November 9, 2007

MEMORANDUM

TO: Dr. Gene Nelson, Executive Associate Dean, COALS

THROUGH: Dr. David Reed, GPC Chair, COALS

THROUGH: Dr. Christine Townsend, Head, ALEC

FROM: Dr. Kim Dooley, Associate Head, ALEC

Please find attached a non-substantive administrative change for the Master of Agriculture in Agricultural Development. It is currently an interdepartmental degree program with the College of Agriculture and Life Sciences. No other students in the college have used this degree program; therefore, the Department of Agricultural Leadership, Education, and Communications is requesting that it be changed to a departmental degree program. This change will expedite administrative issues.
PROPOSED NONSUBSTANTIVE ADMINISTRATIVE CHANGES FOR THE DEPARTMENT OF AGRICULTURAL LEADERSHIP, EDUCATION, AND COMMUNICATIONS

1. Changes Requested: MAgr - ALEC

Change the Master of Agriculture (MAgr) in Agricultural Development from an Interdepartmental Degree Program (College of Agriculture and Life Sciences) to a Departmental Degree Program in Agricultural Leadership, Education, and Communications (ALEC).

The requested change does not affect existing resources nor does it require additional resources. Therefore, the change is submitted as a non-substantive request. The change does not require modifications in the department's vision and strategic plan.

2. Rationale:

There are currently 84 Master students in the ALEC department. Of those, over ½ (40-50) have submitted degree plans for Master of Agriculture in Agricultural Development. When these students apply to the university, their applications must be requested and do not come automatically to the department for admission decisions. The department must request that the Dean's office handle issues such as Q-drop requests because the department does not have administrative authority. All students in this program are in the ALEC department. No other departments in the college work with this degree program. This change will streamline the administration of this degree program.

- Students are “within” our department and not “interdepartmental”
- Easier to handle admissions, degree plans, and Q-drops

3. Effect on the Administrative Unit and on the Institution:

From a prospective graduate student standpoint, application processing is delayed. It requires additional effort to request materials to be sent to the ALEC department. This change will improve efficiency.

4. Implications for Classes, Personnel, Facilities and Equipment:

The proposed change will have no effect on classes taught, distribution of personnel, availability of facilities, or availability of equipment.

5. Cost Savings:

The proposed change will not incur any additional costs to the unit. No cost savings will be generated by the changes.