



UT SYSTEM STAFF LEADERSHIP PROGRAMS

Prepared by
UT System Employee Advisory Council (EAC)
Workforce Satisfaction & Career Ladder Subcommittee
June 2014

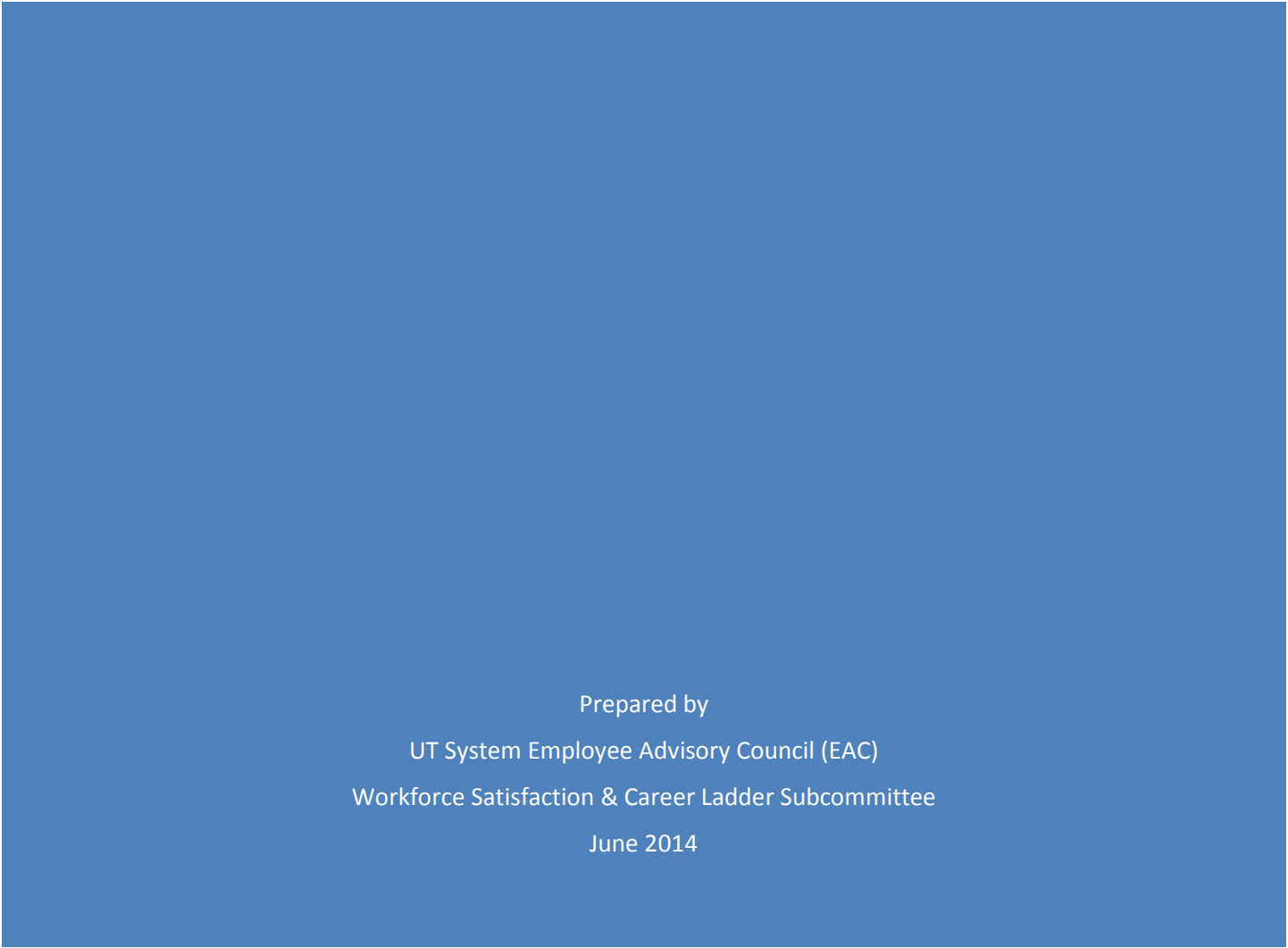


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Introduction

In Fall 2013 the Workforce Satisfaction and Career Ladder Subcommittee distributed a survey to EAC members from all 15 University of Texas (UT) academic and health institutions to learn more about leadership programs that are available to faculty, staff, administrators/managers, and students at these institutions. Some of the EAC members responded directly, and others referred us to content experts on their campuses. To date, responses have been received from 14 of the 15 institutions. A copy of the survey distributed is available in Section A.

