

LEVEL I APPROVAL MEMORANDUM

Compiled here is the Level I memorandum containing items approved since the May 2019 Board of Regents Meeting. This memorandum from May, June, and July 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.

- May 2019 Level I Memorandum
- June 2019 Level I Memorandum
- July 2019 Level I Memorandum

LEVEL I MEMORANDUM

DATE: June 10, 2019

TO: Chief Academic Officers, Montana University System

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

RE: May 2019 Level I Academic Items

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in May 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 Wednesday, June 26th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, June 28th. You will be notified of approved proposals by Tuesday, July 9th. The Board of Regents will be notified of the approved proposals at the September meeting of the Board.

1. Campus Approvals

Dawson Community College:

- Notification of placement of the A.A.S. in Music Technology in moratorium
[Item # 183-201-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)

Montana State University Billings:

- Notification of placement of the B.S. in Chemistry Education in moratorium
[Item # 183-2715-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the Environmental Science Option of the B.S. in Biology in moratorium
[Item # 183-2716-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the minor in Biology in moratorium
[Item # 183-2717-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the minor in Chemistry Education in moratorium
[Item # 183-2718-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the minor in Biology Education in moratorium
[Item # 183-2719-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the minor in Earth Science Education in moratorium
[Item # 183-2720-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the B.S. in Biology Education in moratorium
[Item # 183-2721-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the minor in Physics in moratorium
[Item # 183-2722-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the B.A. in Music in moratorium
[Item # 183-2723-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the minor in Psychology Education in moratorium
[Item # 183-2724-LI5019](#) | [Request Form](#) | [Mort/Term Form](#)
- Notification of placement of the B.S. in Political Science Education in moratorium

LEVEL I MEMORANDUM

- [Item # 183-2725-LI5019 | Request Form | Mort/Term Form](#)
- Notification of placement of the B.A. in Sociology in moratorium
[Item # 183-2726-LI5019 | Request Form | Mort/Term Form](#)
- Notification of placement of the A.A. in Applied Psychology in moratorium
[Item # 183-2727-LI5019 | Request Form | Mort/Term Form](#)
- Notification of placement of the C.A.S. in Networking in moratorium
[Item # 183-2728-LI5019 | Request Form | Mort/Term Form](#)
- Notification of placement of the minors in Health Education, English Education, Environmental Studies, Geography, Sociology Teaching and Special Education (K-12 non-endorsable) in moratorium
[Item # 183-2729-LI5019 | Request Form | Mort/Term Form](#)

2. OCHE Approvals

Montana State University Billings:

- Request for authorization to terminate the minor in Geography Teaching
[Item # 183-2706-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the minor in Economics Education
[Item # 183-2707-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the Special Education Endorsement minor
[Item # 183-2708-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the A.A.S. in Power Plant Technology
[Item # 183-2709-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the A.A.S. in Medical Administrative Assistant
[Item # 183-2710-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the C.A.S. in Welding for Energy Technology
[Item # 183-2711-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the C.T.S. in Welding I
[Item # 183-2712-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the minor in Physics Education
[Item # 183-2713-LI5019 | Request Form | Mort/Term Form](#)
- Request for authorization to terminate the Certificate in Addiction Counseling Education
[Item # 183-2714-LI5019 | Request Form | Mort/Term Form](#)

University of Montana Western:

- Request for authorization to retitle the Bachelor of Science in Health and Human Performance
[Item # 183-1601-LI0519 | Request Form | Attachment 1](#)
- Request for authorization to offer a minor in Farm and Ranch Operations
[Item # 183-1602-LI0519 | Request Form | Curriculum Form | Fiscal Form](#)
- Request for authorization to offer a minor in Outdoor Guide and Wildlife Outfitter Enterprise Management
[Item # 183-1603-LI0519 | Request Form | Curriculum Form | Fiscal Form](#)

June 2019

ITEM 183-201-LI0519

Item Name

Notification of placing the Associate of Applied Science in Music Technology in moratorium

THAT

Dawson Community College is notifying the Montana Board of Regents of its intent to place the Associate of Applied Science in Music Technology program in moratorium.

EXPLANATION

The decision to place this program into moratorium was based on program review data.

ATTACHMENTS

Academic Proposal Request Form
Program Termination/Moratorium Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-200-LI0619 Submission Month or Meeting: June 2019

Institution: Dawson Community College CIP Code: 50.0913

Program/Center/Institute Title: Associate of Applied Science in Music 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

- 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 - Notification of placing the Associate of Applied Science in Music Technology program in moratorium.

Why – This is based on program review data. There are no students enrolled in the program and no graduates since 2016.

Resources N/A

Relationship to similar MUS programs N/A

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:

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:

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

b.) Please describe any layoffs that will occur including the date expected? There will be no layoffs associated with putting this program into moratorium.

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 NA

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

May 2019

ITEM 183-2715-LI0519

Notification of Moratorium for the B.S. in Chemistry Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Chemistry Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2715-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Bachelor of Science in Chemistry Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Chemistry Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **B.S. in Chemistry Education**

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 2021**

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?**

May 2019

ITEM 183-2715-LI0519

Notification of Moratorium for the B.S. in Biology Environmental Science option

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Biology Environmental Science option in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2716-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 261305

Program/Center/Institute Title: Bachelor of Science in Biology, Environmental Science

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Biology, Environmental Science option in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **B.S. in Biology Environmental Science option**

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**

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: N:

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

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

May 2019

ITEM 183-2717-LI0519

Notification of Moratorium for the minor in Biology

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Biology in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2717-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 260101

Program/Center/Institute Title: Minor in Biology

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place them minor in Biology in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor Biology**

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**

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: 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

May 2019

ITEM 183-2718-LI0519

Notification of Moratorium for the minor in Chemistry Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Chemistry Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2718-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Chemistry Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Chemistry Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor Chemistry Education**

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**

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: 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

May 2019

ITEM 183-2719-LI0519

Notification of Moratorium for the minor in Biology Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Biology Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2719-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Biology Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Biology Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor Biology Education**

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 2023**

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:

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

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

May 2019

ITEM 183-2720-LI0519

Notification of Moratorium for the minor in Earth Science Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Earth Science Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2720-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Earth Science Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Earth Science Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor Earth Science Education**

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**

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: 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

May 2019

ITEM 183-2721-LI0519

Notification of Moratorium for the B.S. in Biology Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Biology Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2721-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: B.S in Biology Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Biology Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **B.S. Biology Education**

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?

May 2019

ITEM 183-2722-LI0519

Notification of Moratorium for the minor in Physics

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Physics in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2722-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 400801

Program/Center/Institute Title: Minor in Physics

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Physics in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor in Physics**

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**

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: 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

May 2019

ITEM 183-2723-LI0519

Notification of Moratorium for the B.A. in Music

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of arts in Music in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2723-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 500901

Program/Center/Institute Title: Bachelor of Arts in Music

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of arts in music in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **B.A. in Music**

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**

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

May 2019

ITEM 183-2724-LI0519

Notification of Moratorium for the minor in Psychology Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Psychology Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2724-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Psychology Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the minor in Psychology Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor, Psychology Education**

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? **Spring 2020**

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: 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

May 2019

ITEM 183-2725-LI0519

Notification of Moratorium for the B.S. in Political Science Education

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Political Science Education in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2725-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: B.S. in Political Science Education

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of science in Political Science Education in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **B.S. in Political Science Education**

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**

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: 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

May 2019

ITEM 183-2726-LI0519

Notification of Moratorium for the B.A. in Sociology

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of arts in Sociology in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2726-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 451101

Program/Center/Institute Title: B.A. in Sociology

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the bachelor of arts in Sociology in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **B.A. in Sociology**

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 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 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

May 2019

ITEM 183-2727-LI0519

Notification of Moratorium for the A.A. in Applied Psychology

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the associate of arts in Applied Psychology in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2727-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 420101

Program/Center/Institute Title: A.A. in Applied Psychology

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the A.A. in Applied Psychology in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **A.A. in Applied Psychology**

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:

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

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

May 2019

ITEM 183-2728-LI0519

Notification of Moratorium for the CAS in Networking

THAT

Montana State University Billings is notifying the Montana Board of Regents of its intent to place the certificate of applied science in Networking in moratorium.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete.

