ACADEMIC ITEM APPROVAL MEMORANDUM

Compiled here are academic items approved since the November Board of Regents Meeting. This memorandum from October, November, and December 2020, contains items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. The items before you have been approved and are now being shared with you for your notification.

- October 2020 Academic Item Memorandum
- November 2020 Academic Item Memorandum
- December 2020 Academic Item Memorandum

ACADEMIC ITEMS MEMORANDUM

DATE: Nov. 9 2020

TO: Chief Academic Officers, Montana University System

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

RE: October 2020 Academic Items

Contained within this memorandum are Level I and Level II proposals submitted by the institutions of the Montana University System in October 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 Chief Academic Officer's conference call on November 17th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, November 13th. You will be notified of approved proposals by November 24th. The Board of Regents will be notified of the approved proposals at the January meeting of the Board.

LEVEL I ITEMS:

1. **Campus Approvals**

   Montana State University Billings:
   - Notification of multiple program moratoria
     Item #2700-LI1020 | Moratorium Form

   Montana State University Bozeman:
   - Notification of establishment of Teacher Leadership Certificate
     Item #2001-LI1020
   - Notification of establishment of C.T.S. in Phlebotomy
     Item #2002-LI1020

   Helena College University of Montana:
   - Notification of offering A.A. and A.S. degrees via distance or online delivery
     Item #1906-LI1020

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

October/2020

ITEM 2700-LI1020

ITEM TITLE Notification of Program Moratorium, batch-process of strategic program alignment outcomes

Institution: **MSU Billings**   CIP Code: **See Attached List**

Program/Center/Institute Title: **See List Attached to Program Termination/Moratorium Form**

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

Options: NA

Proposal Summary [360 words maximum]

What: The following programs are being batch-processed for moratorium -the coursework is continuing as part of other degree programs or there is no enrollment in the program.
Associate of Science AS, Allied Health, AS CIP 24.0102
Associate of Science AS, Env Sci, AS   CIP 24.0102
Communication: Organizational, MINOR CIP: Not Coded
Computer Science, MINOR CIP: Not Coded
Education, AA   CIP: 13.0101
Music, MINOR CIP: Not Coded
Outdoor Adventure Leadership, MINOR. CIP: 31.0101
Rehabilitation & Related Serv, AA. CIP: 51.2399
Outdoor Adventure Leadership, Fire Science, BS. CIP: 31.0101
Accounting Assistant, CER CIP: 52.0399
Art Education, MINOR   CIP: Not Coded
Energy Technician, CAS   CIP: 15.1701
Health & PE Teaching (K-12), MINOR CIP: Not Coded
Curr & Inst Tchr Licensure Opt, Secondary, Political Science Tchng Area, MED CIP: 13.0301
Statistics, MINOR   CIP: Not Coded
Pre Prof Law, (any BS/BA)   CIP: 22.0000

Why: These programs were identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

ATTACHMENTS
Program Termination/Moratorium Form

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

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*

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 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: **See Attached List of Programs to Batch Process**

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: _____ N: **x**

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

      NA: The coursework in these programs will be offered because it is part of continuing degree programs, or there is no enrollment in the program.

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

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

    a.) Internal Curriculum Committees   <u>   X   </u>

    b.) Faculty Senate   <u>   X   </u>

    c.) Program Public Advisory Committee   <u>   NA   </u>

    d.) Articulation Partners   <u>   NA   </u>

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: <u> x </u> N: <u>   </u>

Feedback regarding the Curr & Inst Tchr Licensure Opt, Secondary, Political Science Tchng Area, MED included that this curriculum is necessary for K-12 teachers to be able to teach government and economics classes. Faculty reported that the courses would still be offered because they are used in the major, which is continuing.

Programs for Moratorium

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

Associate of Science AS, Allied Health, AS
Associate of Science AS, Env Sci, AS
Communication: Organizational, MINOR
Computer Science, MINOR
Education, AA
Music, MINOR
Outdoor Adventure Leadership, MINOR
Rehabilitation & Related Serv, AA
Outdoor Adventure Leadership, Fire Science, BS
Accounting Assistant, CER
Art Education, MINOR
Energy Technician, CAS
Health & PE Teaching (K-12), MINOR
Curr & Inst Tchr Licensure Opt, Secondary, Political Science Tchng Area, MED
Statistics, MINOR
Pre Prof Law, (any BS/BA)

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

October/2020

ITEM 2001-LI1020

ITEM TITLE

Institution: **MSU Bozeman**   CIP Code: **13.0401**

Program/Center/Institute Title: **Teacher Leadership Certificate**

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

Options: _____

Proposal Summary [360 words maximum]

What:

The Teacher Leadership Certificate is a 15-credit certificate designed to provide MT teachers with coursework and professional growth opportunities to enhance their instructional capacity and leadership contributions to their school communities.

Why:

The purpose of the certificate is three-fold:

1) Teachers in many Montana school districts are often asked to take leadership roles including dean of students, instructional coach, department chair, and data analysis specialist. Often, teachers receive no specialized training to help them in their new teacher leadership roles.   The Teacher Leader Certificate includes coursework and experiences that address school law, teacher observation and instructional coaching, student data analysis, special education law, diversity and equity considerations and developing school culture and climate.

2) Each year, 5-7 MSU Billings students enroll in 15 credits in the MSU Bozeman Educational Leadership program to take courses for MSUB's Special Education Supervisory Endorsement. The required courses in school law, school finance, teacher supervision, etc. are not offered at MSUB.   Leadership in the College of EHHD and MSU-Billings faculty and leadership and have discussed and agreed to the necessity of this certificate to help track and schedule MSU-Billings students in the MSU Educational Leadership courses, and to provide better sequencing of program outcomes.

3) MSU Bozeman routinely has 2-4 people apply to MSU's Educational Leadership M.Ed. (Principal Licensure) who do not possess the requisite 3 years of teaching experience to gain licensure as principals (a BPE requirement). This certificate option would allow new teachers with less than 3 years of teaching experience to be admitted to a program and begin taking classes even immediately after graduation. Additionally, some education students, who are also collegiate athletes, graduate with remaining athletic eligibility. This certificate option allows student-athletes to continue their educational studies while remaining at MSU for their 5th year of athletic eligibility. Unlike a full 30 credit master's degree, the Teacher Leadership Certificate allows them to complete an additional certificate within their remaining year of eligibility, thus increasing their instructional capacity and career marketability.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

* This certificate can be completed in one calendar year. It is designed as a "stackable credential" so that students can apply this certificate to the M.Ed. Principal Licensure program and complete their principal licensure adding only 1 more year of study.

Resources: No additional resources are needed for this certificate since the courses already exist and are available at least once/academic year.

ATTACHMENTS
    Attachments

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_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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

October 2020

ITEM 2002-L11020
ITEM TITLE

Institution: **Montana State University**　　　　　　　　CIP Code: **51.1009**

Program/Center/Institute Title: C.T.S. in Phlebotomy **-Gallatin College**

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

Options: _____

Proposal Summary [360 words maximum]

What: Notification of the establishment of a C.T.S. in Phlebotomy. Gallatin College will offer a <u>7 credit Certificate of Technical Skill in Phlebotomy:</u> With a goal of being approved by the American Society for Clinical Pathology (ASCP), this certificate will require a minimum of 100 hours of clinical experience hours and a minimum of 100 successful unaided collections. This will be provided through three clinical credits in addition to four credits of relevant coursework and lab time. Courses will include AHMA 220–Phlebotomy and AHMA 221–Phlebotomy Clinical Training.

Why: With Gallatin County's low unemployment rate of 2.4% ("Montana County Unemployment Rates", *Montana Labor Market Information*, Montana.Gov, lmi.mt.gov) and a 25% population increase over the past decade ("Bozeman City, Montana", *QuickFacts,* United States Census Bureau, www.census.gov/quickfacts/fact/table/ bozemancitymontana/PST045219), our local healthcare industry is increasingly in need of trained employees to serve our growing community. The demand is especially heightened at this time as local healthcare workers are laden with new COVID-19 concerns and increased antibody testing. In order to efficiently and effectively treat patients, Bozeman area hospitals and clinics specifically need entry level support staff, including certified phlebotomy technicians.

In Montana, 50 annual Phlebotomy job openings are projected to exist through 2028, with 15 of those slated for Southwest Montana. ("Montana's Job Projections (2018-2028)", *Montana Labor Market Information,* Montana.Gov, lmi.mt.gov/Projections). Statewide, the need for phlebotomists is projected to increase by about 14% by 2026 (*Long Term Occupational Projections (2016-2026)*, projectionscentral.com). With the recent addition of Bozeman Health satellite clinics, and a scheduled 2021 opening of a new Billings Clinic hospital in Bozeman, the demand for phlebotomists will continue to be highly relevant.

Resources: Gallatin College will use existing Allied Health space and lab equipment to offer this CTS.   The only increase in resources will be the cost of instruction and supervision of the clinical sites which is $7,000. Ten students enrolled will generate $7,640. Full enrollment revenue is $11,475. Gallatin College receives a County Mill Levy that will be utilized for the minimal startup cost of this program.

ATTACHMENTS
　　Attachments

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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__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*

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

OCTOBER/2020

ITEM 1906-LI1020

Item Title: Notification of the offering of existing A.A. & A.S. degrees via distance or online delivery.

Institution: **Helena College UM**   CIP Code: **24.0102**

Program/Center/Institute Title: **Online AA/AS Degree**

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

Options: AA options in General Studies, Criminal Justice, and Social Work. AS options in General Studies, Criminal Justice, Accounting Technology, and Business Technology.

Proposal Summary [360 words maximum]

What: Helena College plans to offer the existing Associate of Arts and Associate of Science degrees fully online in addition to the hybrid and face-to-face offerings beginning fall 2021.

Why: Helena College serves a wide demographic of students, including a large population of working adult learners. Offering the AA and AS degrees in a fully online format allows working adults to complete courses without having to disrupt work schedules. Offering the degrees online also makes it easier for students living in towns just outside of Helena (Boulder, Townsend, Avon, etc.) to complete courses where they live. Data shows an increased number of Helena College students opting to take all courses in a full-online format, showing an increased demand for online degree options. Helena College also has several articulation agreements leading to fully online programs within the MUS.

Resources: No additional resources are needed to offer the AA and AS degrees as fully online options for students. Courses are offered in fully online or online remote formats offering students a wide array of course choice when planning their degree pathways. Advisors will assist students in completion of their online AA or AS degrees through course selection and planning. The College already invests in faculty development in online instruction and design and will continue to do so in the future. Remote delivery of student support services (tutoring, library, advising, etc.) are already available to all students at Helena College.

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.

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

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

ACADEMIC ITEMS MEMORANDUM

DATE: November 25th 2020

TO: Chief Academic Officers, Montana University System

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

RE: November 2020 Academic Items

Contained within this memorandum are Level I and Level II proposals submitted by the institutions of the Montana University System in November 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 Chief Academic Officer's conference call on December 15th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, December 18th. You will be notified of approved proposals by December 22nd. The Board of Regents will be notified of the approved proposals at the January meeting of the Board.

LEVEL I ITEMS:

1. **Campus Approvals**

   Flathead Valley Community College:
   - Notification of the establishment of a C.T.S. in Brewery Technician
     Item #301-LIII20

   Montana State University Billings:
   - Notification of placing the Mathematics B.S. in Moratorium
     Item # 2701-LI1120 | Moratorium Form
   - Notification of placing the Mathematics Minor in Moratorium
     Item # 2702-LI1120 | Moratorium Form
   - Notification of placing the Reading B.S. in Moratorium
     Item # 2703-LI1120 | Moratorium Form
   - Notification of placing the Spanish Education Minor in Moratorium
     Item # 2704-LI1120 | Moratorium Form
   - Notification of placing the Spanish Teaching Option B.A. in Moratorium
     Item # 2705-LI1120 | Moratorium Form
   - Notification of placing the Spanish B.A. in Moratorium
     Item # 2706-LI1120 | Moratorium Form

   University of Montana Missoula
   - Notification of establishment of an Environmental and Nature Writing certificate
     Item # 1003-LII1120
   - Notification of establishment of an Environmental Justice certificate
     Item # 1004-LII1120
   - Notification of establishment of a Public History certificate
     Item # 1006-LII1120

- Notification of intent to offer Master of Social Work online
  Item # 1007-LII1120
- Notification of intent to establish an area of study in Business in the A.S. degree
  Item # 1008-LII1120
- Notification of establishment of a certificate in Brewing
  Item # 1010-LII1120
- Notification of intent to establish an area of study in Public Health in the A.S. degree
  Item # 1011-LII1120
- Notification of intent to place the Ecosystem Science and Restoration B.S. into moratorium
  Item # 1016-LII1120 | Moratorium Form
- Notification of intent to place the Resource Conservation B.S. into moratorium
  Item # 1017-LII1120 | Moratorium Form
- Notification of intent to offer the A.A. and A.S. degrees online
  Item # 1020-LII1120

Helena College University of Montana:
- Notification of placing the Computer Technology A.A.S – Network Administration into Moratorium
  Item #1907-LI1120 | Moratorium Form

2. **OCHE Approvals**

Flathead Valley Community College:
- Request for authorization to terminate an A.A.S. in Medical Assistant
  Item #302-LIII20 | Termination Form

Helena College University of Montana:
- Request for authorization to re-title the Computer Technology Program to Information Technology and Programming
  Item # 1908-LI1120
- Request for authorization to re-title the Computer Technology - Programming A.A.S. degree to Software Development
  Item # 1909-LI1120

University of Montana Missoula
- Request for authorization to establish a temporary C.A.S. in Legal Studies
  Item # 1012-LII1120
- Request for authorization to re-title the Computer Aided Design C.A.S. to Engineering Technology
  Item # 1013-LII1120
- Request for authorization to re-title the General option in the Administrative Management A.A.S. to Office Management
  Item # 1014-LII1120
- Request for authorization to re-title the Social Media Management option in the Administrative Management A.A.S. to Business, Social, and Media Design
  Item # 1015-LII1120
- Request for authorization to terminate the Computer Science Teaching minor
  Item # 1018-LII1120 | Termination Form
- Request for authorization to terminate the Computer Applications minor
  Item # 1019-LII1120 | Termination Form

LEVEL II ITEMS:

University of Montana Missoula

- Request for authorization to establish an option in Applied Human Physiology in the Integrative Physiology B.S.
  Item # 1001-LII1120 | Curriculum Form | Fiscal Form | Request to Plan
- Request for authorization to establish a Ph.D. in Computer Science
  Item # 1002-LII1120 | Curriculum Form | Fiscal Form | Request to Plan
- Request for authorization to establish a Ph.D. in Integrative Physiology and Rehabilitation Sciences
  Item # 1005-LII1120 | Curriculum Form | Fiscal Form | Request to Plan | Attachment
- Request for authorization to establish a C.A.S. in Brewing
  Item # 1009-LII1120 | Curriculum Form | Fiscal Form | Request to Plan | Attachment 1 | Attachment 2

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 301-L11120

ITEM TITLE Notification of the establishment of a C.T.S in Brewery Technician

Institution: **Flathead Valley Community College**   CIP Code: **52.0910**

Program/Center/Institute Title: **C.T.S. in Brewery Technician**

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

Options: _____

Proposal Summary [360 words maximum]

What: The Brewery Technician Certificate program is designed for students wishing to enter the brewing industry as a Brewery Operations Technician in packaging, cellaring, and/or wort production. It exposes students to commercial equipment and best practices, safety and sanitation, beer production from grain to glass, sensory evaluation techniques, inventory management, and quality assurance. Students perform brewing lab work at the campus brewery, featuring a custom 4-barrel brewing system and pilot equipment, and will be prepared for entry level packaging, cellar, or brewhouse operator positions. The certificate program includes all pre-requisite coursework to continue onto the Brewing Science and Brewery Operations AAS degree program.

Why: In the last calendar year, at least half a dozen brewers have approached the college seeking graduates for hire. Currently, FVCC offers a two-year AAS option only. Those students seeking employment in breweries have had very high success rates, and thus the open pool of graduates for hire is small. By offering a CTS option, more students will have access to the program, and thus more breweries will have access to graduates of the program for hire.

Resources: No anticipated resources necessary.

ATTACHMENTS
Attachments

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 X   **A. Level I:**

Campus Approvals

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

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

November/2020

ITEM 2701-LI1120

ITEM TITLE Notification of Program Moratorium: Mathematics Bachelor of Science

Institution: **MSU Billings**   CIP Code: **27.0101**

Program/Center/Institute Title: **Mathematics Bachelor of Science**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Mathematics Bachelor of Science program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

_____ **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

    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: **Mathematics Bachelor of Science**

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

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

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

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

        Spring 2023

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees   X

    b.) Faculty Senate   X

    c.) Program Public Advisory Committee   X

    d.) Articulation Partners   X

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November/2020

ITEM 2702-LI1120

ITEM TITLE Notification of Program Moratorium: Mathematics Minor

Institution: **MSU Billings**   CIP Code: Not listed

Program/Center/Institute Title: **Mathematics Minor**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Mathematics Minor program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

____   **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

    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: **Mathematics 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: _____   N: **X**

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees _____X_____

    b.) Faculty Senate _____X_____

    c.) Program Public Advisory Committee _____X_____

    d.) Articulation Partners _____X_____

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November/2020

ITEM 2703-LI1120

ITEM TITLE Notification of Program Moratorium: Reading Bachelor of Science

Institution:	**MSU Billings**	CIP Code:	**13.1315**

Program/Center/Institute Title: **Reading Bachelor of Science**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Reading Bachelor of Science program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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

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

    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: **B.S. Reading**

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? Fall 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:** _____

        See teach out plan on bottom.

