

## **PROGRAM POLICY STATEMENT FOR THE GRADUATE PROGRAMS IN FASHION AND APPAREL STUDIES**

### **Part I: Program History**

In 2008, the Department of Fashion & Apparel Studies at the University of Delaware began offering a Master of Science in Fashion Studies. The name of the program was changed to Master of Science in Fashion and Apparel Studies effective Fall 2011. The program joined a graduate certificate in Socially Responsible and Sustainable Apparel Business (SRSAB) that commenced in 2007. A 4+1 degree combining the Master of Science and the Fashion Merchandising Bachelor of Science was established in 2010, and its name was changed to Fashion Merchandising and Management BS/Fashion and Apparel Studies MS in 2019. A 4+1 degree combining the Master of Science and the Fashion Design and Product Innovation Bachelor of Science would be established in 2021.

The Master of Science in Fashion and Apparel Studies is designed to prepare students to be effective professionals in the global apparel industry. The MS program is unique in that all students complete design innovation and consumer behavior courses to bring an understanding of both to solving problems in the global fashion industry. Concepts and practices from social responsibility and sustainability will underlie the graduate program. Students take 31 credit hours of course work and research. Thirteen credits are taken in fashion and apparel studies courses in topics such as research analysis in fashion studies, global fashion consumer, social responsibility and sustainability, and interdisciplinary approaches to problem solving. Six additional credits are taken in research methods and statistics, six credits of special interest elective courses from within or outside the department, and six credits support the thesis research.

Alternatively, the MS program is offered in a professional project (non-thesis) option. This program of study is more heavily focused on course work than the original MS program. For the professional project MS students take 31 credit hours of course work and research. Thirteen credits are required in fashion and apparel studies courses in topics such as research analysis in fashion studies, global fashion consumer, social responsibility and sustainability, and interdisciplinary approaches to problem solving. Twelve credits of special interest elective courses from within or outside the department are taken. Three credits of research methods and a three-credit Professional Project (Special Problem) complete the program. Students in the 4+1 programs follow the professional project option for the master's component.

The graduate certificate in Socially Responsible and Sustainable Apparel Business is comprised of nine, one-credit courses that are offered through the Internet. Students select three courses from labor and environmental specific topics and select five courses from a group of social responsibility/sustainability foundation courses. All certificate students take one credit of Special Problem as a capstone.

The graduate certificate provides a foundation of knowledge needed to manage international production and sourcing of apparel, textiles, and footwear in ways that are socially responsible and sustainable. The competencies and skills embedded in the courses are based on research with industry leaders and professionals who lead nongovernmental organizations and civil society groups with a stake in the global apparel business. The coursework is grounded on principles of the United Nations (UN) Global Compact, a voluntary international initiative bringing together companies, labor and civil society groups, and various UN agencies in support of human rights, labor, and the environment.

UD's Fashion and Apparel Studies faculty are uniquely positioned to support the graduate programs offered. Faculty produce high quality empirical research and creative scholarship, winning awards in international competition for designs and research, and having considerable success in grantsmanship. The proposed graduate programs build upon particular strengths of faculty research and scholarship which center around consumer behavior, design, visual style, and social responsibility and sustainability.

### **Part II. Graduate Programs and Policies**

#### **I. Master of Science in Fashion and Apparel Studies**

##### **A. Admission to MS degree**

1. **Admission requirements.** The graduate committee will review the entire application package including the following:
  - a. A cumulative grade-point average (GPA) equivalent to at least 3.0 on a 4.0 scale in all prior undergraduate college-level course work.
  - b. A GRE (Graduate Record Exam) score taken within past 5 years. Minimum scores on the revised GRE are 156 verbal and 144 quantitative. Alternatively, the department accepts GMAT scores of 550 or higher.
  - c. Students whose first language is not English must take the Test of English as a Foreign Language (TOEFL) unless a prior degree was obtained from the U.S. institution. The minimum score for TOEFL should be 79 with minimum Speaking score of 18 on the Internet-based test or 550 on paper-based test to be considered for admission. TOEFL scores more than two years old cannot be validated or considered official.
  - d. An interview with member(s) of the Fashion and Apparel Studies graduate faculty may be required.
2. **Prior degree requirements.** Applicants must have an earned baccalaureate degree from an accredited institution.
3. **Application deadlines.** Review of applicants begins on February 1. Some funded assistantships are available; applications received by February 1 will be considered for funding.
4. **Special competencies needed.** Candidates for admission need not have majored in fashion related areas previously, but they will be expected to possess:
  - a. Strong written and oral communication skills
  - b. An understanding of computer systems and basic word processing and spreadsheet applications
  - c. Knowledge of consumer behavior or social psychological aspects of fashion
  - d. Knowledge of the global fashion industry
  - e. Understanding of design and aesthetic concepts
  - f. Applicants interested in a creative design focus should have had a minimum of one patternmaking course

These competencies will be evaluated by the Fashion and Apparel Studies Graduate Committee and may be satisfied through coursework, evaluation of transcripts, a writing sample, or in some cases relevant industry experience. These evaluations will be communicated to prospective students by letter when they are accepted into the program. If a student lacks the special competencies, additional (maximum of 6 credits) undergraduate courses may be required.

5. **Admission categories.**
  - a. **Regular status** – This is offered to students who meet all admission requirements of the university and of the Fashion and Apparel Studies department.
  - b. **Non-degree status** - This is offered to (a) students who are unable to achieve regular status because of enrollment limits in the Fashion and Apparel Studies department or (b) students wishing to earn graduate credit but do not intend to work for a degree. Non-degree students are not required to follow course sequences, but they are held to the same performance standards as other graduate students. Admission with non-degree status is valid for a stated limited time and implies no commitment by the university or the department about later admission with regular status. If a student desires to change from non-degree status, the student must be recommended for a change of status by the Fashion and Apparel Studies department and seek approval from the Graduate College. Earned graduate credit may or may not be accepted if the student's status is changed. In general, graduate credit must fit into an approved program of study and all credits must

have been completed within the appropriate time limit. Upon the recommendation of the student's advisor, no more than 9 credit hours of graduate non-degree credit may be transferred to the graduate degree program.

Non-degree admission is also offered to students who wish to transfer graduate credits to another institution. In such cases, students must submit a letter from their graduate dean or registrar certifying that they are graduate students in good standing at another institution. Letters will be accepted in lieu of the transcripts and GRE scores, which are required of all other applicants.

#### **6. Other documents required.**

Candidates for admission must submit 3 letters of recommendation and a personal statement describing interests, intellectual goals, and how this program would meet their goals and objectives. A resume and a writing sample (research paper from a senior level course) are required. Portfolios may be required if the student's stated research interest is apparel design and will be requested by the department's graduate studies committee during the acceptance decision process.

Admission to the graduate programs 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.

