

LEVEL II MEMORANDUM

DATE: February 5, 2013

TO: Chief Academic Officers, Montana University System

FROM: Neil Moisey, Interim Deputy Commissioner for Academic, Research, & Student Affairs
John Cech, Deputy Commissioner for Two-Year & Community College Education

RE: Level II Submission Items

The campuses of the Montana University System have proposed new academic programs or changes under the Level II approval process authorized by the Montana Board of Regents. The Level II proposals are being sent to you for your review and approval. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, you need to raise those concerns at the Chief Academic Officer's conference call on **February 13, 2013**. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on **Friday, February 15th (Friday following CAO call)**. That notification should be directed to Amy DeMato, Assistant to the Deputy Commissioners. If Amy does not hear from you, in writing, by noon on February 15th, OCHE will assume that the proposals have your approval.

The Level II submissions are as follows:

Montana State University-Billings:

- Request to establish a Minor in Women's Studies Program [ITEM # 158-2703-R0313](#) | [Level II Request Form](#) | [Curriculum Proposal](#) | [Attachment #1](#)

March 7-8, 2013

ITEM 158-2703-R0313

Request to establish the following program: Minor in Women's Studies

THAT

The Board of Regents of Higher Education authorizes Montana State University Billings to establish a new minor program: Minor in Women's Studies.

EXPLANATION

Montana State University Billings seeks permission to create a Minor in Women's Studies. This interdisciplinary minor will be offered through the Sociology program in the Department of Sociology, Political Science, Native American Studies and Environmental Studies. All students in the College of Arts and Sciences are required to pursue either an extended major or a minor as part of their degree requirements. This interdisciplinary minor comprised of courses that are already offered on our campus will prepare students for occupational and societal success across a range of fields including, but not limited to: Art and Literature, Communications, Philosophy, History, Education, Psychology, Sociology and Criminal Justice, Native American Studies, Social Work and Counseling, Advocacy, Community Organization, Public Relations, Public Administration, Languages, Economics, Math, and Biological and Physical Sciences.

ATTACHMENTS

Level II Request Form
Curriculum Proposal
Attachment #1: Program Proposal

Montana Board of Regents
LEVEL II REQUEST FORM

Item Number: 158-2703-R0313 Meeting Date: March 7-8, 2013
Institution: Montana State University Billings CIP Code: 05.0207
Program Title: Minor in Women's Studies

Level II proposals require approval by the Board of Regents.

Level II action requested (place an X for all that apply and submit with completed Curriculum Proposals Form):

Level II proposals entail substantive additions to, alterations in, or termination of programs, structures, or administrative or academic entities typically characterized by the (a) addition, reassignment, or elimination of personnel, facilities, or courses of instruction; (b) rearrangement of budgets, cost centers, funding sources; and (c) changes which by implication could impact other campuses within the Montana University System and community colleges. Board policy 303.1 indicates the curricular proposals in this category:

- 1. Change names of degrees (e.g. from B.A. to B.F.A.)
- 2. Implement a new minor or certificate where there is no major or no option in a major;
- 3. Establish new degrees and add majors to existing degrees; and
- 4. Any other changes in governance and organization as described in Board of Regents' Policy 218, such as formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory, or similar unit.

Specify Request:

Montana State University Billings seeks permission to create a Minor in Women's Studies. This interdisciplinary minor will be offered through the Sociology program in the Department of Sociology, Political Science, Native American Studies and Environmental Studies. All students in the College of Arts and Sciences are required to pursue either an extended major or a minor as part of their degree requirements. This interdisciplinary minor comprised of courses that are already offered on our campus will prepare students for occupational and societal success across a range of fields including, but not limited to: Art and Literature, Communications, Philosophy, History, Education, Psychology, Sociology and Criminal Justice, Native American Studies, Social Work and Counseling, Advocacy, Community Organization, Public Relations, Public Administration, Languages, Economics, Math, and Biological and Physical Sciences.

Montana Board of Regents
CURRICULUM PROPOSALS

1. Overview

This proposal is for a new interdisciplinary minor in Women's Studies at MSUB utilizing current faculty and courses that are already taught on campus. Women's Studies is not a novel concept on this campus. Beginning in the early 1970s, Eastern Montana College was working toward a minor through its Women's Studies Center, which has been dormant since a program review in 1993. The current proposal has been under consideration for some time on this campus, though the institution has been unable to mobilize the faculty and courses necessary to propose a minor. These resources are now in place, and we are ready to move forward with a Minor in Women's Studies upon receipt of Board of Regents approval.

2. Provide a one-paragraph description of the proposed program. Be specific about what degree, major, minor or option is sought.

The field of Women's Studies is interdisciplinary, sourcing from anthropology, art, education, history, literature, psychology, and sociology, among others. The curriculum reflects this orientation. Students are required to take an introductory course titled "Women, Culture, and Society" and a capstone course with a service-learning requirement titled "Seminar in Women's Studies." Students may then choose from a list of interdisciplinary restricted electives, adding up to a total of at least 15 credits. A total of 21 credits are required for the Minor in Women's Studies. The aim of the field is to recognize the contributions of women in teaching, research, and creative endeavors, to understand the diversity of women's experiences and to appreciate how the intersections of race, class, and gender affect women's experience in their everyday lives and in the larger social world.

3. Need

A. To what specific need is the institution responding in developing the proposed program?

Enrollment has consistently been trending upward, as have demographic trends that make this program particularly important to this campus. The percentage of women at MSU Billings has been consistently around the current 62.3% of the university student population, with little fluctuation over the past five years. Moreover, in a college that requires a minor as a graduation requirement, students will benefit from an option that allows them to apply courses from their major field of study to their chosen minor. In addition, the development of this minor with a large and diverse number of restricted electives will allow students to find courses that meet academic requirements, fit into their busy schedules, and relate to their areas of interest.