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? None expected.**

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) **Internal Curriculum Committees**   X

    b.) **Faculty Senate**   X

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

    d.) **Articulation Partners**   X

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

    There is one student in the Reading B.S. Program currently. This student has completed most of the course work for this program already and needs the following courses which will be offered regularly because they are part of the reading minor which is not being terminated nor is it being put on moratorium.

    The student needs:

    1. EDU 330 Emergent Literacy—this has been combined with EDU 430 which she is in now. We will use her extra elective credit EDSP 301 here.

    2. EDU 355-the student is enrolled in this course Fall 2020.

    3. EDU 435—the student will complete this course in Spring 2021.

    4. Student teaching requirements will be completed Fall 2021.

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

November/2020

ITEM 2704-LI1120

<u>**ITEM TITLE Notification of Program Moratorium:**</u> Spanish Education Minor

Institution: **MSU Billings**   CIP Code: Not listed

Program/Center/Institute Title: **Spanish Education Minor**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Spanish Education Minor program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

_____ **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

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: **Spanish Education 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: _____   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   <u>   X   </u>

    b.) Faculty Senate   <u>   X   </u>

    c.) Program Public Advisory Committee   <u>   X   </u>

    d.) Articulation Partners   <u>   X   </u>

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: <u>   </u>   N: <u> x </u>

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November/2020

ITEM 2705-LI1120

ITEM TITLE Notification of Program Moratorium: Spanish Teaching Option Bachelor of Arts

Institution: **MSU Billings**   CIP Code: 13.1330

Program/Center/Institute Title: **Spanish Teaching Option Bachelor of Arts**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Spanish Teaching Option Bachelor of Arts program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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

   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

    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: **Spanish Teaching Option Bachelor of Arts**

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

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

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

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

      Spring 2023

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees   **X**

    b.) Faculty Senate   **X**

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

    d.) Articulation Partners   **X**

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November/2020

ITEM 2706-LI1120

ITEM TITLE Notification of Program Moratorium: Spanish Bachelor of Arts

Institution: **MSU Billings**   CIP Code: 16.0905

Program/Center/Institute Title: **Spanish Bachelor of Arts**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Spanish Bachelor of Arts program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

_____   **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

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: **Spanish Bachelor of Arts**

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

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

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

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

      Spring 2022

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees   <u>   X   </u>

    b.) Faculty Senate   <u>   X   </u>

    c.) Program Public Advisory Committee   <u>   X   </u>

    d.) Articulation Partners   <u>   X   </u>

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: <u> x </u>   N: <u>   </u>

    Faculty feedback includes that the MSUB Vision statement includes global culture and that language is the direct entrance into culture, and that BA and BS degrees also require foreign language classes. It was stated that if we are just looking at enrollment numbers that is a calculation, not a vision. It was mentioned that it is hard to be effective at outreach for diversity and inclusion in the community when international studies and the Spanish major are no longer in existence. It was stated that this program gives support to the strategic plan and reflects giving voice to students' culture.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1003-LI1120

Notification of the intent to establish an Environmental and Nature Writing certificate

Institution: **University of Montana – Missoula**   CIP Code: **3.0103**

Program/Center/Institute Title: **Environmental Studies, College of Humanities and Sciences**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to establish a certificate in Environmental and Nature Writing.

Why:

EVST has offered an informal focus area in Environmental and Nature Writing for the last 15 years that has been completed by many EVST majors and others. Students have repeatedly expressed a desire for a more formalized program that would appear on transcripts and carry more impact on their applications and interviews with prospective employers.

Resources:

No additional resources are needed.

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:**

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

November 2020

ITEM 1004-LI1120

Notification of the intent to establish a certificate in Environmental Justice

Institution: **University of Montana – Missoula**   CIP Code: **3.0103**

Program/Center/Institute Title: **Environmental Studies, College of Humanities and Sciences**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to establish a certificate in Environmental Justice.

Why:

EVST has offered an informal focus area in Environmental Justice for the last 12 years that has been completed by many EVST majors. Students have expressed an interest in having a more formalized and integrative program combining the social sciences and humanities that would appear on their academic transcripts and provide an attractive credential to prospective employers. Environmental career opportunities are expanding in the field of environmental justice that require specialize knowledge and competency skills related to diversity, equity, and inclusion.

Resources:
No additional resources are required.

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:

Campus Approvals

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

___

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

November 2020

ITEM 1006-LI1120

Notification of the intent to establish a certificate in Public History

Institution:	**University of Montana – Missoula**	CIP Code:	**54.0105**

Program/Center/Institute Title: **Department of History, College of Humanities and Sciences**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of the intent to establish a certificate in Public History.

Why:

Public History is a fast-growing field. Offering UM students training and credentials in this field will enhance their ability to find professional employment. The Certificate in Public History prepares students to work in the broad field of public history, a dynamic career in the twenty-first-century workforce dedicated to making the past relevant and accessible to the wider public.

Resources:

No additional resources are required.

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

November 2020

ITEM 1007-LI1120

Notification of the intent to offer the M.S.W. online

Institution: **University of Montana – Missoula**   CIP Code: **44.0701**

Program/Center/Institute Title: **School of Social Work, College of Health**

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

Options: __None__

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to offer the Master of Social Work online.

Why:

The School of Social Work has identified that there is a need for an Online Master of Social Work program. Creation of an online degree responds to the needs of those students that cannot relocate to attend a traditional program. This degree would be developed in coordination of the School of Social Work and UMOnline. We are committed to excellence, creativity, and innovation in social work education. Today's graduate-level social worker must be able to work with a diverse clientele and engage in practice at multiple levels, from counseling to community change.

Resources:

- Approximately four years to build the program to full capacity;

- Will hire employees to develop and facilitate courses in accordance with attached proforma to include but not limited to clinical faculty, adjunct instructors, program instructors and administrative staff;

- Will need to create content for approximately 21 courses;

- Will work with our accreditation agency to ensure this new online program will be fully accredited.

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.

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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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

____ **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

<div align="center">

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

</div>

November 2020

ITEM 1008-LI1120

<u>**Notification of the intent to establish an area of study in Business in the A.S. degree**</u>

Institution: **University of Montana – Missoula**   CIP Code: **24.0199**

Program/Center/Institute Title: **Department of Applied Arts and Sciences, Missoula College**

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

Options: Business

<div align="center">

Proposal Summary [360 words maximum]

</div>

What:
The University of Montana-Missoula notifies the Montana Board of Regents of its intent to establish an area of study in Business in the Associate of Science.

Why:

According to the National Center for Education Statistics data has shown that business is the most highly conferred degree by post-secondary institutions. The intent is to create designated pathway at Missoula College to support this journey. A strong business technology department at Missoula College will support this concentration and reduce credit accumulation for students who wish to earn a baccalaureate degree in a business-related field.

Resources:
No additional resources are needed.

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:

Campus Approvals

   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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

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

November 2020

ITEM 1010-LI1120

Notification of the intent to establish a certificate in Brewing

Institution: **University of Montana – Missoula**   CIP Code: **26.1201**

Program/Center/Institute Title: **Department of Chemistry and Biochemistry, College of Humanities and Sciences**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to establish a certificate in Brewing.

Why:

This proposal responds to significant business and community interest in brewing certificate programs. A 2016 Bureau of Business and Economic Research report, "The Continuing Economic Impact of Craft Brewing in Montana," shows that the brewing, malting and distilling industries have significant and growing economic impact and to employ more people in Montana. Students completing the certificate will help meet the growing demand for qualified employees. This certificate of completion is accessible to students who are not chemistry or biology majors, as well as students at Missoula College.

Resources:

An adjunct instructor is needed to backfill 4 cr/yr for Professor Palmer, who will introduce and teach new courses in Brewing Science.

Instrumentation is needed to provide students with experience in a complete suite of analytical measurements for brewing concerns, as well as to provide analytical services for Montana breweries.

Institutional and program leadership will seek external funding from local business organizations, will apply for funding through UM's Student Instructional Equipment Fund (SIEF), and will seek surplus instrumentation from the Montana State Crime Laboratory.

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.

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

November 2020

ITEM 1011-LI1120

Notification of the intent to establish an area of study in Public Health in the A.S. degree

Institution: **Missoula College**   CIP Code: **51.2299**

Program/Center/Institute Title: **Department of Applied Arts and Sciences, Missoula College**

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

Options: Public Health

Proposal Summary [360 words maximum]

What:
Missoula College notifies the Montana Board of Regents of its intent to establish an area of study in Public Health in the Associate of Science degree.

Why:
In light of current events, UM's new B.S. in Public Health represents a timely degree offering. Missoula College wishes to support that new degree and facilitate transfer opportunities with a proposed concentration within our own new A.S. degree.

In addition, many Missoula College Health Professions students apply, but are not accepted into one of our competitive Health Programs. This proposed concentration will allow those students to make progress towards a B.S. degree in Public Health, providing an excellent "Plan B" option.

Resources:
No additional resources are required.

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:**

   Campus Approvals

   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

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

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

OCHE Approvals

      5. Re-titling an existing postsecondary educational program

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

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

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

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

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

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

November 2020

ITEM 1016-LI1120

Notification of the intent to place the Ecosystem Science and Restoration B.S. into moratorium

Institution: **University of Montana – Missoula**   CIP Code: **3.0104**

Program/Center/Institute Title: **Department of Ecosystem and Conservation Sciences, College of Forestry**

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

Options: Aquatic, Terrestrial

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to place the Ecosystem Science and Restoration bachelor of science into moratorium.

Why:

To improve our marketability, meet demand, build a stronger academic community, and create efficiencies, we have consolidated of the B.S. in Ecosystem Science and Restoration and the B.S. in Resource Conservation into a B.S. in Environmental Science and Sustainability (ESS). This program will be housed in the Franke College of Forestry and Conservation (FCFC), where the two existing degrees are currently housed.

Resources:
No additional resources are required.

ATTACHMENTS
    Program Termination and 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: **Ecosystem Science and Restoration BS**

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?**

      May 10, 2025

   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**   NA

    d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1017-LI1120

Notification of the intent to place the Resource Conservation B.S. into moratorium

Institution: **University of Montana – Missoula**   CIP Code: **3.0101**

Program/Center/Institute Title: **Department of Ecosystem and Conservation Sciences, College of Forestry**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula notifies the Montana Board of Regents of its intent to place the Resource Conservation bachelor of science into moratorium.

Why:

To improve our marketability, meet demand, build a stronger academic community, and create efficiencies, we have consolidated of the B.S. in Ecosystem Science and Restoration and the B.S. in Resource Conservation into a B.S. in Environmental Science and Sustainability (ESS). This program will be housed in the Franke College of Forestry and Conservation (FCFC), where the two existing degrees are currently housed.

Resources:
No additional resources are required.

ATTACHMENTS
     Program Termination and 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: **Ecosystem Science and Restoration BS**

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?**

        May 10, 2025

    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**   NA

    d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1020-LI1120

Notification of the intent to offer the A.A. and A.S. degrees online

Institution: **Missoula College**   CIP Code: **00.0000**

Program/Center/Institute Title: **Missoula College**

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

Options: None

Proposal Summary [360 words maximum]

What:
Missoula College notifies the Montana Board of Regents of its intent to offer the Associate of Arts and Associate of Science degrees online.

Why:
For the past year, Marcel Lawrence (Executive Director of UMOnline) and Missoula College faculty have been working with UM's Defense Critical Language and Culture Program (DCLCP) to package our online course offerings that count toward the AA or AS degree for our Federal Active Military. These transitional, general education transfer degrees are a wonderful compliment to programs such as DCLCP in that students can apply their language credits (or other military credit) toward the AA or AS degree while completing general education coursework. This could serve a broader range of military on a number of bases.

Resources:
There are no resources currently needed to implement this change as we have already developed online courses in each of our general education perspectives. If enrollment increases due to this offering, we would need to add additional online course sections.

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:**

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

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

ITEM 191-1907-C1120

ITEM TITLE : Request for authorization to place Computer Technology AAS Network Administration into Moratorium Spring 2021.

Institution:	**Helena College University of Montana**	CIP Code:	**11.0201**

Program/Center/Institute Title: **Computer Technology AAS -- Network Administration**

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

Options: Network Administration AAS

Proposal Summary [360 words maximum]

What: Computer Technology AAS -- Network Administration will be placed on moratorium beginning in the spring 2021 semester.

Why: The Computer Technology program at Helena College has two different degree options: an AAS in Programming and an AAS in Network Administration. While the enrollment in the AAS in Programming has remained relatively stable, the enrollment in the AAS in Network Administration has seen a significant decrease. After significant discussions with both the program advisory council and numerous industry employers, it was determined that in order to meet industry needs and the needs of our graduates, the degree will need to pivot towards incorporating increased cybersecurity content, in addition to adding embedded work-based learning opportunities throughout the two years needed to complete the degree. The program needs time to both make the necessary curricular changes and to work with industry partners to align the degree with appropriate work-based learning opportunities. The hope is to have the updated cybersecurity AAS curriculum work and industry alignment completed by Spring 2022 so the degree can be offered beginning Fall 2022.

Resources: The current Network Administration faculty will stay with Helena College through Spring 2022, working towards teaching out the current students on the degree pathway. The College will look at using available grant funding, possibly Perkins, to fund an additional faculty to be hired for AY 2021-2022 to complete the necessary curricular work and create industry partnerships and work-based learning opportunities. If grant funding is unavailable, the cybersecurity option will most likely be delayed a year and will be offered beginning Fall 2023.

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.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

__X__ **A. Level I:**

Campus Approvals

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

_____ **1b. Withdrawing a postsecondary educational program from moratorium**

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

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

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

OCHE Approvals

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

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

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

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

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

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

_____ **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: **Computer Technology AAS Network Administration**

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: _____   N: **x**

      Plan to inform students of change through academic advising.

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

      May 2022

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

      Students will be able to complete the current degree with courses scheduled in normal rotation.

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: _____

      The faculty were part of the discussion and decision leading up to the moratorium.

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   <u>   x   </u>

     b.) Faculty Senate   <u>   x   </u>

     c.) Program Public Advisory Committee   <u>   x   </u>

     d.) Articulation Partners   <u>   NA   </u>

   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:** <u>   </u>   **N:** <u> x </u>

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

11/2020

ITEM 302-L11120

ITEM TITLE Request to terminate an A.A.S. in Medical Assistant

Institution: **Flathead Valley Community College**   CIP Code: **51.0801**

Program/Center/Institute Title: **Medical Assistant AAS**

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

Options: _____

Proposal Summary [360 words maximum]

What: This program has been in moratorium since 2017.

Why: In its place, a Medical Assistant CAS program has been developed. The CAS model is successful, rendering the AAS unnecessary.

Resources: N/A

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

    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

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

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: **Medical Assistant AAS**

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: ____   N: **x**

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) **Internal Curriculum Committees**   x

    b.) **Faculty Senate**   x

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

    d.) **Articulation Partners**   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

NOVEMBER 2020

ITEM 191-1908-C1120

ITEM TITLE: Requesting authorization to request to re-title the existing Computer Technology Program to _Information Technology and Programming._

Institution:	**Helena College University of Montana**	CIP Code:	**11.0201**

Program/Center/Institute Title: **Computer Technology Program: Changing to Information Technology and Programming**

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

Options: Computer Technology AAS --Programming and Computer Technology AAS -- Network Administration (re-titling request submitted separately)

Proposal Summary [360 words maximum]

What: Helena College request to re-title the existing Computer Technology program to Information Technology & Programming.

Why: The Computer Technology program has long been an important CTE option at Helena College, both for students seeking to enter the workforce in programming or network administration, and for the local employers it serves. After thorough discussions with local employers and industry partners, it was determined that changing the program name from Computer Technology to Information Technology and Programming is much more relevant to industry and that it better encompasses the degrees offered within the program. The re-titled program will also encompass future AS computer science transfer pathways much better than the current program title.

Please note: the existing Computer Technology AAS -- Programming has a separate request to be re-titled to Software Development. This AAS degree falls within this program. The existing Computer Technology AAS – Network Administration degree has a separate request to be placed on moratorium and will be re-titled later.

Resources: No additional resources are needed for re-titling the program. All relevant documents and forms will be updated to reflect the new program title. Marketing and promotional materials will also be updated with the new program title. Industry and educational partners will be notified of the new program title.

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.

____   **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

<div align="center">

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

</div>

NOVEMBER 2020

ITEM 191-1909-C1120

ITEM TITLE: Request for authorization to change the title of the existing Computer Technology "Programming" AAS Degree to *Software Development AAS*

Institution: **Helena College University of Montana**   CIP Code: **11.0201**

Program/Center/Institute Title: **Computer Technology Program: Changing to Information Technology and Programming**

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

Options: Computer Technology AAS – Programming: Changing to Software Development AAS

<div align="center">

Proposal Summary [360 words maximum]

</div>

What: Helena College request to re-title the existing Computer Technology AAS – Programming to Software Development for the existing AAS degree.