### **B. Academic**

#### **1. Degree Requirements**

The master's degree with thesis requires a minimum of 31 hours of graduate coursework, including 6 hours of thesis, 6 semester hours of research methods and statistics, 13 required hours of departmental courses, and 6 hours of special interest electives. The master's degree Professional Project option requires a minimum of 31 hours of graduate coursework, including 13 hours of departmental required courses, 12 hours of special interest electives, 3 hours of research methods, and a 3-hour Professional Project (special problem) independent study.

The selection of major courses (beyond the required core courses) is done in consultation with the student's advisor and is based on research/specialization area and stated goals. Students without a previous degree in the field may be required to complete additional undergraduate or graduate level courses.

#### **a. Course Requirements for Master of Science in Fashion and Apparel Studies, with thesis**

Master's students are required to take the following courses:

FASH 822 Global Fashion Consumer	3
Social Responsibility and Sustainability Core:	3
Select three courses from:	
FASH 689 Apparel Supply Chains & Social Responsibility (1 cr.)	
FASH 691 Socially Responsible Apparel: Global Policy (1 cr.)	
FASH 692 Sustaining Global Apparel Supply Chains (1 cr.)	
FASH 694 Apparel Consumers and Social Responsibility (1 cr.)	
FASH 695 Bringing Social Responsibility to Apparel Corporate Culture (1 cr.)	
FASH 696 Current Initiatives for Apparel Industry Labor Compliance (1 cr.)	
FASH 697 Worker-Centric Social Responsibility for Apparel Industry (1 cr.)	
FASH 698 Redesigning Green Apparel: Design, Sourcing & Packaging (1 cr.)	
FASH 699 Producing Environmentally Responsible Apparel (1 cr.)	
FASH 825 Interdisciplinary Approaches to Creative Problem Solving	3
FASH 800 Research Analysis in Fashion Studies	3
FASH 665 Fashion Studies Graduate Seminar	1

Statistics (COMM 604, EDUC 665, or equivalent)	3
Research Methods (FASH 801, COMM 603, HDFS 615, or equivalent)	3
Special Interest Electives (600 or 800 level)	6
FASH 869 Thesis	<u>6</u>
Total credits	31

**b. Course Requirements for Master of Science in Fashion and Apparel Studies, professional project option**

Master's students are required to take the following courses:

FASH 822 Global Fashion Consumer	3
Social Responsibility and Sustainability Core:	3
Select three courses from:	
FASH 689 Apparel Supply Chains & Social Responsibility (1 cr.)	
FASH 691 Socially Responsible Apparel: Global Policy (1 cr.)	
FASH 692 Sustaining Global Apparel Supply Chains (1 cr.)	
FASH 694 Apparel Consumers and Social Responsibility (1 cr.)	
FASH 695 Bringing Social Responsibility to Apparel Corporate Culture (1 cr.)	
FASH 696 Current Initiatives for Apparel Industry Labor Compliance (1 cr.)	
FASH 697 Worker-Centric Social Responsibility for Apparel Industry (1 cr.)	
FASH 698 Redesigning Green Apparel: Design, Sourcing & Packaging (1 cr.)	
FASH 699 Producing Environmentally Responsible Apparel (1 cr.)	
FASH 825 Interdisciplinary Approaches to Creative Problem Solving	3
FASH 800 Research Analysis in Fashion Studies	3
FASH 665 Fashion Studies Seminar	1
Research Methods (determined in consultation with the major professor)	3
Special Interest Electives (600 or 800 level)	12
FASH 669 Professional Project	<u>3</u>
Total credits	31

**c. Non-Registered Requirements**

**i. Registration and Residency Requirements**

Graduate students must maintain continuous enrollment each fall and spring semester either in courses or sustaining or approved leave of absence to be eligible to continue in the Fashion and Apparel Studies program.

**ii. Seminar**

All students must register for FASH 665 Fashion Studies Graduate Seminar during their last semester of graduate work.

**iii. Language requirement**

There is no formal foreign language requirement in the Fashion and Apparel Studies graduate program. The need for proficiency in another language for a student's research will be determined by the advisory committee.

**d. Petitions for variance in degree requirements**

**Time limits for completing degree requirements**

Typically, the master's program can be completed in two years. The university allows ten semesters from the date of matriculation for completion of the master's degree assuming that the student has maintained continuous enrollment. Extension of this time limit may be granted for circumstances beyond a student's control and must be approved by the student's academic advisor and the department chair with a recommendation to the Graduate College.

**e. Grade Requirements**

Students must maintain a 3.0 average on courses within their major field of study. Further, as per university policy, a student must maintain a 3.0 grade point average (on a 4.0 scale) each semester to be considered in good standing. Credit hours and courses for which the grade is below a B- do not count toward the degree, but do calculate in the cumulative GPA. In order to continue to progress toward degree any student who fails to receive B or better on courses in their major field of study must repeat the course and receive a B or higher. In addition, having to repeat a course is considered in the review for satisfactory progress to degree [See page 8, PartII.I.B.3.a.ii (departmental review procedures for evaluating normal progress and evaluation of performance of master's students)].

**f. Courses which may not be used toward the degree**

No more than 3 credits of independent study (FASH 666: Special Problems) and 3 credits of supervised research (FASH 868: Supervised Research) may count towards the degree.

A student may transfer a maximum of 9 graduate credits earned as a student in the University of Delaware's Continuing and Professional Studies with approval of the department chair and the student's advisor.

Graduate credit earned at another institution will be evaluated at the student's request. A maximum of 9 credits required for the degree will be accepted provided the course meets university requirements for transfer approval. Graduate courses for transfer credit must have a B or better.

**g. Facility of Expression in English**

Candidates for the degree must have acquired the ability to express themselves clearly in English, both orally and in writing. The major department has the responsibility of determining whether candidates have met this requirement.

**2. Committees for Master's Exams and Theses and Professional Projects**

**a. Advisement**

For the first semester of graduate study, the department's director of graduate studies serves as the graduate student's temporary advisor. Students should seek opportunities to meet all faculty members in the department to discuss their areas of study during the first semester. Master's students must decide whom they would like as their advisor by the end of the first semester. To request an advisor, students will write a statement of research interests and indicate with whom they want to work and will submit this to the graduate studies director. The department will try to accommodate each student's interests/requests. However, faculty availability will be considered for the number of students who need advisement.

**b. Selection of Master's Thesis and Professional Project Committees**

Thesis committees will usually consist of one faculty advisor and two other faculty members. The Professional Project Committee will consist of at least two faculty members: the academic advisor and one additional member. For thesis option, two faculty members including the student's advisor who will serve as committee chairperson should be from the Fashion and Apparel Studies department. For professional project option, the student's advisor should be from the Fashion and Apparel Studies department. However, for some thesis and professional project topics it may be appropriate to invite an apparel industry professional as one committee member. By the beginning of the second semester, the student will write a statement of research interests (for those completing a thesis) or a statement of interest for the special problem (for those electing the professional project option). The student should indicate who in addition to his or her advisor would be appropriate members of the thesis committee.

With the approval of the advisor, it is the student's responsibility to discuss the topic with potential committee members and gain their agreement to serve as committee members.

