ACADEMIC ITEM APPROVAL MEMORANDUM

Compiled here is the Academic Item Memorandum containing items approved since the May Board of Regents Meeting. This memorandum from April, 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.

- April 2020 Academic Item Memorandum
- May 2020 Academic Item Memorandum
- June 2020 Academic Item Memorandum
- July 2020 Academic Item Memorandum

LEVEL I MEMORANDUM

DATE: May 4, 2020

TO: Chief Academic Officers, Montana University System

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

RE: April 2020 Level I Academic Items

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in April, 2020 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 May 26th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, May 29th. You will be notified of approved proposals by June 2nd. The Board of Regents will be notified of the approved proposals at the July meeting of the Board.

1. **Campus Approvals**

   Montana State University Bozeman:
   - Notification of establishment of a Life Scholars Certificate
     Item #2011-LI0420 | Request Form

   Montana Technological University:
   - Notification of the establishment of a C.T.S. titled SAP Student Recognition Award
     Item # 1501-L10520

2. **OCHE Approvals**

   Montana State University Billings:
   - Request for authorization to retitle C.A.S. Construction Management to Construction Technology, Carpentry
     Item #2701-LI0420 | Attachment I

   Montana State University Bozeman:
   - Request for authorization to retitle M.S. and PhD programs in Mechanical and Industrial Engineering to Industrial and Management Systems Engineering
     Item #2012-LI0420 | Request Form

April, 2020

ITEM 2011-LI0420

ITEM NAME
LIFE Scholars Certificate Program

THAT
Montana State University Bozeman requests authorization from the Montana Board of Regents to establish a LIFE Scholars Certificate Program

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EXPLANATION
The 3-year, non-degree, MSU LIFE Scholars program provides students with intellectual and developmental disabilities (IDD) a fully inclusive college experience that promotes life-long learning, self-determination, campus engagement, and career development.

ATTACHMENTS
Academic Proposal Request Form

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

ITEM **2011-LI0420**   Submission Month or Meeting: _____

Institution: **Montana State University**
Bozeman   CIP Code: _____

Program/Center/Institute
Title: **LIFE Scholars Certificate Program**

Includes (please specify
below):   Online Offering _____   Options _____

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

x A. Level I:

Campus Approvals

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

       1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

       5. Re-titling an existing postsecondary educational program

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

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

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

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

B. Level II:

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

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

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

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

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

Proposal Summary [360 words maximum]

What

The 3-year, non-degree, MSU LIFE Scholars program provides students with intellectual and developmental disabilities (IDD) a fully inclusive college experience that promotes life-long learning, self-determination, campus engagement, and career development. The LIFE Scholars curriculum consists of three main domains: academics, campus engagement and career development. Students audit classes to gain knowledge in their chosen career pathway, engage in extra-curricular campus activities to develop social networks, and participate in internships to develop marketable job skills and explore careers. Traditional MSU students serve as Peer Partners to support LIFE Scholars with their coursework and to facilitate social connections with peers.

Why

The federal Individuals with Disabilities Education Act (IDEA) provides funding for students to receive special education services through age 21. However, Montana does not provide IDEA funding beyond age 18, which results in students having a lack of postsecondary education and job training options and multi-year waiting lists for adult services. Individuals with intellectual disabilities who have graduated from inclusive higher education programs experience an increase in employment rates with higher wages.

Resources

Personnel needs include a full-time director and a full-time career development coordinator (when the program is fully enrolled with 30 students). The program has been assigned 2 offices in Reid Hall.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

Relationship to similar MUS programs

The LIFE Scholars program does not duplicate an existing program. The MOSSAIC program (Mentoring, Organization, and Social Support for Autism Inclusion on Campus) is at the University of Montana and provides support to students with autism who are already enrolled as full-time degree seeking students. In some cases students pursue a career track (non-degree) with MOSSAIC support. In contrast, the LIFE Scholars program is a non-degree certificate program specifically designed for students with intellectual and developmental disabilities who cannot access a college experience through traditional channels, thus requiring a different level of support in order to meet individual goals. MSU Billings hosts a center for inclusive education, which seeks to provide professional development for educators and direct service providers of individuals with intellectual disabilities. MSU Billings currently offers a Special Education endorsement for K-12 teachers. A portion of MSU teacher education students pursue this teaching endorsement annually. University of Montana also offers this endorsement for students seeking initial K-12 licensure.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

April 2020

ITEM 1501-LI0520

Notification of the establishment of a C.T.S. titled SAP Student Recognition Award

Institution: **Montana Technological University**   CIP Code: **52.1299**

Program/Center/Institute Title: C.T.S. titled SAP Student Recognition Award

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: The Department of Business and Information Technology at the Montana Technological University respectively requests the establishment of a campus certificate titled *SAP Student Recognition Award.* The requirements for the certificate are set by SAP. To be eligible for the certificate, a student must complete three courses that each incorporate a minimum of 30 percent of SAP or ERP related content. Currently, the Department has worked to meet this requirement with three existing courses (BMIS 311, BMIS 416, BMIS 453).

Why: This certificate will provide Tech students with a formal recognition of the requirements set by SAP regarding a student's completion of SAP based coursework. A campus certificate will allow the recognition of this certificate to appear of the student's transcript.

Resources: There are no additional resources required with this certificate.

ATTACHMENTS
none

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_____   **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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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*

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

April/2020

ITEM 2701-L10420

ITEM TITLE Request for authorization to retitle the existing Certificate of Applied Science, Construction Management to Certificate of Applied Science, Construction Technology, Carpentry

Institution: **City College**	CIP Code: **46.0412**

Program/Center/Institute Title: **Construction Program-Department of Business, Construction, and Energy Technology**

Includes (please specify below): Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: Change title of existing program from Certificate of Applied Science, Construction Management to Certificate of Applied Science, Construction Technology.

Why: The proposed change is intended to more closely match the program title and description to the reality of course instruction. First year coursework within the construction program includes significant hands-on instruction and lab/practicum work. This is necessary to establish a basis of technical knowledge and understanding of construction means and methods and to form the foundation for continued coursework in the second year of the AAS Construction Management program or for entry into the work force as a skilled tradesperson upon completion of the certificate program. Historically students within the City College construction program have sought two divergent outcomes and the job market has shown to have a steady and continued demand for two different skill sets. By distinguishing the CAS Construction Technology program from the AAS Construction Management program we can better match students to the plan of study and more appropriately serve the needs of the job market. Our community and industry partners have identified through our Program Advisory Committee that there is both a need for entry level skilled tradespersons as well as for individuals who possess the desire and ability to move from field positions into supervisory or project management positions. By more clearly defining the pathways to these outcomes, we should improve student enrollment, engagement, retention, and success.

Resources: No change in existing faculty or facility resources.

ATTACHMENTS
Item 51Q 19-20 188-2701-L10520_A3

Please mark the appropriate type of request and submit with 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.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

__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_

_____ **B. Level II:**

_____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

FORM TO SUBMIT MODIFICATIONS TO AN EXISTING PROGRAM

This transmittal sheet must accompany a proposal to modify the structure of an existing academic program. This sheet is appropriate for such items as changes in the elective or specified course requirements, specified (as part of a major) Gen Ed requirements, and/or degree title changes.

Please attach:
1. An explanation/rationale for the proposed changes.
2. A copy of the program as it is currently offered.
3. The program with proposed changes highlighted or noted in some way.
4. For appropriate programs, include a Suggested Plan of Study. Appropriate programs include all BS and BA degrees, and all programs at City College.

Exact title of the program as it currently appears in the catalog:
Construction Management, Certificate of Applied Science

includes degree title change!

Which other departments or programs will be affected by this modification, and have you consulted with them? What was the result of that consultation?

The vast majority of the changes to the CAS, Construction Management Program are internal to the program with minimal or no effect on other departments or programs. There are some changes proposed in related coursework within the CAS program.

ACTG101 is proposed for removal from the suggested plan of study. The accounting department has been consulted on this change and is in agreement with the proposed change. Historically CAS students have performed poorly in this class and the learning objectives of the class do not match the interests, abilities, or needs of the majority of CAS Construction/Carpentry students. Any changes in enrollment within the accounting department are expected to be negligible and are unlikely to affect the viability of this class moving forward.

CAPP103 Quickbooks Fundamentals is proposed for inclusion in the program moving forward. CAPP103 is designed to provide students within the CAS (and AAS) Construction programs with a more practical understanding of accounting and bookkeeping and to equip students with the necessary tools for basic business management upon completion of the program. Currently this additional class is proposed to be staffed by the construction program instructor without requiring any additional instructor staffing. This proposed course has potential application and appeal to several other programs within City College including Automotive, Welding, and other Trade Programs.

BGEN105 Intro to Business is also proposed for inclusion in the suggested plan of study. The Business department has been consulted on this change and is in agreement that the addition of this course is appropriate for students within the CAS Construction program. BGEN105 will provide a basic overview and foundational knowledge of business management practices, augmenting instruction provided by CAPP103. This will help prepare single-year students for entry into the workplace while also providing a basis for continued coursework for those Construction Program students who continue into the second year of the AAS Construction Management program.

M 108 Business Mathematics is also proposed for addition to the suggested plan of study for the CAS Carpentry program to provide an option for those students who either struggle with more advanced applied technical math or who wish to focus their studies more on the practical business applications of mathematics in the workplace. Math department faculty are in agreement that this would be a useful alternative for some students.

FORM TO SUBMIT MODIFICATIONS TO AN EXISTING PROGRAM

Effective Term: ~~Fall 2019~~ **Fall 2020**

Originating Faculty

Signature: David E. Nedrow *Date: 5/17/19*

Typed name: David E. Nedrow

Recommended by **Department Chairperson**

Signature *Date: 10-25-19*

Recommended by **College Curriculum Committee**

Signature of Chairperson *Date: 10-23-19*

College Dean ☒ Agree ☐ Disagree
(please attach comments)

Signature *Date: 12-4-19*

Recommended by **MSUB Graduate Committee**
If appropriate

N/A

Signature of Chairperson *Date*

Recommended by **Undergraduate Curriculum Committee**
If appropriate

Signature of Chairperson *Date: 1/22/20*

Recommended by **Academic Senate**

Signature of Chairperson *Date: 2/6/20*

Approval by **MSUB Provost**

Signature: Melinda Arnold *Date: 2/10/2020*

Undergraduate Curriculum Committee 1988   Revised 2/2019

BOR Approval

Attachment 1: Explanation/Rationale for Proposed Changes   *no title changes proposed*

The first proposed change is to remove the current program title of CAS, Construction Management and return to the previously utilized CAS, Construction Technology, Carpentry designation. This change is intended to more closely match the program title and description to the reality of course instruction. First year coursework within the construction program is focused predominately on hands-on instruction and lab/practicum work. This is necessary to establish a basis of technical knowledge and understanding of construction means and methods and form the foundation for continued coursework in the second year of the AAS program or for entry into the work force as a skilled tradesperson upon completion of the certificate program. Historically students within the program seek two divergent outcomes and the job market has shown to have a steady and continued demand for two different skill sets. By distinguishing the CAS Construction Technology program from the AAS Construction Management program we can better match students to the plan of study and more appropriately serve the needs of the job market. Our community and industry partners have identified through our Program Advisory Committee that there is both a need for entry level skilled tradespersons as well as for individuals who possess the desire and the ability to move from field positions into supervisory or project management positions. By more clearly defining the pathways to these outcomes, we should improve student enrollment, engagement, retention, and success.

The changes in the related coursework as shown on the Modifications form are proposed in order to more closely match course subject matter to construction program outcomes and to more appropriately assign CAS Construction Technology students to courses that match their abilities and interests, allowing for greater student satisfaction and success and ultimately to better prepare CAS Construction students for those jobs or career opportunities that they are likely to be able to attain.