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2728-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 110901

Program/Center/Institute Title: CAS in Networking

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the certificate of applied science in Networking in moratorium.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **CAS in Networking**

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 2019**

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: 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

May 2019

ITEM 183-2729-L10519

Request authorization to place the following programs on Moratorium:

- 1. Minor, Health Education**
- 2. Minor, English Education**
- 3. Minor, Environmental Studies**
- 4. Minor, Geography**
- 5. Minor, Sociology Teaching**
- 6. Minor, Special Education K-12 Non-Endorsable**

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to put the following programs on moratorium: Minor, Health Education Minor, English Education Minor, Environmental Studies Minor, Geography Minor, Psychology Education Minor, Sociology Teaching Minor, Special Education K-12 Non-Endorsable

EXPLANATION

As a result of Montana State University Billings' Strategic Program Alignment Process, the faculty of each program included in this request have determined that these programs do not serve the needs of our students. All programs in this item meet the following criteria: 1) all students should have completed the program by Spring 2019, 2) the faculty, academic senate and administration all agreed to moving these programs to moratorium and 3) no faculty lines will be lost or recollected by placing these programs on moratorium

ATTACHMENTS

- Academic Proposal Form
- Moratorium Forms
- minor Health Education
- minor, English Education
- minor, Environmental Studies
- minor, Geography
- minor, Sociology Teaching
- minor, Special Education, K-12 Non Endorsable

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2729-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: Next to program

- | | | |
|----|--|--------|
| 1. | Minor, Health Education | 130101 |
| 2. | Minor, English Education | 130101 |
| 3. | Minor, Environmental Studies | 030103 |
| 4. | Minor, Geography | 450701 |
| 5. | Minor, Sociology Teaching | 130101 |
| 6. | Minor, Special Education K-12 Non-Endorsable | 131001 |

Program/Center/Institute Title:

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 Montana State University Billings is notifying the Montana Board of Regents of its intent to place the following programs in Moratorium

1. Minor, Health Education
2. Minor, English Education
3. Minor, Environmental Studies
4. Minor, Geography
5. Minor, Sociology Teaching
6. Minor, Special Education K-12 Non-Endorsable

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. All students currently in the program will be able to complete. The Academic Senate has recommended this program for moratorium.

Resources n/a

Relationship to similar MUS programs n/a

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: **Minor, Health Education Teaching**

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 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?

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: **Minor English Education**

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 2019**

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?

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

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: **Minor Environmental Studies**

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 2019**

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?

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

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: **Minor Geography**

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 2019**

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?

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

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: **Minor Sociology Teaching**

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 2019**

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?

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

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: **Minor, Special Education K-12 non Endorsable**

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 2019**

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?

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

May 2019

ITEM 183-2706-LI0519

Request for authorization to terminate the minor in Geography Teaching

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Geography teaching

EXPLANATION

As a result of the Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2706-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Geography Teaching

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Geography teaching

Why During Montana State University Billings Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: Minor in Geography Teaching

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? N/a 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?

May 2019

ITEM 183-2707-LI0519

Request for authorization to terminate the minor in Economics Education

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Economics Education.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2707-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: minor in Economics Education

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Economics Education.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: Minor in Economics Education

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? N/a 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 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

May 2019

ITEM 183-2708-LI0519

Request for authorization to terminate the minor in Special Education Endorsement

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Special Education Endorsement

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2708-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Special Education Endorsement

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Special Education Endorsement.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: Minor in Special Education Endorsement

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? N/a 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 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

May 2019

ITEM 183-2709-LI0519

Request for authorization to terminate the AAS in Power Plant Technology

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the associate of applied science in Power Plant Technology

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2709-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 150503

Program/Center/Institute Title: AAS in Power Plant 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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the AAS in Power Plant Technology

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: AAS in Power Plant 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? N/a 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 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

May 2019

ITEM 183-2710-LI0519

Request for authorization to terminate the AAS in Medical Administrative Assistant

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the associate of applied science in Medical Administrative Assistant

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2710-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 510716

Program/Center/Institute Title: AAS in Medical Administrative Assistant

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the AAS in Medical Administrative Assistant

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: AAS in Medical Administrative Assistant

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? N/a 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 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

May 2019

ITEM 183-2711-LI0519

Request for authorization to terminate the CAS in Welding for Energy Technology

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the certificate of applied science in Welding for Energy Technology

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2711-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 480508

Program/Center/Institute Title: CAS in Welding for Energy 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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the CAS in Welding for Energy Technology

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: CAS in Welding for Energy 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? N/a 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 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

May 2019

ITEM 183-2712-LI0519

Request for authorization to terminate the CTS in Welding and Fabrication I

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the certificate in Welding and Fabrication I

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2712-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 480508

Program/Center/Institute Title: CTS in Welding and Fabrication I

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the CTS in Welding and Fabrication I.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: CTS in Welding and Fabrication I

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? N/a 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 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

May 2019

ITEM 183-2713-LI0519

Request for authorization to terminate the Minor in Physics Education

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Physics Education

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2713-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 130101

Program/Center/Institute Title: Minor in Physics Education

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the minor in Physics Education.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: Minor in Physics Education

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? N/a 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 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

May 2019

ITEM 183-2714-LI0519

Request for authorization to terminate the Certificate in Addiction Counselling Education

THAT

Montana State University Billings requests authorization from the Montana Board of Regents to terminate the certificate in Addiction Counselling Education.

EXPLANATION

During Montana State University Billings' Strategic Program Alignment Process, the faculty have determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

ATTACHMENTS

Academic Proposal Request Form
Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2714-LI0519 Submission Month or Meeting: May 2019

Institution: Montana State University
Billings CIP Code: 512399

Program/Center/Institute Title: Certificate in Addiction Counselling Education

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 Montana State University Billings requests authorization from the Montana Board of Regents to terminate the certificate in Addiction Counselling Education.

Why During Montana State University Billings' Strategic Program Alignment Process, the faculty determined that this program no longer meets the needs of our students. There are no students currently enrolled in this program. The Academic Senate has recommended this program for termination

Resources n/a

Relationship to similar MUS programs n/a

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: Certificate in Addiction Counselling Education

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? N/a 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 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

June, 2019

ITEM 183-1601-LI0519

Item Name

Notification of the retitling of the Bachelor of Science in Health & Human Performance

THAT

The University of Montana Western is notifying the Montana Board of Regents of its intent to retitle the existing Bachelor of Science in Health & Human Performance to Bachelor of Science in Kinesiology

EXPLANATION

Retitling this program more closely aligns with the transition the Health and Human Performance department has made to realign program outcomes and course requirements with the American Kinesiology Association Core Elements and Learning Outcomes. In addition the term Kinesiology is increasing in understanding of the broad scope of the field.

ATTACHMENTS

Attachment #1 - Academic Proposal Form
Attachment #2 – Curriculum

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-1601-C0619 Submission Month or Meeting: June, 2019

Institution: The University of Montana
Western CIP Code: 31.0505

Program/Center/Institute Title: Bachelor of Science in Kinesiology

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. 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 We are proposing to retitle our current existing Bachelor of Science in Health & Human Performance to Bachelor of Science in Kinesiology.

Why Four years ago the Health and Human Performance faculty at Montana Western undertook a realignment of program outcomes and course requirements with the American Kinesiology Association Core Elements and Learning Outcomes. These learning outcomes have been used in assessment efforts for the past four years and we are seeing strong alignment between our course requirements and the nationally reviewed outcomes.

Throughout the country awareness of the term Kinesiology is increasing with an understanding of the broad scope of the field. This increasing awareness has led to more potential students seeking out Kinesiology programs as a path to graduate studies or professional pursuits. Retitling our program to better reflect the Kinesiology focus of our degree will increase visibility and enhance marketability of our degree.

Resources No additional resources are required for retitling this existing program.

Relationship to similar MUS programs. MSU Bozeman currently offers a Bachelor of Science in Health and Human Performance with a concentration in Kinesiology but there are currently no other Bachelor degrees in Kinesiology.

Bachelor of Science in Kinesiology (previously Bachelor of Science in Health and Human Performance)

General Education Requirements 32 Credits

Math 100-Level:

STAT 121	Probability	4
	Prereq: M 095 or equivalent test score	

Kinesiology Major Core 61 Credits

AHAT 210	Prevention & Care of Athletic Injuries	4
COA 305	Coaching: Pedagogy, Admin, & Ethics	4
	<i>Prereq: Junior/Senior standing or c/i</i>	
ECP 100	First Aid & CPR	1
	<i>Prereq: Junior/Senior standing or c/i</i>	
HEE 410	Org & Admin in Sports Fitness	4
	<i>Prereq: Junior/Senior standing or c/i</i>	
HTH 110	Personal Health & Wellness	4
KIN 205	Foundations in HHP	4
KIN 221	Health Anatomy & Physiology	4
KIN 320	Exercise Physiology	4
	<i>Prereq: KIN 221 or BIOH 365</i>	
KIN 330	Motor Learning & Control	4
	<i>Prereq: KIN 205 and KIN 221 or BIOH 365</i>	
KIN 325	Biomechanics	4
	<i>Prereq: KIN 221 or BIOH 365</i>	
KIN 410	Advanced Strength & Conditioning	4
	<i>Prereq: KIN 320</i>	
NUTR 221	Basic Human Nutrition	4
NUTR 411	Nutrition for Sport & Fitness	4
	<i>Prereq: NUTR 221</i>	
STAT 217	Intermediate Statistics	4
	<i>Prereq: STAT 121</i>	

Select **8 credits** from the following rubrics and/or courses

any ACT rubric courses	1-8	
any DANC rubric courses	1-2	
HEE 303	Methods of Lifetime Fitness Activities	4
	<i>Prereq: KIN 205</i>	
HEE 304	Methods of Team Sports	4
	<i>Prereq: KIN 205</i>	

Capstone 7 credits from the following course 7 Credits

KIN 490	Undergraduate Research	1-7
	<i>Prereq: consent of instructor, and provost.</i>	
KIN 498	Internship/Cooperative Education	1-7
	<i>Prereq: consent of instructor, and provost.</i>	
KIN 499	Senior Thesis/Capstone	1-7
	<i>Prereq: consent of instructor, and provost.</i>	

Electives 20 Credits

Working with your advisor, select any college-level courses to bring degree total to 120 credits.