Why: The Computer Technology AAS –Programming degree has long been an important degree option at Helena College, both for students seeking to enter the workforce in programming related positions, and for the local employers it serves. After thorough discussions with local employers and industry partners, it was determined that changing the degree name from Computer Technology AAS – Programming to Software Development is much more relevant to industry and that it better encompasses the degree curriculum. The current degree curriculum is not changing, apart from a few minor curricular changes connected to ongoing course assessment and learning outcome updates.

Please note: the existing Computer Technology program has a separate request to be re-titled to Information Technology and Programming. The Software Development AAS degree is part of this program.

Resources: No additional resources are needed to re-title the degree. All relevant documents and forms will be updated to reflect the new degree title. Marketing and promotional materials will also be updated with the new degree title. Industry and educational partners will be notified of the new program title.

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.

_____ **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

November 2020

ITEM 1012-LI1120

Request for authorization to establish a temporary C.A.S. in Legal Studies

Institution: **Missoula College**   CIP Code: **22.0000**

Program/Center/Institute Title: **Department of Business Technology, Missoula College**

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

Options: None

Proposal Summary [360 words maximum]

What:
Missoula College requests authorization from the Montana Board of Regents to establish a temporary certificate of applied science in Legal Studies.

Why:

After consultation with advisory board members and the UM Law School, we are requesting a temporary C.A.S. in Legal Studies to explore replacing our A.A.S. in Paralegal Studies. Offering this temporary degree will allow us to gauge student interest. We also plan on consulting with the American Bar Association regarding accreditation of the program.

Resources:
No additional resources are required.

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:**

   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)

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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1013-LI1120

Request for authorization to retitle the Computer Aided Design C.A.S. to Engineering Technology

Institution: **Missoula College**   CIP Code: **15.9999**

Program/Center/Institute Title: **Department of Business Technology, Missoula College**

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

Options: None

Proposal Summary [360 words maximum]

What:

Missoula College requests authorization from the Montana Board of Regents to retitle the certificate of applied science in Computer Aided Design to Engineering Technology.

Why:

The name Computer Aided Design is aligned to a specific facet within the program and its current description does not provide an accurate representation of the coursework covered in the C.A.S. Engineering Technology will articulate a view of different job modalities that come from the program, including Civil/Architectural Designer/Drafter, Electrical/Electronic Designer, Mechanical/Electrical Drafter, and CAD Designer/Drafter. The name change will more accurately reflects the program's assigned CIP code. The Computer Aided Design Employer Advisory Committee made recommendations to retitle Computer Aided Design in favor of the new program name of Engineering Technology to more accurately represent job titles with local engineering firms for program graduates during its January 29, 2020 Advisory Board meeting. Additionally, the content delivered in the one-year certificate program closely mirrors coursework found in the Civil Engineering Technology AAS degree at Highlands College and provides students the opportunity to continue their education on other MUS campuses.

Resources:

No additional resources are required.

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

November 2020

ITEM 1014-LI1120

Request for authorization to retitle the General option in the Administrative Management A.A.S. to Office Management

Institution: **Missoula College**   CIP Code: **52.0204**

Program/Center/Institute Title: **Department of Business Technology, Missoula College**

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

Options: None

Proposal Summary [360 words maximum]

What:
Missoula College requests authorization from the Montana Board of Regents to retitle the General option in the Administrative Management associate of applied science to Office Management.

Why:
The current general pathway in the Administrative Management A.A.S. does not have a specific title. Adding the Office Management title helps differentiate between the two existing Administrative Management degree programs. This modification is a recommendation from Administrative Management Advisory Board. We are also proposing a retitle of the other option in the A.A.S. (Business, Social, and Media Design) to better describe the existing curriculum.

Resources:
No additional resources are required.

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:

   Campus Approvals

      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

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

November 2020

ITEM 1015-LI1120

Request for authorization to retitle the Social Media Management option in the Administrative Management A.A.S. to Business, Social, and Media Design

Institution:	**Missoula College**	CIP Code: **9.0702**

Program/Center/Institute Title: **Department of Business Technology, Missoula College**

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

Options: None

Proposal Summary [360 words maximum]

What:

Missoula College requests authorization from the Montana Board of Regents to retitle the Social Media Management option in the Administrative Management associate of applied science to Business, Social, and Media Design.

Why:

Retitling the Social Media Management option to Business, Social, and Media Design more clearly describes the curriculum and improves alignment with the first year C.A.S. in Business Media Design. This modification is a recommendation from Administrative Management Advisory Board. We are also proposing a retitle of the other option in the A.A.S. (Office Management) to better describe the existing curriculum.

Resources:
No additional resources are required.

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:**

Campus Approvals

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

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

November 2020

ITEM 1018-LII1120

Request for authorization to terminate the Computer Science Teaching minor

Institution: **University of Montana – Missoula**   CIP Code: **11.9999**

Program/Center/Institute Title: **Department of Computer Science, College of Humanities and Sciences**

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

Options: __None__

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Computer Science Teaching minor.

Why:

No students have been interested in this minor. We believe that a simple curriculum with clear choices is superior to one with many options that are never exercised. Additionally, the academic choices found in the teaching minor are available from the standard minor, which has 6 credits of electives.

Resources:

No additional resources are required.

ATTACHMENTS

Program Termination and 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

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

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

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

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

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

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

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: **Computer Science Teaching minor**

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: _____ 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** <u>   X   </u>

   b.) **Faculty Senate** <u>   X   </u>

   c.) **Program Public Advisory Committee** <u>   NA   </u>

   d.) **Articulation Partners** <u>   NA   </u>

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: <u>   </u> N: <u> X </u>

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1019-LI1120

Request for authorization to terminate the Computer Applications minor

Institution:	**University of Montana – Missoula**	CIP Code:	**11.0601**

Program/Center/Institute Title: **Department of Computer Science, College of Humanities and Sciences**

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

Options: __None__

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to terminate the Computer Applications minor.

Why:

This minor has not been selected in years and it reflects an older view of computing that relates data entry to computing applications.

Resources:
No additional resources are required.

ATTACHMENTS

Program Termination and 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

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

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

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

OCHE Approvals

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

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

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

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

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

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

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: **Computer Applications minor**

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: _____   N: __X__

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

     a.) **Internal Curriculum Committees**   X

     b.) **Faculty Senate**   X

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

     d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1001-LII1120

Request for authorization to establish an option in Applied Human Physiology in the Integrative Physiology B.S.

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

Program/Center/Institute Title: **Integrative Physiology and Athletic Training, College of Health**

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

Options: Applied Human Physiology

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to establish an option in Applied Human Physiology in the Integrative Physiology bachelor of science.

Why:

The option in Applied Human Physiology provides a new pathway in the Integrative Physiology B.S., leading to postbaccalaureate educations in professional health sciences. This concentration provides a foundation in Human Physiology, Exercise Science, and Athletic Training.

This option provides the prerequisites for a B.S.N. The American Association of Colleges of Nursing states that there is a critical shortage for Registered Nurses (RN) in the United States, so this curriculum prepares students for high-wage jobs that are in high demand. This option will help increase the number of students eligible for accelerated B.S.N. programs in Montana and around the nation. This would allow for more graduates to enter the workforce more quickly, benefitting the student, the state, and the country.

A Montana Primary Care Workforce report states that the shortage of physicians in Montana will lead to an increased need for RNs and PAs. However, according to Bureau of Labor statistics, there are a number of counties in Montana that do not have PAs currently employed. The Journal of the American Academy of PAs explains that PAs fulfill some of the duties performed by physicians and can help reduce the impact of the physician shortage. This new option provides PA school prerequisites.

Workforce data in the United States estimates by 2030 all 50 states will have greater need for OTs entering the workforce. This is another field where the Bureau of Labor Statistics projects the need for growth in the OT profession. Additionally, with the new Doctorate of Occupation Therapy (O.T.D.) program at UM, there will be increased interest from students during their undergraduate careers. This option will prepare students to apply for the UM O.T.D. program.

Resources:

No additional resources are required.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ATTACHMENTS
Curriculum Proposal Form
Fiscal Analysis 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

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)

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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

____

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

   A new option in Applied Human Physiology in the Integrative Physiology B.S. allows students to pursue various professional health occupations. This degree provides pre-requisites for Physician's Assistant (PA), Occupational Therapy (OTD), or Nursing (RN) programs, preparing students for high-wage careers that are in high demand in Montana and across the country.

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]*

   An understanding of human wellness and disease is rooted in an education in human physiology. The new Applied Human Physiology option aims to prepare students for intensive study in programs within the health sciences that produce community stabilizing jobs in health and medicine, specifically Physician's Assistant, Occupational Therapy, and Nursing. The University of Montana transforms lives by providing a high-quality and accessible education and by generating world-class research and creative scholarship in an exceptional place. This new option is aligned with the Health and Human Development Community of Excellence, and contributes to UM's already-strong and diverse offerings in health fields.

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

   Faculty in the School of Integrative Physiology and Athletic Training (IPAT) noticed a need for a unique degree program to fit the needs of students interested in Nursing, PA and OT programs. A sub-committee developed the curriculum proposal and brought it to our faculty for discussion. The faculty voted to approve the new option and the chair of IPAT discussed the program with other UM departments that offer human biological science courses.

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

   a. List the program requirements using the following table.

	Credits
Credits in required courses offered by the department offering the program	37
Credits in required courses offered by other departments	41
Credits in institutional general education curriculum	34
Credits of free electives	8
Total credits required to complete the program	120

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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.
   - Understand the scope of the profession and obtain the skills you need to be an effective practitioner.
   - Develop lifetime proficiency in critical thinking and enhance your thirst for knowledge.
   - Adopt personal and professional attributes characteristic of health and human performance professionals.
   - Learn respect for the uniqueness and dignity of colleagues and those you serve.

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]*

In effort to address the shortage for Registered Nurses, Physician Assistants and Occupational Therapists in Montana, this program provides students with opportunity to secure prerequisites for professional programs in those fields. Our proposed degree enables graduates to enter the workforce not only to the benefit of the student but to the state of Montana's primary care. Trends in healthcare labor shortages within Montana mirror the what's seen across country.

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
NA	NA	NA

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 are no similar programs in the MUS.

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

There are no similar programs in the MUS.

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

We plan to offer the program in Fall 2021. A phased implementation is not necessary.

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

Fall Headcount Enrollment	Graduates

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AY21	AY22	AY23	AY24	AY25	AY21	AY22	AY23	AY24	AY25
10	25	30	35	40	0	0	8	18	25

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

In anticipation of UM's Occupational Therapy in Fall 2022, this undergraduate option will program will attract students with plans of attending the graduate OT program. Additionally, this program offers a direct pathway to the nursing profession while giving students awaiting acceptance into programs a B.S. degree trajectory with all the necessary prerequisites for accelerated BSN programs after matriculation.

c. What is the initial capacity for the program?

Initial capacity is about 50 students.

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

The success of the program will be determined by a combination of factors measured by the School of IPAT's Faculty Assessment Committee.

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]*

Assessment activities are built into each IPAT course and collected for analysis by the Faculty Assessment Committee on an annual basis. Each instructor determines the time points for assessment activities, but the Committee convenes to do their analysis throughout the Academic Year.

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

Depending on the instructor and the class, rubric- and raw score-based measurements are deployed in the assessments.

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

The Assessment Committee is a long-standing committee within the School of IPAT (formerly Dept of HHP). The explicit charge of the committee is to assess the programs and courses within the School.

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

There is not an official, or specialized, accreditation for programs in Kinesiology-related fields and the topic area of the Applied Human Physiology.

9. **Physical resources.**

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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]*

No changes to facility spaces, laboratories, or classrooms are needed. The current infrastructure can support the program as-is.

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]*

No new resources are needed.

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]*

Quality instruction and staffing support for the proposed program already exists within IPAT. The IPAT Faculty and Staff are constructed to accommodate more students without additional recurring inputs. Additional students will cost more in terms of laboratory supplies required, however, IPAT has approved laboratory fees that eliminate the need for additional central funding.

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]*

No new personnel are needed.

11. Other resources.

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

Current resources are adequate.

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]*

Yes. At least, in the early growth phases. The student services enterprise within IPAT consists of one full time (1.0 FTE) Academic Advisor III and one full time (1.0 FTE) Program Coordinator II. These two Staff members can accommodate growth within the program.

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

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CURRICULUM PROPOSAL FORM

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	$412,000	$144,067	$267,553
Expenses	$0	$0	$0
Net Income/Deficit (revenues-expenses)	$412,000	$144,067	$267,553

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

No expenses are expected with the addition of this program.

   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]*

   NA

   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.

   NA

   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]*

   NA

   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]*

   NA

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 fees are proposed.

14. Complete the fiscal analysis form.

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Signature/Date

College or School Dean:

Chief Academic Officer:

Chief Executive Officer:

Flagship Provost*: Approved on Coursedog

Flagship President*: Approved on Coursedog

*Not applicable to the Community Colleges.

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CURRICULUM PROPOSAL FORM

Appendix A – Proposed New Curriculum

Human Physiology, Integrative Physiology B.S.

Bachelor of Science - Integrative Physiology; Human Physiology Concentration

College of Health

Degree Specific Credits: 78-85

Required Cumulative GPA: 2.0

Catalog Year: 2021-22

General Education Requirements

Information regarding these requirements can be found in the **General Education Section** of the catalog.

Summary

Lower-Division Departmental Required Courses	15
Outside Major Lower-Division Required Courses	33-40
Upper-Division Departmental Required Courses	22
Outside Major Upper-Division Required Courses	8
Total Hours	78-85

Lower-Division Departmental Required Courses

CODE	TITLE	HOURS
Complete all of the following courses:		

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AHMS 144	Medical Terminology	3	
HTH 110	Personal Health and Wellness	3	
KIN 201	Basic Exercise Prescription	3	
KIN 205	Foundations of HHP	3	
NUTR 221N	Basic Human Nutrition	3	
Total Hours		15	

Minimum Required Grade: C-

Outside Major Lower-Division Required Courses

Notes: Students interested in medical or dental school should replace CHMY 121N, CHMY 123 and CHMY 124 with CHMY 141N/CHMY 142N, CHMY 143N/CHMY 144N, CHMY 221/CHMY 222, and CHMY 223/CHMY 224. Students interested in physical therapy or other graduate medical professions generally take CHMY 121N, CHMY 123 and CHMY 124. You should talk to the IPAT advisors prior to starting your chemistry series.

Students interested in Physician Assistant should take BIOB 160N/161N for their intro biology course.

CODE	TITLE	HOURS
Complete one of the following courses:		3-4
BIOH 112	Human Form and Function I	
or BIOH 113	Human Form and Function II	
or BIOB 160N/161N	Principles of Living Systems and Lab	
General Chemistry - Complete one of the following:		4-6
CHMY 121N	Introduction to General Chemistry	
CHMY 141N & CHMY 142N	College Chemistry I and College Chemistry I Lab	

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CHMY 143N & CHMY 144N	College Chemistry II and College Chemistry II Lab	
Organic and Biochemistry - Complete one of the following series:		4-6
CHMY 123 & CHMY 124	Introduction to Organic and Biochemistry and Introduction to Organic and Biochemistry Lab	
or CHMY 221 & CHMY 222	Organic Chemistry I and Organic Chemistry I Lab	
or CHMY 223 & CHMY 224	Organic Chemistry II and Organic Chemistry II Lab	
Mathematics - Complete one of the following:		3-4
M 121	College Algebra	
or M 151	Precalculus	
or M 162	Applied Calculus	
or M 171	Calculus I	
Complete one of the following Microbiology sequences:		4
Algebra- and Trigonometry-based:		
BIOM 250N & BIOM 251N	Microbiology for Health Sciences and Lab	
or BIOM 360 & BIOM 361	General Microbiology and Lab	
Complete one of the following courses:		3-4
STAT 216	Introduction to Statistics	
PSYX 222	Psychological Statistics	
SOCI 202	Social Statistics	

Montana Board of Regents
CURRICULUM PROPOSAL FORM

EDU 421	Statistical Procedures in Educ	
Complete all of the following courses:		
COMX 111A	Introduction to Public Speaking	3
PSYX 100S	Intro to Psychology	3
Complete one of the following courses:		3
PSYX 230	Developmental Psychology	
or PSYX 340	Abnormal Psychology	
Complete one of the following courses:		3
ANTY 101H	Intro to Anthropology	
or NASX 105H	Intro to Native American Studies	
Total Hours		33-40

Minimum Required Grade: C-

Upper-Division Departmental Required Courses

CODE	TITLE	HOURS
Complete all of the following courses:		
HTH 475E	Legal and Ethical Issues Health and Exercise Professions	3
KIN 320	Exercise Physiology	3
KIN 321	Exercise Physiology Lab	1
KIN 330	Motor Learning and Control	3
KIN 447	Analytical & Communicative Techniques	3

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or AHAT 342	Therapeutic Interventions	
KIN 460	ECG Assessment	2
KIN 483	Exercise Disease & Aging	3
KIN 484	Exercise Disease & Aging Lab	1
KIN 498	Internship	3
or KIN 499	Capstone	
Total Hours		22

Minimum Required Grade: C-

Outside Major Upper-Division Required Courses

Notes: It is strongly recommended that students take either BIOH 112 OR BIOH 113 OR BIOB 160N prior to taking Anatomy and Physiology. Students who take the BIOH 201N and BIOH 211N Anatomy and Physiology series may need to take additional upper division credits beyond the courses required in this concentration to meet the university of Montana requirement of 39 upper-division credits for graduation. Students who take BIOB 365/366 and 370/371 must take another NL science course to fulfill gen ed requirements.