**c. Requirement for Comprehensive Exams for Master's Degree**

Master's students have no official comprehensive exam such as a qualifying exam. However, master's students will write, present, and be examined over a research/scholarship proposal or professional project proposal. In addition, they will be examined over their theses and program of study at the thesis defense or professional project defense (See Part II.I.B.3.d).

**i. Research/Scholarship Proposal**

Before or during their third semester in the program, master's students writing a thesis must submit a written proposal for research/scholarship. The proposal will be presented at a meeting of the student's graduate committee and must be approved by the graduate committee. This proposal should include a detailed review of pertinent literature, justification for the scholarly activity, methods and procedures to be used, and a timetable for completion. The proposal will be reviewed and refined as necessary, based on the committee's input. If major emphasis is shifted during the course of the research/scholarship, the proposal should be amended with the advice and consent of the committee.

**ii. Professional Project Proposal**

Similarly, master's students who elect the professional project option are expected to submit a written proposal for their professional project. Before or during their third semester in the program, master's students must submit a written proposal for the professional project which may be an individual study, individual service learning project, group experiential learning (e.g., field study, service learning), or research project that allows students to synthesize learning across courses. The proposal will be presented at a meeting of the student's graduate committee and must be approved by the graduate committee. This proposal should describe the activities, goals, and projected outcomes of the professional project, and include a timetable for completion. The proposal will be reviewed and refined as necessary, based on the committee's input. If major emphasis is shifted during the course of the professional project, the proposal should be amended with the advice and consent of the committee.

**d. Policies for Dates of Examinations**

Thesis and Professional Project defenses typically occur at the end of a course of study. A convenient time to hold the defense might be in the summer. However, holding exams during the summer may be difficult because faculty on nine-month contracts or on Sabbatical may not be available during the summer. Therefore, the student needs to plan with the graduate committee well in advance to negotiate appropriate scheduling of the defense.

**e. Human Subjects Research Guidelines**

University policy and federal law (45 CFR 46) require that all research involving living human subjects be reviewed and approved by the Human Subjects Review Board (HSRB). This body is also commonly referred to as an Institutional Review Board (IRB). This requirement applies to all research involving human subjects conducted by University faculty, staff, and students.

As defined by federal law, there are three levels of appropriate review: exemption from full board review, expedited review, and full board review. The level depends on who the subjects will be and how much risk they will experience.

University investigators planning research projects involving the use of human subjects are required to (1) make available to the Review Board the plans for anticipated research before beginning the projects and in sufficient time to allow the board to take action; (2) make clearly evident in the written research plan or through any further information that may be needed precisely how the rights and welfare of the research subjects are to be protected, how informed consent of human subjects is to be obtained, and whether written consent forms are to be used; and (3) during the course of the project make known to the committee any changes in protocol or any emerging problems of investigation that may significantly alter the original concept; (4) report to the Review Board any instances of injuries or unexpected problems involving risks to subjects or others; and (5) carry out the continuing responsibilities delineated in Section E.6, "Responsibilities of the Research Investigator."

Students should submit the application for human subjects review to the chair for human subjects in the College of Arts & Sciences who serves as a member of UD's IRB prior to conducting research and must obtain the approval before collecting data.

**f. Approval of Theses or Professional Projects**

**i. The Master's Thesis**

The master's thesis must reflect the ability to conduct scholarly work and to report the results in a manner worthy of publication. The following items are to be submitted to the Graduate College: (a) Three original sets of the signature pages showing approval of the thesis; (b) Three copies of the abstract; (c) The thesis as a PDF file. The thesis must be approved by (a) the chair of the committee in charge of the candidate's degree program or the advisor, (b) the chair of the department of major concentration or the chair of the committee in charge of an area of study, (c) the Dean of the College, and (d) the Vice Provost for Graduate and Professional Education.

**ii. The Professional Project**

The master's professional project should reflect the ability to conduct an individual study, individual service learning project, group experiential learning, or research project that allows students to synthesize learning across courses. The student must report the results to the committee. The following items are to be submitted to the Fashion and Apparel Studies Graduate Committee: (a) Three original sets of the signature pages showing approval of the professional project; (b) Three copies of the abstract; (c) The professional project report as a PDF file. The chair of the committee in charge of the candidate's degree program or the advisor, and the chair of the department of major concentration must approve the professional project report.

**g. Departmental and Student Obligations for Determining Committee Members and Changes in Committee Members**

Although it is not desirable to change faculty advisors, students may feel that it is best to work with another faculty member advisor due to unusual circumstances. In that case, the students can petition the graduate studies director in writing of the desire to change advisor at any time before initiating the thesis or dissertation proposal. The graduate studies committee will consider the petition and make a decision.

**3. Timetable and Definition of Satisfactory Progress Towards the Master's Degree**

- a. Academic load (full & part-time) expectations.** Fashion and Apparel Studies master's students are encouraged to enroll in 9-12 credit hours each semester to make timely progress toward the degree. Generally, a maximum load is 12 graduate credit hours; however, additional credit hours may be taken with the approval of the student's adviser and the Graduate College. A maximum course load in either summer or winter session is 7 credit hours. Permission must be obtained from the Graduate College to carry an overload in any session.

**i. Normal progress** toward the master's degree includes adherence to the timelines indicated in the Fashion and Apparel Studies graduate policy as well as achievement of grades of B or better in Fashion and Apparel Studies courses. Fashion and Apparel Studies graduate students must maintain an overall 3.0 GPA.

**ii. Define departmental review procedures for evaluating normal progress and evaluation of performance of master's students.** At the end of each year of study, master's students will be evaluated for satisfactory progress in the program. The Fashion and Apparel Studies Graduate Studies Committee will conduct the review, and in addition, may seek oral or written appraisal of the student from professors the student has had outside the department. The purpose of these annual evaluations is (a) To assess the student's potential for continuing toward successful completion of the MS, (b) To identify any areas of concern which warrant special attention, such as the ability to perform satisfactorily or the timely progress in the program, (c) To make any recommendations which would address such concerns, (d) To make a recommendation to the student regarding continuation in the program.

Review of student's progress will consist of consideration of the following characteristics that are related to successful completion of the MS: (a) The student exhibits ability to do independent work, (b) The student does not have a pattern of incompletes, (c) The student has achieved B grades or better in the courses from the program of study including the provisional courses, (d) The student exhibits self-motivation and discipline, (e) The student exhibits the talent necessary for graduate study and research, (f) The student demonstrates professional responsibility, (g) The student exhibits creativity in thought processes, (h) There is continued congruence between student's and faculty research interests, (i) The student follows professional and personal ethical principles, (j) The student follows graduate policy rules regarding suggested timeline and completes these steps in a timely manner.

