

**Schedule of Events  
Board of Regents Meeting  
May 2006**

WEB PAGE ADDRESS: <http://www.montana.edu/wwwbor/>

**WEDNESDAY, May 31, 2006**

- 1:00 – 4:30 p.m.** Budget and Audit Oversight Committee – SUB Ballroom  
**1:00 – 4:30 p.m.** Academic/Student Affairs Committee – Hensler Auditorium, Applied Technology Building  
**4:45 – 6:00 p.m.** Staff and Compensation Committee – SUB Ballroom  
**4:45 – 6:00 p.m.** Workforce Development Committee – Hensler Auditorium, Applied Technology Building

**THURSDAY, June 1, 2006**

- 7:00 a.m.** Regents Breakfast with Faculty Senate Representatives - Crowley Conference Room - 2nd floor of SUB  
**7:45 a.m.** Continental Breakfast for meeting participants— SUB Large Dining Room  
**8:15 a.m.** Executive Session (Personnel Evaluations) – Crowley Conference Room – 2nd floor SUB  
**10:00 a.m.** Full Board Convenes– SUB Ballroom  
**Noon** Lunch for all attendees – SUB Large Dining Room  
**Noon to 1:40 p.m.** MAS Luncheon with Regents, Commissioner, Presidents and Chancellors — SUB Ballroom  
**1:30 p.m.** Full Board Reconvenes– SUB Ballroom  
**5:30 p.m.** Board Recesses  
**6:00 p.m.** Reception for all meeting participants – Pitchfork Fondue Dinner - in the new ATC Center

**FRIDAY, June 2, 2006**

- 7:00 a.m.** Board breakfast with local civic and business leaders – SUB Large Dining Room  
**7:45 a.m.** Continental Breakfast for meeting participants – SUB Large Dining Room  
**8:45 a.m.** Full Board Reconvenes– SUB Ballroom  
**12:00** Meeting Adjourns on completion of business



**BOARD OF REGENTS OF HIGHER EDUCATION**  
**May 31 – June 2, 2006**

**Montana State University-Northern**  
**P.O. Box 7751**  
**Havre, MT 59501**

# Agenda

## BOARD OF REGENTS MEETING

THURSDAY, JUNE 1, 2006

**8:15 a.m.**

- I. EXECUTIVE SESSION** — Crowley Conference Room - SUB
- a. Personnel Review – President Gamble
  - b. Personnel Review – President Dennison
  - c. Personnel Review – Commissioner Stearns

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***Full Board meeting beginning at 10:00 a.m. Thursday, and running till approximately Noon Friday.***

SUB Ballroom

Action may be taken on any item on the Agenda,  
with opportunity for Public comment.

- II. ROLL CALL**  
Representing Governor Brian Schweitzer: Ms. Jan Lombardi, Education Advisor

- III. APPROVAL OF MINUTES** (Pg.9)  
Minutes of the March 1-3, 2006 Regular Meeting in Dillon, MT

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- IV. SYSTEM ISSUES**
- a. CI-97 discussion and resolution – Regent Semmens
  - b. Strategic Plan – Discussion – Commissioner Stearns/Associate Commissioner Gibson (pg. 28)
  - c. Six-Mill levy - Guidance and discussion
  - d. SummitNet 3 - MSU & UM chief IT officers, Ray Ford and Mark Sheehan – Information/Discussion (pg. 65)
  - e. Policy on Disposal of Computers ITEM 131-107-R0506 – Action Item (pg. 73)
  - f. MIEA Resolutions – Informational Item – Commissioner Stearns
  - g. Review of Residency Changes and the Related Policies – Informational – Mick Robinson/Cathy Swift (pg. 77)
  - h. General System Issues – Informational Item – Commissioner Stearns
  - i. Local Legislators - Discussion
  - j. Faculty Appeal – Action Item – ITEM 131-118-R0506
  - k. Student Appeal – Action Item – ITEM 131-119-R0506

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**V. DISCUSSION WITH CAMPUS LEADERS** (President Geoff Gamble, Chancellor Alex Capdeville, and Dean Mary Moe)

*Also see attached reports from all campuses (pg. 79)*

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**VI. ADMINISTRATIVE/BUDGET ITEMS** (Pg.)

a. Report from Administrative/Budget Committee – Regent Semmens  
*See Committee Agenda for issues and action items*

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**VII. WORKFORCE DEVELOPMENT ITEMS** (Pg.)

a. Report from Workforce Development Committee – Regent Foster  
*See Committee Agenda for issues and action items*

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**VIII. ACADEMIC/STUDENT AFFAIRS ITEMS** (Pg.)

a. Report from Academic/Student Affairs Committee – Regent Hamilton  
*See Committee Agenda for issues and action items*

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**IX. STAFF AND COMPENSATION ITEMS** (Pg.)

a. Report from Staff and Compensation Committee – Regent Barrett  
*See Committee Agenda for issues and action items*

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**X. STUDENT REPORTS**

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**XI. General Public Comment**

*MCA 2-3-103. Public participation ...The agenda for a meeting, as defined in 2-3-202, must include an item allowing public comment on any public matter that is not on the agenda of the meeting and that is within the jurisdiction of the agency conducting the meeting. The agency may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter... Public matters do not include pending legal matters, private personnel issues or private student issues.*

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**XII. CONSENT AGENDA** (Pg. 88)

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**XIII. PRESENTATIONS**

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**XIV. CONTINUATION OF UNFINISHED ITEMS**

Note: Items not completed by the end of the meeting will be carried over to the next regularly scheduled meeting.

**XV. Discussion and feedback** on new agenda and electronic distribution

**XVI. ELECTION OF OFFICERS**

**XVII. BOARD ADJOURNS**

The Board of Regents will make reasonable accommodations for known disabilities that may interfere with an individual's ability to participate. Persons requiring such accommodations should make their requests to the Office of the Commissioner of Higher Education as soon as possible before the meeting to allow adequate time for special arrangements. You may call or write to: ADA Coordinator, P. O. Box 203101, Helena MT 59620-3101, 406-444-6570, 1-800-253-4091 (TDD)

## XII. CONSENT AGENDA

### Staff Items:

- a. ITEM 131-100-R0506 – Staff; Office Commissioner of Higher Education (pg. 88)
- b. ITEM 131-1000-R0506 - Staff; The University of Montana-Missoula (pg. 90)
- c. ITEM 131-1005-R0506 - Authorization to Confer the Title Professor Emeritus of Library Science upon Bonnie Schuster; The University of Montana-Missoula (pg. 97)
- d. ITEM 131-1006-R0506 - Authorization to Confer the Title of Professor Emeritus of Library Science upon Dennis L. Richards; The University of Montana-Missoula (pg. 98)
- e. ITEM 131-1500-R0506 - Staff; Montana Tech of The University of Montana (pg. 99)
- f. ITEM 131-1507-R0506 - Authorization to Confer the Title Professor Emeritus of Mathematical Sciences upon Nina Lupkiewicz; Montana Tech of The University of Montana (pg. 102)
- g. ITEM 131-1600-R0506 - Staff; The University of Montana-Western (pg. 104)
- h. ITEM 131-1601-R0506 - Authorization to Confer the Title of Assistant Professor Emeritus of Business upon John Bailey; The University of Montana-Western (pg. 106)
- i. ITEM 131-2000-R0506 - Staff; MSU-Bozeman (pg. 107)
- j. ITEM 131-2001-R0506 - Professor Emeritus of Political Science-Raymond Pratt; MSU-Bozeman (pg. 111)
- k. ITEM 131-2002-R0506 - Professor Emeritus of Cooperative Ext & Ag Econ-James Johnson; MSU-Bozeman (pg. 112)
- l. ITEM 131-2003-R0506 - Professor Emeritus of Nursing-Kathleen Chafey; MSU-Bozeman (pg. 115)
- m. ITEM 131-2004-R0506 - Professor Emeritus of Cooperative Extension-David Sharpe; MSU-Bozeman (pg. 117)
- n. ITEM 131-2300-R0506 - Staff; Ag Experiment Station (pg. 119)
- o. ITEM 131-2400-R0506 - Staff; Cooperative Extension Service (pg. 120)
- p. ITEM 131-2700-R0506 - Staff; MSU-Billings (pg. 122)
- q. ITEM 131-2708-R0506 - Authorization to Confer The Title of Professor Emeritus of Native American Studies upon Professor C. Adrian Heidenreich; Montana State University–Billings (pg. 126)
- r. ITEM 131-2800-R0506 - Staff, MSU-Northern (pg. 128)
- s. ITEM 131-2850-R0506 - Staff, MSU-Great Falls (pg. 133)

### Labor Agreements/Other Items

- a. ITEM 131-103-R0506 – Approval of Tentative Agreement with Helena College of Technology Faculty Union (pg. 135)
- b. Approval of Tentative Agreement with Faculty Union; Montana State University-Northern – ITEM 131-117-R0506 (pg. 140)

### Administrative/Budget Items

- a. Student Computer Fee Employment Allocation; The University of Montana-Missoula - ITEM 131-1002-R0506 (pg. 143)
- b. Student Computer Fee Equipment Allocation; The University of Montana-Missoula - ITEM 131-1003-R0506 (pg. 144)
- c. Authority Reports; The University of Montana-Missoula - ITEM 131-1004-R0506 (pg. 145)
- d. Annual Status Report of Regents Authority; Montana State University-Bozeman – ITEM 131-2013-R0506 (pg. 163)
- e. Authorization to Expend Student Computer Fees; Montana Tech of The University of Montana - ITEM 131-1503-R0506 (pg. 171)
- f. Authorization to Expend Student Computer Fees; Montana Tech of The University Of Montana - ITEM 131-1506-R0506 (pg. 172)
- g. Authorization to Expend Reverted Appropriations; The University of Montana-Western - ITEM 131-1602-R0506 (pg. 173)
- h. Authorization to Expend Student Computer Technology Fees; The University of Montana-Helena College of Technology - ITEM 131-1901-R0506 (pg. 175)



## COMMITTEE MEETINGS

### BUDGET AND AUDIT OVERSIGHT COMMITTEE MEETING

(Committee Members: Chair Mark Semmens, and Stephen Barrett)

**SUB Ballroom**  
**Wednesday, May 31, 2006**  
**1:00 – 4:30 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Strategic Plan – Discussion – Commissioner Stearns (pg. 178)
- b. Report from the Associate Commissioner for Fiscal Affairs – Robinson
  1. New Wellness Center – MSU-Northern
  2. Change in fees for Student Health Insurance – Informational Item (Pg. 184)
  3. Approval of Contract with new vendor for Montana Family Education Savings Plan – ITEM 131-109-R0506 (pg. 185) New contract will be available with the final Addendum to the Agenda
  4. Foundation Operating Agreement; The University of Montana-Missoula - ITEM 131-1011-R0506 (pg. 204)
  5. Foundation Operating Agreement; The University of Montana-Western - ITEM 131-1603-R0506 (pg. 207)
- c. Approval of Project Priority List, Long Range Building Program Montana University System – ITEM 131-112-R0506 (pg. 209)
- d. OTO Appropriations – ITEM 131-113-R0506 (pg. 211)
- e. FY07 Tuition Rates, Flathead Valley Community College and Dawson Community College - ITEM 131-104-R0506 – Pam Joehler (pg. 213)
- f. Montana University System Revised Tuition Matrices – FY07 - ITEM 131-106-R0506 – Pam Joehler (pg. 223)
- g. Approval of Two Budget Amendment Requests; Office Commissioner of Higher Education - ITEM 131-115-R0506 – Pam Joehler (pg. 277)
- h. Negative Fund Balance Report – Pam Joehler (pg. 282)
- i. Proposed Transfer of Real Property Interest in Lots 1 Through 22 of Block 32 of the Homevale Addition in the City of Missoula to Missoula County High School District No. 1 (MCHS) Pursuant to a Mediated Settlement Agreement & Release; The University of Montana-Missoula - ITEM 131-1001-R0506 (pg. 288)
- j. Authorization to Secure Intercap Loan from Board of Investments for campus expansion – FVCC – ITEM 131-108-R0506 (pg. 298)
- k. Intercollegiate Athletics Financial Accomplishments and Revised Plan; The University of Montana-Missoula – ITEM 131-1009-R0506 (pg. 300)
- l. Authorization for Annual Automatic Indexing of Student Fees; The University of Montana-Missoula - ITEM 131-1012-R0506 (pg. 302)
- m. Renew Authorization to Provide Fire Suppression in Johnstone Center; MSU-Bozeman - ITEM 131-2005-R0506 (pg. 308)
- n. Naming the “Harlan & Terri Byker Auditorium”; MSU-Bozeman - ITEM 131-2006-R0506 (pg. 309)
- o. Series K 2006 Facilities Revenue Refunding Bond Issue; MSU - ITEM 131-2007-R0506 (pg. 310)
- p. Adoption of A Definition of “Academic Buildings”; MSU - ITEM 131-2010-R0506 (pg. 324)
- q. Business Process Redesign Incentive Payments; MSU-Bozeman - ITEM 131-2011-R0506 (pg. 327)
- r. Board of Regents Policy 940.13 Tuition Waivers; Montana University System - Discussion (pg. 332)
- s. Revision to language contained in Item 129-2801-R1105- Authorization to Establish a Mandatory Lewistown Building Fee; Montana State University-Northern - ITEM 131-2801-R0506 (pg. 339)
- t. Public Comment





**Academic & Student Affairs  
Committee Meeting**

**Hensler Auditorium, Applied Technology Building  
Montana State University-Northern  
Wednesday, May 31, 2006  
1:00 – 4:30 p.m.**

**(Committee members:** Committee Chair and Regent Lynn Hamilton, Regent Mike Foster, Regent Lila Taylor and Regent Heather O'Loughlin)

Note: The Board of Regents may take action on any item on the Committee agenda.

(Public comment is welcome during the meeting.)

- a. Roll Call.
- b. Review and adoption of the agenda.
- c. Approval of the minutes from the March 1, 2006, meeting of the Committee. (pg. 341)
- d. **Portion of the Meeting Devoted to Topics of Concern to Both Academic and Student Affairs Officers.**
  1. Discussion of the Board of Regents' Strategic Plan – David Gibson and Tyler Trevor. (pg. 345)
  2. Discussion of Distance Education – Tom Gibson. (pg. 350)
  3. Discussion of Emergency Preparedness – Lowell Goetting. (pg. 374)
  4. Discussion of Policy 940.29, tuition for post-baccalaureate students. (pg. 377)
- e. **Portion of Meeting Devoted to Topics of Concern to Chief Academic Officers.**
  1. Level I memorandum. (pg. 378)
  2. Level II items. (pg. 448)
    - a. --Action: **ITEM 130-301-R0306**: Certificates of Applied Science, Flathead Valley Community College. (pg. 450)
    - b. --Action: **ITEM 130-2851-R0306**: A.A.S. degree in Radiologic Technology, MSU-Great Falls College of Technology. (pg. 452)
    - c. --Action: **ITEM 130-2852-R0306**: Certificate of Practical Nursing, MSU-Great Falls College of Technology. (pg. 462)
    - d. --Action: **ITEM 130-2804-R0306**: Civil Engineering Technology program in Great Falls, MSU-Northern. (pg. 471)
    - e. --Action: **ITEM 130-1018-R0306**: Irish Studies minor, UM-Missoula. (pg. 481)
    - f. --Action: **ITEM 130-1503-R0306**: Bachelor and Master's degree in Electrical Engineering, Montana Tech. (pg. 490)
  3. --Action: **ITEM 131-101-R0506**: Additional revisions to the model nursing curriculum. (pg. 515)
  4. Review the Scope of the University of Montana-Missoula Paleontology Center and an associated Fort Peck Field Station.
- f. **Announcements.**
  1. Delay in Flathead Valley's LPN nursing program.
  2. Academic administrative changes at UM-Western.
- g. Other business.
- h. Public comment.
- i. Close: Review assignments, meeting schedule and meeting's main points.



## **STAFF AND COMPENSATION COMMITTEE MEETING and AGENDA**

(Committee Members: Chair Stephen Barrett, Heather O'Loughlin, and Mark Semmens)

**SUB Ballroom**  
**Wednesday, May 31, 2006**  
**4:45 – 6:00 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Approval of minutes of the March 2, 2006 committee meeting (pg. 553)
- b. ITEM 131-116-R0506 – Revisions to BOR Policies 711.1 & 711.2 (*Employment contracts and pay guidelines for non-faculty administrators and professionals*) The BOR through this proposed policy delegates to the Commissioner of Higher Education the authority to approve employment contracts and pay adjustments in accordance with approved pay guidelines. (pg. 555)
- c. Discussion of contract approval procedures for head coaches.
- d. Discussion of CUPA salary survey (*College and University Professionals Association for Human Resources*)
- e. ITEM 131-111-R0506 – Revision to BOR Policy 804.1 (*Authorization of administrative positions for the self-insured group insurance plan*) The proposed revision would increase by .5 (one-half) the number of full-time equivalent positions authorized to the Commissioner of Higher Education for administration of the self-insured group insurance plan. The current authorization is 3.5 full-time employees (the proposal authorizes up to 4.0 positions). (pg. 577)
- f. Discussion of titles for the chief executive officers of the two “stand-alone” Colleges of Technology in Great Falls and Helena. A change from the current title of Dean to the title of Chancellor is under consideration.
- g. Public Comment



## **WORKFORCE DEVELOPMENT COMMITTEE MEETING**

(Committee Members: Chair Mike Foster, Lynn Morrison-Hamilton, and Lila Taylor)

**Donaldson Hall  
Wednesday, May 31, 2006  
4:45 – 6:00 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Review and approve minutes of last committee meeting. (pg. 580)
- b. Review and approve committee meeting agenda.
- c. Update on the healthcare advisory group and data team (Representative from Advisory Group)
- d. Update on activities of the State Workforce Investment Board, including initiatives for healthcare workers and apprenticeship programs. – Arlene Parisot and Emily Lipp-Sirota
- e. Update on WIRED grant – Arlene Parisot and Emily Lipp-Sirota (pg. 584)
- f. Strategic plan – discussion of goals related to Workforce Committee – Dave Gibson (pg. 593)
- g. Update on CBJT Mt BILT US-DOL Construction Trades Grant – Dean Cech (pg. 598)
- h. Perkins Quarterly Update – ITEM 131-102-R0506 – Arlene Parisot (pg. 618)
- i. Discussion of integrated student/workforce data project.
- j. Public Comment



# MINUTES MINUTES

## Montana Board of Regents of Higher Education

### Regular Meeting

March 1-3, 2006

The University of Montana-Western  
710 S. Atlantic  
Dillon, MT 59725

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**WEB PAGE ADDRESS:** <http://www.montana.edu/wwwbor/>

#### THURSDAY, March 2, 2006

The full Board convened at 8:30 a.m.

#### ROLL CALL

Roll Call indicated a quorum present

**Regents Present:** Mike Foster Vice Chair (arrived at 10:00 a.m. excused), Lynn Hamilton, John Mercer Chair, Heather O'Loughlin, Mark Semmens, Lila Taylor. Also present was Commissioner Sheila M. Stearns.

**Regents Absent:** Regent Stephen Barrett, Governor Brian Schweitzer ex officio, and Superintendent Linda McCulloch ex officio, all excused Representing Governor Brian Schweitzer: Ms. Jan Lombardi, Education Advisor

#### APPROVAL OF MINUTES

- Regent Hamilton **moved approval** of the Minutes of the November 16-18, 2005 Regular Meeting in Bozeman, MT and the Minutes of the January 11-13, 2006 Regular Meeting in Helena, MT
- The Minutes were **APPROVED** unanimously on 5-0 vote.

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Commissioner **Sheila M. Stearns** congratulated Chancellor Ron Sexton for receiving a distinguished leadership award for college and university presidents. His award is from the District Eight Council for the Advancement and Support of Higher Education.

**Commissioner Stearns** also congratulated Award Winners to be recognized at the meeting of the Montana Ambassadors. Those are Educator of the Year President George Dennison, The University of Montana, Dean Rich Semenik, Montana State University, and Ambassador Plenipotentiary Larry Gianchetta, The University of Montana.

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#### SYSTEM ISSUES

a. Announcement of WIRED Grant

**Mr. Evan Barrett** of the Governor's Office, and **Dr. Arlene Parisot** of the Office of the Commissioner of Higher Education, gave an overview of this three-year grant with \$5M per year and what it means to Montana. Through committed partnerships (Montana's citizens, state agencies, private businesses, investors, academic institutions, entrepreneurs, philanthropists, economic and community development organizations and Tribal leaders) Montana will focus on economic growth, education, and workforce development that is built upon an expansion of the state's efforts to develop bio-fuels, bio-energy, and biolubricants. The development of a bio-based economic and business cluster is the target within the 32 counties and 6 Indian reservations of the target area. The award of this Grant also gives Montana a leg up on EDA and USDA grants.

b. Healthcare Workforce Issues Panel

Participants in the panel were Jan Lombardi, Governor's Office, State Representative Diane Rice, State Representative Debby Barrett, Dr. Loge of Dillon, Lisa Wheeler from Senator Burns' Butte office, Kim Falcon from Senator Baucus' office, and Mike Waite from Rep. Rehberg's Helena office.

**Dr. Loge** addressed some of the serious issues facing health care in Montana. Few students are choosing primary care as their field, and are going into the high paying specialty fields instead. With the loss of primary care givers, Nurse Practitioners have stepped in to fill part of the gap, but that is not enough. Only ten years ago, 50% went into primary care, and now it is only 10% and the rate is still dropping. Primary Care is the bedrock of healthcare, yet pays the least money of any of the medical professions. Rural areas have suffered this loss even more than urban areas. Educational debt is a factor in the change from primary care to better paying specialties.

**Dr. Loge** indicated that until disincentives are written out of the different programs, things will continue to worsen. **Chair Mercer** thought that perhaps the use of Nurse Practitioners would help the Medicaid problem in Montana.

**Representative Diane Rice** noted that across the country, there are skewed demographics with too few young people to help the aging population. There will be stiff competition for younger workers. One solution might be for the State to repay medical school loans with some strict stipulations, such as those working in towns of 10,000 having their loans paid off at one rate, and those working in a town of 5,000 having their loans paid off faster. She noted however, that when the loans are paid off in Idaho they leave, and Idaho suffers a constant turnover.

**Representative Debby Barrett** said she had no solutions, but saw the need to work together to solve this problem.

**Ms. Lisa Wheeler** said she is not a health care expert, but appreciated the opportunity to participate in this forum. She indicated Senator Burns was grateful the Board was focusing this meeting on health care in Montana, and he will support them with whatever they need. **Ms. Wheeler** noted that Montana has ten counties with no physician. Senator Burns will provide legislation for tax incentives, and he supports telemedicine in Montana.

**Ms. Kim Falcon** agreed on the need to strategize to bring health care providers to Montana's rural areas. She said loan repayment and lower taxes are of interest to Senator Baucus. He would like to encourage more biotech startups. **Ms. Falcon** also indicated it would be good to bring medical students back to Montana for rotations to give them more exposure. She also indicated there was a need to expand into dental care. Additionally, with all the changes in the industry, there need to be ongoing opportunities for continuing education.

**Mr. Mike Waite** noted that Amy Aspen, a native of Geraldine who works in the DC office is the Congressman's expert in health care and education issues. He mentioned however, that there is a real need for continuing education opportunities for those in the health industry who want to improve their circumstances. They have also seen a shortage of primary care physicians preventing the expansion of some Montana medical groups to cover the local needs.

**Ms. Jan Lombardi** said the Governor's Office is looking to improve the conditions of Montana families, with a focus on the health care system. One in five Montanans is uninsured. Young adults are twice as likely to be uninsured as the average, and Native Americans are even worse and have more medical debt than the average citizen. **Ms. Lombardi** noted that more cuts are taking place at the federal level and that is significant to Montana. Indian Health Centers and sliding fee services are being cut. She said that the Montana University System has an essential role in improving this situation.

In continuing conversation it was noted that the new model in Montana is for the primary care physician to be a team leader handling all the difficult cases that come along with the Nurse Practitioners handling the balance. This is the way of the future. **Regent Semmens** said there need to be incentives to attract primary care to rural areas that have a true need. He asked if incentives could be targeted to specific areas. **Dr. Loge** explained that there are some programs but they are inadequate to meet the need. He believes that students need to be acculturated toward the primary care field much earlier, long before they enter their professional training. He said there are certain markers that can identify those who are most likely to return and stay in rural areas. The Admissions Committee should be doing a better job of recognizing these students. Residency is another big indicator of where the student will practice. **Dr. Loge** said that incentives are another issue. With potential income versus the debt, tax incentives mean nothing to these people. The federal program was wonderful, but has languished over the last 15 to 20 years. **Chair Mercer** asked if there had been an effort to quantify the dollars that would be saved in Montana with better health care. **Dr. Loge** indicated there were substantial data available, and it would be easy to model. **Rep. Debby Barrett** asked Dr. Loge to comment on the Japanese delegation. He responded that the following week, a delegation of Japanese medical educators was coming to Dillon, and said it demonstrates the prowess of WWAMI, which is internationally recognized. It is the only program in the country that brings together and repopulates these states with medical practitioners. The Japanese will be looking at the program as a model for themselves.

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**Following a ten-minute break, the Board reconvened at 10:10 a.m.**  
**Regent Foster arrived at this time.**

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Interim **President Ralph Lenhart** introduced the new President of Dawson Community College, Mr. Jim Cargill.

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**DISCUSSION WITH CAMPUS Leaders** (President George Dennison, President Jane Karas, Chancellor Dick Storey, and Dean Jane Baker)

**President George M. Dennison** reported on a national campaign promoting the public benefits of higher education. The campaign grew from two discoveries: the general public values the personal and private benefits of higher education, but is not fully aware of the public benefits. Out of 100 8<sup>th</sup> graders, in six years following high school, only 18 will receive either a BA or an AA. You may visit the web site at <http://www.solutionsforourfuture.org/site/PageServer?pagename=homepage>. **President Dennison** indicated the campaign would begin the middle of March with two free full-page ads in the Wall Street Journal. Those will be followed by three different infomercials, with Fox offering free prime time across its 29 cable and broadcast networks. CBS and ESPN will run the PSAs—via time provided by the NCAA—during coverage of the NCAA men's and women's Division 1 basketball championships. The PSAs will continue to run on ESPN during coverage



of the NCAA championships throughout the remainder of the spring. **President Dennison** invited the other system campuses to join the campaign to make their communities more aware of the necessity of higher education. The University of Montana has already committed to the campaign for its three-year duration. He explained the campuses were free to use the infomercials as they wish, and they can be tailored to meet their local needs. The theme of this campaign is "American Universities and Colleges Prepare People to Change the World."

**President Jane Karas** noted that 95% of Flathead Valley Community College graduates have found jobs in Montana. More than half go on to complete their higher education at the four-year campuses. **President Karas** said that FVCC provides a \$50M per year impact on their local economy, as well as a decrease in crime rates, welfare costs, health costs, and unemployment costs. She indicated that the two-year AA adds the most value for dollars spent on education. On another issue, **President Karas** reported the completion of their land transaction, and they now have 209 acres of campus.

**Chancellor Richard Storey** reminded everyone that Western was hosting a reception that evening, and invited everyone to participate. He also gave a brief update on the Experience One scheduling, and indicated it has been very successful, with campus representatives from around the country coming to see how they do it. They have also been busy with workforce development with a group of community members. **Chancellor Storey** also reported the Equine Center is flourishing.