CODE	TITLE	HOURS
Complete one of the following Anatomy and Physiology sequences:		8
University of Montana - Mountain Campus		
BIOH 365 & BIOH 366	Human Anatomy and Physiology for Health Professions I and Human Anatomy and Physiology for Health Professions I Laboratory	
BIOH 370 & BIOH 371	Human Anatomy and Physiology for Health Professions II and Human Anatomy and Physiology for Health Professions II Laboratory	
Missoula College		

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CURRICULUM PROPOSAL FORM

BIOH 201N & BIOH 211N	Human Anat Phys I (equiv 301) and Human Anat Phys II (equiv 311)	
Total Hours		8

Minimum Required Grade: C-

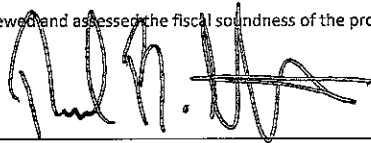## Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS: University of Montana
AWARD LEVEL: UG
PROGRAM NAME: Applied Human Physiology option in Integrative Physiology BS
PROGRAM CODE: 26.0908

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
ENROLLMENT PROJECTIONS					
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	10	25	30	35	40
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	6	12	15	38	38
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	2	10	15	44.33333333	50.66666667
Completions					
Annual number of program completers	0	5	12	19	26

REVENUE	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Tuition Revenue (net of waivers)	$71,819	$179,547	$215,456	$251,366	$287,275
Institutional Support	$0	$0	$0	$0	$0
Other Outside Funds (grants, gifts, etc.)	$0	$0	$0	$0	$0
Program Tuition/Fees	$0	$0	$0	$0	$0
Total Revenue	$71,819	$179,547	$215,456	$251,366	$287,275
Total Revenue per Student FTE	$35,909	$17,955	$14,364	$5,670	$5,670

EXPENDITURES		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Tenure Track Faculty	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Graduate Teaching Assistants	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Staff	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Total Faculty & Staff	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operations (supplies, travel, rent, etc)	$0	$0	$0	$0	$0
Start-up Expenses (OTO)	$0	$0	$0	$0	$0
Total Expenses	$0	$0	$0	$0	$0

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Student FTE to Faculty (TT + NTT) Ratio	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Net Income/Deficit (Revenue - Expenses)	$71,819	$179,547	$215,456	$251,366	$287,275

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

[signature] VPOIF 11-20-20

Campus Chief Financial Officer Signature

Chief Financial Officer Comments

Montana University System
REQUEST TO PLAN FORM

ITEM 190-1004-R0920   **September 2020**

<u>**Request for authorization to establish an option in Human Physiology in the Integrative Physiology B.S.**</u>

Program/Center/Institute Title: **Human Physiology option in the Integrative Physiology BS**   Planned 6-digit CIP code: **26.0908**

Campus, School/Department: **Integrative Physiology and Athletic Training**   Expected Final Submission Date: **March 2021**

Contact Name/Info: **John Quindry, Chair**

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 Human Physiology in the Integrative Physiology BS would provide another route within the existing BS program for students seeking to pursue postbaccalaureate education in professional health science occupations. The new option provides students with a foundation in Human Physiology, Exercise Science, and Athletic Training in the tradition of Health and Human Performance (HHP). However, modifications to some of the core science requirements allow for a more streamlined degree for students who are interested in attending Physician Assistant (PA), Occupational Therapy (OT), or Nursing (RN) programs after they finish their bachelor's degree. Adjustments to the core science requirements align better with a number of professional health science schools. This will allow students to avoid extra, unnecessary classes while pursuing their bachelor's degree, ultimately decreasing the total number of credits needed for graduation.

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

   The American Association of Colleges of Nursing states that there is a critical shortage for Registered Nurses (RN) in the United States. This shortage is attributed to the aging U.S. population and difficulties with increasing the capacity of training programs. If more students in Montana can earn a bachelor's degree that provides prerequisites for Accelerated BSN programs, this may help to ease the burden. Montana colleges with BSN programs are projected to meet the needs for our state; however this includes graduates from Montana State University's Accelerated BSN program, which requires applicants to hold a bachelor's degree. This novel degree, would increase the number of qualified students for BSN programs. This would allow for more graduates to enter the workforce more quickly, benefitting the student and the country.

   A Montana Primary Care Workforce report states that the shortage of Physicians (MD and DO) in Montana will increase the need for RNs and PAs. These same trends are seen throughout the nation. According to Bureau of Labor statistics, there are a number of counties in Montana that do not have PAs currently employed. Many health care professionals and administrators view PAs as part of the solution to the nationwide shortage of MDs and DOs. A number of articles in the Journal of the American Academy of PAs point to the profession to help fulfill some of the duties performed by MDs and Dos.

Montana University System
REQUEST TO PLAN FORM

Workforce data in the United States estimates that by 2030 all 50 states in the nation will have outpaced the need for OTs entering the workforce. Additionally, with the new Doctorate of Occupation Therapy (OTD) program at UM, there will be increased interest from students during their undergraduate careers. This option will allow students to study Human Physiology while preparing to meet the prerequisites needed to apply to the UM OTD program.

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

No new resources would be required to launch the new option.

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).**

The University of Montana does not have a BSN degree, so many of our students seek acceptance into the other programs in our state. Articulation agreements and MOUs could be pursued with the existing BSN programs in Montana.

The new OTD program at UM could be another potential source for an articulation agreement. These opportunities could be explored as key hires are made within the OTD program.

Additionally, many of the students who initially begin their coursework at Missoula College and elect to move from an Applied Associates and into a bachelor's and possibly postbaccalaureate degree allow for a line of collaboration with the Health Science programs on this campus. HHP had existing MOUs with Missoula College, and this type of 2+2 agreement could be formed with our new School in the College of Health.

Students who are hoping to pursue acceptance into Master's PA programs are often required to have a number of clinical hours. This requirement could strengthen the affiliation with AHEC, and specifically the AHEC Scholars program at UM. If these hours were formalized, this could increase the number of students who were able to move through the AHEC Scholars program and create a pathway for completing the program requirements.
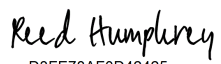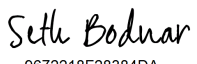
5) **Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.**

This proposal meets the University of Montana's Priority for Action 1 by creating a novel degree, based on student feedback, that streamlines the science core that students take to earn a degree in Integrative Physiology. By listening to our students, we came up with a plan to help the achieve their career and educational goals in a timely manner. By making slight adjustments in our core, required classes we can increase retention in our program, and focus on student success here at UM, and beyond while they are applying to postbaccalaureate programs in health science.

This proposal meets UM's Priority for Action 2 by being innovative in thinking about our standard curriculum. By making some adjustments in our required classes we can evolve our curriculum to be more dynamic to meet student and workforce needs. This new option (concentration) continues to allow Integrative Physiology and Athletic Training to collaborate with our partners in other science curriculum on our campus, while also adapting the curriculum to be innovative in our delivery.

Montana University System
REQUEST TO PLAN FORM

This proposed option (concentration) also allows IPAT to meet the Priority for Action 4 by Partnering with Place. There is an increasing demand from students who want to pursue postbaccalaureate degrees in Nursing and as Physician Assistants. This new option (concentration) allows our program to provide another avenue for students to meet these goals. Knowing the needs within the state of Montana, it also promotes students to seek opportunities for health-related experiences during their 4-year degrees. This strengthens partnerships with local area hospitals, health entities, AHEC, and local clinics. Missoula is rich with internship experiences for students in IPAT and this new option (concentration) would only enforce those collaborations with community partners.

Signature/Date
Chief Academic Officer:
Chief Research Officer*:
Chief Executive Officer:
Flagship Provost**: DocuSigned by: *Reed Humphrey* D3FE78AF0D42425...
Flagship President**: DocuSigned by: *Seth Bodnar* 9672218F28384DA...
*Center/Institute Proposal only **Not applicable to the Community Colleges.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1002-LII1120

Request for authorization to establish a Computer Science Ph.D.

Institution: **University of Montana – Missoula**   CIP Code: **11.0700**

Program/Center/Institute Title: **Computer Science, College of Humanities and Sciences**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to establish a doctorate in Computer Science.

Why:

The University of Montana's Computer Science Department has a highly active and growing research profile. Our existing graduate program has 26 students (about 76% of the cohort) supported as Research Assistants through external grants. The department's research has now grown to the point where we can support – and need – more experienced research students who will have more time to work on a project. We also believe that the existence of a Ph.D. program would improve our efforts to recruit a more diverse faculty.

Resources:

Requested additional resources will be limited to:

- Creation of two additional PhD-level Teaching Assistant (TA) lines

- Modification of two current CS teaching assistant (TA) positions from Masters-level TA to PhD-level TA.

The department currently hosts 5 Masters-level TA positions. This proposed change will result in cost increase, since PhD-level TAs are paid at a higher rate than Masters-level TAs.

ATTACHMENTS
Curriculum Proposal Form
Fiscal Analysis Form
Request to Plan Form

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.

_____ **A. Level I:**

Campus Approvals

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

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

X **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_

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
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]*

   We propose the creation of a Computer Science (CS) PhD program at the University of Montana – Missoula. The University of Montana's Computer Science Department has a highly active and growing research profile. Our existing graduate program has 26 students (about 76% of the cohort) supported as Research Assistants through external grants. The department's research has now grown to the point where we can support – and need – more experienced research students who will have more time to work on a project. We also believe that the existence of a Ph.D. program would improve our efforts to recruit a more diverse faculty.

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]*

   Research within the CS department is largely Data Science oriented, meaning that our interdisciplinary work aids the research enterprise across campus. Creation of an increasingly-robust CS graduate student research population will improve this campus-wide impact.

   President Bodnar has expressed a desire to see expansion of UM's focus on Computing and Data Science. Development of a CS PhD program will support this vision. The presence of such a program will attract businesses hoping to leverage our existing talent pool. And some of our own research programs will lead to locally-oriented spin-offs

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

   With 6 existing grant-funded PhD students (housed in other departments including Interdisciplinary Studies), we have developed an informal template for CS PhD student procedures. In preparation for this new degree, we have developed a weekly seminar series, two new courses (already deployed) that will serve as the core for all PhD students, and the degree description submitted here. We have planned for the program with the Vice President for Research, and have submitted the necessary "Request to Plan" paperwork.

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

   a. List the program requirements using the following table.

	Credits
Credits in required courses offered by the department offering the program	24
Credits in required courses offered by other departments	0
Credits in institutional general education curriculum	0
Credits of free electives	36
Total credits required to complete the program	60

Montana Board of Regents
CURRICULUM PROPOSAL FORM

    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.

All graduates will be able to:
- Critically apply theories, methodologies, and knowledge to address fundamental questions in their primary area of study.
- Pursue research of significance in the discipline. Students plan and conduct this research under the guidance of an advisor while developing the intellectual independence that typifies true scholarship.
- Demonstrate skills in oral and written communication sufficient to publish and present research.

5. **Need for the program.** To what specific student, regional, and statewide needs is the institution responding to with the proposed program? How will the proposed program meet those needs? Consider workforce, student, economic, societal, and transfer needs in your response as appropriate. *[250 words]*

The University of Montana's Computer Science Department has a highly active and growing research profile. Our existing graduate program has 26 students (about 76% of the cohort) supported as Research Assistants through external grants. The department's research has now grown to the point where we can support – and need – more experienced research students who will have a longer time to work on a project. We also believe that the existence of a PhD program would improve our efforts to recruit a more diverse faculty.

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

Institution Name	Degree	Program Title
MSU Bozeman	PhD	Computer Science

    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]*

CS PhD training in Montana is not resource constrained, so we are not concerned about the existence of two such programs at the state's flagship schools. We are in regular contact with the Head of the MSU CS department (John Paxton); he has expressed strong support for the growth of UM CS and the creation of a CS PhD program at UM.

    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]*

Expansion of the UM research mission has motivated ongoing development of plans for an MSU-UM inter-department research symposium.

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]*

We hope to implement this program for Fall semester 2021.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

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

Fall Headcount Enrollment					Graduates				
AY21	AY22	AY23	AY24	AY25	AY21	AY22	AY23	AY24	AY25
3	5	7	9	10	0	1	1	1	1

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

At present, we know of at least two students affiliated with UM's CS graduate program who will immediately apply for admission to the CS PhD program. We have estimated that one additional student will begin in the first year, and 2-3 new students will follow in successive years. Current grant funding in the department suggests that these numbers are conservative. Graduation estimates assume rollover of students from DIS program, and continuation into PhD from CS Masters students.

c. What is the initial capacity for the program?

The initial capacity is about 10 students.

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

Success of the program depends on effective coursework, seminar series, graduate student opportunities, and research mentorship. In addition to direct assessment mechanisms described below, participating faculty and students will complete an annual survey about the quality and effectiveness of program activities, and provide recommendations regarding additional program needs.

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]*
(a) Students will be assessed before/after completing the core courses, to evaluate the extent to which core learning objectives are being met.
(b) Each student will complete the comprehensive exam, typically during the third year.
(c) Each student will complete and defend a dissertation, enabling (subjective) assessment of the research learning objectives of the program.

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

In addition to those described above, we will track measures associated with research success and career preparation, including publication count and citations, time to degree, grants funded, awards received, post-graduation career advancement (e.g. to postdoc, faculty position, or other as desired).

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

The CS Department Graduate Education Committee will meet at least twice annually, to accumulate and discuss assessment and efficacy data and to develop recommendations for program improvements.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

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

Not applicable.

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 resources are adequate.

    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]*

No additional resources are needed.

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]*

Requested additional resources will be limited to:

  - Creation of two additional PhD-level Teaching Assistant (TA) lines

  - Modification of two current CS teaching assistant (TA) positions from Masters-level TA to PhD-level TA.

The department currently hosts 5 Masters-level TA positions. This proposed change will result in cost increase, since PhD-level TAs are paid at a higher rate than Masters-level TAs.

    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]*

No new hires will need to be made to support the program.

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]*

Current resources are adequate.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

    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]*

Existing services are adequate.

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

TA stipends will initially exceed income from new PhD student tuition, but we expect this to break even by year 5 or 6. Creation of the PhD program will enable continuation of the exceptional research activity of UM CS faculty in recent years, leading to substantial grant support.

    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	$8,056	$16,112	$24,168
Expenses	$46,730	$46,730	$46,730
Net Income/Deficit (revenues-expenses)	-$38,674	-$30,619	-$22,563

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

The only increased expenses involve TA salaries (two new PhD-level TAs, plus escalation of two Masters-level TAs to PhD level). Over time, these expenses are expected to be met through increased enrollment of PhD students, with tuition covered by grant-funded RA support (expected breakeven point: year 5 or 6). See below for more about these grants.

       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]*

NA

      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.

NA

     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]*

NA

Montana Board of Regents
CURRICULUM PROPOSAL FORM

    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]*

We estimate that in the coming year, direct expenses on CS faculty grants will exceed $1.5M, with indirects close to $700K. On a per-faculty basis, our research expenditures rank at least in the 80th% for public schools nationwide (https://bit.ly/2LmnmvV - Fig R2). While we have been successful in developing this significant research portfolio without a PhD program, we believe such a program is necessary to maintain such success in the future.

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.

  NA

14. Complete the fiscal analysis form.

Signature/Date

College or School Dean:

Chief Academic Officer:

Chief Executive Officer:

Flagship Provost*: Approved in Coursedog

Flagship President*: Approved in Coursedog

*Not applicable to the Community Colleges.

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Montana Board of Regents
CURRICULUM PROPOSAL FORM

</div>

Appendix A – Proposed New Curriculum

Computer Science PhD Program

The PhD in Computer Science requires 60 graduate-level credits, completion of a comprehensive examination with both written and oral components, a dissertation on a topic of relevance to Computer Science, and defense of the dissertation.

Coursework

CS PhD students must complete a total of at least 60 credits. Of these credits:

- Students must complete 6 credits of the CS core:
    - CSCI 501 (Graduate Research Methods)

    - CSCI 532 (Advanced Algorithms)

- Students must complete 18 additional graduate course credits (not including thesis, research, or seminar credits); of these, at least 12 must be from CSCI courses, and at least 12 must be 500-level (i.e. at most 6 credits may come from 400-level UG courses). No more than 6 total credits of Independent Study may be applied to this requirement. Graduate level courses taken while pursuing a MS, either at UM or elsewhere, may be applied towards the PhD course requirements.

- Students must enroll in the 1-credit CS Research Seminar course throughout their time in the program.

- Remaining credit requirements may be met through enrollment in Research/Thesis credits.

The student is required to complete at least 6 course credits per semester until the required 24 course credits have been completed. The student must earn a B or better in the CS core courses, and must maintain a GPA of 3.0 or higher for the curriculum approved by the Advisory Committee, or the student will be placed on academic probation. A student on probation has one semester to raise the GPA to 3.0 or higher; failure to raise the GPA to a satisfactory level will result in removal from the graduate program. Grades of less than a C do not count toward degree, but still count in the cumulative GPA.

