



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND
1ST CAVALRY REGIMENT ROAD
FORT KNOX, KENTUCKY 40121-5123

ATCC-SI (145-1b)

SEP 26 2024

MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters,
Directors and Chiefs, Primary and Special Staff Offices, HQ USACC

SUBJECT: Policy Memorandum 5-2 – Professor of Military Science (PMS) Engagement
with University Leadership

1. Establishing and maintaining a constructive bilateral dialogue with our university partners is critical to mission success. As the Army resets our program supervision, management and resourcing on multiple campuses, messaging with partnered university leaders as well as elected officials and stakeholders requires an understanding of their perspective and consideration. This is an enduring policy requiring Brigade Commander emphasis. Brigade and program leadership must sustain this important communication component of the SROTC program and approach. In addition to gaining institution leaders' perspective, your continuous dialogue amplifies key Command policies for the Annual Program Assessment improvement, implementing reset 2030 decisions, right-sizing decisions and finalizing or updating 918A/B agreements and memorandum of agreements (MoA) with cross-towns.
2. This policy applies to brigades and subordinate SROTC programs. The requirement to report and submit an EXSUM is not required for 1st Brigade programs.
3. Brigade Commanders ensure clear and continuous dialogue with institution leaders through and by their PMS. Brigade Commanders ensure an **in-person engagement occurs with their host, affiliated extension unit and cross-town institution leadership each academic year.**
 - a. Brigade Commanders are responsible for improving the SROTC and institution communication within their footprint. Commanders will follow my intent, this policy, and their judgement to establish appropriate milestones, tasks and execution guidance.
 - b. The PMS will conduct the host and extension unit engagements. The PMS cannot delegate this responsibility.
 - c. The PMS can request the Brigade Commander delegate to an APMS or SMSI engagements at cross-town campuses that have active enrolled or contracted Cadets.

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d. The PMS or their designated representative conducting the engagement schedules and completes the meeting annually. The PMS will submit a one-page executive summary of the engagement through their brigade to USACC G5 NLT 15 June each year. The engagement summary includes the date and location, participants, main topics covered and any actions requiring brigade or USACC leadership level response.

e. Engagements are preferably with the institution's office (officer) that signed the host unit or extension unit DA Form 918A agreement or the cross-town MoA. Given scheduling and availability of senior university leadership, the engagement is no lower than the institution's faculty or administration first line supervising official that has daily coordination or supervisory oversight of the Military Science Department.

f. If an organizational or relationship change is approved for an extension unit or cross-town the PMS will meet in person with the institution's leadership to discuss the change. The PMS cannot delegate this responsibility.

g. The requirement to complete more than one engagement in an academic year and provide an EXSUM occurs if a PMS change-over occurs during the academic year. The out-going PMS completes engagements and EXSUM and the in-coming PMS completes engagements and EXSUM. A program relationship change will require multiple engagements. A significant policy or statutory change in the relationship is enacted will require an additional engagement or follow-on engagement.

4. PMS engagements focus on the status of the relationship and the exchange of relevant information with the host, extension unit and cross-town institution's leadership that may influence the relationship. Required topics by type of relationship:

a. Host unit.

(1) Annual Program Assessment. Explain the method and criteria. Review the last three years of assessment and the projection for the current and next two years; if necessary, include recommendations to improve the institution's assessment.

(2) Enrollment and commissions. Discuss the last three years of Cadet enrollment, contracts and commissions and the PMS' projection for the current and next two years; explain that a host unit is expected to produce 12 commissions or more a year to remain an effective and supportable SROTC unit; if necessary, include areas to improve the enrollment, retention and/or STEM commission status.

(3) Facilities and faculty privileges. Discuss areas where Army SROTC is not equivalent to the accommodations or privileges provided to similar departments, and any proposed remedy.

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(4) Policies. Discuss institution, Army, or USACC policies effecting the institution or their ROTC programs on campus procedures, resources or enrollment/commission outcomes.

b. Extension unit. (This includes ARNG supported extension units)

(1) Relationship to the host unit per DA Form 918A. Explain how the extension unit fits into the SROTC program design and discuss how distance from the host, and other limiting factors impact instruction, recruiting, administrative and logistics support to Cadets.

(2) Facilities and faculty privileges. Discuss areas where Army SROTC is not comparable to the accommodations or privileges provided to similar academic departments, and any proposed remedy.

(3) Enrollment and commissions. Discuss the last three years of Cadet enrollment, contracts and commissions and the PMS' projection for the current and next two years; explain that an extension unit is expected to produce three commissions or more a year to remain an effective and supportable extension unit; if necessary, include areas to improve the enrollment and/or commission status.

c. Cross-town (MoA).

(1) Relationship to the host unit per the MoA. Explain how the crosstown fits into the SROTC program design. To remain sustainable crosstowns are generally within 30 miles of a host or extension unit. Describe the impact that distance from the host or extension unit has on a Cadet or cadre member traveling, and on Cadet development for collective training and extracurricular activities.

(2) Facilities and faculty privileges. If the MoA supports instruction on the cross-town campus by visiting or resident SROTC instructors, discuss areas where Army SROTC is not comparable to the accommodations or privileges provided to similar academic departments, and any proposed remedy.

(3) Enrollment and commissions. Discuss the last three years of Cadet enrollments, contracts and commissions and the PMS' projection for the current and next year; explain that a cross-town is expected to maintain more than one active enrolled Cadet each year to contribute to the production of the host or extension unit to remain an effective and sustainable cross-town; if necessary, include areas to improve the enrollment and/or commission status.

d. Topics applicable to all relationships.

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(1) The Nation's Future leaders. SROTC invests in the development of leaders for today and the future for both the Army and our Nation. USACC is present at more than 900 colleges and universities with over 27,000 Cadets. As the largest commissioning source for the total Army (Active Army, Army National Guard, and Army Reserve), SROTC produces over 75% of the Army's 2LTs annually. Annually, USACC awards more than \$300M in scholarships to more than 17,000 Cadets.

(2) Versatile Scholarships. USACC has the most flexible scholarship program of any service: 4- and 3-year National Scholarships, campus based 3.5, 3, 2.5, 2-year undergraduate scholarships, 2-year graduate degree scholarships, nursing scholarships, Green-to-Gold scholarships, and Guaranteed Reserve Force Duty scholarships. All scholarships come with a book stipend and pay either full tuition and fees or room and board at the Cadets' choice. The scholarships accommodate almost any academic major and provide financial assistance starting in the freshman year, subsequent years, or graduate school. Financial assistance also includes a \$420/month stipend for all contracted scholarship and non-scholarship Cadets while enrolled full time during an academic semester.

5. USACC G5 is the staff proponent for this policy. The policy remains in effect until rescinded by the CG.

6. Point of contact is Jerry P. Schulz, Deputy G5, USACC (502) 624-4918.



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Commanding