

March 27, 2022

**MEMORANDUM****TO:** M. Katherine Banks, Ph.D.  
President**FROM:** N. K. Anand and Ed Pierson   
Working Group Co-Chairs **SUBJECT:** Implementation Memo – Working Group #19B

**Recommendation to be Implemented:** “To move the Technology Management Degree (TCMG) Program to the Department of Engineering Technology and Industrial Distribution. However, the program should be managed jointly with the College of Education and Human Development to ensure the multidisciplinary nature of the degree continues to be impactful.”

**Strategic Considerations:** The primary considerations have been i) to perform the transition of the TCMG degree without disrupting the education process of the current and future students of the program, and ii) avoiding the adverse impact of the transition on the faculty and staff of the program in terms of their role and status as tenure-track or academic professional track faculty.

**Logistical Issues Addressed:** The actual transition of the degree from its current host department, Educational Administration and Human Resource Development (EAHR) to Engineering Technology and Industrial Distribution (ETID) Department is in process to ensure that the TCMG program is officially housed in the ETID Department effective September 1, 2022. This process requires the approval of the Texas Higher Education Coordinator Board (THECB). Given the number of transitions occurring across the University, all the pending changes pertaining to programs transitioning to different departments or colleges are being coordinated by the Office of the Associate Vice President for Academic Effectiveness & Planning in coordination with the Registrar’s office/curricular services. Current students will be advised through the College of Education and Human Development through the end of Summer, 2022 and will be subsequently advised by the advising staff of the ETID Department beginning Fall, 2022. Scheduled Fall 2022 classes for these students will remain unchanged. The formal process for transition of the program faculty has been initiated and is in the approval stage at the Office of the Vice President for Faculty Affairs. A new faculty member based on the search process initiated by EAHR Department has accepted an offer from ETID and will also start in Fall 2022. The effective timeline is September 1, 2022. The sole advising staff of the program will transition to ETID on September 1, 2022.

**Major Challenges Encountered and Resolutions:** Discussion on the transition of the degree program led to a need to re-assess the degree content, which is now under detailed review through a committee composed of faculty from both EAHR and ETID departments. The transition of tenure track faculty required and understanding of the differing requirements for tenure and promotion processes in the respective departments. We believe the impacted faculty understand the issue and that the mentoring process in ETID will adequately address their concerns. In addition, the impacted faculty will be encouraged to ask for a one-year extension to their tenure clock to ensure adequate preparation for the challenges of tenure evaluation. EAHR had initiated a search process for a new tenure track faculty. This led to three candidates being interviewed and evaluated during the timeframe of the discussions on the transition of the degree to ETID. This challenge was met through a joint evaluation of the candidates and the decision to move the final decision to ETID so the person is best suited for their role in the new department. Concerns from the students were also documented through Qualtrics surveys and will be factored in the future revisions to the TCMG degree which will be managed through a faculty-led committee composed of faculty from both departments. In addition, letters explaining the transition of the degree program were prepared and sent to the current and incoming students, informing them of the nature of this transition and its logistics.

**Key Logistical Issues to be Completed and Timeline:** No Rules or SAPs are to be updated. The personnel to be moved include 2 tenure-track faculty, 4 adjunct faculty and 1 academic advisor. The faculty transition documents are in the approval process while the advisor who is to be named will transition based on the agreement between the two departments. The transition of the TCMG requires the approval of the Texas Higher Education Coordinator Board (THECB). This process is being coordinated by the Office of the Associate Vice President for Academic Effectiveness & Planning in coordination with the Registrar's office/curricular services. Communication with the current and incoming students has been completed while faculty in both departments have been duly informed. A teach out plan for the matriculation of current and newly admitted students under the current catalog will be completed by May 30 and an MOU between Engineering and Education for continued instructions in the CEHD Harrington classroom will be completed by April 30.

Approved:



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M. Katherine Banks, Ph.D.  
President

May 23, 2022

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Date