

REQUEST TO PLAN MEMORANDUM

DATE: October 26, 2020

TO: Chief Academic Officers, Montana University System

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

RE: November 2020 Request to Plan Proposals

The campuses of the Montana University System have proposed new academic programs or changes under the Request to Plan process authorized by the Montana Board of Regents. The proposals are being sent to you for your review and approval. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, raise them at the Chief Academic Officer's conference call October 28th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, October 30th. If no concerns are received, OCHE will assume that the proposals have your approval.

Requests to Plan

Montana Technological University:

- Request to split the Civil and Mechanical Engineering Department into a Civil Engineering Department and a Mechanical Engineering Department
[Item #191-1501-R1120](#) | [OCHE Analysis](#)

University of Montana - Missoula:

- Request to plan a non-professional option in the Pharmaceutical Sciences B.S.
[Item #191-1001-R1120](#) | [OCHE Analysis](#)
- Request to plan the Big Sky Language Literacy Institute
[Item #191-1011-R1120](#) | [OCHE Analysis](#)

Helena College - University of Montana:

- Request to plan a Certificate in General Studies
[Item #191-1905-R1120](#) | [OCHE Analysis](#)

Montana University System
REQUEST TO PLAN FORM

ITEM 191-1501-R1120

Meeting Date November 2020

Item Name

Program/Center/Institute Title: **Civil Engineering Department and Mechanical Engineering Department.** Planned 6-digit CIP code: 14.0801/14.1901

Campus, School/Department: **Montana Tech, School of Mines and Engineering** Expected Final Submission Date: **Nov 2020**

Contact Name/Info: **Dan Trudnowski, Dean of SME.**

This form is meant to increase communication, collaboration, and problem-solving opportunities throughout the MUS in the program/center/institute development process. The completed form should not be more than 2-3 pages. For more information regarding the program/center/institute approval process, please visit <http://mus.edu/che/arsa/academicproposals.asp>.

1) Provide a description of the program/center/institute.

Split the "Civil and Mechanical Engineering Department" into the "Civil Engineering Department" and the "Mechanical Engineering Department.

2) Describe the need for the program/center/institute. Specifically, how the program/center/institute meets current student, state, and workforce demands. (Please cite sources).

In 2016, Montana Tech received permission from the Board of Regents to transition the BS General Engineering (BSGE) program into separate BS degree programs in Civil Engineering (BSCE) and Mechanical Engineering (BSME). The BSCE and BSME programs were housed within the "Civil and Mechanical Engineering Department" during this transition. The transition is now complete with both programs fully staffed, enrolled, accredited by the Accreditation Board for Engineering and Technology, and both programs have had multiple graduating classes. Tech will be placing the BSGE program on moratorium later this year. We would now like to house the programs in separate departments consistent with the management structure of all the other BS engineering programs at Tech.

3) Describe any significant new resources (financial, staff, facility, new curricula) needed to launch and sustain the program/center/institute.

A new department head stipend (\$5000) is required. No other new resources are required. Starting in AY19-20, the faculty, curriculum, and budgets were split into the two separate groups (CE and ME). Department heads have been identified and are now managing their respective programs. The new department head stipend was added to the AY19-20 budget.

4) Describe any efforts or opportunities you have identified for collaboration either within the institution or between MUS institutions (i.e. articulation, course-sharing, research collaboration).

Montana University System
REQUEST TO PLAN FORM

NA.

5) Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.

All other BS engineering programs at Tech are housed within a separate department with a dedicated head. This is the management structure Tech has used for many decades. This request would move the CE and ME programs into this structure.

Signature/Date

Chief Academic Officer:

 , 9/2/2020

Chief Research Officer*:

Chief Executive Officer:

 9/23/2020

Flagship Provost:**

Flagship President:**

*Center/Institute Proposal only

**Not applicable to the Community Colleges.

FOR OCHE USE

Labor market outlook

**Related programs /
centers / institutes**

Montana University System
REQUEST TO PLAN – OCHE ANALYSIS

ITEM 191-1501-R1120

ITEM NAME: Request to split the Civil and Mechanical Engineering Department into a Civil Engineering Department and a Mechanical Engineering Department

OCHE ANALYSIS					
Labor market outlook	N/A				
Related programs / centers / institutes	N/A				
Budget Impact	X	LOW <ul style="list-style-type: none"> Only incidental costs 		MEDIUM	HIGH <ul style="list-style-type: none"> substantial commitment of resources relative to institutional budget
CAO discussion and follow-up					
ARSA/BOR comment and direction for Level II proposal					

Montana University System
REQUEST TO PLAN FORM

ITEM 191-1001-R1120

November 2020

Request for authorization to establish a non-professional option in the Pharmaceutical Sciences B.S.