Staff Leadership Programs Overview

- Of the 14 institutions that completed the survey, 13 noted that there are existing staff leadership programs on their campuses.
- All 13 (100%) of the components with leadership programs noted that these programs take place primarily on campus. UTEP holds at least one session for their program at an offsite facility, and UT HSC San Antonio uses V-Tel to offer their program to staff at offsite locations.
- 12 of the 13 institutions that have leadership programs responded that these programs have been successful. The one institution that noted their program has not been successful attributes it to the fact that the program is delivered in an eLearning format, which has not been effectively marketed to date. The institution is currently looking at a more blended approach that includes lab sessions along with the eLearning sessions.
- The 12 institutions that believe their programs have been successful provided responses about why they believe their programs have been successful. These success factors and contact information for leadership program managers/coordinators are detailed in individual institutional responses available in Section B.
- Seven of the institutions (63.6%) responded that they track the success of their programs. Methods of tracking vary by institution and include surveys, follow-up discussions, tracking of program graduates through their career progression, number of complaints regarding poor customer service, weekly individual meetings with program leader for project status/follow up, and supervisor/manager feedback.
- Details regarding the annual cost to each institution to administer a leadership program(s) were not provided in every instance and vary by institution. 9 of the 13 institutions who have existing leadership programs provided information about the cost of the programs,

which varies from no cost to nearly \$200,000, annually. Further detail from each institution is available in Section C.

- All 13 respondents provided information about participant selection. Six respondents noted only one method of selection and the remaining seven noted multiple methods of selection. Standard processes for selection are application, nomination, and recommendation. The most common of these is recommendation. Further detail is provided in Section D.
- Basic information regarding the existence of student and faculty leadership programs was collected in addition to the information presented above. This information is provided in Section E.

A. SURVEY INSTRUMENT

🔒 This survey is currently LOCKED to prevent invalidation of collected responses! Please [unlock](#) your survey to make changes.

Default Question Block

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Q11

Dear EAC member:

We are members of the Workforce Satisfaction & Career Ladder subcommittee. Our goal is to learn more about t who, what, when, where, why and how elements of any leadership programs at your institution. These can be programs for faculty, staff, administrators/managers, or students.

Please take a few minutes to complete this survey. Your feedback is very important us.

Liana Ryan
UTS EAC Representative
UT Pan American
Email: lsetti@utpa.edu

Leonora Ortega
UTS EAC Representative
UT El Paso
Email: lmartinez11@utep.edu



Page Break

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Q20

Institution:

UT Arlington

Q3

Are you the appropriate point of contact with knowledge of staff leadership programs at your institution?

☐ Yes

☐ No

If Yes Is Selected, Then Skip To Please provide the following details ...

If Yes Is Not Selected, Then Skip To If you are not the appropriate point ...

Page Break

Q12



If you are not the appropriate point of contact, please provide the name, email address and telephone number of the staff leadership program manager.

If If you are not the appropri... Is Not Empty, Then Skip To Are there any student or faculty lead...

Page Break

Q13



Please provide the following details regarding your staff leadership program(s):

Q4



Are there any staff leadership programs on your campus?

☐ Yes

☐ No

If Yes Is Selected, Then Skip To If there are staff leadership program...

If No Is Selected, Then Skip To Are there any student or faculty lead...

Q5



If there are staff leadership programs on campus, please provide the following information for each program:

Name of the program

Purpose of the Program:

Q6



Please provide the name, email address and telephone number of the staff leadership program manager.

Q23



Where does the program take place?

☐ On campus

☐ If off campus, please provide the location below:

Page Break

Q8



Has the program been successful?

☐ Yes

☐ No

If **Yes** Is **Selected**, Then Skip To **Why has the program been successful ?**

If **No** Is **Selected**, Then Skip To **Why has the program been unsuccessful?**

Q9



Why has the program been successful?

