Graduate Council Report

November 3, 2011

Special Consideration Item:

Graduate Council approved the College of Agriculture and Life Sciences proposal to move/transfer the administrative and degree-granting authority of the graduate degree programs in Nutrition and Food Science and Technology from the Interdisciplinary Degree Program in Nutrition and the Interdisciplinary Program in Food Science into the Department of Nutrition and Food Science.
October 21, 2011

MEMORANDUM

To: Dr. Mark Zoran  
Chair, Graduate Council  
3258 TAMU

From: David W. Reed  
Associate Dean for Graduate Programs and Faculty Development

Subject: Nutritional Food Science Proposal

The enclosed Nutritional Food Science Proposal has been approved by the Graduate Program Council and we would like to submit it to the Graduate Council for consideration.

Please contact me if you have any questions.
Certification Form for Administrative Changes
Texas Higher Education Coordinating Board

Directions: An institution shall use this form to request an administrative change that meets all criteria for automatic approval in Coordinating Board Rules, Chapter 5, Subchapter C, Section 5.44: (a) The administrative change has institutional and board of regents approval, (b) the institution certifies that adequate funds are available to cover the costs of the administrative change, (c) new costs during the first five years would not exceed $2 million, and (d) the administrative change meets all other criteria in Section 5.47 of Board Rules (relating to Criteria for Administrative Change Requests).

If an administrative change does not meet the criteria above, an institution must submit a request using the Administrative Change Request Form.

An institution may also use this form to report the creation or change to a unit that does not administer a certificate or degree program (e.g., a research center) to update the Program Inventory.

Information: Contact the Division of Academic Affairs and Research at 512/427-6200 for more information.

Administrative Information

1. Institution:
Texas A&M University Program Requirements

2. Description of Administrative Change: (e.g., create a new Department of Sociology; merge existing College of Science and College of Liberals Arts into a new College of Arts and Science, etc.)
Transfer administrative authority of existing graduate degree programs in Nutrition and in Food Science & Technology from the Interdisciplinary Degree Program in Nutrition (M.S. and Ph.D.), from the Interdisciplinary Degree Program in Food Science (M.S. and Ph.D.), and from the Interdepartmental Degree Program in Food Science & Technology (M.Ag.) and into the existing Department of Nutrition & Food Science.

3. Program Inventory – Show how the change would appear on the Coordinating Board’s Program Inventory. Include all degree programs and corresponding Texas CIP codes affected by the change but do not include proposed administrative unit codes for the new academic unit(s). Board staff will assign the new administrative unit codes.

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<tr>
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<th>CIP Code 2</th>
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</tbody>
</table>

4. Implementation Date:
Fall 2012

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

Name: Dr. Alan Sams
Signature Page

I hereby certify that all of the following criteria have been met in accordance with the procedures outlined in Coordinating Board Rules, Chapter 5, Subchapter C, Section 5.44:

(a) The administrative change has institutional approval.

(b) The institution certifies that adequate funds are available to cover the costs of the administrative change.

(c) New costs during the first five years would not exceed $2 million.

(d) The administrative change meets all other criteria in Section 5.47 of Board Rules (relating to Criteria for Administrative Change Requests):

(1) The administrative overhead of universities and health-related institutions should be kept low to insure that most of the funds appropriated for higher education go toward the costs of instruction.

(2) The administrative costs of new academic units, particularly colleges and schools, should not be so high as to detract from the quality of the programs the administrative unit contains.

I understand that the Coordinating Board will update the program inventory of the institution to reflect the administrative change if no objections to the proposed administrative change are received during the 30-day public comment period.

__________________________________________  ________________
Chief Executive Officer                      Date

2. TAMUS Office of Academic Affairs Approval

On behalf of the A&M System, I certify that the Office of Academic Affairs has approved the administrative unit.

__________________________________________  ________________
Frank B. Ashley III                          Date
Texas A&M University

Administrative Change Request for Transfer of Graduate Programs

into the Department of Nutrition & Food Science

EXECUTIVE SUMMARY

Proposed Administrative Change

Texas A&M University requests permission to:

Move/transfer the administrative and degree-granting authority of the M.S. and Ph.D. degree programs in both Nutrition, and in Food Science & Technology, from the Interdisciplinary Degree Program in Nutrition and from the Interdisciplinary Program in Food Science, and of the Master’s of Agriculture in Food Science & Technology (MAGR) from the College of Agriculture & Life Sciences, into the Department of Nutrition and Food Science.