**Dean Jane Baker** indicated the enrollment has increased at the College of Technology at Montana Tech. She believes this is due to the fact they now offer health courses on-line for credit, along with the addition of the radiology, historic preservation, and construction carpentry with a specialty in interior finishing programs. They also will be offering the ultrasound certification in Miles City. **Dean Baker** noted an increase in student clubs, with the first charter induction into the Phi Beta Kappa Society. Despite their current successes, the campus suffers from a chronic problem with the lights and plumbing, which need to be replaced. **Dean Baker** indicated they will continue to address local and state needs, the dual credit issue, will incorporate service learning into the curriculum, and increase on-line courses.

**END DISCUSSION WITH CEOs**

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#### SYSTEM ISSUES continued

d. Finding a Permanent Location for the Office of the Commissioner of Higher Education and the MT Guaranteed Student Loan Program - ITEM 130-111-R0306

 **Regent Mercer moved approval** of Item d.

**Regent Mercer** said he believes a lot of people didn't want to have OCHE in Helena, and that perhaps someone else in the State would. He asked the Commissioner to give an update on the circumstances surrounding the new building for the Office of the Commissioner. **Commissioner Stearns** indicated that as the bonding program was in the works, the Helena College of Technology was going to be short of meeting all their needs, but by combining their needs with that of her office, they could make common cause and cover various needs. They would construct a building that could eventually accommodate expansion of the College of Technology, along with the parking lots needed. They had a setback after meeting with the neighbors, and it required a super majority of the City Council to approve the building. That requirement was not met. **Commissioner Stearns** indicated she would like some background from Dave Gibson, and City Manager Tim Burton. She said she might recommend deferral of this item to the May meeting. **Associate Commissioner David Gibson** gave the fundamentals of what had transpired, indicating that his predecessor Rod Sundsted had tried for a year and a half to find a building to lease in Helena, in cooperation with the Department of Administration. OCHE is now downtown in temporary space. There is no room for GSL in this space, and the Department of Administration indicated they would not allow a long-term lease at this location in its present condition. **Mr. Gibson** stated there is nothing in Helena to accommodate bringing OCHE and GSL together. It could be accomplished through the partnership with the Helena College of Technology, but if that doesn't materialize, they would need to go somewhere else. **Mr. Gibson** indicated it could be worth about \$1M in savings to partner with the College of Technology due to the property being owned, no profit margin, and the shared parking. **City Manager, Tim Burton** said he had been asked to attend on behalf of the City Commission. He emphasized that OCHE is important to Helena, and it is not that they do not welcome this project. They have partnered with OCHE, MHESAC, GSL and the College of Technology for several decades. He offered as examples, the airport facilities on city/county property for the College of Technology, the new building for SAF on public properties intermixed with private property, and provision for a 50-year lease. The City has been engaged for at least four Legislative Sessions in expansion of funding for the College of Technology. **Mr. Burton** recognized that on the current transaction the zoning issue was denied. This shut the project down two weeks ago. The public process brings out private citizens. He indicated they have been reengaged and met after that because the arrangement of the financing would also shut down the parking lot for the campus. They were able to get approval of the parking area, and the College of Technology will now proceed. On the issue of the building, they have had two meetings including School District 1, and it appears there may be new options available. They are looking at which roads are open or closed, and more workable sites on the campus. **Mr. Burton** said the City is ready to work with the university system, and indicated he believed that with a little more time, they should be able to site this

building in Helena for the long term. He asked that the Board set this item aside and give the City a little more time to do what is needed.

**Regent Hamilton** asked Mr. Burton to describe the opportunities available with the School District, and the Commissioner to address the new SAF space at the edge of town. **Mr. Burton** showed on the site map where two public streets run right through the campus. Across from the north end of campus is School District property, and the Superintendent has offered to relocate his facility services that are currently located there. That is already zoned as PLI (Public Lands and Institutions) property. This would be an ideal place to locate the new building. **Commissioner Stearns** indicated that SAF had purchased the property on the east end of town to protect their future, but it might be a long time before they do anything. It might be possible to push SAF to build faster and include the OCHE and GSL, but the day will come again when they are out of space. **Commissioner Stearns** said a good solution is to make this proposal work, since SAF is not a near term opportunity. **Regent Semmens** asked Dean Bingham if he was hopeful or in favor of pursuing the prospect offered by Mr. Burton. **Dean Bingham** indicated they were hopeful, the city is pulling together and they are working with the City Commissioner. Further, closing the two streets would make a more cohesive campus than they now have. **Mr. Burton** indicated the City should be able to have a solid proposal for the Board at the May Board meeting. **Mr. Robert Duringer** noted that one complication is that the bonds have already been sold and time is passing. The parking lot needs to be funded from CHE funds, and this new site needs demolition that will cost even more. He emphasized that time is of the essence. **Evan Barrett** commented that actions have consequences, and throwing this issue out to the whole state is like throwing red meat before starving dogs. There will be a lot of time and energy wasted in many different areas for towns and cities hoping to draw OCHE. **Regent Hamilton** asked if the bonding requirements precluded building in another area, to which **Mr. Duringer** indicated no, but they had to stay on budget. There is no attachment to the City of Helena. **Regent Foster** agreed with Evan Barrett, and indicated they must be serious about this if they plan to throw it open to the rest of the State. It is a big-ticket item, and not just an effort to send a message. **Regent O'Loughlin** indicated there is more here than just a building, such as moving staff out of Helena. She also noted that the university system has reached a point where it is working very well with the State, and moving out of Helena could hurt that. She said that if they make this decision, they must be serious about moving out of Helena. **Regent Mercer** stated it would be good to stay in Helena, but there is no place. He said he had a difficult time understanding why everything had to be located in Helena. Many other state agencies are scattered all around the State.

 Chair Mercer **withdrew** his motion.

c. Update on Strategic Plan Action Items and Budget Initiatives

**Associate Commissioner David Gibson** explained that the Strategic Plan Action Items were based on Shared Leadership guidance. This document will show where the campus foals and achievements should be five years from now. Along with Bill Muse and Jim Rimpau he will be working with the campuses to put these in order and they will bring numbers, goals and measurable targets to the Board at the May meeting. **Mr. Gibson** asked the Board if they had any guidance to offer them. **Regent Hamilton** wondered if OCHE would be able to manage the extra work of tracking the measurements and goals. **Commissioner Stearns** said she does not envision they could manage this within her office, but the campus executives would present the reports to her office, and in turn they would be presented to the Board. She indicated they may want to change the manner in which they measure graduation rates, since they do not now account for who is admitted. Her office will work with the campuses on this issue. **Regent Semmens** said it is important to identify the campuses or groups that would have most impact on what the goals should be. They should have input in this process. He noted that some goals are co-dependent, such as retention and affordability. Further, addressing family income compared to surrounding states will be difficult. **Regent Semmens** believes that discussion needs to be with a broader group, including the executive branch, the legislature, PEPB, etc. **Mr. Gibson** summarized the next steps, as he sits down with OCHE, works with Jim Rimpau and Bill Muse, and decides who does what as a lot of this is campus level work, and then assign the tasks. They will make progress by May. **Chancellor Sexton** commented that he saw no reference in the work plan reflecting a method to pay competitive salaries, maintain quality and assure quality in the classrooms. Without that, he believes there is no vision for the future. Discussion followed on the history of these goals, from Shared Leadership, to the PEPB agreement with the Board. The PEPB had recommended discussing quality in the preamble of the document since it is so integrated into everything the system does. **State Senator Hawks**, a member of PEPB said they came into the process late in its evolution. They had reviewed and modified the goals and came to agreement with the Board. If these are not comprehensive, and if there is internal conflict on the goals, he said the PEPB stands ready to reconsider the goals. It is an ongoing refining of the goals. **Regent Hamilton** mentioned that they had had a quality initiative at the beginning of Shared Leadership, and one measure that was agreed upon with PEPB was this kind of funding and competitive salaries. **Chancellor Sexton** stated that unless this issue is addressed in the strategic plan, it makes the assumption that everyone has a workforce problem except the Montana University System. He said they need to give consideration to putting on the table for the system, what they are putting on the table for others. **Chair Mercer** asked the committee to take this into consideration. He expressed a desire to see specific goals. **Mr. Gibson** said he would be glad to add the quality component, but does not know how to measure it. He needs more guidance on what is expected. **Faculty Representative Shannon Taylor** said the faculty could come up with the language for him. It would not

necessarily be salary, but points on recruitment and retention of quality faculty. Those can be compared to peers, and to their turnover rates.

**Chair Mercer** gave a homework assignment to staff to provide metrics and language for the plan so the Board can review it.

## **END SYSTEM ISSUES**

**The meeting recessed at 12:10 for lunch.**

**The Board reconvened at 1:35 p.m.**

## **BUDGET AND AUDIT OVERSIGHT ITEMS**

Regent Semmens indicated that the Budget Initiatives would be taken up on Friday with the Budget as a whole.

a.1 Approval of an independent audit of the Northern Rockies Center for Space Privatization to be sure there was value received for federal dollars expended. The audit committee will include members of the legislative branch of government and members of the public. This independent audit group will also review the dealings of Lloyd Chesnut, who was UM's Vice President for Research from 1997 to 2003 - ITEM 130-112-R0306

Item a.1 was set aside since the Legislative Auditor will be conducting a thorough audit of these issues.

a. Report from the Associate Commissioner for Fiscal Affairs

1. Financial-Compliance Audit – Office of the Commissioner of Higher Education

**Regent Semmens** reported that Associate Commissioner Robinson had given a report to the Committee indicating that OCHE had worked with the Governor's Office and is in compliance with the audit.

2. Retirement Holdback Distribution FY06 & FY07

**Regent Semmens** said he would like student input on this item. He believed it made more sense to build this item into the Budget and not deal with a surcharge. These funds were held at OCHE in anticipation of a requirement by the Legislative Special Session. Since the funds were not required, the first \$800,000 is in place. The appropriation is there for two years. **Associate Commissioner Robinson** recommended returning the funds to the campuses and providing them with the flexibility to decide to eliminate the utility surcharge, fund the retirement reserves, or put the funds to financial aid. The Committee wants input from the campuses as well as the students. **Regent O'Loughlin** asked if it could be returned to the students in FY07. **Regent Semmens** indicated the tuition had been set for two years, but it could be done. **Mr. Robinson** also indicated all of the funds could be used in FY07. Students indicated they would like to see the funds rolled into FY07 with a tuition reduction. **Regent Foster** believed that those who had paid the dollars should get them back. **Regent Semmens** noted that the '07 Legislature may take the action that the Board had anticipated at the special session, which would increase the employer contribution. A second factor involved is guessing when people will be retiring which will trigger an unfunded liability. **Bob Duringer** of UM indicated they paid \$103,000 in termination pay in FY03, and it is now up 150%.

Regent O'Loughlin **moved approval** to allocate the held funds to the students in FY07 as a tuition reduction. **Regent O'Loughlin** recommended allocating the funds based on a per credit basis to assure equitable distribution. **President Dennison** requested with the caveat only up to 12 credits since that is all students pay for. It was the consensus that the OCHE would still retain \$10,000 from the funds to cover a study of the optional retirement plan, and how to deal with it.

It was **unanimously approved** on 6-0 vote to return the funds to the students on a one time basis in FY07 based on credit hours taken, less the \$10,000 to be retained by OCHE for the study.

b. Wood-fired boiler –UM-W - ITEM 130-1605-R0306

c. Subzero Cold Chambers-MSU-Bozeman – ITEM 130-2004-R0306

d. New Wellness Center-MSU-N – ITEM 130-2802-R0306

e. Renovate BLM Building-MSU-N – ITEM 130-2803-R0306

Regent Semmens **moved approval** of Items b. through e.

Items b. through e. were **approved unanimously** on 6-0 vote.

f. Loan for Renovation of Atrium-MSU-Bozeman – ITEM 130-2010-R0306

g. Loan for Construction of BioSafety Animal Containment-MSU-Bozeman – ITEM 130-2011-R0306

Regent Semmens **moved approval** of Items f. and g.

Items f. and g. were **approved unanimously** on 6-0 vote.

h. Naming the Education Center-UM-Missoula - ITEM 130-1017-R0306

Regent Semmens **moved approval** of Item h.

Item h. was **approved unanimously** on 6-0 vote.

i. Recommendation of Vendor-MESH - ITEM 130-106-R0306


Regent Semmens **moved approval** to negotiate the contract with the understanding that the Board wants regular annual reports on the cost relative to benchmark peers and other State 529 plans. The first report is due at the May 2006 meeting of the Board, and will include the specific terms of the contract.

The motion was **approved unanimously** on 6-0 vote.

j. Policy on Disposal of computers

No action was needed on Item j.

k. Use of Timber Sales Revenues-MUS - ITEM 130-107-R0306

 Regent Semmens **moved approval** to make the revenues distributable. They were distributed last year at the direction of the Legislative Auditor to DNRC.


 The motion was **approved unanimously** on 6-0 vote.

l. Allocation Model Review

*There was discussion on what guidance needs to be given to the working group and the Administrative/Budget Committee for their next meeting. At the suggestion of the Governor's Budget office and the Legislative Fiscal office, it was recommended that the Board look at one time money from the projected surplus since they will not have a ballpark number before June or July, and a firm number by fall. **Jan Lombardi** of the Governor's office will provide a copy of the report Terry Johnson presented from the Revenue Committee to keep the Board abreast of what the legislature knows. She indicated that David Ewer was concerned that the oil and gas revenue was one-time-only (OTO) money. **Associate Commissioner Mick Robinson** noted the committee is approaching the budget and allocation model based on current level services as the starting point. They have not spent a lot of time on the revenue side, but are still building a model that could be used to predict tuition. They also anticipate more discussion on differential tuition and how to allocate level state dollars to address it. **Regent Semmens** noted that key issues that will affect the revenue side are how to deal with enrollment changes and differential tuition. He also indicated they will continue to assume \$500,000 per biennium for Regents' initiatives.*

m. Biennial Budget Process Review

**Regent Semmens** noted that across the system there had been a fairly modest enrollment growth of about 4.5% annually. **Former State Representative Ray Peck** addressed the Board and mentioned that Chair Mercer had indicated he was not aware of the decline in the budget funding for the university system. **Chair Mercer** responded that he had been unaware of the automatic decline in support to the university system that was built into the State budget. **Mr. Peck** noted that to cover all the bills will require changes to the tax rules. He believes that both parties must go to the back room, trust each other, and make those changes. **Mr. Peck** suggested Jim Elliott and Ken Toole as a couple of people that could help them. He invited Chair Mercer to join in this effort. **Regent Semmens** noted that they need to establish expenditures that will maintain quality. He asked Mr. Robinson if he needed action by the Board today. **Mr. Robinson** indicated they needed authority to go to the OBPP with what they had developed.

 Regent Semmens **moved approval** to proceed to the executive level with the present law budget projections as presented.

 The motion was **approved unanimously** on 6-0 vote.

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The Board recessed at 3:10 p.m. to go into Committee meetings at 3:30 p.m.

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**FRIDAY, MARCH 3, 2006**

The Board reconvened at 8:45 a.m.

### **ACADEMIC/STUDENT AFFAIRS ITEMS**


d. Portion of the Meeting Devoted to Chief Academic Officers.

1. Level I memorandum

*Regent Hamilton reported on the Level I items, and there were no questions raised.*

2. Level II items – All Action Items

- a. Bachelor's in Media Arts, UM-Missoula - ITEM 130-1002-R0106
- b. Bachelor's in Accounting, UM-Missoula - ITEM 130-1003-R0106
- c. Bachelor's in Finance, UM-Missoula - ITEM 130-1004-R0106
- d. Bachelor's in Information Systems, UM-Missoula - ITEM 130-1005-R0106
- e. Bachelor's in International Business, UM-Missoula - ITEM 130-1006-R0106
- f. Bachelor's in Management, UM-Missoula - ITEM 130-1007-R0106
- g. Bachelor's in Marketing, UM-Missoula - ITEM 130-1008-R0106
- h. Master's in Information Systems, UM-Missoula - ITEM 130-1010-R0106
- i. Associate in Natural Horsemanship, UM-Western - ITEM 130-1601-R0106
- j. Certificate in Agricultural Marketing, Dawson Community College - ITEM 130-201-R0106
- k. Associate in Web Development, Dawson Community College - ITEM 130-202-R0106

 Regent Hamilton **moved approval** of Items a. through k.

 The motion was **approved unanimously** on 6-0 vote.

3. Level II submission memorandum

There were no questions on Item 3.

e. Portion of the Meeting Devoted to Topics of Concern to both Academic and Student Affairs Officers.

1. Transfer goals - ITEM 130-101-R0306

 Regent Hamilton **moved approval** of Item 1.

- ✓ The motion was **approved unanimously** on 6-0 vote.
- 3. Revisions to Policies 301.1 and 301.2 - ITEM 130-102-R0306
- ✓ The Committee **withdrew** Item 3 from the Agenda.
- 4. Revisions to Policy 301.5.1 - ITEM 130-104-R0306
- Regent Hamilton **moved approval** of Item 4.
- ✓ The motion was **approved unanimously** on 6-0 vote.
- 5. Discussion of **Policy 940.29**, tuition for post-baccalaureate students  
*Regent Hamilton indicated the Committee wanted to know more about the fiscal impact of Item 5 before bringing it before the full Board.*
- f. Portion of the Meeting Devoted to Topics of Concern to Student Affairs Officers.
  - 2. ISBN numbers and textbooks - ITEM 130-105-R0306
  - Regent Hamilton **moved approval** of Item f.
  - ✓ The motion was **approved unanimously** on 6-0 vote.

**END ACADEMIC/STUDENT AFFAIRS ITEMS**

**STAFF AND COMPENSATION ITEMS**

- a. Discussion of draft guidelines for “Board of Regents employment contracts” and “Montana University System employment contracts.”

**Regent Semmens** indicated there were no action items for the Committee at this meeting. However they had had a lengthy discussion of employment contracts in the Committee meeting. It is the consensus that only about 60 to 80 position will continue to go before the Board, those being the Commissioner and staff, and CEOs down to Vice Presidents, Chancellors and Vice Chancellors. He asked the Board to look at the proposal and then talk to Kevin McRae with input on whether they should put in policy the form in which compensation changes can take place. There is also the possibility of signing bonuses and perhaps retention bonuses. This is not intended to give greater authority, but more clarity. **Regent Semmens** said the final piece is the question of multi-year contracts for professionals. There exists no policy on multi-year contracts for coaches, but in practice the Board has been against them. He asked if the Board believes they should be considered. Also requested was input on under what circumstances to allow multi-year contracts. There must be substantiation of extreme difficulty and evidence of market support as reasonable and customary. Other nuances are if they should be for two or three years, and what documentation would be required. All multi-year contracts would have to come before the Board for approval. **Regent Semmens** said the campuses had been tasked to survey and return with current market circumstances on multi-year contracts in other states for coaches, as well as other positions as far down as Deans. There are a number of complex issues, and **Regent Semmens** asked that the information be provided to the Board before the next meeting so they do more than simply discuss it then. **Commissioner Stearns** indicated they would put out an inquiry through the SHEEO list serve, asking how many regret using multi-year contracts, as well as other qualitative and quantitative questions.

**Chancellor Gilmore** took the opportunity to counter incorrect statements that impugned the faculty at Montana Tech made at the Committee meeting the day before by Professor Brower. Professor Brower had claimed quality had gone down on campus. **Chancellor Gilmore** indicated that the Northwest Association of Schools and Colleges had reaccredited them, and they were the only institution in the Northwest with absolutely no recommendations. Professor Brower also had indicated a young man had been hired with only a Masters degree and was earning more than long time professors. **Chancellor Gilmore** said that in reality the young man was Mr. Todd Hoffman, a 4.0 graduate of their campus, who received his doctorate from Stanford. Montana Tech hired him the year before he completed his doctorate and waited for him. He indicated that some Tech faculty salaries are supplemented by industry endowments. **Chancellor Gilmore** said they do have trouble hiring, but the number of Ph.Ds at Tech has increased, not decreased. He also countered the statement that two faculty are leaving only because of salaries, stating they are leaving for several issues that will be addressed.

**Regent Semmens** said Mr. Kevin McRae will bring before the committee at the next meeting the CUPA data that was gathered before Kathy Crego left. He said the contract policy issue is important, and invited the Board to give their input to Mr. McRae when he provides the new documents. **Regent Foster** asked if the intent on coaches was to take up recommendations for multi-year contracts on a case-by-case basis. **Regent Semmens** indicated that was correct, and that the policy would authorize multi-year contracts, not as a rule, but as needed, with the campuses demonstrating a true need.

**END STAFF AND COMPENSATION ITEMS**

**WORKFORCE DEVELOPMENT ITEMS**

- a. Review recommendations for expanding WWAMI, expanding physician residency program(s), and improving physician location incentives.
- b. Healthcare panel discussion: how can the university system most effectively train the healthcare workers needed in Montana in the next decade? (pg. 250)

Regent Foster indicated that Items a. and b. would be taken up with the Budget.

c. Discuss progress of the effort to develop speech pathology programs at UM–Missoula and MSU-Billings.

**Regent Foster** indicated he was frustrated about this item since he understood that both campuses were to work together for a system approach on this program. As it is, each campus will try to evaluate the cost and market for graduates from the program. The question is whether they can get a job with just the BA. Questions remain, and he hopes there will be more information to evaluate at the May meeting, and that the two campuses work together to decide what is best for the students and the system with these two degrees.

d. Discuss proposal for a public sector workforce needs survey.

**Regent Foster** referred to the survey of the private sector done by Mr. Paul Polzin, and indicated a survey of the public sector needs was also needed. He noted they will focus on what has been done in health care, construction, and then the public sector so they don't become overwhelmed.

e. Discuss workforce development initiatives of other states.



This was an information item only.

## END WORKFORCE DEVELOPMENT ITEMS



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## CONSENT AGENDA

### Staff Items:

- a. ITEM 130-1000-R0306 - Staff; The University of Montana-Missoula
  - b. ITEM 130-1012-R0306 - Authorization to Confer the Titles of Dean Emeritus of the School of Fine Arts and Professor Emeritus of Drama/Dance Upon **James D. Kriley**; The University of Montana-Missoula
  - c. ITEM 130-1013-R0306 - Authorization to Confer the Titles of Dean Emeritus of the School of Education and Professor Emeritus of Educational Leadership and Counseling Upon **Dr. Donald R. Robson**; The University of Montana-Missoula
  - d. ITEM 130-1014-R0306 - Authorization to Confer the Title of Professor Emeritus of Environmental Studies Upon **Thomas Roy**; The University of Montana-Missoula
  - e. ITEM 130-1015-R0306 - Authorization to Confer the Title of Professor Emeritus of Wildlife Conservation Upon **Jack Ward Thomas**; The University of Montana-Missoula
  - f. ITEM 130-1016-R0306 - Authorization to Confer the Title of Professor Emeritus of Journalism upon **William L. Knowles**; The University of Montana-Missoula
  - g. ITEM 130-1500-R0306 - Staff; Montana Tech of The University of Montana
  - h. ITEM 130-1500A-R0306 - Staff; Montana Bureau of Mines and Geology
  - i. ITEM 130-1600-R0306 - Staff; The University of Montana-Western
  - j. ITEM 130-2000-R0306 - Staff; MSU-Bozeman
  - k. ITEM 130-2001-R0306 - Professor Emeritus of Cell Biology & Neuroscience-**James McMillan**; MSU-Bozeman
  - l. ITEM 130-2002-R0306 - Professor Emeritus of Education-**Ramona Marotz-Baden**; MSU-Bozeman
  - m. ITEM 130-2003-R0306 - Professor Emeritus of Soil Science-**Gerald Nielsen**; MSU-Bozeman
  - n. ITEM 130-2009-R0306 - Regents Professorship upon **Paul A. Grieco**, MSU-Bozeman
  - o. ITEM 130-2300-R0306 - Staff; Ag Experiment Station
  - p. ITEM 130-2400-R0306 - Staff; Cooperative Extension Service
  - q. ITEM 130-2700-R0306 - Staff; MSU-Billings
  - r. ITEM 130-2701-R0306 - Professor Emeritus of English-Assistant Professor **Randall Gloege**; MSU-Billings
  - s. ITEM 130-2702-R0306 - Professor Emeritus of Philosophy-Professor **David Karnos**; MSU-Billings
  - t. ITEM 130-2703-R0306 - Professor Emeritus of Educational Theory & Practice-Professor **George Madden**; MSU-Billings
  - u. ITEM 130-2704-R0306 - Professor Emeritus of English-Associate Professor **Walter Utroske**; MSU-Billings
  - v. ITEM 130-2800-R0306 - Staff, MSU-Northern
  - w. ITEM 130-2801-R0306 - Professor Emeritus of Biology-**Dr. Reno Parker**, MSU-Northern
-  Regent Hamilton **moved approval** of all staff items.
-  The motion was **approved unanimously** on 6-0 vote.

### Labor Agreements/Other Items

- a. Student Loan Advisory Council - ITEM 130-109-R0306
-  Regent Foster **moved approval** of Item a.
-  The motion was **approved unanimously** on 6-0 vote.

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## STUDENT REPORTS

**President Gamble** thanked **Blake Rasmussen** for all he had done for the MSU campus in Bozeman, noting he had been elected twice as President of the Associated Students, and already had a job lined up.

Students that provided verbal reports to the Board on behalf of their associated student bodies were, **Solomon Redfern**, ASMT Treasurer, **Blake Rasmussen** and **Deepu Philip** MSU-Bozeman with PowerPoint presentations on

*Bobcat Transit-The New Face and An Overview On System & MSU-Bozeman Issues, Brad Cedarburg, The University of Montana-Missoula, Tracy Oldenberger, MSU-Billings, Fay Clark, The University of Montana-Western, and on behalf of MAS was Blake Rasmussen.*

**Regent Semmens** noted that the figures shown in the presentation *An Overview On System & MSU-Bozeman Issues* on conversion from non-resident to resident seemed significant, and requested that staff follow-up on that issue, as well as retention. **Regent Hamilton** said it would be difficult to do a comparison between admissions and retention since there is no consideration given to the types of admissions, including those with low requirements. **Chair Mercer** requested MAS to try to make a change in their By-Laws to include this type of presentation to the Board of Regents at least once a year. **Regent Foster** was concerned about the retention rates presented. He asked the campuses to make an effort to identify students that should be looking at different programs or campuses, depending on their needs, and to guide them in that direction rather than trying to keep their own FTE higher.

## END STUDENT REPORTS

## PUBLIC COMMENT

There was no public comment.

Following a ten-minute break, the Board reconvened at 10:30 a.m.


## ADMINISTRATIVE BUDGET Items continued

n. Budget Initiative Proposals


### Campus Initiatives:

**Regent Semmens** indicated they would begin with the campus initiatives, then move to the system initiatives, and noted that all of these are above the present law budget. He indicated they would need guidance from the Board on whether to increase tuition to fund these initiatives. He recommended no more than .5% of an increase.