June, 2019

ITEM 183-1602-LI0519

Minor in Farm and Ranch Operations

THAT

The University of Montana Western requests for authorization to add a minor in Farm and Ranch Operations.

EXPLANATION

As part of the currently existing Bachelor of Science in Business Administration this minor will provide students an opportunity to study the business of agriculture and animal science. It is a response to growing job market in this field as well as an opportunity to support our region of Beaverhead County.

ATTACHMENTS

- Attachment 1 - Academic Proposal Request Form
- Attachment 2 - Curriculum Proposal Form
- Attachment 3 - Fiscal Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-1602-C0619 Submission Month or Meeting: June, 2019

Institution: The University of Montana
Western CIP Code: 01.0104

Program/Center/Institute Title: Minor in Farm and Ranch Operations

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**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- X** 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: Minor in Farm and Ranch Operations as a choice of focus for B.S. in Business Administration Students.

Why : The purpose of this minor is to support Business Administration students interested in farm and ranch operations and management. It is a response to an expanding job market for farm and ranch managers and provides further educational opportunities in Beaverhead county which has over 400 farms with one million acres of farm and ranch land in addition to being one of the largest cattle producing counties in Montana

Resources: This minor will be taught as a collaboration between the Business and Technology department faculty and the Equine Studies faculty.

Relationship to similar MUS programs: While a BS in Agricultural Business with a concentration in Farm and Ranch Management exists at MSU Bozeman, the MSU program according to their catalog description focuses strongly on the agricultural, biological, and economic focus of farm and ranch management. The University of Montana Western's Farm and Ranch Operations focus primarily on business administration and animal science aspect of farm and ranch. In addition as previously mentioned, this program focuses on a service to the surrounding community of Beaverhead County.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

- 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]*

The University of Montana Western’s Bachelor of Science in Business Administration is proposing a new 32-credit minor in Farm and Ranch Operations. This minor will be available to students pursuing the Business Administration degree and will be a collaboration between the faculty in the Business and Technology and Equine Studies Departments. There will be no changes to the major core of the Business Administration program as this will be a minor students can select to accompany their major.

- 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]*

As a part of the Business Administration major, this proposal expands the programs support of the mission statement to “achieve academic excellence by sustaining a culture of concentrated experiential education” and supports core theme one “Continuously improve undergraduate education and experiential learning.” Students taking the business core learn important business content areas such as accounting, marketing, management, human resources, and finance while incorporating a "hands-on" approach to farm and ranch operations including animal science, animal reproduction and nutrition, soils, technology and other areas related to farm and ranch operations to promote positive sustainable use of resources for generations to come.

In addition, this proposal supports the University’s regional mission as it is responding to a need requested and established by local farms and ranches, and businesses that support agriculture in Beaverhead County and rural Montana in general. Farms and ranches and businesses that support them, are looking for a Montana opportunity to support their growth and development.

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

During the 2018-19 academic year, the curriculum proposal advanced through the campus approval process including: an approval by the department; initial approval by the Provost for resource consideration and need of program; a review by the campus department chairs; approval by faculty senate; concluding with a final approval from the Provost and the Chancellor.

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

This thirty-two credits minor is structured around the University of Montana Western’s block system which typically requires each course to be four credits. Students will be able to choose their credits from a list of offered courses.

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

	Credits
Credits in required courses offered by the department offering the program	4-four credit courses

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Credits in required courses offered by other departments	4-four credit courses
Credits in institutional general education curriculum	0
Credits of free electives	0
Total credits required to complete the program	32 credits

- 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.

For this minor the student learning outcomes are as follows:

- a) Students will be able identify the issues and challenges of starting and managing farms and ranches, and businesses that support those farms and ranches.
- b) Students will gain an understanding of commodities marketing used by farms and ranch managers.
- c) Students will gain a basic understanding of crops and plant management used by farms and ranch managers.
- d) Students will gain an understanding of environmentally friendly soil and water management techniques used on farms and ranches and the effects of those on the environment.
- e) Students will be able to gain an understanding of agricultural technologies used in managing a farm and ranch.
- f) Students will Identify sustainable techniques used in managing livestock, including contemporary issues facing livestock production in today's modern business climate.
- g) Students will be exposed to the skills needed to manage a sustainable agricultural industry and lifestyle in Montana.

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]*

The University of Montana Western has a long history of educating rural Montana students through their business department. These students have asked for the addition of basic agricultural courses to supplement and support the business education Montana Western provides. This addition is intended to serve that request and help those students with the skills needed to successfully run Montana farms, ranches and related businesses.

With an expanding job market for qualified farm and ranch managers and managers of business supporting the Ag industry in general, students taking the business core learn important business content areas such as accounting, marketing, management, human resources, business strategy, and finance while incorporating a "hands-on" approach to farm and ranch operations including animal science, animal reproduction and nutrition, soils, technology and other areas related to farm and ranch operations to promote positive sustainable use of resources for generations to come.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

The University of Montana Western is situated in Beaverhead County which has over 400 farms with over 1 million acres of farm and ranch land and is one of the largest cattle producing counties in Montana. This creates a unique experiential opportunity for students through field experiences, practicums and internships.

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
MSU Bozeman	BS	Agricultural Business with a concentration in Farm and Ranch Management
MSUN - Havre	BS	Agriculture Operations Technology

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 a BS in Agricultural Business with a concentration in Farm and Ranch Management exists at MSU Bozeman, the MSU program, is based in the School of Agriculture unlike this program which is based in the Business Department.

MSU Northern offers a BS in Agriculture Operations Technology. MSU-Northern agriculture school's coursework, according to their website, integrates agricultural sciences, agribusiness, and related applied technologies.

This program is not intended to duplicate the above programs but will provide a net benefit to the State and its citizens because this Minor will predominately target students that want a business degree but with exposure to farm and ranch operations course work. It is anticipated that graduates may be interested in Ag productions careers and businesses that support the Ag producers. The University of Montana Western's Farm and Ranch Operations proposed Minor will be a set of classes that provide an overview of specific areas in farm and ranch operations such as animal science, soils and water, crops and soils, and marketing. This program focuses on a service to the surrounding community of Beaverhead County and rural Montana. Beaverhead County and the surrounding area have seen an increased demand in recent years for non-owner farm and ranch managers. This Minor option will provide knowledge and skills to those students seeking to manage or establish agriculture-related businesses.

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]*

Montana Board of Regents
CURRICULUM PROPOSAL FORM

The Minor described in this proposal is unique to the business program at the University of Montana Western and is not appropriate or practical to offer collaboratively. The program does bring together the Business, Equine and Science programs at Montana Western to collaborate on the courses offered and utilize the expertise available on campus. This is intended to be a business degree offered with an exposure to agriculture and not an agricultural or science degree.

The University of Montana Western has not sought to collaborate with the other programs at other institutions, as we were able to establish a collaboration between the Business Department and the Equine Department here on campus to teach the classes contained in the minor. Between the Equine and Business departments all of the courses except for two can be taught by existing faculty that are qualified to teach the classes. Those two courses will need to be taught by an adjunct or a faculty member from another department on campus.

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]*

This minor will be available in the Fall 2019 semester.

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

Fall Headcount Enrollment					Graduates				
AY20_	AY21	AY 22	AY23	AY24	AY23	AY24	AY25	AY26	AY27
3	6	10	12	15	5	8	10	12	14

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

This headcount calculation is based on the average new enrollment in the Business Administration program each year, the choices of minors and options within the program, and the graduation headcount each year of the program with the various minors and options.

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

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 will be determined by having an adequate number of students enrolled in the Minor. If the student headcount is adequate to cover the costs associated with offering the classes in the Minor then it will be considered a success. If enrollment is low in the Minor, the Minor would be placed on moratorium and ultimately the Minor would not be offered anymore.

- 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]*

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The assessment process to evaluate how well students are achieving the intended learning outcomes will follow the same assessment process that is currently used to evaluate our current business program. The students are currently evaluated using both direct and indirect measures at various points as the students progress through their degree.

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

Some of the direct measures currently used are oral/written assessment through standard, department-developed rubrics. In addition, a standardized, nationally-normed exam (Peregrine Academic Services) is administered to every senior student in the capstone (BMGT 499) course.

