Program Change Request

Date Submitted: 07/06/17 11:57 am

Viewing: MAG-HORT: Master of Agriculture in Horticulture
Last approved: 04/03/17 4:15 pm
Last edit: 07/12/17 8:13 am
Changes proposed by: dan-lineberger

Catalog Pages Using this Program

| Master of Agriculture in Horticulture |

Contact(s)

<table>
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<tbody>
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Academic level: Graduate
Effective Term: 2018-2019
Department: Horticultural Sciences
College: Agriculture & Life Sciences
Program type: Degree
Degree designation: MAG - Master of Agriculture
With a major in: Horticulture (HORT)

Catalog Program Title:
Master of Agriculture in Horticulture

CIP and Fund code: 011103 01060100

Rationale for Proposal:
We recently requested and were approved for a CIP code change for our PhD and MS programs within the Department of Horticultural Sciences from 01.0601 to 01.1103, however we inadvertently left out our Masters of Agriculture program when that request was made. The MAgr. degree within the Horticultural Sciences Department is a professional Master's degree that we believe will be offered more frequently once the Gardens and Greenways project is near completion. Internship experiences associated with the Gardens will be based on a scientific approach to solving horticultural-related problems.

Program hours: 36
Is this program eligible for financial aid?: No
Will program hours change due to the proposed curriculum changes?: No
Program delivery mode: On-campus

Catalog Program Requirements
Program Requirements

Student's Advisory Committee

After receiving admission to graduate studies and enrolling for coursework, the student will consult with the head of his or her major or administrative department or chair of the intercollegiate faculty, if applicable, concerning appointment of the chair of his or her advisory committee. The student’s advisory committee for the master’s degree will consist of no fewer than three members of the graduate faculty representative of the student’s fields of study and research. The chair or one of the co-chairs of the advisory committee must be from the student’s department or intercollegiate faculty, if appropriate, and at least one or more of the members must have an appointment to a department other than the student’s major department. The chair, in consultation with the student, will select the remainder of the advisory committee. The student will interview each prospective committee member to determine whether he or she is willing to serve. Only graduate faculty members located on Texas A&M University campuses may serve as chair of a student’s advisory committee. Other graduate faculty members located off-campus may serve as a member or co-chair (but not chair), with a member as the chair. The chair of the committee, who usually has immediate supervision of the student’s degree program, has the responsibility for calling required meetings of the committee, and for calling meetings at any other time considered desirable.

If the chair of a student’s advisory committee voluntarily leaves the University and the student is near completion of the degree and wants the chair to continue to serve in this role, the student is responsible for securing a current member of the University Graduate Faculty, from the student’s academic program and located near the Texas A&M University campus site, to serve as the co-chair of the committee. The Department Head or Chair of Intercollegiate faculty may request in writing to the Associate Provost for Graduate and Professional Studies that a faculty member who is on an approved leave of absence or has voluntarily separated from the university, be allowed to continue to serve in the role of chair of a student’s advisory committee without a co-chair for up to one year. The students should be near completion of the degree. Extensions beyond the one year period can be granted with additional approval of the Dean.

If the chair of the student’s advisory committee is unavailable for an extended time in any academic period during which the student is involved in activities relating to an internship, professional paper and is registered for courses such as 684, 692 or 693, the student may request, in writing, that the department head appoint an alternate advisory committee chair during the interim period.

The duties of the committee include responsibility for the proposed degree plan, the professional paper and the final examination. In addition, the committee, as a group and as individual members, is responsible for counseling the student on academic matters, and, in the case of academic deficiency, initiating recommendations to the Office of Graduate and Professional Studies. The committee members’ approval on the degree plan indicate their willingness to accept the responsibility for guiding and directing the entire academic program of the student and for initiating all academic actions concerning the student. Although individual committee members may be replaced by petition for valid reasons, a committee cannot resign en masse.

Degree Plan

The student’s advisory committee, in consultation with the student, will develop the proposed degree plan. The degree plan must be completed and filed with the Office of Graduate and Professional Studies prior to the deadline imposed by the student’s college or interdisciplinary degree program, if applicable, and no later than 90 days prior to the date of the final oral examination or thesis defense.