Program/Center/Institute Title: **Pharmaceutical Sciences B.S.**

Planned 6-digit CIP code: **51.2010**

Campus, School/Department: **University of Montana-Missoula**

Expected Final Submission Date: **March 2021**

Contact Name/Info: **Liz Putnam, liz.putnam@mso.umt.edu**

This form is meant to increase communication, collaboration, and problem-solving opportunities throughout the MUS in the program/center/institute development process. The completed form should not be more than 2-3 pages. For more information regarding the program/center/institute approval process, please visit <http://mus.edu/che/arsa/academicproposals.asp>.

1) Provide a description of the program/center/institute.

Skaggs School of Pharmacy (SSoP) offers a BS in Pharmaceutical Sciences (BSPS) to students enrolled in the PharmD program to facilitate their participation in concurrent graduate programs requiring an undergraduate degree. We propose a BSPS (non-professional option) to students whose career interests are in research, pharmaceutical or biotech companies, and government agencies. This degree will offer a broad background to prepare students for work in disciplines critical to the discovery and development of new drugs and therapies, as well as agencies regulating these disciplines. The curriculum is based on pre-requisites and select didactic courses of the PharmD program with electives to tailor the remaining credits to individual interests.

2) Describe the need for the program/center/institute. Specifically, how the program/center/institute meets current student, state, and workforce demands. (Please cite sources).

Research has shown expected job growth for graduates with a BSPS to be high in both Montana and nationwide. Health and medical research are projected to grow by over 20% by 2028. The average salary for these graduates is projected to be over \$59,000/year, well above the average living wage in Montana of around \$32,000/year. The Bachelor's degree is preferred by far as the entrance degree for this field. This degree may also provide an entry to the Pharmacy degree by students who would not previously see this as a career opportunity. Future plans for a leveling program may allow BSPS graduates to earn a place in the Professional Pharmacy program. The source of this information is a Burning Glass report provided by Maricel Lawrence.

3) Describe any significant new resources (financial, staff, facility, new curricula) needed to launch and sustain the program/center/institute.

No new resources are required for this proposal. Capacity exists to accommodate additional students in courses provided within the SSoP curriculum. Excellent opportunities exist for students to take advantage of independent research as an option for their electives. Key to this effort is the relocation of the Center for Translational Medicine to BMED, providing additional opportunity for students interested in this field to obtain hands-on experiences. Advising will be provided by BMED faculty.

4) Describe any efforts or opportunities you have identified for collaboration either within the institution or between MUS institutions (i.e. articulation, course-sharing, research collaboration).

Montana University System REQUEST TO PLAN FORM

The proposed curriculum includes prepharmacy courses already taught across the UM-Missoula campus. Articulation agreements with Helena College and Flathead Community College for PharmD prerequisites provide a seamless transfer to this proposed track. BMED and Centers in SSoP also have affiliated faculty in other departments with expertise and interest in the pharmaceutical sciences and drug design/discovery fields who complement the research opportunities for students provided by BMED faculty.

5) Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.

The proposal addresses the goal of UM graduates being both career ready and tomorrow proof by being foundational for many different career tracks. It leverages SSoP faculty expertise to prepare students for the everchanging landscape of scientific endeavor by graduating students who will be life-long learners. The interdisciplinary nature of pharmaceutical sciences fits in well with the Interdisciplinary Key Principle and Practice of the Academic Priorities and Planning Statement.

Signature/Date

Chief Academic Officer:

Chief Research Officer*:

Chief Executive Officer:

Flagship Provost:** (Approved via Coursedog)

Provost (Chief Academic Officer)

Status: Approved

Deadline: No deadline

Flagship President:** (Approved via Coursedog)

President (Chief Executive Officer)

Status: Approved

Deadline: No deadline

*Center/Institute Proposal only

**Not applicable to the Community Colleges.

Montana University System
REQUEST TO PLAN – OCHE ANALYSIS

ITEM 191-1001-R1120

ITEM NAME: Request to establish a non-professional option in the Pharmaceutical Sciences B.S.