The changes proposed for the construction coursework within the CAS Construction Technology program are designed to better utilize program resources, to balance instructor and student workloads, and to eliminate duplication in coursework, especially within the construction lab. The proposed changes will allow published information regarding course instruction to more closely match the reality of program delivery. The changes to the construction course material will provide opportunities to update program instruction to more closely match current job market demands and to reflect the evolution of industry practices, while eliminating references to outdated course material and conflicting program and course descriptions.

Attachment 2: Copy of Program as Currently Offered

Construction Management
Certificate of Applied Science

For more information on this MSU Billings Gainful Employment Program, such as cost, financial assistance and placement rates, please go to the following link: www.msubillings.edu/citycollege/Programs/Gedt/Carpentry.htm

Upon successful completion of this program a student will be able to:

- Model and employ OSHA level safety standards
- Exemplify professional Journeyman standards
- Demonstrate tool safety and appropriate applications
- Identify and recognize various aspects of construction technology
- Read, interpret, and implement blueprints

Required Courses / Credits

ACTG 101 Accounting Procedures I 3
CAPP 120 Introduction to Computers 3
COMX 106 Communicating in a Dynamic Workplace 3
CSTN 120 Carpentry Basics and Rough-in Framing 4
CSTN 145 Exterior Finishing, Stair Construction, and Metal Stud
  Framing 4
CSTN 147 Blueprint Reading 3
CSTN 160 Construction Concepts and Building Laboratory 5
CSTN 161 Construction Concepts and Building Laboratory II 4
M 114 Extended Technical Mathematics
  OR
  M 111 Technical Mathematics 3
WRIT 121 Introduction to Technical Writing
  OR
  WRIT 104 Workplace Communications 3
Total minimum credits required for degree 35

Suggested Plan of Study

First Semester   Credits
ACTG 101 3
CSTN 120 4
CSTN 147 3
CSTN 160 5
M 114 or 111 3
Total 18

Second Semester
CAPP 120 3
COMX 106 3
CSTN 145 4
CSTN 161 4
WRIT 104 or 121 3
Total 17

Attachments 3 and 4: Proposed Program and Proposed Plan of Study

CHANGES:
1. Expanded and clarified program learning outcomes.
2. Changes, additions, and deletions to CSTN courses as detailed in attached Course Change forms.
3. Changes to Proposed Plan of Study
4. Changes to non-CSTN coursework – substitution for ACTG coursework, addition of BGEN and BMGT coursework.

Construction Technology, Carpentry
Certificate of Applied Science

For more information on this MSU Billings Gainful Employment Program, such as cost, financial assistance and placement rates, please go to the following link: www.msubillings.edu/citycollege/Programs/Gedt/Carpentry.htm

Upon successful completion of this program a student will be able to:

- Understand and implement construction worksite safety practices.
- Demonstrate workplace professionalism.
- Demonstrate understanding of the appropriate application of hand and power tools and equipment commonly used in residential and light commercial construction. Operate tools and equipment safely to produce professional quality work product.
- Select and utilize appropriate materials to complete construction tasks in several major phases of residential and light commercial construction in a workmanlike manner consistent with regional industry performance standards. Phases will include, but not necessarily be limited to, the following: rough and finish carpentry; door and window installation; insulation; application of exterior finishes including siding, soffit and fascia, and roofing; installation/application of interior finishes including drywall, paint, cabinets, countertops, interior doors and trim, hardware, fixtures, and flooring.
- Read and interpret blueprints and construction drawings and associated documents including floor plans and elevations, details, sections, schedules, specifications, and contracts. Demonstrate understanding of same by creating material takeoffs, cost estimates for materials, and basic construction schedules including appropriate phasing of specialty trades and timely staging of materials.

Required Courses — Credits

BGEN 105 Intro to Business 3
CAPP 103 Quickbooks Fundamentals 2
CAPP 120 Introduction to Computers 3
COMX 106 Communicating in a Dynamic Workplace................3
CSTN 120 Carpentry Basics and Rough-in Framing....................4
CSTN 142 Interior and Exterior Finish Carpentry.......................4
CSTN 147 Blueprint Reading..3
CSTN 160 Construction Concepts and Building Laboratory 3
CSTN 250 Construction Estimating...3
M 114 Extended Technical Mathematics
  OR
 M 111 Technical Mathematics
  OR
 M 108 Business Mathematics 3
WRIT 121 Introduction to Technical Writing
  OR
 WRIT 104 Workplace Communications 3
Total minimum credits required for certificate.......................34

Suggested Plan of Study

First Semester	Credits
CAPP 103	2
CAPP 120	3
CSTN 120	4
CSTN 147	3
CSTN 160	3
M 114 or 111 or 108	3
Total	**18**

Second Semester	
BGEN 105	3
COMX 106	3
CSTN 142	4
CSTN 250	3
WRIT 104 or 121	3
Total	**16**

Course #	Course Title	Credits
	First Semester	
CAPP120	Intro to Computers	3
CAPP103	Quickbooks Fundamentals	2
CSTN120	Carpentry Basics and Rough-in Framing	4
CSTN160	Construction Concepts and Building Lab I	3
CSTN147	Blueprint Reading	3
M108 Or M111	Business Mathematics Or Technical Mathematics	3
	Total Course Load for First Semester	18 cr.
	Second Semester	
COMX106	Communicating in a Dynamic Workplace	3
WRIT104 Or WRIT 121	Workplace Communications Or Intro to Technical Writing	3
CSTN142	Interior and Exterior Finish Carpentry	4
CSTN250	Construction Estimating	3
BGEN105	Intro to Business	3
	Total Course Load for Second Semester	16 cr.
	Total Credits for CAS Certificate	34 cr.

April, 2020

ITEM 2012-LI0420

ITEM NAME

Retitle Mechanical and Industrial Engineering (Industrial and Management Systems Engineering)

THAT

Request authorization from the Montana Board of Regents to retitle Mechanical and Industrial Engineering (Industrial and Management Systems Engineering)

EXPLANATION

The Department of Mechanical and Industrial Engineering (MIE) has an ABET accredited undergraduate degree program titled "Industrial and Management Systems Engineering".

We also offer graduate degrees, an MS in "Industrial and Management Engineering" and a PHD in Engineering with an Option in "Industrial and Management Engineering. "

We are seeking permission to re-title both the MS degree and the PhD option to "Industrial and Management Systems Engineering" for consistency with the title of the undergraduate program.

_____

ATTACHMENTS
  Academic Proposal Request Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM **2021-LI0420** Submission Month or Meeting: **April 2020**

Institution: **MSU-Bozeman** CIP Code: **14.3501**

Program/Center/Institute Title: **Mechanical and Industrial Engineering (Industrial and Management Systems Engineering)**

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)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

B. Level II:

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

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

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

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

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

Proposal Summary [360 words maximum]

What

The Department of Mechanical and Industrial Engineering (MIE) has an ABET accredited undergraduate degree program titled "Industrial and Management Systems Engineering".

We also offer graduate degrees, an MS in "Industrial and Management Engineering" and a PHD in Engineering with an Option in "Industrial and Management Engineering. "

We are seeking permission to re-title both the MS degree and the PhD option to "Industrial and Management Systems Engineering" for consistency with the title of the undergraduate program.

Why

We want to convey consistency across the undergraduate and graduate curricula in this program.

In essence, it is more truthful to title all degrees and options with the same title because all degrees are similar in general course topics, although the graduate degrees include higher levels courses (5xx, 6xx).

Resources

None.

Relationship to similar MUS programs

None.

Program Proposal Memorandum

DATE: June 2, 2020

TO: Chief Academic Officers, Montana University System

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

RE: May 2020 Academic Items

Contained within this memorandum are Level I and Level II proposals submitted by the institutions of the Montana University System in May 2020. 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 June 16th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, June 19th. You will be notified of approved proposals by June 23rd. The Board of Regents will be notified of the approved proposals at the September meeting of the Board.

1. **OCHE Level I Approvals**

   Dawson Community College:
   - Request for authorization to establish a temporary CAS in Agriculture Business Management
     Item #200-LI0520 | Attachment 1

   Montana State University Northern:
   - Request for authorization to retitle Health Promotion B.S. and Minor to Integrated Health Sciences
     Item # 2803-LI0520

2. **OCHE Level II Approvals**

   Montana Technological University
   - Request for authorization to establish an option in Engineering Geology within the M.S. in Geosciences
     Item #1501-R0520 | Curriculum Form | Request to Plan

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

SUBMISSION May 2020

ITEM 200-LI0520

Institution: **Dawson Community College**   CIP Code: **01.0101**

Program/Center/Institute Title: **Request for authorization to establish a temporary CAS in Agriculture Business Management**

Includes (please specify below):   Face-to-face Offering: _____   Online Offering: _____   Blended Offering: _X_

Options: _____

Proposal Summary [360 words maximum]

What:

The Certificate of Applied Science in Agriculture Business Management is a 34-credit, one-year program, designed specifically for students who plan to return to the farm or ranch, or pursue a career working in the agriculture industry from a business management perspective.

Why:

In Montana the agriculture industry is facing a challenge of farmers and ranchers aging out of their operation. While working with the advisory committee, the instructor identified a need to respond to the current predicament. This temporary CAS allows DCC to address the future generation of farmers/ranchers to prepare for success in their agriculture operation and provide them with the necessary skills and knowledge in relation to business and management of an agricultural operation.

Resources:

There would be no direct cost attributed to this program. There would be no changes in reporting lines, program mission, faculty assignments, or duplication of administrative activities.

Relationship to similar MUS programs

There would be no duplication of existing programs in the MUS. There is no other certification program in Applied Science in Agriculture Business Management within the Montana University System.

ATTACHMENTS
     Attachments – Course List

Please mark the appropriate type of request and submit with 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.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

_____ **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)

    X _____ **10. Establishing a temporary C.A.S. or A.A.S. degree program** _Approval limited to 2 years_

_____ **B. Level II:**

    _____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    _____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Attachment – Proposed New Curriculum
CAS – Agriculture Business Management

Fall Semester

CRN #	Course Name	Credits	Description
DCC 101	Dawson College Success	1	Dawson College Success provides the first-time College student with the connections, tools, and best practices for full success in college. Students will establish connections to academic advising and student services; integrate into campus-wide community; maximize academic and career options including transfer and placement; and develop the advanced study skills and information literacy appropriate to the advanced collegiate level. Students will cultivate self-care and reflection on the collegiate experience.
ANSC 100	Intro to Animal Science	3	Overview of basic principles of livestock production and industry. Types and breeds, reproduction, genetics, nutrition, live animal evaluation, farm animal foods and product distribution will be discussed.
AGBE 105	Ag Marketing	3	This course covers principles of economics and agricultural marketing functions, agencies, services, and economic problems associated with production agriculture in Montana. The course includes an overview of commodity trading and the futures market.
ANSC 262 (or) EQUS 150	Range Livestock Production (or) Equine Production	3	Principles of beef production in rangeland environments. Breeding, reproduction, nutrition, marketing, and distribution are looked at. Customer and economic importance of supply, demand, animal husbandry and the role of animal agriculture in the food and fiber system. (or) A major objective of this course is the development of an understanding of the production and management techniques necessary for the successful operation of the horse enterprise. Management practices concerned with feeding, breeding, and health programs receive considerable attention. Age determination, breeding, health care, unsoundness, way of going, nutrient needs, parasite control, buildings, and equipment are among the many specific areas covered. Students will cover material related to preventative equine medicine and methods associated with such care.
ANSC 222	Livestock in Sustainable Systems	3	This course is a systems approach to sustainable livestock and agricultural production systems. The

			student will be exposed to multiple aspects of livestock operations and agricultural production systems and how they affect one another and maintain sustainability. The student will also be exposed to proper handling facilities and design of them to reinforce the efficiency of operational sustainability.
ACTG 101, 201 or 205	Accounting	3	This course is a second semester course for non-accounting business students. The course is designed to introduce the various needs and uses for accounting information within a decision-making framework. The course will cover cost-volume-profit relationships, cost flows, capital budgeting, and traditional cost management. (or) In this course computers are used to apply the basic principles and procedures of accrual accounting. Computer accounting applications include general ledgers, accounts receivable, accounts payable, invoicing, payroll, and inventory. Upon completion of this course the student will have a working familiarity with a popular accounting package.
		16	
Spring Semester			
M 105	Contemporary Math or Higher	3	Applications of mathematics to a variety of disciplines. This course is designed for the non-math/science major. Topics include geometry, an introduction to trigonometry, applications to the natural sciences and social sciences, and an introduction to financial mathematics, sets, counting, and elementary probability and statistics.
AGBE 210	Economics of Ag Business	3	This course provides an introduction to marketing, trade, risk, resource, and financial management of farms/ranches and agribusiness firms in the domestic and global economy. Basic economic principles will be applied to farm/ranch and agribusiness management, marketing, and international agricultural trade issues.
AGBE 278	Agri-Business Planning	3	A capstone course encompassing all of the skill sets taught in the Ag curriculum. Students will develop an Ag business plan incorporating the following: Executive Summary, Operation Description, Products and Services, Market Analysis, Marketing Strategy, Operational Plan, Management Plan, Financial Plan and Budget, along with internal and external SWOT analysis. Relevant issues impacting Ag industry will be discussed and how they affect Ag operations and Ag businesses.

