

Program Change Request

Date Submitted: 03/05/18 4:39 pm

Viewing: **MS-HRMT : Master of Science in Human Resource Management**

Last approved: 03/04/18 5:20 pm

Last edit: 06/15/18 9:44 am

Changes proposed by: wesson

Catalog Pages Using [Master of Science in Human Resource Management](#) this Program

Faculty Senate Number FS.34.327

Contact(s)

Name	E-mail	Phone
Michael Wesson	wesson@tamu.edu	979-777-6992

Academic level Graduate
Effective Term 2019-2020
Department Management
College Mays Business School
Program type Degree
Degree designation MS - Master of Science
With a major in Human Resource Management (HRMT)
Catalog Program Title Master of Science in Human Resource Management
CIP and Fund code 52100100

Rationale for Proposal
Notification of the cancellation of the MS/HRM program in SAUDI ARABIA ONLY. (Teach-out plan attached.)

All other program details remain the same. ~~Updated total number of program hours to correctly reflect what is offered. There is a one hour credit for the summer internship which is why there are 37 credit hours instead of 36. There is only a non-thesis option offered with this degree.~~
Program hours 37
Is this program eligible for financial aid?
Will program hours change (increase/decrease) due to the proposed curriculum changes? No
Program delivery mode On-campus

- ### In Workflow
1. **MGMT Department Head**
 2. **Curricular Services Review**
 3. **BA Committee Preparer GR**
 4. **BA Committee Chair GR**
 5. **BA College Dean GR**
 6. **Provost**
 7. **GC Preparer**
 8. **GC Chair**
 9. **Faculty Senate Preparer**
 10. **Faculty Senate**
 11. Provost II
 12. President
 13. External Approval
 14. Curricular Services

- ### Approval Path
1. 03/06/18 8:27 am Wendy Boswell (wboswell): Approved for MGMT Department Head
 2. 03/06/18 9:27 am Sandra Williams (sandra-williams): Approved for Curricular Services Review
 3. 03/06/18 9:49 am Angela Catlin (acatlin): Approved for BA Committee Preparer GR
 4. 03/06/18 10:18 am Michael Shaub (mshaub): Approved for BA Committee Chair GR
 5. 03/06/18 10:20 am Michael Kinney (kinneym): Approved for BA College Dean GR
 6. 03/08/18 8:41 am Mike Stephenson (mstephenson): Approved for Provost
 7. 03/26/18 9:05 am Meagan Kelly (meagankelly): Approved for GC Preparer
 8. 04/05/18 4:14 pm LaRhesa Johnson (lrjohnson): Approved for GC Chair
 9. 04/11/18 3:39 pm Jan Helgoth (helgoth):

Approved for Faculty Senate Preparer
10. 05/15/18 4:05 pm
Janet Gonzales (janet-gonzales): Approved for Faculty Senate
11. 06/15/18 9:44 am
Janet Gonzales (janet-gonzales): Rollback to Faculty Senate for Provost II

History

1. Aug 15, 2016 by clmig-jwehrheim
2. Dec 14, 2017 by Kaitlyn Newman (kgrif15)
3. Mar 4, 2018 by Angela Allensworth (arankin)

Program Requirements

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Student's Advisory Committee

The MS degree in Human Resource Management (HRMT) is a non-thesis degree. The student's advisory committee consists of the Director of MS-HRMT program and the Graduate Faculty representative, who is a faculty member in the Department of Management at Mays Business School. The Director and Faculty representative have the responsibility of approving the proposed degree plans for MS-HRMT students. When necessary, recommendations in cases of academic deficiency will be made to the Office of Graduate and Professional Studies.

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.**

A student should submit the degree plan using the online [Document Processing Submission System](#).

A student submitting a proposed degree plan for a Master of Science degree should designate on the official degree plan the appropriate program option.

Additional coursework may be added to the approved degree plan by petition if it is deemed necessary by the advisory committee 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 or Request for Final Examination Exemption is approved by the Office of Graduate and Professional Studies.

Credit Requirement

A minimum of 37 semester credit hours of approved coursework is required for the Non-Thesis 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 below 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 may 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 following 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 absolved 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.

A zero credit 684 and 685 course is only allowed for non-thesis option master's students. Other courses, including 691 research hours, are not eligible for zero credit.

Not more than 12 hours may be used in any combination of the following categories:

Not more than 8 hours in the combination of 5V98, 5V99, and 691 (research) or 684 (Professional Internship) may be used.

Not more than 8 hours of 685 (Directed Studies) may be used.

Not more than 3 hours of 690 (Theory of Research) may be used.

Not more than 3 hours of 695 (Frontiers in Research) may be used.

A maximum of 2 hours of Seminar (681).

A maximum of 9 hours of advanced undergraduate courses (300- or 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.

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.

A student pursuing the non-thesis option is not allowed to enroll in 5V98, 5V99, or 691 (research) for any reason and 691 may not be used for credit toward a non-thesis option Master of Science degree. A maximum of 4 credit hours of 684 (Professional Internship), 8 credit hours of 685 (Directed Studies), and up to 3 credit hours of 690 (Theory of Research) or 695 (Frontiers in Research) may be used toward the non-thesis option Master of Science degree. In addition, any combination of 684, 685, 690 and 695 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan. All requirements for the non-thesis option Master of Science degree other than those specified are the same as for the thesis option degree.

