbitration:** In those instances in which difficulties arise in communications between a student, the advisor, and/or the Graduate Review Committee, informal consultation with the Director of the Graduate Program may be helpful. Should this avenue fail to restore healthy communication, the matter may be considered by the entire Graduate Studies Committee.

## **GRADUATE STUDENT TEACHING AND FINANCIAL SUPPORT**

Students who are awarded fellowships or assistantships assume a contract with the University. The University agrees to provide a scholarship for the student's tuition and pay a stipend. As with any professional appointment, the amount of service may vary but the average is usually expected to be 20 hours per week. Continuation of the appointment is contingent upon satisfactory performance of assigned duties, continued academic eligibility and compliance with the University's [Code of Ethics](#).

**Eligibility for financial support:** The University will not permit support of a student who has not obtained a 3.00 (B) grade-point average in graduate-level courses. The department may request a one-semester temporary continuation of support for a student whose grade-point average has fallen slightly below 3.0.

A student must be classified as full-time to be eligible to hold an assistantship or fellowship. Students holding a teaching assistantship, a research assistantship, a graduate assistantship, a tuition assistantship, or a tuition scholarship must register for at least 6 credit hours of graduate-level courses each fall and spring semester to meet full-time status. Students holding a fellowship must register for at least 9 credit hours. Students on contract in fall or spring semester who are completing a thesis or a dissertation may register in sustaining credit to meet full-time status.

**SUMMER REGISTRATION.** Students who are supported by the University as teaching assistants, research assistants, or fellows during the summer months are required to be registered for at least three credits during this period. Students may register in 868 (research), 869 (thesis), 969 (dissertation), sustaining, or a regular course offered in summer session. Except for 869, 969, or regular courses, grades assigned are pass/fail.

**TA training:** First-time recipients of Teaching Assistantships in the DPA are required to attend the [Annual Conference for Graduate Teaching Assistants](#) offered by the Center for Teaching Effectiveness. They are required also to participate in a one-credit pass/fail course, PHYS 601 *Introduction to Teaching Physics and Astronomy*. International TAs must also attend the [ELI/ITA training program](#) and meet the SPEAK/UDIA score requirements to be eligible for a TA appointment

**Teaching in winter session:** Students supported as TAs in [Winter Session](#) will have a teaching assignment amounting to one section. Provided their (research) advisor approves, both TAs and RAs may request to be TA for one (additional) section, for which the student will be paid an additional stipend. Past teaching effectiveness will be used to determine the allocation of these sections. RAs may not be assigned more than one section.

**Instructorships:** Some students may be offered positions as lecturers in [Summer or Winter Sessions](#). In order to lecture, a student must have passed the written and oral parts of the candidacy exam, or have obtained a Master's degree, or have shown other convincing evidence of competence. In addition, lecturers will be expected to have shown high teaching ability, using student evaluations and classroom visits by DPA faculty members as evidence. Research Assistants may not spend more than 20 hours per week teaching in Winter Session and therefore may not hold instructorships.

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