Some of the indirect measures to be used are an internship supervisor review and an exit survey. The exit survey is conducted at the conclusion of every internship and/or thesis presentation.

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

At a minimum once a year, after all of the assessment data is collected, the faculty in the Business Department meet to review the data collected from the direct and indirect measures and make changes to the curriculum to ensure that the student learning outcomes are being met.

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

While there is no specialized accreditation for the Minor area, the Business Program is externally accredited by the International Accreditation Council for Business Education (IACBE). Through the IACBE accreditation, this Minor will be reviewed and the learning outcomes will need to be assessed within the parameters set by the IACBE.

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

In order to implement the Minor, existing facilities, equipment and space that are currently used by the Business and Equine departments will be used. It is not anticipated that there will be any adverse impact on the current physical resources nor is it anticipated that new facilities, equipment and space will be needed as there are currently adequate facilities, equipment and space for the increased utilization of physical resources used by this Minor. The Business and Equine Department have the capacity to adequately and successfully implement the Minor.

- 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]*

Montana Board of Regents
CURRICULUM PROPOSAL FORM

No new facilities, equipment or space are needed to successfully implement this Minor. However, the Business and Equine departments will seek out relationships with area farms and ranches to allow the use of their resources to provide practical experiential learning activities.

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]*

The Business and Equine departments will use their existing instructional resources to successfully implement the Minor. It is anticipated that through more efficient course scheduling there will be little impact on the current program and the current quality of the other programs will not be affected.

- 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]*

It is anticipated that two courses that will be on a yearly rotation will need to be staffed by adjunct faculty. The anticipated cost for these adjuncts are \$7200.00 per year. The Business and Equine departments will use their professional networks to seek qualified adjuncts.

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]*

Resources from the library are more than adequate to meet the needs of this program. The requests for this program will be submitted as part of the Business and Technology and Equine Studies departments regular requests for library and information resources.

- 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]*

There are no implications as the addition will not place any additional strain on existing student services serving the Bachelor of Science in Business Administration.

12. Revenues and expenditures. Describe the implications of the new program on the financial situation of the institution. *[100 words]* *Liane has been contact to help with section A. Please look at section B, I,ii, iii*

- 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	792064	807524	823484

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Expenses	792064	807524	823484
Net Income/Deficit (revenues-expenses)	0	0	0

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

There will be no additional expenses to implement this program except for the two courses that will need to be staffed by adjuncts. The additional adjunct costs will be absorbed into the current academic budget. The cost savings from increased scheduling efficiencies should more than adequately pay for the additional costs.

- 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]*

There will be no reallocations of existing state appropriated funds as The University of Montana Western currently has a pool of money allocated for Adjunct and Overload pay.

- 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.

No additional base funding will be needed as The University of Montana Western currently has a pool of money allocated Adjunct and Overload pay.

- 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]*

The funding will not come from a one-time source.

- 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]*

No federal grants, other grant(s), special fee arrangements, or contract(s) will be valid to fund the program

- 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.

Currently no fees will be assigned to this new program. In the 22-23 Biennium, course fees on the animal science and agriculture courses may be considered to support experiential learning in the classroom.

- 14.** Complete the fiscal analysis form. Liane has been contacted to assist with this section.

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CURRICULUM PROPOSAL FORM

Signature/Date

College or School Dean:

W. Coakley Esq., Division Chair

Chief Academic Officer:

Deb Hedden

Chief Executive Officer:

BW McKinley

Flagship Provost*:

Flagship President*:

*Not applicable to the Community Colleges.

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Appendix A – Proposed New Curriculum

Minor: Farm and Ranch Operations (32 Credits)

Select 32 credits from the following classes:

- AGBE 305 - Ag Commodity Marketing 4 Credit(s)
- AGSC 102 - Agriculture Plant Science 4 Credit(s)
- AGSC 310 – Soil & Water Management 4 credit(s)
- AGTE 410 - Agriculture Technology Management 4 Credit(s)
- ANSC 100 - Introduction to Animal Science 4 Credit(s)
- ANSC 202 - Livestock Feeding & Nutrition 4 Credit(s)
- ANSC 240 - Animal Reproduction 4 Credit(s)
- BMGT 448 - Entrepreneurship 4 Credit(s)
- ECNS 332 - Economics of Natural Resources 4 credit(s)

Academic Degree Program Proposal - Fiscal Analysis Form


CAMPUS: The University of Montana Western
AWARD LEVEL: Minor
PROGRAM NAME: Farm and Ranch Operation. This will be a minor in the Bachelor of Science in Business Administration
PROGRAM CODE:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
ENROLLMENT PROJECTIONS					
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	3	6	10	12	15
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	16	16	16	16	16
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	2	4	6.666666667	8	10
Completions					
Annual number of program completers	0	0	1	5	8

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
REVENUE					
Tuition Revenue (net of waivers)	\$9,046	\$18,092	\$31,027	\$37,272	\$47,980
Institutional Support	\$783,018	\$789,432	\$792,457	\$802,297	\$807,995
Other Outside Funds (grants, gifts, etc.)					
Program Tuition/Fees					
Total Revenue	\$792,064	\$807,524	\$823,484	\$839,569	\$855,975
Total Revenue per Student FTE	\$396,032	\$201,881	\$123,523	\$104,946	\$85,598

		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
EXPENDITURES						
Tenure Track Faculty	FTE	8.0	8.0	8.0	8.0	8.0
	Salary + Benefits	\$773,005	\$788,465	\$804,234	\$820,319	\$836,725
Non-tenure Track Faculty <small>*Includes Adjunct Instructors</small>	FTE					
	Salary + Benefits					
Graduate Teaching Assistants	FTE					
	Salary + Benefits					
Staff	FTE					
	Salary + Benefits					
Total Faculty & Staff	FTE	8.0	8.0	8.0	8.0	8.0
	Salary + Benefits	\$773,005	\$788,465	\$804,234	\$820,319	\$836,725
Operations (supplies, travel, rent, etc)		\$19,059	\$19,059	\$19,250	\$19,250	\$19,250
Start-up Expenses (OTO)						
Total Expenses		\$792,064	\$807,524	\$823,484	\$839,569	\$855,975
Student FTE to Faculty (TT + NTT) Ratio		0.3	0.5	0.8	1.0	1.3
Net Income/Deficit (Revenue - Expenses)		\$0	\$0	\$0	\$0	\$0

The signature of the campus Chief Financial Officer signifies that he/she has reviewed and assessed the fiscal soundness of the proposal and provided his/her recommendations to the Chief Academic Officer as necessary.


 Campus Chief Financial Officer Signature

Chief Financial Officer Comments

Revenue and expenses reflect cost of providing all classes in the Bachelor of Science in Business Administration program. The Farm and Ranch Operations minor adds no additional cost.

June, 2019

ITEM 183-1603-LI0519

Minor in Outdoor Guide and Wildlife Outfitter Enterprise Management

THAT

The University of Montana Western requests for authorization to add a minor in Outdoor Guide and Wildlife Outfitter Enterprise Management

EXPLANATION

As part of the currently existing Bachelor of Science in Business Administration this minor will provide students an opportunity to learn about and develop workforce and management skills in relation to outdoor guide and wildlife enterprise. As a unique collaboration between the Business and Technology, Biology, Equine Studies, and Environmental Sciences departments, the University of Montana Western is perfectly situated both geographically and institutionally to launch this minor.

ATTACHMENTS

- Attachment 1 - Academic Proposal Request Form
- Attachment 2 - Curriculum Proposal Form
- Attachment 3 - Fiscal Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-1603-C0619 Submission Month or Meeting: June, 2019

Institution: The University of Montana
Western CIP Code: 52.0701

Program/Center/Institute Title: Minor in Outdoor Guide and Wildlife Outfitter Enterprise Management

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**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- X** 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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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: Minor in Outdoor Guide and Wildlife Outfitter Enterprise Management for B.S. in Business Administration Students.

Why : The purpose of this minor is to support the growing sector of the outfitting industry in Montana's economy (source: https://scholarworks.umt.edu/cgi/viewcontent.cgi?article=1376&context=itrr_pubs) . A minor focusing on the outfitter industry tied with the university's Bachelor of Science in Business Administration will provide students both the business knowledge and wildlife experience to support this growing industry.

Resources: This minor is a collaboration between the Business and Technology, Biology, Equine Studies, and Environmental Science Departments at the University of Montana Western. Outside of the addition of a two credit course, all courses required in this minor are currently offered as part of each of these departments teaching load. Because of this collaboration and the university geographic location, the university is perfectly situated to provide this minor.

Relationship to similar MUS programs: There are programs that focus on Tourism and Recreation Management at the University of Montana, but the specific focus of Outdoor Guide and Wildlife Outfitter Enterprise would be unique to the University of Montana Western.