COMX 111, COMX 115, or WRIT 101	Intro to Public Speaking, Interpersonal Communications or College Writing I	3	Public Speaking is a foundational communication and academic course. This course emphasizes building skills to become a more effective communicator in the classroom, in the workplace, and within the community, including the responsible use of information through research, organizational preparation, ability to critique information, and speech delivery. Students are expected to participate in daily class discussions and activities focused on the craft of public speaking. (or) Interpersonal Communication is a foundational communication and academic course. This course emphasizes building skills to become a more effective communicator in the classroom, in the workplace, and within the community. Students are expected to actively engage in conversations that will build confidence in interpersonal communication. This course will help students in their day to day conversations to speak at a more educated level. (or) College Writing I is a course in college-level writing. Students will learn basic research skills, including information retrieval and documentation. Short essays will demonstrate critical thinking as a basis for clear, concise writing. A final research project will provide students with a model that may be used in academic and vocational settings.
CAPP 131	Basic MS Office	3	This course provides an overview of the Microsoft Office Suite of applications including Word, Excel, Access, and PowerPoint. Students will also learn to use the Internet/World Wide Web as a business tool.
BMGT 237	Human Relations in Business	3	The study of the interaction of people in work and life situations is the focus of this course. The course will acquaint the student with organizational issues, the ability to work with people and how to deal with problems rationally. The course also deals with how to develop a greater sensitivity toward behavioral patterns, distinct ways of thinking, feeling and acting.
		18	

TOTAL 34

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

May/2020

ITEM 187-2803-LI0520

ITEM TITLE Requesting name change from Health Promotions to *Integrated Health Sciences*

Institution: **MSU-Northern**   CIP Code: **31.0599**

Program/Center/Institute Title: **College of Health Sciences**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: Changing the name of Health Promotion program to *Integrated Health Sciences*

Why: The reason for the name change is two-fold: 1.) to better capture the nature of our program and 2.) to improve marketability of the program.

The Health Promotion program at MSUN is a cohort model that promotes exploration of the integrated health sciences during the freshman and sophomore years. As students' progress to their Junior and Senior years, they are able to concentrate in one of 4 heath science domains: Pre-allied health, community health education, exercise science, or physical education. The current title of our program suggests a community health education focus which is not the case. Rather, our program integrates four key health sciences into one program.

After participating in several student recruiting activities and speaking with hundreds of prospective students and parents, it has become clear that most prospective students and parents are not familiar with the term "Health Promotion." In fact, many actually believe that it has to do with advertising. Current health promotion students have testified that they really didn't know what health promotion was until it was explained to them. We have conducted some informal focus groups on campus and found that students do understand "health sciences" and "integrated health sciences."   Further, current students believe "integrated health sciences" best captures our program and is a degree they would be proud of.

Resources:

ATTACHMENTS
    Attachments: None

Please mark the appropriate type of request and submit with 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:**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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_

_____ **B. Level II:**

_____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

April 2020

ITEM 1501-R0520

Request for authorization to establish an option in Engineering Geology in the M.S. in Geoscience

Institution: **Montana Technological University**   CIP Code: **40.0699**

Program/Center/Institute Title: **Geoscience MS, new option in Engineering Geology**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: Request is for an option in Engineering Geology

Proposal Summary [360 words maximum]

What: Request to add a new option in Engineering Geology to the Master of Science (M.S.) in Geoscience

Why: The Master of Science (M.S.) in Geoscience currently has options in geochemistry, geological engineering, geology, geophysical engineering, hydrogeology, and hydrogeological engineering. Students who come to Montana Tech with bachelor's degrees in geology or closely related fields, but whose graduate coursework and research includes some engineering, have requested this option, as it documents the engineering content of their graduate curriculum. The proposed curriculum satisfies the requirements for students to pass registration exams in some states (Montana does not have a registration exam in engineering geology).

Resources: All resources are in place, due to the existence of the Geological Engineering and Geology Options in the Geoscience M.S.

ATTACHMENTS
    Curriculum Proposal Form
    Request to Plan Form

Please mark the appropriate type of request and submit with 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
      _____

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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*

_____

B. Level II:

X_____   1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

_____

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

_____

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 request is to add an Engineering Geology option to the Master of Science (M.S.) program in Geoscience. The new option would complement existing options in Geochemistry, Geology, Geological Engineering, Geophysical Engineering, Hydrogeology, and Hydrogeological Engineering. The option will be an intermediate option between Geological Engineering (fully an engineering-based option) and Geology (fully a science-based option). No changes are needed to existing programs or options, and no new courses are needed.

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]*

   The proposed option in Engineering Geology within Montana Tech's long-standing and successful Geoscience M.S. program fits Montana Tech's mission by enabling exemplary graduate education and research, blending theory with practice to support responsible development and sustainable use of natural resources. The option aligns with Montana Tech's four core themes (quality education, achieving students, engaged faculty, and service to the community) and contributes to strategic goals and objectives in Montana Tech's strategic plan. It especially complements and fills a gap between the existing options in Geology and Geological Engineering in the Geoscience M.S. The library, infrastructure, and research resources are in place, along with all the courses needed for the proposed new option in Engineering Geology.

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

   Students coming to Montana Tech with degrees in geology or closely related fields, but whose graduate coursework and research includes a significant engineering component, have requested this option, as it documents the engineering content of their graduate curriculum, while acknowledging that they lack an ABET-accredited engineering bachelor's degree. The curriculum satisfies the requirements for students to pass registration exams in about three-quarters of states (Montana does not have a registration exam in this field). The program was reviewed and approved by the department, the School of Mines and Engineering, the Graduate Council, Curriculum Review Committee, and Faculty Senate.

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

   The Geoscience M.S. program offers a thesis track, non-thesis track, and publishable paper track. For the thesis and publishable paper tracks, which give students deep research experience on a particular topic, the degree requires 30 credits. For the non-thesis option, it requires 36 credits. This option has the same curriculum structure as the other options in the Geoscience M.S. program.

   a. List the program requirements using the following table.

	Credits
Credits in required courses offered by the department offering the program	9 to 15

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CURRICULUM PROPOSAL FORM

Credits in required courses offered by other departments	2
Credits of M.S. Thesis (8 credits) or Project (3 credits)	3 or 8
Credits of relevant technical advanced electives	10 to 22
Total credits required to complete the program	30 or 36

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 completing the program will:

1. Acquire up-to-date, advanced knowledge, skills, and understanding of engineering geology concepts to meet the changing needs of society;
2. Blend theory with practice to understand, interpret, analyze, design, model, problem solve, and apply engineering concepts and principles to address geological issues such as natural hazards;
3. Be able to communicate technical and scientifically complex material about engineering geology orally, in writing, and using various media for a broad range of audiences; and
4. Demonstrate understanding of ethical principles applicable to engineering geology as a discipline and profession through in-depth discussion of historical and recent case studies.

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]*

Student interest and the need for geoscientists trained in geologic hazards by employers in Montana and throughout western North America have shown that a mix of geological sciences and engineering is in high demand in the private and government sectors. Registration programs for Professional Geologists or Engineering Geologists have expanded in the western US and in other regions of the country. Many students entering the Geoscience M.S. at Montana Tech would like to be trained in Engineering Geology, but do not have the extensive engineering background for a fully engineering-focused Master's program, and this option would provide them with a credential that would allow them to become registered in several states (Montana does not offer this registration). O*NET projects the labor market outlook in Montana for geoscientists to grow 16% (30 annual openings) and 10% for numerous environment- and restoration-related occupations (40 annual openings each). Moreover the employer need in Butte and Anaconda is expected to increase more rapidly, due to the expected imminent approval of the Consent Decrees for the final decades-long clean-up of these Superfund sites.

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
None		

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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]*

There is no bachelor's or master's or doctoral degree or option in Montana in engineering geology. This degree option fits well into Montana Tech's geoscience M.S., bridging between the options in geology and geological engineering. It provides an avenue for graduates of the geology and earth sciences bachelor's degree programs at UM and MSU and environmental programs at other campuses to pursue engineering-related graduate education and careers.

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]*

Collaborations in geoscience and engineering research are numerous between and among Montana Tech, the University of Montana-Missoula, and Montana State University-Bozeman. No efforts were made to collaborate on this curriculum, because no other campus offers a M.S. degree or degree option in Engineering Geology, and it fits very well into Montana Tech's Geoscience M.S. The course-sharing options discussed for the Ph.D. programs in earth and geoscience fields will be applicable to this option and for that matter the entire M.S. in Geoscience. The University of Montana-Missoula and Montana State University-Bozeman have expressed support for this option, recognizing that it fills an educational gap.

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

The program will be first offered in Summer 2020.

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

Fall Headcount Enrollment					Graduates				
AY 20-21	AY 21-22	AY 22-23	AY 23-24	AY 24-25	AY21-22	AY22-23	AY23-24	AY24-25	AY25-26
2	4	5	5	5	2	2	2	3	2

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

These projections of enrollment in the proposed Engineering Geology option are based on expressions of interest of recent and current Geoscience M.S. students and prospective students, mentoring capacity of faculty advisors, and employers, and a time-to-degree in the range of 2 to 2.5 years. They reflect net increases to the Geoscience M.S., which already has six options.

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Enrollment in the various options ranges and fluctuates between about 3 and 10 students, while annual completions in the options range and fluctuate between about 1 and 6.

c.   What is the initial capacity for the program?

The initial capacity of the option is five students, but we do not expect it to reach capacity in the first year.

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]*

The option will be assessed per Montana Tech's Graduate School Assessment Plan. It will be assessed along with the other options in the Geoscience M.S. and other graduate programs. Key metrics used in graduate program assessment include applications, enrollment, graduates, placements, and impact. Impact includes grant revenues, peer-reviewed publications, student and faculty awards, and fiscal soundness. The Graduate School follows a 2-year assessment cycle. In year 1 of the cycle, the Graduate School and the faculty consider the assessment metrics and use them to guide actions and decisions. In year 2, a formal program review document is prepared and reviewed by faculty, administration, and the department's Industry Advisory Board. When performance falls short, action plans will be developed and implemented. A major assessment of the program will be conducted at the end of the third 2-year cycle to determine whether enrollment, completions, and impact are on track.

