

## LEVEL I APPROVAL MEMORANDUM

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Compiled here is the Level I memorandum containing items approved since the November 2018 Board of Regents Meeting. This memorandum from October, November, December, and January contains items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. The items before you have been approved and are now being shared with you for your notification.

- October 2018 Level I Memorandum
- November 2018 Level I Memorandum
- December 2018 Level I Memorandum
- January 2019 Level I Memorandum

## LEVEL I MEMORANDUM

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**DATE:** November 7, 2018

**TO:** Chief Academic Officers, Montana University System

**FROM:** Clayton Christian, Commissioner of Higher Education

**RE:** October 2018 Level I Academic Items

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Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in October 2018. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. 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, raise them at the Level I Chief Academic Officer's conference call on November 20<sup>th</sup>, 2018. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, November 23<sup>rd</sup>. You will be notified of approved proposals by November. The Board of Regents will be notified of the approved proposals at the March 2018 meeting of the Board.

### 1. Campus Approvals

#### **Montana State University Bozeman:**

- Notification of placing the Applied Psychology and Psychological Science options of the Psychology B.S. degree into Moratorium  
[Item # 180-2010-LI1018](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification that MSU-Bozeman will offer an M.S. in Family and Consumer Science online.  
[Item # 180-2011-LI1018](#) | [Request Form](#)

### 2. OCHE Approvals

#### **Dawson Community College:**

- Request for authorization to revise the A.A.S. in Agribusiness Technology program to A.A.S. in Animal Science  
[Item # 181-2001-R1118](#) | [Request Form](#) | [Curriculum Proposal](#)

October, 2018

**ITEM 180-2010-LI1018**

**Notification of placing the Applied and Psychological Science option in moratorium**

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**THAT**

Montana State University is notifying the Board of Regents that we propose eliminating the currently separate Applied and Psychological Science options in the undergraduate psychology degree.

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**EXPLANATION**

This is an artificial dichotomy and incorrectly leads students to infer both that (a) clinical or counseling psychologists do not need to understand research and that (b) psychology researchers do not perform applied work. Because of this misunderstanding, students choosing the applied concentration complain about needing to take research and statistics classes and students wishing to make a difference in their communities steer away from potential research careers. Our end-of-semester assessments of student satisfaction with our program have highlighted these misguided opinions, and we believe such misperceptions can create dissatisfaction with our program and MSU. In our department retreat this spring, the faculty voted unanimously to eliminate the separate options.

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**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 180-2010-LI1018 Submission Month or Meeting: October, 2018

Institution: Montana State University CIP Code: 42.0101

Program/Center/Institute Title: Psychology B.S. degree

Includes (please specify below): Online Offering \_\_\_\_\_ Options Applied Psychology option and Psychological Science option

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/preparingacademicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

X **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

X **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What:** The department currently offers a bachelor of science degree in psychology with two options: psychological science or applied psychology. We propose eliminating the applied and psychological science options to offer the same bachelor of science degree in psychology for all majors.

**Why:** This is an artificial dichotomy and incorrectly leads students to infer both that (a) clinical or counseling psychologists do not need to understand research and that (b) psychology researchers do not perform applied work. Because of this misunderstanding, students choosing the applied concentration complain about needing to take research and statistics classes and students wishing to make a difference in their communities steer away from potential research careers. Our end-of-semester assessments of student satisfaction with our program have highlighted these misguided opinions, and we believe such misperceptions can create dissatisfaction with our program and MSU. In our department retreat this spring, the faculty voted unanimously to eliminate the separate options.

**Resources:** The current options contain an identical curriculum except for a single class typically taken junior year. Those in Psychological Science are encouraged to take Psyx 490 (undergrad research) and those in the Applied Psychology option are encouraged to take Psyx 495 (field practicum). These two classes will still be available and advisors will encourage students to take either or both, depending upon their preferred future career.

**Relationship to similar MUS programs:** This consolidation into an overall psychology degree will not affect our curriculum at all and does not add or delete any classes. Therefore our program's relation to other MUS programs will remain unchanged. In fact, UM also psychology does not have separate concentrations.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Separate Applied Psychology and Psychological Science Options**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program? 2022

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees \_\_\_\_\_

b.) Faculty Senate \_\_\_\_\_

c.) Program Public Advisory Committee \_\_\_\_\_

d.) Articulation Partners \_\_\_\_\_

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.) Y: \_\_\_\_\_ N:  X

October, 2018

**ITEM 180-2011-LI1018**

**Item Name**

Notification that Montana State University will offer a Master's of Science in Family and Consumer Sciences online.

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**THAT**

Montana State University is providing notification to offer our current Family and Consumer Sciences Master's curriculum both face-to-face and through distance education (online and broadcast-based classes).

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**EXPLANATION**

Currently, this is the only master's in Family and Consumer Sciences (FCS) in the state of Montana. There is a need for a distance program because FCS professionals are working throughout the state and need FCS graduate education to keep (or progress in) their current employment opportunities.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 180-2011-LI1018 Submission Month or Meeting: October, 2018

Institution: Montana State University CIP Code: 19.0500

Program/Center/Institute Title: MS in Family and Consumer Sciences

Includes (please specify below): Online Offering X Options online and face-to-face

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/preparingacademicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- X   4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

We are proposing to offer our current Family and Consumer Sciences Master's curriculum both face-to-face and through distance education (online and broadcast-based classes).

**Why**

Currently, this is the only Master's in Family and Consumer Sciences (FCS) in the state of Montana. There is a need for a distance program because FCS professionals are working throughout the state and need FCS graduate education to keep their current employment opportunities. For example, FCS Extension Agents can be hired with a Bachelor's degree, but are contracted to receive a master's degree within 3-5 years. Providing a distance option directly aids in meeting the university's land grant mission by providing needed education for Extension Agents within their discipline. The distance option will also aid FCS professionals who are working in middle schools/high schools, non-profit, and government agencies across the state have the opportunity to advance in their careers.

**Resources**

No additional resources necessary. We are working within current resources.

**Relationship to similar MUS programs**

To ensure program proficiency, we are collaborating with the Community Health Master's program at MSU to share core classes (e.g., research methods, statistics).

November 2018

**ITEM 181-200-R1118**

**Request to revise the AAS in Agribusiness Technology program to AAS in Animal Science.**

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**THAT**

Dawson Community College is requesting to revise the Associate of Applied Science in Agribusiness Technology program (with Equitation option) to an Associate of Applied Science in Animal Science with two options: Animal Science: Livestock Production and Animal Science: Equitation

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**EXPLANATION**

Revising this program more closely aligns with updated curriculum focus, student interest, and the needs of local community.

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**ATTACHMENTS**

Academic Proposal Form  
Curriculum Proposal Form  
Advisory Committee Approval (Meeting Minutes)

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-2001-R1118 Submission Month or Meeting: November, 2018

Institution: Dawson Community College CIP Code: 01.0901

Program/Center/Institute Title: Animal Science

Includes (please specify below): Online Offering  Options Associate of Applied Science

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:**

**Campus Approvals**

- 1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. Withdrawing a postsecondary educational program from moratorium**
- 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. Establishing a B.A.S./A.A./A.S. area of study**
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**OCHE Approvals**

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- 10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

\_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*

\_\_\_\_\_ **3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)

\_\_\_\_\_ **4. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

Dawson Community College is proposing revising its existing A.A.S degree in Agribusiness Technology program to an A.A.S. degree in Animal Science with two program options: Animal Science: Livestock Production and Animal Science: Equitation. This change reflects changes in curriculum to add more animal science and production courses and reduce the focus on general education and business-related courses.

This change is based on student interest in having a deeper focus on Animal Science based on exploring livestock production tactics as a career option. Additionally, the need of a meat science program also played a role in the shift in program curriculum and name change. As we move forward with the development of a meat processing plant in eastern Montana, we will have a need to produce more students with a production background.

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- 1. Overview of the request and resulting changes.** Provide a one-paragraph description of the proposed program. Will this program be related or tied to other programs on campus? Describe any changes to existing program(s) that this program will replace or modify. *[100 words]*

Dawson Community College is proposing revising its existing A.A.S degree in Agribusiness Technology program to an A.A.S. degree in Animal Science with two program options: Animal Science: Livestock Production and Animal Science: Equitation. This change reflects changes in curriculum to add more animal science and livestock production & management courses and reduce the focus on general education and business-related courses.

- 2. Relation to institutional strategic goals.** Describe the nature and purpose of the new program in the context of the institution's mission and core themes. *[200 words]*

DCC has always been committed to providing education and training opportunities in a way that meets the changing needs of our students and community. We have a history of exploring innovative ways to engage our target population of students while considering the broader needs of our local workforce and employers.

This program seeks to address a need for students interested in working in animal science and livestock production & management.

DCC's mission is to provide affordable and open access to quality teaching and learning. Specifically, revising the Associate of Applied Science in Agribusiness Technology program to Animal Science fits within the following established DCC Core Themes:

- Expanding opportunities in education adaptive to the needs of a changing student body.
- Provide opportunities for workforce development, apprenticeships and internships, continuing education, personal enrichment and youth programming.

- 3. Process leading to submission.** Briefly detail the planning, development, and approval process of the program at the institution. *[100 words]*

A proposal for the revision of the Associate of Applied Science in Agribusiness Technology program was submitted to President Mickelsen for review. The curriculum changes were reviewed by the Agriculture Advisory Committee and approved on April 24, 2018.

- 4. Program description.** Please include a complete listing of the proposed new curriculum in Appendix A of this document.

The Animal Science program at Dawson Community College prepares students for successful careers and a lifetime of informed choices in agriculture with a focus on Animal Science, food, fiber, and natural resource industries. Students develop knowledge, skills, and experience in agricultural science, production and business practices to manage animals. The curriculum developed will give students a solid ground in scientific principles emphasizing sustainability practices that will successfully prepare students for careers in the Animal Science and production industries.

The Livestock Production concentration trains students for employment in traditional broad-based animal agriculture such as livestock production, business, and services related to livestock. Ranching, extension, livestock consultants, market livestock analysis, meat grading, and animal recreationists are additional

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CURRICULUM PROPOSAL FORM

examples of some of the professional opportunities available. The Equitation concentration is for students who have an interest in working in the horse industry and includes training towards knowledge and skills in horsemanship, training, safe horse handling, and husbandry.

- a. List the program requirements using the following table.

|  | Credits |
|--|---------|
| Credits in required courses offered by the department offering the program | 32      |
| Credits in required courses offered by other departments                   | 11      |
| Credits in institutional general education curriculum                      | 19      |
| Credits of free electives  | 0       |
| Total credits required to complete the program                             | 62      |

- b. List the program learning outcomes for the proposed program. Use learner-centered statements that indicate what students will know, be able to do, and/or value or appreciate as a result of completing the program.

An AAS in Animal Science with Livestock Production concentration will:

1. Give students a basic understanding of the role of livestock in agriculture, introduce basic concepts & principles of animal nutrition, growth, health, behavior, repro, and genetics.
2. Introduce commercial applications: ration formulation, disease, prevention, AI, genetic selection and crossbreeding systems as well as agriculture business and technology.
3. Familiarize students with a broad scope of disciplines and opportunities that exist in the agriculture industry and their contribution to society.
4. Students will build a strong knowledge base in the field of Agriculture and practical skilled-based exposure in its related industries (Animal Sciences, Range and Soil Sciences, Business and Marketing)
5. Expose students to courses in computation, communications, and human relations, and will assist students in developing an understanding and appreciation for diversity, social responsibility and the participation in public affairs.
6. Provide students with opportunities for practical experience in the Agriculture system via internships, fieldwork, and skills-based course offerings.
7. Assist students in the development of critical thinking and problem-solving skills, and the ability to conceptualize ideas.