This proposed degree plan should be submitted through the online Document Processing Submission System located on the website https://ogsdpss.tamu.edu. Additional coursework may be added to the approved degree plan by petition if it is deemed necessary by the advisory committee or chair of intercollegiate faculty, if applicable, to correct deficiencies in the student’s academic preparation. No changes can be made to the degree plan once the student’s Request for Final Examination is approved by the Office of Graduate and Professional Studies.

Credit Requirement

A minimum of 36 hours is required for the Master of Agriculture degree. Approximately 12 credit hours are to be taken outside of the student’s degree option.

Transfer of Credit

A student who has earned 12 hours of graduate credit in residence at Texas A&M University may be authorized to transfer courses in excess of the limits prescribed above upon the advice of the advisory committee and with the approval of the Office of Graduate and Professional Studies. Courses taken in residence at an accredited U.S. institution or approved international institution with a final grade of B or greater might be considered for transfer credit if, at the time the courses were completed, the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution. Otherwise, the limitations stated in the preceding section apply. Coursework in which no formal grades are given or in which grades other than letter grades (A or B) are earned (for example, CR, P, S, U, H, etc.)
is not accepted for transfer credit. Courses appearing on the degree plan with grades of D, F or U may not be accepted by transfer work. Credit for thesis research or the equivalent is not transferable. Credit for coursework submitted for transfer from any college or university must be shown in semester credit hours or equated to semester credit hours. An official transcript from the university at which the transfer coursework was taken must be sent directly to the Office of Admissions.

Courses used toward a degree at another institution may not be applied for graduate credit. If the course to be transferred was taken prior to the conferral of a degree at the transfer institution, a letter from the registrar at that institution stating that the course was not applied for credit toward the degree must be submitted to the Office of Graduate and Professional Studies.

Grades for courses completed at other institutions are not included in computing the GPR.

Limitations on the Use of Transfer, Extension and Certain Other Courses

Some departments may have more restrictive requirements for transfer work. If otherwise acceptable, certain courses may be used toward meeting credit-hour requirements for the master's degree under the following limitations.

The maximum number of credit hours which may be considered for transfer credit is the greater of 12 hours or one-third (1/3) of the total hours of a degree plan. The following restrictions apply.

Graduate and/or upper-level undergraduate courses taken in residence at an accredited U.S. institution, or approved international institution with a final grade of B or greater will be considered for transfer credit if, at the time the courses were completed, the student was in degree-seeking status at Texas A&M University, or the student was in degree-seeking status at the institution at which the courses were taken; and if the courses would be accepted for credit toward a similar degree for a student in degree-seeking status at the host institution.

Courses previously used for another degree are not acceptable for degree plan credit.

The maximum number of credit hours taken in post-baccalaureate non-degree (G6) classification at Texas A&M University which may be considered for application to the degree plan is 12.

Any combination of 684, 685, 690 and 693 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan:

- A maximum of 8 hours of 684 (Professional Internship) and/or
- A maximum of 8 hours of 685 (Directed Studies), and
- Up to 3 hours of 690 (Theory of Research), and
- Up to 3 hours of 693 (Professional Studies).

A maximum of 2 hours of Seminar (681).

A maximum of 9 hours of advanced undergraduate courses (300- 400-level).

For graduate courses of three weeks' duration or less, taken at other institutions, up to 1 hour of credit may be obtained for each five-day week of coursework. Each week of coursework must include at least 15 contact hours.

No credit hours of 691 (Research) may be used.

Continuing education courses may not be used for graduate credit.

Extension courses are not acceptable for credit.

Exceptions will be permitted only in unusual cases and when petitioned by the student's advisory committee and approved by the Office of Graduate and Professional Studies.

Final Examination

The candidate must pass a final examination by dates announced each semester or summer term in the Office of Graduate and Professional Studies Calendar. To be eligible to take the final examination, a student’s GPR must be at least 3.000 for courses on the degree plan and for all courses completed at Texas A&M which are eligible to be applied to a graduate degree, and no unabsolved grades of D, F or U can occur for any course listed on the degree plan. To absolve a deficient grade, the student must repeat the course at Texas A&M University and achieve a grade of C or better. All coursework on the degree plan must have been completed with the exception of those hours for which the student is registered.