Rationale

For several years, the academic programs of Nutrition Sciences (N USC) and Food Science and Technology (FSTC) were administered by interdisciplinary faculties as Interdisciplinary Degree Programs (IDPs), namely the Interdisciplinary Faculty of Nutrition (IFN) and the Interdisciplinary Faculty of Food Science and Technology (IFS). Each IDP offers an M.S. (thesis and non-thesis) and Ph.D. degree. In addition, the College of Agriculture & Life Sciences offers a Master’s Degree in Agriculture (MAGR) in Food Science & Technology as an Interdepartmental Degree Program.

More than a decade ago, the need for handling these programs through a departmental model was discussed, and plans were made to form such department. This culminated with the establishment of the department of Nutrition and Food Science (NFSC) within the College of Agriculture & Life Sciences in January of 2005. Since its establishment, the NFSC department has been administering the undergraduate programs in both areas, whereas the graduate programs have remained under the management of the two IDPs (IFN and IFS) in the case of the M.S. and Ph.D. programs in Nutrition and in Food Science & Technology, and of the College in the case of the MAGR in Food Science & Technology.

Over the last few years, the department has matured and grown, hiring new faculty and acquiring more resources and facilities. As a result, the advantages of having both the undergraduate and graduate programs within one single academic unit have been the subject of internal discussion for some time. It is believed that not only would the programs enjoy the stability of a departmental structure in terms of improved handling of student records and submission of forms, but they would benefit from the experience and capabilities of the department in terms of support for recruitment and other activities. Furthermore, placing these graduate programs within the academic department would elevate their profile within and outside the university, contributing to better recruitment and acquisition of resources.

These arguments were expressed by a team of external reviewers in a 2010 review of the IFS, concluding that it would be in the best interest of the IFS if it was administered by the department. This also provided the impetus to move the graduate program of the IFN into NFSC. As a result, efforts to
ascertain how to successfully transfer the graduate programs of Nutrition and Food Science into the NFSC Department were launched this year.

The process consisted of the formation of two transition committees made up of faculty representing each program. Both committees engaged in discussions and carefully evaluated how the transition would be achieved while continuing to count on the participation of faculty members who are ad loc’ed in other departments. As a result of this process, it was concluded that the NFSC department is now mature enough and therefore could manage the graduate programs in Nutrition and in Food Science. A proposal outlining the strategies needed to conduct this transition with a high degree of efficiency while preserving the interdisciplinary character of the faculty was developed.

Cost Implications

There is no new administrative unit being created nor requested. Rather, this is a request for the degree programs in Nutrition and in Food Science & Technology to be moved from their current administrative locations (IDPs and College of Agriculture & Life Sciences) to the existing Department of Nutrition & Food Science, with no new costs associated with this move.

Effective Date

Fall 2012
Administrative Change Request Form
Modification of Administrative Unit

Directions: An institution shall use this form to propose the creation of or a change to an academic unit such as a department, school, or college that administers certificate and/or degree program(s). All sections should be completed unless noted otherwise.

Information: Contact the System Office of Academic Affairs at 979-458-6072 for more information.

Administrative Information

1. Institution – Texas A&M University Program Inventory

2. Description – Describe the change.

We propose to move/transfer the administrative and degree-granting authority of the graduate degree programs (M.S. and Ph.D.) in both Nutrition, and in Food Science & Technology, from the Interdisciplinary Degree Program in Nutrition and the Interdisciplinary Program in Food Science into the Department of Nutrition and Food Science.

2. Reason for Change – Explain the reason for the change.

For several years, the academic programs of Nutrition Sciences (NUSC) and Food Science and Technology (FSTC) were administered by interdisciplinary faculties as Interdisciplinary Degree Programs (IDPs), namely the Interdisciplinary Faculty of Nutrition (IFN) and the Interdisciplinary Faculty of Food Science and Technology (IFS). Each IDP offers an M.S. (thesis and non-thesis) and Ph.D. degree. In addition, the College of Agriculture & Life Sciences offers a Master’s Degree in Agriculture (MAGR) in Food Science & Technology as an Interdepartmental Degree Program.

More than a decade ago, the need for handling these programs through a departmental model was discussed, and plans were made to form such department. This culminated with the establishment of the department of Nutrition and Food Science (NFSC) within the College of Agriculture & Life Sciences in January of 2005. Since its establishment, the NFSC department has been administering the undergraduate programs in both areas, whereas the graduate programs have remained under the management of the two IDPs (IFN and IFS) in the case of the M.S. and Ph.D. programs in Nutrition and in Food Science & Technology, and of the College in the case of the MAGR in Food Science & Technology.