B. How will students and any other affected constituencies be served by the proposed program?

In addition to meeting the needs of students as discussed in Part A, the program will also serve the community. All students will be required to complete a Capstone course that includes a service learning project component. The class will partner with a local organization to provide community services.

C. What is the anticipated demand for the program? How was this determined?

The program director anticipates 30-40 students in the initial cohort, based on feedback from current students and the Women's Studies Advisory Board, comprised of MSUB faculty, staff and students, as

Montana Board of Regents
CURRICULUM PROPOSALS

well as community members. Moreover, the community organization representatives on the Women's Studies Advisory Board all enthusiastically support the program and are interested in partnering for the service-learning component of the program.

4. Institutional and System Fit

A. What is the connection between the proposed program and existing programs at the institution?

The minor in Women's Studies will prepare students for occupational and societal success across a range of fields including, but not limited to: Art and Literature, Communications, Philosophy, History, Education, Psychology, Sociology and Criminal Justice, Native American Studies, Social Work and Counseling, Advocacy, Community Organization, Public Relations, Public Administration, Languages, Economics, Math, and Biological and Physical Sciences.

B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.

No.

C. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).

N/A

D. How does the proposed program serve to advance the strategic goals of the institution?

The draft for the MSUB Strategic Plan includes four core themes: cultivating teaching excellence, providing an environment for learning, promoting and engaging in civic responsibility, and enhancing the community. The Minor in Women's Studies will cultivate teaching excellence by providing faculty the opportunity to develop an interdisciplinary course (WGSS 499) and collaborate with other faculty members since responsibility for teaching the Capstone course will rotate among interested faculty. It will provide an environment for learning by providing students from all disciplines an option to enhance their studies with an interdisciplinary minor. It will promote civic responsibility and enhance the community primarily through the service-learning component required of all enrolled students.

E. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.

UM offers both a bachelor degree and a minor, and MSU offers a minor in "Women and Gender Studies." This program is somewhat different because it focuses specifically on women, integrates a service-learning component, and serves place-bound minors students who cannot travel to another institution for coursework. As a result of the Common Course Numbering initiative in the MUS system, WGSS 274 Women, Culture, & Society is a FLOC'ed, and therefore, equivalent course, as are all "capstone" courses. A number of restricted electives also have direct equivalents at other institutions

Montana Board of Regents
CURRICULUM PROPOSALS

in the state, so articulation is good. Moreover, aside from the FLOC'ed courses in the program, sufficient differences between the proposed program and those at UM or MSU make collaboration impractical.

5. Program Details

- A. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.**

See attached.

- B. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.**

Implementation target is fall 2013 and availability of the new minor will be advertised through faculty advisors and advising center staff, as well as fliers and email announcements. Expected enrollment for year one is 5-10 students, with a goal of 25-30 at program maturity (after 5 years.)

6. Resources

- A. Will additional faculty resources be required to implement this program? If yes, please describe the need and indicate the plan for meeting this need.**

No.

- B. Are other, additional resources required to ensure the success of the proposed program? If yes, please describe the need and indicate the plan for meeting this need.**

No.

7. Assessment

How will the success of the program be measured?

A pre-test/post-test system will be implemented. The pre-test will be administered in WGSS 274 in the form of a paper and/or project. The post-test measurement will occur at the end of WGSS 499. The program will be reviewed annually by the current Women's Studies Advisory Board, comprised of university faculty and staff and community members.

8. Process Leading to Submission

Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.

See above. The Women's Studies Advisory Board was formed and held two meetings designed to inform the program developer about student and community needs and interests.

Montana Board of Regents
PROGRAM PROPOSAL FOR INTERDISCIPLINARY MINOR IN WOMEN'S STUDIES:
DRAFT ONLY: FALL 2012

Required Courses:	Credits:
WGSS/A&SC 274: Women, Culture, & Society	3
WGSS 499: Capstone Seminar in Women's Studies	3
Restricted Electives (Choose 5 courses, minimum 15 credits):	Credits:
ARTH 436: The History of Women in Art	3
A&SC 350: Perspectives on Women	3
COMX 482: Women, Media & Society	3
CRIM 228: Race, Class, Gender, & Crime	3
HSTR 473: Gender, War and Film: Europe 1648-1945	3
HSTR 492: Seminar: European Women and Gender	3
LIT335/A&SC 365: Women & Literature/Images of Women in Lit. & the Arts	3
PHIL 375: Women, Philosophy & Religion	3
PSYX 335/A&SC 309: Psychology of Gender	3
SOCI 431: Sociology of Gender Roles	3
Other courses that may be used to satisfy Restricted Elective Credits:	
WGSS 492: Independent Study	1-6
WGSS 294/494: Seminar/Workshop in Women's Studies	3-6
WGSS 498: Internship/Cooperative Education	1-6
TOTAL CREDITS REQUIRED FOR MINOR:	21

Service Learning in Women's Studies: A central component to the Capstone Seminar (WGSS 499) will be a service learning project. The goal of the project is to provide students with both a robust academic curriculum and the opportunity to provide valuable services of benefit to local and regional organizations and the wider communities that they serve. Each Capstone class will partner with a community organization to work on a semester-long project designed to meet both the academic goals of the course and program and the needs of the community partner.

For more information about the Women's Studies program, please contact Joy C. Honea, associate professor of sociology at MSU Billings.

Joy C. Honea, Ph.D.

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