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 data for this option will be collected annually in late spring along with the data for other options and graduate programs. It will be reviewed by the faculty, who will determine any modifications or corrective actions needed to enable students to achieve the learning outcomes, if they are falling short. Every two years a formal assessment report of all graduate programs, including the Geoscience M.S. program, will be prepared by the Graduate School. This report will be reviewed by faculty, deans, provost, other stakeholders, and Montana Tech's Assessment Committee. The overall goal is to ensure that the option (a) is enabling students to meet learning outcomes, (b) is on a sustainable trajectory, and (c) is attracting high quality students and producing high quality graduates to meet the workforce demand.

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

Direct measures of student learning include performance in coursework; the thesis, publishable paper, or master's project and its defense; placement rates; conference presentations; and the performance of graduates on professional registration exams. Indirect measures include the judgment of graduate committees and the department's Industry Advisory Board, instrumentation proficiency, participation in special experiences (such as software skills, professional development, professional society membership, field experiences, and conference attendance).

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

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CURRICULUM PROPOSAL FORM

The assessment findings will be reviewed by faculty, department head, Graduate Council, deans, Administration, and Industrial Advisory Board. The deans will hold faculty accountable for using the findings to ensure the quality of the program. The Graduate School's biannual assessment report will be reviewed and evaluated by Montana Tech's Assessment Committee, which will determine whether it and actions taken or proposed are acceptably ensuring the quality of the program.

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

Specialized accreditation is not applicable to the Geoscience M.S. program or any of its options.

9. **Physical resources.**

    a. Describe the <u>existing</u> 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]*

Existing facilities, space, laboratory instruments, computers that support the Geoscience M.S., the Earth Science & Engineering Ph.D., the Geological Engineering and Geophysics bachelor's degrees, the Montana Bureau of Mines and Geology, and the other natural-resource focused degrees and research programs are more than adequate and sufficiently available to support the successful implementation of this new degree option. The projected enrollment increase is small.

    b. List <u>needed</u> 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]*

None.

10. **Personnel resources.**

    a. Describe the <u>existing</u> 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]*

All courses are available through the Geoscience M.S., especially those for the options in geological engineering and geology. Courses offered for other natural-resources-focused M.S. programs, the Ecological Restoration M.S. program, and the Earth Science & Engineering Ph.D. may be attractive electives for some of the students. The addition of the engineering geology option will expand the student peer group in some courses, enriching the educational experience for all.

    b. Identify <u>new</u> 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]*

None.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

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]*

Library and information resources are adequate to excellent, due to Montana Tech's and the Montana Bureau of Mines and Geology's considerable level of activity and research strengths in the geosciences and geological and environmental engineering.

    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]*

The addition of five graduate students has negligible implications for student services, which recently served 3,000 students and are now serving fewer than 2,500.

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

The addition of a new option in the Geoscience M.S. has negligible budgetary implications. While we can tally the tuition revenue from the projected student enrollment, the marginal differences in expenses are less clear, because no new faculty or facilities are needed, and these students will take courses that are already in the teaching rotation and therefore already budgeted. At the same time, it would be misleading to show the tuition revenues against zero expenses, which would make the program appear to be net revenue producing.

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

	Year 1	Year 2	Year 3
Revenues			
Expenses			
Net Income/Deficit (revenues-expenses)			

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

No new expenses are anticipated with the implementation of the new option.

        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]*

        N/A

        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.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

N/A

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]*

N/A

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]*

N/A

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.

No new student fees will be imposed. Students in this option will be subject to the same fees as other students in the Geoscience M.S.

14. Complete the fiscal analysis form.

N/A.

Montana Board of Regents

CURRICULUM PROPOSAL FORM

Signature/Date

College or School Dean: _Bill Hart_ 5/22/2020

Chief Academic Officer: _[signature]_ 5/26/2020

Chief Executive Officer: _[signature]_ 5/22/2020

Flagship Provost*:

Flagship President*:

*Not applicable to the Community Colleges.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Appendix A – Proposed New Curriculum

The proposed option in Engineering Geology for the Master of Science in Geoscience requires that the admitted student have a degree in geology or a related field, math through calculus II, and two semesters of college physics. A course in statics is also required, with mechanics of materials recommended.

The Geological Engineering Department, which is hosting the proposed option, has excellent facilities and equipment for laboratory and field investigations. Opportunities for applied research projects are plentiful.

Admission Requirements:
B.S. in Geology or related field.
Math through Calculus II.
Two semesters of college physics.
A course in statics.

Options:
Thesis (30 credits), Publishable Paper (30 credits), or Non-Thesis (36 credits)

Seminar Requirements (2 credits):
TC 5150 Graduate Writing Seminar or equivalent (1 cr)
ENGR 5940 Engineering Seminar (1 cr)

Coursework Requirements
  (20 credits for thesis or publishable paper)
  (31 credits for non-thesis)

Core Courses (9 to 15 credits):
GeoE 440 Engineering Geology (statics is a prerequisite)
GeoE 541 Advanced Engineering Geology
GeoE 542 Slope Stability Analysis & Design
Students who have not previously taken courses in hydrogeology and/or structural geology will be required to take them at Montana Tech as part of the Engineering Geology option.
    *GeoE 403 Structural Geology for Engineers
    *GeoE 420 Hydrogeology for Engineers

Electives (5 to 22 credits):
400 and 500-level courses from the Geoscience M.S. program or others approved by the student's graduate committee.

NO MORE THAN HALF OF THE COURSE CREDITS CAN BE AT THE 400 LEVEL

Thesis (8 credits)
GEOE 599W Thesis Research
OR
Non-Thesis Project (3 credits)
Students who select the non-thesis option are required to take GEOE 590W Graduate Research or Design Project (3 cr) as part of their coursework.

Examinations:
The final examination for thesis and publishable paper-option students will consist of an oral presentation and defense of the thesis, or publishable paper. Questions may be asked on any topic related to the thesis/paper or

Montana Board of Regents

coursework taken as part of the graduate program. The presentation will be open to all interested parties, but the defense following the presentation will be open only to the student's graduate committee.

The final examination for non-thesis option students will consist of a written and/or oral examination formulated by the student's graduate committee. The oral examination will draw questions from the written examination plus any coursework undertaken as part of the graduate program.

Montana University System
REQUEST TO PLAN FORM

ITEM XXX-1501-R0520   **Meeting Date**

Item Name

Program/Center/Institute Title: **Engineering Geology Option in Geoscience M.S.**   Planned 6-digit CIP code: **40.06.99**

Campus, School/Department: **Montana Technological University**   Expected Final Submission Date: **April 2020**

Contact Name/Info: **Larry Smith, lsmith@mtech.edu, 406-496-4859**

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.**

   A new option in engineering geology is proposed to be added to Montana Tech's Master of Science in Geoscience. This option would join existing options in geochemistry, geology, geological engineering, geophysical engineering, hydrogeology, and hydrogeological engineering

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).**

   Student interest and the need for geoscientists trained in geologic hazards by employers in Montana and throughout western North America has shown that a mix of geological sciences and engineering is in high demand in the private and government sectors. Registration programs for Professional Geologists or Engineering Geologists have expanded in the western US, and in other regions of the country. Many students entering the Geoscience M.S. at Montana Tech would like to be trained in Engineering Geology, but do not have the extensive engineering background for a fully engineering-focused Master's program, and this option would provide them with a credential that would allow them to become registered in several states (Montana does not offer this registration).

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

   None.

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).**

   Collaborations in geoscience and engineering research are numerous between and among Montana Tech departments, the University of Montana-Missoula, Montana State University-Bozeman, and the Montana Bureau of Mines and Geology, and these will continue. Course-sharing options discussed for the Ph.D. programs in the earth and geoscience fields will be applicable to this option.

Montana University System
REQUEST TO PLAN FORM

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 proposed option in Engineering Geology within Montana Tech's long-standing and successful Geoscience M.S. program fits Montana Tech's mission by enabling exemplary graduate education and research, blending theory with practice to support responsible development and sustainable use of natural resources. It especially complements and fills a gap between the existing options in Geology and Geological Engineering in the Geoscience M.S.

Signature/Date	
Chief Academic Officer:	_[signature]_ 4/8/2020
Chief Research Officer*:	
Chief Executive Officer:	_[signature]_ 4/7/20
Flagship Provost:**	
Flagship President:**	

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

Montana University System
REQUEST TO PLAN FORM

FOR OCHE USE	
Labor market outlook	Engineering Geology is a subdiscipline of Geosciences that overlaps with Civil and Geological Engineering. Public sources do not report on labor demand for engineering geologists alone, but instead track larger categories.

<table>
<tr><th colspan="4">Occupational demand in Montana, all levels of education</th></tr>
<tr><th></th><th>Annual Openings</th><th>Growth 2018-28</th><th>Median Wage</th></tr>
<tr><td>Mining and Geological Engineers</td><td>10</td><td>-3%</td><td>$92,250</td></tr>
<tr><td>Geoscientists</td><td>30</td><td>+16%</td><td>$85,780</td></tr>
</table>

Source: O*NET

Related programs / centers / institutes

No other campus in the Montana University System offers a specific graduate degree option in engineering geology. Montana State University offers an M.S. in Earth Sciences with concentrations in Geology and Geography. MSU's M.S. in Civil Engineering could also allow students to accumulate some similar coursework, though in a less focused manner. The University of Montana offers an M.S. in Geosciences.

<table>
<tr><th colspan="4">MUS Geosciences / Earth Science M.S. graduates 2017-2019</th></tr>
<tr><th></th><th>2019</th><th>2018</th><th>2017</th></tr>
<tr><td>Montana Technological University</td><td>11</td><td>12</td><td>15</td></tr>
<tr><td>Montana State University</td><td>6</td><td>9</td><td>13</td></tr>
<tr><td>The University of Montana</td><td>7</td><td>8</td><td>4</td></tr>
<tr><td>TOTAL</td><td>24</td><td>29</td><td>32</td></tr>
</table>

Source: MUS Student Data Warehouse

CAO discussion and follow-up

MSU-Bozeman and UM-Missoula confirmed the gap in offerings and expressed support for Montana Tech's proposal.

ARSA/BOR comment and direction for Level II proposal

Please clarify in the final proposal how students are advised into the variety of options within the Geoscience M.S.

LEVEL I MEMORANDUM

DATE: June 30, 2020

TO: Chief Academic Officers, Montana University System

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

RE: June 2020 Level I Academic Items

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in June 2020. 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 21st. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, July 24th. You will be notified of approved proposals by July 28th. 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 the establishment of an online certificate for Dual Enrollment Mathematics Teachers
     Item #2001-LI0620

   The University of Montana Missoula:
   - Notification of placement of the Film Studies minor into moratorium
     Item #1001-LI0620 | Moratorium Form
   - Notification of the establishment of a certificate in Innovation
     Item #1002-LI0620 | Attachment #1
   - Notification of the establishment of a certificate in Indigenous Knowledge and Environmental Sustainability
     Item #1003-LI0620
   - Notification of the establishment of a certificate in Nonprofit Administration
     Item #1004-LI0620
   - Notification of placement of the Facilities Management certificate into moratorium
     Item #1007-LI0620 | Moratorium Form
   - Notification of placement of the Heating, Ventilation, and Air Conditioning (HVAC) certificate into moratorium
     Item #1008-LI0620 | Moratorium Form

2. **OCHE Approvals**

   Montana State University Billings:
   - Request for authorization to rename the A.A.S. in Computer Desktop/Network Support to A.A.S. Cybersecurity/Network Support
     Item #2703-LI0620 | Attachment #1

Montana State University Bozeman:

- Request to rename the minor in Sustainability Studies to Sustainability and Environmental Stewardship
  Item #2002-LI0620

The University of Montana Missoula:

- Request for authorization to retitle the Curriculum and Instruction M.Ed. to Teaching and Learning M.Ed. and to retitle the Curriculum and Instruction Ed.D. to Teaching and Learning Ed.D.
  Item #1005-LI0620
- Request for authorization to retitle the Health and Human Performance M.S. to Integrative Physiology
  Item #1006-LI0620
- Request for authorization to terminate the University of Montana's participation in the join Materials Science PhD.
  Item #1009-LI0620 | Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June, 2020

ITEM 2001-LI0620

ITEM TITLE: Notification of an Online Gradate Certificate for Dual Enrollment Mathematics Teachers

Institution: **Montana State University**   CIP Code: **27.9999**

Program/Center/Institute Title: **Online Graduate Certificate for Dual Enrollment Mathematics Teachers**

Includes (please specify below):   Face-to-face Offering: _____   Online Offering: __X__   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: The creation of a 9-credit graduate certificate for practicing secondary mathematics teachers seeking to teach dual enrollment courses in algebra, calculus, and statistics.