With an AAS in Animal Science with Equitation concentration:

1. Students will build a strong knowledge base in the field of Ag/Equine Science and practical skilled-based exposure in its related industries (Animal Sciences, Equine Sciences, Range and Soil Sciences, Business and Marketing).
2. Give the student the opportunity to demonstrate knowledge, skills, attitudes, and practical experiences for entry-level employment or self-employment in the equine and agricultural industry segments.

## Montana Board of Regents

### CURRICULUM PROPOSAL FORM

3. Expose students to courses in computation, communications, and human relations, and assist students in developing an understanding and appreciation for diversity, social responsibility and the participation in public affairs.
  4. Provide students with opportunities for practical experience in the Agriculture/Equine Industry via internships, fieldwork, and skills-based course offerings.
  5. Serve those students seeking a career as an Equine Professional by providing in-depth and practical skills-based exposure to the equine training and sciences component of Agriculture.
5. **Need for the program.** To what specific student, regional, and statewide needs is the institution responding to with the proposed program? How will the proposed program meet those needs? Consider workforce, student, economic, societal, and transfer needs in your response as appropriate. *[250 words]*

According to the Montana Department of Labor & Industry, Montana has the highest rate of business ownership among households, with 21% of Montana households reporting income from a business or a farm<sup>1</sup>. Many students interested in working or starting a business in agriculture industries may not have access to technology and training available through a program, like the one proposed by DCC.

Students expressed interest in a deeper focus on Animal Science based on exploring livestock production tactics as a career option. The original program title, Agribusiness Technology, deflected student interest as a "business" field is not a top choice of study for many student interested in the programming, where Animal Science more accurately reflects the program and career focus.

Glendive is a huge agriculture community and the GATE committee expressed interest in the development of a program that strongly emphasized sustainable agriculture in hopes of filling employment opportunities in local industry. Additionally, the need of a meat science program also played a role in the shift in program curriculum and name change. As we move forward with the development of a meat processing plant in eastern Montana, we will have a need to produce more students with a production background.

6. **Similar programs.** Use the table below to identify and describe the relationship between any similar programs within the Montana University System.

| Institution Name        | Degree | Program Title  |
|-------------------------|--------|--|
| Miles Community College | AS     | Associate of Science Livestock Management              |
| Miles Community College | AAS    | Associate of Applied Science in Agriculture Production |
|                         |        |  |
|                         |        |  |

<sup>1</sup><http://lmi.mt.gov/Portals/193/Publications/LMI-Pubs/Labor%20Market%20Publications/LDR18.pdf>  
October 2018

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**CURRICULUM PROPOSAL FORM**

- a. If the proposed program substantially duplicates another program offered in the Montana University System, provide a rationale as to why any resulting duplication is a net benefit to the state and its citizens. *[200 words]*

While there are some similarities between the proposed AAS in Animal Science and the AS in Livestock Management offered at Miles Community College, there are also noticeable differences. Namely, the MCC program is an AS transfer degree with a focus on MUS core and an overview of livestock and animal science coursework while the renamed DCC program is a terminal A.A.S. degree that includes specialized skills in Animal Husbandry, Calving Management, & Meat Evaluation. These specific courses are not offered elsewhere in the MUS.

Similarly, while there are comparable course offerings in MCC's A.A.S. in Agriculture Production, that program looks overall at both plants and animal sciences related to agricultural industry as well as the business aspect of farm and ranch management. That program more closely resembles the previous DCC A.A.S. in Agribusiness which we are proposing to revise to Animal Science to reflect the new targeted program emphasis on animal science and livestock production & management.

- b. Describe any efforts that were made to collaborate with similar programs at other institutions. If no efforts were made, please explain why. *[200 words]*

The original intent was to rename the Associate of Applied Science in Agribusiness Technology program to Livestock Production Management. Because of concerns that this retitle could draw attention away from or cause confusion with existing programs in the MUS, and to address the addition of new courses, DCC has proposed this program revision to Animal Science instead. This will address concerns while maintaining the programmatic goals of the change.

7. **Implementation of the program.** When will the program be first offered? If implementation will occur in phases, please describe the phased implementation plans. *[100 words]*

The proposed curriculum changes will be implemented starting in Spring 2019.

- a. Complete the following table indicating the projected enrollments in and graduates from the proposed program.

| Fall Headcount Enrollment |      |      |      |      | Graduates |      |      |      |      |
|---------------------------|------|------|------|------|-----------|------|------|------|------|
| AY18                      | AY19 | AY20 | AY21 | AY22 | AY18      | AY19 | AY20 | AY21 | AY22 |
| 7                         | 8    | 8    | 8    | 8    | 6         | 7    | 8    | 8    | 8    |

- b. Describe the methodology and sources for determining the enrollment and graduation projections above. *[200 words]*

This revision proposal is for an existing program with a student cohort that is already engaged in the program. Projections are based on historical enrollments since the original program's inception.

- c. What is the initial capacity for the program?

Since this proposal is a revision of an existing program that has been in operation for several years, the initial capacity is the same as the current existing capacity.

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### CURRICULUM PROPOSAL FORM

8. **Program assessment.** How will success of the program be determined? What action would result if this definition of success is not met? *[150 words]*

Success of the programs will be determined by the student learning outcomes completed each semester that is used for curriculum mapping and an annual report that is evaluated and reviewed by the Assessment Committee. Program review is completed every three years. There are three actions that can be taken: program continuance; additional information with an action plan; program discontinuance.

- a. Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program. When will assessment activities occur and at what frequency? *[150 words]*

Faculty and adjuncts will use a template for identification of SLO's, the direct measure for assessment and a benchmark of success for each outcome. The report conforms to the college template and contains:

- a. The list of SLOs by course
- b. The assessment measure used for each SLO
- c. Assessment results - student progress towards achieving the SLO
- d. An explanation of how the results are used to improve student learning

SLO reports are due by January 15 for fall courses and by June 15 for spring courses. The reports are compiled and submitted to the AVP to evaluate results and assist faculty in improving outcomes, if necessary.

The DCC assessment committee will then be responsible for reviewing the annual report which documents the number of SLO's assessed, the number of SLO's which ranked below three on the indirect measure, and the percentage of courses which were assessed for SLO's.

- b. What direct and indirect measures will be used to assess student learning? *[100 words]*

The direct measure of assessment will be the assessment reports on the student learning outcomes that are completed by faculty and adjuncts each semester. An indirect measure will be the student evaluation of instruction that are completed for each class each semester.

- c. How will you ensure that the assessment findings will be used to ensure the quality of the program? *[100 words]*

The assessment reports are first compiled by faculty and adjuncts, which allows them to see the data first. It will then be reviewed by the AVP and Assessment Committee. Faculty will also see a summary of the student evaluation of instruction to determine areas of improvement.

- d. Where appropriate, describe applicable specialized accreditation and explain why you do or do not plan to seek accreditation. *[100 words]*

NA

9. **Physical resources.**

- a. Describe the existing facilities, equipment, space, laboratory instruments, computer(s), or other physical equipment available to support the successful implementation of the program. What will be the impact

**Montana Board of Regents**  
CURRICULUM PROPOSAL FORM

on existing programs of increased use of physical resources by the proposed program? How will the increased use be accommodated? *[200 words]*

Since this proposal is a simply a focus revision of an existing program that has been in operation for several years, the necessary physical resources are already in place.

- b. List needed facilities, equipment, space, laboratory instruments, etc., that must be obtained to support the proposed program. (Enter the costs of those physical resources into the budget sheet.) How will the need for these additional resources be met? *[150 words]*

NA

**10. Personnel resources.**

- a. Describe the existing instructional, support, and administrative resources available to support the successful implementation of the program. What will be the impact on existing programs of increased use of existing personnel resources by the proposed program? How will quality and productivity of existing programs be maintained? *[200 words]*

Since this proposal is a revision of an existing program that has been in operation for several years, the necessary instructional, administrative and support services are already in place. No additional impact of existing programs is expected.

- b. Identify new personnel that must be hired to support the proposed program. (Enter the costs of those personnel resources into the budget sheet.) What are the anticipated sources or plans to secure the needed qualified faculty and staff? *[150 words]*

No new personnel are needed.

**11. Other resources.**

- a. Are the available library and information resources adequate for the proposed program? If not, how will adequate resources be obtained? *[100 words]*

DCC's library provides easy access to quality information, including books and ebooks; magazine, newspaper, and journal articles; audiovisual materials; a variety of other learning resources, and is searchable via an intuitive and easy-to-use online platform (Primo).

We are a partner in the Montana academic library consortium, TRAILS, which brings together 23 academic libraries to share resources, as well as the Primo interface to search 17 Montana academic libraries' collections.

DCC on-campus and distance students have access to all of the electronic materials via an authentication system as well as physical items that can be shipped anywhere within the United States.

- b. Do existing student services have the capacity to accommodate the proposed program? What are the implications of the new program on services for the rest of the student body? *[150 words]*

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CURRICULUM PROPOSAL FORM

There are no implications for the rest of the student body at DCC. This is simply renaming and revision of an existing program that is already served by existing student services.

**12. Revenues and expenditures.** Describe the implications of the new program on the financial situation of the institution. *[100 words]*

This revision does not have financial implications.

- a. Please complete the following table of budget projections using the corresponding information from the fiscal analysis form for the first three years of operation of the new program.

|   | Year 1 | Year 2 | Year 3 |
|---|--------|--------|--------|
| Revenues                                  |        |        |        |
| Expenses                                  |        |        |        |
| Net Income/Deficit<br>(revenues-expenses) |        |        |        |

- b. Describe any expenses anticipated with the implementation of the new program. How will these expenses be met? *[200 words]*

NA

- i. If funding is to come from the reallocation of existing state appropriated funds, please indicate the sources of the reallocation. What impact will the reallocation of funds in support of the program have on other programs? *[150 words]*
- ii. If an increase in base funding is required to fund the program, indicate the amount of additional base funding and the fiscal year when the institution plans to include the base funding in the department's budget.
- iii. If the funding is to come from one-time sources such as a donation, indicate the sources of other funding. What are the institution's plans for sustaining the program when that funding ends? *[150 words]*
- iv. Describe the federal grant, other grant(s), special fee arrangements, or contract(s) that will be valid to fund the program. What does the institution propose to do with the program upon termination of those funds? *[150 words]*

**13. Student fees.** If the proposed program intends to impose new course, class, lab, or program fees, please list the type and amount of the fee.

Montana Board of Regents  
CURRICULUM PROPOSAL FORM

NA

14. Complete the fiscal analysis form.

NA

Signature/Date

College or School Dean: NA

Chief Academic Officer: Jaci Moran 10/30/18

Chief Executive Officer: George M. M... 10/30/18

Flagship Provost\*: NA

Flagship President\*: NA

\*Not applicable to the Community Colleges.