**Regent Semmens** added that the campuses will need to make a decision on whether they should even go as high as .5% for the initiatives. He recommended that if the Board authorizes the campuses to look at .5%, they also encourage extensive involvement of students since their dollars will be funding these initiatives. **Regent O'Loughlin** agreed, and indicated students would not want to go any higher than .5%. She encouraged all the CEOs to work with their students on these issues. **Dean Mary Moe** said she could not ask students for an increase to fund faculty salaries. In the two-year system salaries are inadequate and create an untenable situation for faculty. **Regent Semmens** clarified that this was not to the exclusion of the allocation issues. **Chancellor Gilmore** indicated he had hoped there would be relief for their faculty salaries through the allocation model, but feels less optimistic based on the current conversation. He believes they now need to get student buy-in to address salary issues with increased tuition. **Chair Mercer** said his desire is to point out the realities because they are not understood. If there are ideas on campuses to improve quality, he doesn't want to see them swept under the carpet because they exceed the .5%. He doesn't believe they can sell these ideas only to the students, but rather should sell them first to the legislature. **Chair Mercer** indicated that when he was in the Legislature his objective was to give the university system as little as possible so there would be more for other things. He believes no one tried to sell him on the system. **Regent Hamilton** suggested there were two approaches – either they need new money, and more money, or the other approach which is more like business, choosing which items need to be done because they are so important, and letting the rest fall by the way. She believes the Board needs to take responsibility for the budget they set, and suggested they make the decisions, decide on tuition, and then let the CEOs manage the resources provided. **Regent O'Loughlin** asked if any of the items were needs, or if they were wants. **President Gamble** indicated there were both types, and it would be okay if the wants were not done. **Regent Semmens** suggested that perhaps these items should be funded by the state as well as the students, and staff would need guidance on this issue as they work on the budget. **Dean Moe** said that as she worked through the initiatives for her campus, there was the presumption that faculty would get 3%, but even 4% would not be enough. **Regent Semmens** indicated that was an important point, and asked Kevin McRae for the next Staff and Compensation committee meeting to see how they could make these adjustments in relation to unions.

 **Regent Semmens moved to authorize** campuses to submit campus initiatives that could be funded with a .5% per annum tuition increase, with the understanding that such initiatives would be included in the OCHE submissions to the executive budget office, and that such initiatives would be subsequently reviewed with student groups for their input.

**Regent Hamilton** asked if the .5% was in addition to the amounts on the list. **Regent Semmens** indicated it was, but the percentages will depend on discussions of the future. **Mick Robinson** suggested it was a good idea to move the initiatives into the budget process, and recommended placing a cap on the dollar amounts to prevent extensive lists for the appropriation process. **Regent Hamilton** suggested it might be a good idea to talk in real dollars rather than percentages, and **Regent Semmens** indicated that in real dollars funding from the state for the university system and the educational units had dropped. **Mark Bruno** reminded the Board that one exercise required of all agencies is to provide a budget reflecting a 5% reduction to the Budget Office in September.

 The motion was **approved** on 5-1 vote with Chair Mercer dissenting

### System Initiatives:

**Regent Foster** suggested they begin with the allied health care, and that there were three recommendations that Dave Gibson had put together following the panel of the previous day.

- Regent Foster **moved adoption** of the first three recommendations of the Primary Care Liaison Groups' review of the Martz Blue Ribbon Task Force

**Regent Semmens** requested they discuss WWAMI with this rather than separately. **Regent Foster** said they are related but are also separate issues. **Regent Semmens** wanted a better understanding of health care in total.

- Regent Foster **moved adoption** of the recommendations of the working group regarding the physician incentive programs, expanding residency programs, and expanding WWAMI. The recommendations are described in detail in the report "Recommendations to the Montana Board of Regents Regarding Physician Education and Incentives in the State."

There was an extended discussion on the value of adding 20 new WWAMI slots considering the added cost of \$6.8M per year to the State. It was pointed out that Montana had never been offered more slots in the past, and it would probably not happen again for many years, and it would thus behoove the Board to consider this opportunity to increase the WWAMI slots for Montana. It is difficult for Montana students to enter these programs except through WWAMI. **Jan Lombardi** cautioned that David Ewer had only evaluated the executive budget based on the 20 current slots at a cost of \$170,000 each. **Regent Semmens** asked if the Committee had considered adding fewer than the 20 slots, and **Regent Foster** indicated they had. The Board reached a relative stalemate on the addition of up to 20 new slots.

- Regent Hamilton **moved to table** this initiative until the next Legislative Session, and to ask the Office of the Commissioner to work with the Legislative groups, the Executive Budget Office and the advisory committee.

The motion was **failed** on 5-1 vote with Regent Hamilton supporting.

The **Original Motion** to add the 20 new WWAMI slots **failed** on a tied roll call vote of 3-3, with Regents Hamilton, O'Loughlin and Semmens dissenting.

- Regent Semmens **moved approval** to submit a Healthcare Workforce Training Initiative in the amount of \$4.0 million that includes development of a healthcare worker strategic plan, creation of data and program advisory groups, implementation of physician recruitment recommendations, expansion of up to ten WWAMI medical school slots, and development and expansion of allied health programs to address critical shortage areas

Motion **approved unanimously** on 6-0 vote.

- Regent Semmens **moved approval** to submit the following other System initiatives: Improve Transferability and Student Data: \$1.9 million; Expand Indian Education for All: \$500,000; Improve Affordability: \$2.5 million (with the understanding that a buy-down of tuition at 2-year programs would be a part of the funding discussion for current level services); and Coordinate and Expand Distance Education: \$600,000.

Motion **approved unanimously** on 6-0 vote.

**Regent Semmens** indicated the initiative on the Montana Energy System should be under the Governor's office, rather than the university system. **Chair Mercer** asked Regent Semmens where he would put \$5.5M in the university system if he had it. **Regent Semmens** indicated he would first put it into core services, and then affordability. **Regent O'Loughlin** noted they should discuss whether they wanted to decrease tuition, or support these initiatives 100%. **Regent Hamilton** indicated that for the most part, these initiatives could be done with one time money. Tuition buy-down is a long-term issue. **President Dennison** commented that in the context of this discussion, no attention was given to the one-time-only requests from the campuses. He suggested it was an opportunity for each campus to pick one of counties with the highest level of poverty in the state, and work with the various public and private elements of that county to lower the high level of unemployment and improve their economic development. He mentioned also the request from UM for one-time-only funds in the amount of \$250,000 for new equipment for the speech pathology program. **Chair Mercer** asked Regent Semmens if he would suggest something for the campuses to bring forward for one-time-only funding. **Regent Semmens** indicated he was under the impression that the one-time-only was encompassed in the system, or discretionary 1%. **Chair Mercer** asked Jan Lombardi to confer with David Ewer and the Governor to see if there would be one-time-money that could be set aside to entertain ideas from the campuses. **Ms. Lombardi** did not know if they would be able to earmark a certain amount, but she would check for the Regents.

**Regent Foster** handed around the WWAMI annual report for the Regents information. He also mentioned that if the Board is ever interested in going to Washington to see the campus, it could be arranged. **Commissioner Stearns** noted that significant policy issues had come forward during the public comment period in the committee meetings that need more attention from the Board. Also leading to the 2007 Legislative Session, they need to decide how to consider the 6-mill levy, which brings in between \$12M and \$15M to the budget. The University System backers would need to communicate across the state, and she hoped they could make a compelling case for quality and competitive needs in the university system. She asked the Board for direction in these areas. She thanked David Ewer for meeting with the Community College Presidents the previous day on their budgets. She noted that in each session Mr. Ewer says the Governor's office is open to good ideas, one-time-only ideas, and dollars that can be leveraged. They will put placeholders in the executive budget for good one-time ideas.



**Chair Mercer** announced the Board was recessing into Executive Session at this time. He sincerely thanked The University of Montana-Western for hosting this meeting, and for their warm hospitality.

With no further business to come before the Board, the meeting recessed at 12:45 to the Executive Session after which the meeting adjourned.

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**Mailed to the Board of Regents on**

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**Approved by the Board of Regents on**

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(Date)

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(Date)

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Sherry Rosette  
Board Secretary

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Mike Foster  
Acting Board Chair



**MINUTES  
ADMINISTRATIVE / BUDGET COMMITTEE MEETING**

**Wednesday, March 1, 2006**

The meeting convened at 10:20 a.m.

**Committee Members Present:** Mark Semmens Chair, and John Mercer

**Committee Member Absent:** Stephen Barrett, excused

**Also present:** Mick Robinson, Pam Joehler, Alan Peura, Cathy Swift, Kevin McRae, Susan Patton, MaryEllen Baukel, Dean Mary Moe, Terry Iverson, Rolf Groseth, Dave Gibson, Commissioner Sheila Stearns, Chancellor Dick Storey, Susan Briggs, Chancellor Frank Gilmore, Bob Durringer, Bruce Marks, Rosi Keller, President Geoff Gamble, Regent Lila Taylor, Regent Lynn Hamilton, Bill Muse, Craig Roloff, Dean Daniel Bingham, President George Dennison, (Elsie Arntzen, Bob Hawks, and Robin Hamilton of the PEPB), Karen Wing, Theresa Branch, Jim Foley, Shannon Taylor, Regent Heather O'Loughlin, John Cech, Chuck Johnson, Mark Bruno, Allen Yarnell, Jim Rimpau, and Dave Dooley

- a.1 Approval of an independent audit of the Northern Rockies Center for Space Privatization to be sure there was value received for federal dollars expended. The audit committee will include members of the legislative branch of government and members of the public. This independent audit group will also review the dealings of Lloyd Chesnut, who was UM's Vice President for Research from 1997 to 2003 - ITEM 130-112-R0306 – Chair Mercer

**Regent Mercer** referred to the letter received from Scott Seacat in the Legislative Division that indicates his department will be including this item in their full audit. Under the circumstances, **Regent Mercer** asked that no action be taken on this item except to offer full cooperation to the legislative auditor.

- i. Recommendation of Vendor-MFESP - ITEM 130-106-R0306)

**Ms. Karen Wing** of the Montana Guaranteed Student Loan Program indicated this item provides their recommendation to the Board for the vendor of this program. The contract expired at the end of January 2006. They had put out the RFP, reviewed the current contract and gathered feedback from the participants. There were concerns about the rate of return and the fees being paid. It was also perceived that marketing could be improved.

**Ms. Wing** said they reviewed other states' programs, industry experts, and a consultant. They received two proposals in answer to the RFP, one of those being from UPromise and the other College Savings Bank. **Chair Semmens** indicated he had also received some letters complaining about the rate of return and the fees, and wanted to know what options could be provided to encourage Montana families to invest. **Mr. Ted Benedict** of Pacific Life Funds indicated he saw strong returns on the performance of these funds. However, **Chair Semmens** said the Prospectus did not correlate with what Mr. Benedict had just said. He suggested that if they had more current data, he would like to have it to give guidance to people who raise these issues. **Mr. Benedict** indicated the current performance after net fees is shown on their web site on a daily basis. He indicated they will be beefing up their marketing efforts. **Mr. Peter Roberts**, CEO of College Savings Bank said he manages the program, files the tax aggregation, reports to the Board of Regents, and works with Pacific Funds. **Chair Semmens** asked if there were comparables available, and **Ms. Wing** indicated they had put together reports on comparisons to all other plans. She would be happy to provide those reports to the Board on a periodic basis. She said it appeared Montana was much lower than other states. **Chair Semmens** said it would be good to reconcile what Mr. Benedict had said, but Ms. Wing indicated it is difficult since other plans have more history behind them, and the Montana plan is hurt by its small size. **Bruce Marks** noted that date of inception has had a heavy impact on returns, with the newer investors doing better than those who invested earlier.

**Regent Mercer** indicated he would like to be sure the performance is being tracked over the years. He also asked if there had been any evaluation of the long-term benefits to those who save, as compared to those who use grants and scholarships. **Mr. Marks** indicated that since new legislation last year had made the Board of Regents the trustee of the program, they will be working with the Oversight Committee who should provide that reporting. He indicated it probably had not been done in the past. He noted that the Oversight Committee meets twice a year and they will be able to provide regular reports to the Board. **Chair Semmens** requested benchmarking of peers, net of cost and fees, and relative to other State 529 plans. He referred to a mention of piggybacking made by Ms. Wing. **Mr. Bruce Marks** indicated that no other states had responded to the RFP to offer to let Montana piggyback on their programs. **Regent Mercer** requested they formalize regular interval reports to the Board. **Chair Semmens** said they wanted annual reports as identified above. **Ms. Wing** said there will be periodic review. **Regent Mercer** asked if anyone had comparisons on savers vs. non-savers. **Mr. Peter Roberts** reported that 529 accounts are treated specially, and the assets are shown as parental assets, not student assets. Therefore, there is no negative impact on financial aid. He also informed the Board that Pacific Life charges a \$25 maintenance fee for non-residents, and those funds are given to the Board. Based on the number of accounts, the Board received \$77,000 last year.

- a. Report from the Associate Commissioner for Fiscal Affairs  
1. Financial-Compliance Audit – Office of the Commissioner of Higher Education

**Mr. Robinson** gave a brief overview on this item. See memo attached to Agenda.

2. Retirement Holdback Distribution FY06 & FY07

**Mr. Robinson** reminded the Board they had decided at the May 2005 meeting to hold back tuition in anticipation of the pending special session of the Legislature. The Legislature had talked about having agencies put more toward their unfunded retirement liabilities, but no action was taken at the special session. The money has been kept in a special fund at OCHE. **Mr. Robinson** now recommends these dollars (less \$10,000 to fund a review of the optional retirement plan) be transferred back to the campuses. There was discussion about the best use of these funds, and whether to retain them for future unfunded retirements, or use them to reduce the utility surcharge, let the campuses make their own decisions on how to spend them, or return them directly to the students in the form of lower tuition. **Regent Hamilton** reminded the Board that the very issue the funds were set aside for will be coming back as they move down the road. **President Dennison** said the optional retirement program has become the only thing for faculty. There is a disparity between what the faculty provides and what the state provides. He believes a study of that would be helpful. He said the university system is aware of what the future is, but the rest of state government is not. There is an argument that the State has the same obligation to this retirement program as it does to others. **State Senator Hawks** said there is no question that the Legislature will be facing this issue in the next session. They need an actuarially sound long-term fix. The one question is how aggressively they will work through it. **Chair Semmens** asked if the held over funds could be held over for the next biennium. **Mr. Robinson** indicated that OCHE cannot hold on to excess funds, but the campuses have a little more flexibility. **Regent Mercer** said the Board should be disciplined in the budgets they put together, and the funds should be put back where they came from. He wants the campuses to provide their plans on how they will use these funds for student assistance before they receive them. **Chair Semmens** said the \$800,000 did not come from state funds, but from tuition. He reiterated that the retirement issue will continue to be a problem. **Regent Hamilton** asked why there could not be reserve accounts for retirements the same as there are for libraries and utilities. Both **Regent Mercer** and **Chair Semmens** remembered that there was some rule that did not allow them to build these reserves. **Mick Robinson** noted that OCHE has no mechanism, but there is one at the campus level. **Chancellor Capdeville** noted that they have a number of older faculty at the Northern campus, and \$20,000 will not touch this payout. There is a huge unfunded liability for the whole system. **State Senator Elsie Arntzen** said that if the funds were raised from student tuition, then they should be returned to the students. **Senator Hawks** believed that if it is construed as tuition, it will serve the Commissioner well. **Regent O'Loughlin**, in relation to reserve accounts, asked how they would know if they were holding out too much from the students each year. **Chair Semmens** asked the CEOs if approval of suggestions on these funds could wait till the May meeting. **President Dennison** indicated that would be the latest since they need to finalize costs to the students. The CEOs agreed they would have their plans ready for the meeting tomorrow, and would present them to the full Board.

b. Wood-fired boiler –UM-W - ITEM 130-1605-R0306

c. Subzero Cold Chambers-MSU-Bozeman – ITEM 130-2004-R0306

d. New Wellness Center-MSU-N – ITEM 130-2802-R0306

**Mick Robinson** indicated that Items b., c., and d. met all requirements for approval.

**Regent O'Loughlin** asked if the wellness center would be open to all students. **Chancellor Capdeville** indicated it would be.

e. Renovate BLM Building-MSU-N – ITEM 130-2803-R0306

The Committee will recommend that Items b. through e. be approved by the Board.

f. Loan for Renovation of Atrium-MSU-Bozeman – ITEM 130-2010-R0306

g. Loan for Construction of BioSafety Animal Containment-MSU-Bozeman – ITEM 130-2011-R0306

**Mick Robinson** explained that these two items are awaiting approval from the Board of Investments, and they expect it before the May meeting. They currently have a limit of \$1M, but are attempting to have that raised to \$5M.

**Regent Mercer** asked what the plan would be if they were not approved by the BOI. **President Gamble** indicated they would seek private and commercial support. However they are optimistic about the possibilities with the BOI.

**Regent Mercer** asked if they would still come before the Board if they needed to get a different lender, and **President Gamble** indicated they would. **Chair Semmens** asked if the renovation of the atrium was functional or aesthetic. **President Gamble** indicated it is both, as well as educational.

The Committee will recommend approval of Items f. and g. contingent on Board of Investment funds.

h. Naming the Education Center-UM-Missoula - ITEM 130-1017-R0306

The Committee will recommend Item h. for approval.

j. Policy on Disposal of computers-Discussion item

Item j. was deferred until someone could address the issue.

k. Use of Timber Sales Revenues-MUS - ITEM 130-107-R0306

**Regent Mercer** said he was not ready to move ahead on this until he had a full understanding of the funds as they are now being used, and how much is involved. **Chair Semmens** asked how they are transferring the funds if they are non-transferable. **Mr. Robinson** explained that before FY05 the funds were placed in the permanent trust. In FY05, the Legislature required DNRC to distribute the funds to the campuses. They are recommending that this

change be continued. **Regent Hamilton** asked if this would change policy, and if they would need to approve it each year. **Chief Legal Counsel Catherine Swift** noted this does not require a change in the policy. It only designates that the funds be distributed. The Board has the option to distribute them money or put it in the permanent trust. It will only come back for approval if the Board decides they want to change it. **Senator Hawks** said there are two issues in the Legislature this year, one the lack of policy on a maximum return on trust lands, and the other is overhead costs. **Regent Mercer** recommended Senator Hawks discuss this issue with Chancellor Gilmore.

The Committee will recommend approval of Item k.

j. Policy on Disposal of computers taken up at this time.

**Mr. Ray Ford** indicated that as with a lot of Board policies, this one is based on State policy. However it is a little more complicated than the State's policy. The issue is how to rid a computer of files without making it inoperable when it is being passed on to someone else. With the university system, granting agencies retain title so some computers. **Mr. Ford** said that the Department of Defense also has these requirements, and they have a program that will clean computers to their standards, and it is available and free to everyone.

The Committee will recommend Item j. for approval.

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The Committee recessed for lunch at 12:20 p.m.

The Committee reconvened at 1:00 p.m.

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The campuses provided a handout at this time that showed their plans to use the \$800,000 retirement holdback funds if they are allocated back to them. **Regent Mercer** said he would like to see the money go directly to the students. **President Dennison** noted that the UM plan is a direct benefit to students since it will eliminate an increase to the students. **Senator Hawks** said that in the mind of the Legislature, it needs to be simple and direct. If the campuses can provide the linkage that ties in to the actual expenditure from student funds, he believes it will stand the test. **Chair Semmens** asked President Gamble about the \$300,000 for the utility surcharge. **President Gamble** indicated they calculated it would give a break of about \$10 per semester in tuition. **Chancellor Sexton** reported that over the biennium the \$214,000 would prevent a utility surcharge on their campus for FY06 and FY07. Final discussion of this issue was taken to the full Board the following day.

l. Allocation Model Review

There was extended conversation on the Allocation Model, with the final outcome of the committee believing there could be no change to the apportionment of state funds without detriment to different campuses. **Regent Mercer** suggested the Budget and Audit Oversight Committee take over the work on the model, since he believes the campuses do not want to see one or more of them injured. It was agreed that the Budget Committee would join with the Allocation Model committee to work toward policy.

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Following a ten-minute break, the Committee reconvened at 3:30 p.m.

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m. Biennial Budget Process Review

**Chair Semmens** indicated a significant amount of time and effort had been put into this process. He indicated staff needed support of the Board to move ahead with the present law adjustments in order to provide them to the OBPP by April 30. **Regent Mercer** asked if the campuses are underestimating enrollment or it is actually beginning to decline. **Ms. Joehler** said the campuses do their best to estimate enrollments because revenue projections are built around these numbers. The curve will be going down because of the demographics. The full discussion of this item was taken up before the full Board the following day.

n. Budget Initiative Proposals

Item n. was deferred to the full Board.

o. Public Comment

There was no public comment

The Committee adjourned at 5:45 p.m.

**END BUDGET AND AUDIT OVERSIGHT COMMITTEE**

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**DRAFT Minutes of  
THE ACADEMIC & STUDENT AFFAIRS COMMITTEE**

Regent Lynn Hamilton, Committee chair, called the meeting to order at 1:00 p.m. and welcomed the new members of the Committee, Regents Taylor and O'Loughlin.

b. Roll Call.

Regent Foster was excused. All other committee members were present.

c. Review and adoption of the agenda.

Regent Taylor moved to adopt the agenda. Motion carried.

d. Approval of the minutes from the November 16, 2006, meeting of the Committee.

Regent O'Loughlin moved to approve the minutes. Motion carried.

e. Portion of the Meeting Devoted to Chief Academic Officers.

1. Level I memorandum

Deputy Commissioner Barber presented the Level I memorandum for the Regents' information. The Regents had no questions or concerns about the memorandum.

2. Level II Items—All Action Items

a. ITEM 130-1002-R0106: Bachelor's degree in Media Arts, UM-Missoula

b. ITEM 130-1003-R0106: Bachelor's degree in Accounting, UM-Missoula

*Regent Hamilton asked what the employment outlook is for students with a four-year degree instead of the five-year Master's of Accountancy degree. Students graduating with the baccalaureate degree are eligible to sit for the CPA exam.*

c. ITEM 130-1004-R0106: Bachelor's degree in Finance, UM-Missoula

d. ITEM 130-1005-R0106: Bachelor's degree in Information Systems, UM-Missoula

e. ITEM 130-1006-R0106: Bachelor's degree in International Business, UM-Missoula

f. ITEM 130-1007-R0106: Bachelor's degree in Management, UM-Missoula

g. ITEM 130-1008-R0106: Bachelor's degree in Marketing, UM-Missoula

*Regent Hamilton asked if any of the options that are being converted to majors were previous degree programs that were consolidated under a program review process. They were not.*

h. ITEM 130-1010-R0106: Master's degree in Information Systems, UM-Missoula

*Regent O'Loughlin asked about the difference between this program and the Master's in Computer Science offered at MSU-Bozeman. The Computer Science program focuses on technical aspects and theory, while the Information Systems program is more management focused. It can be thought of as the "workforce arm," blending theory and practice. Provost Dooley was enthusiastically supportive.*

i. ITEM 126-1601-R0106: Associate degree in Natural Horsemanship, UM-Western

*This item seeks continuation of a provisionally approved program. Regent Hamilton asked why the program carries the Associate of Applied Science credential instead of the Associate of Science designation. Provost Ulrich said that it is because the A.S. can't carry a major designation and the designation is important for students. The A.A.S. articulates fully into the bachelor's program in Natural Horsemanship. Regent Taylor asked about the on-going commitment from La Cense. The letter of agreement between Western and La Cense guarantees that if the agreement were terminated, existing students would be allowed to finish their programs.*

j. ITEM 130-201-R0106: Certificate in Agricultural Marketing, Dawson Community College

k. ITEM 130-202-R0106: Associate degree in Web Development, Dawson Community College

By consensus, all of the action items will be forwarded to the full Board with a recommendation for approval.

3. Level II submission memorandum

*Deputy Commissioner Barber explained the two-step approval process for new program proposals. The Level II items on submission at this meeting are informational, and will be on the action agenda for the next Board meeting. The Regents were asked to forward questions or concerns about any of these items to Deputy Commissioner Barber.*

e. Portion of the Meeting Devoted to Topics of Concern to both Academic and Student Affairs Officers

2. Action: ITEM 130-101-R0306: Transfer goals

*The proposed transfer goals were developed by the Chief Academic Officers in response to a request from this Committee. The first goal focuses on students transferring from two-year to four-year programs. This type of transfer deserves special attention because it can be particularly problematic, and because of the Board's emphasis on the importance of two-year education. Goal two emphasizes multiple pathways including some new ones relating to common coursework and learning outcomes.*

*Shannon Taylor, chair of the Faculty Council at MSU-Bozeman, proposed the addition of a fifth transfer goal, aimed at preserving the integrity and quality of campus-specific programs. Grant Mitman, chair of the Faculty Senate at Montana Tech, said that their Curriculum Review Committee takes a special interest in transferability when developing courses, but there are some courses that don't have equivalencies elsewhere in*

the system due to the uniqueness of the program or accreditation issues. Deputy Commissioner Barber noted that accreditation issues shouldn't impede advancing transfer goals, and if necessary, the accrediting agencies can be called on for assistance.

In response to a question from Regent Taylor about tracking transfer students since the performance audit, Deputy Commissioner Barber discussed the need for good data to assess the success of the new transfer policies. Tyler Trevor, the new data person at OCHE, will help identify remaining problem areas. There are also places on the website for students to tell their transfer stories, as well as to give feedback on the transfer website itself.

Regent Hamilton asked if the Committee wanted to add a fifth goal respecting the quality of campus programs. Dr. Taylor said that if the spirit of honoring faculty and the quality of individual programs was present, he had no objection to the goals as presented. The Committee will forward the goals to the full Board as written.

3. Next steps in the transfer area

a. Enhancements to the transfer website

Recent additions include exceptions to the Minimum Grade policy and courses that fulfill the Montana University System Core, both listed by campus. More information will be added as it becomes available, including exceptions to the Outdated Coursework policy. Deputy Commissioner Barber asked that each campus establish a prominent link from their website to the OCHE transfer website.

b. The proposed budget initiative on transferability

The initiative includes funds for a comprehensive data system and resources to support faculty workgroups developing common course outcomes and evaluating general education courses. It does not include funds for additional campus staff to assist with implementing the new transfer policies, which Regent O'Loughlin noted is an issue for the smaller campuses. The Committee endorsed the budget initiative by consensus.

4. Action: ITEM 130-102-R0306: Revisions to Policies 301.1 and 301.2

The proposed revisions to policies 301.1 and 301.2 would formalize the admissions program being phased in at the University of Montana-Missoula. This program, which has been briefly discussed with the Board in the past, directs students meeting the minimum requirements for admission to a four-year institution but deemed at risk of failure to begin their studies at UM-Missoula's affiliated College of Technology.

After lengthy discussion, the Committee declined to act, and the item was forwarded to the full Board without a recommendation. The key issue was that the suggested changes would allow campuses to force students into two-year programs even when a student meets the admission criteria for entry to a four-year program. Whether or not this improves the student's chance of succeeding, it has the potential of depriving the student of the ability to make his/her own choice. The discussion illuminated the need for a broader conversation regarding admission standards and preparing students for success in post-secondary education.

5. Action: ITEM 130-104-R0306: Revisions to Policy 301.5.1

The revision is a housekeeping item, to insure that the provisions in Policy 301.5.1 mesh with the expectations of Policy 301.5. Regent Taylor moved to forward this item to the full Board. The motion carried.