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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]*

The University of Montana Western’s Bachelor of Science in Business Administration is proposing a new thirty-four credit minor in Outdoor Guide and Wildlife Outfitter Enterprise Management. This minor will be available to students pursuing the Business Administration degree and will be a collaboration between the faculty in the Business and Technology and Equine Studies, Biology, and Environmental Sciences departments. There will be no changes to the major core of the Business Administration program as this will be a minor students can select to accompany their major.

- 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]*

As a part of the Business Administration major, this proposal expands the programs support of the mission statement to “achieve academic excellence by sustaining a culture of concentrated experiential education” and supports core theme one “Continuously improve undergraduate education and experiential learning.” It is the intent of this minor to apply Montana Western’s experiential learning niche to support this important and growing workforce sector of Montana’s economy. This niche provides a unique opportunity to give students on the ground experience in both business and outfitter practices.

In addition, this proposal supports core theme three “Foster responsible campus efficiency and stewards of resources.” This minor is a collaboration of the Business and Technology, Equine Studies, Biology, and Environmental Studies department and utilizes existing courses across each program to create the minor. The only new course will be a two credit course, all others currently exist in the curriculum. Utilizing existing courses make strategic use of instructional resources and helps increase enrollment in courses. The University of Montana western is also located in a primary position to take advantage or local geographic resources to support the minor

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

During the 2018-19 academic year, the curriculum proposal advanced through the campus approval process including: an approval by the department; initial approval by the Provost for resource consideration and need of program; a review by the campus department chairs; approval by faculty senate; concluding with a final approval from the Provost and the Chancellor.

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

This thirty-four credits minor is structured around the University of Montana Western’s block system which typically requires each course to be four credits. Students will be able to choose their credits from a list of offered courses.

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

	Credits
--	---------

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Credits in required courses offered by the department offering the program	Four-4 credit courses and one-2 credit
Credits in required courses offered by other departments	15-four credit courses
Credits in institutional general education curriculum	0
Credits of free electives	0
Total credits required to complete the program	34 credits

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.

- Students will have a better understanding of the Outdoor Guide and Wildlife Industry.
- Students will identify current issues that affect the Outdoor Guide and Wildlife Industry.
- Students will develop an understanding of what type of education and skill sets are needed to have a successful career in this industry.
- Students will understand the challenges and opportunities in managing the guide and outfitting businesses include finances, marketing, operations, customer service and other business functions.

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]*

This minor would support a growing and important workforce of Montana’s economy by providing both business management and outfitter and wildlife education and skills through an experiential and interactive environment. Montana’s Western experiential learning specifically provides the hands on experience and skills to support this sector.

In a report released in November, 2018 from the Institute for Tourism and Recreation Research at the University of Montana entitled: Montana 's Outfitting Industry - 2017 Economic Contribution and Industry-Client Analysis, it discusses the impact of the guides and outfitters on Montana’s economy. The abstract states:

“In recent years, nonresident visitor spending on outfitters and guides has surpassed that of spending on retail goods, making it the fourth highest spending category behind only fuel, lodging, and dining out. This rise comes despite only five to six percent of the visiting population taking part in these activities. This observation reiterates findings from the 2007 Montana Outfitter and Guide study characterizing the outfitting industry as high value, low impact.

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The 1,450 identifiable entities providing guided and outfitted services generate an average of \$158,900 in revenue while serving 728,900 clients, 63 percent of whom are from out of state. These activities take place across a wide spectrum of landscapes and waterways. Sixty-one percent of land based activities utilized public lands. USFS and BLM lands led the way with 32 and 20 percent respectively of outfitted trips. When it comes to Montana’s waterways, 79 percent of responding outfitters indicated their activities relied in some fashion on waterways.”

Source: https://scholarworks.umt.edu/cgi/viewcontent.cgi?article=1376&context=itrr_pubs

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

There is currently no similar existing programs in the MUS

Institution Name	Degree	Program Title

- 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]* *n/a*

While other universities in Montana have majors and minors based in outdoor recreation, hospitality, and tourism, but none that we have been able to find specifically focuses on managing guide and outfitter businesses. *n/a*

- 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]*

There are no similar currently existing programs in the MUS.

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]*

This minor will be available in the Fall 2019 semester.

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

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Fall Headcount Enrollment					Graduates				
AY20_	AY21	AY 22	AY23	AY24	AY23	AY24	AY25	AY26	AY27
6	8	12	15	15	10	10	14	16	18

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

This headcount calculation is based on the average new enrollment in the Business Administration program each year, there choices of minors and options within the program, and the graduation headcount each year of the program with the various minors and options.

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

Because of the variety of course options and the fact the BS in Business Administration already exists, this minor could have a larger capacity, but for now it is projected at 20 students.

- 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 will be determined by having an adequate number of students enrolled in the Minor. If the student headcount is adequate to cover the costs associated with offering the classes in the Minor then it will be considered a success. If enrollment is low in the Minor, the Minor would be placed on moratorium and ultimately the Minor would not be offered anymore.

- 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]*

The assessment process to evaluate how well students are achieving the intended learning outcomes will follow the same assessment process that is currently used to evaluate our current business program. The students are currently evaluated using both direct and indirect measures at various points as the student's progress through their degree.

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

Some of the direct measures currently used are oral/written assessment through standard, department-developed rubrics. In addition, a standardized, nationally-normed exam (Peregrine Academic Services) is administered to every senior student in the capstone (BMGT 499) course.

Some of the indirect measures to be used are an internship supervisor review and an exit survey. The exit survey is conducted at the conclusion of every internship and/or thesis presentation.

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

At a minimum of once a year, after all of the assessment data is collected, the faculty in the Business department meet to review the data collected from the direct and indirect measures and make changes to the curriculum to ensure that the student learning outcomes are being met.

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

While there is no specialized accreditation for the Minor area, the Business Program is externally accredited by the International Accreditation Council for Business Education (IACBE). Through the IACBE accreditation, this Minor will be reviewed and the learning outcomes will need to be assessed within the parameters set by the IACBE.

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

In order to implement the Minor, existing facilities, equipment and space that are currently used by the Business, Equine, Biology, and Environmental Sciences departments will be used. It is not anticipated that there will be any adverse impact on the current physical resources nor is it anticipated that new facilities, equipment and space will be needed as there are currently adequate facilities, equipment and space for the increased utilization of physical resources used by this Minor. The Business, Equine, Biology, and Environmental Sciences departments have the capacity to adequately and successfully implement the Minor.

- 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]*

No new facilities, equipment or space are needed to successfully implement this Minor.

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]*

The Business, Equine, Biology, and Environmental Sciences departments will use their existing instructional resources to successfully implement the Minor. It is anticipated that through more efficient course scheduling there will be little impact on the current program and the current quality of the other programs will not be affected.

- 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]*

It is anticipated that one new course that will be on a yearly rotation will need to be staffed by either current professor or adjunct faculty. The anticipated cost for this class will be \$1800.00 per year.

11. Other resources.

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

Resources from the library are more than adequate to meet the needs of this program. The requests for this program will be submitted as part of the varying departments regular requests for library and information resources.

- 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]*

There are no implications as the addition will not place any additional strain on existing student services serving the Bachelor of Science in Business Administration.

12. Revenues and expenditures. Describe the implications of the new program on the financial situation of the institution. *[100 words]* *Liane has been contact to help with section A. Please look at section B, I,ii, iii*

- 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	792064	807524	823484
Expenses	792064	807524	823484
Net Income/Deficit (revenues-expenses)	0	0	0

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

There will be no additional expenses to implement this program except for the one new course staffed either with existing faculty or an adjunct. The additional cost will be absorbed into the current academic budget. The cost savings from increased scheduling efficiencies should more than adequately pay for the additional costs.

- 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]*

There will be no reallocations of existing state appropriated funds as The University of Montana Western currently has a pool of money allocated for Adjunct and Overload pay.

- 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.

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No additional base funding will be needed as The University of Montana Western currently has a pool of money allocated Adjunct and Overload pay.

- 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]

The funding will not come from a one-time source.

- 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]

No federal grants, other grant(s), special fee arrangements, or contract(s) will be valid to fund the program

- 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.

Any fees for courses have been processed as part of existing courses in the 20-21 biennium.

- 14.** Complete the fiscal analysis form. Liane has been contacted to assist with this section.