Montana Board of Regents  
CURRICULUM PROPOSAL FORM

Appendix A – Proposed New Curriculum

Associate of Applied Sciences  
Animal Science: Livestock Production

| First Year- Fall Semester           | Credit    | First Year-Spring Semester             | Credit    |
|-------------------------------------|-----------|--|-----------|
| DCC 101 Dawson College Success      | 1         | ANSC 202 Livestock Feeding & Nutrition | 4         |
| ANSC 100 Intro to Animal Science    | 3         | ANSC 215 Calving Management            | 3         |
| ANSC 102 Animal Husbandry           | 3         | WRIT 101 College Writing I             | 3         |
| BIOB 101 Discover Biology           | 3         | CAPP 131 Basic MS Office               | 3         |
| BIOB 102 Discover Biology Lab       | 1         | ANSC 265 A&P of Domestic Animals       | 3         |
| NRSM 101 Natural Res Conservation   | 3         | ANSC 266 A&P of Domestic Animals Lab   | 1         |
| NRSM 102 Montana Range Plants       | 1         |  |           |
| <b>Total Semester Credits</b>       | <b>15</b> | <b>Total Semester Credits</b>          | <b>17</b> |
| Second Year-Fall Semester           | Credit    | Second Year-Spring Semester            | Credit    |
| ANSC 240 Animal Reproduction        | 3         | ANSC XXX Ag Capstone                   | 3         |
| ANSC 262 Range Livestock Production | 3         | BMGT 237 Human Relations               | 3         |
| M 105 Contemporary Math or higher   | 3-5       | ENSC 209 Environmental Science         | 3         |
| COMX 111 Public Speaking            | 3         | AGBE 210 Economics of Ag Business      | 3         |
| ANSC 205 Intro to Meat Evaluation   | 3         | ACTG 101 Accounting Procedures         | 3         |
| <b>Total Semester Credits</b>       | <b>15</b> | <b>Total Semester Credits</b>          | <b>15</b> |

**Total Credits: 62**

Associate of Applied Sciences  
Animal Science - Equitation Option

| First Year- Fall Semester  | Credit    | First Year-Spring Semester             | Credit    |
|--|-----------|--|-----------|
| DCC 101 Dawson College Success                                       | 1         | ANSC 202 Livestock Feeding & Nutrition | 4         |
| ANSC 100 Intro to Animal Science                                     | 3         | WRIT 101 College Writing I             | 3         |
| BIOB 101 Discover Biology  | 3         | CAPP 131 Basic MS Office               | 3         |
| BIOB 102 Discover Biology Lab  | 1         | ANSC 265 A&P of Domestic Animals       | 3         |
| NRSM 101 Natural Res Conservation                                    | 3         | ANSC 266 A&P of Domestic Animals Lab   | 1         |
| NRSM 102 Montana Range Plants  | 1         | EQUH 210 Intern Western Equitation     | 3         |
| EQUH 110 Western Equitation  | 3         |  |           |
| <b>Total Semester Credits</b>  | <b>15</b> | <b>Total Semester Credits</b>          | <b>17</b> |
| Second Year-Fall Semester  | Credit    | Second Year-Spring Semester            | Credit    |
| ANSC 240 Animal Reproduction   | 3         | ANSC XXX Ag Capstone                   | 3         |
| EQUH 150 Equine Production or ANSC 262<br>Range Livestock Production | 3<br>3-5  | BMGT 237 Human Relations               | 3         |
| M 105 Contemporary Math or higher                                    | 3         | AGBE 210 Economics of Ag Business      | 3         |
| COMX 111 Public Speaking   | 3         | ACTG 101 Accounting Procedures         | 3         |
| ANSC 102 Animal Husbandry  | 2         | EQUH 256 Developing the Young Horse    | 2         |
| EQUH 253 Starting Colts  |           |  |           |
| <b>Total Semester Credits</b>  | <b>17</b> | <b>Total Semester Credits</b>          | <b>14</b> |

October 2018  
**Total Credits: 62**

## LEVEL I MEMORANDUM

---

**DATE:** November 27, 2018

**TO:** Chief Academic Officers, Montana University System

**FROM:** Dr. Brock Tessman, Deputy Commissioner for Academic, Research, and Student Affairs

**RE:** November 2018 Level I Academic Items

---

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in November 2018. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. 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, raise them at the Level I Chief Academic Officer's conference call on Tuesday, December 18<sup>th</sup>, 2018. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, December 21<sup>st</sup>. You will be notified of approved proposals by Friday, December 28<sup>th</sup>. The Board of Regents will be notified of the approved proposals at the January meeting of the Board.

### 1. Campus Approvals

#### **Dawson Community College:**

- Notification of establishment of an A.A. area of study in Elementary Education  
[Item # 181-2002-R1118](#) | [Request Form](#)
- Notification of establishment of an A.A. area of study in Secondary Education  
[Item # 181-2003-R1118](#) | [Request Form](#)

### 2. OCHE Approvals

#### **Flathead Valley Community College:**

- Request for authorization to terminate the C.T.S. in Patient Relations Specialist  
[Item # 181-301-L11118](#) | [Request Form](#) | [Termination Form](#)
- Request for authorization to terminate the A.A.S. and C.A.S. in Support Professional  
[Item # 181-302-L11118](#) | [Request Form](#) | [Termination Form](#)

**November 15-16, 2018**

**ITEM 181-2002-R1118**

**Notification establishing an A.A. area of study in Elementary Education**

---

**THAT**

Dawson Community College notifies Board of Regents of its intent to establish an Associate of Arts area of emphasis in Elementary Education.

---

**EXPLANATION**

This emphasis provides local students an opportunity to complete the first two years of an elementary education degree before transferring to a four-year program.

---

**ATTACHMENTS**

Academic Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-2002-R1118 Submission Month or Meeting: November, 2018

Institution: Dawson Community College CIP Code: 13.1202

Program/Center/Institute Title: Associate of Arts – Elementary Education Emphasis

Includes (please specify below): Online Offering  Options Associate of Arts

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- X 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

The Associate of Arts Degree, Elementary Education Emphasis is designed for students to complete their general education core as well as complete lower level courses in elementary education for transfer to a university. Related teaching areas include pre-K, kindergarten, special education and middle school endorsement. In this program, a student will work with both the education advisor and consult the catalog of the school to which they intend to transfer to enroll in courses in the teaching option area.

Education continues to be a popular option for students intending to transfer to a four-year institution from DCC.

This program is similar to other transfer degrees in the MUS. It has long been a goal of DCC to provide opportunities to local students who want to complete their education locally before needing to transfer to a four institution.

**November 15-16, 2018**

**ITEM 181-2003-R1118**

**Notification establishing an A.A. area of study in Secondary Education**

---

**THAT**

Dawson Community College notifies Board of Regents of its intent to establish an Associate of Arts area of emphasis in Secondary Education.

---

**EXPLANATION**

This emphasis provides local students an opportunity to complete the first two years of a secondary education degree in a specific content area before transferring to a four-year program.

---

**ATTACHMENTS**

Academic Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-2003-R1118 Submission Month or Meeting: November, 2018

Institution: Dawson Community College CIP Code: 13.1205

Program/Center/Institute Title: Associate of Arts – Secondary Education Emphasis

Includes (please specify below): Online Offering  Options Associate of Arts

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- X 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

The Associate of Arts Degree, Secondary Education Emphasis is designed for students to complete their general education core as well as complete lower level courses in a specific content area (science, math, English, etc.) for transfer to a university with the end goal of working as a teacher in secondary education. In this program, a student will work with both the education advisor and the content area advisor to consult the catalog of the school to which they intend to transfer to enroll in courses in the teaching option area.

Education continues to be a popular option for students intending to transfer to a four-year institution from DCC.

This program is similar to other transfer degrees in the MUS. It has long been a goal of DCC to provide opportunities to local students who want to complete their education locally before needing to transfer to a four institution.

November 2018

**ITEM 181-301-L11118**

**Item Name**

Request for authorization to terminate the CTS in Patient Relations Specialist

---

**THAT**

Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the certificate of technical studies in Patient Relations Specialist.

---

**EXPLANATION**

This program has historically low enrollment and no longer serves community or student needs.

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination/Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-301-L11118Submission Month or Meeting: November 2018Institution: Flathead Valley Community College

CIP Code: \_\_\_\_\_

Program/Center/Institute Title: Patient Relations Specialist CTS

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:****Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
3. **Establishing a B.A.S./A.A./A.S. area of study**
4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

5. **Re-titling an existing postsecondary educational program**
- X 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

\_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*

\_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)

\_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What** Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the certificate of technical studies in Patient Relations Specialist.

**Why** This program has historically low enrollment and no longer serves community or student needs.

**Resources** NA

**Relationship to similar MUS programs** There are no similar programs in the Montana University System.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Patient Relations Specialist, CTS**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?



November 2018

**ITEM 181-302-L11118**

**Item Name**

Request for authorization to terminate the AAS and CAS in Support Professional

---

**THAT**

Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the associate of applied science and certificate of applied science in Support Professional.

---

**EXPLANATION**

This program has historically low enrollment and no longer serves community or student needs.

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination/Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-302-L11118Submission Month or Meeting: November 2018Institution: Flathead Valley Community College

CIP Code: \_\_\_\_\_

Program/Center/Institute Title: Support Professional CAS, AAS

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

**A. Level I:****Campus Approvals**

\_\_\_\_\_ 1a. Placing a postsecondary educational program into moratorium (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium

\_\_\_\_\_ 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less

\_\_\_\_\_ 3. Establishing a B.A.S./A.A./A.S. area of study

\_\_\_\_\_ 4. Offering an existing postsecondary educational program via distance or online delivery

**OCHE Approvals**

\_\_\_\_\_ 5. Re-titling an existing postsecondary educational program

X \_\_\_\_\_ 6. Terminating an existing postsecondary educational program (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. Consolidating existing postsecondary educational programs (Curriculum Proposal Form)

\_\_\_\_\_ 8. Establishing a new minor where there is a major or an option in a major (Curriculum Proposal Form)

\_\_\_\_\_ 9. Revising a postsecondary educational program (Curriculum Proposal Form)

\_\_\_\_\_ 10. Establishing a temporary C.A.S. or A.A.S. degree program *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

\_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*

\_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)

\_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What** Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the certificate of applied science and associate of applied science in Support Professional.

**Why** This program has historically low enrollment and no longer serves community or student needs.

**Resources** NA

**Relationship to similar MUS programs** There are no similar programs in the Montana University System.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Support Professional CAS, AAS**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?



## LEVEL I MEMORANDUM

---

**DATE:** January 2<sup>nd</sup>, 2019

**TO:** Chief Academic Officers, Montana University System

**FROM:** Brock Tessman, Deputy Commissioner for Academic, Research and Student Affairs

**RE:** December 2018 Level I Academic Items

---

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in December 2018. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. 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, raise them at the Level I Chief Academic Officer's conference call on January 22<sup>nd</sup>, 2019. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, January 25<sup>th</sup>. You will be notified of approved proposals by January 29<sup>th</sup>. The Board of Regents will be notified of the approved proposals at the March 2019 meeting of the Board.