A request to hold and announce the final examination must be submitted to the Office of Graduate and Professional Studies a minimum of 10 working days in advance of the scheduled date for the examination. The Office of Graduate and Professional Studies must be notified in writing of any cancellations. A student may be given only one opportunity to repeat the final examination for the master's degree and that must be within a time period that does not extend beyond the end of the next regular semester (summer terms are excluded). The final exam cannot be held prior to the mid point of the semester if questions on the exam are based on courses in which the student is currently enrolled.

A professional paper, which is a scholarly report of a problem solving nature, will be prepared by each student. The professional paper will be submitted to the student’s advisory committee for approval prior to the final examination. The final examination will cover all work taken on the degree plan and at the option of the committee may be written or oral or both. The examination is conducted by the student’s advisory committee as finally constituted. Persons other than members of the graduate faculty may, with mutual consent of the candidate and the major professor, attend final examinations for advanced degrees. Upon completion of the questioning of the candidate, all visitors must excuse themselves from the proceedings. A positive vote by all members of the graduate committee with at most one dissension is required to pass a student on his or her exam. A department or interdisciplinary degree program can have a stricter requirement provided there is consistency within all degree programs within a department or interdisciplinary program.

The Report of the Final Examination Form must be submitted with original signatures of only the committee members approved by the Office of Graduate and Professional Studies. If an approved committee member substitution (1 only) has been made, his/her signature must also be submitted to the Office of Graduate and Professional Studies. If necessary, multiple copies of the form may be submitted with different committee member original signatures. If an approved committee member substitution (1 only) has been made, his/her signature must be included on the form submitted to the Office of Graduate and Professional Studies.

A candidate for the Master of Agriculture degree does not qualify to petition for an exemption from his/her final examination.

Additional Requirements
Additional Requirements

Residence

A student must complete 12 credit hours in resident study at Texas A&M University to satisfy the residence requirement for the Master of Agriculture degree. Students who are employed full-time while completing their degree may fulfill total residence requirements by completion of less-than-full-time course loads each semester. In order to be considered for this, the student is required to submit a Petition for Waivers and Exceptions along with verification of his/her employment to the Office of Graduate and Professional Studies.

See Residence Requirements.

Time Limit

All degree requirements must be completed within a period of seven consecutive years for the degree to be granted. A course will be considered valid until seven years after the end of the semester in which it is taken. Graduate credit for coursework which is more than seven calendar years old at the time of the final examination (oral or written) may not be used to satisfy degree requirements.

Foreign Languages

No specific language requirement exists for the Master of Agriculture degree.

Application for Degree

For information on applying for your degree, please visit the Graduation section.

Additional information 4.3.17—Updates to Final Exam verbiage requested by OGAPS.

Required Proposal Forms

HORT-CIP code change for MA.pdf
CIP Code Change Request-HORT MAgr.pdf

Reviewer Comments

Sandra Williams (sandra-williams) [07/06/17 11:35 am]: Rollback: Please update the CIP code on the CARS form to match the attachments.

Sandra Williams (sandra-williams) [07/06/17 2:19 pm]: Rollback: Rolling back as requested.

Mike Stephenson (mstephenson) [07/10/17 3:54 pm]: Rollback: Please resubmit on the correct THECB form. Linda Newman is emailing them to Dr. Reed.

Patricia Klein (pklein) [07/11/17 5:34 pm]: I don’t believe Dr. Reed uploaded the new form and we couldn’t do that at the department level because it wasn’t rolled back to us. I have emailed the new form to Linda Newman but if I need to perform the upload, then it will need to be rolled backed all the way to the department.

Linda Newman (lnewman) [07/12/17 8:12 am]: Received updated THECB CIP Code Change Request form, which has been added to Program Change Request. Old form has been left within documentation because the request memo was attached to the form.