Why: Montana high school teachers are eligible to teach dual enrollment mathematics courses on their high school campuses if they have a master's degree and 9 graduate credits in mathematics. By providing this certificate with online courses, we will enable Montana high school math teachers who hold a master's degree to become eligible to teach dual enrollment courses in mathematics. The three courses in the proposed certificate are currently available and are part of the M.S. in Mathematics - Mathematics Education option. Students could currently take the courses in non-degree status. By offering them as a certificate the students will have a clear pathway and formal advising. The courses can also be "stacked" as the first 9 credits of the 30 credit MSMME program, should they choose to continue.

Resources: No additional resources needed, because all courses are currently available.

ATTACHMENTS
Attachments

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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*

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1001-LI0620

Notification of the intent to place the Film Studies minor into moratorium.

Institution: **University of Montana-Missoula**   CIP Code: **50.0601**

Program/Center/Institute Title: **Film Studies minor moratorium**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to place the Film Studies minor into moratorium.

Why:

The director of the Film Studies program will no longer be employed at UM.

Resources:

No resources are needed to implement this change.

ATTACHMENTS
    Program Termination/Moratorium Form

Please mark the appropriate type of request and submit with 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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: **Film Studies Minor**

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: __X__ N: _____

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

The Film Studies minor has been placed in moratorium because the Director of these programs has been laid off as of Spring 2020.

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: X   N:

   The faculty would prefer not to place the program in moratorium, as it is a high-quality educational experience. However, given resource constraints, we currently need to focus in other areas of greater student demand.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1002-LI0920

Notification of the intent create a 12-credit certificate in Innovation.

Institution: **University of Montana-Missoula**   CIP Code: **30.0000**

Program/Center/Institute Title: **Film Studies minor moratorium**

Includes (please specify below):   Face-to-face Offering: _____   Online Offering: _____   Blended Offering: _X_

Options: _____

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to create a 12-credit certificate in Innovation.

Why:

The Innovation Factory is a new collaborative project, founded by the Office for Research and Creative Scholarship, and supported by Academic Affairs and the Office of the President. It is not a traditional academic unit, rather, the Innovation Factory operates as a hub for an array of existing campus activities where innovation is a central feature of their missions.

The Innovation Certificate offers one way for an undergraduate student to engage with the Innovation Factory. This certificate creates an explicit opportunity for students to participate in the activities of innovation through coursework in design, entrepreneurship, prototyping, content creation, leadership and creativity. It is consistent with the Certificate Program Guidelines in that it is *"…designed to help students develop specialized expertise in vocationally-oriented areas of knowledge and skills".* The Innovation Certificate will include applied 'hard' skills, but also seeks to formalize and articulate the value of a broad-based liberal arts education by calling out and teaching to the so-called 'soft' skills such as analytical problem-solving, critical and flexible thinking, communication and effective collaboration. Innovation is a mindset and a perspective that can be cultivated by the application of empathetic reasoning, scaffolded iteration, systematic feedback and an evaluation of outcomes.

This certificate is itself flexible and innovative by design. Different course combinations can complement a student's major program and individual goals, just as much as it could provide an alternative way to shape or add substance to their elective credits.

The Innovation Certificate also responds to the need for more diversified and modular curricular structures at UM, serving as both an incubator for specialized innovation-forward course content as well as alternative delivery strategies. The certificate will provide a 'laboratory' for experimentation and meaningful collaborations across campus.

The culminating experiences of the Innovation Certificate are two capstone courses, Creative Collaboration, that challenges cohorts by underscoring team-building and connectivity, and Digital Portfolio, a course producing a multi-media portfolio that exemplifies and condenses the skills gained, partnerships built, and inherent navigation of a contemporary workforce.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

Resources:

Significant new resources are not required to implement this change.

ATTACHMENTS
Attachment 1: Innovation certificate syllabus template

Please mark the appropriate type of request and submit with 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*

B. Level II:

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

_____ 1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ 2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Template Syllabus and Review Considerations
x191 or x194 (Special Topics, Seminar, or Workshop in Innovation-Based Content)

<u>Process for Review</u>
The Innovation Certificate is an interdisciplinary 12-credit certificate. This certificate has two parts, a set of six 1-credit elective courses taught by units across campus (for 6 credits total) and a set of two 3-credit capstone courses taught at the Innovation Factory (for 6 credits total).

<u>All courses</u> included in the 1-credit elective group must be submitted for review and approved by the Innovation Certificate Planning Committee in consideration of the following syllabi template guidelines, and in spirit as expressed in collaboration with the review committee.

The Innovation Certificate Planning Committee is to be comprised of 2-3 full-time faculty members from the Innovation Factory, at minimum one Innovation Factory-affiliated non-faculty member, and a representative from the Office of the President and the Provost. Information pertaining to the Innovation Certificate, detailed descriptions of courses, stackable 'recipes', info for conversational development and submission portal for course review will be housed on the Innovation Factory website.

SYLLABUS TEMPLATE
_____

XXX 191 or 194 (Course Title)
1-Credit Module, Location of Course
Term, Year, University of Montana
Instructor, Title, Dept. Affiliation
Approved for inclusion towards your Innovation Certificate
_____

Schedule and Duration
In determining semester hour recommendations, evaluators use the following guidelines:
1. One semester credit hour for each 15 hours of classroom contact plus 30 hours of outside preparation or the equivalent; or
2. One semester credit hour for each 30 hours of laboratory work plus necessary outside preparation or its equivalent, normally expected to be 15 hours; or
3. One semester credit hour for not less than 45 hours of shop instruction (contact hours) or the equivalent.

The Innovation Certificate Planning Committee suggests exploring a wide range of course scheduling options to suit the content being delivered, potential overlaps with opportune stretches in the academic calendar, specific events or visitors in our region, and to provide variety and diversity of options to increase student participation.

Examples:
-an intensive 3 day-weekend short-course,
-a single hour of contact at night per week for 15 weeks,
-a week-long evening course that culminates in a special event, visitor or presentation to campus,

-summer week-long workshops,
-3 consecutive weekends of part-day team projects,
-Spring Break or summer session field experiences in our region, etc.

Syllabus must specify:
The course will begin on xx/xx/2019, and close on xx/xx/2019.
We will meet every xx from xx pm – xx pm.
That is xx hrs per week of contact time and xx per semester, with xx hours of independent study/team planning/research/exploration additionally required on your own.

The final/final presentation will be on xx.

Course Format
We hope that the innovation certificate electives can be incubators for new approaches to course formatting and delivery. Online and mixed online/F2F modules are welcomed if they enhance the course content or increase opportunity for campus-based students, distanced Montanans seeking certification, or, perhaps community members seeking experimental non-credit increments WITHIN these modules.

Syllabus must specify:
This course is a (Face-to-Face, or, Online, or, Mixed Delivery) course.

Expect to purchase these materials or resources xx, and engage course requirements in xx ways. The course includes (lecture components/visual resources/online supplements/online projects/research teams/visiting lectures/field experiences).

Course Objectives
Innovation is an essential skill for identifying and solving problems in many fields. It is a mindset and a perspective that can be cultivated by the application of empathetic reasoning, scaffolded iteration, systematic feedback and an evaluation of outcomes. Students will learn to isolate and communicate desired goals, forge networks across disciplines, share their individual skillsets and operate collaboratively within an innovative ecosystem.

The Innovation Certificate will include applied 'hard' skills, and those should be clearly identified in your proposal, but it also seeks to formalize and articulate the value of a broad-based liberal arts education by calling out and teaching to the so-called 'soft' skills such as analytical problem-solving, critical and flexible thinking, communication and effective collaboration.

Syllabus must specify:
This course seeks to instill the following primary skills: xx.

Innovation, design and entrepreneurship, as skillsets not disciplines, are engrained deeply in the liberal arts experience that the University of Montana provides. This course activates those three capabilities in the following ways: xx. Additional course objectives include: xx.

Course Outcomes
<u>Syllabus must specify:</u>
Students will: xx.
              xx.
              xx.
              (clearly list in itemized fashion outcomes the students should expect.)

Some outcomes we anticipate cultivating during collaborative course development:

- enhance their communication skills in written, oral and visual forms, and how to evaluate the use of analog and digital technologies in communication
- demonstrate iterative thinking as a process of generating ideas, producing prototypes in material, written or conceptual form, testing the prototypes, analyzing results, generating refinements and adjustments, and starting the process anew

- participate in collaborative teams where each student assesses their specific skill sets, contributes their skills successfully, gains experience in project management, and can reflect on and build from the skills of collaborative partners
- develop tiered problem-solving skills across a range of disciplines, and appreciate the consistent roles that critical thinking, empathy, flexibility, resourcefulness and iteration play in all successfully designed solutions

Calendar
Include specific course assignments, events, and presentations in relationship to the course schedule and academic calendar for the specific term. Be specific in labeling each assignment and the duration/due date.

Assignment Overview
Syllabus must specify:
Include summary for each primary assignment in the course, expressing point values or relationship to overall evaluative strategies. Also express how the assignments combine to examine or formalize specifically innovation-centric skillsets like problem-solving, working collaboratively, analytical thinking, creative thinking, iterative design, etc.

Include in the Assignment Overview the particular items or sections that can be captured in the student's Digital Portfolio as they move towards completion of the certificate in the two capstone courses.

Evaluation
Syllabus must specify:
Include specific evaluation strategies and rubrics.

Advising towards the Certificate
Encourage students in the certificate program to consider, and work with their academic advisor, and/or an Innovation Factory partner, to understand how this course fits into the certificate, how it is different from the other courses, and in what ways it builds, stacks, or combines with other courses to achieve a particular capacity.

<u>Syllabus must specify:</u>
The culminating experiences of the Innovation Certificate challenges cohorts by underscoring team-building and connectivity. In *Creative Collaboration* each student works on a team with other students on projects that are student-generated, or from campus research, city or business partners, or community non-profits. As a final project, each student designs a comprehensive *Digital Portfolio* that exemplifies the Innovation Certificate and condenses the skills gained, partnerships built, and inherent navigation of a contemporary workforce.

The Innovation Factory
<u>Syllabus must specify:</u>
Include a description (provided) of what the Innovation Factory is, how it can serve the students as a resource, what they can do there, and what (if any) types of utilization of IF will be necessary for the course. IF can provide support and a creative, collaborative environment for all students and community members, especially those seeking to research or form innovation, design and entrepreneurship-based teams. It isn't necessary to hold courses in IF, although that is an option.

Additional Syllabus Elements
Include policy on access/special needs, academic honesty, UM process, departmental process, etc.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1003-LI0620

Notification of the intent create a certificate in Indigenous Knowledge and Environmental Sustainability.

Institution: **University of Montana-Missoula**   CIP Code: **03.0103**

Program/Center/Institute Title: **Indigenous Knowledge and Environmental Sustainability certificate**

Includes (please specify below):   Face-to-face Offering: _____   Online Offering: _____   Blended Offering: __X__

Options: _____

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to create a certificate in Indigenous Knowledge and Environmental Sustainability.