### 1. Campus Approvals

#### **Dawson Community College:**

- Notification of establishment of an A.A. area of study in Elementary Education  
[Item # 181-2002-R1118](#) | [Request Form](#)
- Notification of establishment of an A.A. area of study in Secondary Education  
[Item # 181-2003-R1118](#) | [Request Form](#)

#### **Montana State University Bozeman:**

- Notification of placing the M.S. in Family and Consumer Science online  
[Item # 181-2010-LI1218](#) | [Request Form](#)

#### **The University of Montana Missoula:**

- Notification of the establishment of a Cybersecurity Management Certificate  
[Item #181-1001-LI1218](#) | [Request Form](#)
- Notification of the establishment of an Environmental Ethics graduate certificate  
[Item #181-1002-LI1218](#) | [Request Form](#)
- Notification of the establishment of a Public Policy graduate certificate  
[Item #181-1003-LI1218](#) | [Request Form](#)
- Notification of the establishment of a Rural Health Leadership graduate certificate  
[Item #181-1004-LI1218](#) | [Request Form](#)
- Notification of the online delivery of the Communicative Sciences and Disorders B.A.  
[Item #181-1005-LI1218](#) | [Request Form](#)
- Notification of the online delivery of the Cybersecurity Certificate  
[Item #181-1006-LI1218](#) | [Request Form](#)
- Notification of retitling of the Computed Tomography certificate to Advanced Medical Imaging  
[Item #181-1007-LI1218](#) | [Request Form](#)
- Notification of retitling of the Entrepreneurship and Small Business Management certificate to Entrepreneurship and New Venture Creation

- [Item #181-1008-LI1218 | Request Form](#)
- Notification of the termination of the Bioethics Certificate  
[Item #181-1009-LI1218 | Request Form | Termination Form](#)
- Notification of placement of the Energy Technology C.A.S. and A.A.S. into moratorium  
[Item #181-1010-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Entrepreneurship Business Start-up Certificate into moratorium  
[Item #181-1011-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Electronics Technology C.A.S. and A.A.S. into moratorium [Item #181-1012-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Film Studies option in the English BA in moratorium  
[Item #181-1013-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Global Youth Development M.A. in moratorium  
[Item #181-1016-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Modern Languages and Literatures M.A. and all options in moratorium  
[Item #181-1018-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Pharmacy Technology C.A.S. in moratorium  
[Item #181-1019-LI1218 | Request Form | Moratorium Form](#)
- Notification of placement of the Recreational Power C.A.S. in moratorium  
[Item #181-1020-LI1218 | Request Form | Moratorium Form](#)

## 2. OCHE Approvals

### **Flathead Valley Community College:**

- Request for authorization to terminate the C.T.S. in Patient Relations Specialist  
[Item # 181-301-L11118 | Request Form | Termination Form](#)
- Request for authorization to terminate the A.A.S and C.A.S. in Support Professional  
[Item # 181-302-L11118 | Request Form | Termination Form](#)

### **The University of Montana Missoula:**

- Request for authorization to terminate the Geography M.A.  
[Item # 181-1014-L1218 | Request Form | Termination Form](#)
- Request for authorization to terminate the Global Humanities and Religions B.A. and minor  
[Item # 181-1015-L1218 | Request Form | Termination Form](#)
- Request for authorization to terminate the Musical Theatre option in the Master of Music degree  
[Item # 181-1017-L1218 | Request Form | Termination Form](#)
- Request for authorization to terminate the Rural and Environmental Change option in the Sociology B.A.  
[Item # 181-1021-L1218 | Request Form | Termination Form](#)

### **Montana Tech:**

- Request for authorization to terminate the Associate of Applied Science in Historic Preservation  
[Item # 181-1500-L10119 | Request Form | Termination Form](#)
- Request for authorization to terminate the Associate of Applied Science in Surgical Technology  
[Item # 181-1501-L10119 | Request Form | Termination Form](#)

**November 15-16, 2018**

**ITEM 181-2002-R1118**

**Notification establishing an A.A. area of study in Elementary Education**

---

**THAT**

Dawson Community College notifies Board of Regents of its intent to establish an Associate of Arts area of emphasis in Elementary Education.

---

**EXPLANATION**

This emphasis provides local students an opportunity to complete the first two years of an elementary education degree before transferring to a four-year program.

---

**ATTACHMENTS**

Academic Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-2002-R1118 Submission Month or Meeting: November, 2018

Institution: Dawson Community College CIP Code: 13.1202

Program/Center/Institute Title: Associate of Arts – Elementary Education Emphasis

Includes (please specify below): Online Offering  Options Associate of Arts

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- X 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

The Associate of Arts Degree, Elementary Education Emphasis is designed for students to complete their general education core as well as complete lower level courses in elementary education for transfer to a university. Related teaching areas include pre-K, kindergarten, special education and middle school endorsement. In this program, a student will work with both the education advisor and consult the catalog of the school to which they intend to transfer to enroll in courses in the teaching option area.

Education continues to be a popular option for students intending to transfer to a four-year institution from DCC.

This program is similar to other transfer degrees in the MUS. It has long been a goal of DCC to provide opportunities to local students who want to complete their education locally before needing to transfer to a four institution.

**November 15-16, 2018**

**ITEM 181-2003-R1118**

**Notification establishing an A.A. area of study in Secondary Education**

---

**THAT**

Dawson Community College notifies Board of Regents of its intent to establish an Associate of Arts area of emphasis in Secondary Education.

---

**EXPLANATION**

This emphasis provides local students an opportunity to complete the first two years of a secondary education degree in a specific content area before transferring to a four-year program.

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**ATTACHMENTS**

Academic Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-2003-R1118 Submission Month or Meeting: November, 2018

Institution: Dawson Community College CIP Code: 13.1205

Program/Center/Institute Title: Associate of Arts – Secondary Education Emphasis

Includes (please specify below): Online Offering \_\_\_\_\_ Options Associate of Arts

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- X 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

The Associate of Arts Degree, Secondary Education Emphasis is designed for students to complete their general education core as well as complete lower level courses in a specific content area (science, math, English, etc.) for transfer to a university with the end goal of working as a teacher in secondary education. In this program, a student will work with both the education advisor and the content area advisor to consult the catalog of the school to which they intend to transfer to enroll in courses in the teaching option area.

Education continues to be a popular option for students intending to transfer to a four-year institution from DCC.

This program is similar to other transfer degrees in the MUS. It has long been a goal of DCC to provide opportunities to local students who want to complete their education locally before needing to transfer to a four institution.

**December 2018**

**ITEM 181-2010-LI1218**

Notification of a placing the Masters of Science in Family and Consumer Sciences online

---

**THAT**

Montana State University Department of Health and Human Development is proposing to offer the current Family and Consumer Sciences Master's curriculum both face-to-face and through distance education (online and broadcast-based classes).

---

**EXPLANATION**

Currently, this is the only master's in Family and Consumer Sciences (FCS) in the state of Montana. There is a need for a distance program because FCS professionals are working throughout the state and need FCS graduate education to keep (or progress in) their current employment opportunities.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-2010-LI1218 Submission Month or Meeting: December, 2018

Institution: Montana State University CIP Code: 19.0500

Program/Center/Institute Title: MS in Family and Consumer Sciences

Includes (please specify below): Online Offering X Options online and face-to-face

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/preparingacademicproposals.asp>.

     **A. Level I:**

**Campus Approvals**

- 1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. Withdrawing a postsecondary educational program from moratorium**
- 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. Establishing a B.A.S./A.A./A.S. area of study**
- X **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. Re-titling an existing postsecondary educational program**
- 6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

We are proposing to offer our current Family and Consumer Sciences Master's curriculum both face-to-face and through distance education (online and broadcast-based classes).

**Why**

Currently, this is the only Master's in Family and Consumer Sciences (FCS) in the state of Montana. There is a need for a distance program because FCS professionals are working throughout the state and need FCS graduate education to keep their current employment opportunities. For example, FCS Extension Agents can be hired with a Bachelor's degree, but are contracted to receive a master's degree within 3-5 years. Providing a distance option directly aids in meeting the university's land grant mission by providing needed education for Extension Agents within their discipline. The distance option will also aid FCS professionals who are working in middle schools/high schools, non-profit, and government agencies across the state have the opportunity to advance in their careers.

**Resources**

No additional resources necessary. We are working within current resources.

**Relationship to similar MUS programs**

To ensure program proficiency, we are collaborating with the Community Health Master's program at MSU to share core classes (e.g., research methods, statistics).

December 2018

ITEM 181-1001-LI1218

**Notification of the establishment of a Cybersecurity Management Certificate**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to establish an 18-credit undergraduate certificate in Cybersecurity Management.

---

**EXPLANATION**

This certificate is designed to align with the Cyber Defense knowledge units developed by the National Security Agency/Department of Homeland Security (NDS/DHS) for information assurance. Students will gain skills in programming; networking technology & protocols; databases & analytics; probability & statistics; policy, legal, ethics, and compliance; cybersecurity fundamentals & practices, and cybersecurity management & planning.

**ATTACHMENTS**

Academic Request Form

Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

ITEM 181-1001-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 52.1201

Program/Center/Institute Title: Cybersecurity Management undergraduate certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**

x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**

\_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

The Management Information Systems (MIS) faculty in the College of Business (COB) propose an undergraduate Certificate in Cybersecurity Management. This certificate is designed to align with the Cyber Defense knowledge units developed by the National Security Agency/Department of Homeland Security (NDS/DHS) for information assurance. Students will gain skills in programming; networking technology & protocols; databases & analytics; probability & statistics; policy, legal, ethics, and compliance; cybersecurity fundamentals & practices, and cybersecurity management & planning. Students who earn the Cybersecurity Management certificate will work for companies as consultants, Chief Information Officers, or Chief Security Officers focusing on the management issues around cybersecurity. This certificate requires 18 credits in cybersecurity and supporting areas.

**Why**

MIS Advisory Board members, which include representatives from KPMG, Microsoft, Washington Corporation, PwC, ATG, and LMG Security, stress that finding employees with skills in the cybersecurity area is one of their top priorities. Organizations have immediate openings for students with managerial skills in cybersecurity. Many of these companies provide consulting services for other businesses and organizations to help them comply with laws and regulations, develop policies and procedures to increase security to meet business demands, and provide services to handle security breaches when they occur. Currently, graduates of the MIS program place at a 94% rate, with some of the highest starting salaries across campus (offers exceeding \$60,000 are not unusual). The proposed certificate will help graduates be even more competitive in high-demand market.

**Resources**

The proposed Cybersecurity Management Certificate leverages existing courses and resources. The two required courses (BMIS 471 and BMIS 472) are MIS electives, meaning they may be offered at the department's discretion. Approving the certificate would require the department to offer each course at least once per academic year. MIS

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

currently offers each course once per year to meet existing student demand, so this will not require additional resources.

**Relationship to similar MUS programs**

Missoula College currently offers a Cybersecurity Certificate, which provides the technical skills needed to respond to cybersecurity events, as well as deploy technical solutions to improve cybersecurity in organizations. The proposed Cybersecurity Management Certificate focuses on managerial aspects, such as identifying, protecting, detecting, responding to, and recovering from cybersecurity incidents. The certificate may encourage Missoula College students to work towards a bachelor's degree, or to obtain a second certificate focusing on management issues.

December 2018

ITEM 181-1002-LI1218

**Notification of the establishment of an Environmental Ethics graduate certificate**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to establish a 15-credit Environmental Ethics graduate certificate.

---

**EXPLANATION**

Interest in environment-related fields continues to rise. The University of Montana has identified Environment and Sustainability as one of its “Communities of Excellence.” The Department of Philosophy already offers a master’s degree emphasis in environmental ethics. (This program has been recognized as a ‘distinctive regional program’ by the Western Interstate Commission on Higher Education). This certificate is a way to take advantage of departmental expertise in this area for the benefit of UM’s wider graduate student population and (potentially) for students who wish to attain a graduate certificate but do not wish to pursue a full graduate degree.

**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1002-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 38.0104

Program/Center/Institute Title: Environmental Ethics graduate certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**

x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**

\_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

This request is for the creation of a graduate certificate in Environmental Ethics housed in the Department of Philosophy. The certificate will be composed of 15 graduate level credits of which a minimum of nine credits will be philosophy courses. Electives will be included from several units across campus.

**Why**

Interest in environment-related fields continues to rise. The University of Montana has identified Environment and Sustainability as one of its "Communities of Excellence." The Department of Philosophy already offers a master's degree emphasis in environmental ethics. (This program has been recognized as a 'distinctive regional program' by the Western Interstate Commission on Higher Education). This certificate is a way to take advantage of departmental expertise in this area for the benefit of UM's wider graduate student population and (potentially) for students who wish to attain a graduate certificate but do not yet wish to pursue a full graduate degree.