Signature/Date

College or School Dean: *W. Coe Jones Esq., Division Chair*

Chief Academic Officer: *Deb Hedden*

Chief Executive Officer: *BW in Turkey*

Flagship Provost*:

Flagship President*:

*Not applicable to the Community Colleges.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Appendix A – Proposed New Curriculum

Minor: Outdoor Guide and Wildlife Outfitters Ventures (34 credits)

Required Courses

- BMGT 448 - Entrepreneurship
- BMGT 343 - Managing a Guide and Outfitting Business (2 credits) (New class)

Select 28 credits from the following classes:

- BIOE 205 - Conservation Biology 4 credits
- BIOO 210: Natural History of Aquatic Vertebrates 4 credits
- BIOO 435: Plant Systematics 4 credits
- COMS 212: Introduction to Web Design 4 credits
- EQUUS 120: Farrier Science: Theory of Trimming 1 credit
- EQUUS 113: Animal Behavior, Safety and Handling 4 credits
- EQUUS 201: Basic Care and Nutrition 4 credits
- ECNS 334: Economics of Tourism and Recreation 3 credits
- ECNS 332: Economics of Natural Resources 4 credits
- ENSC 269: Map, Compass and GPS 2 credits
- ENSC 284: Geographic Information Systems 2 credits
- ENST 291: Sustaining Water Resources 4 credits
- ENST 275: Environmental Interpretation I 4 credits
- GEO 110: Weather and Climate 4 credits
- NRSM 2291: Natural Resource Conflict Resolution 4 credits
- NRSM 441: Sustainable Resource Management 4 credits
- WILD 471: Wildlife Ecology and Management 4 credits
- WILD 473: Fisheries Ecology and Management 4 credits

Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS: The University of Montana Western
AWARD LEVEL: Minor
PROGRAM NAME: Outdoor Guide and Outfitters. This will be a minor in the Bachelor of Science in Business Administration
PROGRAM CODE:

ENROLLMENT PROJECTIONS	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	6	8	12	15	15
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	16	16	16	16	16
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	4	5.333333333	8	10	10
Completions					
Annual number of program completers	0	0	5	10	10

REVENUE					
Tuition Revenue (net of waivers)	\$18,092	\$24,123	\$37,272	\$46,590	\$47,980
Institutional Support	\$773,972	\$783,401	\$786,212	\$792,979	\$807,995
Other Outside Funds (grants, gifts, etc.)					
Program Tuition/Fees					
Total Revenue	\$792,064	\$807,524	\$823,484	\$839,569	\$855,975
Total Revenue per Student FTE	\$198,016	\$151,411	\$102,936	\$83,957	\$85,598

EXPENDITURES					
Tenure Track Faculty	FTE	8.0	8.0	8.0	8.0
	Salary + Benefits	\$773,005	\$788,465	\$804,234	\$820,319
Non-tenure Track Faculty <small>*Includes Adjunct Instructors</small>	FTE				
	Salary + Benefits				
Graduate Teaching Assistants	FTE				
	Salary + Benefits				
Staff	FTE				
	Salary + Benefits				
Total Faculty & Staff	FTE	8.0	8.0	8.0	8.0
	Salary + Benefits	\$773,005	\$788,465	\$804,234	\$820,319
Operations (supplies, travel, rent, etc)		\$19,059	\$19,059	\$19,250	\$19,250
Start-up Expenses (OTO)					
Total Expenses		\$792,064	\$807,524	\$823,484	\$839,569
Student FTE to Faculty (TT + NTT) Ratio		0.5	0.7	1.0	1.3
Net Income/Deficit (Revenue - Expenses)		\$0	\$0	\$0	\$0

The signature of the campus Chief Financial Officer signifies that he/she has reviewed and assessed the fiscal soundness of the proposal and provided his/her recommendations to the Chief Academic Officer as necessary.



 Campus Chief Financial Officer Signature

Chief Financial Officer Comments

Revenue and expenses reflect cost of providing all classes in the Bachelor of Science in Business Administration program. The Outdoor Guide and Outfitters minor adds no additional cost.

LEVEL I MEMORANDUM

DATE: July 8th, 2019

TO: Chief Academic Officers, Montana University System

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

RE: June 2019 Level I Academic Items

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in June 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 July 16th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, July 19th. You will be notified of approved proposals by July 23rd. The Board of Regents will be notified of the approved proposals at the September meeting of the Board.

1. Campus Approvals

Great Falls College Montana State University:

- Notification of offering the Cybersecurity C.T.S. via online delivery
[Item # 183-2901-L10619](#) | [Request Form](#)

The University of Montana-Western:

- Notification of the establishment of an online Certificate in Physical Education & Health K-12
[Item # 184-1601-L10719](#) | [Request Form](#) | [Attachment 1](#)
- Notification of the establishment of an online Certificate in Secondary Education
[Item # 184-1602-L10719](#) | [Request Form](#) | [Attachment 1](#)
- Notification of the establishment of an online Certificate in Special Education
[Item # 184-1603-L10719](#) | [Request Form](#) | [Attachment 1](#)
- Notification of the establishment of C.T.S. in Youth Challenge Leadership
[Item # 184-1604-L10719](#) | [Request Form](#) | [Attachment 1](#)

June 2019

ITEM 183-2901-L10619

Notification of the offering of the Cybersecurity C.T.S. via online delivery

THAT

Great Falls College Montana State University is notifying the Board of Regents of its intent to offer the Cybersecurity certificate of technical studies via online delivery.

EXPLANATION

The Cybersecurity certificate of technical studies was approved in the fall of 2018 and will be offered beginning fall 2019. Offering the Cybersecurity certificate of technical studies through an online delivery mode will allow more students to participate in the program, especially those in rural communities, those who are place-bound by their circumstances, or those who have other commitments such as work schedules or family responsibilities, that require them to take online classes.

ATTACHMENTS

Academic Proposal Request Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 183-2901-L10619 Submission Month or Meeting: June 2019

Institution: Great Falls College
Montana State University CIP Code: 11.0501

Program/Center/Institute Title: C.T.S. in Cybersecurity

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 Great Falls College Montana State University is notifying the Board of Regents of the intent to offer its Cybersecurity C.T.S. via online delivery.

Why Offering the Cybersecurity Certificate of Technical Studies online will allow more students to participate in the program, especially those in rural communities, those who are place-bound by their circumstances, or those who have other commitments such as work schedules or family responsibilities, that require them to take online courses.

Resources The current plan calls for utilizing adjunct faculty and, if need be, some overload on the part of regular faculty.

Relationship to similar MUS programs

Great Falls College MSU received approval October 22, 2018, to offer a C.T.S. in Cybersecurity beginning Fall 2019, and is notifying the Board of Regents of its intent to offer this certificate online. In addition, Great Falls College MSU received approval October 22, 2018, to offer an A.A.S. in Cybersecurity. Similar programs are offered by Missoula College U of M, which offers an online C.T.S. in Cybersecurity and an A.A.S. in IT Network Administration & Security; and Gallatin College MSU, which will offer a C.T.S. in Cybersecurity by Fall 2019. Gallatin College does not intend to offer its C.T.S. online.

0719

ITEM 184-1601-L10719

Item Name

Notification of the establishment of an online Certificate in Physical Education & Health K-12

THAT

The University of Montana Western is notifying the Montana Board of Regents of its intent to establish a 25 credit certificate in Physical Education & Health K-12

EXPLANATION

Currently the University offers the undergraduate courses preparing post-baccalaureate students for licensure and endorsement in physical education and health but there is no formalized campus award for completers of the course and program requirements. This certificate provides opportunity to formally recognize the students, provide a deeper connection with the distance education students, and provide important data needed for state and federal reporting.

ATTACHMENTS

Academic Proposal Form
Academic Program

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1601-L10719_A1 Submission Month or Meeting: July, 2019

Institution: The University of Montana
Western CIP Code: 13.1314

Program/Center/Institute Title: Certificate in Physical Education & Health K-12

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
- 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 We are proposing to formalize our current offering of undergraduate courses for post-baccalaureate students pursuing licensure or endorsement into a certificate awarded by the University. The courses are already offered online, and as such the certificate will be a distance education certificate.

Why The University of Montana Western has a growing number of post-bacc students who are pursuing licensure. The University has offered the courses required for licensure for years, but outside of assisting the students in submitting requirements to OPI, has had no formal way to track the students who complete licensure programs. This effects our enrollment, retention, outcome measures, and completions for both state and federal reporting. An awarded certificate from the University will provide a more viable way of tracking these students.

In addition and more importantly, an awarded certificate will provide another connection between distance students and the University as they will be established in a recognized program and receive documentation from the campus upon completion of their course of study.

Resources No additional resources are required for the establishment of this certificate.

Relationship to similar MUS programs. While a bachelor degree exists at MSU Northern and a minor at MSU Billings there is currently no certificate or program in the MUS that focuses specifically on awards for post-baccalaureate students returning to an undergraduate program for licensure or endorsement in Physical Education & Health K-12.

184-1601-L10719 UMW HHP Certificate

Attachment 1

Certificate in Physical Education & Health K-12 25 credits

HEE 301 Methods of Secondary Health Enhancement (4 credits)

HEE 302 Methods of Instructional Strategies in Elementary Physical Education (4 credits)

HEE 315 Methods & Progressions of Physical Activity & Sport (4 credits)

HEE 340 Methods of Health Education (4 credits)

HTH 110 Personal Health & Wellness (4 credits)

KIN 221 Health Anatomy & Physiology (4 credits)

ECP 100 First Aid and Safety (1 credit)

July, 2019

ITEM 184-1602-L10719

Item Name

Notification of the establishment of an online Certificate in Secondary Education

THAT

The University of Montana Western is notifying the Montana Board of Regents of its intent to establish a 29-credit Certificate in Secondary Education.