6. Discussion of Policy 940.29, tuition for post-baccalaureate students

Regent Hamilton asked to revisit this "super-tuition" policy that was adopted at a time when moving students through the university system quickly was a priority. She said that the policy flies in the face of life-long learning, career changers and the needs of teachers. Provost Dooley said that the difference in tuition would be approximately \$600,000 on the Bozeman campus, and this would have to be shifted to other students. All campuses were asked to report on the fiscal impact of charging post-baccalaureate students the same tuition as undergrads for the May meeting.

f. Portion of the Meeting Devoted to Topics of Concern to Student Affairs Officers.

(Because it was late in the day, the action item was taken before the discussion item.)

2. Action: ITEM 130-105-R0306: ISBN numbers and textbooks

This is a follow-up to Regent French's suggestion, allowing students to comparison shop for textbooks. Several campuses are already doing this. The bookstore representatives present at the meeting, David Knickerbocker and Jeni Luft support the policy as written. There was consensus to forward this item to the full Board.

1. Discussion of institutional liability, in light of the MIT decision

OCHE staff attorney Cathy Swift was asked to discuss the ramifications of a recent decision denying summary judgment in the *Shin v. MIT* case. In this case, the parents of a student sued the university, administrators, and mental health staff for failing to protect the student from suicide.

Ms. Swift said that even though this was a preliminary decision and it has no direct application to the Montana University System, it shows the law moving in a new direction. Traditionally courts have hesitated to hold institutions responsible for suicide, holding the person responsible for their own actions. However, people who commit suicide are now seen as victims. The essential finding in this ruling is that there can be a duty to prevent if the action was foreseeable.

Regent Hamilton asked about parental notification. Ms. Swift said that there is an exception under FERPA in emergency situations, and parents can be contacted in an emergency. She also said that mental health issues are ADA issues, and that due process must always be followed when working with a student with mental



*health problems. She encouraged campus staff to work with a team including counseling staff, parents and an attorney when students are in crisis. Campuses should also follow the protocols they have in place for emergency situations, and work closely with campus or community-based mental health services as needed.*

g. Other business

*There was none.*

h. Public comment

*No additional comments were offered.*

The meeting adjourned at 5:20 p.m.

Submitted by Cathy Doyle

**END ACADEMIC/STUDENT AFFAIRS COMMITTEE**

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## MINUTES

### STAFF AND COMPENSATION COMMITTEE

Thursday, March 2, 2006

The Committee convened at 3:30 p.m.

**Committee Members Present:** Regent O'Loughlin, and Regent Semmens Acting Chair

**Committee Members Absent:** Regent Barrett, excused

**Also Present:** President George Dennison, President Geoff Gamble, Chancellor Dick Storey, Chancellor Frank Gilmore, Chancellor Ron Sexton, Chief Legal Counsel Catherine Swift, Rosie Keller, Mark Bruno, Pam Joehler, Susan Briggs, Craig Roloff, MaryEllen Baukol, Bob Durringer, Commissioner Sheila Stearns, Kevin McRae, Jim Foley, Teresa Branch, and Bill Muse

- a. Discussion of draft guidelines for "Board of Regents employment contracts" and "Montana University System employment contracts."

**Kevin McRae** noted this project has been ongoing for some time in an effort to meet the diverse needs and interests of all the campuses. **Mr. McRae** explained the options presented in this item, as well as the recommendation that the Commissioner be the final approval in the interest of a system-wide focus on equity, market factors, and other impacts. He added some information about coaches' contracts, indicating they were expressly excluded from the policy that limits contracts to one year. The Board has the authority to approve multi-year contracts for coaches, but has chosen not to do so. On the few occasions where they were asked, the Board declined. The options presented here do not apply to coaches. **President Gamble** said staff is making a decision that is taking the system away from the vision of the Board, and asked where the Commissioner fit into this plan. **Commissioner Stearns** indicated they had consulted with various of the CEOs as well as other states, and have struggled with this item. Option A has the advantage of using an incremental approach. If there is an anomaly for market reasons, and there is good documentation with an offer in hand, her office will support it on the Agenda so that it doesn't jump out at the Regents as a huge percentage increase. **Commissioner Stearns** said she has a lot of faith in the CEOs. There has been a vision of a system, although it has been hazy. She is concerned that OCHE not be overwhelmed by the amount of work that could result from this change. She would like to use the OCHE at some threshold to check for big disparities and obtain explanations for them. This is something they already do. **Commissioner Stearns** believes this is a good way to go but has concerns about unintended consequences. The Board would retain approval of 60 to 80 contracts, while most other states do not have Board approval of staff items. She did want the Board to understand that her office would do the same level of scrutiny they now do, but would not do a more detailed evaluation.

**Chair Semmens** recommended taking this in component pieces, and suggested the Committee recommend to the Board they proceed with Option A. **Regent O'Loughlin** agreed.

**Chair Semmens** indicated the next level is the terms of the contracts. **Mr. Kevin McRae** referred to Page 583 of the Agenda, under Roman numeral I. The Commissioner will approve increases up to 15%, and the Board will approve those above that limit. He commented that some retention issues exceed that level, and he asked for direction from the Board and the CEOs on what threshold they would approve. He said the board retains approval of annual increases and bargaining. Refer to the noted page for other details of this proposed policy. There was discussion on the need for signing bonuses and the general use of them throughout the country. **Commissioner Stearns** indicated some possible language might be incorporated to cover signing bonuses. **President Dennison** was concerned about the 12-month eligibility requirement for increases, and thought that six months would be better, while three months would be best. He also did not see a reason for the 15% limit. **Chair Semmens** indicated the Commissioner needs to understand there are instances where she needs to take items to the Board. **President Gamble** indicated the percentage might not give the full picture, since a low paid employee could receive a huge percentage increase, while it would be a low dollar figure. **Chair Semmens** recommended changing the language to the greater of a certain percentage or certain dollars. **Doralyn Rossmann**, Chair of the Professional Counsel at MSU suggested they might consider pro-rating eligibility and grant one twelfth for each month served up to the 12 months.

**Chair Semmens** asked Mr. McRae if the next part is intended to give more flexibility that does not already exist, or if it simply memorializes what does happen. **Mr. McRae** explained that non-base performance bonuses have no policy either prohibiting or authorizing. This is intended to set some guidelines on what is reasonable, and who is eligible. There is the possibility it might encourage campuses to utilize these bonuses more often since the rules will be clearer. **Chair Semmens** indicated if that is the case, they need to carefully evaluate it. Resources remain fixed, which means that someone else will need to get less to fund these. **Mr. McRae** said there were four items presented, with number four being the non-base performance bonus item. **President Dennison** asked about the dates included, and Mr. McRae indicated those will be cleaned up as they proceed. **Kevin McRae** further explained the policy before the Board envisioned a scenario where for recruitment only, there might be two-year

contracts subject to approval by the Commissioner. Coaches would not be included in this. LeRoy Schramm had believed that multi-year contracts did minimal good for retention. **Mr. McRae** indicated his office saw some logic in that, and wanted to be careful with multi-year contracts. **Chair Semmens** asked that they hold off on the multi-year contracts at this time, to put in place pro-rating raises, using the percentage as well as the dollar figure, and signing bonuses. He also recommended no annual effective date for bonuses, and that bonuses be addressed in the next draft. **Chancellor Sexton** questioned why Letters of Appointment were excluded. **Mr. McRae** explained they are implicitly temporary positions, and more precarious than contracts. They will therefore remove the first sentence of the last paragraph on page 500 that refers to Letters of Appointment.

**Chair Semmens** next took up multi-year contracts. He asked if it was believed they were appropriate only for recruitment, or for recruitment and retention. **Professor Shannon Taylor** indicated that Bozeman had worked on a pilot program for multi-year contracts for the adjunct professors last year. They were supported by faculty and they have used them to great advantage. One of their best adjuncts received a better score for borrowing money with the multi-year contract. **Professor Taylor** indicated that without their professional staff they would be unable to do their jobs. He believes that multi-year contracts would retain some of those staff what would go elsewhere in the Gallatin Valley. In their area it is very important to have this tool since their salaries do not compete with the going rate in private industry. **Commissioner Stearns** believes they need some latitude on multi-year contracts, but she has concerns about them. Buyouts are costly, and there needs to be funding in place to cover that possibility. She also doesn't want multi-year contracts to become regarded as an entitlement. They should also be limited to particular fields that are hard to fill. **Mr. McRae** reiterated this policy applies to professional and administrative positions, and not coaches. **Catherine Swift, Chief Legal Counsel** advised that to balance the risk between the employee and the employer more evenly, a liquidated damages clause could be written into the policy and it would be for an amount equal to actual damages caused by an employee who leaves before the end of the contract. The penalty could be graduated by time spent on the job. **Ms. Swift** will work on this before the May meeting. **Chair Semmens** said no action would be taken on this item at this meeting, but requested input to OCHE with recommendations so it can be ready for approval at the May meeting. He asked further if there should be different requirements for coaches, or should they simply be included in the general policy above. **President Gamble** believes coaches' contracts are so different that they couldn't be included here. **Chancellor Sexton** disagreed on offering multi-year contracts to coaches, especially for the smaller campuses. He indicated he had fired coaches for not meeting the philosophy of the campus, or not keeping up graduation rates, but not for losing games. He would rather offer multi-year contracts to his professionals. **Chancellor Storey** indicated the coaches at Western do more than coach. He would appreciate having flexibility with their coaches, especially since there is one he might lose at this time. **Chair Semmens** asked if they then thought the policy should be applied to all positions, with the flexibility to apply as needed. **Chancellor Storey** said they should use multi-year contracts very cautiously. **Chancellor Gilmore** said he was not necessarily in favor of multi-year contracts for coaches. With limited use, he would like the flexibility to use them for faculty. **President Dennison** noted it will differ based on the needs of each campus. He argued strongly for multi-year contracts for coaches since they recruit student athletes who will be expecting that coach to be on board during their time at school. Loss of coaches causes problems with lower graduation rates for athletes, and the loss of scholarships. NCAA has requirements for academic progression rates. Further, some contracts are written so that coaches pay the full amount of the contract if they do not complete it. **Chair Semmens** recommended not distinguishing between administrators and coaches, but to use multi-year contracts in circumstances where the market dictates, and there is a demonstrated need. **President Gamble** requested a look at the data before a decision is made on this. He also believes it is unfair for the head coach to receive multi-year contracts if administrators do not. **Chair Semmens** noted that at the policy level, there should be a broader definition rather than distinguishing between types. He also requested that more data be gathered on usage for other professionals and administrative fields. **Regent O'Loughlin** felt that contract professionals were not leaving under contract, while athletic coaches did not seem to have the same incentive. She also did not see the need to extend multi-year contracts to other contract professionals, unless it could be demonstrated they improved the data. **Chair Semmens** indicated staff would look into this over the next four to six weeks, and he requested the Board have the information before the May meeting, including research on coaches and other professionals. He indicated he wanted to have this item completed at the May meeting.

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#### Public Comment

**Professor John Brower** from Montana Tech of The University of Montana identified himself as the President of the newly formed faculty association. He talked about inequities perceived to exist at Montana Tech.

#### END PUBLIC COMMENT

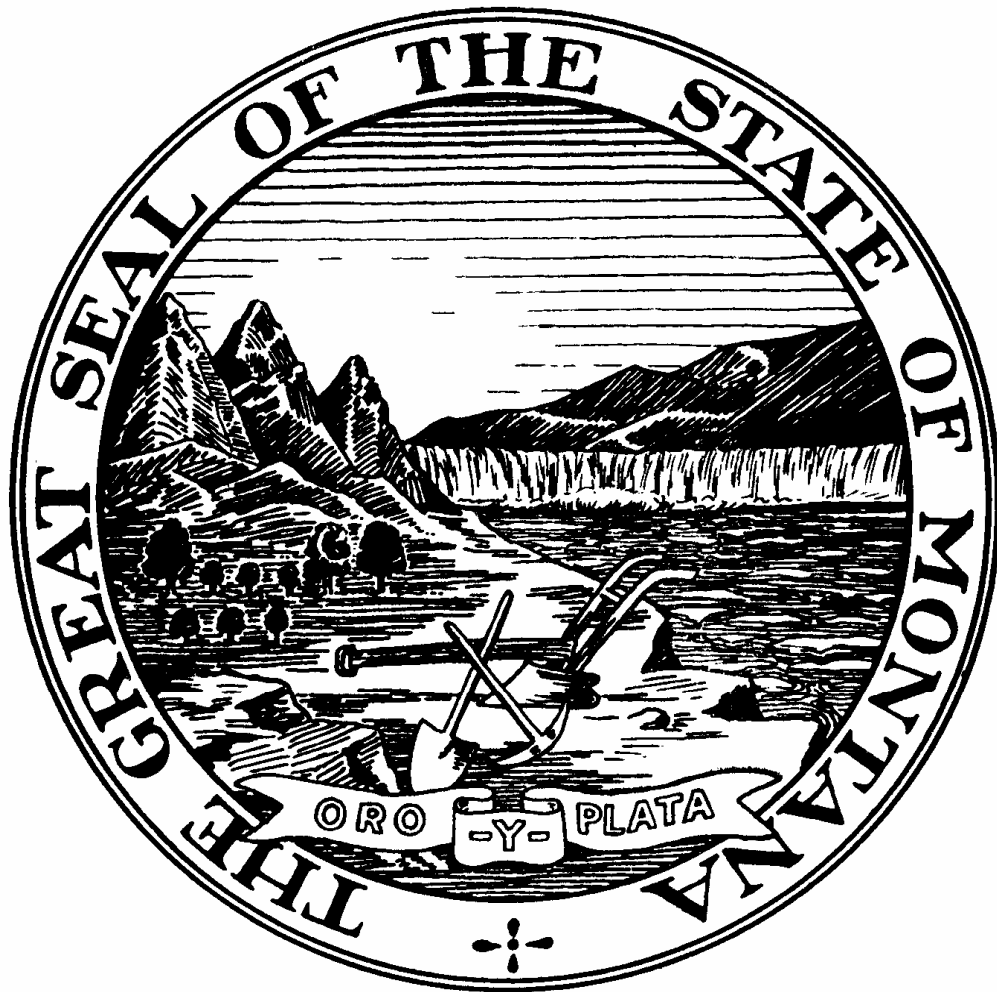
The Committee meeting adjourned at 5:42 p.m.

#### END STAFF AND COMPENSATION COMMITTEE

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# Montana Board of Regents

## 2006-2010 Strategic Plan



May 2006



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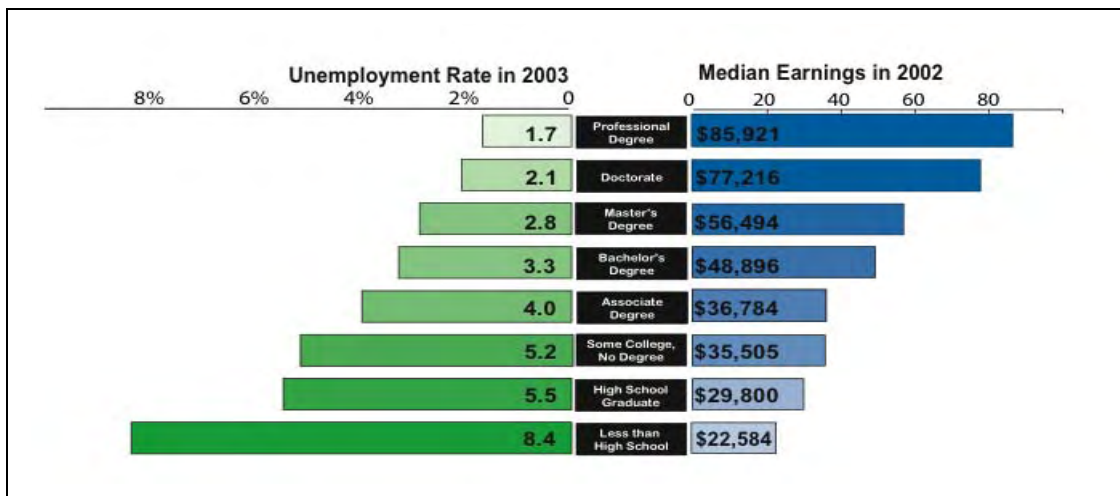
## Preface and Introduction

### History

This year the oldest units of the Montana University System celebrate their 114<sup>th</sup> anniversary. It would be an understatement, and a well-worn cliché, to say that much has changed since Montana’s 3<sup>rd</sup> Legislature established four state colleges in Bozeman, Missoula, Butte, and Dillon. What may be more interesting is how much has not changed. Now, as then, education is a cornerstone of our society and our economy. An educated citizenry has been recognized as a foundation for our nation’s success since the time our country declared its independence. The Morrill Act of 1862 (establishing the Nation’s land grant colleges), the Second Morrill Act of 1892, and the GI Bill (which five decades later opened up the possibility of a college education for millions) consistently rank among the handful of major policies that have fundamentally shaped our country’s prosperity during the last century.

What has changed is the minimum level of education necessary to successfully participate in our society and economy. Postsecondary education has long been a gateway to success for our best and brightest and more privileged citizens. Now it is essentially a requirement for almost everyone. Many years ago, an eighth grade education was recognized as sufficient for most citizens. This gave way to a standard that a high school diploma was necessary for entrance to the middle-class and the chance to have a comfortable life. In the 21<sup>st</sup> Century, the hurdle has plainly moved to where at least some postsecondary education is now necessary for even modest prosperity in any high-wage, industrialized economy. As the chart below plainly shows, employment and income are inextricably linked to educational attainment.

**Unemployment and Earnings by Education Level**



Source: Tom Mortenson, Postsecondary Opportunities

It is therefore ironic that, during a time of increasing globalization and a need for much broader access to postsecondary education, state support for higher education is declining. This is true not just in Montana, but also across the country. Nationally, state funding as a proportion of total public university budgets has declined about 40% in the past two

decades. In Montana, the state's contribution to the cost of educating a student has declined by half -- from almost 80% of the cost in 1985 to about 40% in 2005.

Unfortunately, tuition remains the single largest factor in closing the gap between the cost of public higher education and the amount of funding provided by the state. Since no state institution of higher education can maintain a quality system of education in the face of a 40% decline in funding, tuition has had to increase. And it has increased – a lot. In the past decade tuition has about doubled for Montana residents. The state's contribution per student – in dollars – has remained essentially the same for ten years, without increases for even some price inflation. Again, Montana has much company. During the past decade, average tuition increases for all U.S. public 4-year colleges almost precisely mirror Montana's increases.

But the higher education system in Montana is not entirely a blameless victim of the legislative budget ax. Elected officials are heavily persuaded by their respective constituents' input and always face difficult budget choices. Had the declining proportion of state support been accompanied by a great outcry from the Montana citizenry it is doubtful such reductions would have been sustained for long. Clearly, there has not been a consensus among our citizens, Governors, and legislators as to the critical need for greater public support and correspondingly lower tuition levels. For this, the higher education community has to shoulder some of the blame. Had the university system been more effective at consistently communicating the value of a strong public higher education system and the consequences of declining state funding, it is likely more support would have been forthcoming.

## Goals

The discussion of Montana University System history is not meant to affix blame collectively or individually. The point is simply that the state's prosperity depends on a high-quality and accessible postsecondary education system and the university system's future likewise depends on the state's prosperity. This strategic plan focuses on just this symbiotic relationship with three fundamental goals:

- Increase the overall educational attainment of Montanans through increased participation, retention, and completion rates in the Montana University System.
- Assist in the expansion and improvement of the state's economy through the development of high value jobs and the diversification of the economic base.
- Improve institutional and system efficiency and effectiveness.

Maintaining the high quality of our institutions and the education provided to our students is not listed as an explicit goal. This is because it is THE MOST IMPORTANT consideration for every goal and initiative of the Montana University System and is considered to be an integral part of every component of this strategic plan.

The first goal reinforces what has always been the core mission of public higher education – to provide access to a quality postsecondary education for our citizens. In light of trends

during the past decade, access requires affordability and this does mean, in part, increased state support. It also means the university system needs to do a better job of reaching remote, disadvantaged, and non-traditional students; using technology to deliver education; and working more closely with K-12 education to make the transition to college seamless.

The second goal recognizes the two critical roles that a university system must play, for both traditional industries and the “new-economy,” in an increasingly global marketplace. It must train a skilled workforce for the types of jobs that exist, or will exist, in the economy. It is also a principle source of research and technology that fuel the innovation vital for any successful company to grow.

The third and final goal gives a high priority to stewardship of the resources we have been provided to help attain these goals. How well the Montana University System manages costs, allocates resources, and tracks this accountability with hard data is critical for improving credibility and keeping higher education accessible for all our citizens.

## **Change is Vital**

The good news is that, despite some disturbing trends, Montana still has an excellent university system. For the past decade enrollment has been increasing – a function mostly of a demographic bubble moving through our K-12 system – and growth can ameliorate otherwise visible financial troubles. Although students have been bearing an increasingly heavy financial burden, they have generally been able to work and borrow enough to pay for postsecondary education. Heavy debt has other consequences, particularly for post-education retention in the workforce, but it does mean most students can at least find a way to attend college. And, the university system has been able to dramatically raise non-resident tuition, which is about 40% higher than costs, to help offset declining state support for resident students. Without these non-residents, resident tuition would be about 25% higher than it is currently.

But Montana now faces our own version of the perfect storm. The demographic bubble of 6-18 year olds in Montana has given way to a trough. Slowed population growth in this age group is a national phenomenon, but it is much more pronounced in our state. We are now in the first year of what we know will not be just slowed growth, but a significant decline in the number of in-state high school graduates. In ten years we will have about 1,500 fewer graduating high school seniors per year than we have this year. At the same time, the state’s economy, like the rest of the nation, is facing a serious shortage of skilled workers during the next two decades.

Also, for the first time, the average cost of higher education in the state has outstripped the capacity of many students and their families to fund higher education through savings and borrowing. Concurrently, the ability of our colleges to raise non-resident tuition to generate additional revenue may have reached its limit. Further large increases will make our tuition increasingly uncompetitive in the region and could lead to declining non-resident enrollments that more than offset higher non-resident tuition rates.

New forces in demographics and the global economy mean we can ill afford to proceed down the same path we have been following for the past decades. With this strategic plan, the Montana University System recognizes that we must work together with state government and our private sector to make significant changes in the manner in which we support each other. Our state deserves, and depends on, a collaborative and successful effort.

## **Taking Action**

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### **Postsecondary Education Policy and Budget Subcommittee**

The development of this strategic plan began two years ago with two initiatives. The first was to work more closely with the interim legislature to develop a set of mutually agreed upon accountability measures that would guide the Montana University System and evaluate progress. Working with the Postsecondary Education Policy and Budget (PEPB) Subcommittee of the 57<sup>th</sup> Legislature, the Board of Regents did develop this set of accountability measures in July 2002. Subsequently, the PEPB subcommittees of the 58<sup>th</sup> and 59<sup>th</sup> Legislature have updated the accountability measures. This latest set of agreed-upon measures consists of a core set of six policy goals and these form one base for this strategic plan.

### **Shared Leadership for a Stronger Montana Economy**

The second initiative was to work with the PEPB Subcommittee to explore new ways for the Montana University System to take a more direct leadership role in the state's economic development. This overall effort, called "Shared Leadership for a Stronger Montana Economy", engaged a broad range of Montanans to prioritize specific initiatives that would help establish a new role for the Montana University System in strengthening the state's economy. The Governor's Office and several legislative interim committees were included in the effort. In July, 2004, the Board of Regents and the PEPB Subcommittee met jointly and agreed on three priority initiatives for immediate implementation:

- Develop stronger business-university system partnerships for workforce training;
- Remove barriers to access for postsecondary education;
- Expand distance learning programs and training.

During the subsequent three months, the Commissioner's Office and the Governor's Office jointly conducted fifteen statewide "community listening sessions" to get statewide input on the three priority initiatives. A steering committee was formed for each initiative, each with a broad cross-section of Montana leaders. Steering committees met between November 2004 and January 2005 and reached consensus on a set of the most serious problems in Montana and recommendations to address those problems. The reports from these steering committees and their recommendations form the second base for this strategic plan.

## **Strategic Plan Development**

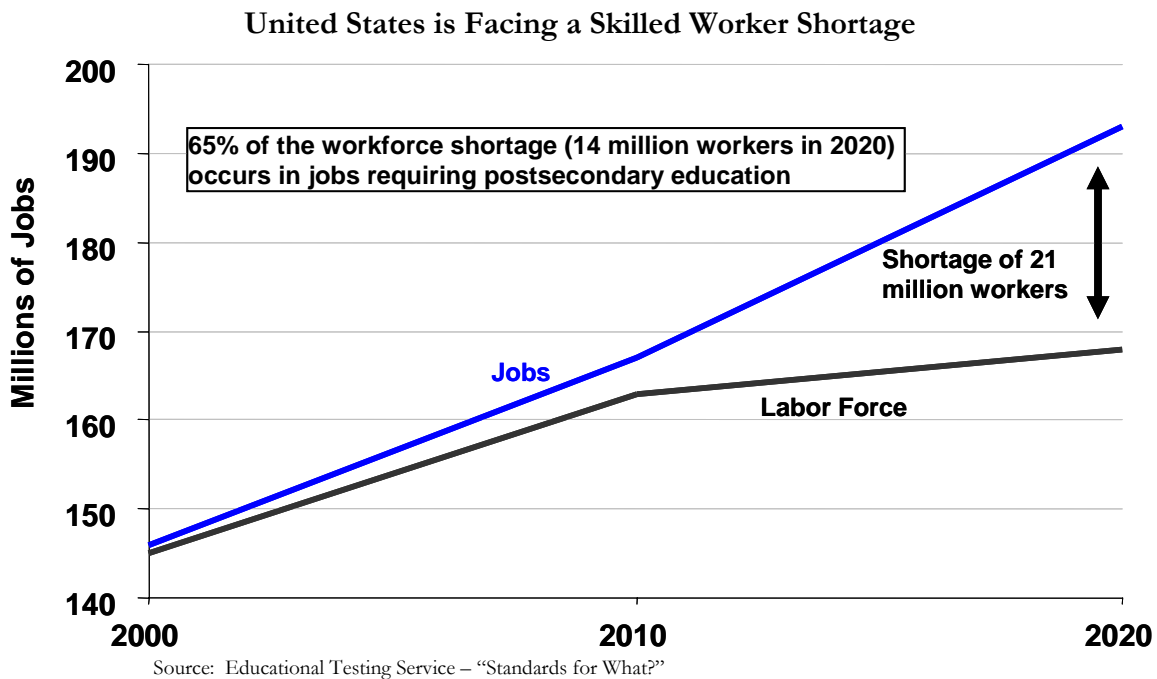
Finally, the Board of Regents have been meeting with legislators, the Governor's Office, campus leaders, and the public to determine the top priorities for the Montana University System over the next five years. This work included two planning sessions, in July 2005 and January 2006, and the engagement of national experts in higher education policy. These experts included Dennis Jones, President of the National Center for Higher Education Management Systems, and Cecelia Foxley, former Commissioner of Higher Education for Utah and President of State Higher Education Executive Officers.

This strategic plan was approved by the Board of Regents in \_\_\_\_\_. It combines the ongoing efforts with the legislature, particularly the PEPB subcommittee, and Shared Leadership. It describes what will be the university system's priorities, how we will accomplish these priorities, and how we will measure our progress.

## Goal I: Increase the overall educational attainment of Montanans through increased participation, retention and completion rates in the Montana University System.