Q18



Do you track the success of the program?

☐ Yes

☐ No

If **Yes** Is **Selected**, Then Skip To **If yes, how do you track the success ...**

If **No** Is **Selected**, Then Skip To **What is the annual cost to the instit...**

Q19



If yes, how do you track the success of your program?

If If yes, howdo you track th... Is Not Empty, Then Skip To What is the annual cost to the instit...

Page Break

Q10



Why has the program been unsuccessful?

If Why has the program been un... Is Equal to, Then Skip To What is the annual cost to the instit...

Page Break

Q14



What is the annual cost to the institution to host the program?

Q16



How are participants selected for the program?

- ☐ Application
- ☐ Nomination
- ☐ Recommendation
- ☐ Other

Q15



Are there any other staff leadership programs on campus?

- ☐ Yes
- ☐ No

If **Yes** Is **Selected**, Then Skip To **Please provide the name, email address...**

If **No** Is **Selected**, Then Skip To **Are there any student or faculty lead...**

Page Break

Q19



Are there any student or faculty leadership programs on your campus?

	Yes	No
Student leadership programs	<input type="checkbox"/>	<input type="checkbox"/>
Faculty leadership programs	<input type="checkbox"/>	<input type="checkbox"/>

If **Student leadership programs...** Is **Selected**, Then Skip To **Please provide the name, email address...**

If **Student leadership programs...** Is **Selected**, Then Skip To **On behalf of the UT System Workforce ...**

If **Faculty leadership programs...** Is **Selected**, Then Skip To **Please provide the name, email address...**

If **Faculty leadership programs...** Is **Selected**, Then Skip To **On behalf of the UT System Workforce ...**

If **Student leadership programs...** Is **Displayed**, Then Skip To **Please provide the name, email address...**

If **Faculty leadership programs...** Is **Displayed**, Then Skip To **Please provide the name, email address...**

Page Break

Q21



Please provide the name, email address and telephone number of the manager for each leadership program.

If Please provide the name, em... Is Not Empty, Then Skip To On behalf of the UT System Workforce ...

Page Break

Page Break

Q19



On behalf of the UT System Workforce Satisfaction & Career Ladder Subcommittee, thank you very much for time and feedback. Should you have any questions regarding this survey, please feel free to contact:

Liana Ryan
UTS EAC Representative
UT Pan American
Email: lsetti@utpa.edu
Tel: (915) 956 665-5008

or

Leonora Ortega
UTS EAC Representative
UT El Paso
Email: lmartinez11@utep.edu
Tel: (915) 747-5920

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B. NAMES OF, PURPOSES FOR, AND SUCCESS FACTOR(S) OF PROGRAMS

The following section of this report provides an overview of each of the leadership programs as well as success factors of those programs discussed in survey responses. Contact information for the employee(s) responsible for the programs on each campus was also obtained and is provided below.

The University of Texas MD Anderson Cancer Center

Overview of Program(s): One program was mentioned in this survey response, which is called the “Management Curriculum.” This program provides foundational training for effectively managing performance. Employees with current supervisory responsibilities are eligible to participate. Courses follow a specific sequence, building on knowledge and skills gained in previous classes. The Supervisor Track includes Principles and Practices of Management I, Performance Management, Situational Leadership A, and Managing Across Difference. The Manager Track includes Principles and Practices of Management I, Performance Management, Principles and Practices of Management II, Situational Leadership A, Situational Leadership B, and Managing Across Difference.

Success factor(s): The Management Curriculum is intended to impart foundation management skills for supervisors. Individuals come from a variety of backgrounds – research, science, technology, medicine, skilled crafts, etc.; however, many have never been educated about the basics of how to best manage people and work. They may have excelled at their jobs and risen to the level of a supervisor and yet have not successfully led individuals or teams of people. These courses are aimed at giving them the information and skills needed to be successful at managing people in their specific work environment.

Staff Leadership Program Manager(s): Cathy Schaefer, Manager, Employee Development, Email: clschae@mdanderson.org, Phone: 713/745-6441.

The University of Texas at Arlington

Overview of Program(s): One program was mentioned in this survey response, but further research on the UT Arlington HR website provided information on 2 other programs available to different groups of staff. These programs are: “Core Essentials”, “Trailblazers: Pathway to Effective Supervision”, and “Administrative Professional Program”.