David W. Reed (dreed) [07/17/17 11:15 am]: As stated in the rational, this request is to correct an error when the department submitted all their degrees for a change in CIP. The new CIP more accurately fits all the HORT degrees. Dave

David W. Reed (dreed) [07/28/17 10:38 am]: Rationale (offered by Dave Reed, COALS) History: Horticulture previously submitted a request to change the CIP codes for all its HORT degrees. The request was approved through the THECB. Well, due to someone’s oversight the MAG-HORT was not included in the request. I can confirm that the College GIC and the Dean would have approved the original request if the MAG-HORT had been included, and I suspect the GC, Faculty Senate, Provost and President would have done likewise. Therefore, I request that the Graduate Council approve the current request without the item going through committee. If the GC preparer and the GC Chair approves, then I will make the same request to the Faculty Senate. Why the urgency? - THECB has the MAG-HORT slated for deletion because the MAG does not meet minimum degree production on its own, but does when in combination with the MS. But primarily, as soon as the new Texas A&M Gardens and Greenway are completed, the plan is to use the professional MAG degree for internships associated with the Gardens. The Gardens will complement the Bush Library and Research Park as focal points on West Campus, but equally the Gardens will be a state of the art teaching and demonstration gardens. The MAG-HORT will be an integral component of the Garden’s educational mission and vision.
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June 13, 2017

TO: Mr. Joe Pettibon
    Associate Vice President for Academic Services
    Office of the Provost

THROUGH: Dr. David Reed, Associate Dean
         College Of Agriculture and Life Sciences
         David Reed

THROUGH: Dr. R. Daniel Lineberger, Professor and Head
         Department of Horticultural Sciences

FROM: Dr. Patricia Klein, Associate Professor and Associate Head for Graduate Programs
      Department of Horticultural Sciences
      Patricia Klein

The Department of Horticultural Sciences requests a change in the CIP Code for the Master of Agriculture degree program. Currently, the MAgr. Degree program in Horticulture is classified under CIP Code 01.0601 Applied Horticulture/Horticulture Operations, General. We recently requested a CIP code change for our MS and PhD programs in Horticultural Sciences and they were both reclassified under CIP Code 01.1103 Horticultural Science. Unfortunately at the time that request was made, we inadvertently left out our MAgr. degree program. The MAgr. degree within the Horticultural Sciences Department is a professional Master’s degree that we believe will be offered more frequently once the Gardens and Greenways project is near completion. Internship experiences associated with the Gardens will be based on a scientific approach to solving horticulturally-related problems. Thus CIP Code 01.1103 is more appropriate for our MAgr. program in Horticultural Science because it will continue to focus on the scientific principles related to the growth and development of horticultural crops and ornamental plants.

The requested CIP Code change will not be associated with a change in the degree designator and will also not be associated with a change in degree name. The change of CIP code does not change the focus or purpose of the degree nor does it change the completion requirements for the degree. No changes in core faculty will be required and no new costs will be incurred to implement this change.
Administrative Change Request
Change to An Existing Degree Program

Instructions. Institutions requesting a change to an existing degree program should address the factors below in determining if the request is a degree modification or would necessitate a request for a new degree program. No one factor necessarily determines the decision but in general the more extensive the change(s) the more likely the need for a new program request.

I. Current Degree Information: (list current degree program, CIP code, and administrative structure)

Master of Agriculture, 01.0601, administered through the Department of Horticultural Sciences through the Associate Head for Graduate Programs.

II. Proposed Change:

A. Program Identification: Describe changes to the program identification.
   1. Change name. No Change Requested
   2. Change in degree designation (e.g., EdD to PhD, MS to MBA, BA to BS, etc.). No Change Requested
   3. CIP Code change. We request a CIP code change from 01.0601 to 01.1103.
   4. Change in administrative unit. No Change Requested

B. Justification for Change: Describe the content of the existing degree program authorized by the Coordinating Board and evidence of the need for the change.

   We recently requested and were approved for a CIP code change for our PhD and MS programs within the Department of Horticultural Sciences from 01.0601 to 01.1103 however, we inadvertently left out our Master of Agriculture program when that request was made. The MAgr. degree within the Horticultural Sciences Department is a professional Master’s degree that we believe will be offered more frequently once the Gardens and Greenways project is near completion. Internship experiences associated with the Gardens will be based on a scientific approach to solving horticulturally-related problems.