A recommendation will be made to the student in a letter. Copies of the recommendation letter will also be placed in the student's permanent records with the director of graduate studies, with the student, and with the student's advisor. The outcomes of the recommendations are: (a) Student should continue unconditionally in the program, (b) Student should continue in the program pending successful completion of specific recommendations that may include coursework or other strategies necessary to strengthen areas of weakness, (c) Student will be recommended to the Graduate College for dismissal from the program. Students remaining in the program, but with recommendations to strengthen areas of weakness, will receive a recommendation letter with a timeline for process and correction. Such students will be reviewed at the end of each semester to assess continued progress. Students who fail to make progress for two consecutive semesters will be recommended for dismissal from the program.

**b. Grade requirements (general and specific).**

Students must achieve grades of B or better in Fashion and Apparel Studies courses. Fashion and Apparel Studies graduate students must maintain an overall 3.0 GPA. All graduate-numbered courses taken with graduate student classification at the University of Delaware are applied to the cumulative grade point average. Credit hours and courses for which the grade is below "B-" do not count toward the degree even though the grade is applied to the cumulative grade point average. Candidates should see that all final grades have been submitted by their instructors. Temporary grades of "S" (Satisfactory) are assigned for 868 (Research), 669 (Professional Project), and 869 (Master's Thesis) until a final letter grade is submitted upon the completion of the thesis.

**c. Thesis and Professional Project progress timetable guidelines.**

Maintenance of steady, reasonable progress toward the master's degree is the responsibility of the student and the advisor. Regular meetings with the graduate



committee members to discuss progress are strongly encouraged. Each student is responsible for monitoring his or her progress. At the end of each year of study, master's students will be evaluated for satisfactory progress in the program. The Fashion and Apparel Studies Graduate Studies Committee will conduct the review. Results of the review and the committee's recommendation will be made available to the student. Copies of the recommendation will also be placed in the student's permanent records with the director of graduate studies and with the student's advisor. Deficiencies in progress will be communicated in writing by the advisor to the student and to the Graduate College. In the case of deficiencies in progress, the recommendation letter will contain a timeline and information about the process for correction.

Before or during their third semester in the program, students must submit to their committee for review and approval, a written research proposal describing the intended thesis research and a timetable for completion. The date of the thesis defense should be scheduled to precede the University deadline for thesis submission by at least two weeks to allow sufficient time for any necessary changes.

**d. Thesis and Professional Project defense guidelines**

The thesis should reflect the student's ability to conduct independent scholarship and to present the results in a formal manner. It must conform to the university's Thesis and Dissertation Guidelines (available on the university web site) as to format and other mechanics. Students may write the thesis in a style suitable for a manuscript(s) ready for submission to a journal in consultation with their advisor. The student may register for Master's Thesis (FASH 869) after the student's committee has approved the proposal to accumulate the required minimum of 6 credit hours. The student will receive a temporary grade of S or U until successful completion of the thesis, when the advisor will record a letter grade.

The professional project should reflect the student's ability to conduct an independent project and to present the results in a formal manner. Students should write the professional project problem report in consultation with their advisor. The student may register for three credits of FASH 669 Professional Project after the student's committee has approved the proposal. The student will receive a temporary grade of S or U until successful completion of the professional project, when the advisor will record a letter grade.

The Thesis Defense or Professional Project Defense is conducted by the student's graduate committee. Decisions concerning passage of the defense and recommendations stemming from it are decided by the committee based on a simple majority vote. If the first attempt results in failure, the second examination cannot be taken earlier than 90 days nor later than 365 days following the first examination. The defense shall be announced by the student's advisor at least one week in advance by memorandum to department faculty. The student must provide each graduate committee member with a refined (but not final) draft of the thesis or professional project report at least two weeks before the defense. The date of the thesis defense should precede the University deadline for thesis submission by at least two weeks to allow sufficient time for any necessary changes. The Professional Project Defense must precede the end of the semester by at least two weeks. The Thesis Defense and Professional Project Defense are open to all University of Delaware faculty members.

**e. Forms required.**

The Application for Advanced Degree is available at <https://grad.udel.edu/policies/> and due dates are approximately three months prior to degree conferral.

- f. **Identify consequence for failure to make satisfactory progress.** Protocol for grievance procedure if student has been recommended for termination for failure to make satisfactory progress.

A student who does not maintain satisfactory progress toward a degree or who does not fulfill other graduate program requirements, including those regarding professional standards and misconduct, may be denied further registration in that program by the Graduate College on the recommendation of the Fashion and Apparel Studies Graduate Studies Committee. If, in the professional judgment of the Fashion and Apparel Studies Graduate Studies Committee, a student has failed to make satisfactory progress toward meeting the academic standards of the program in which that student is enrolled, the committee may vote to dismiss that student from the program. In the case of dismissal, the director of graduate studies is required to send a report to the Graduate College that states the Graduate Studies Committee vote on the decision causing dismissal and the justification for the action. The Graduate College will notify a student in writing when the student is being dismissed for failure to make satisfactory progress in the program. In the case of academic dismissal, the student may appeal the termination by writing to the Graduate College. This appeal must be made within ten class days from the date on which the student has been notified of academic dismissal. If the Vice Provost for Graduate and Professional Education and Dean of the Graduate College 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.

## **II. 4+1 Bachelor of Science in Fashion Merchandising and Management (FM) and Master of Science in Fashion and Apparel Studies; 4+1 Bachelor of Science in Fashion Design and Product Innovation (FDPI) and Master of Science in Fashion and Apparel Studies**

### **A. Rationale and Program Description**

The 4+1 program allows Fashion and Apparel Studies majors (FM and FDPI) who desire more education than the undergraduate major can provide to complete a master's degree in half the time. By accelerating attainment of a master's degree, students will be provided with expanded opportunities for attaining effective written communication skills (Goal 2 of UD's general education goals), opportunities to think critically to solve problems (Goal 1), opportunities to work independently (Goal 3) and opportunities to engage in research with faculty scholars. A Master of Science in Fashion and Apparel Studies may result in expanded opportunities for career growth in fashion, apparel, retail and related industries.

The 2-year Master of Science in Fashion and Apparel Studies is designed to prepare students to be effective professionals in the global apparel industry. The MS program is unique in that all students complete design innovation and consumer behavior courses to bring an understanding of both to solving problems in the global fashion industry. Concepts and practices from social responsibility and sustainability underlie the graduate program.

Both of the Bachelor of Science degrees in FM and FDPI require 124 credits. An additional 31 graduate level credits are required for the Master of Science degree. Up to 12 credits of graduate courses taken in the junior and senior years can be dual counted towards both BS and MS degrees. In the freshmen and sophomore years and first semester of the junior year, students follow the FM or FDPI curriculum as outlined in the undergraduate catalog. During the second semester of the junior year and the senior year a minimum of 12 graduate credits at the 600 and 800 levels will be completed. Upon completion of the 4-year undergraduate degree, students will immediately begin taking the remaining graduate credits over a 1-year period. The Bachelor of Science degree and the Master of Science degree will be awarded after completion of the master's program.

## B. Admission to 4+1 Program

### 1. When to Apply

Students will apply for admission to the 4+1 Master of Science in Fashion and Apparel Studies program in the fall semester of the junior year. However, any undergraduate student interested in applying for the program is encouraged to make their interest known to their advisor as early as the freshman year.