### Postsecondary Education is Critical

In Montana, and the entire United States, the global economy has made postsecondary education “the price of admission” to the middle class and increasing wages over time. For instance, 31% of manufacturing jobs -- traditionally the foundation of our middle class in America -- now require education beyond a high school diploma compared with only 8% thirty years ago. In virtually all industries, jobs that do not require high skill levels are moving to low-wage economies and those that remain increasingly require advanced training. During the next fifteen years, this country is projected to have a shortage of 21 million workers and two-thirds of these shortages will be in jobs requiring some postsecondary education. Demographic projections make it likely that shortage will be more pronounced, not less, in Montana relative to the rest of the country.



### The Leaking Pipeline

Despite the increasing importance of education to the individual and the state, Montana is facing alarming trends. Montana’s public high school graduation rates peaked at 87% in 1993 and dropped to 79% in 2004. Approximately 8% of teenagers between the ages of 16 and 19 are considered ‘dropouts’ – neither a high school graduate or enrolled in school nor looking for work. Montana also faces low college participation rates: for every 100 Montana students who enter ninth grade, less than half are likely to graduate high school four years

later and enroll in college within a year. Our public higher education completion rates also lag behind the rest of the nation. Only 42% of students who enter a Montana four-year institution actually graduate from that institution within six years, compared to 48% in the fifteen western states (excluding California, 2004 data), and students from our least affluent counties have dramatically lower graduation and participation rates than the state's average.

### **Strategic initiatives we will undertake to achieve this goal**

- Consolidate existing scholarship/aid programs and increase need-based aid funding in the 2008-09 biennium by \$2.5 million.
- Support expansion of the Governor's Postsecondary Scholarship Program to include full funding of \$3 million per biennium.
- Maintain a differential tuition between 2-year and 4-year programs and appropriate \$1.4 million for 2-year tuition buy-down in the 2008-2009 biennium.
- Expand Indian Education for All in the Montana University System.
- Create and maintain an integrated student data system.
- Implement a system-wide gateway for on-line courses and expand distance learning coordination.
- Work with the Postsecondary Education Policy & Budget Subcommittee to develop shared goals between the Regents and the Legislature for state support of the Montana University System.

Note: One-Time-Only Requests for the 2008-09 biennium that have not yet been approved by the Executive Budget Office or the Board of Regents are not included.

**Goal I (1): Prepare students for success in life through quality higher education.**

**Background**

According to Tom Mortenson of the Pell Institute, postsecondary education “has become the dominant factor in the growth of personal incomes and the living standards of people, families, cities and states.” It is a well accepted fact that more education correlates highly with increased wages. Over a forty year working career, those with some postsecondary education will earn about 75% more than those who have only a high school education. But the correlations between higher educational attainment and non-monetary benefits are equally strong. Improved health, decreased crime, higher charitable giving, and greater civic participation, among others, are all strongly related to the education of the individual and the overall education levels of a community. In addition to all the important things a university system does on a daily basis for the state and its communities, a central tenet of our mission must be to continue to prepare students for life by getting them into, and successfully through, a postsecondary education.

**1) Improve postsecondary education participation rates, with particular attention to Montana residents in MUS institutions.**

Table 1.1.1

**Montana College Continuation Rate**

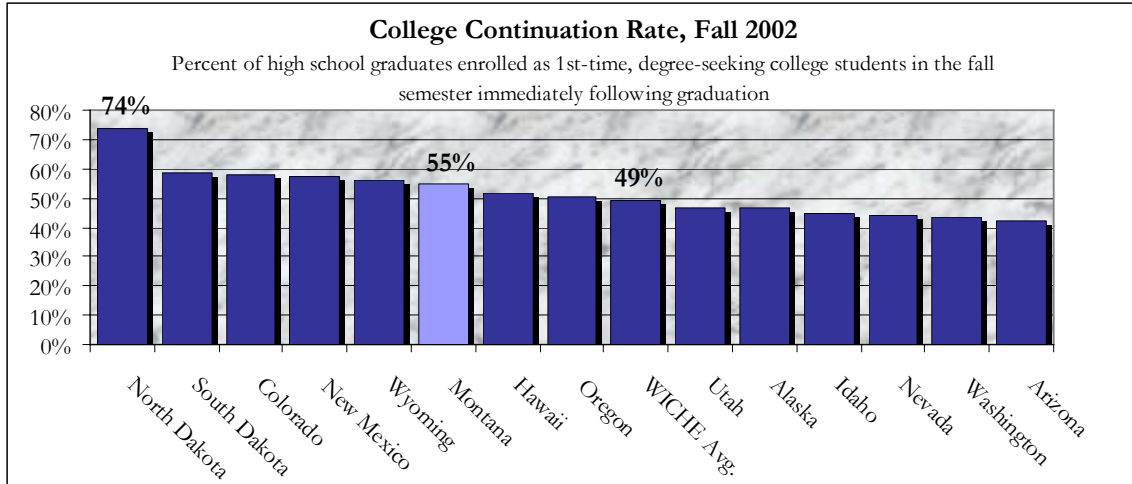
Percent of Recent Montana High School Graduates Enrolled as Degree/Certificate-seeking Students in the Fall Semester Immediately Following Graduation

College Continuation Rates	1992	1994	1996	1998	2000	2002	2004	2006 estimate	2010 projected
# of MT High School Graduates (public & private)	9,392	10,009	10,594	11,157	11,438	11,098	11,147	10,320	10,077
<b>MT Continuation Rate</b> % of MT Grads Enrolling in College	51%	55%	55%	56%	54%	55%	57%		
<b>WICHE Continuation Rate</b> % of Grads in WICHE States Enrolling in College	51%	52%	53%	50%	49%	49%	NA		

Montana High School Graduates	1992	1994	1996	1998	2000	2002	2004	2006 estimate	2010 projected
% of MT Grads Enrolling in MUS Institutions	31%	35%	35%	36%	35%	35%	37%	40%	43%
% of MT Grads Enrolling in College (In-state, non-MUS)	4%	4%	4%	5%	3%	4%	5%		
% of MT Grads Enrolling in College (Out-of-State)	16%	16%	16%	15%	15%	16%	15%		

source: NCES, IPEDS Fall Enrollment Survey; high school enrollment - WICHE, Knocking at the College Door - 2003  
 Data Definition: First-time degree/certificate-seeking undergraduate students who graduated from a Montana high school in the past 12 months and enrolled in a Title IV Eligible, 2 or 4-year post-secondary institution in the summer or fall semester immediately following graduation.  
 Note: calculations for WICHE states exclude CA.; MUS calculations include community colleges





**2) Increase retention rates within the Montana University System.**

Table 1.1.2

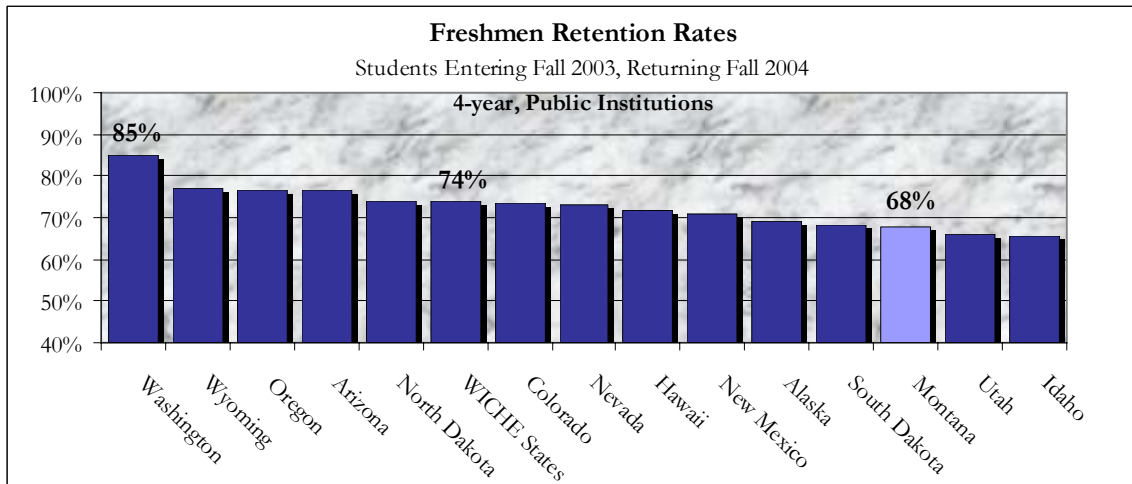
**Freshmen Retention Rates**

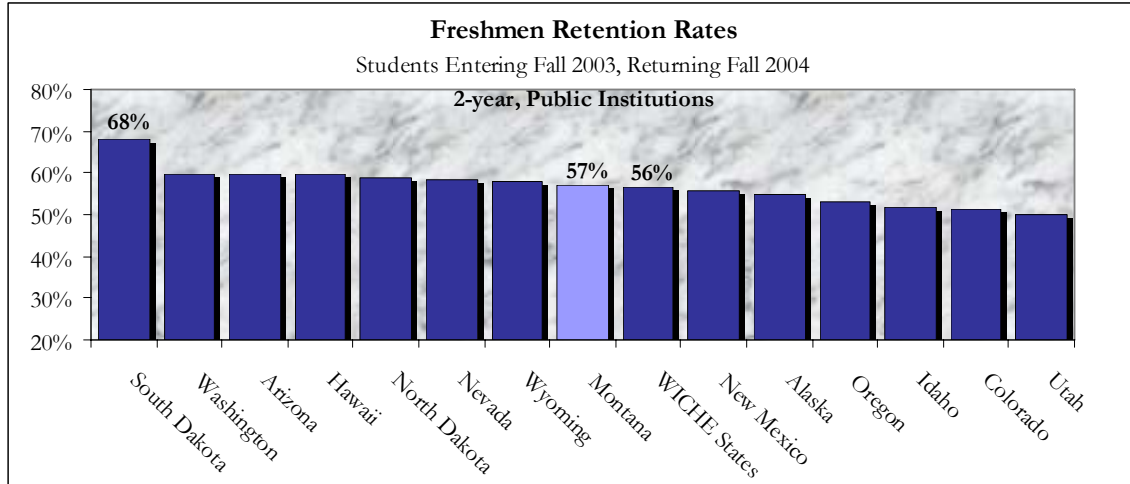
Percent of 1st-time, Full-time, Degree-seeking Freshmen Returning for a Second Year of Enrollment

Institutional Type	Fall 2002 Freshmen Returning in Fall 2003	Fall 2003 Freshmen Returning in Fall 2004	Fall 2004 Freshmen Returning in Fall 2005	estimate	goal
				Fall 2006 Freshmen Returning in Fall 2007	Fall 2009 Freshmen Returning in Fall 2010
<b>4-year Institutions</b>					
MUS	64%	68%	69%	70%	75%
WICHE States (weighted avg., net of CA)	NA	74%	NA		
<b>2-year Institutions</b>					
MUS	63%	57%	55%	55%	57%
WICHE States (weighted avg., net of CA)	NA	56%	NA		

source: IPEDS Fall Enrollment Survey

Note: data for WICHE states includes public, two and four-year, Title IV degree granting institutions only; in 2002-2003 IPEDS reporting was optional, as a result, not all MUS campuses reported data and WICHE averages are not available; 2004-2005 data for WICHE states is not available until Fall 2006





### 3) Increase completion rates for MUS Campuses.

Table 1.1.3

#### Graduation Rates

4-year Inst.: Percent of 1st-time, Full-time, Degree-seeking Students Earning Bachelor's Degrees within 6 Years

2-year Inst.: Percent of 1st-time, Full-time, Degree-seeking Students Earning Associate Degrees within 3 Years and Certificates within 1.5 years

Institutional Type	Graduating Classes						
	2000-01	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
<b>4-year Institutions</b>							
MUS	40%	40%	43%	42%	42%	42%	45%
WICHE States (weighted avg., w/o CA)	47%	48%	48%	48%	NA		
<b>2-year Institutions</b>							
MUS*	37%	35%	33%	36%	38%	38%	40%
WICHE States (weighted avg., w/o CA)	25%	25%	27%	26%	NA		

source: IPEDS Graduation Rate Survey

\*includes integrated 2-year programs at MSU-Northern, UM-Missoula, and UM-Western

Note: data for WICHE states includes public, two and four-year, Title IV degree granting institutions only

**Goal I (2): Make higher education more affordable by offering more need-based financial aid and scholarships.**

**Background**

High tuition does not create as much of a barrier to education if it is coupled with relatively high tuition assistance. Virtually every state in the U.S. has a substantial need-based aid program, but Montana is far behind every other state in the region in the amount of aid provided our students. Montana appropriations for need-based aid are about \$97 per student as compared to \$210 per student for the other fifteen western states (excluding California, in 2005). Even in Montana’s two-year colleges – in most states the low-cost point of entry for many students – cost is increasingly a barrier. On average, a Montana family pays 25% of its income at two-year colleges compared to 16% nationally.

Federal loan limits no longer provide many Montana students and families with sufficient lending capacity to satisfy the cost of education. For the first time, the cost of education (including room and board) now exceeds the amount of borrowing available to many Montanans. There simply isn’t enough need-based aid to serve our Montana residents and this lack of aid impacts enrollment, persistence, and success in postsecondary environments.

**1) Reduce the gap between Expected Family Contribution (EFC) and Average Cost of Attendance.**

Table 1.2.1

**Cost of Attendance Gap**  
Difference Between Average Cost of Attendance and Expected Family Contribution

MUS Institutions	Cost of Attendance-EFC	2003-04	2004-05	2005-06
4-year Institutions	Average Cost of Attendance	\$12,901	\$13,051	\$14,048
	Expected Family Contribution	\$5,010	\$5,241	\$6,299
	<b>Difference</b>	\$6,602	\$6,449	\$7,599
2-year Institutions	Average Cost of Attendance	\$11,018	\$11,301	\$11,717
	Expected Family Contribution	\$3,094	\$3,207	\$3,844
	<b>Difference</b>	\$7,924	\$8,094	\$7,873

Definitions:

1) Cost of Attendance equals the average cost for full-time, 1st-time, resident undergraduate students living on-campus for the full academic year (tuition and fees, books and supplies, room and board, and other expenses are those amounts used by financial aid offices for determining eligibility for student financial assistance) .

2) Expected Family Contribution (EFC) represents a measure of financial strength on the basis of income and assets that the average resident student or his/her family is expected to contribute toward the cost of attendance. EFC calculations are established by law and used to determine eligibility for federal student aid.

source: IPEDS Institutional Characteristics, MUS institutional reporting

note: Information for 2-year institutions in this table represents: MT Tech-COT, MSU Great Falls, UM-Helena; MSU-Great Falls and UM-Helena costs of attendance are based on students living off-campus (w/o family).

***While this indicator is useful, goals were not set because projections related to expected family contribution are subjected to federal rules and family income that are difficult to predict.***

**2) Increase the percentage of students who receive financial aid or scholarships.**

Table 1.2.2

**Financial Aid Recipients**

Percent of 1st-time, Full-time, Degree-seeking Students Receiving Financial Aid\*

Institutional Type	2000-01	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
<b>4-year Institutions</b>							
MUS	79%	82%	80%	78%	81%	81%	85%
WICHE States (weighted avg.)	68%	69%	69%	71%	NA		
<b>2-year Institutions</b>							
MUS	74%	65%	71%	72%	70%	71%	75%
WICHE States (weighted avg.)	60%	62%	62%	61%	NA		

\*Grants, loans, assistantships, scholarships, fellowships, tuition waivers, tuition discounts, veteran's benefits, employer aid (tuition reimbursement) and other monies (other than from relatives/friends) provided to students to meet expenses;  
source: IPEDS Student Financial Aid Survey; note: data for WICHE states includes public, two and four-year, Title IV degree granting institutions only and excludes CA; MUS 2-year institutions include community colleges.

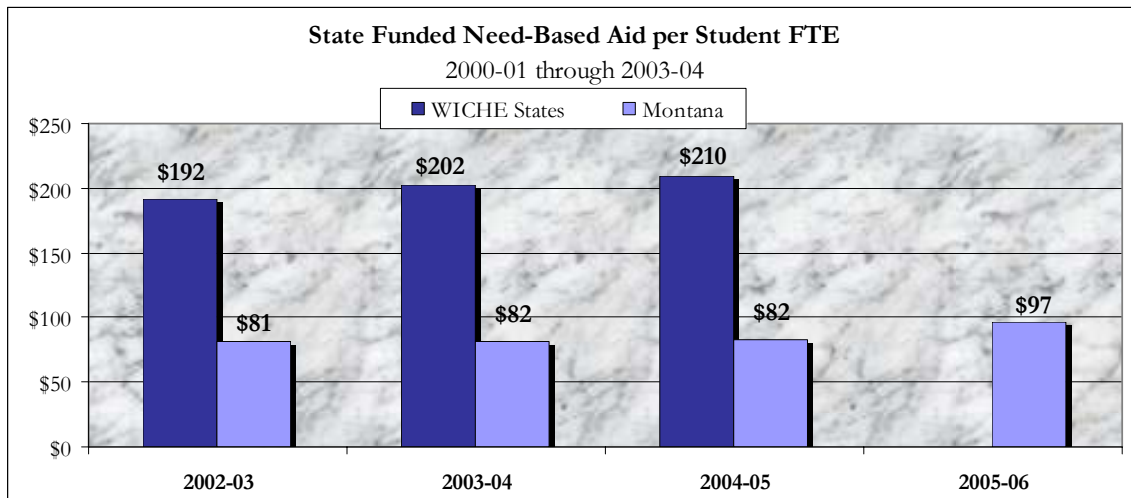
**3) Increase the average aid/scholarship award amount.**

Table 1.2.3

**State Funded Need-Based Aid per Student FTE**

States	Need Aid/FTE	2002-03	2003-04	2004-05	2005-06	2007-08 (goal)	2009-10 (goal)
WICHE States (net of CA)	Need-Based Aid	\$220,273,000	\$237,163,566	\$248,419,583	NA		
	Aid per FTE	\$192	\$202	\$210	NA		
Montana	Need-Based Aid	\$2,825,000	\$2,941,566	\$2,951,629	\$3,447,442	\$6,300,000	\$9,600,000
	Aid per FTE	\$81	\$82	\$82	\$97	\$175	\$260

source: National Association of State Student Grant and Aid Programs. National Center for Education Statistics, IPEDS.  
note: student FTE represents public undergraduate and graduate enrollments; need-based aid for MT represents state funding of MTAP, MHEG, and federal/state matching grants; 2005-06 also includes the need-based portion of the Governor's Post Secondary Scholarships of \$270,000.



**Goal I (3): Promote postsecondary education affordability.**

**Background**

Montana faces increasingly high postsecondary education costs relative to income levels. In 1994 Montana’s average tuition was \$27 below the 15 western states’ average; in 2004 it was \$703 above the average. Montanans must now pay a 40% higher share of their incomes for resident tuition and fees than residents of the other western states. The average student debt for a Montana university graduate is \$20,000 and rising. With these trends, it is no surprise that in 2000-01 the college participation rate for Montana students from low-income families was 28% compared to 42% for the general population. According to *Measuring Up 2000* (a national report card on higher education), the state of Montana received a grade of “D-” for affordability. In 2002, the affordability grade sank to “F” and remained there in 2004.

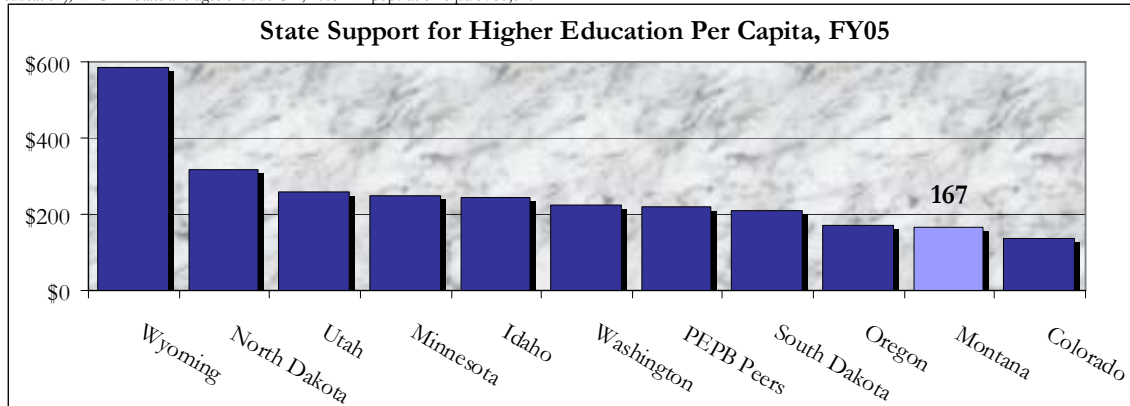
- 1) Increase the amount of state support as a percentage of total personal income relative to peer states and historical levels.

Table 1.3.1

**State Support for Higher Education Per Capita & Per \$1000 of Personal Income**

PEPB Peer States	State Support Per Capita			State Support Per \$1000 of Personal Income		
	FY 1995*	FY 2005	FY 2010 (goal)	FY 1995	FY 2005	FY 2010 (goal)
Colorado	\$190	\$137		\$6.17	\$3.86	
Idaho	290	245		11.55	9.37	
Minnesota	291	248		9.28	6.90	
<b>Montana</b>	<b>198</b>	<b>167</b>	<b>\$223</b>	<b>8.18</b>	<b>6.08</b>	<b>\$6.43</b>
North Dakota	316	317		12.12	10.86	
Oregon	239	172		8.41	5.68	
South Dakota	184	211		6.97	6.93	
Utah	274	258		11.63	9.90	
Washington	232	225		7.49	6.50	
Wyoming	433	586		15.49	17.24	
United States	\$239	\$243		\$7.91	\$7.42	
WICHE States	257	234		9.08	7.56	
PEPB Peers	250	219		9.06	7.37	

\*adjusted for inflation  
 source: State Higher Education Executive Officers, State Higher Education Finance Report (FY 05)  
 PEPB Peers include: CO, ID, MN, ND, OR, SD, UT, WA, WY; data represent weighted averages  
 note: *State Support* includes state & local govt support for higher education general operating expenses (i.e. gross tax and nontax support for public and independent higher education); WICHE State averages exclude CA.; 2005 MT population equals 935,670



2) Decrease tuition as a percentage of median household income.

Table 1.3.2

**Ratio of Tuition and Fees to Median Household Income**

Public Institutions, 1993-94, 2003-04

Institutional Type	1993-94	1998-99	2003-04
<b>2-year Institutions</b>			
Montana	5.0%	6.2%	7.4%
WICHE States	3.4%	3.7%	4.3%
<b>4-year Institutions</b>			
Montana	6.8%	8.4%	10.5%
WICHE States	5.4%	6.2%	7.4%
<b>Doctoral Institutions</b>			
Montana	7.6%	8.9%	12.1%
WICHE States	6.2%	7.0%	8.4%

source: WICHE

note: Tuition and fees used in the calculation are the mean tuition and fees within each sector for each state. The WICHE average median household income was calculated as a simple average of the 15 member states (excluding CA).

*While this indicator is useful, goals were not set because projections related to median income are difficult to accurately project.*

**Goal I (4): Work collaboratively with the K-12 education system to increase high school academic preparedness, completion, and concurrent enrollment programs.**

**Background**

With the precipitous decline in high school graduates over the next decade, the university system’s ability to grow and meet the increasing need for skilled workers in the state depends on getting a higher proportion of students to enter postsecondary education. We also know that most students’ expectations of whether or not they will attend college are set in middle school and early high school. This means any successful strategy must involve a partnership with K-12 education to reach students early and often.

Many Montana students and families need additional support and assistance in order to aspire to, prepare for, and successfully complete postsecondary education. According to *The Education Resources Institute*, individuals from families with limited postsecondary experience are much less likely to have the personal or institutional connections through which students typically receive encouragement and guidance to pursue higher education. School counselors attempt to meet these needs for all students, but are often unable to do so as a result of limited time and resources. Montanans enrolling in postsecondary education sometimes also lack adequate preparation. The numbers of students taking college remedial courses is evidence of this problem. The issue is particularly pronounced for non-traditional students who have been out of high school for an extended period of time and typically require considerable remedial coursework to succeed in postsecondary education.

Dual enrollment programs serve to promote more educational options, save students’ time and money on a college degree, provide greater academic opportunities for students in small rural schools, and increase student aspirations to go to college at the two- or four-year level. However, Montana’s dual enrollment programs are not offered in a consistent manner across the educational system. They are few in number and inconsistent in nomenclature, prerequisites, cost and application. Consequently, a Montana student’s access to dual enrollment is, to a large degree, dependent upon where they live and go to school.

Finally, it is important that Montana colleges are viewed as attractive options for our “best and brightest.” As important as it is to improve college-going rates for our average students, it is equally important to retain more of our gifted students. The quality of an academic experience is greatly enhanced by diversity of the student body and by academic competitiveness among students. There is also a greater likelihood that students who leave the state for college will not return to our workforce. Clearly, it is in the interest of our students, colleges, and our economy that our public institutions are correctly viewed as a place to gain a world-class education at an affordable price.

**1) Expand outreach to at-risk and disadvantaged students as to the importance and accessibility of postsecondary education and the quality of the Montana University System.**

The Commissioner of Higher Education and the Board of Regents are working together with Montana’s Student Assistance Foundation (SAF) and other partners to develop a statewide access network that will coordinate and promote access services throughout Montana. With assistance from the National College Access Network (NCAN), SAF, and the Department of Labor a comprehensive Inventory and Gap Analysis has been completed in March 2006. This analysis identified and mapped career and college outreach services throughout Montana. With NCAN’s continued support, this group is working to design and implement steps to eliminate gaps in student support & outreach within the state.

The goal for 2006 is to identify long-term objectives and targets for measuring progress toward these objectives.

**2) Expand outreach to top academic achievers graduating from Montana high schools as to the importance and accessibility of postsecondary education and the quality of the Montana University System.**

Table 1.4.2

**Top Performing Students in the Montana University System**  
 Montana High School Graduates Attending MSU-Bozeman & UM-Missoula  
*Note: Data are currently available for only MSU-Bozeman and UM-Missoula*

MSU - Bozeman & UM - Missoula	Fall 2003	Fall 2004	Fall 2005	Fall 2006 (est.)	Fall 2009 (goal)
<b>ACT Top Quartile</b>					
Freshmen taking ACT	1,811	2,231	2,033		
# of Freshmen scoring in top quartile*	605	715	676		
% scoring in top quartile	33%	32%	33%		
<b>Top 10% of High School Class</b>					
Freshmen Reporting High School Percentile	2,303	2,357	2,443		
# of Freshmen in top 10% of high school class	373	388	394		
% in top 10% of high school class	16%	16%	16%		

\*score between 25 & 36  
 source: MUS institutional report



### 3) Increase dual enrollment and advanced placement programs

Table 1.4.3

#### Advanced Placement Testing in Montana High Schools

	2000-01	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Number of Students Taking Exam	1,688	1,886	1,927	1,996	2,189		
Number of Exams Taken	2,368	2,763	2,726	3,029	3,250		
Exams Scoring 3 or Higher	1,543	1,964	1,894	2,144	2,115		
% Exams Scoring 3 or Higher	65%	71%	69%	71%	65%		

Dual-enrollment and dual-credit are not measured consistently across the state. This lack of consistency, particularly with regard to transcribing, means that current data is unreliable or unavailable. The OCHE has surveyed individual two-year programs to attempt to determine baseline data for existing dual-enrollment & credit, but the response rate for this survey was low. Consequently, no reliable baseline data exists as to the current extent of dual-enrollment & credit in the state.