Why:

As society increasingly recognizes the necessity of developing environmentally sustainable solutions to the condition and future of planet earth, the relevance of traditional ecological or Indigenous knowledge is ever more significant. It is critical for both practitioners and the broader citizenry to have a firm grasp of the ways in which these knowledge bases can inform best practices and solutions to the real problems we face in creating a sustainable human and planetary future. Governmental agencies (federal, state and tribal) are increasingly requiring the addition of traditional ecological or Indigenous knowledge into their systems.

The 12-credit Certificate in Indigenous Knowledge and Environmental Sustainability (IKES) is geared towards:

- those who currently work with environmental focused agencies (NGOs or government agencies) but who may have no formal training with Indigenous knowledge
- those who wish to update their training
- those who work in related fields and wish to broaden their knowledge of IKES issues and concepts.

The 12-credit Certificate IKES may also be a good way to get started on an Environmental Studies degree. The Certificate option could be completed in as little as a year.

Resources:

Significant new resources are not required to implement this change.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ATTACHMENTS
Click or tap here to enter text.

Please mark the appropriate type of request and submit with 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_

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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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 Request to Plan, except when eliminating or consolidating)

----

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1004-LI0620

Notification of the intent create an undergraduate certificate in Nonprofit Administration.

Institution: **University of Montana-Missoula**   CIP Code: **52.0206**

Program/Center/Institute Title: **Nonprofit Administration undergraduate certificate**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: __X__   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to create an undergraduate certificate in Nonprofit Administration.

Why:

The nonprofit sector is diverse, containing organizations working arts and culture, environment, education, health, economic development, and conservation to name just a few. In Montana, more than 11% of the population is employed in nonprofit organizations. As such, people from a wide variety of academic disciplines work for nonprofit organizations. Nonprofit organizations are an important and unique sector of the U.S. economy. There are specific skills and knowledge necessary to be prepared for entry-level and mid-level careers in the sector. We currently offer a 21-credit, stand-alone Minor in Nonprofit Administration. The minor graduates an average of 10 students per year. In order to reach more students, in more academic disciplines, and support workforce needs in Montana, we request to develop a 12-credit Certificate in Nonprofit Administration.

Students now seek college-level certificate programs in the field to equip them for employment in the nonprofit sector and careers with social impact. Certificates, and/or micro-credentials, allow students to build out specific skill sets that complement their major area of study and help their resumes stand out.

Resources:

Significant new resources are not required to implement this change.

ATTACHMENTS

Click or tap here to enter text.

Please mark the appropriate type of request and submit with 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.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

___

__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*

B. Level II:

      1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

      2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1007-LI0620

<u>**Notification of the intent to place the Facilities Management certificate into moratorium.**</u>

Institution: **Missoula College**   CIP Code: **47.0210**

Program/Center/Institute Title: **Facilities Management certificate**

Includes (please specify below):   Face-to-face Offering: _____   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What:

Missoula College notifies the Montana Board of Regents of its intent to place the Facilities Management certificate into moratorium.

Why:

It is difficult to find qualified instructors, as most qualified individuals do not have the time to come in to teach during the weekdays, evenings, or weekends. The curriculum needs to be revised to satisfy the requirements of a true apprenticeship training, the current program does not contain enough hours to adequately cover the curriculum.

Resources:

No new resources are required to implement this change.

ATTACHMENTS
Program Termination/Moratorium Form

Please mark the appropriate type of request and submit with 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)

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST 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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

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: **Facilities Management certificate**

Program is being   **X**   **Placed into moratorium**   _____   **Terminated**

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

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

No layoffs will occur.

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 Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1008-LI0620

Notification of the intent to place the Heating Ventilation and Air Conditioning technician certificate into moratorium.

Institution: **Missoula College**   CIP Code: **47.0210**

Program/Center/Institute Title: **Heating Ventilation and Air Conditioning (HVAC) technician certificate**

Includes (please specify below):   Face-to-face Offering: _____   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What:

Missoula College notifies the Montana Board of Regents of its intent to place the Heating Ventilation and Air Conditioning (HVAC) technician certificate into moratorium.

Why:

It is difficult to find qualified instructors, as most qualified individuals do not have the time to come in to teach during the weekdays, evenings, or weekends. The curriculum needs to be revised to satisfy the requirements of a true apprenticeship training, the current program does not contain enough hours to adequately cover the curriculum.

Resources:

No new resources are required to implement this change.

ATTACHMENTS

Program Termination/Moratorium Form

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

__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*

_____   **B. Level II:**

_____   **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____   **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

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: **Heating Ventilation and Air Conditioning (HVAC) technician certificate**

Program is being   **X**   **Placed into moratorium** _____   **Terminated**

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

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

No layoffs will occur.

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 Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

SUBMISSION MONTH/YEAR

ITEM 2703-LI0620

ITEM TITLE: Program Title Change at City College MSU Billings from Associate of Applied Science Computer Desktop/Network Support to Associate of Applied Science Cybersecurity/Network Support

Institution:	**MSU Billings**	CIP Code: **11.0901**

Program/Center/Institute Title: **Cybersecurity/Network Support**

Includes (please specify below):   Face-to-face Offering: X   Online Offering: X   Blended Offering: X

Options: None

Proposal Summary [360 words maximum]

What: The Computer Desktop/Network Support degree is changing title to Cybersecurity/Network Support. The plan of study is being modified in alignment with the requested title: CSCI 100 will replace CSCI 211, ITS 182, ITS 217, and ITS 284 will be removed while ITS 257, ITA 294, and NTS 204 will be added. The number of credits and staffing needs will not be affected.
Why: The requested title change is to better align the degree within the Information Technology industry.

Resources: None

ATTACHMENTS
189-2703-C0620_A1 (MSU Billings Academic Senate Request)

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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_
_____

_____ **B. Level II:**

_____   **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed
_____   Request 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 Request to Plan, except when eliminating or consolidating)
_____

    5. Re-titling an academic, administrative, or research unit
_____

MONTANA STATE UNIVERSITY BILLINGS

FORM TO SUBMIT MODIFICATIONS TO AN EXISTING PROGRAM

This transmittal sheet must accompany a proposal to modify the structure of an existing academic program. This sheet is appropriate for such items as changes in the elective or specified course requirements, specified (as part of a major) Gen Ed requirements, and/or degree title changes.

Please attach:
1. An explanation/rationale for the proposed changes.
2. A copy of the program as it is currently offered.
3. The program with proposed changes highlighted or noted in some way.
4. For appropriate programs, include a Suggested Plan of Study. Appropriate programs include all BS and BA degrees, and all programs at City College.

includes degree, name change!

Exact title of the program as it currently appears in the catalog:
Computer Desktop/Network Support

Which other departments or programs will be affected by this modification, and have you consulted with them? What was the result of that consultation?
Computer Systems Technology department. The following Plan of Study changes are proposed.

Effective Term: Fall 2020

Originating Faculty
Signature _____ Date 12/5/19

Typed name: Bruce Brumley

Recommended by **Department Chairperson**
Signature _____ Date 12/4/19

Recommended by **College Curriculum Committee**
Signature of Chairperson _____ Date 12-4-19

Reviewed by **College Dean**
Signature _____ Date 12-6-19

Recommended by **MSUB Graduate Committee**
If appropriate
Signature of Chairperson N/A Date

Recommended by **Undergraduate Curriculum Committee**
If appropriate
Signature of Chairperson _____ Date 1/22/20

Recommended by **Academic Senate**
Signature of Chairperson _____ Date 2/6/20

Approval by **MSUB Provost**
Signature _____ Date 2/0/2020

Undergraduate Curriculum Committee 1988   Revised 5/2015

OCHE/BOR Approval

The requested title change is to better align the degree within the Information Technology industry. The new degree title will be Cybersecurity/Network Support.

The plan of stud   is also being modified to better align with its new title. The change moves CDNS students from CSCI 211 to CSCI 100. ITS 182, ITS 217, and ITS 284 are removed. ITS 257, ITS 294 and NTS 204 are added.

ITS 182 - Help Desk Support will be deleted as it is no longer needed.

The overall effect on credits is not affected.

Staffing is not changing due to the revision.

Cybersecurity / Network Support (AAS)

Required Courses	Credits
CAPP 110 Short Course: MS Outlook	1
CAPP 154 MS Word	3
CAPP 156 MS Excel	3
CAPP 158 MS Access	3
COMX 106 Communicating in a Dynamic Workplace	3
COMX 111 Introduction to Public Speaking	3
CSCI 100 Introduction to Programming	3
CSCI 181 Web Design & Programming	3
ITS 166 Configuring MS Windows 10	3
ITS 212 Network Operating System Server	3
ITS 224 Introduction to Linux	3
ITS 245 Cybersecurity Operations	3
ITS 256 CCNA Security	3
ITS 257 Intro to Computer Virtualization	3
ITS 274 Advanced Hardware Technical Support	3
ITS 280 Computer Repair and Maintenance	3
ITS 283 Health Information Networking	3
M 114 Extended Technical Mathematics	3
NTS 104 CCNA 1: Intro to Networks	4
NTS 105 CCNA 2: Routing & Switching Essentials	4
NTS 204 CCNA 3: Scaling Networks	3
WRIT 121 Introduction to Technical Writing	3
Elective or CST 292 Technical Support Internship	3
Total Minimum Credits required for degree	**69**

First Semester	Credits
CAPP 154 (MS Word)	3
COMX 106 (Com in Dyn Work)	3
CSCI 100 (Int to Prog)	3
ITS 166 (Windows 10)	3
ITS 280 (Comp Repair)	3
M 114 (Ext Tech Math)	3
Sem One Total Credits	**18**

Second Semester	Credits
CAPP 156 (MS Excel)	3
CSCI 181 (Web Dsgn)	3
ITS 212 (Net System Svr)	3
NTS 104 (CCNA 1)	4
WRIT 121 (Int Tech Wrtg)	3
Sem Two Total Credits	**16**

Third Semester	Credits
CAPP 110 (Short MS Outlook)	1
CAPP 158 (MS Access)	3
ITS 224 (Int to Linux)	3
ITS 256 (CCNA Security)	3
ITS 257 (Intro to Comp Virtual)	3
NTS 105 (CCNA 2)	4
Sem three Total Credits	**17**

Fourth Semester	Credits
COMX 111 (Int Pub Spk)	3
ITS 245 Cyber Ops	3
ITS 274 (Adv Htwr Tech Supp)	3
ITS 283 (Health Info Net)	3
NTS 204 (CCNA 3)	3
Elective/Internship	3
Sem Four Total Credits	**18**

CDNS Total Credits	**69**

	Current Plan of Study		New Plan of Study		Notes

Current Plan of Study | **New Plan of Study** | **Notes**

First Semester	Credits
ITS 166 (Windows 10)	3
ITS 280 (Comp Repair)	3
M 114 (Ext Tech Math)	3
NTS 104 (CCNA 1)	4
NTS 105 (CCNA 2)	4
Sem One Total Credits	**17**

First Semester	Credits	Notes
CAPP 154 (MS Word)	3	
COMX 106 (Com in Dyn Work)	3	
CSCI 100 (Int to Prog)	3	*offered by CPAD*
ITS 166 (Windows 10)	3	
ITS 280 (Comp Repair)	3	
M 114 (Ext Tech Math)	3	
Sem One Total Credits	**18**	

Second Semester	Credits
CAPP 154 (MS Word)	3
CAPP 156 (MS Excel)	3
CSCI 181 (Web Dsgn)	3
ITS 212 (MS System Svr)	3
ITS 256 (CCNA Security)	3
WRIT 121 (Int Tech Wrtg)	3
Sem Two Total Credits	**18**