### 2. Admission requirements. Applicants for admission meet the following requirements:

- a. Students must be enrolled at the University of Delaware in the Department of Fashion and Apparel Studies pursuing an undergraduate major in FM or FDPI.
  - b. A minimum of 60 undergraduate credits and a GPA equivalent to at least 3.2 on a 4.0 scale in all prior undergraduate college-level course work.
  - c. Students must also take the GRE or GMAT; however, the GRE/GMAT is waived if a student has a 3.5 GPA or higher.
  - d. Candidates for admission must submit a personal statement describing interests, intellectual goals, and how this program would meet their goals and objectives.
  - e. Admission to the 4+1 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.
3. **Application deadlines.** Review of applicants begins October 15<sup>th</sup> of the junior year and students are officially notified by November 1<sup>st</sup>. Students begin the 4+1 program in the spring of the junior year.

## C. Academic

### 1. Course Requirements for Master of Science in Fashion and Apparel Studies, Professional Project

FASH 822 Global Fashion Consumer Social Responsibility and Sustainability Core:	3 cr.
Select three courses from:	
FASH 689 Apparel Supply Chains & Social Responsibility (1 cr.)	
FASH 691 Socially Responsible Apparel: Global Policy (1 cr.)	
FASH 692 Sustaining Global Apparel Supply Chains (1 cr.)	
FASH 694 Apparel Consumers and Social Responsibility (1 cr.)	3 cr.
FASH 695 Bringing Social Resp. to Apparel Corporate Culture (1 cr.)	
FASH 696 Current Initiatives for Apparel Industry Labor Comp (1 cr.)	
FASH 697 Worker-Centric Social Resp. for Apparel Industry (1 cr.)	
FASH 698 Redesigning Green Apparel: Design, Sourcing & Pkg (1 cr.)	
FASH 699 Producing Environ. Responsible Apparel (1 cr.)	
FASH 825 Interdisciplinary Approaches to Creative Problem Solving	3 cr.
FASH 800 Research Analysis in Fashion Studies	3 cr.
FASH 665 Fashion Studies Seminar	1 cr.
Research Methods (determined in consultation with advisor)	3 cr.
Special Interest electives (600 or 800 level)	12 cr.
FASH 669 Professional Project	3 cr.
<i>Total</i>	<u>31 cr.</u>

Both of the Bachelor of Science degrees in FM and FDPI require 124 credits. An additional 31 graduate level credits are required for the Master of Science degree. Up to 12 credits of

graduate courses taken in the junior and senior years are dual counted towards both BS and MS degrees. In the freshmen and sophomore years and first semester of the junior year, students follow the FM or FDPI curriculum as outlined in the undergraduate catalog. During the second semester of the junior year and the senior year, 12 graduate credits at the 600 and 800 levels will be completed. Upon completion of the 4-year undergraduate degree, students will immediately begin taking the remaining graduate credits over a 1-year period.

## **2. 4+1 Course Requirements for B.S. in FM and M.S. in Fashion and Apparel Studies.**

Students are admitted into the 4+1 program in the spring of the junior year. They will take 600/800 courses (12 credits) during the remainder of their undergraduate career.

### **Six credits from the following group that can count as substitutes for required undergraduate courses – same course contents with higher expectations**

FASH 630 (3 cr.) substitute for FASH 430

FASH 655 (3 cr.) substitute for FASH 455

FASH 619 (3 cr.) substitute for FASH 419; or FASH 617 (3 cr.) substitute for FASH 417

### **Six credits from the following group that can be used as elective credits for B.S. degree in FMM**

FASH 800 (3 cr.) Research Analysis in Fashion Studies

FASH 822 (3 cr.) Global Fashion Consumer

FASH 825 (3 cr.) Interdisciplinary Approaches to Creative Problem Solving

Graduate Level Research Methods (determined in consultation with advisor) (3 cr.)

In the graduate year of study, students will take 19 credits of graduate courses. The total credits for the B.S. and M.S. are 143.

## **4+1 Course Requirements for B.S. in FDPI and M.S. in Fashion and Apparel Studies.**

Students are admitted into the 4+1 program in the spring of the junior year. They will take 600/800 courses (12 credits) during the remainder of their undergraduate career.

### **Six credits from the following group that can count as substitutes for required undergraduate courses – same course contents with higher expectations**

FASH 633 (3 cr.) substitute for FASH 433

FASH 655 (3 cr.) substitute for FASH 455

FASH 619 (3 cr.) substitute for FASH 419; or FASH 617 (3 cr.) substitute for FASH 417

FASH 623 (3 cr.) substitute for FASH 423

### **Six credits from the following group that can be used as elective credits for B.S. degree in FDPI**

FASH 800 (3 cr.) Research Analysis in Fashion Studies

FASH 822 (3 cr.) Global Fashion Consumer

FASH 825 (3 cr.) Interdisciplinary Approaches to Creative Problem Solving

Graduate Level Research Methods (determined in consultation with advisor) (3 cr.)

In the graduate year of study, students will take 19 credits of graduate courses. The total credits for the B.S. and M.S. are 143.

## **3. Grade requirements**

Once admitted to the 4+1 degree program, students must maintain a 3.0 average in graduate level courses. Further, as per university policy, a student must maintain a 3.0 grade point average (on a 4.0 scale) each semester to be considered in good standing. Credit hours and courses for which the grade is below a B- do not count toward the M.S. degree, however the grade is applied to the cumulative grade point average. In order to continue to progress toward degree any student who fails to receive B or better on courses in their major field of study must repeat the course and receive a B. In addition, having to repeat a course is

considered in the review for satisfactory progress to degree. See Part II.11.e. for *departmental review procedures*.

#### **4. Plus 1 (Graduate Year)**

##### **a. Time limits for completing 4+1 degree requirements**

Students that complete the bachelor degree are allowed to work toward the master's degree part-time provided the degree requirements are completed within 5 years from receiving their undergraduate degree.

##### **b. Petitions for variance in degree requirements**

Typically, for a 4+1 student the master's program can be completed in 1 year beyond the bachelor's degree. The university allows ten semesters from the date of matriculation for completion of the master's degree assuming that the student has maintained continuous enrollment. Extension of this time limit may be granted for circumstances beyond a student's control and must be approved by the student's academic advisor and the department chair with a recommendation to the Graduate College.

##### **c. Courses which may not be used toward the degree**

No more than 3 credits of independent study (FASH 666: Special Problems) and 3 credits of supervised research (FASH 868: Supervised Research) may count towards the degree. A student may transfer a maximum of 9 graduate credits earned as a student through the University of Delaware's Continuing and Professional Education with approval of the department chair and the student's advisor. Graduate credit earned at another institution will be evaluated at the student's request. A maximum of 9 credits required for the degree will be accepted provided the course meets university requirements for transfer approval. Graduate courses for transfer credit must have a B or better.