A dual-enrollment task force has been convened by the Board of Education P-20 Committee to review current status and to recommend policy that would provide consistency and standardization in dual-enrollment offerings. Three areas of concern remain:

- Courses to be offered;
- K-12 licensure of postsecondary faculty; and
- Compliance with ARM 10.55.907 for distance delivery.

Until this task force resolves these major policy issues, and better data are available for current dual-enrollment & credit participation, it is not possible to set meaningful goals in this area.

**Goals for 2006-2007:**

- Develop reliable data systems to measure dual-enrollment & credit across the state;
- Continue working with the P-20 Committee to reach agreement on the major policy impediments to expanding dual-enrollment & credit; and
- Establish subsequent goals for 2007-2010 based on this baseline data.

### 4) Increase high school graduation rates.

Table 1.4.4

#### Public High School Graduation Rate

Percentage of 9th Graders Graduating from High School Four Years Later

States	High School Graduating Classes					
	1997-98	1999-00	2001-02	2003-04	2006-07 (est.)	2009-10 (goal)
Montana	80%	78%	78%	79%		
WICHE States	70%	69%	70%	72%		

source: higheredinfo.org; Tom Mortenson Postsecondary Opportunity, 2003-04 data obtained from NCES Digest of Education Statistics  
 Note: calculations for WICHE states exclude CA

**Goal I (5): Increase postsecondary enrollment of traditional and non-traditional students through expanded outreach programs, evening/weekend programs, and 2-year programs.**

**Background**

Despite Montana’s relatively low wages, our state has many high-paying jobs that go unfilled – in health care, construction, manufacturing, for example – due to a shortage of appropriately trained workers. A fundamental characteristic of the global and knowledge-based economy is that workers must be highly skilled in order to have the high productivity needed to command growing wages. This requires a good entry-level skill base and continual upgrading of skills over time as technology in the workplace changes – at an ever increasing rate. Certainly, some of this training is provided by employers in the workplace. But increasingly, due to increasing costs and complexity, businesses across the country are relying on a region’s higher education system to be active partners in providing the training needed.

The state’s demographics are also changing rapidly. Over the next two decades, we will have about 1,500 fewer high school graduates per year than we do today. It is simply not possible for the university system to sustain itself or our growing economy if we continue to rely on the traditional pipeline of students. Our campuses must expand outreach to non-traditional students, who are frequently place-bound or in rural areas, if they are to continue to support the economic growth of the state.

**1. Increase enrollment in two-year programs.**

Table 1.5.1

**Enrollment at 2-year Institutions**  
Student FTE

Montana University System Educational Units	Fiscal Years								
	2000	2001	2002	2003	2004	2005	2006	2007 estimate	2010 projected
<b>Colleges of Technology</b>									
Billings COT	509	474	509	580	660	668	668	699	770
Great Falls COT	766	834	952	1,053	1,098	1,093	1,186	1,271	1,593
Missoula COT	776	797	803	886	895	916	1,019	1,095	1,255
MT Tech COT	310	285	295	233	260	280	303	322	360
Helena COT	704	724	736	738	749	684	733	743	776
<b>Total COT</b>	3,065	3,114	3,295	3,490	3,662	3,641	3,910	4,130	4,754
<b>Year-to-year % change</b>		1.6%	5.8%	5.9%	4.9%	-0.6%	7.4%	5.6%	5.0%
<b>Community Colleges</b>									
Dawson CC	429	413	445	415	450	497	500	545	438
Flathead Valley CC	1,186	1,174	1,289	1,414	1,642	1,457	1,369	1,625	1,545
Miles CC	465	506	509	473	509	542	469	550	727
<b>Total CC's</b>	2,080	2,093	2,243	2,302	2,601	2,496	2,338	2,720	2,709
<b>Year-to-year % change</b>		0.6%	7.2%	2.6%	13.0%	-4.0%	-6.3%	16.3%	-0.1%

source: MUS Official Enrollment Report; 2007 to 2010 percent change is an average annual percent change

**2. Increase programs and classes for non-traditional students, including evening and weekend programs.**

The university system does not currently compile consistent system-wide data on the numbers of programs/classes for non-traditional students in evening/weekend programs. The goal for 2006 is to agree on a common definition for “non-traditional” student, as well as “outreach program”, and compile benchmark data on what the university system is currently offering. Subsequent goals for increasing the number of these programs will then be developed by the end of 2006.

**Goal I (6): Improve distance and on-line learning by coordinating online delivery of education across the entire Montana University System.**

**Background**

The current method of providing distance and distributed courses and programs in Montana is decentralized. The Montana University System provides an electronic catalogue of distance education courses offered by system campuses, but that catalogue is essentially an electronic link to each campus and its own, individual description of distance opportunities available at that campus. Each institution within the Montana University System decides which programs and courses will be offered in a distance format. Each institution also decides how and where those programs will be offered and in which medium, with only modest consultation with other educational institutions throughout the State. Most of the institutions in the Montana University System also handle their own support service programs, like admissions, registration, tuition, financial aid, and advising. Disparities are confusing and costly for students, especially students who use the offerings of more than one campus to earn their degree or to supplement their already-acquired credentials.

There is no common approach among distance education providers to address the crucial issues affecting affordability and quality – tuition, duplication, articulation agreements between programs or institutions, transfer of coursework, and best practices in teaching, assessment, and support services. There is very little consistency in services or support for distance education students, who often do their coursework in an isolated setting far from the institution providing the classes. Consequently, Montana is not using technology to the fullest advantage in providing more accessible and efficient education to our citizens.

**How we will measure our progress:**

The Director of Distance Education Business Development will work with the Distance Learning Advisory Council to implement the goals for 2006-2007 and develop appropriate subsequent measures of progress for 2007-2010.

**Goals for 2006 – June 2007:**

- Develop an accurate and updated inventory of: 1) degree programs, and 2) certificate programs, by institution, at the undergraduate and graduate levels.
- Develop an inventory of credit courses, CPE courses, professional courses, and non-credit courses, by institution.
- Develop an inventory of how programs and courses are delivered by each institution, both organizationally and by mode of delivery, and the tuition and fee structures for each, by institution.
- Survey all campuses to determine web-based student services and support offered for distance learning students.

(continued)

- Survey all campuses to determine how distance learning courses are being identified and reported, how they appear on the student transcripts, and whether distance education credit hour generation is being reported for FTE formula funding purposes.
- Identify, by campus, the barriers, rewards, incentives, and opportunities for grant writing and academic program collaborations that could support expanded distance education.
- Create and implement a common portal or gateway for a system approach to distance learning opportunities for the citizens of Montana, beginning with general education core courses.
- Develop and implement at least two collaborative efforts to meet academic program needs of students, businesses, and/or citizens, using existing resources in the process. The initial focus will be on opportunities for teacher education (including Indian Education for All training) and healthcare worker education.
- Ensure distance education programs at all campuses show evidence of supporting best practices in on-line education as identified by accrediting bodies.
- Develop subsequent distance education goals for 2007-2010.

## **Goal II: Assist in the expansion and improvement of the state's economy through the development of high value jobs and the diversification of the economic base.**

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The state ranks 50<sup>th</sup> (lowest) in average wages and is generally in the bottom ten states in terms of per capita income, household income and other measures of wealth per person. But with unemployment continuing near all-time lows, it is not the number of jobs in the state that need to increase. Montana needs more high-paying jobs.

In an economy that continues to globalize, Montana companies must compete with lower wage economies around the world. Higher wages can only be sustained if the value of a person's work is increased. Global competitiveness demands that, over the long-term, wages will reflect the value of the labor performed. The term for this is "productivity" and there are fundamentally two ways it increases – by increasing the skill level of the worker and/or through the use of new technology. In both of these areas, the Montana University System plays a large role in advancing the state's economy and creating more high-paying jobs.

### **Strategic initiatives we will undertake to achieve this goal**

- Implement a statewide healthcare worker initiative to allocate \$4 million in the 2008-09 biennium for targeted healthcare training program expansion.
- Continue to support the use of indirect cost recovery by the research campuses to support expanded infrastructure for research and commercialization.
- Continue to implement two-year program equipment and program expansion (\$5 million in 2006-07 biennium) and support additional one-time-only appropriations for continued equipment and program expansion.
- Develop the necessary inter-agency agreements and create a comprehensive statewide education tracking system for students from K-12 through postsecondary education and into the workforce.

Note: One-Time-Only Requests for the 2008-09 biennium that have not yet been approved by the Executive Budget Office or the Board of Regents are not included.

**Goal II (1): Increase responsiveness to workforce development needs by expanding and developing programs in high demand fields in the state.**

**Background**

The availability of a skilled workforce has become one of the most important issues for attracting, retaining, and growing businesses that provide higher paying jobs. Workforce skill level is a key driver of innovation and productivity improvement across all industries. The success of Montana’s economy depends on our ability to provide the skilled workers needed for jobs that exist, or will exist, in our state. The Montana University System is by far the largest source of educated and trained workers for our businesses. If our programs are not responsive to the changing needs of Montana businesses, we cannot hope to retain our citizens or grow our income levels.

In an environment of limited funding support, however, it is critical that we align limited resources for public higher education with the needs of the economy. Traditional liberal arts education must remain a foundation of the system, because the general skills it imparts are central to business innovation and individual success. And, given the expenses involved in technical education, there simply are not enough resources to provide high-quality training for every job that might exist in the state. The highest priority must be given to student and employer demands in fields where current or projected job creation outstrips the capacity of the higher education system to produce trained graduates.

Until recently, however, there has been no consistent system-wide, on-going evaluation of the educational needs of business and industry, K-12 students or the average citizen. As a consequence, the State had no way to determine the unmet needs of employers or the missing skills of workers. With research conducted by the University of Montana Bureau of Business and Economic Research at the request of the Board of Regents, we now have this data and can track the progress of the university system in providing appropriately trained workers for our businesses.

**1) Increase employer satisfaction with graduates.**

Prior to 2006, the Montana University System has not had a systematic means to measure employer satisfaction, although most campuses evaluated this in some way. Using the recently completed statewide business survey commissioned by the Board of Regents, baseline information is now available. The first year objective is to work with the 2-year Council to develop 2010 goals.

Table 2.1.1

**Montana Business Recruiting and Worker Preparation Survey, 2005**

Workforce Indicators	2005	2010 (goals)
Percent of businesses statewide stating they are very likely to use customized, non-degree training provided by MUS institutions.	5%	
Percent of businesses indicating they had some or a great deal of contact with the 2-year college in their area.	34%	
Percent of businesses indicating that the two 2-year college in their community was doing a good or excellent job.	59%	
Percent of businesses indicating that the two 2-year college in their community was responsive.	33%	

source: UM Bureau of Business & Economic Research, Montana Business Recruiting Survey

**2) Increase degrees and certificates awarded in high-demand occupational fields.**

Table 2.1.2

**MUS Degrees Awarded in Healthcare**

Degrees	1994-95	1999-00	2004-05	2006-07 (est.)	2009-10 (goals)
2-year degrees & certificates	288	313	482		
4-year degrees & above	337	278	327		
Total	625	591	809		

source: IPEDS Completions Survey healthcare equals CIP code 51.00  
note: data include community colleges

The Board of Regents has identified healthcare and construction occupations as the top priorities for training workers in high-demand occupations.

Measuring healthcare certificates and degrees is relatively straightforward and done consistently across campuses. Historical data are available and a reasonable proxy for overall level of training provided by the MUS for this industry. The Board of Regents has recently convened a Healthcare Task Force to evaluate and prioritize efforts to increase the number of healthcare workers in the state. This task force will work through 2006-2007 to help the Board set goals for the number and type of healthcare workers the MUS should produce to meet the needs of the state in the next decade.

Construction trades education is not easily measured for two principle reasons. First, many workers receive training which does not necessarily lead to a formal certificate or degree. Second, the definition of what types of programs are categorized as construction-trades related is not well developed and consistently applied across the MUS. Historical data is therefore not readily available in a useable form. Much better data, by occupation, must be developed before meaningful baseline information or goals can be determined.

**Goals for 2006-2007:**

- Develop, with the support of the Healthcare Advisory Group, goals for healthcare worker training for 2007-2010; and
- Develop a consistent definition of what programs and training are included in construction trades across the MUS and to set prospective goals for 2010.



### 3) Increase job placement rates.

OCHE is working to establish a systematic mechanism for tracking students from college to Montana’s workforce through a linkage of postsecondary data to the unemployment insurance wage database. Under the guidelines of the Family Educational and Privacy Rights Act (FERPA), numerous states have set precedent in successfully developing student tracking systems between multiple state agencies for the purpose of evaluating and improving programs.

OCHE currently receives a match of 2-year program completers with workforce records for the purpose of measuring Carl D. Perkins performance indicators. These data yield useful information, however the effort must be expanded to include students completing programs at all levels throughout the MUS.

In order to build a comprehensive picture, it is essential to develop a statewide tracking system capable of following cohorts of students from high school, through college, and into the workforce. Currently, data sources and opportunities exist that could allow for the exchange of student and workforce information between the Office of Public Instruction (OPI), Montana University System (MUS), and the Department of Labor. Each entity is responsible for a critical portion of the information needed to track students:

- OPI is establishing a statewide data system capable of providing extracts of recent high school graduates;
- MUS administers a centralized student data warehouse that provides postsecondary enrollment tracking; and
- The Montana Department of Labor & Industry stores employment records that identify entry into Montana’s workforce.

Given these existing data sources and opportunities for sharing information, it is critical that these three state agencies work together to exchange the necessary data to develop a tracking system capable of providing a comprehensive view of students’ progression and entry into the workforce.

**Goals for 2006-2007:**

- Develop the necessary inter-agency agreements and create a comprehensive statewide tracking system; and
- Establish subsequent goals for 2007-2010 based on this baseline data.

### 4) Grow enrollment, for certificates and degrees, in 2-year programs.

Table 2.1.4

**Associate Degrees Conferred**  
(Associate of Arts, Associate of Science, & Associate of Applied Science)  
1999-00 to 2004-05

Institutional Type	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Colleges of Technology	632	674	687	764	800	772		
Community Colleges	450	392	408	448	511	523		
Integrated 2-year Programs*	153	145	148	188	175	166		
<b>Total</b>	<b>1235</b>	<b>1211</b>	<b>1243</b>	<b>1400</b>	<b>1486</b>	<b>1461</b>		
<b>% Change (annual)</b>		<b>-2%</b>	<b>3%</b>	<b>13%</b>	<b>6%</b>	<b>-2%</b>		

\*UM-Western & MSU-Northern  
source: IPEDS Completions Survey

**Goal II (2): Establish collaborative programs among institutions, the private sector, and the state to expand research, technology transfer, the commercialization of new technologies, and the development of our entrepreneurs.**

**Background**

In a report recently published by the Office of the Governor, Montana is home to 2,721 advanced technology establishments of which 626 have five or more employees. These companies directly employ a total of almost 12,000 individuals whose earnings are significantly higher than the state’s annual average wage of about \$25,700. Many of these firms already have strong relationships with the Montana University System and all rely on continuous innovation and the deployment of new technology to be successful.

Because Montana lacks the large corporate headquarters that typically conduct private sector research, a large portion of our state’s expenditures for research derive from the university system or its partnerships with our state’s businesses. This research is in itself a large industry, putting approximately \$175 million (2005) of “outside” money directly into the Montana economy. Growing research in the university system increases high-paying jobs. To fully leverage this research, however, we must continue to work hard to commercialize that innovation in our own economy.

Of course, no quality research university will ever be able to find a home for all its technology in the local economy. Cutting edge research is by its nature global, and Montana will never have all the resident companies needed to commercialize all of our research. But the Montana University System does generate considerable intellectual property that is suitable for development within the state. With very limited resources, the university system has already established a number of quite successful partnerships with Montana businesses. What the state does not have is many resources to identify and coordinate new, or currently unidentified, opportunities – particularly with businesses that are not physically located near one of the major research campuses. There are also very few resources available to coordinate state-wide efforts between the various MUS technology transfer offices – so businesses located near one campus, that might benefit from technology residing at a different campus, have a difficult time finding the needed resources.

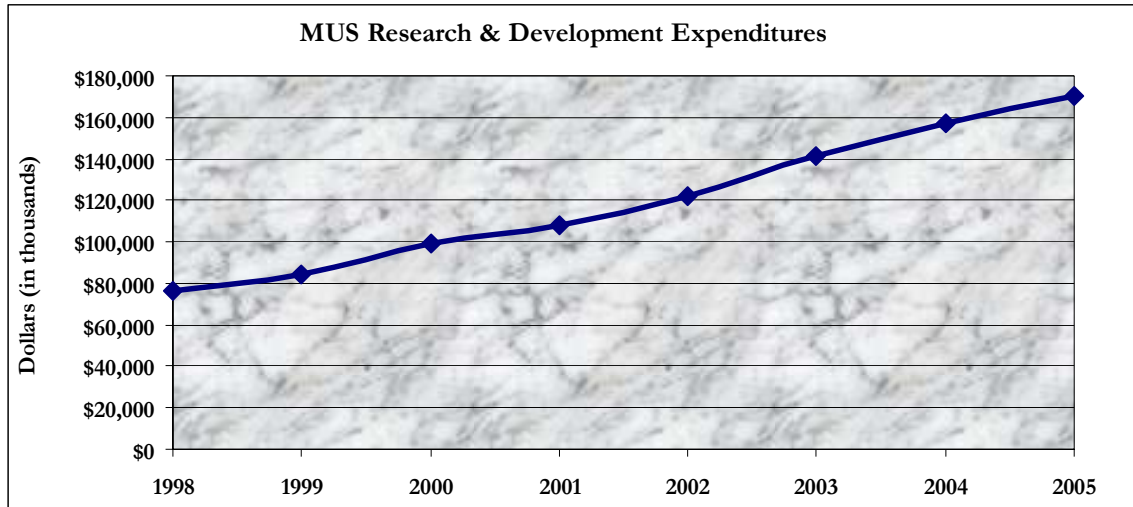
**1) Increase research & development receipts and expenditures.**

Table 2.2.1

**MUS Research & Development Expenditures**

MUS R&D Expenditures	2005	2010 (goal)
Estimated R&D Expenditures	\$175,000,000	\$240,000,000

source:1998-2003 NSF, 2004 & 2005 estimated by MUS



2) Increase technology licenses with Montana businesses.

Table 2.2.2

Technology Transfer Activity, 2000-2005

Technology Transfer Activities	Total 2000-2005	2006-2010 (goal)
Patents Issued	197	240
Active Licenses (Total)	150	180
Active Licenses (MT Companies)	83	110
Percent Licenses w/ MT Companies	55%	59%
License/Patent Revenues	\$527,484	\$1,900,000
Reimbursed Patent Costs from Licenses	\$731,595	\$2,000,000

source: MUS Institutional Reports

License/patent revenues are cumulative gross revenues during period, but do not include reimbursed patent costs. Reimbursed patent costs are licensee payments to cover direct costs by the institution for filing & maintaining patents.

### **Goal III: Improve institutional and system efficiency and effectiveness.**

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The Montana University System is an almost \$1 billion per year enterprise providing employment for about 7,000 Montanans. Clearly, in any enterprise of this size there will be some inefficiencies and imperfections. The university system realizes, however, that unless it does everything reasonably possible to be effective with its current resources it cannot credibly ask for much-needed higher levels of sustained funding and support. Even though General Fund appropriations comprise only about 15% of total university system revenues, the taxpayers still contribute about \$150 million per year ('06 biennium) and have a right to demand accountability for this spending. Our students, who bear an increasing portion of the cost of their public education, also deserve a system that provides a high quality education as efficiently as possible and allows them to have reasonable portability among the institutions in the system.

A critical ingredient of accountability is being able to accurately measure changes in the system and progress toward long-term goals. This includes the ability to measure student success and financial efficiency. While the individual campuses have extensive data, the Commissioner and Regents have very little quality system-wide data, which in turn makes it hard to track system-wide changes or progress. What data do exist are usually compiled manually from information provided by the respective campuses. It is difficult to track system performance and nearly impossible to evaluate time series data. The problem only worsens with the adoption of this strategic plan that, if it is to be credible, requires tracking progress toward meaningful long-term performance goals.

#### **Strategic initiatives we will undertake to achieve this goal**

- Implement a student transferability and data initiative and allocate \$1.9 million in the 2008-09 biennium to improve transferability among institutions.
- Create and maintain an integrated student data system.
- Complete a major revision of the MUS funding allocation model by the end of 2006.
- Maintain the proportion of spending for instruction, academic support, and student services (aggregated) above 70% of total expenditures.

Note: One-Time-Only Requests for the 2008-09 biennium that have not yet been approved by the Executive Budget Office or the Board of Regents are not included.

**Goal III (1): Improve the accuracy, consistency and accessibility of system data, including the continued development of a comprehensive data warehouse.**

**Background**

Good policy begins with good information. Policymakers, inside and outside the university system, need to have reliable data that will provide an accurate picture of performance and conditions in their state.

Student information can be particularly complicated. Without comprehensive, Montana-specific data it is difficult to determine which citizens are being precluded from a postsecondary education, or are not successful in completing a postsecondary education. Current information about Montana’s postsecondary education “continuum” is not readily available or routinely reported. Montana lacks a student unit record system to track students throughout their educational careers and data are not consistently disaggregated to allow an analysis of the participation and performance of sub-groups such as low-income or minority students. This makes targeting high-need segments of the Montana population difficult. The University System must be poised to be able to combine the records from the Office of Public Instruction’s Education Data Warehouse and Student Level Record System project with higher education student records. This is the only way we will be able to evaluate the effectiveness of Montana’s entire P-20 education system.

The current standard reports from the MUS Student Data Warehouse focus on enrollment—at either the census date (third week) or end of term. From that data we are able to know the enrollment, residency status, country and county of origin, age, race, and other general demographic information regarding the MUS student population. In order for us to do a meaningful assessment of system student achievement, we will also need to be able to determine accurately (and readily) student data such as entering test scores, remedial course work, GPA, student progress, matriculation, retention, and completions. These data are captured in the campuses’ student data warehouses, but is not easily accessible from the system data warehouse.

The MUS at least has a student data warehouse, albeit one that needs improvements. Data related to finance (budgets, revenues, expenses, accounting), payroll, and financial aid are available only through the campuses’ systems and are not available in a central, electronically accessible location. These additional data elements (finance, HR, and financial aid) are critical pieces of performance evaluation and accountability measures.

## How we will measure our progress:

### Goals for 2006-07:

- Establish position for an institutional information and research professional at OCHE to provide leadership for system-wide data issues.
- Enhance/expand OCHE reporting capabilities using the MUS student data warehouse, to include a systematic means for tracking students, measuring student success, and addressing transferability issues.
- Expand OCHE's student data warehouse to encompass all public, postsecondary enrollments in Montana, including student records from the community colleges.
- Develop linkages between K-12, postsecondary, and labor information in order to produce a method for annually tracking student cohorts from high school to college to the workforce.
- Design and implement financial, human resource, and financial aid components of OCHE's data warehouse.

**Goal III (2): Deliver efficient and coordinated services.**

**Background**

In order for the university system to maintain credibility and continually improve its ability to serve the citizens of this state it must be efficient in the use of its resources. But measuring efficiency in higher education can be difficult. Typical business-like measures of increasing through-put and “profit center” accounting can have significant and deleterious effects on quality. Yet, the taxpayers and our students deserve accountability for the way in which we spend their money.

One reasonable measure of financial accountability is how much it costs to educate a student over time and relative to our peer institutions. While these are certainly imperfect measures of efficiency, the Montana University System needs to evaluate its costs relative to other institutions that have missions similar to our own. The system must also be diligent in ensuring that it allocates the resources it does have in a way that remains focused on its primary missions. A common criticism of all public education, higher education and K-12, is that too much money is spent on overhead or administration and not enough for student education. True or not, this issue demands that higher education evaluate constantly and communicate effectively the manner in which it allocates and uses its resources.

Another measure of efficiency is how well the university system is coordinating among its various campuses. A good measure of this is how effectively students can move between these campuses. Montana has eight university system campuses, three community colleges, and seven tribal colleges located throughout the state. It is important to maintain these campuses because we have a geographically large state and proximity of a postsecondary institution correlates positively with participation in higher education. A consequence of this is, however, that we have a number of relatively small institutions that cannot possibly offer all the training and education that every student at that campus requires. In our state more than 60% of bachelor degree graduates have transferred between institutions at least once.

Of course, student transfers often involve a change of major or other personal choices that can make previous coursework bear relatively little relationship to the new course of study. However, students and parents do have the right to expect that similar courses at the various campuses within the system are given similar recognition across the state. Transferability indicates the ease with which students’ previous courses move between institutions and are applied to new requirements of a new institution. It is a key measure of how well our campuses are operating efficiently as a system for the benefit of our students.

1) Expenditures per student relative to peer institutions and history.

Table 3.2.1(a)

**Expenditures per Student FTE**  
4-year, Public Institutions

PEPB Peer States	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Colorado	\$8,427	\$8,142	\$8,116	\$8,214		
Idaho	11,080	10,524	10,647	11,433		
Minnesota	13,570	13,535	13,334	13,169		
<b>Montana</b>	<b>8,306</b>	<b>8,745</b>	<b>9,151</b>	<b>9,570</b>	9,938	
North Dakota	9,453	9,670	9,697	11,000		
Oregon	11,889	11,733	11,925	12,484		
South Dakota	8,569	8,739	8,981	9,630		
Utah	9,660	9,314	10,047	10,626		
Washington	13,432	13,361	13,308	13,940		
Wyoming	13,464	14,555	14,979	15,375		
PEPB States (avg.)	\$10,785	\$10,832	\$11,018	\$11,510		

source: IPEDS Finance Survey

Note: Expenditures represent funds derived from state and local appropriations, as well as tuition and fees. 2004-05 data for CO & WY were not available on 5/4/06, as a result, they are estimates based on the 2005 SHEEO SHEF report and 3-year weighted averages.