In addition to coursework, all PhD students must teach at least one semester (typically as a Graduate Teaching Assistant).

Research advisor and Advisory committee

Students will usually be admitted into the program with a Research Advisor already identified. When this is not the case, the student must select (and be accepted by) a Research Advisor by the end of their first year in the program. Unaffiliated students will engage in at least two 8 week rotations in CS faculty research groups in the first year. Failure to connect to a Research Advisor will result in removal from the program.

An Advisory Committee must also be selected by the end of the first year. In addition to the Research Advisor, the Advisory Committee must include at least two CS faculty members and at least one outside faculty member.

Once a student has established a Primary Research Advisor and an Advisory Committee, that committee will establish specific guidance for coursework. Until that time, the student is advised by the Graduate Education Committee (GEC) in programmatic requirements and in course selection.

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CURRICULUM PROPOSAL FORM

Comprehensive Exam

The student is expected to complete all course requirements before taking the comprehensive exam. The comprehensive exam includes a written portion and an oral portion. The Examination Committee will consist of the members of the student's Advisory Committee, with the Research Advisor serving as Examination Chair. The student will pass the written and oral portions with no more than one negative vote from the Examination Committee. The oral exam is scheduled after the written exam is passed. If the oral exam is not satisfactory, the student should meet individually with each Examination Committee member to discuss possible improvements. A second oral exam may be scheduled no sooner than one month and no later than three months after the first oral exam. An extension of the three-month limit may be made only by request of the Advisory Committee and by majority vote of approval from the CS faculty. Upon successful completion of the comprehensive exam, and with the recommendation of the Examination Committee, the Examination Chair signs that the student has passed the comprehensive examination on the Graduation Application on file in the CS office. The student becomes a PhD candidate upon successful completion of the comprehensive exam. Failure to pass either the written or oral portions of the comprehensive examination after a second attempt will result in removal of the student from the doctoral degree program.

Comprehensive exam: written questions

Members of the Examination Committee will devise questions designed to probe both the depth and breadth of knowledge in the student's field of study and cognate areas; typically, each committee member will contribute one question, though this may vary across committees. The Examination Chair will receive questions from Committee members and coordinate the written exam; all members of the Examination Committee will have the opportunity to review the questions to ensure the exam is relevant and fair to the student. Each Examination Committee member's question(s) should require no more than two work days to answer. The student will develop written responses to the questions of five committee members, and the written exam will take place over two consecutive weeks. Resources available to the student will be set by each member of the Examination Committee. Each answer is limited to 1500 words plus supporting references. The Examination Committee will have two weeks to decide if the student has passed the written exam. The student will pass with no more than one negative vote. If the student fails, a second written exam may be scheduled no sooner than one month and no later than three months; the Examination Committee will decide if the entire exam or only a portion thereof is repeated. After this second exam, no additional attempts are possible.

Comprehensive exam: oral exam

After passing the written exam, an oral exam will be scheduled within two weeks. The oral exam will consist of two parts, for a total of no more than three hours:

1. A brief response to the Examination Committee members' written critiques of written answers (no longer than 20 minutes).

2. Examination of the depth and breadth of knowledge in the student's field of study and cognate areas. The student can be questioned on any topic that relates to the written exam topics, completed coursework, or the student's research project(s).

Other requirements

The student must meet with his or her Advisory Committee at least once every year.

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CURRICULUM PROPOSAL FORM

Beginning in year 2, the student must complete and submit (each January) an annual evaluation that monitors progress in the graduate program. This evaluation must be approved by the Advisory Committee. Evidence of unsatisfactory progress for two years in succession, or failure to address concerns of the Advisory Committee, is grounds for academic probation or termination of the graduate assistantship.

By the end of the second year, the student must submit a preliminary dissertation research proposal (about five pages) to the Advisory Committee. This proposal is a description of the work completed, in progress, and to be completed for fulfilling the research component of the PhD degree. This preliminary research proposal should emphasize key questions and their context within the field at large, as well as the methodological approach towards answering them.

By the end of the third year, the student must submit the final dissertation research proposal (10 to 25 pages including references) to the Advisory Committee. This research proposal serves as an informal contract that defines what must be completed before the student can apply for graduation (10 to 25 pages). The student must defend the research proposal in Data Club, the CS seminar, or a suitable public forum and the Advisory Committee will vote if it is acceptable.

The PhD student must write and defend a doctoral dissertation, which describes original scientific research performed by the student and developed by the student with input from the Research Advisor. The Research Advisor along with the Advisory Committee determine the length and content of the dissertation. The PhD requires demonstrating proficiency in the field of Computer Science, mastery of the current state of knowledge in the field of study, and a substantive new contribution to the body of either knowledge or methodology in the field of study. The student must demonstrate a rigorous comprehension of the principles and current techniques in the field of study, a thorough understanding of scientific data and error analyses, an appreciation of academic and scientific ethics, and a competence in scientific writing and presentation.

The most common route to establishing the scientific competence of the candidate will be peer-reviewed publications. The typical expectation is that three published manuscripts result from the candidate's research. However, the scientific productivity of the candidate can and should be measured against the culture of the specific domain the candidate is working within. Expectations for peer reviewed products will be set by the committee and agreed to by the candidate shortly after the comprehensive examination is passed, midway through year 3.

PhD Deadlines

Year	Date	Activity
1	End of semester 2	Select advisor and assemble Advisory Committee. Complete any missing prerequisite coursework.
2	End of semester 3	Committee approval of coursework plan and dissertation pre-proposal
	End of semester 4	Submit a preliminary dissertation research proposal to Advisory Committee. CS seminar presentation (some time in year 2)
3	End of semester 5	Comprehensive Exam (consists of two parts: the written portion and the oral portion, see below)
	End of semester 6	Complete coursework

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		CS seminar presentation (some time in year 3)
		Submit final dissertation proposal (written proposal, oral defense - committee only)
4	anytime	CS seminar presentation
5+	anytime	CS seminar (PhD defense counts, but the seminar is required even if defense is delayed)
	1 semester prior to graduation	Apply for graduation.
	1 month prior to defense	Advisor-approved thesis made available to committee
	7 days prior to defense	- Approved thesis made available to CS faculty - Public notice of defense.

Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS: UM-Missoula
AWARD LEVEL: GR
PROGRAM NAME: Computer Science PhD
PROGRAM CODE: 11.07

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
ENROLLMENT PROJECTIONS					
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	2	4	6	8	10
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	18	18	18	18	18
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	1.5	3	4.5	6	7.5
Completions					
Annual number of program completers	1	1	1	1	1

REVENUE					
Tuition Revenue (net of waivers)	$8,056	$16,112	$24,168	$32,223	$40,279
Institutional Support	$0	$0	$0	$0	$0
Other Outside Funds (grants, gifts, etc.)					
Program Tuition/Fees					
Total Revenue	$8,056	$16,112	$24,168	$32,223	$40,279
Total Revenue per Student FTE	$5,371	$5,371	$5,371	$5,371	$5,371
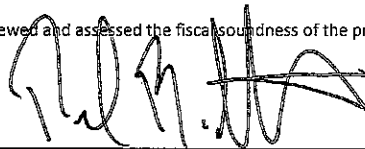
EXPENDITURES						
Tenure Track Faculty	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Graduate Teaching Assistants	FTE	4.0	4.0	4.0	4.0	4.0
	Salary + Benefits	$46,730	$46,730	$46,730	$46,730	$46,730
Staff	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Total Faculty & Staff	FTE	4.0	4.0	4.0	4.0	4.0
	Salary + Benefits	$46,730	$46,730	$46,730	$46,730	$46,730

		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operations (supplies, travel, rent, etc)		$0	$0	$0	$0	$0
Start-up Expenses (OTO)		$0	$0	$0	$0	$0
Total Expenses		$46,730	$46,730	$46,730	$46,730	$46,730

|	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Student FTE to Faculty (TT + NTT) Ratio	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Net Income/Deficit (Revenue - Expenses)	-$38,674	-$30,619	-$22,563	-$14,507	-$6,451

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

[signature] VPO4F 11-20-20

Campus Chief Financial Officer Signature

Chief Financial Officer Comments

The Graduate Teaching Assistants section includes the salary and benefits for two new PhDs plus the cost of converting two Master TA-ships into PhD TAs.

Graduate School Dean approval of additional TAs and conversion of Masters TAs to PhD TAs:

[signature]

Scott Whittenburg

Montana University System
REQUEST TO PLAN FORM

ITEM XXX-XXX-XXXXX 190-1001-R0920   **Meeting Date** September 2020

Item Name   Request for authorization to establish a Ph.D. in Computer Science

Program/Center/Institute Title: **Computer Science PhD**   Planned 6-digit CIP code: **11.0701**

Campus, School/Department: **University of Montana, Missoula**   Expected Final Submission Date: March 2021

Contact Name/Info: **Travis Wheeler,   travis.wheeler@umontana.edu**

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

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

   We will submit a proposal to create a Computer Science (CS) doctoral program.

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

   The CS department is highly research active. One measure of that activity is the average research expenditure per faculty; UM CS ranks at least in the 80th percentile for public schools nationwide (https://bit.ly/2LmnmvV - Fig R2). We have a strong and growing graduate program, currently 35 students enrolled, with 26 students supported as Research Assistants by external research funds. Because the CS department currently offers only a Masters program, the large majority of these students are Masters students (six students advised by our faculty are enrolled in PhD programs outside of CS). This is an unsustainable situation, as it means that we are largely required to fill our grant-funded RA positions with students who enter the program with limited research experience or expectation, and who have relatively short time on campus. At present, there are three funded RA lines available, with no graduate students to fill them; pending the success of in-review grants, this number may grow. Creation of a PhD program will allow the CS department to improve recruitment of research-ready scholars, providing greater support for the research mission of the department and university.

   We also highlight the value that a PhD program will provide during recruitment of faculty, in the event of future TT faculty searches. We've been lucky enough to attract a small number of high-quality applicants in recent searches, but a PhD program would increase the depth and diversity of our pool of strong applicants. In the three most-recent successful searches, nearly all applicants asked about the plans for creating a PhD program in the future. It is reasonable to expect that a large number of potential applicants simply removed UM from their target list based on lack of a PhD program. We specifically highlight the impact that we suspect this may have on our ability to recruit female applicants. Two recent searches each received only 1 female applicant, out of more than 50 total applicants. Females make up only ~20% of PhDs granted in CS departments nationwide, and are highly sought after by departments hoping to increase diversity. Anecdotally, we have heard from two strong female researchers that they would consider applying to UM CS, but only if it had a PhD program.

Montana University System
REQUEST TO PLAN FORM

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

   Requested additional resources will be limited to:

   - Creation of two additional PhD-level Teaching Assistant (TA) lines

   - Modification of two current CS teaching assistant (TA) positions from Masters-level TA to PhD-level TA. The department currently hosts 5 Masters-level TA positions. This proposed change will result in cost increase, since PhD-level TA's are paid at a higher rate than Masters-level TAs.

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

   Montana State University has a PhD program in Computer Science. We are in regular contact with the Head of the MSU CS department (John Paxton); he has expressed strong support for the growth of UM CS and the creation of a UM CS PhD program. CS PhD training in Montana is not resource constrained, so there is no reason to be concerned about the existence of two such programs at the state's flagship schools. In fact, expansion of the UM research mission has motivated ongoing development of plans for an inter-department research symposium.

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.**

   Research within the UM CS department is largely Data Science oriented, meaning that our interdisciplinary work aids the research enterprise across campus. Creation of an increasingly-robust graduate student research population will improve this campus-wide impact. We have accumulated nearly a dozen letters from colleagues across campus who advocate for creation of a CS PhD program (not included in this Intent to Plan).

   President Bodnar has expressed a desire to see expansion of UM's focus on Computing and Data Science. Development of a CS PhD program will support this vision. The presence of such a program will attract businesses hoping to leverage our existing talent pool. And some of our own research programs will lead to locally-oriented spin-offs.

Signature/Date	_Interim Dean H&S_
Chief Academic Officer:	
Chief Research Officer*:	
Chief Executive Officer:	
Flagship Provost**:	DocuSigned by: *Jon Harbor* —34E1E62599324B7...

Montana University System
REQUEST TO PLAN FORM

Flagship President**:	DocuSigned by: Seth Bodnar 9672218F28384DA...

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

FOR OCHE USE	
Labor market outlook	
Related programs / centers / institutes	
CAO discussion and follow-up	
ARSA/BOR comment and direction for Level II proposal	

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1005-LII1120

Request for authorization to establish a Ph.D. in Integrative Physiology and Rehabilitation Sciences

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

Program/Center/Institute Title: **Integrative Physiology and Athletic Training, College of Health**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to establish a doctorate in Integrative Physiology and Rehabilitation Sciences.

Why:

There are 3 current and 2 former IPAT-mentored students in the Interdisciplinary Studies PhD program that justify the need for an Integrative Physiology and Rehabilitation Sciences PhD. This new program will help us train academically minded integrative physiologists, athletic trainers, physical therapists, physician assistants, and occupational therapists. This program also holds dual degree potential with affiliate programs such as physical therapy, occupational therapy or athletic training. We have cooperated with Montana State University to ensure that our PhD program complements, and does not replicate, other MUS graduate offerings.

In addition to having continued interest in PhD training within the School of IPAT, there is a growing need for clinical professionals in collaborating programs (e.g., those with a clinical doctorate or masters-level research training within the Physical Therapy program). There is a nationwide need for clinical/professional program (AT, OT, PT) faculty with a research-intensive terminal degree to interface with their professions, where retirements leave a void of faculty with both clinical and research expertise.

Resources:
While additional investment in IPAT faculty lines, research facility upgrades, and internal graduate assistant investment would accelerate the growth of the IPRS PhD program, these resource inputs are not essential to begin the proposed graduate program.

ATTACHMENTS
    Curriculum Proposal form
    Fiscal Analysis form
    Request to Plan form
    Attachment #1: Letter of Support from Dr. Mary Miles and Dr. Alison Harmon of MSU-Bozeman

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.

A. Level I:

Campus Approvals

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

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

_X_ 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*

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**

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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 PhD in Integrative Physiology and Rehabilitation Sciences (IPRS) will be founded in the School of Integrative Physiology and Athletic Training (IPAT) and in collaboration with Athletic Training (AT), Physical Therapy (PT), and Occupational Therapy (OT). The essence of the IPRS PhD program will be to train students with a related academic or clinical masters degree (and/or up to 15 applicable transferable credits) to become academic scientists for work within the sub-fields of integrative physiology. Students will also be prepared to become research-driven faculty members in professional programs. The academic/instructional portion of the program will conclude with successful completion of oral and written exams, leading to the dissertation portion of the program.

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 IPRS PhD relates to all aspects of UM's Strategic Goals. We will partner with organizations across the region in order to provide qualified rehabilitation professionals the opportunity to obtain a terminal research degree. Moreover, doctoral students in our program will be able to conduct outreach-based research projects in conjunction with AT, OT, PT, and other health-related clinics within Missoula and the region. The IPRS PhD is among few in the nation reflecting a modern trend toward educating new academic professionals with degree combinations (e.g., AT-PhD, PT-PhD). The program is driven by applied research, where outcomes will answer new fundamental questions about health/allied health as they interface with integrative physiological scientific underpinnings. A dynamic learning environment will be fostered by our collaborative approach of training doctoral students in laboratory, clinical, and community/field settings, which are central to the research agendas of the IPAT faculty. The University of Montana Health and Medicine (UMHM) continues to play an important role in advancing UM offerings, and the IPRS PhD will interface directly with UMHM initiatives as a way of providing a cutting-edge terminal degree option for generations of professionals.

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

   The IPRS PhD program has been in the planning stages for more than a decade and it was a key recommendation in the 2014 program review. Under the mentorship of IPAT faculty, two students have successfully completed the Doctoral program in Interdisciplinary Studies (DIS) and three are currently enrolled, demonstrating a strong proof of concept for this graduate program. Moreover, the realignment of IPAT within the College of Health has bolstered our collaborative interface with PT and other pre-professional programs at UM. Accordingly, the IPRS PhD program is primed for success in terms of IPAT investment and faculty commitment, an existing student body, and collaborative partners on the UM campus.

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

   a. List the program requirements using the following table.

	Credits

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CURRICULUM PROPOSAL FORM

Credits in required courses offered by the department offering the program	46
Credits in required courses offered by other departments	8
Credits in institutional general education curriculum	0
Credits of free electives	18
Total credits required to complete the program	72

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.

Successful doctoral students will complete this degree possessing the core skills to become academic professionals with an ability to undertake an independent research agenda. To achieve this end, doctoral program graduates will possess the following:

1) an advanced understanding of integrative physiology as it applies to a host of applications including exercise, physical activity, and rehabilitative sciences
2) an academic sub-specialty related to the applicant's integrative interests
3) a formative body of research related to the applicant's integrative physiology and/or rehabilitation sciences sub-specialty

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]*

Growth within higher education includes expansion of sub-fields related to integrative physiology (exercise physiology, exercise science, physical activity and health) and the interface with many rehabilitative sciences (AT, OT, PT). This academic trend reflects the natural affinity between integrative physiology sub-fields, the popularization of professional doctorates, and the emergent need for professional program faculty with a research-based terminal degree to complement their rehabilitative sciences credential. The Integrative Physiology and Rehabilitative Sciences PhD at the University of Montana capitalizes on existing expertise, recently bolstered collaboration between Integrative Physiology and Athletic Training, and on-campus professional programs (including PT), and increased student interest in PhD training that complements their professional program credentials and/or ambitions. With retirement faculty rates from existing AT/OT/PT programs increasing, new faculty are now required to have a research-based terminal degree (e.g., PhD) that complements their clinical/therapeutic credential. Accordingly, the proposed program will fill a critical need of generating future professional program faculty. Finally, the addition of the PhD program will be a draw for new IPAT faculty hires, making us more competitive in attracting candidates that require doctoral students to advance their research agendas.