#### **5. Committees for Master's Exams and Professional Project**

##### **a. Advisement**

For the three semesters students are completing graduate work while juniors and seniors, the department's director of graduate studies serves as the student's temporary advisor. Students should seek opportunities to meet all faculty members in the department to discuss their areas of study during the first semester. 4+1 students must decide whom they would like as their advisor by the end of the fall semester of their senior year. To request an advisor, students will write a statement of interest for the professional project and indicate with whom they want to work and will submit this to the graduate studies director. The department will try to accommodate each student's interests/requests. However, faculty availability will be considered for the number of students who need advisement.

##### **b. Selection of Master's Professional Project Committees**

The Professional Project Committee will consist of at least two faculty members: the academic advisor and one additional member. Two faculty members including the student's advisor who will serve as committee chairperson should be from the Fashion and Apparel Studies department. However, for some professional project topics it may be appropriate to invite an apparel industry professional as the third committee member. During the spring semester of their senior year, the student will write a statement of interests for the professional project and indicate which professor might be an appropriate advisor. With the approval of the graduate program director, it is the student's responsibility to discuss the topic with potential advisors and gain their agreement to guide the student's professional project.

#### **6. Requirement for Comprehensive Exams for Master's Degree**

4+1 students have no official comprehensive exam such as a qualifying exam. However, 4+1 students will write, present, and be examined over a professional project proposal.

## **7. Professional Project Proposal**

Before or at the beginning of the fall semester of their fifth year, 4+1 students must submit a written proposal for the professional project which may be Individual study, individual service learning project, group experiential learning (e.g., field study, service learning), or research that allows students to synthesize learning across courses. The proposal will be presented at a meeting of the student's graduate committee and must be approved by the graduate committee. This proposal should describe the activities, goals, and projected outcomes of the professional project, and include a timetable for completion. The proposal will be reviewed and refined as necessary, based on the committee's input. If major emphasis is shifted during the course of the professional project, the proposal should be amended with the advice and consent of the committee.

## **8. Policies for Dates of Examinations**

For the 4+1 students, completion of the professional project would typically occur at the end of a course of study, generally at the end of spring semester. The student should schedule the defense at least two weeks before the end of the semester allow sufficient time for any necessary changes. A convenient time to hold the defense might be in the summer. However, holding exams during the summer may be difficult because faculty on nine-month contracts or on Sabbatical may not be available during the summer. Therefore, the student needs to plan with the graduate committee well in advance to negotiate appropriate scheduling of the defense.

## **9. Human Subjects Research Guidelines**

Human subjects research guidelines for 4+1 students are the same as regular M.S. students as described in Part II.I.B.2.e of this graduate policy.

## **10. Approval of Professional Project**

### **a. The Master's Professional Project**

The Master's professional project approval processes for the 4+1 students are the same as regular M.S. students in the professional project option as described in Part II.I.B.2.f.ii of this graduate policy.

### **b. Departmental and Student Obligations for Determining Committee Members and Changes in Committee Members**

The determination and changes in graduate committee processes for the 4+1 students are the same as regular M.S. students in the professional project option as described in Part II.I.B.2.g of this graduate policy.

### **c. Timetable and Definition of Satisfactory Progress Towards the Master's Degree Academic Load (Full & Part-Time) Expectations**

Fashion and Apparel Studies students are encouraged to enroll in 9-12 credit hours each semester to make timely progress toward degree. Those enrolled for fewer than 9 credit hours are considered part-time students. Generally, a maximum load is 12 graduate credit hours; however, additional credit hours may be taken with the approval of the student's adviser and the Graduate College. A maximum course load in either summer or winter session is 7 credit hours. Permission must be obtained from the Graduate College to carry an overload in any session. **Normal progress** toward the master's degree includes adherence to the timelines indicated in the Fashion and Apparel Studies graduate policy as well as achievement of grades of B or better in Fashion and Apparel Studies courses. Fashion and Apparel Studies graduate students must maintain an overall 3.0 GPA.

## **11. Departmental Review Procedures for Evaluating Normal Progress and Evaluation Of Performance of 4+1 Students**

In spring of the 4<sup>th</sup> and 5<sup>th</sup> years, 4+1 students will be evaluated for satisfactory progress in the program. The review procedures for the 4+1 students are the same as regular M.S. students as described in Part II.I.B.3.a.ii of this graduate policy.

**a. Grade Requirements (General and Specific).**

Students must achieve grades of B or better in graduate coursework. Fashion and Apparel Studies 4+1 students must maintain an overall 3.0 GPA. All graduate numbered courses taken with graduate student classification at the University of Delaware are applied to the cumulative index. Credit hours and courses for which the grade is "B-" or below do not count toward the M.S. degree even though the grade is applied to the cumulative grade point average. Undergraduate course grades must follow minimum guidelines for the undergraduate program. A minimum of a C- is required in all departmental undergraduate courses, as well as in the Breadth Requirements. Candidates should see that all final grades have been submitted by their instructors. Temporary grades of "S" (Satisfactory) are assigned for FASH 868 (Research) and FASH 669 (Professional Project) until a final letter grade is submitted upon the completion of the thesis or dissertation.

**B. Professional Project Progress Timetable Guidelines**

Maintenance of steady, reasonable progress toward the master's degree is the responsibility of the student and the advisor. Regular meetings with the graduate committee members to discuss progress are strongly encouraged. Each student is responsible for monitoring his or her progress. At the end of each semester of study, 4+1 students will be evaluated for satisfactory progress in the program. The Fashion and Apparel Studies Graduate Studies Committee will conduct the review. Results of the review and the committee's recommendation will be made available to the student. Copies of the recommendation will also be placed in the student's permanent records with the director of graduate studies and with the student's advisor. Deficiencies in progress will be communicated in writing by the advisor to the student and to the Graduate College. In the case of deficiencies in progress, the recommendation letter will contain a timeline and information about the process for correction. Before or during the fall semester of their fifth year 4+1 students must submit to their committee for review and approval, a written proposal describing the intended professional project and a timetable for completion. The date of the professional project defense should be scheduled to precede the end of the semester by at least two weeks to allow sufficient time for any necessary changes.

**c. Professional Project Defense Guidelines**

The professional project should reflect the student's ability to conduct an independent project and to present the results in a formal manner. Students should write the professional project report in consultation with their advisor. The student may register for FASH 669 Professional Project after the student's committee has approved the proposal. The student will receive a temporary grade of S or U until successful completion of the professional project, when the advisor will record a letter grade.

The Professional Project Defense is conducted by the student's graduate committee. Decisions concerning passage of the defense and recommendations stemming from it are decided by the committee based on a simple majority vote. If the first attempt results in failure, the second examination cannot be taken earlier than 90 days nor later than 365 days following the first examination. The defense shall be announced by the student's advisor at least one week in advance by memorandum to department faculty. The student must provide each graduate committee member with a refined (but not final) draft of the professional project report at least two weeks before the defense. The date of the professional project defense should precede the end of the semester by at least two weeks to allow sufficient time for any necessary changes. The Professional Project Defense is open to all University of Delaware faculty members.