Over the last few years, the department has matured and grown, hiring new faculty and acquiring more resources and facilities. As a result, the advantages of having both the undergraduate and graduate programs within one single academic unit have been the subject of internal discussion for some time. It is believed that not only would the programs enjoy the stability of a departmental structure in terms of improved handling of student records and submission of forms, but they would benefit from the experience and capabilities of the department in terms of support for recruitment and other activities. Furthermore, placing the two graduate programs within the academic department would elevate their profile within and outside the university, contributing to better recruitment and acquisition of resources.
These arguments were expressed by a team of external reviewers in a 2010 review of the IFS, concluding that it would be in the best interest of the IFS if it was administered by the department. This also provided the impetus to move the graduate program of the IFN into NFSC. As a result, efforts to ascertain how to successfully transfer the graduate programs of Nutrition and Food Science into the NFSC Department were launched this year.

The process consisted of the formation of two transition committees made up of faculty representing each program. Both committees engaged in discussions and carefully evaluated how the transition would be achieved while continuing to count on the participation of faculty members who are ad loc’d in other departments. As a result of this process, it was concluded that the NFSC department is now mature enough and therefore could manage the graduate programs in Nutrition and in Food Science. A proposal outlining the strategies needed to conduct this transition with a high degree of efficiency while preserving the interdisciplinary character of the faculty was developed.

3. Program Inventory – Show how the change would appear on the Coordinating Board’s Program Inventory. Include all degree programs and corresponding Texas CIP codes affected by the change but do not include proposed administrative unit codes for the new academic unit(s). Board staff will assign the new administrative unit codes.

Change consists of moving the M.S. and Ph.D. degrees in Nutrition and in Food Science & Technology from the two Interdisciplinary Degree Programs, and the MAGR in Food Science & Technology from the College of Agriculture & Life Science, into the Department of Nutrition & Food Science.

Food Science & Technology 01.1001.00 MAGR, M.S., Ph.D.
Nutrition 30.1901.00 M.S., Ph.D.

5. Proposed Implementation Date – Report the date that the change would go into effect.

Fall, 2012.

6. Contact Person – Provide contact information for the person who can answer specific questions about the administrative change.

Name: Dr. Alan Sams
Title: Executive Associate Dean, College of Agriculture & Life Sciences
Email: asams@tamu.edu
Telephone: 979-845-9325
I. **Impact**

A. **Role and Mission** – Describe how the change would affect the role and mission of the institution.

There is no impact expected on the role or mission of the institution, given the fact that the administrative changes being requested do not add any new degree programs nor do they revise the degree programs being offered. Having the administration of these existing degree programs moved from the Interdisciplinary Degree Programs of Nutrition and of Food Science to the Department of Nutrition & Food Science will strengthen the management and oversight of the two programs without changing their nature or content, thus having no additional impact on their contribution to the role and mission of Texas A&M University.

B. **Program Support and Development**

1. Describe how the change would affect existing degree programs and plans for new degree programs.

There are several existing graduate degree programs, such as Animal Science, Horticultural Sciences, and Agricultural Engineering, which serve a different clientele of students than the existing graduate degree programs of Nutrition and of Food Science. In fact, the latter two programs were created in the 1980s because the programs named above did not provide the education in these two important disciplines that were being sought by students. Given that the administrative changes being proposed herein do not alter the nature or content of these two existing degree programs, and the fact that these two degree programs have existed side-by-side with the programs mentioned above without any impact whatsoever to them, therefore no impact is anticipated with the transition. In addition, with regard to new degree programs, there are none that we know of that are being proposed which would overlap with the programs of Nutrition and of Food Science.

2. Indicate how many students and faculty there would be in the proposed administrative unit, by level and by degree program.

   **IFN:**
   - Students, 43
   - Faculty, 40

   **IFS:**
   - Students, 30
   - Faculty, 29

It is anticipated that moving the administration of these two existing programs to the Department of Nutrition & Food Science will elevate the profile of the programs within and outside the university, enhancing our ability to recruit students into the two programs. Since the undergraduate degree programs of Nutrition and of Food Science have grown substantially and are well established within the department, more direct access to this pool of students will thereby enhance their recruitment into both graduate
programs. The anticipated result of these efforts should translate into a net increase in the number of graduate students seeking a degree in Nutrition or in Food Science.