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

Montana Board of Regents
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NA	NA	NA

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]*

The proposed program in Integrative Physiology and Rehabilitation Sciences does not duplicate any program offered within the Montana University System.

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]*

Faculty at the University of Montana worked with faculty at Montana State University to ensure that the development of our respective PhD programs in Integrative Physiology and Rehabilitation Sciences (UM) and Exercise and Nutrition Sciences (MSU) do not overlap. Please find a letter of support from MSU faculty included with this proposal (attachment #1).

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 start in the Autumn 2021 semester. To begin, three existing students in the UM Interdisciplinary Studies PhD program will transfer in to the IPRS PhD program. Additional students will be recruited, pending available research funding, to begin as soon as Autumn 2021. Our intent is to secure three or more internally funded PhD assistantships to be distributed throughout IPAT and professional program collaborators. Nonetheless, an integrative physiology graduate program is, by nature, dependent upon external grant funding, so our expectation is that most students will be supported by federal and foundation-based external grants and fellowships for the duration of their graduate studies.

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

Fall Headcount Enrollment					Graduates				
AY21/22	AY22/23	AY23/24	AY25/26	AY26/27	AY21/22	AY22/23	AY24/25	AY26/27	AY27/28
3	4	5	6	6	1	1	1	3	5

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

Enrollment will be dependent upon the interest of PhD mentors within IPAT (and affiliate research faculty within collaborating units such as PT) and student applicants. Moreover, successful enrollment is ultimately tied to the ability to protect a student's academic and research time through funding. Enrollment will, therefore, be based on the availability of 4 years of graduate student funding via external or internal sources. Exceptions could be made for students with an independent source of funding (external partners such as a federal agency, hospital system, etc.).

Given the number of externally funded and research active faculty within IPAT and our affiliate faculty, in addition to the common practice of limiting the total number of doctoral students to be directly mentored

Montana Board of Regents
CURRICULUM PROPOSAL FORM

by a given faculty mentor (e.g., a maximum of 2-3 students/mentor), we project program enrollment of 3-12 students in the coming 6-8 years. As indicated previously, enrollment minimums are based upon (proof of concept) existing DIS students with an identical plan of study to what is currently proposed. A realistic maximum number of students is limited, pragmatically, to the number of IPAT (and affiliate) faculty and external/internal graduate assistantship funding.

c. What is the initial capacity for the program?

The initial capacity for the IPRS PhD program is 5-6 students, with 3 in house students to be transferred from the UM DIS. Accordingly, there will be capacity for 3 or more additional students pending external funding sources to support the student-faculty pairing.

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]*

IPRS PhD program success will be determined by a combination of all of the following within 1 year following graduation:

- Timely graduation (8-10 semesters)

- Successful completion of oral and written comprehensive exams (typically completed by the end of semester 5). Comprehensive formats are negotiable, but typically include topical exams based on foundational coursework, and/or could include applied exam formats such as defending a grant proposal which combines foundational coursework and a student's long-term research agenda.

- Submission of a committee-approved dissertation topic no later than the start of the 6th semester of study.

- Completion of first-author (preferably 2-3+), in addition to multiple co-author, original science manuscripts to refereed journals that index on PubMed

- Completion of first-author presentations or original student work at regional and national meetings

- Placement in academic and/or research positions at universities, professional schools, or independent institutions related to student career directives

Alternately, it is possible that unique students would have a career-directives that do not align with the traditional metrics of academic success listed above. In those instances, parallel markers of success may be generated by the student and their mentoring committee (e.g., technical documents, white papers, other scholarly works, etc.).

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]*

Learning outcomes for a research-intensive PhD in integrative physiology and rehabilitation sciences is ultimately dependent upon the generation and dissemination of novel scientific works. Committees will consist of at least 5 faculty with terminal degrees in their fields and should include at least 3 College of Health faculty members (committee external to the College and University are encouraged). Committees will meet, at a minimum, once annually to evaluate student progress. Accordingly, assessment will be

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performed 2 years after the completion of the program. This 2-year post-graduation time point reflects a reasonable time for all work performed during the doctoral program to be completed (e.g., final manuscripts published, etc). Outcomes will include the accumulation of refereed manuscripts and professional presentations are among the most common outcomes that reflect student success within the classroom and research settings. Moreover, achievement of these academic endpoints are frequently linked to one's ability to become employed as an academic scientist, clinical professional, etc.

Based on this rationale, student success will first be based on their progress related to academic works (primarily related to refereed publications and presentations), although alternative/parallel outcomes could be negotiated for students whose career end points do not align with "traditional" research-driven approaches to integrative physiology and rehabilitation sciences.

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

Direct measures of student learning will include success as a lead author on refereed manuscripts and professional presentations related to original research.

Indirect measures of student learning will relate to the acquisition of lab (or clinical) techniques that are necessary to complete student-directed research investigations.

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

Manuscript quality will be assessed by the fact that journals in which the student publishes index on PubMed, the impact factor of the journal, and the number of manuscripts generated. Similarly, presentation success will be marked by the professional meetings (regional and national) at which the student presents, the type of presentation (symposium, free communication, poster, etc.), and how many presentations are delivered from the doctoral body of work.

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

Not applicable.

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]*

While IPAT would benefit from additional investment in faculty lines and laboratory facilities, the proposed PhD in Integrative Physiology and Rehabilitation Sciences can be undertaken using existing equipment and on-campus lab facilities. As proof of concept, two past students IPAT students, 4 past PT students, and three current students have completed or are in the process of completing the DIS PhD following a plan of study that is similar to what is currently proposed.

Accordingly, the current facilities are adequate to undertake the proposed work and can accommodate the anticipated number of students.

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    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]*

    Initiation of the proposed PhD in Integrative Physiology and Rehabilitation Sciences is not dependent upon an immediate investment, although, additional faculty lines, infrastructure investments in facilities and equipment would accelerate program growth. Accordingly, no requests are submitted with this program proposal.

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]*

    To deliver the PhD in Integrative Physiology and Rehabilitation Sciences additional instructional "bandwidth" is needed. With the current number of faculty lines assigned to IPAT, the additional offerings could be covered every few years (e.g., new course offerings delivered every 2-4 semesters) with a minimal investment in instructional overload pay to 1-2 selected faculty members. Given our recent history in finding such funds, there is no reason to believe that the program couldn't be achieved given the existing instructional support, and without impacting existing undergraduate and masters level programming. Nonetheless, the addition of faculty lines within IPAT would enable us to expand both the doctoral level course offerings.

    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]*

    No new faculty or other personnel must be hired to undertake the proposed graduate program.

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]*

    Not applicable.

    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]*

    Existing student services provide adequate capacity to accommodate the proposed graduate program. Initiation of a PhD program in Integrative Physiology and Rehabilitation Sciences would hold no significant implications for the delivery of student services and would not impact the student body in deleterious ways.

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

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The financial situation of the institution would receive a modest increase in tuition funding. Moreover, the additional of 3-12 doctoral students would enhance the University of Montana's position as a potential R1 institution, potentially bolstering our collective ability to be competitive for external funding. Finally, the external funds needed to support doctoral students for the PhD in Integrative Physiology and Rehabilitation Sciences would, invariably, be linked to IPAT (and affiliate faculty programs) faculty grant success, resulting in additional funding to UM. Ultimately, the program would be net neutral in terms of tuition revenues versus expenses.

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	45,000	60,000	75,000
Expenses	45,000	60,000	75,000
Net Income/Deficit (revenues-expenses)	0	0	0

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

Nominal expenses related to advertising the PhD in Integrative Physiology and Rehabilitation Sciences are possible, but since each student accepted into the program is dependent upon a partnership with a faculty mentor, in addition to the need for external funding to support their graduate work, most student positions are likely to be filled by word of mouth, free advertisements on professional forums, etc. Accordingly, in the event that advertising expenses are incurred, they would be met within the operating expenses of the School of IPAT.

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]*

Not applicable

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.

Not applicable

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]*

Not applicable

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]*

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Our current DIS PhD students mentored by IPAT faculty are funded through research endowments, partnerships with external partners (e.g., US Forest Service), and teaching assistant funds. Based on similar graduate programs at other universities, it is likely that additional doctoral students will be funded from external grants acquired through federal, foundation, or other sources. Notably, current IPAT faculty have a long successful track record of obtaining these types of external funding to support doctoral students.

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.

    Not applicable

14. Complete the fiscal analysis form.

Signature/Date

College or School Dean:

Chief Academic Officer:

Chief Executive Officer:

Flagship Provost*: Approved on Coursedog.

Flagship President*: Approved on Coursedog.

*Not applicable to the Community Colleges.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Appendix A – Proposed New Curriculum
Integrative Physiology and Rehabilitation Sciences Doctoral Program Requirements Checklist

Student _____ *Advisor* _____

Core Coursework (21 credits)	Credits
HHP 520 Educational Research (3 cr.)	
HHP 529 Advanced Exercise Physiology I (3 cr.)	
HHP 530 Advanced Exercise Physiology II (3 cr.)	
HHP 531 Lab Procedures in Exercise Physiology (3 cr.)	
HHP 526 Higher Education Pedagogy in Integrative Sciences (3 cr.)	
ATEP 569 Clinical Anatomy (1cr.)	
BMED 605 Biomedical Research Ethics (1 cr.)	
HHP 594 Seminar: HHP Grad Research (1 cr.*3=3 cr.)	
BMED 628 Grantsmanship Skills (1 cr.)	
Research/Statistical Coursework (6-9 credits)	Credits
BMED 609 Biomed Statistics (3 cr.)	
PUBH 520 Fundamental of Biostatistics (3 cr.)	
PUBH 640 Qualitative Research Methods (3 cr.)	
PSYX 520 Psychological Statistics I (3 cr.)	
PSYX 521 Psychological Statistics II (3 cr.)	
PSYX 522 Multivariate Statistics (3 cr.)	
PSYX 523 Research Design (3 cr.)	
EDLD 620 Qualitative Research (3 cr.)	
C&I 620 Qualitative Research Methods (3 cr.)	
Specialized coursework (18 credits)	
HHP 411 Nutrition for Sports and Exercise (3 cr.)	
HHP 525 Advanced Biomechanics (3 cr.)	
HHP 423 Case Studies in Performance Psychology (3 cr.)	
HHP 425 Advanced Biomechanics (3 cr.)	
HHP 528 Advanced Exercise Prescription (3 cr.)	
HHP 560 ECG Assessment (2 cr.)	
HHP 583 Exercise, Disease, and Aging (3 cr.)	
HHP 584 Exercise, Disease, and Aging Lab (1 cr.)	
HHP 694 Special Topics in Integrative Physiology (3 cr.)	
PT 510 Applied Clinical Anatomy (5 cr.)	
PT 529 Clinical Biomechanics (4 cr.)	
PT 530 Clinically Applied Exercise Physiology (5 cr.)	
PT 536 Neuroscience (5 cr.)	
BCH 480 Advanced Biochemistry I (3 cr.)	
BCH 482 Advanced Biochemistry II (3 cr.)	
BIOB 410 Immunology (3 cr.)	
BIOB 411 Immunology Lab (1 cr.)	
BIOB 425 Advanced Cellular and Molecular Biology (3 cr.)	
BIOB 468 Endocrinology (3 cr.)	
BIOH 462 Principles of Medical Physiology (3 cr.)	
BIOM 502 Advanced Immunology (3 cr.)	
AHHS 470 Friday Morning Medical Conference (1 cr.)	
A total of 27 credits is required from Preparatory Research and Dissertation	
Preparatory Research (6-12 credits)	Credits

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PT 690 Research (PT directed)	
PT 692 Independent Study (PT directed)	
HHP 596 Independent Study (IPAT directed)	
HHP 597 Research (IPAT directed)	

Dissertation (12 hours)	Credits
HHP 698: Dissertation (12 - 18 cr.)	

Total (72 hours beyond the approved MS)   _____

Up to 15 transferable credits can be carried into the IPRS PhD program pending approval from the IPAT Graduate Committee

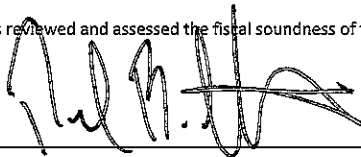# Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS:	University of Montana
AWARD LEVEL:	GR
PROGRAM NAME:	Integrative Physiology and Rehabilitative Sciences
PROGRAM CODE:	26.0908

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
ENROLLMENT PROJECTIONS					
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	3	6	9	12	12
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	13	26	39	57	57
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	1.625	6.5	14.625	28.5	28.5
Completions					
Annual number of program completers	0	0	0	3	3

REVENUE	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Tuition Revenue (net of waivers)	$16,112	$32,223	$48,335	$64,447	$64,447
Institutional Support	$0	$0	$0	$0	$0
Other Outside Funds (grants, gifts, etc.)	$75,000	$150,000	$225,000	$300,000	$300,000
Program Tuition/Fees	$0	$0	$0	$0	$0
Total Revenue	$91,112	$182,223	$273,335	$364,447	$364,447
Total Revenue per Student FTE	$56,069	$28,034	$18,690	$12,788	$12,788

EXPENDITURES		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Tenure Track Faculty	FTE	0.1	0.1	0.1	0.1	0.1
	Salary + Benefits	$12,000	$12,000	$12,000	$12,000	$12,000
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Graduate Teaching Assistants	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Staff	FTE	0.0	0.0	0.0	0.0	0.0
	Salary + Benefits	$0	$0	$0	$0	$0
Total Faculty & Staff	FTE	0.1	0.1	0.1	0.1	0.1
	Salary + Benefits	$12,000	$12,000	$12,000	$12,000	$12,000

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Operations (supplies, travel, rent, etc)	$0	$0	$0	$0	$0
Start-up Expenses (OTO)	$0	$0	$0	$0	$0
Total Expenses	$12,000	$12,000	$12,000	$12,000	$12,000

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Student FTE to Faculty (TT + NTT) Ratio	16.3	65.0	146.3	285.0	285.0
Net Income/Deficit (Revenue - Expenses)	$79,112	$170,223	$261,335	$352,447	$352,447

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

VPO&F 11-20-20

Campus Chief Financial Officer Signature

Chief Financial Officer Comments

Additional instructional "bandwidth" is needed because of limited IPAT faculty lines, however, the additional offerings could be covered every few years (e.g., new course offerings delivered every 2-4 semesters) with a minimal investment in instructional overload pay to selected faculty. Given our history in finding such funds, there are no concerns regarding existing instructional support, or impact on existing undergraduate and masters offerings.

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ITEM 190-1005-R0920   **September 2020**

Request for authorization to establish a Ph.D. in Integrative Physiology and Rehabilitation Sciences

Program/Center/Institute Title: **PhD in Integrative Physiology and Rehabilitation Sciences**   Planned 6-digit CIP code: **26.0908**

Campus, School/Department: **Integrative Physiology and Athletic Training**   Expected Final Submission Date: **March 2021**

Contact Name/Info: **John Quindry, Chair**

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.**

    We propose a new PhD in Integrative Physiology and Rehabilitation Sciences to be offered by the School of Integrative Physiology and Athletic Training (IPAT), housed within the College of Health. This proposed graduate degree is poised to have a significant impact as no other program like it exists in the state. Further, there is a high demand for PhD credentialed faculty at the state, reginal, and national levels within professional programs and clinical settings with a physiology-based training emphasis (e.g., AT, cardiac rehabilitation, PT, OT, etc). Within IPAT we currently do not offer a Ph.D. in our own program, and those who have historically wished to pursue doctoral level studies have been required to enroll in the Doctorate in Interdisciplinary Studies PhD program through the University of Montana. We currently have 3 doctoral students in our program and have accommodated several students in the past through the DIS program. Based on the continued growth in Integrative Physiology as a means to train future pre-professional students in rehabilitative degree options, it is a natural extension that successful IPAT-type programs also train many of the dual-credentialed faculty for these programs (e.g., PhD-PT, PhD-OT, etc). According to this rationale we will grow our graduate program by offering this doctorate to integrative physiologists, athletic trainers, physical therapists, occupational therapists, and speech language professionals that desire a terminal degree in order to conduct research and teach within their respective disciplines and clinical professions. The School of Integrative Physiology and Athletic Training would like to add the opportunity for students to obtain a Ph.D. in Integrative Physiology and Rehabilitative Sciences as related interests and career aspirations would thus be better served. This program also holds future potential as a dual degree option for professional students (AT/PT/OT) that are interested in a combined clinical-academic career option.

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).**

    Current and ongoing student need: We currently have 3 students completing DIS programs of study tailored toward Integrative Physiology and Rehabilitation Sciences. Further, former students trained in IPAT, and current faculty in

Montana University System
REQUEST TO PLAN FORM

the UM Physical Therapy program would have been better served by having a formalized program in Integrative Physiology and Rehabilitation Sciences.