Non-Thesis Option

A final comprehensive examination is not required for the MS in Human Resource Management non-thesis option.

A student pursuing the non-thesis option is not allowed to enroll in 691 (research) for any reason and 691 may not be used for credit toward a non-thesis option Master of Science degree. A maximum of 4 credit hours of 684 (Professional Internship), 8 credit hours of 685 (Directed Studies), and up to 3 credit hours of 690 (Theory of Research) or 695 (Frontiers in Research) may be used toward the non-thesis option Master of Science degree. In addition, any combination of 684, 685, 690 and 695 may not exceed 25 percent of the total credit hour requirement shown on the individual degree plan. All requirements for the non-thesis option Master of Science degree other than those specified above are the same as for the thesis option degree.

Additional
Requirements

Additional Requirements

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Residence

In partial fulfillment of the residence requirement for the degree of Master of Science, the student must complete 9 resident credit hours during one regular semester or one 10-week summer semester in resident study at Texas A&M University. Upon recommendation of the student's advisory committee, department head or Chair of the Interdisciplinary Program, if appropriate, and with approval of the Office of Graduate and Professional Studies, a student may be granted exemption from this requirement. Such a petition, however, must be approved prior to the student's registration for the final 9 credit hours of required coursework.

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](#).

Continuous Registration

A student in the thesis option of the Master of Science program who has completed all coursework on his/her degree plan other than 5V98, 5V99, and 691 (research) is required to be in continuous registration until all requirements for the degree have been completed. See [Continuous Registration 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.

A student who has chosen the thesis option must have the final corrected version of the thesis cleared by the Office of Graduate and Professional Studies no later than one year after the final examination, or approval of a petition for exemption from the final exam, or within the seven-year time limit, whichever occurs first. Failure to do so will result in the degree not being awarded.

Foreign Languages

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

Application for Degree

For information on applying for your degree, please visit the [Graduation](#) section.

Additional information [Editorial edits by OGAPS.3.4.18—DE and standard language updates saved as requested by OGAPS.](#)

Required Proposal [2419—MS-HRMT-SCH Change v1.docx](#)
Forms [PresidentApprovalFacultySenateItems050817.pdf](#)
[MAYS-MS-HRMT-32SCH to 37SCH \[FS_34_327\].pdf](#)
[MS-HRM-THCEB-SCH-Change-Form-2017June15.pdf](#)
[MS-HRMT-Program-Inventories-2017June22.pdf](#)
[MS-HRMT-FS_34_327-Submission-to-THCEB.pdf](#)
[MS-HRMT-FS_34_327-Recd-Status-at-THCEB-2017Aug14.pdf](#)
[THCEB-Approval-20225-MS-Human-Res-Man-SCH-chg_itr-\(003\).pdf](#)
[MS-HRMT-SCH-Change-Prog-Inventory.pdf](#)
[MS-HRM-Saudi-Arabia-Teach-Out-Plan.pdf](#)

Reviewer Comments **Wendy Boswell (wboswell) (03/06/18 8:27 am):** I just need to emphasize that this is ONLY a cancellation of the Saudi Arabia program. Please do not do anything to affect our MS-HRMT program offered on campus in College Station
Mike Stephenson (mstephenson) (03/08/18 8:40 am): SACSCOC approval required. We will submit when this is approved by the President.
Janet Gonzales (janet-gonzales) (06/15/18 9:44 am): Rollback: Glitch in CARS, was not "approved" to be moved to Provost II.

Teach-out Plan

MS/HRM Saudi Arabia ONLY

Mays Business School

Texas A&M University

Adapted from the Southern Association of Colleges and Schools Commission on Colleges Substantive Change for Accredited Institutions of the Commission of Colleges.

1. Date of program closure.

May 2016 (final group of students graduated)

2. An explanation of how affected parties (students, faculty, staff) will be informed of the impending closure.

Program was discontinued on the part of Saudi Aramco who was providing all the students – this was not an open-enrollment program. All students in the program graduated. A&M Faculty and staff were notified via email – No staff or faculty supported this program full-time.

3. An explanation of how students will be helped to complete their programs of study with minimal disruption or additional expense.

There are no students left in the program that are partially qualified.

4. Signed copies of teach-out agreements with other institutions, if any.

n/a

5. How faculty and staff will be redeployed or helped to find new employment

No staff or faculty were employed solely due to this program. One staff member who worked part time on the project was assigned new duties within the management department.

6. If closing an institution, arrangement for the storing of student records, disposition of final financial resources and other assets

n/a/

7. Please provide the following additional information:
 - a. How many students are currently enrolled in the program?

None

b. Projected graduation date for the last student(s) in the program?

They have all graduated. There are no remaining partially qualified students.

NOTE: If students will not be moved to another program, you will need to extend the program closure date in order to continue to award degrees to current students under the existing program.