**Resources**

No additional resources are needed as the certificate takes advantage of existing course offerings.

**Relationship to similar MUS programs**

There are no other Philosophy graduate programs in the MUS.

**December 2018**

**ITEM 181-1003-LI1218**

**Notification of the establishment of a Public Policy graduate certificate**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to establish a 12- credit graduate certificate in Public Policy.

---

**EXPLANATION**

The Public Policy graduate certificate provides the core, fundamental policy-related classes within the MPA program for those interested in advancing their public policy skills. It is aimed at pre-career and mid-career professionals at various levels of federal, state, or local government and will be delivered online or in-person using existing courses from the university's Master of Public Administration (MPA) program.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1003-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 44.0501

Program/Center/Institute Title: Public Policy graduate certificate

Includes (please specify below): Online Offering X Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- X 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

The Public Policy certificate offers public employees fundamental and advanced skills that enhance the level of data-driven decision-making in public service organizations.

**Why**

The certificate provides the basic, core, fundamental policy-related classes within the MPA program for those interested in advancing their public policy skills. It requires 12 credits, is aimed at pre-career and mid-career professionals at various levels of federal, state, or local government, and will be delivered online or in-person using existing courses from the Master of Public Administration (MPA) program. The certificate has been discussed with the Director of the Max S. Baucus Institute, local officials from the City of Missoula/Missoula County, state and tribal officials. There is a strong interest in the certificate for employees, specifically policy/data analysts. There are no costs involved in delivering the certificate since all of the classes currently exist and are taught on a routine basis within the MPA program. The targeted market for the certificate would be public employees in the state and Rocky Mountain West, and would provide a service to the State of Montana and region.

**Resources**

The UM MPA recently implemented a program fee to aid in programming support. In addition, the Baucus Institute where the MPA program will be housed provides financial support for programming. The coursework is already part of the normal rotation of classes for the UM MPA program.

**Relationship to similar MUS programs**

The UM MPA program offers coursework online, in-person, or a combination. MSU-Bozeman offers a relatively small in-person only MPA program. A public policy emphasis/certificate does not currently exist. This would be first of its kind for the state.

December 2018

ITEM 181-1004-LI1218

**Notification of the establishment of a Rural Health Leadership graduate certificate**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to establish a 12-credit Rural Health Leadership graduate certificate.

---

**EXPLANATION**

By offering students the opportunity to complete an interprofessional Certificate of Rural Health Leadership, the College of Health Professions and Biomedical Sciences will train health professionals in the skills and resiliency to personally and professionally excel in frontier and rural health care systems. This program will focus on increasing knowledge about the unique characteristics of rural populations and health care systems and common social/societal determinants of health. The certificate will also develop individual skills in interprofessional collaborative practice, communication, leadership, and management. These skills are essential for a rural health care provider to succeed in the multiple roles they play in low-resource settings.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1004-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 51.0000

Program/Center/Institute Title: Rural Health Leadership graduate certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**

x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**

\_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

In order to address the ongoing need for well-prepared, highly skilled rural health care providers, the creation of the Certificate of Rural Health Leadership will prepare health care providers for the complex challenges that are unique to the provision of health care in rural areas. Due to the interprofessional nature of this certificate program, the College of Health Professions and Biomedical Sciences will administer the certificate and utilize courses and faculty throughout its units for the 12-credit curriculum.

**Why**

By offering students the opportunity to complete an interprofessional Certificate of Rural Health Leadership, CHPBS aims to train health professionals who will have the skills and resiliency to personally and professionally excel in frontier and rural health care systems. This program will focus on increasing knowledge about the unique characteristics of rural populations and health care systems and common social/societal determinants of health. Beyond this knowledge, the certificate will develop individual skills in interprofessional collaborative practice, communication, leadership, and management. These skills are essential for a rural health care provider to succeed in the multiple roles they play in low-resource settings.

**Resources**

Existing resources are sufficient to support this certificate program.

**Relationship to similar MUS programs**

There are no other graduate certificate programs that specifically address the skills and knowledge needed for success in rural health care provision. The University of Montana School of Public and Community Health Sciences offers a Certificate of Public Health as well as a Certificate of Global Health. However, these current certificates are more general in nature and are not focused on rural health care.

December 2018

ITEM 181-1005-LI1218

**Notification of the online delivery of the Communicative Sciences and Disorders B.A.**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to offer the Communicative Sciences and Disorders bachelor of arts online.

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**EXPLANATION**

Expanding this in-demand degree to an online format will increase the accessibility of the program. This is the only such program in the state and there are state and national shortages of health care and educational providers for speech-language pathology.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1005-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 51.0201

Program/Center/Institute Title: Communicative Sciences and Disorders B.A. online delivery

Includes (please specify below): Online Offering X Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. Placing a postsecondary educational program into moratorium (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium
- \_\_\_\_\_ 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less
- \_\_\_\_\_ 3. Establishing a B.A.S./A.A./A.S. area of study
- X 4. Offering an existing postsecondary educational program via distance or online delivery

**OCHE Approvals**

- \_\_\_\_\_ 5. Re-titling an existing postsecondary educational program
- \_\_\_\_\_ 6. Terminating an existing postsecondary educational program (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. Consolidating existing postsecondary educational programs (Curriculum Proposal Form)
- \_\_\_\_\_ 8. Establishing a new minor where there is a major or an option in a major (Curriculum Proposal Form)
- \_\_\_\_\_ 9. Revising a postsecondary educational program (Curriculum Proposal Form)
- \_\_\_\_\_ 10. Establishing a temporary C.A.S. or A.A.S. degree program *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Online delivery of the Communicative Sciences and Disorders B.A.

**Why**

This BA is the only program of its kind in the state and there are large state and national shortages of health care and educational providers for speech-language pathology. The demand for speech-language pathologists and audiologists in the region is expected to increase by 14% over the next four years, 2% over the national average. Moving the B.A. curriculum online will better serve the unique demographics of the current student population; CSD students typically fall in the 25-44 year old range and are often primary caregivers with work commitments necessary to support families. An asynchronous program provides educational access and opportunity to a population that is often region-bound.

**Resources**

NA

**Relationship to similar MUS programs**

This program is unique in the Montana University System.

December 2018

ITEM 181-1006-LI1218

**Notification of the online delivery of the Cybersecurity certificate**

---

**THAT**

Missoula College is notifying the Montana Board of Regents of its intent to offer the cybersecurity certificate online.

---

**EXPLANATION**

Online delivery of this program addresses the need to provide entry-level skills in a high demand career field related to cybersecurity. Online delivery provides access for new cohorts of student including: individuals from the military and law enforcement, incumbent individuals from financial and health agencies, and place-bound students.

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**ATTACHMENTS**

Academic Request Form

Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

ITEM 181-1006-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College CIP Code: 11.1003

Program/Center/Institute Title: Cybersecurity certificate

Includes (please specify below): Online Offering X Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. Placing a postsecondary educational program into moratorium (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium
- \_\_\_\_\_ 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less
- \_\_\_\_\_ 3. Establishing a B.A.S./A.A./A.S. area of study
- X \_\_\_\_\_ 4. Offering an existing postsecondary educational program via distance or online delivery

**OCHE Approvals**

- \_\_\_\_\_ 5. Re-titling an existing postsecondary educational program
- \_\_\_\_\_ 6. Terminating an existing postsecondary educational program (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. Consolidating existing postsecondary educational programs (Curriculum Proposal Form)
- \_\_\_\_\_ 8. Establishing a new minor where there is a major or an option in a major (Curriculum Proposal Form)
- \_\_\_\_\_ 9. Revising a postsecondary educational program (Curriculum Proposal Form)
- \_\_\_\_\_ 10. Establishing a temporary C.A.S. or A.A.S. degree program *Approval limited to 2 years*

Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

**B. Level II:**

- \_\_\_\_\_ 1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ 2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ 3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ 4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ 5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Online delivery of the Cybersecurity certificate

**Why**

This change is designed to fulfill a need for more education in the cybersecurity discipline. Online delivery of this educational program addresses the need to provide entry-level skills in a high-demand career field related to cybersecurity. Online delivery provides access for new cohorts of student groups including: individuals from the military and law enforcement; incumbent individuals from financial and health agencies; and place-bound students. Four of the six required courses have been delivered online in the past. Missoula College was recognized as a Center of Academic Excellence in Cyber Defense for Two-Year Education by the Department of Homeland Security and the National Security Agency in November 2017.

**Resources**

No new resources are requested in implementing this change.

**Relationship to similar MUS programs**

No online cybersecurity programs presently exist in the Montana University System.

December 2018

ITEM 181-1007-LI1218

**Notification of retitle the Computed Tomography certificate to Advanced Medical Imaging**

---

**THAT**

Missoula College notifies the Montana Board of Regents of its intent to retitle the Computed Tomography certificate to Advanced Medical Imaging certificate.

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**EXPLANATION**

Advances in medical imaging have increased the use of special modalities such as CT, MRI, Mammography, etc. National certification in these specialties through the American Registry of Radiologic Technologists (ARRT) requires a Radiologic Technologist A.A.S. degree, as well as additional education and training—such as provided by Missoula College’s certificate program in Computed Tomography. The proposed retitling of this certificate will recognize that students can now study several additional imaging specialties, in addition to CT.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1007-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College-UM CIP Code: 51.0911

Program/Center/Institute Title: Computed Tomography Certificate retitled to Advanced Medical Imaging

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**

x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**

\_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

Retitle the Computed Tomography certificate to Advanced Medical Imaging certificate.

**Why**

Advances in medical imaging have increased the use of special modalities such as CT, MRI, Mammography, etc. National certification in these specialties through the American Registry of Radiologic Technologists (ARRT) requires a Radiologic Technologist A.A.S. degree, as well as additional education and training—such as provided by Missoula College’s certificate program in Computed Tomography. The proposed retitling of this certificate will recognize that students can now study several additional imaging specialties, in addition to CT.

**Resources**

No additional resources are needed to retitle the Certificate. Didactic content in an on-line format will be blended with clinical experiences. The didactic content builds upon the existing classes currently offered through our CT Certificate Program, while clinical experiences will be arranged by the student.

**Relationship to similar MUS programs**

Missoula College’s certificate in Computed Tomography is the only Advanced Imaging “post-primary” education currently offered in the MUS. Retitling the Certificate will allow students to choose to study several additional advanced imaging specialties.

December 2018

ITEM 181-1008-LI1218

**Notification of the retitling of the Entrepreneurship and Small Business Management certificate to Entrepreneurship and New Venture Creation.**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to retitle the Entrepreneurship and Small Business Management certificate to Entrepreneurship and New Venture Creation.

---

**EXPLANATION**

This new title recognizes the importance of multiple organizational forms and the breadth of organizations our graduates may found. The Department of Management and Marketing is deeply engaged with the UM Blackstone Launchpad, the Pursue your Passions project, and the business pitch competitions and have learned that students have a variety of needs related to new ventures. The new certificate name may encourage students who want to form new organizations that may not be not-for-profit new ventures, or ventures with the capacity to scale beyond small business.

---

**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1008-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 52.0701

Program/Center/Institute Title: Entrepreneurship and Small Business Management certificate retitled to Entrepreneurship and New Venture Creation

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. Placing a postsecondary educational program into moratorium (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium

x \_\_\_\_\_ 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less

\_\_\_\_\_ 3. Establishing a B.A.S./A.A./A.S. area of study

\_\_\_\_\_ 4. Offering an existing postsecondary educational program via distance or online delivery

**OCHE Approvals**

\_\_\_\_\_ 5. Re-titling an existing postsecondary educational program

\_\_\_\_\_ 6. Terminating an existing postsecondary educational program (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. Consolidating existing postsecondary educational programs (Curriculum Proposal Form)

\_\_\_\_\_ 8. Establishing a new minor where there is a major or an option in a major (Curriculum Proposal Form)

\_\_\_\_\_ 9. Revising a postsecondary educational program (Curriculum Proposal Form)

\_\_\_\_\_ 10. Establishing a temporary C.A.S. or A.A.S. degree program *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

Retitle the Entrepreneurship and Small Business Management certificate to Entrepreneurship and New Venture Creation certificate.