Need within the MUS and Northwestern region: Pre-professional programs such as physical therapy, occupational therapy, etc. continue to grow in the US and other countries. For instance, the more recent Commission on Accreditation in Physical Therapy Education report indicates that since 2013 there has been a sustained linear increase in the number of DPT programs in the US. These programs, in addition to offering more total seats to students, are requiring additional faculty with a PhD credential. Given that most DPT students are trained in IPAT-type programs, it is a natural extension in logic that faculty in these professional programs will require a research-based terminal degree in programs such as Integrative Physiology and Rehabilitative Sciences. A similar logic holds for AT and OT programs.

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

No new resources would be required to launch the PhD offering in Integrative Physiology and Rehabilitation Sciences in the School of IPAT. For instance, we currently have 3 doctoral students in the Doctoral of Interdisciplinary Studies (DIS) working with faculty mentors in IPAT. Accordingly, the career emphasis of these current doctoral students is identical to the proposed PhD program in Integrative Physiology and Rehabilitative Sciences. These existing students are funded through foundation funds, partnerships with government entities, etc. While eventual growth of the proposed PhD program would benefit from internal investment, these funds are not prerequisite to formalize this degree program, as evidenced by our 3 current doctoral students and several students that have graduated using the DIS option.

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).**

Novelty of the proposed program: Neither the University of Montana nor the MUS has a graduate program in Integrative Physiology and Rehabilitation Sciences. Moreover, we have worked closely with Montana State University to delineate that their proposed PhD in Exercise and Nutrition Sciences and this intent to plan proposal do not overlap. Both UM and MSU have drafted letters to formally indicate that our respective plans are not duplicative. These letters are available upon request.

Sharing of faculty resources: The PhD in Integrative Physiology and Rehabilitation Sciences will be primarily based out of IPAT, but will capitalize on resources within the College of Health, and other Colleges at the University of Montana. This resource sharing was recently optimized by the 2019 realignment of IPAT (then called Health and Human Performance) within the College of Health. Specifically, we have already arranged to formalize faculty from the Physical Therapy program and the planned Occupational Therapy to serve as affiliate faculty within IPAT. Similarly, reorganization of the Neural Injury Center (NIC) within McGill Hall (where IPAT is primarily housed) further facilitates faculty collaboration between IPAT-NIC-PT, and eventually OT. Additional faculty are likely to be affiliated with IPAT and the PhD in Integrative Physiology and Rehabilitation Sciences from the Public and Community Health Sciences, Speech Language and Hearing Sciences, the Family Medicine Residency program, the School of Pharmacy, Social Work, and the Division of Biological Sciences.

Sharing of curricular resources: The IPAT-based PhD in Integrative Physiology and Rehabilitation Sciences will include existing graduate course offerings from our School, but with our ongoing collaborations within the College of Health, we've also arranged to include course offerings from PT, the NIC (affiliate faculty to offer a new course), the Family Medicine Residency program, Public and Community Health Sciences, and presumably Occupational

Montana University System
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Therapy. Based on individual plans of study, course offerings will be provided through other College of Health and UM graduate programs as a means of providing content specific (e.g., specialized statistical approaches, biochemistry, or related applications of hard sciences, etc.).

Cultivation of research collaborations: Realignment of IPAT within the College of Health in 2019 optimized our ongoing research collaborations with Physical Therapy, The School of Public and Community Health Sciences, The School of Pharmacy, and the Neural Injury Center. Moreover, given the topical overlap, IPAT is certain to form research collaborations with the incoming Occupational Therapy program. These ongoing research collaborations include successful grant writing, orchestration of research studies (related to Integrative Physiology and Rehabilitation Sciences), the training of doctoral level graduate students, and publications in impactful refereed scientific journals. While these collaborative efforts advance College of Health academic careers in the areas of integrative physiology and rehabilitation sciences, the core product is graduate student trainees that are featured in the papers, presentations, and related research output. The final piece needed to solidify this ongoing research effort is a formalized doctoral degree program in Integrative Physiology and Rehabilitation Sciences to better serve the students.

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.**

This graduate program proposal meets the University of Montana's Priority for Action 1 by creating a novel terminal degree option for future professional program faculty, academic scientists, and highly qualified clinical professionals. Cultivation of this program plan is based on highly successful programs in the Northeastern US (e.g., Univ of Vermont), but is also in response to current and former doctoral students at UM that have had to use the DIS program to obtain a less tailored PhD directed toward integrative physiology and rehabilitation sciences.

This proposal meets UM's Priority for Action 2 by cultivating innovative higher education teacher-researchers that are needed to train the next generation of professional students. This approach capitalizes on the realignment of IPAT within the College of Health, an administrative move that has both cultivated new academic, professional, and research collaborations while also removing barriers to progress in terms of past struggle to share these finite resources across two Colleges. Given the flourishing collaborations between nationally and internationally recognized faculty from IPAT and PT, Public and Community Health Sciences, and anticipated collaborations with the onboarding OT program, this PhD program is poised to become a highly sought program for generations to come.

This proposed concentration also allows IPAT to meet the Priority for Action 4 by Partnering with Place. There is an increasing demand from students who want to acquire credential combinations such as PhD-AT, PhD-PT, PhD-OT, etc.. Moreover, with an ongoing wave of retirements from AT/PT/OT professional programs, there is a need for a new generation of academic scientists. Accordingly, the proposed program is likely to train students who have matriculated from the University of Montana (and other MUS programs), and that the PhD in Integrative Physiology and Rehabilitation Sciences will produce academic scientists that become faculty within professional programs at UM and within the greater Northwest US region.

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Signature/Date
Chief Academic Officer:
Chief Research Officer*:
Chief Executive Officer:
Flagship Provost:**   DocuSigned by: *Reed Humphrey*   D3FE78AF0D42425...
Flagship President:**   DocuSigned by: *Seth Bodnar*   9672218F28384DA...
*Center/Institute Proposal only   **Not applicable to the Community Colleges.

June 17, 2020

Dear Dr. Quindry,

On behalf of the faculty of the Exercise and Nutrition Sciences graduate program, the Department of Health and Human Development, and the College of Education, Health and Human Development, we write to convey our support for your PhD program in Integrative Physiology and Rehabilitation Sciences. We appreciate your support for our PhD program in Exercise and Nutrition Sciences, which is currently in review. It is important to emphasize that our programs are complimentary, but not overlapping and that both will address a robust need for doctorally prepared individuals in the health sciences in Montana, the Northwest, and the nation. We look forward to potential collaboration and sharing of expertise that the complimentary but non-duplicative nature of our two programs will enable. We welcome opportunities for doctoral students from both our programs to reach across institutions for coursework and research support. Like you, we look forward to new collaborations between MSU and UM and feel that our mutual doctoral programs may catalyze development of those opportunities.

Feel free to contact us for any additional information that may be helpful as we both move forward together to develop our PhD programs. It is an exciting time for both of our graduate programs, and we look forward to creating a synergistic relationship that will be mutually beneficial.

Sincerely,

Mary P. Miles, PhD, FACSM
Professor and Program Leader
Health and Human Performance/Exercise and Nutrition Sciences

Alison Harmon, PhD, RD
Dean and Professor
College of Education, Health, and Human Development

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

November 2020

ITEM 1009-LII1120

Request for authorization to establish a Brewing C.A.S.

Institution: **University of Montana – Missoula**   CIP Code: **26.1201**

Program/Center/Institute Title: **Department of Chemistry and Biochemistry, College of Humanities and Sciences**

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

Options: None

Proposal Summary [360 words maximum]

What:

The University of Montana-Missoula requests authorization from the Montana Board of Regents to establish a Certificate of Applied Science in Brewing.

Why:

This proposal responds to significant local and statewide business and community interest in brewing certificate programs. A 2016 Bureau of Business and Economic Research report, "The Continuing Economic Impact of Craft Brewing in Montana," shows that the brewing, malting and distilling industries have a significant economic impact in Montana that continues to grow and to employ more people. Students who complete the certificate program will help to meet the growing industry demand for qualified employees.

Resources:

An adjunct instructor is needed to backfill 4 credits per year for Professor Palmer, who will introduce and teach new courses in Brewing Science.

Instrumentation is needed to provide students with experience in a complete suite of analytical measurements for brewing concerns, as well as to provide analytical services for Montana breweries.

Institutional and program leadership will seek external funding from local business organizations, will apply for funding through UM's Student Instructional Equipment Fund (SIEF), and will seek surplus instrumentation from the Montana State Crime Laboratory.

ATTACHMENTS

Curriculum Proposal form
Fiscal Analysis form
Request to Plan form
Attachment #1: Letter of Support, Matt Long, Big Sky Brewing
Attachment #2: Letter of Support, Kyle Sillars, Draught Works

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.

_____ **A. Level I:**

Campus Approvals

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

_____ **1b. Withdrawing a postsecondary educational program from moratorium**

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

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

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

OCHE Approvals

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

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

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

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

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

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

X **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_

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

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]*

   A new Certificate of Applied Science in Brewing Science is proposed. This CAS, offered in parallel with a proposed Certificate of Completion with lesser credit requirements, would complement and enhance existing chemistry and biology-oriented B.S. programs and would offer practical, enjoyable and employable skills and knowledge. Existing Chemistry, Biochemistry and Biology B.S. programs may be modified to allow a new course in Brewing Science to satisfy advanced elective requirements.

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 certificate responds to UM's Strategic Vision 1.1, especially Strategic Opportunities 1) Engage students where they are, 3) Partner with place, 4) Reinvent the heart of the curriculum and 5) Foster knowledge creation and innovation, and will contribute to the UM Community of Excellence in Science and Technology and indirectly to that in Business and Entrepreneurship. Development of UM lab services and collaborations with local businesses will allow for place-based experiential learning. The program will engage students in practical science-based education and provide employable skills.

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

   This proposal developed from current collaborations with local brewing concerns, and was initiated after conversations with Kyle Sillars of Draught Works Brewing, who approached Palmer about a local certificate program. Community interest in such a program was confirmed when a lecture on brewing science by Palmer attracted more than 50 attendees. Proposal development was conducted in consultation with multiple Montana breweries, the Montana Brewers Association, and UM leadership.

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

   a. List the program requirements using the following table.

	Credits
Credits in required courses offered by the department offering the program	21
Credits in required courses offered by other departments	12
Credits in institutional general education curriculum	0
Credits of free electives	0
Total credits required to complete the program	33

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    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.

The certificate program will enable students to attain, by the time of completion:
(1)   A general knowledge of the science and practice of malting and brewing
(2)   A greater appreciation of the science and manufacturing processes of beer production
(3)   Technical competence in laboratory testing procedures related to brewing
(4)   Basic applied science competence
(5)   Basic critical thinking and problem-solving skills.

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]*

Brewing has a significant and growing economic impact in Montana. A 2016 report, The Continuing Economic Impact of Craft Brewing in Montana, concludes: "this study indicate[s] continued growth in Montana's brewing sector… brewers continue to employ more people, …and make a greater number of purchases year over year." In Missoula, at least two new microbreweries have opened since the 2016 study, with another three slated to open soon. This program provides services to these industries and responds to a growing demand for qualified employees.

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
Flathead Valley CC	AAS	Brewing Science and Brewery Operations

    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]*

This certificate program will provide students at UM with an opportunity to gain similar knowledge and experience to the FVCC program, but as part of their regular B.S. degree program. The certificate program will also be attractive to local community members, and will provide convenient services to craft breweries in the Missoula and Bitterroot valleys.

    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]*

Flathead Valley Community College, though the Brewing Academy of Montana, offers an A.A.S. degree in Brewing Science and Brewery Operations. The proposed certificate programs will provide students at UM with an opportunity to gain similar knowledge and experience as part of their regular B.S. degree program. The proposed certificate and micro-credential programs will also be attractive to local community members, and will provide convenient services to craft breweries in the Missoula and Bitterroot valleys. The certificate and micro-credential programs, and associated internship opportunities, will be accessible to students at Missoula College.

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CURRICULUM PROPOSAL FORM

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]*

We hope to have the program in place by the 2021-2022 academic year, teaching the brewing science courses for the first time in the fall of 2021.

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

Fall Headcount Enrollment					Graduates				
AY21	AY22	AY23	AY24	AY25	AY21	AY22	AY23	AY24	AY25
10	12	12	12	12	6	12	12	12	12

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

More than 35 UM students/year graduate with a closely-related degree in Chemistry, Biochemistry, Molecular and Cellular Biology, Microbiology, or Medical Lab Science. Students completing these degree programs will need to complete 1 or 2 additional 3-credit courses to earn a certificate. In many cases, those credits will fulfill advanced elective requirements toward the BS degree. Given significant interest in this topic among students in these majors, we estimate as many as 33% will complete the certificate. The program is thus anticipated to quickly ramp up to capacity (see below).

c. What is the initial capacity for the program?

24 total, for safety reasons, in this and the companion Certificate of Completion.

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]*

Assessment will follow the procedures in the department's 2019-20 Assessment Report, and review will be part of the regular program review for Chemistry and Biochemistry. Achievement of clearly articulated learning goals for courses in brewing science will be assessed through examinations and the quality of laboratory results and reports. Assessment outcomes will be reviewed regularly to guide program modification and improvement.

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]*

Syllabi for required courses list specific learning outcomes and how they will be evaluated. We will meet regularly with local brewers to assess whether the program is meeting their needs, and will adjust program content and instruction accordingly. The Department will track educational and career choices of certificate completers to assess program impact.

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

A variety of different direct and indirect assessment instruments, including problem sets, examinations, written and oral presentations, and individual and group projects will be used to assess student learning.

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

Chemistry and Biochemistry faculty engage in ongoing discussions and analysis of our programs to evaluate enrollment trends, learning outcomes, postgraduate employment, and national trends. The proposed certificate is an outgrowth of those discussions. We will continue to use data-driven assessment to ensure program quality.

    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 here.

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]*

The Department of Chemistry and Biochemistry is primarily housed in the Chemistry building, including most faculty, staff, and graduate student offices; laboratories; a learning center; and classrooms. The Department maintains chemical analysis instrumentation that will be available for laboratory analysis of wort and finished beer products. The department also maintains facilities to safely store solvents and other materials needed for these analyses, as well as appropriate ventilation and other equipment and practices needed to safely carry out analytical measurements.

    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]*

Approximately $50k in instrumentation is needed to allow for a full complement of brewing analyses. Funding from local business organizations and through UM's Student Instructional Equipment Fund (SIEF), surplus instrumentation from the MT State Crime Laboratory, and analyses conducted for local businesses on a fee basis will fund instrument purchase and maintenance.

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]*

Professor Palmer will develop, introduce and teach new courses in Brewing Science required for the certificate. Palmer will advise and mentor students in the certificate program and will serve as the UM instructor of record for internship experiences that certificate earners may choose to complete. Current professional advisors will be informed of the new certificate and its requirements and can advise students accordingly.

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CURRICULUM PROPOSAL FORM

   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]*

The Department will need to adjust Palmer's teaching assignments accordingly. A part time adjunct instructor will be needed each fall semester when the Brewing Science course is taught to backfill for Professor Palmer and to teach a regularly-scheduled 4 credit Chemistry course.

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]*

Current resources are adequate.

   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]*

Yes, existing services are adequate.

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

The program is to be self-supporting. Program leadership will seek external seed funding to cover implementation costs in the first 3 years. In out years, the program is expected to generate revenue through tuition, lab fees, and fees for analyses conducted for local brewing concerns.

   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	$60,000	$5,000	$5,000
Expenses	$60,000	$5,000	$5,000
Net Income/Deficit (revenues-expenses)	0	0	0

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

Funds needed for additional personnel and infrastructure over the first three years will be met via external seed funding from local businesses. Figures in the budget projections table reflect significant instrumentation and supply expenses in the first year, and ongoing supply, maintenance and instructional expenses in years 2 and 3. Ongoing expenses in future years will be met through tuition and lab fees for the Brewing Science course, laboratory service fees for analyses conducted for local businesses, and UM Student Instructional Equipment Fee funding.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

    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]*

       NA

    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.

       NA

    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]*

       University and program administration will request funding from the local business community to establish the laboratory and certificate program. Ongoing expenses in future years will be met through tuition and lab fees for the Brewing Science course, laboratory service fees for analyses conducted for local businesses, and UM Student Instructional Equipment Fee funding.

    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]*

       NA

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.

The Brewing Science course will include a laboratory experience, and a Laboratory Course Fee of $50 per student (expected to generate up to $1200 per course offering) is proposed. Revenue generated with this fee will be used for consumables and supplies for the laboratory portion of the course.

14. Complete the fiscal analysis form.

Signature/Date

College or School Dean:

Chief Academic Officer:

Chief Executive Officer:

Flagship Provost*: Approved on Coursedog.

Flagship President*: Approved on Coursedog.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

*Not applicable to the Community Colleges.

Appendix A – Proposed New Curriculum

Brewing Science Certificates

Certificates in brewing science allow students to attain and demonstrate a general knowledge of the science and practice of malting and brewing, a greater appreciation of the science and manufacturing processes of beer production, and technical competence in laboratory testing procedures related to brewing. Students who complete these certificates may seek employment in the malting, brewing or distilling industry.