EXPLANATION

Currently the University offers the undergraduate courses preparing post-baccalaureate students for licensure and endorsement in Secondary Education, but there is no formalized campus award for completers of the courses/licensure requirements. This certificate provides opportunity to formally recognize the students, provide a deeper connection with the distance education students, and provide important data needed for state and federal reporting.

ATTACHMENTS

Academic Proposal Form
Certificate Description

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1602-L10719 Submission Month or Meeting: July, 2019

Institution: The University of Montana
Western CIP Code: 13.1205

Program/Center/Institute Title: Certificate for Endorsement in Secondary Education

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
- 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 We are proposing to formalize our current offering of undergraduate courses for post-baccalaureate student pursuing licensure or endorsement into a certificate awarded by the University. The courses are already offered online, and as such the certificate will be a distance education certificate.

Why The University of Montana Western has a growing number of post-bacc students who are pursuing licensure. The University has offered the courses required for licensure for years, but outside of assisting the students in submitting requirements to OPI, has had no formal way to track the students who complete licensure requirements. This effects our enrollment, retention, outcome measures, and completions for both state and federal reporting. An awarded certificate from the University will provide a more viable way of tracking and supporting these students.

In addition and more importantly, an awarded certificate will provide another connection between distance students and the University as they will be established in a recognized program and receive documentation from the campus upon completion of their course of study.

Resources No new resources are required to begin offering this certificate.

Relationship to similar MUS programs. There are currently no certificates specialized for post-baccalaureate students returning to an undergraduate program for licensure or endorsement in Secondary Education.

184-1602-C0719_A2 UMW Cert Sec Ed

Attachment 1

Certificate in Secondary Education

EDU 482 Theory and Practice in Education (4 credits)
EDU 483 Teaching Cycle I: Assessment and Planning (4 credits)
EDU 485 Teaching Cycle II: Instruction and Reflection (4 credits)
EDU 486 School and Classroom Cultures (4 credits)
EDU 487 Literacy in the Content Area (4 credits)
EDU 497R Methods: Secondary Humanities* (4 credits)
EDU 497X Methods: Secondary Math & Science* (4 credits)
EDU 498 Internship or Student Teaching 5 credits

*Students only take one content-specific methods course.

July, 2019

ITEM 184-1603-L10719

Item Name

Notification of the establishment of an online Certificate in K-12 Special Education

THAT

The University of Montana Western is notifying the Montana Board of Regents of its intent to establish a 29-credit certificate in K-12 Special Education.

EXPLANATION

Currently the University offers the undergraduate courses preparing post-baccalaureate students for endorsement in Special Education, but there is no formalized campus award for completers of the courses/endorsement requirements. This certificate provides opportunity to formally recognize the students, provide a deeper connection with the distance education students, and provide important data needed for state and federal reporting.

ATTACHMENTS

Academic Proposal Form
Certificate Description

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1603-L10719 Submission Month or Meeting: July, 2019

Institution: The University of Montana
Western CIP Code: 13.1001

Program/Center/Institute Title: Certificate for Endorsement in K-12 Special Education

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

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 We are proposing to formalize our current offering of undergraduate courses for post-baccalaureate student pursuing an endorsement in Special Education into a certificate awarded by the University. The courses are already offered online, and as such, the certificate will be a distance education certificate.

Why The University has offered the courses required for an endorsement in Special Education for years, but outside of assisting the students in submitting requirements to OPI, has had no formal way to track the students who complete licensure programs. This effects our enrollment, retention, outcome measures, and completions for both state and federal reporting. An awarded certificate from the University will provide a more viable way of tracking and supporting these students.

In addition and more importantly, an awarded certificate will provide another connection between distance students and the University as they will be established in a recognized program and receive documentation from the campus upon completion of their course of study.

Resources No new resources are required to begin offering this certificate.

Relationship to similar MUS programs. While concentrations, bachelor, and master degrees exist at MSU Billings, MSU Bozeman, and UM Missoula, there is currently no certificate specialized in post-baccalaureate students returning to an undergraduate program for just endorsement in Special Education.

184-1603-L10719 UMW Cert Spec Ed

Attachment #1

Certificate in K-12 Special Education

EDSP 281 Collaboration & Planning to Execute IEPs (4 credits)

EDSP 302 Teaching Students with Emotional Disturbance (4 credits)

EDSP 303 Teaching Students with Intellectual Disabilities (4 credits)

EDSP 434 Behavioral Principles of Learning and Teaching (4 credits)

EDSP 464 Methods of Instruction for Students with High Incidence Disabilities (4 credits)

EDSP 470 Response to Intervention Best Practices (4 credits)

EDU 498 Internship or EDU 495A Student Teaching K-12 (5 credits)

July, 2019

ITEM 184-1604-L10719

Item Name

Notification of the establishment of a Certificate of Technical Studies in Youth Challenge Leadership

THAT

The University of Montana Western is notifying the Montana Board of Regents of its intent to establish a 15 credit Certificate of Technical Studies in Youth Challenge Leadership

EXPLANATION

This program was developed at the request of the Montana Youth Challenge Academy. The certificate provides cadets with an opportunity to earn 15 college credits—eight of the credits are specific to the Montana Youth Challenge program, seven of the credits are specific to existing Montana Western courses. Completion of 15 college credits allows cadets to enlist in any branch of the military at a higher entry rank. Packaging the coursework into a certificate program creates an industry-recognized credential and contributes to recognized program completions.

ATTACHMENTS

Academic Proposal Form
Certificate Description

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1604-L10719 Submission Month or Meeting: July, 2019

Institution: The University of Montana
Western CIP Code: 29.0399

Program/Center/Institute Title: Certificate in Technical Studies in Youth Challenge Leadership

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 We are proposing to offer a Certificate in Technical Studies in Youth Challenge Leadership in collaboration with the Montana Youth Challenge Academy.

Why The program was developed at the request of the Montana Youth Challenge Academy as an elective opportunity that provides cadets with an opportunity to earn 15 college credits-eight of the credits are specific to the Montana Youth Challenge program, seven of the credits are existing Montana Western courses. The completion of the 15-credit certificate allows cadets to enlist in any branch of the military at a higher entry rank. Packaging the coursework into a certificate program creates an industry-recognized credential and contributes to recognized program completions for the campus.

Resources No new resources are required to offer this certificate

Relationship to similar MUS programs. There is currently no equivalent certificate in the Montana University System.

184-1604-L10719 Cert Youth Chal

Attachment #1

Certificate in Technical Studies Youth Challenge Leadership

X191a* Leadership and Personal Development (4 credits)

X191b* Physical Fitness (2 credits)

X191c* Community Service (2 credits)

ECP 100 First Aid (1 credit)

Select 6 credits from:

Any 100 or 200 Level course with a MUS general education designation

Any 100 or 200 Level course from the Health and Human Performance rubrics

*Rubrics and course numbers will be requested through common course numbering.

LEVEL I MEMORANDUM

DATE: July 25, 2019

TO: Chief Academic Officers, Montana University System

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

RE: July 2019 Level I Academic Items

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in July 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 Tuesday, August 20th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, August 23rd. You will be notified of approved proposals by August 27th. The Board of Regents will be notified of the approved proposals at the September meeting of the Board.

1. Campus Approvals

Montana State University Bozeman:

- Notification of establishment of Graduate Certificate in Climate Science for Educators
[Item # 184-2010-L10719](#) | [Request Form](#)

University of Montana Western

- Notification of placing the Professional Communications minor in moratorium
[Item #184-1604-L10820](#) | [Request Form](#) | [Moratorium Form](#)
- Notification of placing the Web & Digital option within the BS in Business Administration in moratorium
[Item #184-1604-L10820](#) | [Request Form](#) | [Moratorium Form](#)

2. OCHE Approvals

Montana Technological University:

- Request for authorization to change the title of the B.S. in Geophysical Engineering to B.S. in Geophysics
[Item #184-1501-L10719](#) | [Request Form](#)

University of Montana Western

- Request for authorization to terminate the minor in Legal Studies
[Item #184-1601-L10820](#) | [Request Form](#) | [Termination Form](#)
- Request for authorization to terminate the minor in Government
[Item #184-1602-L10820](#) | [Request Form](#) | [Termination Form](#)
- Request for authorization to terminate the minor in Creative Writing
[Item #184-1603-L10820](#) | [Request Form](#) | [Termination Form](#)

July, 2019

ITEM

Notification of CSTC-CERT: Graduate Certificate in Climate Science for Educators

THAT

Montana State University is notifying the Montana Board of Regents of its intent to establish a 12 credit Graduate Certificate in Climate Science for Educators.