- The “Core Essentials” program provides courses that represent the essential skills and knowledge that every UT Arlington employee needs to know, including: The Art of Listening, Customer Service 101, Developing Assertive Communication

Skills, Dealing Effectively with Conflict and Confrontation, Time Management: Keys to Everyday Office Success, Professionalism in the Workplace, Writing Effective E-mails, and Welcoming Diversity.

- The “Trailblazers: Pathway to Effective Supervision” program is geared toward helping supervisors and managers to continually strive for greater effectiveness and development in their role. It is designed to empower supervisors to build on and develop the essential skills and knowledge needed for their success and for the success of their work area and for those entrusted to their care. This is a three-level certificate based program, designed for both existing supervisors and those seeking to become supervisors in the future. Basic certification requires 12 hours in any 6 of 9 courses offered; Intermediate certification requires 18 hours in any 9 of 13 courses offered; and Advanced certification requires 24 hours in any 12 of 15 courses offered. Each level serves as a foundation for the next level. For example, a person who has completed the Basic certification (12 hours, 6 courses) would only have to take three additional courses (6 hours) from the Intermediate course selection to receive their Intermediate certificate and so on into the Advanced certification level.
- The “Administrative Professional Program” was created to support the nurturing and development of the skill sets that are essential to performing the job of administrative professional. This is a four-level certificate based program, designed to meet the needs of current Administrative Professionals as well as those who are just entering the field. Level I certification requires 12 hours in any 6 of 8 courses; Level II requires 18 hours in any 9 of 11 courses offered; Level III certification 24 hours in any 12 of 14 courses offered; and Level IV certification requires 30 hours in any 15 of 17 courses offered. Each level serves as a foundation for the next level. For example, a person who has completed level 1 (12 hours, 6 courses) would only have to take three additional courses (6 hours) from the level 2 course selection to receive their level 2 certificate and so on into levels 3 and 4.

Success factor(s): These programs bring credibility to the development process because the employee hears first-hand about the ideas, viewpoints, and issues facing the campus and their individual department. In addition, leaders who get involved in the development programs tell everyone through surveys how they are implementing and modeling what they have learned from the programs.

Staff Leadership Program Manager(s): Jeannie Deakyne, Manager of Learning & Development, Email: deakyne@uta.edu, Phone: 817/272-5569.

The University of Texas at Austin

Overview of Program(s): Staff Leadership Programs at UT Austin vary by department. The institution has three existing leadership programs; one for University Operations staff, one for Athletics staff, and one for McCombs Business School staff. All three of these are large units with a high volume of staff. All three programs are designed to provide the theory and the tools for successful leadership.

Success factor(s): A combination of comprehensive content, good trainers, and engaged staff.

Staff Leadership Program Manager(s): Elida Lee, Email: elide.lee@austin.utexas.edu, Phone: 512/232-2325.

The University of Texas at Dallas

Overview of Program(s): One program was mentioned, which is titled “Catch Comet Pride.” It is a 4 session certificate program focused on delivering good customer service in higher education.

Success factor(s): Based on feedback from students, parents, faculty and staff.

Staff Leadership Program Manager(s): Terry Cartwright, Email: tcartwright@utdallas.edu, Phone: 972/883-5328.

The University of Texas at El Paso

Overview of Program(s): The institution has one primary leadership program, titled the “Leadership Development Institute (LDI)”. The Institute started in August 2010 to increase the number of UTEP faculty and staff members who aspire to serve in leadership roles at UTEP and prepare them to do so effectively. Its mission is to enhance the knowledge, skills, and attitudes of full-time faculty and staff to take on leadership-related challenges and actively support UTEP’s progress towards a national research university with a 21st century demographic.

Success factor(s): One retreat each semester is held at an offsite location such as a hotel conference room.

Staff Leadership Program Manager(s): Cheryl Torsney, Email: cbtorsney@utep.edu, Phone: 915/747-5873.