**Why**

This new title recognizes the importance of multiple organizational forms and the breadth of organizations our graduates may found. The Department of Management and Marketing is deeply engaged with the UM Blackstone Launchpad, the Pursue your Passions project, and the business pitch competitions and have learned that students have a variety of needs related to new ventures. The new certificate name may encourage students who want to form new organizations that may not be not-for-profit new ventures, or ventures with the capacity to scale beyond small business.

**Resources**

This retitling will not affect resources required.

**Relationship to similar MUS programs**

There are a variety of entrepreneurship certificates across the MUS; this is a retitling of an existing program and so should not affect those other programs.

**December 2018**

**ITEM 181-1009-LI1218**

**Notification of the termination of the Bioethics certificate**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to terminate the Bioethics certificate.

---

**EXPLANATION**

The Department of Psychology is terminating the Bioethics certificate, which no longer has students enrolled.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1009-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 51.32

Program/Center/Institute Title: Bioethics certificate termination

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**

x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**

\_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Terminate the Bioethics certificate.

**Why**

There are no longer students enrolled in this certificate program.

**Resources**

This termination will not have an effect on resources.

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Bioethics Certificate**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        X    

c.) Program Public Advisory Committee                          NA    

d.) Articulation Partners        NA    

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)      Y:           N:   X

**December 2018**

**ITEM 181-1010-LI1218**

**Notification of placing the Energy Technology CAS, AAS into moratorium**

---

**THAT**

Missoula College is notifying the Montana Board of Regents of its intent to place the Energy Technology CAS and AAS into moratorium.

---

**EXPLANATION**

The administrative decision to recommend moratorium for this program is based upon fiscal prioritization for programs at Missoula College.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1010-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College CIP Code: 15.0503

Program/Center/Institute Title: Energy Technology CAS AAS Moratorium

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

\_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Place Energy Technology AAS and CAS in moratorium.

**Why**

The administrative decision to recommend moratorium for this program is based upon fiscal prioritization for programs at Missoula College.

**Resources**

The moratorium will not affect resources.

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Energy Technology CAS, AAS**

Program is being  X  Placed into moratorium   Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   N:  X

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:   N:  X

a.) Have the faculty affected by the program termination/moratorium been notified? Y:   N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

**3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):**

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        X    

c.) Program Public Advisory Committee                          X    

d.) Articulation Partners        NA    

**4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)**    Y:   X   N:       

Faculty members have questioned the decision to end a program of study with strong academic content and relevance to society. The administrative decision to recommend moratorium has been based upon fiscal prioritization for programs at Missoula College.

December 2018

ITEM 181-1011-LI1218

**Notification of the placement of the Entrepreneurship Business Start-up Certificate into moratorium**

---

**THAT**

Missoula College is notifying the Montana Board of Regents of its intent to place the Entrepreneurship Business Start-up certificate into moratorium.

---

**EXPLANATION**

Student demand for the Entrepreneurship certificate has been low. The certificate was grant-funded and the funding has ended.

---

**ATTACHMENTS**

Academic Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1011-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College CIP Code: 52.0701

Program/Center/Institute Title: Entrepreneurship/Business Start-up Certificate into Moratorium

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

\_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

**What**

Place the Entrepreneurship/Business Start-up Certificate into moratorium.

**Why**

Student demand for the Entrepreneurship certificate has been low. The certificate was grant-funded and the funding has ended.

**Resources**

This moratorium will have no effect on resources.

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Entrepreneurship, Business Start-up certificate**

Program is being  X  Placed into moratorium   Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   N:  X

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   N:

b.) What is the expected graduation date of all students from the program? –

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:   N:  X

a.) Have the faculty affected by the program termination/moratorium been notified? Y:   N:

b.) Please describe any layoffs that will occur including the date expected?



December 2018

ITEM 181-1012-LI1218

**Notification of placing the Electronics Technology CAS and AAS into moratorium**

---

**THAT**

Missoula College is notifying the Montana Board of Regents of its intent to place the Electronics Technology CAS and AAS into moratorium.

---

**EXPLANATION**

The administrative decision to recommend moratorium for this program is based up on fiscal prioritization for programs at Missoula College.

---

**ATTACHMENTS**

Academic Request Form  
Program Termination Form

Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

ITEM 181-1012-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College CIP Code: 15.0303

Program/Center/Institute Title: Electronics Technology CAS, AAS moratorium

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

\_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Place the Electronics Technology AAS and CAS in moratorium.

**Why**

The administrative decision to recommend moratorium for this program is based up on fiscal prioritization for programs at Missoula College.

**Resources**

The moratorium will not affect resources.

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Electronics Technology, CAS & AAS**

Program is being  X  Placed into moratorium   Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   N:  X

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:   N:  X

a.) Have the faculty affected by the program termination/moratorium been notified? Y:   N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

**3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):**

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        X    

c.) Program Public Advisory Committee                          X    

d.) Articulation Partners        NA    

**4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)**    Y:   X   N:       

Faculty members have questioned the decision to end a program of study with strong academic content and relevance to society. The administrative decision to recommend moratorium has been based upon fiscal prioritization for programs at Missoula College.

December 2018

ITEM 181-1013-LI1218

**Notification of the intent to place the Film Studies option in the English BA in moratorium**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to place the Film Studies option in the English bachelor of arts degree into moratorium.

---

**EXPLANATION**

The Department of English would like to place the Film Studies option in the English BA into moratorium given the loss of key faculty members to sustain the program.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1013-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 50.0601

Program/Center/Institute Title: Film Studies option (English BA) placed in moratorium

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

\_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Place the Film Studies option (English BA) in moratorium.

**Why**

With the non-renewal of contracts for the lecturers that taught this program, we do not have sufficient faculty to teach this undergraduate option in the English major.

**Resources**

NA

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title:

**Film Studies option, English BA**

Program is being   X   Placed into moratorium      Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   X   N:     

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   X   N:     

b.) What is the expected graduation date of all students from the program?

Spring 2021

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   X   N:     

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:      N:   X  

The Film Studies option needs to be placed in moratorium because of the non-renewal of lecturer contracts.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  X  N:

b.) Please describe any layoffs that will occur including the date expected?

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees—English Dept.  X

b.) Faculty Senate  X

c.) Program Public Advisory Committee  NA

d.) Articulation Partners  NA

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.) Y:  X  N:

Feedback can be summarized as disappointment to because the program is seen as an important contribution to interdisciplinary studies and the creative arts. Some students and faculty are disappointed that the non-renewal of contracts for lecturers in the program necessitated the request for this program's moratorium. Students in the Film Studies Program produced excellent promotional films for UM and have gone on to have successful careers in the film industry.

December 2018

**ITEM 181-1016-LI1218**

**Notification of the placement of the Global Youth Development MA in moratorium.**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to place the Global Youth Development master of arts in moratorium.

---

**EXPLANATION**

The Department of Counselor Education intends to place the Global Youth Development MA in moratorium. Recent changes to program affiliations and resources have led to decreased enrollment. Specifically, the closure of the Peace Corps Master's International program presented a challenge to this program's sustainability. The Department wishes to prioritize other high need and high demand programs.

---

**ATTACHMENTS**

Academic Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1016-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 30.20

Program/Center/Institute Title: Global Youth Development MA

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

- x 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

The Department of Counselor Education intends to place the Global Youth Development MA in moratorium.

**Why**

Recent changes to program affiliations and resources have led to decreased enrollment. Specifically, the closure of the Peace Corps Master's International program presented a challenge to this program's sustainability. The Department wishes to prioritize other high need and high demand programs.

**Resources**

NA

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Global Youth Development MA**

Program is being   X   Placed into moratorium        Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   X   N:       

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   X   N:       

b.) What is the expected graduation date of all students from the program? Spring 2022\*

\*A number of our students use Peace Corps service as their intercultural internship and as a result depending on their departure dates and completing their service equals approximately 2.5 years. For example, one student is still waiting to hear about acceptance to a Peace Corps position that would begin in September 2018. Therefore, Spring 2022 is a best guess as to when all current student would complete program requirements.

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   X   N:       

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:        N:   X  

a.) Have the faculty affected by the program termination/moratorium been notified? Y:   X   N:       

b.) Please describe any layoffs that will occur including the date expected?

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees       X

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

b.) Faculty Senate           X          

c.) Program Public Advisory Committee           NA          

d.) Articulation Partners           NA          

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.) Y:   X   N:       

Questions (rather than negative feedback) have been raised about the potential for the program to increase numbers and sustainability by making programmatic changes (e.g., count intercultural experience prior to program towards degree rather than just after the academic part of the program). The goal in moratorium is to seek this information by the department to inform if termination is most appropriate given current circumstances.

December 2018

ITEM 181-1018-LI1218

**Notification of the placement of the Modern Languages and Literatures MA and all options into moratorium**

---

**THAT**

The University of Montana-Missoula is notifying the Montana Board of Regents of its intent to place the Modern Languages and Literatures master of arts and all options into moratorium.

---

**EXPLANATION**

Due to low numbers of majors and limited resources, the Modern Languages and Literatures MA (including all options: French, German, Spanish) is recommended for moratorium.

---

**ATTACHMENTS**

Academic Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1018-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 16.0101

Program/Center/Institute Title: Modern Languages and Literatures MA Moratorium

Includes (please specify below): Online Offering \_\_\_\_\_ Options French, German, Spanish

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

\_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

The Modern Languages and Literatures MA will be placed into moratorium, including all options (French, German, Spanish).

**Why**

The program has low numbers of majors and limited resources.

**Resources**

NA

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Modern Languages and Literatures MA**

Program is being   X   Placed into moratorium        Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:        N:   X  

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:        N:       

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:        N:       

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:        N:   X  

a.) Have the faculty affected by the program termination/moratorium been notified? Y:        N:       

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        X    

c.) Program Public Advisory Committee                          NA    

d.) Articulation Partners        NA    

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)      Y:           N:   X

December 2018

ITEM 181-1019-LI1218

**Notification of the placement of the Pharmacy Technology CAS into moratorium**

---

**THAT**

Missoula College-UM is notifying the Montana Board of Regents of its intent to place the Pharmacy Technology certificate of applied science into moratorium.

---

**EXPLANATION**

This program was developed to provide workforce education in a high demand career area in Montana. It served industry by developing a workforce of trained pharmacy technologists and benefited students by providing career access. However, student demand for the program has been limited because the pharmacy industry relies heavily upon an on-the-job training model, with no requirement for college level education.

---

**ATTACHMENTS**

Academic Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1019-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College CIP Code: 51.0805

Program/Center/Institute Title: Pharmacy Tech CAS

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

- x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Placement of the Pharmacy Tech CAS into moratorium.

**Why**

This program was developed to provide workforce education in a high demand career area in Montana. It served industry by developing a workforce of trained pharmacy technologists and benefited students by providing career access. However, student demand for the program has been limited because the pharmacy industry relies heavily upon an on-the-job training model, with no requirement for college level education.

**Resources**

NA

**Relationship to similar MUS programs**

There are no other Pharmacy Tech programs in the MUS.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Pharmacy Technology CAS**

Program is being  X  Placed into moratorium   Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   N:  X

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  X  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  X  N:

b.) Please describe any layoffs that will occur including the date expected?