**d. Forms Required**

The Application for Advanced Degree is available at <https://grad.udel.edu/policies/> and due dates are approximately three months prior to degree conferral.

**e. Identify Consequence for Failure to Make Satisfactory Progress**

The consequences for failure to make satisfactory progress for the 4+1 students are the same as regular M.S. students as described in Part II.I.B.3.f of this graduate policy.

### **III. Graduate Certificate in Socially Responsible and Sustainable Apparel Business**

#### **A. Program History**

In 2007, the Department of Fashion & Apparel Studies at the University of Delaware became the first academic institution to offer a graduate certificate in **Socially Responsible and Sustainable Apparel Business (SRSAB)**. The certificate is comprised of nine, one-credit courses that are offered through the Internet. Students select three courses from labor and environmental specific topics and select five courses from a group of social responsibility/sustainability foundation courses. All certificate students take one credit of Special Problem as a capstone.

The graduate certificate provides a foundation of knowledge needed to manage international production and sourcing of apparel, textiles, and footwear in ways that are socially responsible and sustainable. The competencies and skills embedded in the courses are based on research with industry leaders and professionals who lead nongovernmental organizations and civil society groups with a stake in the global apparel business.

The coursework is grounded on principles of the United Nations (UN) Global Compact, a voluntary international initiative bringing together companies, labor and civil society groups, and various UN agencies in support of human rights, labor, and the environment. The following learning goals have been established for students completing the certificate.

- Evaluate how apparel, textile, and footwear businesses address the “Global Compact” principles for human rights, labor standards, and environmental stewardship and how they can more effectively address them in the future.
- Analyze the moral and ethical responsibility of business and individuals toward human rights labor standards, and environmental stewardship, and
- Recommend various strategies for affecting change in the industries.

The courses and learning materials for the certificate were developed by a team of faculty from the University of Delaware, Cornell University, and Colorado State University based on work supported by the Cooperative State Research, Education, and Extension Service, U.S. Department of Agriculture, under Award No. 2006-01405. Instructors and students for the courses are drawn from all three universities. Because the courses are all offered through the Internet, it is possible to pursue the graduate certificate from any location in the world.

Students completing the requirements for the graduate certificate will be awarded a certificate that is signed by the Department Chairperson and the Department’s Graduate Studies Committee Chair. Additionally, a notation of receipt of the certificate will be made on the students’ transcripts.

The graduate certificate in Socially Responsible and Sustainable Apparel Business is not associated with the Lerner College of Business and Economics.



## **B. Admission**

### **1. University Policy on Admissions**

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.

### **2. Admission to the Graduate Certificate Program**

#### **a. Individuals Currently Not Enrolled at UD**

Individuals who are not currently University of Delaware students apply to the Graduate College. There is a \$75 application fee. Prospective students are required to submit evidence of an undergraduate degree and prepare a statement of interest.

Admissions will be decided by the Graduate Studies committee of faculty in the department. Once accepted for the graduate certificate, the Department transfers the admissions information to the Graduate Studies Office whereupon admitted individuals are categorized as non-degree students.

#### **b. Current UD Graduate Students**

Graduate students who are currently pursuing a degree at the University of Delaware may take up to three of the required certificate courses without applying for admission into the certificate program. However, to take four or more required courses students must apply by completing an application available from the Fashion and Apparel Studies Department and submitting a statement of interest.

#### **c. Current UD Undergraduate Students**

Undergraduate students who are currently pursuing a degree at the University of Delaware may enroll in certificate courses upon consultation with their academic advisor and then the department chair. They may take up to three of the required certificate courses without applying for admission into the certificate program. However, to take four or more certificate courses students must apply by completing an application available from the Fashion and Apparel Studies Department and submitting a statement of interest.

### **3. Application Deadlines**

Students wanting to begin the certificate program in Fall Semester should apply no later than July 1. Students wanting to begin in Spring Semester should apply no later than January 1.

## **C. Academic**

### **1. Requirements for the Graduate Certificate Program**

The graduate certificate in Socially Responsible and Sustainable Apparel Business is comprised of a total of nine credits.

#### **Capstone Course:**

FASH 666 Special Problem (1 cr. is required, but students may take up to 3 cr.)

#### **Labor and Environment Electives: 3 credits**

##### **Select 3 courses from the following:**

FASH 696 Current Initiatives for Apparel Industry Labor Compliance (1 cr.)

FASH 697 Worker-Centric Social Responsibility for Apparel Industry (1 cr.)

FASH 698 Redesigning Green Apparel: Design, Sourcing & Packaging (1 cr.)

FASH 699 Producing Environmentally Responsible Apparel (1 cr.)

#### **Foundation Requirements: 5 credits**

##### **Select an additional 5 courses from the following:**

FASH 689 Apparel Supply Chains & Social Responsibility (1 cr.)

FASH 691 Socially Responsible Apparel: Global Policy (1 cr.)  
FASH 692 Sustaining Global Apparel Supply Chains (1 cr.)  
FASH 694 Apparel Consumers and Social Responsibility (1 cr.)  
FASH 695 Bringing Social Responsibility to Apparel Corporate Culture (1 cr.)  
FASH 696 Current Initiatives for Apparel Industry Labor Compliance (1 cr.)  
FASH 697 Worker-Centric Social Responsibility for Apparel Industry (1 cr.)  
FASH 698 Redesigning Green Apparel: Design, Sourcing & Packaging (1 cr.)  
FASH 699 Producing Environmentally Responsible Apparel (1 cr.)

The FASH 666 Special Problem serves as a capstone experience whereby students integrate their learning across the courses of the certificate. This course is taken upon completing at least seven credits required for the certificate program. Students work under the direction of one of the instructors on individual study, experiential learning (e.g., group travel, internship, service learning), or research with the professor.

## **2. Additional Information**

To be successful in the program, prospective students need to be able to express themselves clearly in written English as there are readings, written assignments, and discussions with the instructor and other classmates.

If the certificate program participant only holds an undergraduate degree, it is recommended that he/she take the certificate program courses for a letter grade (A, B, etc.), so that, if at a later date the participant elects to pursue a graduate degree, these graduate courses may be transferable into that degree program. If the certificate program participant already holds a graduate degree and does not intend to use the courses toward any future degree program, then the participant may elect to take the courses Pass/Fail, still earning graduate credits; but those ungraded credits are unlikely to be transferable into a graduate degree program.

## **3. Academic Load**

Students pursuing the certificate will normally enroll in three to six courses toward the graduate certificate per academic semester. Students not maintaining at least a 3.0 GPA in the graduate certificate courses or who do not enroll in at least one required course for two consecutive academic semesters (Fall and Spring) will be asked to withdraw from the program.

## **4. Grade Minimums**

To earn the graduate certificate, students must receive a grade of B- or better in each course.