The University of Texas Health Science Center at Houston

Overview of Program(s): UTHealth has a comprehensive training program at no cost for all benefits eligible employees, which includes faculty, for manager training and development through SkillSoft online, which is sponsored by the UT Counseling & WorkLife Services department. Manager training includes coaching, difficult conversations, diversity and more. There is first time supervisor training available as well. Online webinars are also available. Training topics include leadership in times of stress and changes, motivating your employees, managing a diverse workforce, managing the generation gap, tools for effective communications, and team building with DISC Profile. Training for mid-level managers includes coaching, difficult conversations, team dynamics, conflict management, and diversity 101. Training for frontline supervisors includes coaching, giving and receiving feedback, communication 101, and conflict management.

Staff Leadership Program Manager(s): Anjanette Sullivan, Email: anjanette.h.sullivan@uth.tmc.edu

The University of Texas Health Science Center at San Antonio

Overview of Program(s): There are two leadership development programs available for UTHSCSA staff: Along the Leader's Path and The Healthcare & Administrative Leadership Development Program (launching October 2014). Along the Leader's Path is a training program designed to help managers learn the foundational leadership/management skills they need to be successful. This series introduces participants to the basics of effective leadership and management by covering topics ranging from leadership/management theory to practical application and tools of successful leaders. The program is open to all managers, supervisors or those wishing to gain the knowledge and skills necessary to obtain a management position.

The Healthcare & Administrative Leadership Development Program (HALDP) provides a global and local perspective of the healthcare and administrative responsibilities facing UTHSCSA leaders today and how they can better prepare for the challenges ahead in an effort to successfully achieve the strategic goals of UTHSCSA. This program consists of multiple modules with industry experts assisting in the development and facilitation of each session and culminates in a final Capstone Project. Participants of the program must be nominated by their department/school leadership and approved by the Executive Committee. Participants include administrators or directors new to UTHSCSA, recently promoted administrators or directors, and high potential mid-level managers seeking to develop additional skills.

Staff Leadership Program Manager(s): Kathryn Schwarm-Benson, Email: schwarmbenso@uthscsa.edu, Phone: 210/567-2601.

The University of Texas Medical Branch at Galveston

Overview of Program(s): One program was mentioned in the survey, and further information was gathered about this program through the UTMB HR website. The program offered at UTMB is the “Emerging Leader Program,” which is designed for those who are not currently in leadership positions but exhibit strong leadership potential and for those who may be in leadership positions that have received no formal leadership training. The program consists of 6 half-day classes over a 6-week period. All participants are required to work on a project in their work areas that utilizes the skills that they learn in the program. Topics in the past have been New Employee Orientation programs for the department, streamlining work processes, implementing surveys, establishing new relationships with departments to ensure better work outcomes, etc. Once an employee has completed the full series they can later register to participate in the Emerging Leader “Renewal” session, which allows them to renew and refresh what they learned in the original Emerging Leader program, follow-up on their project outcomes, and connect with graduates of the program to develop a stronger professional network. There are activities conducted that help review key strategies, tools and skills covered in the original program using interactive and creative methods. Participants are given an opportunity to report the final outcomes of their projects, answer questions, and share useful tips and lessons they learned as they went through the process of completing their projects.

Success factor(s): Consistent voluntary enrollment; successful projects, many of which have been implemented; and some alumni have been promoted to leadership roles.

Staff Leadership Program Manager(s): Zenglo Chen, Director of Talent & Organizational Development, Email: zenchen@utmb.edu, Phone: 919/665-8904.

The University of Texas-Pan American

Overview of Program(s): The institution has 2 primary staff-related leadership programs, which are the “Frontline Leadership & Management Development Series” and the “LEAP (Leadership Education Accelerated Program) in Action” program.

- The “Frontline Leadership & Management Development Series” is a program with sessions open to all staff and faculty that wanted to participate, however, supervisor consent was required for attendance. Sessions were designed to help lead employees through the leadership journey. The sessions included: Exercising the Power of

Emotional Intelligence, Effective Coaching and Mentoring Skills, Accountability that Works: 10 Steps to Success, and Building High-Performing Teams.

- The “LEAP in Action” program is an extension of the LEAP program originally offered through UT System. It provides an opportunity for faculty and staff to become more effective leaders who can successfully address some of the key challenges that are present in a university environment. The program provides participants with leadership skills and gives them a stronger understanding of themselves, their organizations and their teams. In this program, faculty and staff are paired together in “teams” that work on projects to address components of the University’s Strategic Plan. The projects are presented to the President for review and, if selected, teams are given funds to administer their projects.