December 2018

ITEM 181-1020-LI1218

**Notification of the placement of the Recreational Power CAS into moratorium**

---

**THAT**

Missoula College-UM is notifying the Montana Board of Regents of its intent to place the Recreational Power certificate of applied science into moratorium.

---

**EXPLANATION**

The program does not have any current students enrolled and the program does not have any tenure-track faculty associated with it. Missoula College faculty and administration recommend moving this program into moratorium.

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**ATTACHMENTS**

Academic Request Form  
Program Termination Form

Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

ITEM 181-1020-LI1218 Submission Month or Meeting: December 2018

Institution: Missoula College CIP Code: 47.9999

Program/Center/Institute Title: Recreational Power CAS moratorium

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

x **A. Level I:**

**Campus Approvals**

x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**

\_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Place the Recreational Power CAS into moratorium.

**Why**

The program does not have any current students enrolled and the program does not have any tenure-track faculty associated with it. Missoula College faculty and administration recommend moving this program into moratorium.

**Resources**

NA

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Recreational Power Equipment CAS**

Program is being  X  Placed into moratorium   Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:   N:  X

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:   N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:   N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:   N:  X

a.) Have the faculty affected by the program termination/moratorium been notified? Y:   N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        X    

c.) Program Public Advisory Committee                          N/A    

d.) Articulation Partners        N/A    

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)      Y:           N:   X

November 2018

**ITEM 181-301-L11118**

**Item Name**

Request for authorization to terminate the CTS in Patient Relations Specialist

---

**THAT**

Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the certificate of technical studies in Patient Relations Specialist.

---

**EXPLANATION**

This program has historically low enrollment and no longer serves community or student needs.

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination/Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-301-L11118Submission Month or Meeting: November 2018Institution: Flathead Valley Community College

CIP Code: \_\_\_\_\_

Program/Center/Institute Title: Patient Relations Specialist CTS

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:****Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
3. **Establishing a B.A.S./A.A./A.S. area of study**
4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

5. **Re-titling an existing postsecondary educational program**
- X 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

\_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*

\_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)

\_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What** Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the certificate of technical studies in Patient Relations Specialist.

**Why** This program has historically low enrollment and no longer serves community or student needs.

**Resources** NA

**Relationship to similar MUS programs** There are no similar programs in the Montana University System.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Patient Relations Specialist, CTS**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees                          x      

b.) Faculty Senate          x      

c.) Program Public Advisory Committee                  x      

d.) Articulation Partners                                      x      

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)    Y:           N:   x

November 2018

**ITEM 181-302-L11118**

**Item Name**

Request for authorization to terminate the AAS and CAS in Support Professional

---

**THAT**

Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the associate of applied science and certificate of applied science in Support Professional.

---

**EXPLANATION**

This program has historically low enrollment and no longer serves community or student needs.

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination/Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-302-L11118Submission Month or Meeting: November 2018Institution: Flathead Valley Community College

CIP Code: \_\_\_\_\_

Program/Center/Institute Title: Support Professional CAS, AAS

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

     **A. Level I:****Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
3. **Establishing a B.A.S./A.A./A.S. area of study**
4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

5. **Re-titling an existing postsecondary educational program**
- X 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

\_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)

\_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*

\_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)

\_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What** Flathead Valley Community College requests authorization from the Montana Board of Regents to terminate the certificate of applied science and associate of applied science in Support Professional.

**Why** This program has historically low enrollment and no longer serves community or student needs.

**Resources** NA

**Relationship to similar MUS programs** There are no similar programs in the Montana University System.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Support Professional CAS, AAS**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees                          x      

b.) Faculty Senate          x      

c.) Program Public Advisory Committee                  x      

d.) Articulation Partners                                      x      

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)    Y:           N:   x

December 2018

**ITEM 181-1014-LI1218**

**Request for authorization to terminate the Geography MA.**

---

**THAT**

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Geography master of arts degree.

---

**EXPLANATION**

This program termination is requested to consolidate programming in Geography. The Department of Geography will continue to offer a M.S. in Geography, which is a more marketable degree than the M.A. with federal and state employers.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1014-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 45.0701

Program/Center/Institute Title: Geography M.A. Termination

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- X \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Termination of the Geography MA.

**Why**

This program termination is requested to consolidate programming in Geography. The Department of Geography will continue to offer a M.S. in Geography, which is a more marketable degree than the M.A. with federal and state employers.

**Resources**

NA

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **M.A. Geography**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

Spring, 2020

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees

b.) Faculty Senate

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

c.) Program Public Advisory Committee      NA

d.) Articulation Partners      NA

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)      Y:           N:   X

December 2018

ITEM 181-1015-LI1218

**Request for authorization to terminate the Global Humanities & Religions BA and minor**

---

**THAT**

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Global Humanities and Religions bachelor of arts and minor.

---

**EXPLANATION**

Due to insufficient faculty, low student credit hours and majors/minors in the program, as well as the limited resources at the university, we recommend that the program should be terminated.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1015-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 24.0103

Program/Center/Institute Title: Global Humanities & Religions BA and minor termination

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- X \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Global Humanities & Religions BA and minor termination.

**Why**

Due to insufficient faculty, low student credit hours and majors/minors in the program, as well as the limited resources at the university, we recommend that the program should be terminated.

**Resources**

NA

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Global Humanities & Religions BA and minor**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

Students have been advised of the impending termination. Teach out plans are being developed for each student to ensure they can complete their degrees.

b.) What is the expected graduation date of all students from the program?

The expected graduation date varies, but courses needed for the program will be completed by spring 2020. Teach out plans are being developed for each student to ensure they complete their degree.

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

The faculty in this program have been notified that the degree programs are being placed in moratorium/terminated. The Provost has directed the dean of their college



December 2018

ITEM 181-1017-LI1218

**Request for authorization to terminate the Musical Theatre option in the MM**

---

**THAT**

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Musical Theatre option in the master of music degree.

---

**EXPLANATION**

The program's enrollment is low. Students interested in this field will be served well by the existing Master of Fine Arts degree offered by the School of Theatre & Dance. The Theatre and Dance MFA is a more appropriate degree as it is a terminal degree in the field and will attract a significant cohort of students.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1017-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 50.0509

Program/Center/Institute Title: Musical Theatre option in MM terminated

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- X \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

Terminate the Musical Theatre option in the MM.

**Why**

The program's enrollment is low. Students interested in this field will be served well by the existing Master of Fine Arts degree offered by the School of Theatre & Dance. The Theatre and Dance MFA is a more appropriate degree as it is a terminal degree in the field and will attract a significant cohort of students.

**Resources**

No resources are needed. The School of Theatre & Dance, in collaboration with some music courses as electives can serve this population without additional resources.

**Relationship to similar MUS programs**

There are no other musical theatre masters degrees in Montana. The MFA degree currently offered by UM will serve state and regional student needs.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Musical Theatre option, Master of Music**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program? May, 2019

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?



December 2018

**ITEM 181-1021-LI1218**

**Request for authorization to terminate the Rural and Environmental Change option in Sociology B.A.**

---

**THAT**

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Rural and Environmental Change option in the Sociology bachelor of arts.

---

**EXPLANATION**

In the interest of departmental efficiency, the Department of Sociology would like to terminate this option based on low student demand.

---

**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1021-LI1218 Submission Month or Meeting: December 2018

Institution: University of Montana-Missoula CIP Code: 45.11

Program/Center/Institute Title: Rural and Environmental Change option in Sociology BA Terminated

Includes (please specify below): Online Offering \_\_\_\_\_ Options Rural and Environmental Change

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- X          6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What**

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Rural and Environmental Change option in the Sociology BA.

**Why**

In the interest of departmental efficiency, the Department of Sociology would like to terminate this option based on low student demand.

**Resources**

The termination of this option will not require resources; it should make more resources available to the department.

**Relationship to similar MUS programs**

NA

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Rural and Environmental Change option, Sociology B.A.**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

There are currently fewer than five students enrolled in the option.

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

b.) What is the expected graduation date of all students from the program?

Spring 2022

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

b.) Please describe any layoffs that will occur including the date expected?

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

b.) Faculty Senate           X          

c.) Program Public Advisory Committee           NA          

d.) Articulation Partners           NA          

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.) Y:   X   N:       

Some faculty and students are saddened by the loss of this option. Loss of tenure track faculty in Sociology and the need to increase the efficiency of the option have resulted in the need to terminate the option.

January 2019

ITEM 182-1500-LI0119

**Request for authorization to terminate Montana Tech's Associate of Applied Science in Historic Preservation Degree Program**

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**THAT**

Montana Tech is requesting authorization to terminate the A.A.S. in Historical Preservation.

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**EXPLANATION**

Since the inception of the Historic Preservation Program in the Fall of 2004, there have only been 34 students declaring this program as their major. Of these students only 14 have completed the program and been awarded their degree. There have been no students in the program since the Fall of 2016, at that time there was only one student in the program. The program is not listed in the current 2018-2019 catalog.

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**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 182-1500-LI0119 Submission Month or Meeting: January 2019

Institution: Montana Tech CIP Code: 30.1201

Program/Center/Institute Title: A.S in Historic Preservation

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- X \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What-** Request for authorization to terminate Montana Tech's Associate of Applied Science in Historic Preservation Degree Program.

**Why** - Since the inception of the Historic Preservation Program in the Fall of 2004, there have only been 34 students declaring this program as their major. Of these students only 14 have completed the program and been awarded their degree. There have been no students in the program since the Fall of 2016, at that time there was only one student in the program. The program is not listed in the current 2018-2019 catalog.

**Resources**

**Relationship to similar MUS programs**

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Associate of Applied Science in Historic Preservation**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

n/a

b.) What is the expected graduation date of all students from the program?

n/a

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

n/a

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

n/a



January 2019

ITEM 182-1501-LI0119

**Request for authorization to terminate Montana Tech's Associate of Applied Science in Surgical Technology Degree Program**

---

**THAT**

Montana Tech is requesting authorization to terminate the A.A.S. in Surgical Technology.

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**EXPLANATION**

Termination of the Surgical Technology program for the University of Montana- Missoula College due to financial setbacks and affiliation with St. James Health Care.

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**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 182-1501-LI0119 Submission Month or Meeting: January 2019

Institution: Montana Tech CIP Code: 51.0000

Program/Center/Institute Title: A.A.S. in Surgical Technology

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- X \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
5. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What** – Request to terminate Montana Tech’s Associate of Applied Science in Surgical Technology Degree Program

**Why** - Termination of the Surgical Technology program for the University of Montana- Missoula College due to financial setbacks and affiliation with St. James Health Care.

**Resources**

**Relationship to similar MUS programs**

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

Please complete the following questionnaire prior to submission of a program for termination or placement into moratorium. Please add additional comments beneath each question where applicable.

Program Title: **Associate of Applied Science in Surgical Technology**

Program is being  Placed into moratorium  Terminated

1. Are there currently students enrolled in the program? (If yes, please answer questions a - c below.) Y:  N:

a.) Have all students currently enrolled in the program been met with and informed of the impending termination/moratorium? Y:  N:

n/a

b.) What is the expected graduation date of all students from the program?

There is no date, the students are out of the University of Montana – Missoula College

c.) Have course offerings been planned to allow for students in the program to complete the degree in a reasonable fashion? Y:  N:

The courses are offered at the University of Montana- Missoula College

2. Will any faculty layoffs or changes in working conditions occur because of the termination/moratorium? (If yes, please answer questions a - b below.) Y:  N:

a.) Have the faculty affected by the program termination/moratorium been notified? Y:  N:

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

b.) Please describe any layoffs that will occur including the date expected? No layoffs will occur at Highlands College.

