

MONTANA BOARD OF REGENTS

LEVEL II REQUEST FORM

Item No.:	128-1506-R0705	Date of Meeting:	July 14-15, 2005
Institution:	Montana Tech of The University of Montana		
Program Title:	Medical Assistant Program (as stand-alone degree)		

Level II proposals require approval by the Board of Regents.

Level II action requested (check all that apply): Level II proposals entail substantive additions to, alterations in, or termination of programs, structures, or administrative or academic entities typically characterized by the (a) addition, reassignment, or elimination of personnel, facilities, or courses of instruction; (b) rearrangement of budgets, cost centers, funding sources; and (c) changes which by implication could impact other campuses within the Montana University System and community colleges. Board policy 303.1 indicates the curricular proposals in this category:

- 1. Change names of degrees (e.g. from B.A. to B.F.A.)
- 2. Implement a new minor where there is no major;
- 3. Establish new degrees and add majors to existing degrees;
- 4. Expand/extend approved mission; and
- 5. Any other changes in governance and organization as described in Board of Regents' Policy 218, such as formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory, or similar unit.

Specify Request:

The intent of this proposal is that the Board of Regents of Higher Education authorizes MT Tech of The University of Montana College of Technology to convert the present Associate of Applied Science Degree in Office Technology, Medical Assistant Option to an Associate of Applied Science Degree in Medical Assistant in the Department of Health Programs. The current Associate of Applied Science Degree in Medical Office Technology Medical Assistant Option within the Business Department does not support the industry standard for offering a clinically based degree as a stand-alone program.