Success Factor(s):

- For the Frontline program - for those who have attended, the program has been a great success because attendees felt that they had learned a lot from the sessions. Sessions were interactive and were quite long (3.5 hours each) and gave time for attendees to learn together and from each other. Those who attended said that they were immediately implementing things they had learned in their offices to improve on how they do things and what they do. There was one guest presenter and other sessions were done through HR team teaching.
- For the LEAP in Action program - It allows for hands-on professional development of faculty and staff, and also creates unity between faculty and staff who work in teams together throughout the program cycle. They are better able to understand each other in their respective roles on the campus, and to gain a new respect and appreciation for the knowledge, skills and abilities that each of them bring to the organization. The program typically lasts for 6-8 weeks and requires an extra commitment from those involved, but generally those involved have been committed to and have taken ownership of the projects that they work on. The projects are directly overseen by the President’s Office (through the Presidential Fellow, and through funding from the President) and address pieces of the university’s strategic plan, so those involved have taken their projects very seriously; and, with funding behind them, realize that the projects need to be done well and finalized in a way that helps the institution to improve and pursue its goals.

Staff Leadership Program Manager(s): For the Frontline program, Tanzeer Ahmed, Training Coordinator, Human Resources; Email: tahmed@utpa.edu, Phone: 956/665-7210. For the LEAP in Action program, Dr. Linda Matthews, Presidential Fellow & Professor of Management, Phone: 956/665-3265, Email: matthews@utpa.edu.

The University of Texas of the Permian Basin

Overview of Program(s): The program mentioned was the Staff Advisory Council, which was implemented to promote good relations between staff, faculty and administration.

Success Factor(s): The program provides benefits to the staff, whose needs are often the most neglected on campus.

Staff Leadership Program Manager(s): Daniella Haynes, Staff Council Chair, Phone: 432/552-2220, Email: Haynes_d@utpb.edu.

The University of Texas at San Antonio

Overview of Program(s): The program referenced from UTSA was the Supervisory Series, titled “Introduction to Management”, which is a 6-week long series that requires 3.5 hours per week. This Supervisory Series is designed to maximize learning and is conducted via presentation of theory/topic, classroom discussion and activities designed to reinforce learning principles. In addition, a key component is discussion among participants, to share experiences and create a support network. Course Content: Leadership, Motivation, Training, Team Building, Planning, Management, Communication, Delegation, Coaching, and Time Management.

Success Factor(s): The program has been successful in providing learning opportunities to staff new to a supervisory/leadership role, staff who need a refresher or project managers to increase avenues for collaboration, increase effectiveness amongst the supervisor and their direct reports, and increase effectiveness and efficiencies on campus. Over the years, they have averaged an increase in skills and abilities of 18%.

Staff Leadership Program Manager(s): Anne Jett, Director of Training and Development, Email: anne.jett@utsa.edu, Phone: 210/458-4659.

The University of Texas Southwestern Medical Center

Overview of Program(s): UT Southwestern Medical Center has an “Aspiring Leaders Program,” which is a 12-month development program offered to a select number of UT Southwestern Medical Center employees who aspire to be leaders at the institution, but who are not currently in a supervisory role with direct reports. The training curriculum is designed specifically for this group of employees and includes monthly leadership sessions as a group, individual project assignments, development assessments, and one-on-one mentoring with a mentor from within the University. At the conclusion of the 12-month program, participants present findings from their individual projects during daylong graduation activities. Upon successful completion of the program, participants are credited with one year of supervisory experience.

Success Factor(s): Pending response from Mr. Hamrick

Staff Leadership Program Manager(s): Randy Hamrick, Email: randy.hamrick@utsouthwestern.edu.

The University of Texas at Tyler

Overview of Program(s): The program mentioned was the “Leadership Counsel”, which was implemented to develop leaders within the division of business affairs at UT Tyler.

Success Factor(s): Because it provides programming to develop effective campus managers and leaders.

Staff Leadership Program Manager(s): Jessie Acosta, Email: jacosta@uttyler.edu, Phone: 903/566-7044.