3. The following parties, where applicable, have been notified of the impending program termination/moratorium. (Please mark X for completed, NA for not applicable):

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        n/a    

c.) Program Public Advisory Committee                          n/a    

d.) Articulation Partners                                          n/a    

4. Has there been any negative feedback received from students, faculty, or other constituents regarding the impending termination/moratorium? (If yes, please explain below.)      Y:           N:   X

## LEVEL I MEMORANDUM

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**DATE:** February 5, 2019

**TO:** Chief Academic Officers, Montana University System

**FROM:** Clayton Christian, Commissioner of Higher Education

**RE:** January 2019 Level I Academic Items

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Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in January 2019. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. 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, raise them at the Level I Chief Academic Officer's conference call on February 19<sup>th</sup>, 2019. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, February 22<sup>nd</sup>. You will be notified of approved proposals by February 26<sup>th</sup>, 2019. The Board of Regents will be notified of the approved proposals at the March 2019 meeting of the Board.

### 1. Campus Approvals

#### **Helena College University of Montana:**

- Notification of withdrawal of Automotive Technology A.A.S. from moratorium  
[Item #181-1901-LI01218](#) | [Request Form](#)

### 2. OCHE Approvals

#### **Montana State University - Bozeman:**

- Request for authorization to re-title graduate degrees in the newly merged Department of Microbiology and Immunology to M.S. and Ph.D. in Microbiology and Immunology  
[Item # 182-2013-LI0119](#) | [Request Form](#)

#### **Helena College University of Montana:**

- Request for authorization to re-title existing Office Technology program (including C.A.S. and A.A.S. Degrees) to Administrative Support and Management  
[Item # 182-1901-LI0119](#) | [Request Form](#)

December 2018

ITEM 181-1901-LI1218

**Withdrawal of Automotive Technology A.A.S. from moratorium; Helena College**

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**THAT**

Notification of withdrawal of Automotive Technology A.A.S. from moratorium

---

**EXPLANATION**

Helena College is withdrawing its A.A.S. in Automotive Technology from moratorium. The program has been revised to provide solutions to previous retention and completion issues. The students will be attending the program as well as participating in a registered apprenticeship or internship experiences at local automotive repair shops (dealerships and independently owned businesses) which will include wage increases for each semester completed during the program. This will resolve low entry-level wages for the automotive technician students and help to decrease the workforce shortage of automotive technicians locally, regionally, and nationally. Helena College will use existing resources. There are multiple automotive programs throughout the Montana University System; however, as part of the two-year mission is responsiveness to local industry need, we are continuing the automotive program at the request of and in partnership with local industry to ensure the success of the program, as well as to create a pipeline for local and regional industry. The program will remain at 71 credits.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 181-1901-LI1218 Submission Month or Meeting: December 2018

Institution: Helena College University of Montana CIP Code: 47.0604

Program/Center/Institute Title: Automotive Technology A.A.S.

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)

X \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**

\_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**

\_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**

\_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

\_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**

\_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)

\_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)

\_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)

\_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

Helena College is withdrawing its A.A.S. in Automotive Technology from moratorium. The program has been revised to provide solutions to previous retention and completion issues. The students will be attending the program as well as participating in a registered apprenticeship or internship experiences at local automotive repair shops (dealerships and independently owned businesses) which will include wage increases for each semester completed during the program. This will resolve low entry-level wages for the automotive technician students and help to decrease the workforce shortage of automotive technicians locally, regionally, and nationally. Helena College will use existing resources. There are multiple automotive programs throughout the Montana University System; however, as part of the two-year mission is responsiveness to local industry need, we are continuing the automotive program at the request of and in partnership with local industry to ensure the success of the program, as well as to create a pipeline for local and regional industry. The program will remain at 71 credits.

January 2019

**ITEM 182-2013-LI019**

**Request for authorization for Montana State University to re-title Graduate Degrees in the Newly Merged Department of Microbiology and Immunology to M.S. and Ph.D. in Microbiology and Immunology**

---

**THAT**

The Board of Regents of Higher Education authorizes Montana State University-Bozeman to re-title the M.S. and Ph.D. degrees in the newly merged Department of Microbiology and Immunology to coincide with the new department name. The re-titled degrees will be M.S. and Ph.D. in Microbiology and immunology.

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**EXPLANATION**

The Department of Microbiology and the Department of Immunology & Infectious Diseases recently received Montana Board of Regents approval to merge, resulting in the formation of the Department of Microbiology and Immunology at MSU. Before merging, each department maintained M.S. and Ph.D. degrees with the same titles and the original department names. With completion of the merger, we have established a combined and unified graduate program. Thus, it is now necessary to re-title these existing graduate programs from the two former departments to coincide with the new department name and the unified/merged graduate program. Hereby, we request approval to re-title our unified degrees to M.S. and Ph.D. in Microbiology and Immunology. All students entering the program prior to the merger will have the option of retaining the original degree names or selecting the new graduate degree name. All graduate students entering our program after the department merger will receive a graduate degree in Microbiology and Immunology.

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**ATTACHMENTS**

Academic Request form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 182-2013-LI0119 Submission Month or Meeting: January 2019

Institution: Montana State University CIP Code: 26.0508

Program/Center/Institute Title: Re-titling Ph.D. Degree in the Merged Department of Microbiology and Immunology MS & Ph.D. in Microbiology and Immunology

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- X \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Proposal Summary** [360 words maximum]

**What:** Re-titling the M.S. and Ph.D. Degrees in the Merged Department of Microbiology and Immunology to M.S. (Plan "A"), M.S. (Plan "B"), and Ph.D. in Microbiology and Immunology.

**Why:** In 2013, the Department of Microbiology and the Department of Immunology & Infectious Diseases received Montana Board of Regents approval to merge, resulting in the formation of the Department of Microbiology and Immunology at MSU. Before merging, each department maintained M.S. and Ph.D. degrees with the same titles and the original department names. With completion of the merger and stable department operation, we established a combined and unified graduate program. However, the graduate program names were not changed at the time of the merger. Over the past two years, the department has considered and reconsidered the need to consolidate our graduate program names. Two separate votes of the departmental faculty concluded that it is now necessary to re-title these existing graduate programs from the two former departments to coincide with the new department name and the unified/merged graduate program. Hereby, we request approval to re-title our unified degrees to M.S. (Plans A and B) and Ph.D. in Microbiology and Immunology. In addition to the votes of our faculty group, a recent external reviewer of the entire department in 2018 also provided input on this issue. In their review, the external reviewers indicated the following: "There is overwhelming support for unification of the two graduate programs into a single Microbiology and Immunology Ph.D. This is viewed as an opportunity by the faculty to increase transparency for the students." Their specific recommendation was as follows: "The request and justification for unification of the two graduate programs into a single Microbiology and Immunology Ph.D. should be resubmitted to the Graduate School." Thus, based on the consideration of our unanimous faculty approval and the recommendations of the external review committee, we are requesting approval of our request to change our degree programs to M.S. in Microbiology and Immunology Plan A, M.S. in Microbiology and Immunology Plan B, and Ph.D. in Microbiology and Immunology. All students entering the graduate program prior to approval of this name change will have the option of retaining the original degree names or selecting the new graduate degree name. All graduate students entering our program after approval will receive a graduate degree in Microbiology and Immunology.

**Resources:** This name change will not require new resources and will have no effect on existing resources.

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**Relationship to similar MUS programs:** This is a name change of our graduate programs to coincide with our department name. The Cellular, Molecular and Microbial Biology MS/PhD degree program at the University of Montana has an option in Microbiology or Immunology, but there do not seem to be any other identical graduate degree programs in the MUS.

January 2019

**ITEM 182-1901-LI0119**

**Request for authorization to re-title existing Office Technology program to Administrative Support & Management, in addition to C.A.S. and A.A.S. degrees in that program; Helena College**

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**THAT**

Helena College University of Montana requests authorization to re-title the existing Office Technology program to Administrative Support & Management. In addition, Helena College requests authorization to re-title all the C.A.S. and A.A.S. degrees housed within that program.

**EXPLANATION**

Helena College University of Montana requests authorization to re-title the existing Office Technology program to Administrative Support & Management. In addition, Helena College requests authorization to re-title all the C.A.S. and A.A.S. degrees housed within that program as follows:

| <b>Current Name</b>                                  | <b>Proposed Name</b>                               |
|--|--|
| Office Technology (program)                          | Administrative Support & Management (program)      |
| Computer Skills Specialist (C.A.S.)                  | Administrative Support (C.A.S.)                    |
| Legal Support Specialist (C.A.S.)                    | Legal Administrative Support (C.A.S.)              |
| Medical Assisting (C.A.S.)                           | Medical Administrative Support (C.A.S.)            |
| Administrative Office Management Specialist (A.A.S.) | Administrative Support Management (A.A.S.)         |
| Medical Administrative Specialist (A.A.S.)           | Medical Administrative Support Management (A.A.S.) |

The requested re-titling is required to maintain consistency in the program, to limit confusion between “clinical” and “non-clinical” medical assisting programs, to prevent confusion between computer technology programs, and promote local and national industry standards. The proposed titles are projected to capture the attention of individuals desiring formal education in various areas of administrative support and management. The proposed name is less ambiguous and will promote continued advancement of the field. Resources will be needed for marketing a promotion of the re-titled program and degrees. The proposed re-titling of the program and degrees aligns with similar Montana University System programs. The curricula within the program is not changing; however, the Legal Administrative Support C.A.S. will articulate to the Missoula College Paralegal Studies A.A.S. degree.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 182-1901-LI0119 Submission Month or Meeting: January 2019

Institution: Helena College CIP Code: 52.0401

Program/Center/Institute Title: Office Technology Program and C.A.S. and A.A.S. degrees in that program

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/academicproposals.asp>.

X **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- X          5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

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**B. Level II:**

- \_\_\_\_\_ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)
- \_\_\_\_\_ **3. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- \_\_\_\_\_ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- \_\_\_\_\_ **5. Re-titling an academic, administrative, or research unit**

**Proposal Summary [360 words maximum]**

Helena College University of Montana requests authorization to re-title the existing Office Technology program to Administrative Support & Management. In addition, Helena College requests authorization to re-title all the C.A.S. and A.A.S. degrees housed within that program as follows:

| <b>Current Name</b>                                  | <b>Proposed Name</b>                               |
|--|--|
| Office Technology (program name)                     | Administrative Support & Management (program name) |
| Computer Skills Specialist (C.A.S.)                  | Administrative Support (C.A.S.)                    |
| Legal Support Specialist (C.A.S.)                    | Legal Administrative Support (C.A.S.)              |
| Medical Assisting (C.A.S.)                           | Medical Administrative Support (C.A.S.)            |
| Administrative Office Management Specialist (A.A.S.) | Administrative Support Management (A.A.S.)         |
| Medical Administrative Specialist (A.A.S.)           | Medical Administrative Support Management (A.A.S.) |

The requested re-titling is required to maintain consistency in the program, to limit confusion between “clinical” and “non-clinical” medical assisting programs, to prevent confusion between computer technology programs, and promote local and national industry standards. The proposed titles are projected to capture the attention of individuals desiring formal education in various areas of administrative support and management. The proposed name is less ambiguous and will promote continued advancement of the field. Resources will be needed for marketing a promotion of the re-titled program and degrees. The proposed re-titling of the program and degrees aligns with similar Montana University System programs. The curricula within the program is not changing; however, the Legal Administrative Support C.A.S. will articulate to the Missoula College Paralegal Studies A.A.S. degree.