Second Semester	Credits
CAPP 156 (MS Excel)	3
CSCI 181 (Web Dsgn)	3
ITS 212 (MS System Svr)	3
NTS 104 (CCNA 1)	4
WRIT 121 (Int Tech Wrtg)	3
Sem Two Total Credits	**16**

Third Semester	Credits
CAPP 110 (Short MS Outlook)	1
CAPP 158 (MS Access)	3
COMX 106 (Com in Dyn Work)	3
COMX 111 (Int Pub Spk)	3
ITS 182 (Help Desk Supp)	3
ITS 217 (Net Op Sys-Svr Ad/Apps)	3
Sem Three Total Credits	**16**

Third Semester	Credits	Notes
CAPP 110 (Short MS Outlook)	1	
CAPP 158 (MS Access)	3	
ITS 224 (Int to Linux)	3	
ITS 256 (CCNA Security)	3	
ITS 257 (Int to Comp Virtual)	3	*offered by CST*
NTS 105 (CCNA 2)	4	
Sem Three Total Credits	**17**	

Fourth Semester	Credits
CSCI 211 (Client Side Prog)	3
ITS 224 (Int to Linux)	3
ITS 274 (Adv Htwr Tech Supp)	3
ITS 283 (Health Info Net)	3
ITS 284 (Net Storage)	3
Elective/Internship	3
Sem Four Total Credits	**18**

Fourth Semester — 246

Fourth Semester	Credits	Notes
COMX 111 (Int Pub Spk)	3	
ITS 245 (Cyber Ops)	3	
ITS 274 (Adv Htwr Tech Supp)	3	
ITS 283 (Health Info Net)	3	*offered by CST*
NTS 204 (CCNA 3)	3	*offered by CST*
Elective/Internship	3	
Sem Four Total Credits	**18**	

CDNS Total Credits	69

CDNS Total Credits	69

Legend:
- 🟥 Remove from degree
- 🟨 Move within degree
- 🟩 Add to degree

Meeting date

ITEM XXX-XXX-XXXXX

<u>Item Name</u>

THAT

The Computer Desktop/Network Support degree is changing title to Cybersecurity/Network Support.

EXPLANATION

The requested title change is to better align the degree within the Information Technology industry.

ATTACHMENTS

Item Attachments

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

ITEM **XXX-XXXX-XXXX** _____   Submission Month or Meeting: _____

Institution: _____   CIP Code: _____

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/preparingacademicproposals.asp.

__X__ A. Level I:

Campus Approvals

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

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    __X__ **5. Re-titling an existing postsecondary educational program**

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

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

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

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

    10. Establishing a temporary C.A.S. or A.A.S. degree program _Approval limited to 2 years_

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

_____ **B. Level II:**

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

       2. Exceeding the 120 credit maximum for baccalaureate degrees _Exception to policy 301.11_
_____

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

       4. Re-titling an academic, administrative, or research unit
_____

Proposal Summary [360 words maximum]

What

The Computer Desktop/Network Support degree is changing title to Cybersecurity/Network Support.

Why

The requested title change is to better align the degree within the Information Technology industry.

Resources

Relationship to similar MUS programs

Re-titling of an existing degree.

COMPUTER DESKTOP/ NETWORK SUPPORT ASSOCIATE OF APPLIED SCIENCE DEGREE

CDNS is a fall start program. Please see an advisor for more information.

A Computer Desktop/Network Support specialist provides technical solutions to customer-critical problems related to software applications and associated hardware. This is accomplished through problem analysis using online training, phone service support, and a variety of electronic means to achieve high-level customer satisfaction and to accomplish the goals of the organization. Students who are successful in the program will be prepared to take industry exams such as A+, Net+, MCP, and MCDST. Students who graduate with a CDNS degree can work as support specialists in business, industry, education, and government. See our website at www.msubillings.edu/careers for graduate data.

Upon successful completion of this program a student will be able to:

- Create and present a helpdesk environment from conception to development.
- Troubleshoot and repair computer hardware.
- Set up operating systems and troubleshoot software.
- Set up and document small and home networks using troubleshooting skills.
- Use business-oriented computer software programs such as Microsoft Word, Excel, Access and PowerPoint.
- Use appropriate tools to administer and troubleshoot computers.

Before a student can be accepted into the Computer Desktop/Network Support program, competency in mathematics and computers must be demonstrated. This may be done by:

- transferring of appropriate credits
- completing the computer literacy challenge test
- obtaining permission of CST faculty
- taking prerequisite course (CAPP 120)
- possessing current ACT/SAT scores in the required range
- taking the necessary prerequisite English, math and/or computer classes identified in the catalog

Check with an academic advisor to determine how you can meet these requirements. Students should check the course descriptions for required prerequisites.

Required Courses

Code	Title	Credits
CAPP 110	Short Courses: MS Outlook	1
CAPP 154	MS Word	3
CAPP 156	MS Excel	3
CAPP 158	MS Access	3
COMX 106	Comm in a Dynamic Workplace	3
COMX 111	Intro to Public Speaking	3
CSCI 100	Intro to Programming	3
CSCI 181	Web Design & Programming	3
ITS 166	Configuring MS Windows 10	3
ITS 212	Network Operating Sys-Server A	3
ITS 224	Introduction to Linux	3
ITS 246	Cybersecurity Operations	3
ITS 256	CCNA Security	3
ITS 257	Intro to Comp Virtualization	3
ITS 274	Adv Hrdwr/Sftwr Trbl & Spprt	3
ITS 280	Computer Repair & Maintenance	3
ITS 283	Health Information Networking	3
M 114	Extended Technical Mathematics	3
NTS 104	CCNA 1: Intro to Networks	4
NTS 105	CCNA 2: Routing & Switching Es	4
NTS 204	CCNA 3: Scaling Networks	3
WRIT 121	Intro to Technical Writing	3
CST 298	Internship/Cooperative Educ (or Elective)	3
Total Minimum Credits		**69**

Students should check course descriptions for required prerequisites. Math and communication requirements are usually determined by performance on placement tests or transfer credits.

Suggested Plan of Study

Code	Title	Credits
First Semester		
CAPP 154	MS Word	3
COMX 106	Comm in a Dynamic Workplace	3
CSCI 100	Intro to Programming	3
ITS 166	Configuring MS Windows 10	3
ITS 280	Computer Repair & Maintenance	3
M 114	Extended Technical Mathematics	3
Total		18
Second Semester		
CAPP 156	MS Excel	3
CSCI 181	Web Design & Programming	3
ITS 212	Network Operating Sys-Server A	3
NTS 104	CCNA 1: Intro to Networks	4
WRIT 121	Intro to Technical Writing	3
Total		16
Third Semester		
CAPP 110	Short Courses: MS Outlook	1
CAPP 158	MS Access	3
ITS 224	Introduction to Linux	3
ITS 256	CCNA Security	3
ITS 257	Intro to Comp Virtualization	3
NTS 105	CCNA 2: Routing & Switching Es	4
Total		17
Fourth Semester		
COMX 111	Intro to Public Speaking	3
ITS 246	Cybersecurity Operations	3
ITS 274	Adv Hrdwr/Sftwr Trbl & Spprt	3
ITS 283	Health Information Networking	3
NTS 204	CCNA 3: Scaling Networks	3
Elective/Internship		3
Total		18

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June, 2020

ITEM 2002-LI0620

ITEM TITLE : Request to rename the Minor in Sustainability Studies to Sustainability and Environmental Stewardship

Institution: **Montana State University**   CIP Code: 30.3301 Program/Center/Institute Title:

Sustainability and Environmental Stewardship Studies Certificate

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: Request for renaming Minor in Sustainability Studies (housed in the department of Liberal Studies) to the Minor in Sustainability and Environmental Stewardship; the formal addition of a number of stewardship/natural resource management-focused courses to the Minor's curriculum; and the creation of an option between two emphases in study and corresponding capstones.

Why: As the only land-grant university in the Greater Yellowstone Ecosystem, Montana State sees an increasing demand for undergraduate education that focuses on the area and prepares students for a variety of careers that shape and manage the dynamics of the environment in which we live.

Sustainability refers to the ways that people can meet current needs without sacrificing the ability of future generations to meet their needs. This goal requires balancing environmental, economic, and social concerns. The *Sustainability Studies* emphasis focuses on the societal and human-environment dimensions of planetary change and how we can reduce our footprint to support future generations.

Environmental Stewardship is the careful and responsible use, management and conservation of natural resources in a way that takes a full and balanced account of the interests of society, future generations, and other species. The *Environmental Stewardship* Studies emphasis focuses on environmental sciences, management perspectives, and conservation opportunities.

It is imperative, given our university's setting, to have this multi-dimensional approach in the proposed Minor in Sustainability and Environmental Stewardship.

Resources:

ATTACHMENTS
   Attachments

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

Please mark the appropriate type of request and submit with 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*

_____ **B. Level II:**

  1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or
  Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1005-LI0620

Request for the authorization to retitle the Curriculum and Instruction M.Ed. to Teaching and Learning M.Ed., and to retitle the Curriculum and Instruction Ed.D. to Teaching and Learning Ed.D.

Institution: **University of Montana-Missoula**   CIP Code: **13.0301**

Program/Center/Institute Title: **Teaching and Learning M.Ed., Teaching and Learning Ed.D.**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to retitle the masters of education in Curriculum and Instruction to Teaching and Learning, and to retitled the doctor of education in Curriculum and Instruction to Teaching and Learning.

Why:

We are requesting to retitle the M.Ed. and Ed.D. degrees in the department. This proposal will change the M.Ed. from an M.Ed. in Curriculum and Instruction to an M.Ed. in Teaching and Learning and the Ed.D. from an Ed.D. in Curriculum & Instruction to an Ed.D. in Teaching and Learning. This will impact all of the M.Ed.'s in the department including those with options in Curriculum Studies, Literacy, Library, and Early Childhood Education.

This retitling request aligns with the departmental name change which was implemented for the 16-17 catalog year. These proposals will finalize the name change across all programs within the department.

Resources:

Significant new resources are not required to implement this change.

ATTACHMENTS
Click or tap here to enter text.

Please mark the appropriate type of request and submit with 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.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

__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*

_____ **B. Level II:**

    _____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    _____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1006-LI0620

Request for the authorization to retitle the Health and Human Performance M.S. to Integrative Physiology.

Institution: **University of Montana-Missoula**	CIP Code: **26.0908**

Program/Center/Institute Title: **Integrative Physiology M.S.**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _Generalist, Exercise Science_

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to retitle the masters of science in Health and Human Performance to Integrative Physiology.

Why:

We request to change our conferred degree from an M.S. in Health and Human Performance to an M.S. in Integrative Physiology with two options: Generalist and Exercise Science. Note that these are existing programs**.** The requested program name change is necessary to provide students with a common name identification with the realignment of the renamed School of Integrative Physiology and Athletic Training within the College of Health. The name "Integrative Physiology" is consistent with names of similar programs at regional universities with whom UM competes. The faculty have previously voted to adopt this new name and it is consistent with the strategic academic alignment of the College of Health.

Resources:

No new resources are required to implement this change.

ATTACHMENTS

Click or tap here to enter text.

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

____ **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*

____ **B. Level II:**

____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

June 2020

ITEM 190-1009-LI0620

<u>**Notification of the intent to terminate the Materials Sciences PhD.**</u>

Institution: **University of Montana-Missoula**   CIP Code: **40.1001**

Program/Center/Institute Title: **Materials Sciences PhD**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to terminate the Materials Sciences PhD.

Why:

This degree program has been a collaboration with MSU-Bozeman and Montana Tech. They will continue to offer the program but UM will no longer be a collaborator. We are requesting this change due to very low enrollment numbers that are unsustainable. Only two students have been in the program at UM.

Resources:

No additional resources are required to implement this change.