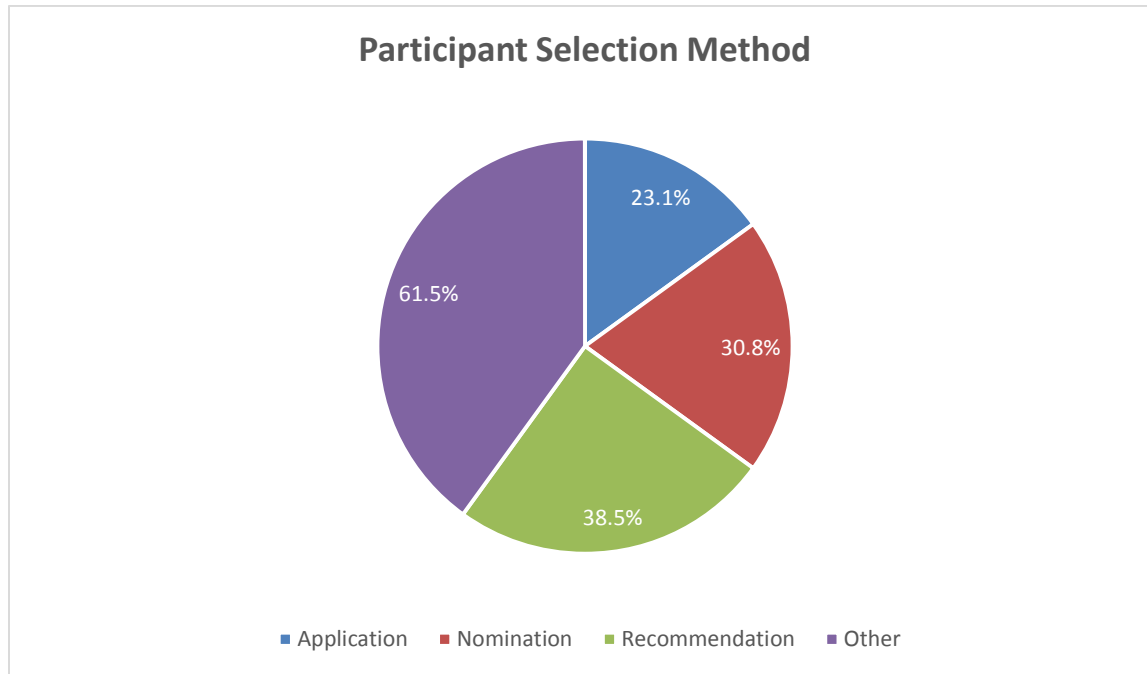
C. ANNUAL COST TO INSTITUTION

Details regarding the annual cost to each institution to administer the leadership program(s) are not given in every instance and vary by institution. Details were provided in 9 survey responses and are noted below.

- Arlington: Estimated \$500
- El Paso: Respondent did not have exact figures for this, but noted that costs are minimal and that participants are provided with 3 or 4 books that serve as references throughout the program.
- HSC Houston: Respondent noted that there is not a specific cost for this actual program as it is part of an entire learning solution hosted through the eLearning program, which is used for all employee development.
- HSC San Antonio: Respondent estimated approximately \$10,000 per year.
- MD Anderson Cancer Center: The annual cost is approximately \$196,875. They use all internal facilitators to deliver the courses in the program, so there are no external delivery costs associated with the Management Curriculum. The cost of materials for each person to complete the Management Curriculum series is \$525.
- Medical Branch at Galveston: Respondent estimated approximately \$15,000 per year.
- Pan American
 - For Frontline Leadership program: Estimated \$750 for 1 guest presenter and \$150 for refreshments and training materials for each session.
 - For LEAP in Action: Respondent did not have this information but can provide it in late January; project costs generally vary by size of project, from \$10,000 to \$20,000.
- San Antonio: Cost is approximately \$35 per participant, or \$800 per class; offered at least twice a year for an approximately yearly cost of \$1,600.
- Southwestern Medical Center: *Pending response from Mr. Hamrick*

D. PARTICIPANT SELECTION METHODS

Institutions that responded to the survey noted at least one form of participant selection; some noted more than one. A chart that includes a breakdown of methods used is provided below.



Responses from individual institutions are given below.