Certificate of Applied Science – Brewing Science

Degree Specific Credits: 33

Required Cumulative GPA: 2.0

Catalog Year: 20xx-20xx

Summary

Required Courses	10-11
Total Hours	33

Required Courses

Complete all of the following courses:

CHMY 121	Introduction to General Chemistry	4
CHMY 123	Introduction to Organic and Biochemistry	4
CHMY 124	Introduction to Organic and Biochemistry Lab	2
or		
CHMY 141	College Chemistry I	4
CHMY 142	College Chemistry I Lab	1
CHMY 143	College Chemistry II	4
CHMY 144	College Chemistry II Lab	1
and		
BIOB 160	Principles of Living Systems	3
BIOB 260	Cell and Molecular Biology	4
BIOM 360	General Microbiology	3

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Complete all of the following courses:

BIOM 361	General Microbiology Lab	2
CHMY 311	Quantitative Analysis	4
CHMY 314	Brewing Science	3
BCH 480	Advanced Biochemistry	4
Or BCH 380	Biochemistry	4

Total Hours	33

Minimum Required Grade: C-

Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS:	UM-Missoula
AWARD LEVEL:	UG
PROGRAM NAME:	Certificate in Brewing Science
PROGRAM CODE:	BREW

ENROLLMENT PROJECTIONS	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	0	1	1	2	3
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	10	10	10	10	10
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	0	0.333333333	0.333333333	0.666666667	1
Completions					
Annual number of program completers	12	20	24	24	24
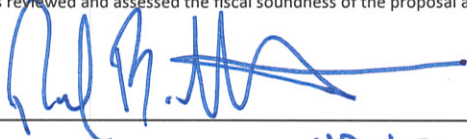
REVENUE	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Tuition Revenue (net of waivers)	$0	$2,394	$2,394	$4,788	$7,182
Institutional Support (Request to SIEF)	$0	$10,000			
Other Outside Funds (grants, gifts, etc.)	$0	$50,000	$7,000	$7,500	$800
Program Tuition/Fees	$0	$800	$1,000	$1,200	$1,200
Total Revenue	**$0**	**$63,194**	**$10,394**	**$13,488**	**$9,182**
Total Revenue per Student FTE	#DIV/0!	$189,582	$31,182	$20,232	$9,182

EXPENDITURES		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Tenure Track Faculty	FTE					
	Salary + Benefits					
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE		0.1	0.1	0.1	0.1
	Salary + Benefits		$8,700	$8,700	$8,700	$8,700
Graduate Teaching Assistants	FTE					
	Salary + Benefits					
Staff	FTE					
	Salary + Benefits					
Total Faculty & Staff	FTE		0.1	0.1	0.1	0.1
	Salary + Benefits		$8,700	$8,700	$8,700	$8,700

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Operations (supplies, travel, rent, etc)		$800	$1,200	$1,400	$1,600
Start-up Expenses (OTO)		$50,000			
Total Expenses	**$0**	**$59,500**	**$9,900**	**$10,100**	**$10,300**

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Student FTE to Faculty (TT + NTT) Ratio	#DIV/0!	2.6	2.6	5.1	7.7
Net Income/Deficit (Revenue - Expenses)	$0	$3,694	$494	$3,388	-$1,118

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

[signature] VPO+F 11-16-20

Campus Chief Financial Officer Signature

Chief Financial Officer Comments

Funds needed for additional personnel and infrastructure over the first three years will be met via external seed funding from local businesses. Figures in the budget projections table reflect significant instrumentation and supply expenses in the first year, and ongoing supply, maintenance and instructional expenses in years 2 and 3. Ongoing expenses in future years will be met through tuition and lab fees for the Brewing Science course, laboratory service

University and program administration will request funding from the local business community to establish the laboratory and certificate program. Ongoing expenses in future years will be met through tuition and lab fees for the Brewing Science course, laboratory service fees for analyses conducted for local businesses, and UM Student Instructional Equipment Fee funding.

Montana University System
REQUEST TO PLAN FORM

ITEM 190-1002-R0920   **September 2020**

<u>**Request for authorization to establish a C.A.S. in Brewing Science**</u>

Program/Center/Institute Title:	**Certificate of Applied Science in Brewing Science**	Planned 6-digit CIP code:	**26.1201**
Campus, School/Department:	**University of Montana-Missoula, College of Humanities and Sciences, Department of Chemistry and Biochemistry**	Expected Final Submission Date:	**March 2021**
Contact Name/Info:	**Christopher Palmer, Professor, Department of Chemistry and Biochemistry**		

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

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

   The proposed program will allow students of chemistry, biochemistry, microbiology and related scientific fields to complete a certificate in brewing science through completion of appropriate prerequisites and a new 3-credit course in brewing science. This will be a partner program with a Certificate of Completion requiring fewer prerequisites and a non-credit Micro-Credential Program, which will both also require the course in brewing science (See Table below). Students in these programs may choose to complete optional internship credits with a local micro-brewery or distillery or in an on-campus laboratory that will provide analytical services to local and regional breweries and distilleries. This combination of programs will be attractive and accessible to a broad range of students at UM and Missoula College and will offer practical, enjoyable and employable skills and knowledge. The Certificate of Applied Science would complement and enhance existing chemistry and biology oriented B.S. programs.

Proposed Program	Prerequisites	New Required Courses	Audience
Certificate of Applied Science, Level II, 33 Cr.	30 Cr. General Chemistry, Analytical Chemistry, Microbiology, Biochemistry	**CHMY 314 Brewing Science, 3 Cr.,** late start	Natural Science Majors (e.g. Chemistry, Biology, Biochemistry, Microbiology)
Certificate of Completion, Level I, 17 Cr.	13 Cr. Chemistry, Biology	**CHMY 313 Intro to Brewing Science, 1 Cr.** traditional start & **CHMY 314 Brewing Science 3 Cr.,** late start	Other Majors (e.g. Wildlife Biology, Health)
Micro-Credential	Consent of Instructor	Non-credit course co-convened with CHMY 313 and CHMY 314	Community members, brewery employees

Montana University System
REQUEST TO PLAN FORM

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).**

Brewing, malting and distilling industries have a significant economic impact in Montana that continues to grow. In a 2016 report titled The Continuing Economic Impact of Craft Brewing in Montana, the Bureau of Business and Economic Research at UM concluded: "*The survey results from this study indicate continued growth in Montana's brewing sector. Beer production in 2015 was 15 percent above 2014 and 87 percent greater than in 2010, the first iteration of this study. Montana brewers continue to employ more people, increase payroll and make a greater number of purchases year over year. Furthermore, the share of expenditures to Montana businesses continues to increase, with a total of $19.8 million paid directly to Montana businesses. This study was the first to estimate agricultural purchases totaling $4.5 million in 2015, 36 percent of which were Montana agricultural producers.*" It is clear anecdotally that this local industry continues to grow: In Missoula alone, at least two new microbreweries have opened since the 2016 study, with another three slated to open in 2020 or 2021. Meanwhile, malting operations in Great Falls (Malt Euro) and in Butte (Montana Craft Malt) provide a market for Montana agricultural producers and a source of local malt for the brewing industry. The proposed certificate and laboratory analysis programs will provide services to these burgeoning industries, allowing scientifically informed product development and quality control. Students who complete the certificate programs, especially those who take advantage of experiential learning opportunities, will help to meet a growing demand for qualified employees.

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

Professor Palmer will develop, introduce and teach a new course in Brewing Science required for the certificate and micro-credential programs. Professor Palmer will also advise and mentor students in the certificate program and will serve as the UM instructor of record for internship experiences that certificate earners may choose to complete. The Department will need to adjust Palmer's teaching assignments accordingly, and will need to hire an adjunct instructor to back fill for 4 credits of teaching per year. Current professional advisors will be informed of the new certificate and its requirements and can advise students accordingly.

Some additional instrumentation is needed to provide students with experience in a complete suite of analytical measurements for brewing concerns, as well as to provide analytical services for Montana breweries. The laboratory program will also need consumables and supplies to conduct the measurements.

To fund the program in the first three years, and to provide for purchase and maintenance of major instrumentation needs, program and Institutional leadership will seek external funding from local business organizations and leaders. Program leadership will apply for funding through UM's Student Instructional Equipment Fund (SIEF) and will seek surplus instrumentation from the Montana State Crime Laboratory. The laboratory will conduct analyses for local and regional businesses on a fee basis to pay for consumables and supplies.

The new Brewing Science course will include a laboratory experience component, and a Laboratory Course Fee of $50 per student (expected to generate up to $1200 per course offering) is proposed. Revenue generated with this fee will be used for consumables and supplies for the laboratory portion of the course. The laboratory will conduct analyses for local and regional businesses on a fee basis to provide additional funding for instrument maintenance and consumables and supplies.

Montana University System
REQUEST TO PLAN FORM

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

Flathead Valley Community College, though the Brewing Academy of Montana, offers an A.A.S. degree in Brewing Science and Brewery Operations. The proposed certificate programs will provide students at UM with an opportunity to gain similar knowledge and experience as part of their regular B.S. degree program. The proposed certificate and micro-credential programs will also be attractive to local community members, and will provide convenient services to craft breweries in the Missoula and Bitterroot valleys.

The new brewing science course will include guest lectures by UM professors of microbiology and history, and the UM microbiology laboratory course will develop and implement a yeast-related laboratory exercise. Students in the brewing science course will partner with a local micro-brewery each year, or with the program at FVCC, to brew and market a batch of beer.

The certificate and micro-credential programs, and associated internship opportunities, will be accessible to students at Missoula College.

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 certificates in Brewing Science fit with UM's mission and Strategic Plan (Strategic Vision 1.1), especially with Strategic Opportunities 1 (Engage students where they are), 3 (Partner with place), 4 (Reinvent the heart of the curriculum) and 5 (Foster knowledge creation and innovation). The proposed certificates are student-first academic programs designed to provide practical skills and knowledge and to be accessible to students in a variety of educational pathways. The proposed certificate and micro-credential programs will be attractive to local community members, and will provide convenient services to craft breweries in the region. Through development of UM laboratory services and collaboration with local businesses, the certificates will offer and allow place-based experiential learning for students and faculty to engage and collaborate with burgeoning local brewing and distilling businesses in Montana. Student experiences and services provided by a UM-based brewing analysis laboratory will encourage innovation and product development by local brewers and distillers. The certificates will contribute to practical science-based education of students, allow students to experience science in practice, and produce graduates with skills employable in a growth sector of the local economy. The certificate programs will contribute directly to the UM Center of Excellence in Science and Technology, improving the visibility of UM's expertise in this realm, and may contribute indirectly to the UM Center of Excellence in Business and Entrepreneurship.

Montana University System
REQUEST TO PLAN FORM

Signature/Date
Chief Academic Officer:
Chief Research Officer*:
Chief Executive Officer:
Flagship Provost:**   DocuSigned by: *Reed Humphrey*   D3FE78AF0D42425...
Flagship President:**   DocuSigned by: *Seth Bodnar*   9672218F28384DA...
*Center/Institute Proposal only **Not applicable to the Community Colleges.

To Whom it May Concern:

I write today in support of proposed brewing science and brewing analysis programs at the University of Montana.

I am currently Manager of Brewing Operations at Big Sky Brewing in Missoula, where I have worked for the last 24 years.

I have a good working relationship with Prof. Chris Palmer at the University of Montana, who has led some analytical testing efforts for us. I would like to see greater cooperation between UM and local brewing concerns and I think that the proposed analytical and educational programs will foster that. Further, I am pleased that UM will be providing learning experiences that will prepare students for employment or further education in the brewing industry, as well as opportunities for community members to attend a non-credit program and earn a micro-credential.

Sincerely,

Matt Long

October 17, 2020

To Whom It May Concern:

I write today in support of proposed brewing science and brewing analysis programs at the University of Montana.

I am currently the Head Brewer at Draught Works Brewery in Missoula MT, where I have worked for the last four years. Before this, I worked at Big Sky Brewing company for eight years in various roles ranging from Production Brewer to Quality Manager. I hold a Certificate of Brewing Science and Engineering from the American Brewers Guild, Brewing Microbiology from the Siebel Institute of Technology. I am a Certified Cicerone, and a Recognized Beer Judge with the Beer Judge Certification Program.

I have a good working relationship with Professor Chris Palmer at the University of Montana, who has led some analytical testing efforts for us. I encouraged Chris to consider a broader testing program as well as a certificate program at UM. I consulted with Chris on the types of analytical testing that would be useful for the brewing industry as well as the curriculum content for the certificates. I am pleased to see that the programs are now proposed and under consideration, and I look forward to working with Chris as he initiates the programs.

I would very much like to see greater cooperation between UM and local brewing concerns and I think that the proposed analytical educational programs will foster that. Further, I am pleased that UM will be providing learning experiences that will prepare students for employment or further education in the brewing industry.

Sincerely,

Kyle Sillars

ACADEMIC ITEMS MEMORANDUM

DATE: January 11th, 2021

TO: Chief Academic Officers, Montana University System

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

RE: December 2020 Academic Items

Contained within this memorandum are Level I and Level II proposals submitted by the institutions of the Montana University System in December 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 Chief Academic Officer's conference call on January 19th. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, January 22nd. You will be notified of approved proposals by January 26th. The Board of Regents will be notified of the approved proposals at the March meeting of the Board.

LEVEL I ITEMS:

1. **Campus Approvals**

   Montana State University Billings:
   - Notification of placement of the International Studies Minor in Moratorium
     Item #2701-LI1220 | Moratorium Form
   - Notification of placement of the Philosophy, Religious Studies Minor in Moratorium
     Item #2702-LI1220 | Moratorium Form
   - Notification of placement of the Philosophy Minor in Moratorium
     Item #2703-LI1220 | Moratorium Form

2. **OCHE Approvals**

   Montana State University Billings:
   - Request for authorization to terminate the Digital Health Communications Certificate
     Item #2704-LI1220 | Termination Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

December/2020

ITEM 2701-LI1220

ITEM TITLE Notification of Program Moratorium: International Studies Minor

Institution: **MSU Billings**   CIP Code: Not listed

Program/Center/Institute Title: **International Studies Minor**

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

Options: Foci include Asia, Comparative Arts, General Comparative, Latin America

Proposal Summary [360 words maximum]

What: The International Studies Minor program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

____ **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

    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: **International 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?**

      Fall 2023

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees   X

    b.) Faculty Senate   X

    c.) Program Public Advisory Committee   X

    d.) Articulation Partners   X

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

    Faculty feedback regarding the International Studies Minor included that the University mission and vision includes educating students for an evolving global community, and that the courses are already offered as part of other colleges/programs.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

December/2020

ITEM 2702-LI1220

<u>**ITEM TITLE**</u> **Notification of Program Moratorium: Philosophy Religious Studies Minor**

Institution: **MSU Billings**   CIP Code: Not listed

Program/Center/Institute Title: **Philosophy Religious Studies Minor**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Philosophy Religious Studies Minor program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

_____   **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

    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: **Philosophy, Religious Studies Option 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?**

      Fall 2022

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees   __X__

    b.) Faculty Senate   __X__

    c.) Program Public Advisory Committee   __X__

    d.) Articulation Partners   __X__

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

    Faculty feedback included that while the program had low enrollment, many courses often max-out and have waiting lists. It was stated that our vision includes diversity and inclusion and this cuts a program that directly speaks to those initiatives. It was mentioned that this is one of those things that connects Billings to MSU Billings.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

December/2020

ITEM 2703-LI1220

ITEM TITLE Notification of Program Moratorium: Philosophy Minor

Institution:	**MSU Billings**

CIP Code: Not listed

Program/Center/Institute Title: **Philosophy Minor**

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

Options: NA

Proposal Summary [360 words maximum]

What: The Philosophy Minor program is being placed on moratorium for eventual termination.

Why: This program was identified to be phased out during the recent strategic program alignment processes that used department generated reports and evaluated department data and program-based enrollment, retention, and completion data.

Resources: None

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**

_____ **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

    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: **Philosophy 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?**

        Fall 2022

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

   a.) Internal Curriculum Committees   X

   b.) Faculty Senate   X

   c.) Program Public Advisory Committee   X

   d.) Articulation Partners   X

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

   Faculty feedback included that while the program had low enrollment, many courses often max-out and have waiting lists. It was stated that our vision includes diversity and inclusion, and this cuts a program that directly speaks to those initiatives.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

December/2020

ITEM 2704-LI1220

ITEM TITLE Notification of Program Termination: Digital Health Communication Certificate

Institution: **MSU Billings**   CIP Code: Not listed

Program/Center/Institute Title: Digital Health Communication Certificate

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

Options: _____

Proposal Summary [360 words maximum]

What: The Digital Health Communication Certificate is being terminated.

Why: The certificate was developed in consultation with Extended Campus before it moved to City College. At the time of its development, the certificate program had funding from Extended Campus. That is no longer the case. Without this funding it is impossible for the department to offer new 1-credit certificate courses within existing faculty teaching loads. The Department of Communications will propose a graduate version of this certificate comprised exclusively of existing courses in the future.

Resources: None

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

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

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

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: **Digital Health Communication Certificate**

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: _____ N: **X**

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) Internal Curriculum Committees   **X**

    b.) Faculty Senate   **X**

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

    d.) Articulation Partners   **NA**

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