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Date: July 3, 2019

To: Marilyn Taylor, Associate Vice President, Finance and Administration

From; Susan Richards, Assistant Dean, Finance and Administration 

Re: **Transfer of Secondary Education and Elementary Education Programs from UA South to the College of Education**

The UA South and the College of Education are presenting the required documentation to obtain the endorsement for a transfer of the Secondary Education and Elementary Education programs.


The package contains:

- Transfer memo signed by both unit heads and endorsed by Dean Johnson
- Memo stating that the faculty in the Department of Teaching, Learning and Sociocultural Studies have accepted the transfer
- List of all affected personnel
- Draft offer letters for all 15 faculty and staff. The letters are written that by signing the offer letter the individual employee will accept the transfer to new leadership

As mentioned in the memo the details of the transfer of funds and subvention is being discussed with Jim Florian and Joel Hauff and will take additional time.

*Approved based on funding being confirmed for the transfer of the programs.  
Marilyn Taylor 7/11/19*





Date: June 28, 2019

To: Bruce Johnson, Dean – College of Education  
Melody Buckner, Dean –UA South

From: Barbara Citera, Associate Dean, UA South  
Marcy Wood, Department Head, Teaching Learning and Sociocultural Studies


Re: **Transfer of Secondary Education and Elementary Education Programs  
from UA South to the College of Education**

We are very supportive of transferring the leadership and coordination of the graduate program for Secondary Education and the undergraduate program for Elementary Education from the UA South College to the College of Education. Here the key points that have been agreed upon:

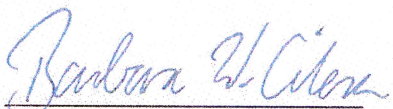
- The transfer is planned to be effective as of July 1, 2019.
- The two programs remain at their current off-campus locations. As of August 2019 they will be run through the Distance Campus under the new leadership of the Department of Teaching, Learning and Sociocultural Studies (TLS) in the College of Education.
- All involved personnel (see attached sheet for specific names) will be given new offer letters by the College of Education reflecting the change in leadership.
- Office space currently occupied on the Sierra Vista Campus will transfer with the affected employees for FY2020. Space needs will be evaluated and – if needed – adjusted on an annually basis after the transition year.
- Current computers and other equipment being used by the affected personnel will transfer with them.
- All currently enrolled students will not be impacted by the change. Course offerings and numbers will remain the same for FY2020.
- The UA South College has determined that the move will not adversely affect the academic and curricular integrity of the existing programs, which are approved by the Arizona Department of Education.
- The College of Education and UA South see the move as a great opportunity to grow stronger and more comprehensive offerings for both programs by maintaining the different teaching modalities that currently exist while leveraging the faculty expertise from both campuses.



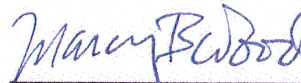


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- By incorporating the UA South Secondary Education program, students will have the choice to tailor their education around their work/life schedules while being assured a quality graduate education that can lead to a graduate degree and teaching certification.
  - For the Elementary Education program, there is an expected synergy that will allow the programs to grow and attract a more diverse student body across the region and meet the needs of our communities across the state.
  - The financial aspects of this transfer will be laid out in a separate document.
  - Detail around handling of financial aid including UA South Foundation scholarships will be laid out in a separate document.

We are in agreement that this transfer is a benefit to the students and the faculty.

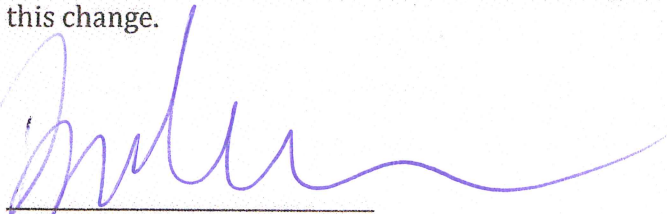


Barbara Citera  
Associate Dean  
UA South



Marcy Wood  
Department Head  
College of Education

I have reviewed the package regarding the transfer of the leadership and coordination of the graduate program for Secondary Education and the undergraduate program for Elementary Education from the UA South College to the College of Education and I endorse this change.



Bruce Johnson  
Dean  
College of Education





THE UNIVERSITY OF ARIZONA  
College of Education

**TEACHING, LEARNING AND  
SOCIOCULTURAL STUDIES  
DEPARTMENT**

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Date: July 3, 2019

To: Bruce Johnson, Dean – College of Education  
Melody Buckner, Dean –UA South

From: Marcy Wood, Department Head, Teaching Learning and Sociocultural Studies

Re: **Transfer of Secondary Education and Elementary Education Programs from UA South to the College of Education**

During Spring Semester 2019, The TLS Department had several conversations regarding the inclusion of UA South's education programs in the TLS Department including one extended discussion on Monday, January 28, 2019. The consensus across the members attending the meeting was generally positive, in support of bringing UA South's programs into our department.