OCHE ANALYSIS

Labor market outlook	Bioscience and medical research jobs are projected to grow quickly in Montana over the next 10 years. Bureau of Labor Statistics projections (completed prior to COVID-19) project a 13.6% growth in occupations served by the proposed degree compared to an overall forecast of 6.3% growth in Montana’s labor market. Nationally, medical scientists with bachelor’s degrees earn \$58,600 on average.				
Related programs / centers / institutes	While other Montana programs prepare students to work as entry-level researchers in biotechnology firms and the medical sciences, no other explicitly focuses on pharmaceutical science.				
Budget Impact	X	LOW <ul style="list-style-type: none"> • Only incidental costs 		MEDIUM	HIGH <ul style="list-style-type: none"> • substantial commitment of resources relative to institutional budget
CAO discussion and follow-up					
ARSA/BOR comment and direction for Level II proposal					

Montana University System
REQUEST TO PLAN FORM

ITEM 191-1011-R1120

November 2020

Request for authorization to establish the Big Sky Language Literacy Institute

Program/Center/Institute Title: **Big Sky Language Literacy Institute**

Planned 6-digit CIP code: **51.2290**

Campus, School/Department: **University of Montana-Missoula, College of Health**

Expected Final Submission Date: **March 2021**

Contact Name/Info: **Julie Wolter, Julie.wolter@mso.umt.edu**

This form is meant to increase communication, collaboration, and problem-solving opportunities throughout the MUS in the program/center/institute development process. The completed form should not be more than 2-3 pages. For more information regarding the program/center/institute approval process, please visit <http://mus.edu/che/arsa/academicproposals.asp>.

1) Provide a description of the program/center/institute.

The mission of the Big Sky Language Literacy Institute (BSLLI) is to provide a regional center for research, training, and clinical implementation of healthcare, education, and wellness pertaining to language, literacy, and communication. BSLLI will foster a rich community of researchers and expert clinicians in the context of a high-caliber training facility. The BSLLI will include three arms: (1) research; (2) clinical training & continuing education; and (3) clinical implementation, wellness, & advocacy. The BSLLI will provide access to patient/client populations and access to health care professionals across the Mountain West, which will facilitate recruitment for ongoing research on language and literacy development and disabilities.

2) Describe the need for the program/center/institute. Specifically, how the program/center/institute meets current student, state, and workforce demands. (Please cite sources).

The Big Sky Language Literacy Institute will provide a clinical training facility for undergraduate and graduate student clinicians who attend the School of Speech, Language, Hearing, and Occupational Sciences in the Speech-Language Pathology and Occupational Therapy programs and related health professional and education programs on the UM campus (e.g., physical therapy, pharmacy, social work, counseling, special education, etc.). The Big Sky Language Literacy Institute is unique, offering students exceptional, interprofessional training, thus preparing them for a career in the educational and health professions.

3) Describe any significant new resources (financial, staff, facility, new curricula) needed to launch and sustain the program/center/institute.

The BSLLI will not require any new resources as current School FTE, foundation, state, and federal funding. The Institute, however, will allow for more funding/training opportunities to grow interprofessional research/clinical collaborations for large-scale external grant funding (including grant mechanisms for "centers" currently not available to faculty without an institute structure and community non-credit outreach learning opportunities that would generate income.

4) Describe any efforts or opportunities you have identified for collaboration either within the institution or between MUS institutions (i.e. articulation, course-sharing, research collaboration).

Montana University System REQUEST TO PLAN FORM

The BSLLI will provide the clinic, training, research opportunities for health/education programs across UM/MUS (SLP, OT, PT, social work, counseling, special ed, education, nursing) and the Center for Children, Families, & Workforce Development, Center for Structural & Functional Neuroscience, Institute for Interprofessional Education, MT Center for Work Physiology, Neural Injury Center, Rural Institute Inclusive Communities, RiteCare Speech-Language-Hearing Clinic, and UM PT Clinic

5) Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.

BSLLI is aligned with the PFAs 2 and 4 – The research focus is clinical and translational in nature, investigating the implementation of innovative assessment and treatment approaches into everyday educational and clinical care to expand the focus of this implementation science across the region and nation. Moreover, we "partner with (a) place" and focus includes regional educational, resource, and clinical implementation.

Signature/Date

Chief Academic Officer:

Chief Research Officer*:

Chief Executive Officer:

Flagship Provost:** (Approved via Coursedog)

Provost (Chief Academic Officer)

Status: Approved

Deadline: No deadline

Flagship President:** (Approved via Coursedog)

President (Chief Executive Officer)

Status: Approved

Deadline: No deadline

*Center/Institute Proposal only

**Not applicable to the Community Colleges.

Montana University System
REQUEST TO PLAN – OCHE ANALYSIS

ITEM 191-1905-R1120

ITEM NAME: Request to plan the Big Sky Language Literacy Institute

OCHE ANALYSIS				
Labor market outlook	N/A			
Related programs / centers / institutes	While there are multiple institutes focused around health sciences broadly or components of health science research and education, no MUS center or institute closely overlaps the proposed institute’s focus.			
Budget Impact	X	LOW <ul style="list-style-type: none"> Only incidental costs 		MEDIUM
				HIGH <ul style="list-style-type: none"> substantial commitment of resources relative to institutional budget
CAO discussion and follow-up				
ARSA/BOR comment and direction for Level II proposal				