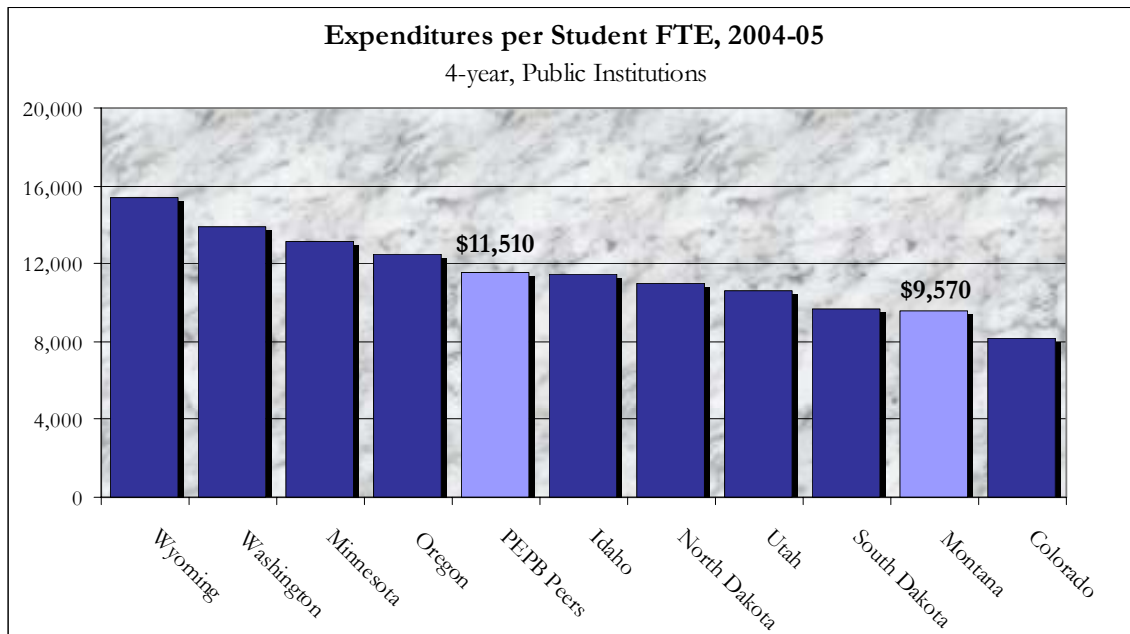




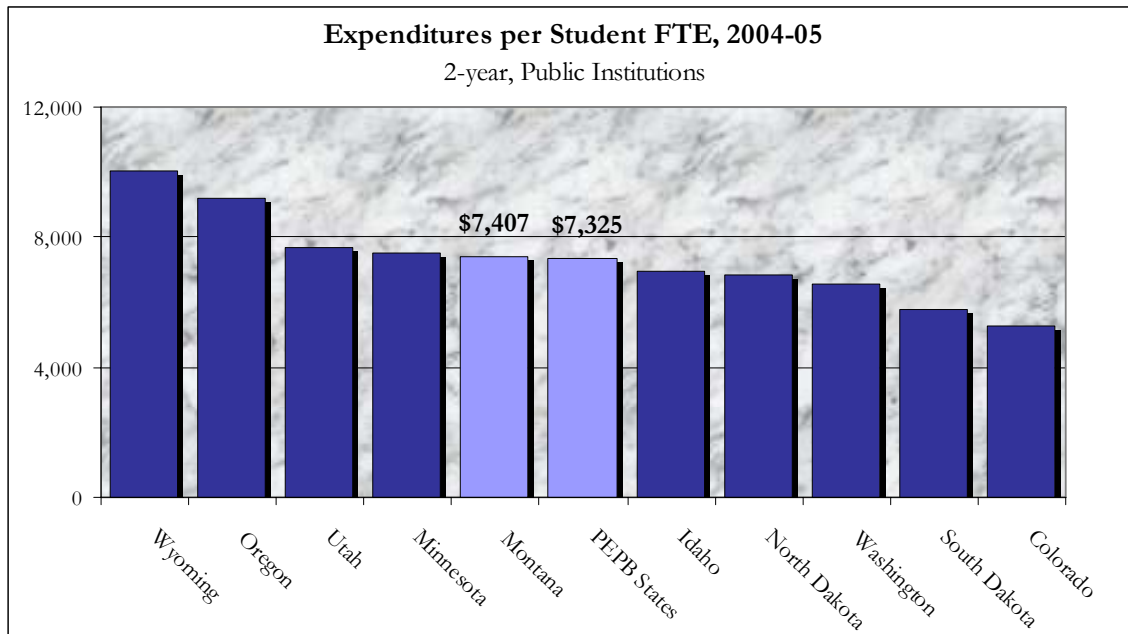
Table 3.2.1(b)

**Expenditures per Student FTE**  
2-year, Public Institutions

PEPB Peer States	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Colorado	\$5,677	\$5,038	\$5,186	\$5,248	7,908	
Idaho	8,372	6,853	6,782	6,966		
Minnesota	8,312	7,907	7,613	7,502		
<b>Montana</b>	<b>7,057</b>	<b>6,752</b>	<b>7,038</b>	<b>7,407</b>		
North Dakota	6,428	6,726	6,598	6,839		
Oregon	9,260	7,624	10,466	9,203		
South Dakota	5,226	5,335	5,417	5,782		
Utah	7,092	7,013	7,370	7,676		
Washington	6,774	6,847	6,261	6,563		
Wyoming	9,521	9,790	9,297	10,061		
PEPB States (avg.)	7,372	6,989	7,203	7,325		

source: IPEDS Finance Survey

Note: Expenditures represent state and local appropriations, as well as tuition and fees; MT totals include: MSU-GF, UM-Helena, MCC, DCC, & FVCC; MT-TECH-COT, UM-Missoula-COT & MSU-Billings-COT IPEDS financial information is included with the 4-year institutions; 2004-05 data for CO were not available on 5/4/06, as a result an estimate was made based on information in the 2005 SHEEO SHEF report.



**2) Percentage of expenditures in instruction, research, public service, academic support, student services, institutional support, plant operation and maintenance, and scholarships.**

Table 3.2.2

**MUS Expenditures by Category**

Expenditure Categories	1985	1995	2005
Instruction	53%	54%	52%
Research	1%	1%	1%
Public Service	0%	1%	1%
Academic Support	11%	11%	12%
Student Services	9%	9%	7%
Institutional Support	10%	9%	9%
Operation of Plant	13%	12%	12%
Scholarships/Fellowships/Waivers	2%	4%	7%

source: OCHIE Operating Budgets

**2010 Goal:** Instruction + Academic Support + Student Services remains above 70%

**3) Improve articulation and transferability among all 2-year and 4- year institutions, including community colleges and tribal colleges.**

**The following goals for transferability were adopted at the March 2006 meeting of the Board of Regents**

- Facilitate the transfer process for students who start at a 2-year institution and decide to continue their education at a 4-year institution.
- Develop multiple pathways that transfer students can follow to complete their postsecondary educational plans. Those pathways may include course equivalency guides, articulation agreements, common learning outcomes, common coursework or course content, “block” transfers, and other creative options.
- Reduce the number of credits that transfer students need to complete so that the number is as close to the total number of credits required to earn a degree as possible. (i.e. 60-72 credits for an associate degree and 120-128 for a baccalaureate degree, depending on the degree program.)
- Develop policies and procedures that clarify and simplify the transfer process; and provide complete and comprehensive transfer information for students in the Montana University System.

**By the end of 2006, we will develop 2007-2010 goals for the following measures:**

- Percent of students earning “transfer” associate degrees\* who transfer to a MUS 4-year institution in the semester immediately following graduation.
- Percent of students earning "transfer" associate degrees\* who transfer to a 4-year MUS institution in the semester immediately following graduation and graduate from college with a Bachelor's degree within three years of transferring.
- Credits to Degree: comparison of total credits earned by transfer students at the time of graduation to the average number earned by non-transfer students.

\*Associate of Arts, Associate of Science, & Associate of Business

**Goal III (3): Reconstruct the budget allocation model consistent with state and system policy goals and objectives.**

**Background**

The Montana Legislature allocates the vast majority of funding for our education units in a “lump sum” that is then allocated by the Regents to the individual institutions within the system. How these funds are allocated is central to every strategic objective of the Board. The current allocation model is more than a decade old and is, at best, complicated and difficult to understand. In order to achieve the goals and objectives in this strategic plan, the basic funding allocation model must be significantly revised. To be an effective tool for achieving our strategic goals, the new allocation model should, at a minimum:

- Focus on financing for the state system, not only funding for the individual campuses;
- Be transparent as to the policy choices of the Regents, Legislature, and executive branch;
- Provide a framework for dealing with allocations to institutions, tuition revenues, financial aid, and mandatory fee waivers;
- Have a specific fund dedicated to furthering Regents’ priorities;
- Reward institutions for aggressively seeking revenues from sources other than students and the state;
- Protect institutional viability by moderating the short-term effects of enrollment changes;
- Provide incentives for institutions to collaborate as a system;
- Ensure equity of funding among all institutions;
- Maintain a base of education quality for all institutions;
- Maintain a differential between 2-year and 4-year tuition.

**How we will measure our progress:**

The new allocation model will be completed and in use for allocating funds throughout the university system in the 2008-2009 biennium.



# A MUS Plan for Next Generation Networking

## COMPACT VERSION

R.Ford - University of Montana, M.Sheehan - Montana State University  
May 2006

The University of  
**Montana**



# The Montana Networking Challenge

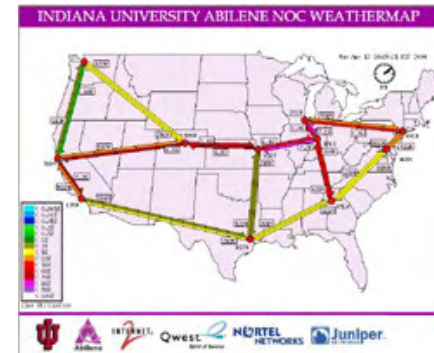
**“In our region we have a lot of dirt between the light bulbs.”**

*Conrad Burns, US Senator from Montana*

Gross network costs tend to be directly proportional to physical distance, while cost per user is based on the number of network users -- having relatively few users spaced relatively far apart presents real fiscal barriers.

*The challenge is to find a way to*

- (a) get Montana on the national network map (reducing distance to national services), and*
- (b) leverage that to get infrastructure built out within the state and region to connect more users.*



**National Research & Education Core Network Maps**  
Above-Internet2, Below - National Lambda Rail



# MUS/MT Networking - The State Picture

## SUMMITNET CHALLENGE/OPPORTUNITY

The MUS and MT/ITSD have long been partners in the state network SummitNet, but distances and limited availability of services have always posed challenges

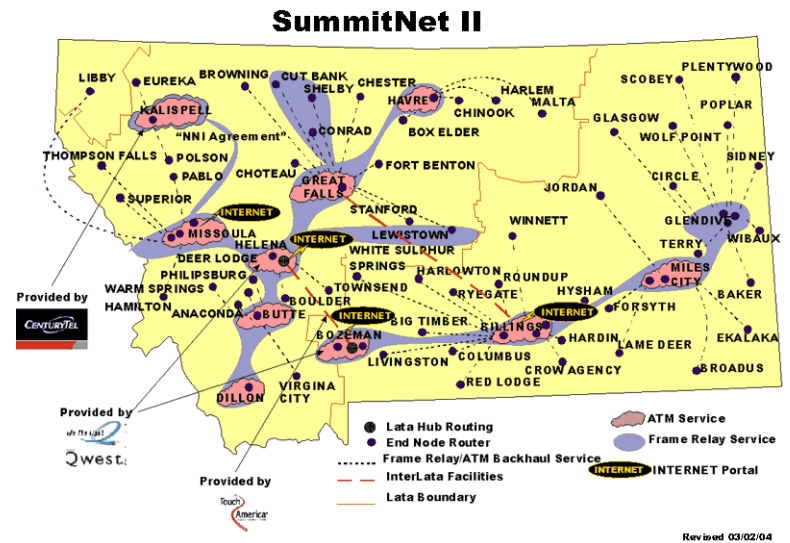
SummitNet II is built around a **core** that connects **aggregation points** in the major cities (which are also the MUS/CC cities). It has spawned development at the aggregation points, but has only minor impact beyond that.

The SummitNet II **contracted services** approach hired Qwest to integrate assets and services from a variety of vendors in order to offer (vintage-1999) network services to the State and MUS.

The SummitNet II contract ends in June 2007, so planning for SummitNet III is underway.

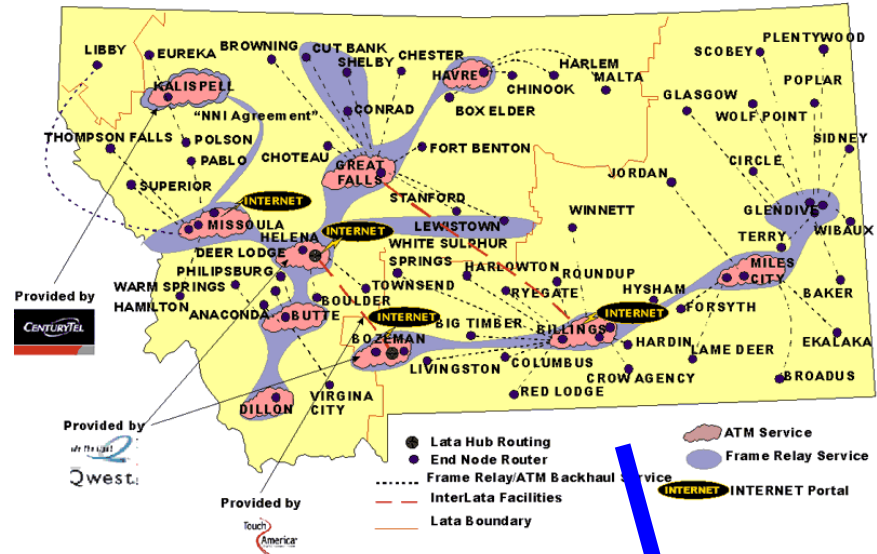
Planning includes looking at state-of-the art levels of service, a different service model, and enhanced regional/national connectivity.

UM, MSU, and MT/ITSD are on the same page ...



# MUS/MT Networking - The State Picture

## SummitNet II



R&E Internet2/NLR  
To Seattle



### Current Connection to National Networks

Commodity internet traffic travels to aggregation points in Seattle or Denver

Research & Education traffic travels to Seattle for connection to Internet2 and/or NLR

Connections serving Montana are older technology and thus lower capacity/higher cost

The SummitNet III/Northern Tier Network Consortium, seeks to enable state-of-the-art connections between Montana and national aggregation points

Commodity internet  
To Denver



Revised 03/02/04



# MUS/MT Networking - The National Picture

## NORTHERN TIER CHALLENGE/OPPORTUNITY

The MUS must connect to national research and education networks. The closest connection is in Seattle (backup is Minneapolis). Buying traditional service over long distances is expensive, which limits connectivity.

ATT's "Gridfiber" program makes dark fiber available via a grant anywhere ATT has fiber, including the (roughly) I90/94 route from Seattle to Minneapolis.

The **Northern Tier Networking Consortium** was formed three years ago with universities and state agencies from WA, ID, MT, ND, SD, MN, WI, IA, NB that all face similar networking challenges.

NTNC members from MT, ND, SD, and ID received a \$200K National Science Foundation Planning Grant to evaluate networking opportunities in the northern tier, including utilization of ATT fiber.

MSU and partners received \$10M National Institutes of Health Lariat Grant to enhance networking in several western states -- the plan is to dovetail the MT part with a SummitNet III plan.

UM, MSU, MT/ITSD are on the same page as other NTNC states and their members ...



# State and National/Regional Opportunities Meet

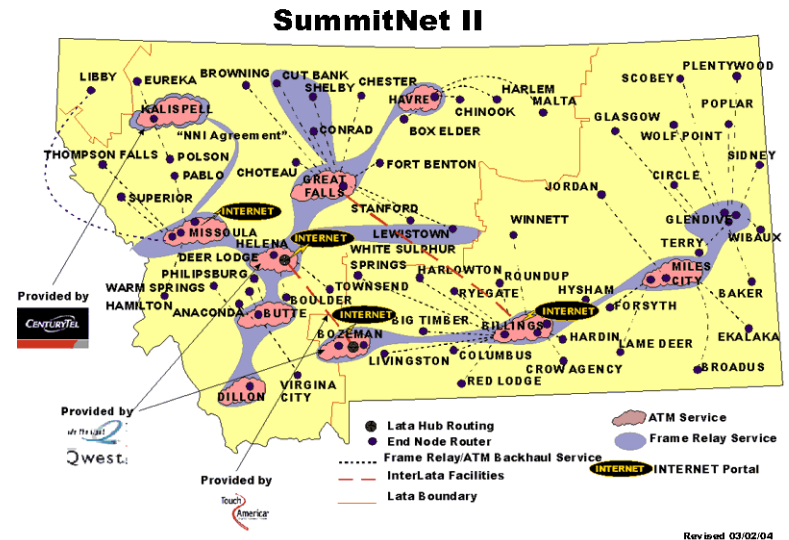
## TENTATIVE “SUMMITNET IIP” PLAN (MUS+ITSD)

A conclusion in the NTNC planning effort is that

- Dark fiber available under the ATT grant program from Seattle to Minneapolis (I90/94) is an asset that state/university consortia can and should utilize
- MT and ND should use this asset as a key part of their in-state and inter-state networks to meet state, regional, and national network objectives (and “seed” broader economic development objectives)

The MUS and MT/ITSD are now actively exploring this in the design of SummitNet III. Concurrently, NDUS and ND/ITD are doing the same, and both MT and ND are actively negotiating with their national R&E network connection partners in WA and MN

The goal in all cases is to **achieve more with less** in terms of state, regional, and national networking. Within the state, the idea is that by saving money on the I90/94 core we can invest more money on the “spurs” and at the “edges” to extend advanced networking elsewhere within the state.



# SummitNet III Networking - A Different Approach

## CONTRACTED vs FACILITIES BASED SERVICES

*Contracted Services:* A partnership between the user (who holds no assets) and a vendor who is responsible for integrating assets from a variety of other vendors in order to provide service.

*Facilities Based Services:* A user holds assets and creates partnerships with **multiple vendors**, who manage the user's assets, provide other assets, and link in additional contracted services.

Neither approach is always better/worse than the other, but if the user already owns assets the facilities based approach tends to work well.

The SummitNet III tentative plan is

- MUS will acquire the ATT fiber in partnership with its national R&E network partner (the Pacific Northwest Gigapop in Seattle)
- MUS and ITSD will cooperate with various vendors to create a network using the ATT fiber on the "trunk" route, and other facilities elsewhere
- Lowering the trunk costs will allow MUS/ITSD to dramatically expand bandwidth at current costs **and** push more services and development to the SummitNet "edges".

The Summitnet III plan **IS NOT** a plan to build a state network to compete with vendors -- it **IS** a plan to take advantage of current opportunity (ATT fiber) and new technology to establish new relationships and development opportunities with vendors, to the benefit of the state and its citizens.

# SUMMARY

UM, MSU, and ITSD are cooperating on a plan for the new SummitNet that will take a different approach to creating a state network -- one that will stay within existing operational costs, but dramatically enhance networking in terms of available bandwidth on the trunk and capabilities on spurs and at the edges

The plan is based on

- UM/MSU working with existing R&E network partners to acquire dark fiber assets from ATT.
- UM/MSU and ITSD cooperating to form vendor partnerships to maintain and operate the fiber, provide services on it, and connect it to other vendor provided facilities around the state.
- ITSD taking the lead to push services and development beyond the traditional aggregation points to expand opportunities more broadly around the state.

The plan changes the nature of the vendor partnership for SummitNet from one big “integrated network services” contract, to possibly several contracts for several types of service, BUT DOES NOT PUT THE MUS OR ITSD IN COMPETITION WITH VENDORS.

ITEM 131-107-R0506

**Approval of University System Computer Disposal Policy**

**THAT:**

The Board of Regents of Higher Education approves the new policy on appropriate disposal of computers and electronic storage devices.

**EXPLANATION:**

The State of Montana recently adopted a policy for all state agencies to follow regarding appropriate procedures for disposal or transfer of any state-owned computers or electronic storage devices. This state policy was developed in response to several incidents in which potentially sensitive data was present on computers disposed of by state agencies. IT professionals from both UM and MSU agreed that it would be difficult for the MUS to implement the state policy precisely as written, but the principal of having a uniform policy for the MUS was sound.

The MUS disposes of thousands of computers and storage devices (including CDs, disks, and other external storage medium) each year. Many computers are donated (to local K-12 schools, for example) and others are discarded. Each campus has its own procedures for ensuring sensitive information is removed from data storage devices (e.g. hard drives) prior to disposition. While campus level policies provide flexibility, they also lead to some inconsistencies that increase the potential for inadvertent dissemination of sensitive information, particularly with regard to protected student data.

The proposed policy was developed jointly by the Commissioner's Office, MSU and UM. It has as its foundation the policy developed for state agencies, but has been modified to allow for better implementation by the MUS. The team that developed this policy also believes this MUS policy provides slightly better safeguards than the state agency policy.



**ITEM 131-107-R0506**

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION  
Policy and Procedures Manual**

**SUBJECT: INFORMATION TECHNOLOGY**

**Policy 1308 – Disposal of Computer Storage Devices (New)**

*Effective \_\_\_\_\_; Issued \_\_\_\_\_*

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**SCOPE**

This policy applies to all campuses of the Montana University System including the Office of the Commissioner of Higher Education and to all departments, offices, and employees thereof. It addresses disposal of electronic information storage devices owned by campuses of the Montana University System, including those contained within or attached to personal computers, servers, laptops, PDAs, or any other computing devices, accessory equipment, or stand alone devices that store electronic data, information, and/or software programs.

This policy does not apply to electronic information storage devices, as described above, that are used by a campus of the Montana University System but are owned by a contractor, granting agency, service provider, or other entity that is external to the Montana University System, or is used exclusively for the purpose of supporting grant- or contract-related activities where the granting agency or contractor retains ownership of data associated with the activity.

**PURPOSE**

When information technology (IT) equipment is in normal use, it is assumed that the entity to which the equipment is assigned (the “Owner”) is responsible for guaranteeing appropriate security for all information stored on or maintained by that equipment. When the owner wishes to dispose of that equipment, explicit action must be taken to assure that confidential information does not remain accessible to a new owner. The responsibility of assuring that information security is maintained during disposal ultimately falls to the chief executive officer of the campus where the equipment is located but may, at the CEO’s discretion, be delegated to the original owner, a central campus authority such as the campus IT department, or to a specific individual. For purposes of this policy, the party to whom the campus CEO assigns this operational responsibility for assuring information security will hereinafter be called the “Responsible Party.”

Sensitive information includes data required by federal or state law to be protected from disclosure to individuals and entities both inside and outside of the Montana University System. For purposes of this policy, sensitive information also includes proprietary software that is licensed to campuses of the Montana University System, which must be protected against unauthorized distribution.

This policy outlines disposal requirements for protecting these IT assets by either of two methods: (1) destruction of the IT device; or, (2) complete removal of all electronic data from the computer storage device. The responsible party must perform at least one of these actions before disposing of the device.

## DEFINITIONS

Owner	The MUS department, division, or other administrative unit that is directly responsible for the management and maintenance of the computer and/or computer storage device or media.
Disposal	An authorized change of ownership for an IT storage device -- the original owner disposes of the device and gives up responsibility; a new owner obtains the device and accepts responsibility. As a special case the device is destroyed -- there is no new owner and responsibility for management ceases.
Computer Storage Device	Includes, but is not limited to: personal computers with hard drives, servers with hard drives, other assets with hard drives or loose/unattached hard drives.
Cleaning or Cleaned	A process used to assure that data is destroyed or removed from an IT storage device. This may be achieved by physical destruction of the device or by the proper use of specialized software utility programs that overwrite the data so that it is unrecoverable. Note: This cleaning process is also known as a "sanitizing" or "scrubbing" process.
Removable storage Media	Includes, but is not limited to: floppy diskettes, compact disks (CD's), magnetic tapes, digital video devices (DVD's), Zip media, Flash media, and all other similar removable media.
Physical Destruction	To incinerate, pulverize, shred, or melt or otherwise destroy the computer storage device, removable storage media, or component so as to render it incapable of storing or retrieving electronic data or software programs.

## DISPOSAL REQUIREMENTS

All computer storage devices and removable storage media must be cleaned prior to disposal, regardless of how their owner chooses to dispose of them. This includes but is not limited to internal transfers, transfers between campuses and/or state agencies, disposal through standard surplus equipment processes, and donation to a public school or to the Office of Public Instruction. Owners disposing equipment through the state Property and Supply Bureau's surplus equipment program should contact their campus property management office or the Property and Supply Bureau for any additional requirements.

The owner must work with the Responsible Party designated for that campus to assure that disposal conforms to the following requirements.

1. All data maintained specifically by the owner and any software programs that are licensed exclusively to the owner must be removed from storage devices and/or media prior to their disposal, except that legally licensed operating system software (e.g., Microsoft Windows) that is tied to a specific computer serial number and which may be legally transferred with the computer to another licensee, may remain on (or may be restored to) the storage device following the cleaning process. (Note: Because of the varying circumstances under which computers may have been acquired, it is the responsibility of the owner to determine, prior to transferring any licensed operating system software, whether it is legally permissible to do so.)
2. Alternatively, if data and/or software programs contained on the storage device and/or media cannot be removed according to the following process, then that device and/or media must be destroyed.
3. To remove data and software from rewritable storage devices or media, the Responsible Party must use a Department of Defense (DoD) 5220.22-compliant sanitation program or an equivalent



method of removal or destruction of data and software (such as high-intensity degaussing of magnetic storage media) that will effectively sanitize the hard drive. To be DoD 5220.22-compliant, programs must use the DoD's "three-pass" process to: (1) overwrite all electronically addressable locations on the device with a character; (2) overwrite it again with the same character's complement bit configuration; and then (3) overwrite it again with a random character. Finally, the program must perform a verification process to assure that the cleaning has been accomplished.

Software products are available, both freeware and purchased, that comply with DoD requirements for storage cleaning. See the [State of Montana's software standards](http://www.discoveringmontana.com/itsd/policy/ByCategory.asp) at <<http://www.discoveringmontana.com/itsd/policy/ByCategory.asp>> for a list of acceptable products.

For more information from the DoD regarding the topic of Automated Information System Security, see the [Department of Defense three pass process](http://www.dtic.mil/whs/directives/corres/pdf/522022m_0195/cp8.pdf) at <[http://www.dtic.mil/whs/directives/corres/pdf/522022m\\_0195/cp8.pdf](http://www.dtic.mil/whs/directives/corres/pdf/522022m_0195/cp8.pdf)>.

4. If the data storage device cannot be put through this process because it is not functional or because it is not rewritable, the device must be physically destroyed.
5. All removable storage media must be cleaned using a method such as high-intensity degaussing or must be physically destroyed.
6. The owner is responsible for maintaining documentation on all electronic data storage devices (e.g., PCs, laptops, servers, PDAs) that have been either destroyed or sanitized. The owner must retain these records for two years following disposal.

The disposal records shall contain the following information:

- a. Device identification (vendor serial number or equivalent)
- b. Date of cleaning
- c. Employee name performing cleaning
- d. Method of cleaning
- e. Destination/new owner of device (includes "destroyed/none")
- f. Responsible Party sign-off

## **IMPLEMENTATION**

If the campus CEO has explicitly assigned a specific campus unit or person as the Responsible Party, an owner MUST transfer all computers and removable storage media to that Responsible Party for disposal, even if the final destination is another on-campus unit. In the absence of the explicit assignment of this responsibility to a specific unit or person, the owner retains full responsibility to clean computers and media before disposing of them in any manner.

## **BACKGROUND**

This policy is based in large part on a similar policy created by the Information Technology Security Office of the Information Technology Services Division for the State of Montana. Information contained in this policy originated from the Section 1-0250.00, MOM.



**INFORMATIONAL**

**Review of Residency Changes and the Related Policies**

**THAT:**

The attached histories of residency changes at both the University of Montana and Montana State University do not indicate a significant change in the number of residency changes in recent years.

**EXPLANATION:**

Some change in residency status is unavoidable because federal law requires that states not impose irrebuttable presumptions of nonresidency on newcomers to the state. For this reason, the Board of Regents' residency policy presumes students coming from out-of-state to attend a postsecondary institution are nonresidents but also recognizes that such a presumption is rebuttable. Students who do the things expected of Montana residents and who can demonstrate reasons for being in Montana other than the attendance at college may achieve Montana resident status at some point during their college careers. This is appropriate under federal law and Board of Regents policy.