## **5. Advisement**

To plan your Graduate Certificate Program in Socially Responsible and Sustainable Apparel Business, contact Huantian Cao ([hcao@udel.edu](mailto:hcao@udel.edu), 302-831-8713). Registering for courses applicable to the certificate program can be done on-line.

## **PART III: Assessment Plan**

<b>Program Goals</b>	<b>Three courses from 689, 691, 692, 694, 695, 696, 697, 698, 699</b>	<b>665</b>	<b>800</b>	<b>822</b>	<b>825</b>	<b>669</b>	<b>869</b>
Assess and evaluate the efforts of the fashion industry and consumers toward human rights, labor standards, and environmental stewardship	AA example: Case study and propositional statement assignments	LG: Demonstrate knowledge of sustainability efforts of the fashion industry and consumers toward social and environmental problems.  Direct measure: Professional portfolio rubric					
Apply creative problem-solving techniques to develop sustainable solutions to global contemporary issues challenging the fashion industry and consumers				LG: Identify and analyze perspectives from which consumer behavior related to fashion can be researched. LG: Critique and critically analyze research on consumer behavior related to fashion.  AA example: Discussion presentations (including discussion leading and discussion participation) and weekly position papers	LG: Utilize creative problem solving methods to analyze the current issues within the global apparel industry  AA example: Scenario Thinking Project		
Integrate information from design and/or consumer behavior to address fashion industry challenges			LG: Critique and critically analyze research on design and aesthetics, textiles, history of dress, consumer behavior, merchandising, social/psychological aspects of apparel, and the textile/apparel industry.	LG: Examine the theoretical basis for research on consumer behavior related to fashion and to examine relevant research based on the theories. LG: Identify and analyze perspectives from which consumer behavior related to fashion can be researched. LG: - Critique and critically analyze research on consumer behavior related to fashion.	LG: Understand and evaluate theories and conceptual frameworks relevant to creativity, problem solving, and innovation. LG: Identify multi-dimensional issues in the textile/apparel/retail complex. LG: Critique case study examples of business/non-business strategies.		

			AA example: Weekly research critique papers.	AA example: Research project, research presentation, discussion presentations, and weekly position papers.	AA example: Research project, research presentation, discussion presentations, and weekly position papers.		
Design, conduct and present original research relevant to the fashion industry			<p>LG: Prepare and deliver professional presentations with appropriate audiovisual materials</p> <p>Direct measure: Presentation rubric</p> <p>LG: Develop and design a research proposal with appropriate methodology focused on some aspect of the fashion and apparel field.</p> <p>AA example: Literature review and research proposal</p>	<p>LG: Identify methodological problems associated with research on consumer behavior toward apparel. LG: Design, develop, and conduct a research project focused on some aspect of consumer behavior related to fashion.</p> <p>AA example: Research project, research presentation, discussion presentations, and weekly position papers</p>	<p>LG: Formulate creative action strategies for implementation and presentation to stakeholders.</p> <p>AA example: Research project, research presentation, discussion presentations, and weekly position papers</p>	<p>AA: Professional Project</p> <p>Direct measure: Professional project rubric</p>	<p>AA: Thesis</p> <p>Direct measure: Thesis rubric</p>

Notes: LG- Course learning goals; AA - Assessment artifact

## **PART IV. Financial Aid**

### **A. Financial Awards**

**1. Types of awards, policies for granting awards, summer appointments, and years of support.** The Department Chair is responsible for appointing graduate teaching assistants and graduate research assistants within the department, based on recommendations of the Fashion and Apparel Studies Graduate Studies Committee.

The following criteria are generally considered in assessing applicants for assistantship appointments: (1) performance in all previous undergraduate and graduate course work; (2) letters of recommendation from the advisor and other persons in positions to assess academic and professional potential; (3) experience in research (including publications), teaching and/or non-University employment; (4) professional interests; (5) specific grant-related and teaching program personnel needs of the department; (6) length of availability for service; (7) evaluation of previous assistantship performance; and (8) competence in oral communication.

Typically appointments will be made for 9 months. Occasionally, 12-month appointments may be available associated with specific faculty grants. The typical maximum length of appointment is two regular 9-month appointments for Master's students.

Generally, financial aid will not be provided by the Department for students in the 4+1 Fashion and Apparel Studies program. However, in rare cases, some students may be appointed as graduate research or graduate teaching assistants. The Department Chair is responsible for appointing graduate teaching assistants and graduate research assistants within the department, based on recommendations of the Fashion and Apparel Studies Graduate Studies Committee.

Financial support for students pursuing the graduate certificate in Socially Responsible and Sustainable Apparel Business is not available. Students enrolled in a graduate degree program and pursuing the certificate may be eligible for financial support from their graduate degree program.

**2. Responsibilities of students on contract.** A graduate assistant is a student currently enrolled full-time (nine hours or more of graduate credit) in graduate courses who also holds an appointment calling for the performance of such responsibilities as research, research assistance, classroom instruction, and such duties. A student's appointment as a graduate assistant should serve both educational and financial needs, as well as the department's research and teaching objectives.

Graduate assistants are an integral part of the department, even though their tenure is temporary in nature. The department considers graduate assistants, their education, and their professional output as essential ingredients in the determination of the department's progress. The faculty and graduate assistants need to engage in frequent informal interaction as a means of professional development. This interaction includes regular meetings to discuss the progress, concerns, or any other matter related to carrying out the graduate assistantship assignment.

An average of 20 hours of service per week from September 1 through May 31 (including Winter Session) is required of graduate assistants.

**3. Evaluation of students on contract.** Graduate assistants will be considered for reappointment based on (1) application, (2) satisfactory work performance and academic record (must not be on academic probation when the appointment becomes effective), and (3) availability of funds. Where funds are the constrained, graduate assistants with degree programs in progress will receive priority consideration over new applicants. Reappointment as a graduate assistant is dependent upon a student making satisfactory progress both in classes and in the performance of previous assistantship work.

Current graduate assistants and other graduate students interested in assistantships should notify the Fashion and Apparel Studies Department Chair and the Fashion and Apparel Studies graduate studies director of their interest by February 28<sup>th</sup> for appointments to begin the following August. Failure of a current graduate assistant to follow this procedure will be assumed to mean that the assistant does not desire continuation of appointment beyond the period of current employment.

In order to facilitate progress toward a graduate assistant's academic goals and to enable the graduate assistant to become an increasingly effective member of the academic community, the supervising faculty member and the graduate assistant should engage in systematic evaluation of the graduate assistant's performance. Frequent informal interaction between the faculty member and the graduate assistant is encouraged as a highly effective means of professional development and performance appraisal. Faculty are strongly encouraged to conduct informal reviews with graduate assistants on a semester basis, including a review of the graduate assistant's achievements, as well as concerns, plans and goals for the future. The reviews should be conducted in the spirit of improving performance and professional competence.

Formal review of all graduate assistants will be conducted annually during Spring semester by the Fashion and Apparel Studies Graduate Studies Committee. Completed reviews will be submitted to the Department Chair and may provide input to reappointment decisions.