Montana University System
REQUEST TO PLAN FORM

ITEM 191-1905-R1120_RTP

Meeting Date: November 2020

Item Name: Request for authorization to plan for a Certificate of General Studies

Program/Center/Institute Title: **Certificate of General Studies**

Planned 6-digit CIP code: **24.0102**

Campus, School/Department: **Helena College, UM**

Expected Final Submission Date:

Contact Name/Info: **Robyn Kiesling, Executive Director of General Education & Transfer**

This form is meant to increase communication, collaboration, and problem-solving opportunities throughout the MUS in the program/center/institute development process. The completed form should not be more than 2-3 pages. For more information regarding the program/center/institute approval process, please visit <http://mus.edu/che/arsa/academicproposals.asp>.

1) Provide a description of the program/center/institute.

Helena College is submitting a request to plan for a Certificate of General Studies. The Certificate of General Studies recognizes the completion of the 30-32 credits required to complete the Helena College General Education Core, which aligns with the MUS General Education Core.

This certificate will be offered in face-to-face, hybrid and fully online formats. Students will be able to complete this certificate fully online and this will be included in our fully online offerings.

2) Describe the need for the program/center/institute. Specifically, how the program/center/institute meets current student, state, and workforce demands. (Please cite sources).

Currently, students complete the General Education Core as part of an Associate of Arts or Associate of Science degree, however, there are benefits to awarding a certificate upon completion of the core.

1. Completion of a certificate and not just a collection of courses adds value to an already valuable general education core. Students planning on completing only the core before transfer will earn a certificate, ensuring both seamless transition to a transfer institution and improved tracking capabilities on the system level.
2. Completion of a CAS in General Studies will act as a milestone for students working towards their AA or AS degree, providing additional motivation towards Associate degree completion and transfer.
3. Students in AAS programs transferring to a BAS program may need to complete the general education core for the BAS. Students on this pathway will be able to earn a CAS when completing the general education core.

3) Describe any significant new resources (financial, staff, facility, new curricula) needed to launch and sustain the program/center/institute.

No new resources are needed for this new certificate because the curriculum already exists and is offered at Helena College.

Montana University System
REQUEST TO PLAN FORM

4) Describe any efforts or opportunities you have identified for collaboration either within the institution or between MUS institutions (i.e. articulation, course-sharing, research collaboration).

Great Falls College, Miles City Community College, and Gallatin College all offer a Certificate of General Studies. Missoula College has submitted a request to plan for this certificate. Students transferring earned general education core credits among these institutions can still complete a Certificate of General Studies at any of these two-year colleges. This certificate meets completion requirements for the MUS general education core ensuring seamless transfer for students within the MUS, aligning with the comprehensive two-year goals outlined for MUS two-year colleges.

5) Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.

The Certificate of General Studies is included in the Helena College Academic Priorities and Planning Statement for Academic Year 2020-2021. Ensuring access to and support of high quality lifelong educational opportunities for the diverse community is the mission of Helena College. Creation of this new certificate aligns with the College's mission and strategic goals, specifically strategic goal 1.1; construct academic pathways for undergraduate education that enable seamless career transition or postsecondary educational transfer.

Signature/Date: 10/4/2020

Chief Academic Officer: 

Chief Research Officer*:

Chief Executive Officer: 

Flagship Provost:**

Flagship President:**

*Center/Institute Proposal only
**Not applicable to the Community Colleges.

Montana University System
REQUEST TO PLAN – OCHE ANALYSIS

ITEM 191-1905-R1120

ITEM NAME: Request to plan a Certificate of General Studies

OCHE ANALYSIS

<p>Labor market outlook</p>	<p>N/A</p> <p>A Certificate in General Studies can help students signal to their transfer institution that they have completed a rigorous general education curriculum and, thus, ensure they do not need to take duplicative general education coursework after transfer. MUS policy requires institutions to accept other campus’s general education curricula as meeting lower division general education requirements. However, it can be difficult for transfer institutions to discern whether a student has completed Gen Ed. This certificate serves as to both recognize students for completing their general education and to provide a clear signal to the transfer institution.</p>				
<p>Related programs / centers / institutes</p>	<p>Currently Great Falls College, Missoula College, and Miles Community College offer similar certificates recognizing completion of a full general education curriculum.</p>				
<p>Budget Impact</p>	<p>X</p>	<p>LOW</p> <ul style="list-style-type: none"> • Only incidental costs 		<p>MEDIUM</p>	<p>HIGH</p> <ul style="list-style-type: none"> • substantial commitment of resources relative to institutional budget
<p>CAO discussion and follow-up</p>					
<p>ARSA/BOR comment and direction for Level II proposal</p>					