3. Describe how the proposed administrative unit would compare to existing administrative units at the same level (e.g., department, college, school, etc.) in terms of cost and number of students and faculty supported.

There is no new administrative unit being created nor requested. Rather, this is a request for the degree programs in Nutrition and in Food Science & Technology to be moved from their current administrative locations (IDPs and College of Agriculture & Life Sciences) to the existing Department of Nutrition & Food Science, with no new costs associated with this move.

C. Accreditation – Explain how the change would affect accreditation or re-accreditation.

The degree program in Nutrition includes the opportunity for qualified graduate students to participate in the Department’s Didactic Program in Dietetics. This affords graduate students the ability to pursue the designation of Registered Dietician (RD) or Dietetics Technician (DT) upon completion of their degree program, a dietetics internship, and by taking the required RD or DT exam. This program is accredited by the Commission on Accreditation for Dietetics Education (CADE), which is the American Dietetics Association’s accrediting agency for education programs to prepare students for careers either as RDs or DTs. Given that this program would not be changed in any way by the proposed administrative change, there should be no effect on accreditation of the program.

The undergraduate degree program in Food Science & Technology is recognized and an approved curriculum by the Institute of Food Technologists and would not change in terms of content or nature, thus there would be no change in this designation. Having a companion graduate degree program in Food Science & Technology would in fact strengthen both the undergraduate and graduate programs and provide greater continuity in both curricula.

D. Resources – Describe how the change would affect resources (e.g., number of employees, salaries of key administrators and faculty, the course inventory, facilities, and equipment) for the next five years.

Resources currently available to manage the two graduate degree programs through the two IDPs need to be transferred from the IDPs directly to the Department in toto.

II. Costs and Funding

Five-year Costs and Funding Sources – Use this table to show five-year costs and sources of funding for the change. (New five-year costs that equal or exceed $2 million must be approved by the Coordinating Board at one of its quarterly meetings.)

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4. Report other administrative costs here (e.g., new accreditation costs, travel directly related to administrative unit.)

5. If existing funding would be used to support the new administrative unit, indicate the funding sources and how the reallocation of funds would affect existing administrative units and programs.

4. Not generally applicable to administrative change requests. Show formula funding for students new to the institution in tables of costs and funding for new degree programs.

5. Report other sources of funding such as debt service, gifts, in-hand grants, and likely future grants that would directly support the new administrative unit.
1. **Adequacy of Funding** – The chief executive officer shall sign the following statement:

   *I certify that the institution has adequate funds to complete the administrative change and to support any new or reorganized academic unit(s). Furthermore, the change will not reduce the effectiveness or quality of existing programs, departments, schools, or colleges.*

   ________________  ______________
   Chief Executive Officer  Date

3. **System Office of Academic Affairs Approval**

   *On behalf of the A&M System, I certify that the Office of Academic Affairs has approved the administrative unit.*

   ________________  ______________
   Frank B. Ashley III  Date
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Fall, 2012.

6. **Contact Person** – Provide contact information for the person who can answer specific questions about the administrative change.

**Name:** Dr. Alan Sams

**Title:** Executive Associate Dean, College of Agriculture & Life Sciences

**Email:** asams@tamu.edu

**Telephone:** 979-845-9325
I. Impact

A. Role and Mission – Describe how the change would affect the role and mission of the institution.

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4. Report other administrative costs here (e.g., new accreditation costs, travel directly related to administrative unit.)

5. If existing funding would be used to support the new administrative unit, indicate the funding sources and how the reallocation of funds would affect existing administrative units and programs.

4. Not generally applicable to administrative change requests. Show formula funding for students new to the institution in tables of costs and funding for new degree programs.

5. Report other sources of funding such as debt service, gifts, in-hand grants, and likely future grants that would directly support the new administrative unit.
Signature Page

1. Adequacy of Funding – The chief executive officer shall sign the following statement:

   I certify that the institution has adequate funds to complete the administrative change and to support any new or reorganized academic unit(s). Furthermore, the change will not reduce the effectiveness or quality of existing programs, departments, schools, or colleges.

   ________________________________  __________________
   Chief Executive Officer             Date

2. System Office of Academic Affairs Approval

   On behalf of the A&M System, I certify that the Office of Academic Affairs has approved the administrative unit.

   ________________________________  __________________
   Frank B. Ashley III                Date