EXPLANATION

This certificate will add to MSU's approved graduate certificates designed for science educators. These certificates include Life Science Teaching, Chemistry Teaching, Earth Science Teaching, Physics Teaching, and Elementary School Science Teaching. The certificate will be comprised of a selection of existing MSU courses currently offered through MSU's National Teachers Enhancement Network (NTEN) and the MSU Master of Science in Science Education (MSSE). The certificate may be used towards the MSSE degree program for individuals choosing to pursue a graduate degree. The target audience for the certificate are in-service K-14 classroom teachers interested in improving their science content knowledge as well as content application to classroom practice. The MSU Department of Earth Sciences and the MSU Institute on Ecosystems are both supportive of creating this new certificate.

ATTACHMENTS

Academic proposal form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-2010-LI0719

Submission Month or Meeting: July, 2019

Institution: MSU-Bozeman

CIP Code: 400601

Program/Center/Institute Title: CSTO-CERT Grad Cert in Climate Science

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/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

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. **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

12 credit Graduate Certificate in Climate Science for Educators

Why

National surveys and reports show that improving teacher content knowledge remains the number one priority for improving science education in the U.S. Montana State University has a long and rich history and reputation for providing high quality and rigorous professional development and graduate programs for science teachers. Educators commonly take advanced courses for academic credit to be used toward salary increases, lane changes, subject endorsements, licensure renewals, changes in teaching assignments and/or simply to advance or update content knowledge.

This certificate is in line with the MSU Strategic Plan "Choosing Promise." In specific, it supports Intentional Focus One: Transformational Learning Goal 1.2, Expanding high quality graduate education by increasing the number of certificates that can lead to a graduate degree. In addition it supports Intentional Focus Three: Expanding Engagement Goal 3.3 by increasing collaboration between curricular units (L&S and Education) to support student success.

Resources

The courses for this program already exist and are already being offered on an ongoing basis through NTEN and MSSE. No additional faculty resources will be required to implement this program. Ongoing costs will be covered through the NTEN base budget. This program will utilize the existing MSU infrastructure to support admissions, advising, registration, and the offering of this fully online program.

Relationship to similar MUS programs

After review of MUS programs, it has been determined that there are no similar programs for science teachers within the Montana University System other than the existing science teaching certificates in the NTEN/MSSE program.

August 20, 2019

ITEM 184-1604-L10820

Notification of placing the Professional Communications minor in moratorium

THAT

The University of Montana Western is notifying the Board of Regents of its intent to place the Professional Communications minor in moratorium.

EXPLANATION

The English department intends to place the Professional Communication minor in moratorium in order to develop a new minor Professional Writing, which will combine the Professional Communication and the Creative Writing minor together. This is part of the department overall goal to prioritize the curriculum and course offerings.

ATTACHMENTS

Attachment 1 - Academic Proposal Request Form
Attachment 2 - Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1604-L10820 Submission Month or Meeting: August 20, 2019

Institution: The University of Montana
Western CIP Code: 23.1303

Program/Center/Institute Title: Minor in Professional Communication

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 University of Montana Western is notifying the Board of Regents of its intent to place the Professional Communications minor in moratorium

Why The English department intends to place the Professional Communication minor in moratorium in order to develop a new minor Professional Writing, which will combine the Professional Communication and the Creative Writing minor together. This is part of the department overall goal to prioritize the curriculum and course offerings.

Resources There is no resource implication

Relationship to similar MUS programs n/a

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: Minor in Professional Communication

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 2021

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 n/a

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

August 20, 2019

ITEM 184-1605-LI0820

Notification of intent to place the Web & Digital option on moratorium

THAT

The University of Montana Western is notifying the Board of Regents of its' intent to place the Web & Digital option on moratorium.

EXPLANATION

The Business and Technology Department is placing the Web and Digital Media option on moratorium due to low enrolled courses within the option. The department has done an extensive efficiency review of its curriculum and find that by eliminating this option area, it will allow the faculty member to teach other core courses needing staffing in the program.

ATTACHMENTS

Attachment 1 - Academic Proposal Request Form
Attachment 2 - Program Moratorium Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1605-L10820 Submission Month or Meeting: August 20, 2019

Institution: The University of Montana
Western CIP Code: 52.0101

Program/Center/Institute Title: Option in Web and Digital Media

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 University of Montana Western is notifying the Board of Regents of its intent to place the Web and Digital Media Option on moratorium.

Why The Business and Technology Department is placing the Web and Digital Media option on moratorium due to low enrolled courses within the option. The department has done an extensive efficiency review of its curriculum and find that by eliminating this option area, it will allow the faculty member to teach other core courses needing staffing in the program.

Resources There is no resource implication

Relationship to similar MUS programs n/a

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: Web and Digital Media Option

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 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 n/a

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

July 2019

ITEM 184-1501-LI0719

Request authorization to change the name of the B.S in Geophysical Engineering to B.S. in Geophysics

THAT

Montana Technological University requests authorization to change the name of the B.S. in Geophysical Engineering to B.S. in Geophysics.

EXPLANATION

This request is one of the recommendations that resulted from Montana Technological University's year-long Program Prioritization process. The name change will benefit our students by providing a degree name that is widely recognized.

ATTACHMENTS

Proposal Request Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1501-LI0719 Submission Month or Meeting: July 2019

Institution: Montana Technological University CIP Code: 40.0603

Program/Center/Institute Title: Geophysics

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. 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 change the name of the B.S. in Geophysical Engineering to B.S. in Geophysics.

Why – This request is one of the recommendations that resulted from our year-long Program Prioritization Process. In addition, members of our Geophysical Engineering Advisory Board are in support of this request. All internal entities (Curriculum Review Committee, Graduate School, and Faculty Senate) have reviewed and are in support of this request.

Resources – No additional resources are required.

Relationship to similar MUS programs – There are no other Geophysics Programs in the state.

August 20, 2019

ITEM 184-1601-L10820

Request for authorization to terminate the minor in Legal Studies

THAT

The University of Montana Western is notifying the Board of Regents of its' intent to terminate the minor in Legal Studies

EXPLANATION

The History, Philosophy, and Social Science department is combining two low enrolled minors, Government and Legal Studies, into one single minor: Constitutional Studies. This new minor eliminates the need for the Legal Studies minor.

ATTACHMENTS

Attachment 1 - Academic Proposal Request Form
Attachment 2 - Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1601-L10820 Submission Month or Meeting: August 20, 2019

Institution: The University of Montana
Western CIP Code: 22.0000

Program/Center/Institute Title: Minor in Legal Studies

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 The University of Montana Western is notifying the Board of Regents of its' intent to terminate the minor in Legal Studies

Why The History, Philosophy, and Social Science department is combining two low enrolled minors, Government and Legal Studies into one single minor: Constitutional Studies. This new minor eliminates the need for the Legal Studies minor.

Resources There is no resource implication

Relationship to similar MUS programs n/a

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: Minor in Legal Studies

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 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 n/a

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

August 20, 2019

ITEM 184-1602-L10820

Request for authorization to terminate the minor in Government

THAT

The University of Montana Western is notifying the Board of Regents of its intent to terminate the minor in Government.

EXPLANATION

The History, Philosophy, and Social Science department is combining two low enrolled minors, Government and Legal Studies into one single minor, Constitutional Studies. This new minor eliminates the need for the Government minor.

ATTACHMENTS

- Attachment 1 - Academic Proposal Request Form
- Attachment 2 - Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1602-L10820 Submission Month or Meeting: August 20, 2019

Institution: The University of Montana
Western CIP Code: 45.1001

Program/Center/Institute Title: Minor in Government

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
- 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 Western is notifying the Board of Regents of its' intent to terminate the minor in Government.

Why The History, Philosophy, and Social Science department is combining two low enrolled minors, Government and Legal Studies into one single minor, Constitutional Studies. This new minor eliminates the need for the Government minor.

Resources There is no resource implication

Relationship to similar MUS programs n/a

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: Minor in Government

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 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 n/a

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

August 20, 2019

ITEM 184-1603-L10820

Request for authorization to terminate the Creative Writing minor

THAT

The University of Montana Western is notifying the Board of Regents of its' intent to terminate the minor in Creative Writing.

EXPLANATION

The English department intends to terminate the Creative Writing minor in order to develop a new minor, Professional Writing, which will combine the Professional Communication and the Creative Writing minor together. This is part of the department's overall goal to prioritize curriculum and course offerings.

ATTACHMENTS

- Attachment 1 - Academic Proposal Request Form
- Attachment 2 - Program Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 184-1603-L10820 Submission Month or Meeting: August 20, 2019

Institution: The University of Montana
Western CIP Code: 23.1302

Program/Center/Institute Title: Minor in Creative Writing

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 The University of Montana Western is requesting authorization to terminate the Creative Writing minor.

Why The English department intends to terminate the Creative Writing minor in order to develop a new minor Professional Writing, which will combine the Professional Communication and the Creative Writing minor together. This is part of the department overall goal to prioritize the curriculum and course offerings.

Resources There is no resource implication

Relationship to similar MUS programs n/a

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: Minor in Creative Writing

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 2021

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 n/a

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