C. Other Changes Associated With Request.
   1. Focus/purpose or objectives/mission of degree. No Change Requested
   2. Additional areas of employment available to graduates. No Change Requested

D. Describe changes in the curriculum:
   Include information on:
   1. Degree completion requirements. No Change Requested
   2. Additional new courses to be added. No Change Requested
   3. Changes to existing courses. No Change Requested
   4. Courses common to all students in the degree plan. No Change Requested
5. How will the set of courses required of all students in the degree program charge? **No Change Requested**
6. New specializations (tracks, concentrations, focus areas, emphases, etc.). **No Change Requested**

**E. Describe new accreditation, licensure & certification**
1. What new program accreditation would become available? **No Change.**
2. What new professional licensure or certification would become available? **No Change.**

**F. Describe changes needed in core faculty**
1. New faculty needed to implement proposed change. **No Change Needed.**
2. New areas of expertise sought in additional faculty during past three years that have contributed to degree program change. **No Change Needed.**
3. New areas of expertise in additional faculty that will be hired during the upcoming three year. **No Change Needed.**
4. Existing faculty that will be reassigned to a different program or terminated. Other faculty that would become responsible for program delivery. **No Change Needed.**

**G. Cost:**
1. Please indicate **new** costs that will be incurred with the modification to the degree program during the first five years after the changes. **No new costs will be incurred.**
2. How will these costs be met? **Not-applicable**
Texas Higher Education Coordinating Board

Existing Degree Program
CIP Code Change Request

Directions: Complete this form to request a change to the Classification of Instructional Programs (CIP) code of an existing degree program. The degree program must already be on your institution’s program inventory.

NOTE: This form requires the signature of the Provost or Chief Academic Officer.

Submit the Degree Program CIP Code Change Request via the Online Submission Portal: https://www1.thecb.state.tx.us/apps/proposals/

Information: Contact the Division of Academic Quality and Workforce at 512/427-6200.

Administrative Information

1. Institution: Texas A&M University

2. Current Degree Program Title - Show how the program appears on the Coordinating Board’s approval letter (e.g., Bachelor of Business Administration degree with a major in Accounting): Master of Agriculture in Horticultural Sciences

3. Current Degree Program CIP Code: 01.0601

4. Contact Person: Provide contact information for the person who can answer specific questions about the degree program.

   Name: Patricia Klein

   Title: Professor and Associate Head for Graduate Programs

   E-mail: pklein@tamu.edu

   Phone: 979-862-6308
Request for Change in CIP Code

Proposed Degree Program CIP Code: 01.1103

Implementation Date (MM/DD/YYYY): 01/01/2018

Reason for Change:
Describe why this change would be beneficial to students and/or the degree program.

We recently requested and were approved to change the CIP code for our PhD and MS programs in the Department of Horticultural Sciences from 01.0601 to 01.1103. At the time of that request we inadvertently left out our Master of Agriculture program. The Master of Agriculture program within the Department of Horticultural Sciences is a professional Master's degree and the students take courses in plant physiology, plant stress response, phytochemicals, root biology, etc. The student's participate in an internship experience based on a scientific approach to solving horticulturally-related problems using knowledge gained from this coursework. As the Texas A&M Gardens and Greenways project is currently underway, it is our intent to use this facility as a teaching laboratory for these students during their internship experience. We believe this new facility will aid us in growing this program and serve as an integral component of the Garden's educational mission and vision.

List of Similar Programs at Texas Public Institutions:
Provide the institution and program names for up to five examples of similar programs with the proposed CIP code.

Auburn University, Master of Science
North Carolina State University, Master of Science
Texas Tech University, Master of Science
University of Arkansas, Master of Science
Texas A&M University, Master of Science
Signature of Compliance

I hereby certify that all of the above changes have been approved in accordance with the procedures required by my institution, system office, and Board of Regents, as applicable.

----------------------------------------------                          -------------
Provost/Chief Academic Officer        Date