ATTACHMENTS
Program Termination/Moratorium Form

Please mark the appropriate type of request and submit with 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)

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST 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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

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: **Materials Sciences PhD**

Program is being   _____   **Placed into moratorium**   **X**   **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 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: X   N:

    Prospective students have inquired about the Material Sciences Program, but we have informed them it will no longer be available at UM.

LEVEL I MEMORANDUM

DATE:	Aug. 1 2020
TO:	Chief Academic Officers, Montana University System
FROM:	Brock Tessman, Deputy Commissioner for Academic, Research, and Student Affairs
RE:	July 2020 Level I Academic Items

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in July 2020. 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 August 18th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, August 21st. You will be notified of approved proposals by August 25th. 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 placing the A.A.S. in Criminal Justice Law Enforcement, Peace Officer in moratorium
     Item #200-LI0620 | Moratorium Form
   - Notification of placing the A.A.S. in Criminal Justice Law Enforcement, Private Security in moratorium
     Item #201-LI0620 | Moratorium Form

   The University of Montana-Western:
   - Notification of intent to establish a Certificate in K-8 to Early Childhood Education Pre-Kindergarten – Grade 3
     Item #1602-LI0820 | Attachment
   - Notification of intent to establish a Certificate in Infant and Toddler Development and Education
     Item #1603-LI0820 | Attachment
   - Notification of intent to establish a Certificate in Prekindergarten-Grade 3 to K-8 Bridge
     Item #1604-LI0820 | Attachment
   - Notification of intent to establish a Certificate in Early Childhood to Prekindergarten-Grade 3
     Item #1605-LI0820 | Attachment

2. **OCHE Approvals**

   The University of Montana Western:
   - Request for authorization to retitle the B.S. in Early Childhood Education to Teaching and Learning in Early Childhood
     Item #1600-LI0820
   - Request for authorization to retitle the minor in Early Childhood Education to Early Childhood Education: Prekindergarten-Grade 3
     Item #1601-LI0820

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

July 2020

ITEM 200-LI0620

Notification of Placing the Associate of Applied Science in Criminal Justice Law Enforcement, Peace Officer in Moratorium

Institution: **Dawson Community College**   CIP Code: **43.0107**

Program/Center/Institute Title: **Associate of Applied Science in Criminal Justice Law Enforcement, Peace Officer**

Includes (please specify below):   Face-to-face Offering: ___X___   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: Dawson Community College is notifying the Montana Board of Regents of its intent to place the Associate of Applied Science in Criminal Justice Law Enforcement, Peace Officer program in moratorium.

Why: The decision to place this program into moratorium was based on program review data and the advisory committee.

Resources:

ATTACHMENTS
Program Moratorium Form

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

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   **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?**
Two (2) students – Spring 2021
One (1) student – 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: ____

       DCC is still offering the Associate of Applied Science in Criminal Justice program that will incorporate all Peace Officer courses as electives and allow each of these three (3) students to complete their degrees on the current plan of study.

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   NA

    c.) Program Public Advisory Committee   x

    d.) Articulation Partners   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

July 2020

ITEM 2001-LI0620

Notification of Placing the Associate of Applied Science in Criminal Justice Law Enforcement, Private Security in Moratorium

Institution: **Dawson Community College**   CIP Code: **43.0112**

Program/Center/Institute Title: **Associate of Applied Science in Criminal Justice Law Enforcement, Private Security**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: _____   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: Dawson Community College is notifying the Montana Board of Regents of its intent to place the Associate of Applied Science in Criminal Justice Law Enforcement, Private Security program in moratorium.

Why: The decision to place this program into moratorium was based on program review data and the advisory committee.

Resources:

ATTACHMENTS
Program Moratorium Form

Please mark the appropriate type of request and submit with 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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: Associate of Applied Science Criminal Justice Law Enforcement, Private Security

Program is being __x__ **Placed into moratorium** _____ **Terminated**

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

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) **Internal Curriculum Committees**   x

    b.) **Faculty Senate**   NA

    c.) **Program Public Advisory Committee**   x

    d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

August 2020

ITEM 1602-LI0820

ITEM TITLE Certificate for Endorsement in K-8 to Early Childhood Education Prekindergarten-Grade 3

Institution: **The University of Montana Western** CIP Code: **13.1210**

Program/Center/Institute Title: **Certificate for Endorsement in K-8 to Early Childhood Education Prekindergarten-Grade 3**

Includes (please specify below): Face-to-face Offering: ___X___ Online Offering: ___X___ Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: We are proposing to formalize our current offering of undergraduate courses for post-baccalaureate student pursing 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.

ATTACHMENTS
Attachments
Attachment #1: Certificate K-8 to Early Childhood Education Prekindergarten-Grade 3

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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*

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

ITEM # 190-1602-LI0820

Attachment #1: Certificate Requirements

Certificate K-8 to Early Childhood Education Prekindergarten-Grade 3

28 credits

EDEC 410, Families Communities and Culture (4)

EDEC 230, Positive Guidance (4)

EDEC 273, Early Childhood Curriculum & Environments I (4)

EDEC 275, Early Childhood Integrated Curriculum & Environments II (4)

EDEC 340, Practicing Inclusion in Preschool Programs (4**)**

EDEC 430, Social and Emotional Development in Young Children (4)

EDEC 452, Advanced Early Childhood Curriculum and the Project Approach (4)

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

August 2020

ITEM 1603-LI0820

ITEM TITLE Certificate for Infant and Toddler Development and Education

Institution: **The University of Montana Western**   CIP Code: **13.1210**

Program/Center/Institute Title: **Certificate for Infant and Toddler Development and Education**

Includes (please specify below):   Face-to-face Offering: X   Online Offering: X   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: We are proposing a 20-credit certificate that can either be standalone or a step for students completing their AAS in Early Childhood Education. The Certificate for Infant and Toddler Development and Education provides students a focus and expertise in infant and toddler development and education.

Why: There are currently no infant/toddler certificates or degrees offered in the state of Montana. In the 1990's, the U.S. funded the development of Early Head Start programs that serve children from 0-36 months as provide prenatal services to expectant families. Early Head Start programs require that teachers have infant/toddler credentials. We would be the only institution in the state providing this much needed education for infant/toddler providers.

Moreover, agencies that provide federally funded infant/toddler intervention services (Part C funding) in the state of Montana require early intervention specialists to have training and credentials in early intervention. The first three years of a child's life are critical to a child's overall life development; infant/toddler teachers with training specific to this age-range are better equipped to support maximum development during this critical period of development.

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

ATTACHMENTS
   Attachments
   Attachment #1: Certificate for Infant and Toddler Requirements

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

      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_
_____

_____ **B. Level II:**

      1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)
_____

      2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)
_____

      5. Re-titling an academic, administrative, or research unit
_____

Attachment #1: Certificate Requirements

Certificate in Infant and Toddler Development and Education

20 credits

        EDEC 249, Infant Toddler Development and Group Care.   4 credits
        EDEC 2XX, Foundations of Development: Prenatal to 36 months. 4 credits
        EDEC 2XX, Infant Toddler Evidence-Based Practices and Assessment. 4 credits
        EDEC 2XX, Infant Toddler Family Partnerships, Family-Centered Interventions, and
        Professionalism. 4 credits
        4 credits of Professional EDEC Electives selected with your advisor

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

August 2020

ITEM 1604-LI0820

ITEM TITLE Certificate for Endorsement in Prekindergarten-Grade 3 to K-8 Bridge

Institution: **The University of Montana Western**   CIP Code: **13.1210**

Program/Center/Institute Title: **Certificate for Endorsement in Prekindergarten-Grade 3 to K-8 Bridge**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: __X__   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: We are proposing to formalize our current offering of undergraduate courses for post-baccalaureate student pursing licensure or endorsement into a certificate awarded by the University. The courses are available Face-to-face or online and are already part of the program.

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.

ATTACHMENTS
Attachments
Attachment #1: Certificate for Pk3-K-8 Bridge

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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_

B. Level II:

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

2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Attachment #1: Certificate Requirements

Certificate in Prekindergarten-Grade 3 to K-8 Bridge

24 credits

Course Name	Credit(s)
EDU 385: Mathematics for K-8 Schools with Pedagogy 1	4 Credit(s)
EDU 386: Mathematics for K-8 Schools with Pedagogy 2	4 Credit(s)
EDU 352: Field Experience K-8	4 Credit(s)
EDU 382: Assessment, Curriculum & Instruction	4 Credit(s)
EDU 4XX: Inquiry Methods in Science and Social Studies for 4th-8th Grade Teachers	4 Credit(s)
EDU 4XX: Language and Literacy Methods for the 4th-8th Grade Teacher	4 Credit(s)

Total: 24 Credit(s)

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

August 2020

ITEM 1605-LI0820

ITEM TITLE Certificate for Endorsement in Early Childhood to Prekindergarten-Grade 3

Institution: **The University of Montana Western**   CIP Code: **13.1210**

Program/Center/Institute Title: **Certificate for Endorsement in Early Childhood to Prekindergarten-Grade 3**

Includes (please specify below):   Face-to-face Offering: __X__   Online Offering: __X__   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: We are proposing to formalize our current offering of undergraduate courses for post-baccalaureate student pursing 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.

ATTACHMENTS
Attachments
Attachment #1: Certificate for Early Childhood to Prekindergarten-Grade 3

Please mark the appropriate type of request and submit with 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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Attachment #1: Certificate Requirements

Certificate Early Childhood to Prekindergarten-Grade 3

29 credits

EDU 233	-Literacy, Language and Text	4 Credit(s)
EDU 352	- Field Experience K -8	4 Credit(s)
EDEC 4XX	-Science and Social Studies for Early Childhood K-3	4 Credit(s)
EDEC 4XX	-Math & Technology in EC (K-3)	4 Credit(s)
EDU 438	-Literacy Assessment, Diagnosis, & Instruction	4 Credit(s)
EDU 494A	-Teacher Work Sample	2 Credit(s)
EDEC 495	-Internship	7 Credit(s)
	Total Credits:	**29 Credits**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

August 2020

ITEM 1600-LI0820

ITEM TITLE **Retitling Bachelor of Science: Early Childhood Education**

Institution: **The University of Montana Western**   CIP Code: **13.1210**

Program/Center/Institute Title: **Bachelor of Science: Early Childhood Education**

Includes (please specify below):   Face-to-face Offering: **X**   Online Offering: **X**   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: To Retitle the Bachelor of Science: Early Childhood Education to Bachelor in Science: Teaching and Learning in Early Childhood

Why: The new title will create a distinction between the professional Bachelor of Science degree that does not apply towards teacher licensure and the Bachelor of Science Early Childhood Education: Pre K-3rd Grade which does apply towards teacher licensure. This change will help eliminate student confusion between the two programs. The degree outcomes have stayed the same with minor edits to the description.

Resources: N/A

ATTACHMENTS
N/A

Please mark the appropriate type of request and submit with 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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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*

B. Level II:

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

2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

August 2020

ITEM 1601-LI0820

ITEM TITLE Retitling the Minor in Early Childhood Education

Institution: **The University of Montana Western**   CIP Code: **13.1210**

Program/Center/Institute Title: **Minor in Early Childhood Education**

Includes (please specify below):   Face-to-face Offering: ___X___   Online Offering: ___X___   Blended Offering: _____

Options: _____

Proposal Summary [360 words maximum]

What: To Retitle the Minor in Early Childhood Education to Minor in Early Childhood Education: Prekindergarten-Grade 3

Why: The new title reflects the purpose of the minor which is to obtain an endorsement in prekindergarten – grade 3.

Resources: N/A

ATTACHMENTS
N/A

Please mark the appropriate type of request and submit with 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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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_

_____ **B. Level II:**

_____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request 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 Request to Plan, except when eliminating or consolidating)

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