- Arlington: Recommendation process and Other (self-selection, referrals)
- Austin: Application process
- Dallas: Recommendation process and Other (register online if interested)
- El Paso: Application and Recommendation process
- HSC Houston: Other (any leader can enroll in the course at any time)
- HSC San Antonio: Application process
- MD Anderson Cancer Center: (Other) All supervisors are required to attend the Management Curriculum program.
- Medical Branch at Galveston: Nomination process and Other (self-selection)
- Pan American: Nomination process and Other (register themselves through campus training site)
- Permian Basin: Nomination and Recommendation Process
- San Antonio: Recommendation process and Other (the class is open to the university population but they do receive participants who have been recommended to attend by their supervisor, and some areas require that supervisors attend the series.
- Southwestern Medical Center: Nomination process

- Tyler: Other (managers, assistant directors and others above them in the division of business affairs are selected to participate)

E. STUDENT AND FACULTY LEADERSHIP PROGRAMS

When asked if there are any existing student or faculty leadership programs on their campus, eight respondents provided information. Of these eight, seven noted that they have a student leadership program (or programs) and seven noted that they have a faculty leadership program (or programs). Contact information provided for managers of these programs is given below.

- Arlington:
 - Kerri Ressler, Director, The Leadership Center, Phone: 817/272-9220, Email: leadership@uta.edu
- El Paso:
 - Student Leadership Program contacts: Corey Bailey, Director of the Student Engagement and Leadership Center; or, Angie Moreno, Assistant Director; Phone: 915/747-5670; these programs include UTEP LIVE, Student Organization Leader training, Queer Leadership Conference, and others.
- HSC Houston:
 - Student Leadership programs are coordinated by each of the six schools.
 - Graduate School of Biomedical Sciences contact: Marena Wilson, Program Manager, Phone: 713/500-9856, Email: marena.a.wilson@uth.tmc.edu
 - School of Dentistry contact: Hugh Pierpont, DDS, Associate Dean for Student and Alumni Affairs, Phone: 713/486-4151, Email: hugh.p.pierpont@uth.tmc.edu
 - School of Nursing contact: Laurie Rutherford, MBA, Director of Student Affairs, Phone: 713/500-2101, Email: laurie.g.rutherford@uth.tmc.edu
 - School of Biomedical Sciences contact: Jaime Hargrave, Director of Student Affairs, Phone: 713/500-3920, Email: jaime.n.hargrave@uth.tmc.edu
 - School of Public Health contact: Anne Baronitis, Director of Student Affairs, Phone: 713/500-9030, Email: ann.i.baronitis@uth.tmc.edu
 - Medical School contact: Margaret McNeese, M.D., Associate Dean for Admissions and Student Affairs, Phone: 713/500-5165, Email: margaret.c.mcneese@uth.tmc.edu
- HSC Tyler:
 - Student Leadership Program(s) contact: Pierre Neuenschwander, Phone: 903/877-7480, Email: pierre.neuenschwander@uthct.edu
- Medical Branch at Galveston:
 - Contact: Dr. Zenglo Chen, Director of Talent and Organizational Development, Phone: 919/665-8904, Email: zenchen@utmb.edu

- Pan American:
 - Student Leadership Program(s) contact: Dr. Mari Fuentes-Martin, Associate Vice President for Student Affairs and Dean of Students; Phone: 956/665-2899; Email: fuentesmartinmm@utpa.edu
 - Faculty Leadership Program(s) contact: Dr. Ala Qubbaj, Vice Provost for Faculty Affairs, Phone: 956/665-3686, Email: qubbaj@utpa.edu
- Permian Basin:
 - Faculty Leadership Program(s) contact: Derek Catsam, Faculty Senate, Email: catsam_d@utpb.edu
 - Student Leadership Program(s) contact: N/A
- San Antonio: (did not note any student or faculty leadership programs, but provided contact)
 - Cie Gee, Leadership UTSA, Email: Ginnifer.Gee@utsa.edu, Phone: 210/458-7552
- Tyler:
 - Student Leadership Program(s) contact: Alisa White, Email: awhite@uttyler.edu, Phone: 903/566-7103
 - Faculty Leadership Program(s) contact: Ona Tolliver, Email: otolliver@uttyler.edu, Phone: 903/565-5651