**CONCLUSION:**

We do not recommend any changes to Board of Regents policies regarding residency determination.



Review Residency Conversion

**APPROVED RESIDENCY PETITIONS\*  
(CHANGE IN FEE STATUS TO IN-STATE)  
OFFICE OF THE REGISTRAR & ENROLLMENT SERVICES  
MONTANA STATE UNIVERSITY-BOZEMAN**

<u>YEAR</u>	<u>SUMMER</u>	<u>FALL</u>	<u>SPRING</u>	<u>TOTAL</u>
2005-06	37	250	68	355
2004-05	31	242	87	360
2003-04	29	159	83	271
2002-03	36	192	97	325
2001-02	43	205	109	357
2000-01	31	175	106	312
1999-2000	33	172	68	273
1998-99	30	165	85	280
1997-98	42	168	87	297
1996-97	27	187	99	313
1995-96	25	150	84	259
1994-95	25	112	70	207
1993-94	35	221	82	338
1992-93	31	147	119	297
1991-92	16	98	83	197

\*Note: this data indicates all petitions & appeals submitted, which includes new, continuing, returning, undergraduate and graduate students.

Bonnie B. Ashley, Associate Registrar  
3/21/06

## University of Montana - Residency Changes Per Term

Year	Fall	Winter	Spring	Summer	Total
2005-06	119	N/A	58		
2004-05	124	N/A	81	43	248
2003-04	104	N/A	78	23	205
2002-03	126	N/A	69	27	222
2001-02	130	N/A	53	26	209
2000-01	73	N/A	52	19	144
1999-00	123	N/A	98	12	233
1998-99	157	N/A	72	23	252
1997-98	167	N/A	90	47	304
1996-97	146	N/A	95	33	274
1995-96	137	N/A	71	28	236
1994-95	119	N/A	82	22	223
1993-94	313	N/A	135	18	466
1992-93	294	N/A	117	31	442
1991-92	240	80	50	20	390
1990-91	170	69	51	24	314
1989-90	208	71	32	17	328
1988-89	148	66	37	16	267
1987-88	131	61	29	15	236
1986-87	150	61	44	18	273
1985-86	190	65	56	36	347

If you focus on the fall terms (some are semesters and some quarters), you will see the pattern is pretty stable except for three years in the early 1990's when significant increases occurred. In 1994 a revised policy from the Regents reduced the number of changes. Since that time the numbers have not increased. The pattern for spring terms is similar. Although opinions will vary concerning size, I do not believe the number of changes is particularly large.

Secondly, I will offer a couple of observations.

- (1) As I understand the situation case law on the national scene requires that students be given a real opportunity to change residency, so some change is unavoidable.
- (2) Changes do result in loss of revenue, but if the policy is being interpreted correctly by administrators than the loss of revenue is also correct.
- (3) Some students whose origins were from other than Montana would never enroll if change was not possible.
- (4) Changes resulted in less loss of revenue in earlier years when Montana contributed more fully in the support of resident students.

I hope this information is useful.

Phil

**CAMPUS REPORTS**  
**Board of Regents Meeting**  
**May 31-June 2, 2006**  
**Havre, Montana**

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**Flathead Valley Community College**  
**Jane Karas, President**

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- The Flathead Valley Community College Board of Trustees approved the bid award for the construction of the **Occupational Trades Building**. The Board unanimously accepted the low bid of \$4,021,100 submitted by Oswood Construction of Great Falls. The building is scheduled to be completed in December of this year.
- The Flathead Valley Community College Foundation will host its **Springtime in the Rockies 2006** fundraising event June 4-9 to benefit FVCC student scholarships and programs. The event will consist of four Great Chef Dinners prepared by some of the Flathead Valley's finest chefs at their restaurants, a beer tasting and the Grand Wine Tasting.
- Flathead Valley Community College inducted its newest members into **Phi Theta Kappa** of the Alpha Iota Pi Chapter March 21. **Thirty-one students** who obtained at least 12 credit hours from FVCC while receiving a minimum grade point average of 3.5 were inducted into the international honor society of two-year colleges. The organization also held its officer elections for the 2006-2007 academic year, and three out of the five elected officers attended the 2006 International Convention for Phi Theta Kappa in Seattle April 20-22.
- Kelly Chapman, executive vice-president foundation activities from the **Student Assistance Foundation** based in Helena, presented FVCC an award for **\$39,000** through the Foundation's Acce\$\$ Grant Program at the college's Board of Trustees April meeting. These funds are awarded to students through the FVCC Financial Aid office.
- FVCC Student Senate hosted a **Battle of the Bands** competition April 7. More than 400 people attended the competition raising \$1,000 to help send two FVCC students to the National Business Professionals of America Conference in Orlando, Fla.
- FVCC and **Culinary Arts Instructor Hillary Ginepra** hosted an **all-day event** to present the degree program to area high school students April 26. Approximately 40 students from Flathead, Bigfork and Columbia Falls High Schools attended to learn about the program and watch demonstrations.
- The **Ambassadors & Alumni Association** of Flathead Valley Community College hosted a complimentary coffee and conversation April 28 at the Bibler Home and Gardens in Kalispell. Guest presenter and **FVCC Art Instructor John Rawlings** lectured on the history of several of the pieces of the Bibler Collection.
- Flathead Valley Community College hosted its **10<sup>th</sup> annual career fair** March 15. Nearly 200 students and alumni met with area businesses and organizations to learn more about the businesses and programs as well as gather additional information about career opportunities.
- The Montana Campus Compact Raise Your Voice Program and Flathead Valley Community College welcomed more than 100 participants for the second annual **Student Training Institute** April 7- 9. Workshop sessions focused on a variety of topics such as ways to mobilize students, become involved in community service, expand the student voice in higher education and build networks and coalitions. FVCC President Jane Karas and **Kalispell Mayor Pam Kennedy** welcomed the participants to the institute, and Flathead High School Social Studies Instructor Richard Hildner served as keynote speaker.
- The FVCC Foundation hosted its second annual spring tours of the **Bibler Home and Gardens** May 6, 7, 13 and 14. Proceeds will benefit student scholarships and programs at the college.
- Flathead Valley Community College hosted its first annual **Habitat University**, a day long event that will provide awareness about the Habitat for Humanity organization and homelessness. Approximately 125 Kalispell Junior High students attended the day-long event which involved various activities from role playing different persons experiencing homelessness and trying to locate housing to writing letters to local law makers advocating for affordable housing.
- Flathead Valley Community College hosted its **2006 Honors Symposium** lecture series this spring. The seven-part lecture series entitled, "**Jefferson's Wall: America's Debate Over Church and State**," welcomed more than 1,300 community members and students attended the public lectures.

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**Miles Community College**  
**President Darrel L. Hammon**

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- **Dr. Beth Krueger**, Dean of Academic Affairs, wrote and published *Miles City Fire and Rescue Services*, a document summarizing fire and emergency medical services provide by Miles City Fire and Rescue.

- **Pauline Flotkoetter** has been appointed to the Montana Nurses Association Board of Directors. She previously served on the board for four years 1998-2002.
- The **First Annual Miles Community College "Blue and Silver" Art Exhibit** was on display at the Judson H Flower Jr. Library from March 28 through Tuesday, April 25. The exhibit consists of mixed media like photography, water color painting, pencil drawing, cartooning, sculpture, or needlework art. Faculty and staff members exhibiting were **Brett Badgett, Wally Badgett, Tucker Bolton, Donna Faber, Darrel Hammon, Beth Krueger, Melinda Lynnes, Mary Quintus, Ann Rutherford, and Sarah Vernholm.**
- The **Sagebrush Federation** met at the Judson H. Flower J. Library at Miles Community College on March 25th. Darlene Staffeldt, the State Librarian and one of the Library Commissioners attended the meeting.
- **Aga Lorenc**, a sophomore at Miles Community College, became just the second Lady Pioneer honored as an All-American. Lorenc was named to the Kodak/Women's Basketball Coaches Association Honorable Mention All-American Team.
- **Miles Community College** was recently highlighted in the *Juco Review* (March 2006). The *Juco Review* is the official publication of the National Junior College Athletic Association.
- The Miles Community College **Pioneers clinched their 6<sup>th</sup> consecutive MonDak regular season title** on Wednesday, April 26, 2006 with a sweep of Dawson at Denton Field in Miles City. They also won the Mon-Dak Championship and are heading to the Region XIII tournament in Mandan, North Dakota.
- Miles Community College just completed its **ten-year accreditation** through Northwest Commission on Colleges and Universities.
- Miles Community College has **collaborated in partnership with Montana College of Technology in Butte to offer a Radiologic Technology program.** The Radiology Tech program will allow students to take the general education requirements from Miles Community College with web-based Internet radiologic technology courses offered through Montana Tech College of Technology. An on-site instructor will provide clinical instruction and supervision.
- Miles Community College was awarded a **GEAR-UP grant** for \$23,730. The Summer Discovery 2006 GEAR UP will include a variety of educational venues for 7<sup>th</sup> through 9<sup>th</sup> grade students to experience on-campus life and enjoy activities that simulate the culture and times of the Lewis and Clark expedition.
- Miles Community College was recently awarded a **\$13,500 grant for Indian Education for All Implementation Assistance from the Montana Office of Public Instruction (OPI).** The grant award will be used to increase awareness and understanding regarding American Indians of Montana, including both historical and contemporary representations in curriculum. **Robin Gerber**, Miles Community College Social Sciences instructor, wrote the grant and is the director for the "Full Circle" project.
- The Miles Community College chapter of the **Psi Beta national collegiate honor society in Psychology** conducted a successful food drive on Thursday and Friday, March 30-31. Psi Beta collected and delivered 150 pounds of non-perishable food items to the Custer County Food Bank. The Psi Beta chapter appreciates all students, staff, and community members who donated to support this community service.
- **Miles Community College and Montana State University-Bozeman** recently signed a 2+2 Agri-business articulated program, which begins a formal educational partnership between the College of Agriculture at MSU and Miles Community College. Within the next year our institutions plan to formalize additional agreements in the areas of Animal Sciences and in Agricultural Education/Agricultural Operations Technology to further strengthen the ties between us.
- Miles Community College **photography students** participated in a local photo contest. One student, **Aaron Meidinger**, received an Honorable Mention award. The class also entered photos in the first annual college art show at the Art and Heritage Center in Sidney, MT.
- One component of the **IT 214 Desktop Publishing** class is a service learning project. The students contact business owners who would like brochures, business cards, stationery, etc, designed for their businesses. The class is finishing up with this project. It is a good community contact, as well as a real-life learning experience.

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**Montana Tech of The University of Montana**  
**Chancellor W. Franklin Gilmore**

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- Montana Tech's 2006 Environmental Design Teams won three first place trophies at the 16<sup>th</sup> International Environmental Design Contest. Engineering, chemistry, occupational safety, and communication students were accompanied to Las Cruces, NM, by faculty advisors Kumar Ganesan and Steve Anderson. In the competition's 16-year history only Montana Tech has won in three tasks.



- Demitri Plessas a senior math major, scored in the top 30% of all students taking the international William Lowell Putnam Exam. Demitri scored 10 pts; the median score was 0 pts and of the 3700 who took the exam, 2700 scored 0 pts.
- Richard Hoffmann, a General Engineering electrical engineering student, was awarded 3rd place for his paper at the regional IEEE conference held in Rexburg, Idaho. His paper, "Development and Test of a Real Time Battery Impedance Estimation System", was the result of research performed under the direction of Dr. John Morrison. This work has also resulted in the application for a patent.
- The Anderson-Carlisle Technical Society of Montana Tech received the 2005 GEM award as the Outstanding Student Chapter of the Society for Mining, Metallurgy, and Exploration. The award was presented at the Society's Annual Meeting Banquet in St. Louis, MO on March 29<sup>th</sup>.
- Schlumberger Ltd., the leading provider of oil field services and technology to the international petroleum industry, has donated specialized software valued at \$3 million to the Montana Tech of The University of Montana. The software, which is used in oil and gas exploration and production, will allow geological and petroleum engineering students to study subsurface geology and geophysics.
- Mike Stickney attended the 100<sup>th</sup> annual meeting of the Seismological Society of America on April 17-22 in San Francisco, CA to present a poster on the 25 July 2005 Dillon earthquake, the largest on-shore U.S. earthquake during 2005.
- Dr. Courtney Young gave a plenary talk at the 7th International Gold Symposium held in Lima, Peru, May 3-5, 2006, on "Cyanide Stewardship: Recycling vs Destruction."
- Dr. Kumar Ganesan has received funding from the Montana Board of Research and Commercialization Technology for his filter system to remove mercury from coal fired power plants with an efficiency of over 90%. The device has been tested in Colstrip and the funding from the MBRCT will allow further testing for larger air flow rates leading to a commercial system.
- Dr. Grant Mitman presented a paper at the Association of Environmental Health and Sciences West Coast Conference on Soils, Sediments, and Water, March 13-16, in San Diego. His topic was Algal Bioremediation of the Berkeley Pit Lake System: An In-Situ Test Using Limnocorrals, by Grant G. Mitman and Nicholas J. Tucci.
- Professor Pat Munday of the Technical Communication program participated in an international New England Workshop on Science & Social Change: "Ecological Restoration as Social Reconstruction," hosted at the Woods Hole Marine Biological Laboratory, April 20 - 23, 2006.
- Liberal Studies Professor Robert Ziegler presented a paper, "Meanings of Pleasure in Octave Mirbeau's 'Le Journal d'une femme de chambre'", at the annual conference of the Society of Dix-neuviémistes, hosted by the University of Edinburgh, Edinburgh, Scotland, on April 1.
- Professor Chad Okrusch of the Professional and Technical Communications department at Montana Tech recently published a paper titled "Care as a Virtue for Journalists" in the Journal of Mass Media Ethics.
- The Montana Tech College of Technology was awarded a \$35,000 competitive Perkins Grant focusing on academically under-prepared students. The grant includes funding for the Fast Track program, mentoring, educational activities, and Blackboard assistance to assure success for students taking on-line courses.

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**Montana State University – Billings**  
**Chancellor Ronald P. Sexton, Ph. D.**

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- MSU-Billings co-sponsored a program to provide volunteer income tax assistance (VITA) to low-income taxpayers, particularly the elderly and handicapped, who file simple tax returns. Co-sponsors of the VITA were the Montana Department of Revenue, the IRS, the American Society of Women Accountants, the Billings Chapter of the Montana Society of CPA's, and Friendship House.
- Dr. David McGinnis, Co-Director, Grants & Sponsored Programs, was selected to be part of a panel on biocomplexity at the American Association for the Advancement of Science national meeting in St. Louis, MO. McGinnis presented his widely acclaimed research and analysis on the complexity in Yellowstone National Park's ecosystem dynamics.
- Dr. Thomas Rust, Professor, Montana State University-Billings, Department of History, was nominated by his students, and will be listed in *Who's Who Among American Teachers*<sup>®</sup>.
- "Go Figure! Using Quantitative Measures to Enhance Program Success" will be presented by Gwen Braun and Leanne Frost, Director & Assistant Director, Academic Support Center at the National Association for Developmental Education. The two were chosen to discuss the effectiveness of MSU-Billings' fully integrated academic support system and to encourage attendees to use quantitative measures to improve developmental education programs to better meet student needs.

- The College of Arts and Sciences students, Jacquelyn Weitz (pianist) and Brianne Roney (soprano) were recently Young Artist winners in the Music Teachers National Association Northwest Divisional Competition. Jacquelyn and Brianne qualified to be among seven national competitors at the national competition in March, which was held in Austin, Texas.
- The MSU-Billings Foundation's Wine & Food Festival, May 15-20, 2006, has become the signature event in Montana and the region for wine and culinary enthusiasts. Net proceeds from the event over the past 12 years have garnered \$4.65 million for student scholarships and academic programs at MSU-Billings.
- Five (5) MSU-B COT students competed at the Montana Skills USA competition, April 3-5, 2006, in Havre, Montana. Under the guidance of Vern Gagnon, Instructor of Automotive Technology at the COT, Kyle Mitchell, Mike Castro, Curtis Lemmon, Robert Orednick and Kirsten Wattle very successfully represented the MSU-B College of Technology in the Diesel and Automotive categories.
- During spring break many MSU-B students spent the week volunteering their skills at the Mid-Yellowstone Valley Habitat for Humanity.
- In the College of Business, three students, Martha Failing, Kimberly Iron & Shelly Other Medicine, successfully competed in the AIBL (American Indian Business Leaders) national small business competition in Phoenix, placing first in the international business simulation competition. The judges were so impressed with the students, they awarded each student with an MBA scholarship to Southern Methodist University. Two other students, Jonathan Wiley and Victor Sargent, will compete in the international Global Village event at Lehigh University in Bethlehem, Pennsylvania this summer. 42 countries will be represented, 95 students will be participating and only 8 students will represent the United States.
- MSU-Billings College Bowl team members, Erin Fladmo, Jed Barton, Anna Johnson and Yacine Zerizef, posted their best showing ever at the national tournament. Team members Fladmo & Barton scored amongst the top 10 scorers in the country.
- The Alumni Awards event honored seven alumni for their dedication to the advancement of education, exemplified by their commitment of professional and/or personal expertise, and their volunteer service to MSU-Billings.
- The Faculty Excellence Awards Banquet and the Staff Appreciation Awards recognized faculty and staff for their outstanding efforts, involvement and service throughout the year in achieving access and excellence at Montana State University-Billings.
- Mr. David McGinnis, Co-Director of Grants & Development, was very successful in acquiring a grant from the National Science Foundation entitled "On-Line Plant Operator Training with Remotely Operated Laboratory Equipment" for the College of Technology in the amount of \$302,504.
- The MontanaPBS Media Lecture Series sponsored by Joe Sample, Montana PBS and Montana State University Billings presented "*An Evening with David Brooks*" with 400+ in attendance. The lecture was followed by a question & answer session.

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### The University of Montana-Missoula

#### President G. M. Dennison

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- **Sarah Halvorson**, associate professor of geography at The University of Montana, has been awarded the McColl Family Fellowship for 2006 by the American Geographical Society. She plans to spend three months in Northern Pakistan making field visits to 10 mountain villages to assess the impact of the recent cataclysmic South Asian earthquake.
- Two University of Montana students took 1<sup>st</sup> place at the national Hearst Journalism Awards Program -- considered the Pulitzers of college journalism. **Stan Pillman**, a senior in broadcast journalism, took first place in the recent radio-news round and **Mike Greener**, a photojournalism student at The University of Montana, won first place in the picture story/series category of; each received \$2,000.
- Scientists, including researcher **Dan Reisenfeld** at The University of Montana, analyzed data from NASA's Cassini spacecraft and have discovered a plume of gas venting from the South Pole of Saturn's moon, Enceladus. The team's work is published in the March 10 issue of Science.
- The new University of Montana Paleontology Center has partnered with Fort Peck Paleontology Inc., a nonprofit organization formed by Eastern Montana residents to promote study of their spectacular fossils. This organization recently delivered a huge cast of a Tyrannosaurus Rex skull to The University of Montana Center.
- The University of Montana continues to be a national leader for earning pharmacy research dollars. In fact, The University of Montana's Skaggs School of Pharmacy tallied \$9.3 million from federal grants and other sources in 2005.
- Two of the most prodigious artists The University of Montana School of Fine Arts has produced,

International recording artist **Gary Herbig**, and actor, singer and playwright **Dennis Kozeluh**, were featured as alumni guest performers at the sixth annual "Odyssey of the Stars – A Celebration of Artistic Journeys."

- University of Montana professor **Stewart Justman**, has been awarded the Popular Culture Association Ray and Pat Browne Award for "Fool's Paradise, The Unreal World of Pop Psychology," the best book by a single author in 2005.
- University of Montana Assistant Professor **Larry Dent** and his research team of **Kari Harris** and **Curtis Noonan** received a two-year, \$70,000 grant from the national Cancer Research and Prevention Foundation to study the effectiveness of pharmacist-delivered programs for smoking cessation.
- University of Montana scientist **Chuck Leonard** researched aboard a NASA aircraft that flies a series of roller-coaster arcs to create weightlessness. Leonard and two University of Montana graduate students conducted experiments in the air high above Houston's Johnson Space Center to test a new hand-held device that measures muscle tone.
- The University of Montana is one of the nation's 150 best-value undergraduate institutions, according to The Princeton Review's 2007 edition of "America's Best Value Colleges." This marks the first time The University of Montana has been included in "America's Best Value Colleges," although the University has been profiled in The Princeton Review's "Best 361 Colleges" for several years.
- **Tom Siegel**, an executive chef with University Dining Services at The University of Montana, cooked his way to an American Culinary Federation gold medal during regional competition in Minneapolis. He will now advance to the NACUFS 2006 National Culinary Challenge in Toronto this July.
- The University of Montana has received a grant from RadioShack Corporation's StreetSenz Community Grant program, which funds local efforts to help families protect children from abduction, violence and abuse. The grant will support the University's Division of Educational Research and Service collaboration with r.a.d.KIDS, a national program that teaches resisting aggression defensively.
- Two University of Montana students, **Hilary Martens** and **Elizabeth Morton**, won prestigious Goldwater Scholarships during the 2006 competition. The awards provide up to \$7,500 per year for university expenses.
- University of Montana researcher **David Shepherd's** lab has landed a five-year, \$1.6 million grant from the National Institutes of Health to study pollution effects on human immune systems.
- University Dining Services at The University of Montana recently won a national marketing award for promoting a campus convenience store. The University of Montana competed in the fifth annual "Best in the Business" Campus C-Store Contest, which is managed by the National Association of College and University Food Service. Dining Services won for promoting its Cascade Country Store in the Lommasson Center.
- **David Micus**, associate registrar at MIT since 2002, will join The University of Montana on 1 July as head registrar. He replaces Phil Bain, who retired in March after more than 32 years of service to The University of Montana.
- **Kelly Hopping** and **Michael O'Brien** received Udall awards in the amount of \$5,000 each this year. Since the program started in 1997, University of Montana students received a total of 24 Udall awards. **Michael** is also one of 10 students nationwide to win the All Nations Louis Stokes Alliance for Minority Participation Student Research Award. He will receive \$2,500 this semester to continue his conservation research project.
- University of Montana Department of Radio-Television students swept first-place awards at the Region 10 convention of the Society of Professional Journalists held in Kennewick, Washington. The University of Montana journalists placed first in every broadcast category in which awards were given for the society's Mark of Excellence competition. Students from The University of Montana also took most of the second- and third-place awards presented at the convention.
- The University of Montana School of Social Work has received a three-year, \$75,000 grant from the John A. Hartford Foundation that will help train students to care for the nation's rapidly increasing older population.
- **Judy Blunt**, author of the 2002 memoir Breaking Clean, has won a coveted Guggenheim Fellowship Award. Blunt, an associate professor in The University of Montana Department of English, is the first faculty member in The University of Montana's Creative Writing Program to receive a Guggenheim Award since Richard Hugo in 1970.
- **Bonnie Allen**, currently associate university librarian at Oregon State University in Corvallis since 1999, will join the University of Montana on 1 July as the Dean of the Maureen and Mike Mansfield Library. Ms. Allen has more than 30 years experience at college libraries.
- **Lisa Swallow**, program director of accounting technology at The University of Montana College of Technology, has been awarded the 2006 Greening UM Award. The award was presented to Swallow by the University's Sustainable Campus Committee for her volunteer time, service, and insight and inspiration in

efforts to promote sustainability in higher education.

- The University of Montana Farm to College Program has surpassed the \$1 million benchmark in purchases of local and regional foods. The Program strives to be a model for institutional local and regional food purchasing. It supports local economies, preserves agricultural heritage, and provides healthy, fresh, delicious food to the campus community.
- Twenty-six top American Indian students have been chosen to attend the first Indian Student Leadership Symposium offered in April by The University of Montana's O'Connor Center for the Rocky Mountain West. Participating students compared and contrasted indigenous philosophies with general systems theory, leadership, and sovereignty.
- The University of Montana College of Arts and Sciences has recognized **Bryan Cochran** and **Adam Nyman** for their teaching excellence and exceptional work with University of Montana students with Winston and Helen Cox Educational Excellence Awards.
- The University of Montana's Center for Leadership Development recently presented the Spring 2006 Outstanding Student Leader Award to **Abdullah Al-Ghamdi**, a University of Montana graduate student, and the center's 2005-06 Sentinel Service Award to **University's American Indian Science and Engineering Society**.

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### **The University of Montana-Helena College of Technology** **Dean Daniel Bingham**

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- UM-Helena Accounting and Business students Laurie Tobol, Joel Overton, Jackie Daniel, and Tyler Schiller prepared a team business plan for Car Spa, LLC, which was selected from 21 statewide submissions as a semi-finalist for the John Ruffatto business plan competition. The competition will be held at UM-Missoula during the month of May.
- Preview Day, UM-Helena's annual open house, was held March 31<sup>st</sup>, with more than 250 prospective students and community members attending. The event provided campus tours and showcased the college's programs through a number of displays.
- The college co-sponsored a Construction Career Fair with the Montana Contractors Association; 12 businesses and companies participated in the day-long session.
- The Automotive Technology program hosted Ford training workshops on CVT (Continuously Variable Transmission) and Basic Electrical, and a Chrysler workshop on CVT Training & Body Electronics.
- Automotive Technology signed an agreement with ATRA (Automatic Transmission Rebuilders Association) to provide instructors with free access to training and students free access to a reference web site.
- Four Machine Tool students are participating in co-op programs with Summit Aeronautics. Machine Tool expects 100% job placement for May 2006 graduates.
- Equipment and materials valued at \$2,800 were donated to the Machine Tool program by The Independent Record, Northwestern Energy, and ASHCT.
- Welding certification of students in Stick & Core Wire resulted in a 98% success rate. Six Welding students are currently participating in co-op programs with local businesses.
- Program software was donated to the Welding program by Fast Cut.
- The Diesel program has completed more than 60 customer-based projects, which amounts to \$150,000 to \$200,000 in parts sales. The program expects 100% placement for May 2006 graduates at average annual salaries of \$45,000.
- The Admissions Office hosted large group tours for students from Thompson Falls, Jefferson County, and St. Ignatius.
- A statewide model curriculum of nursing programs was completed with nursing directors and Deputy Commissioner for Academic Affairs Roger Barber.
- Sandi Dickenson, Executive Director of the Montana Board of Nursing, addressed UM-Helena's nursing students.
- The Electronics program is holding a community-oriented night class in Basic Electricity.
- Office Technology has established job placement opportunities for its OT students with six Helena businesses.
- The artwork of students of adjunct faculty member Tulasi Zimmer is on display at the Lewis & Clark County Library.
- Director of Library Services Janice Bacino presented a half-day workshop for UM-Helena Student Services staff on the basics of assessment planning in higher education.
- Construction Technology students built and installed display rails in the Library for the display of art work.

- The Fire & Rescue program participated in a highly productive Career Fair in Lewistown, Montana.
- Fire & Rescue Director Dave Kneebone has met with Helena Fire Department representatives to discuss an internship class for second-year students.
- Cindy Yarberry, Director of Learning Center & Disabilities Services, hosted a meeting of individuals throughout the state interested in providing better services to deaf students and committed to raising the skill level of interpreters in Montana.
- Learning Center & Disabilities Services visited with Montana Independent Living Project representatives to review ADA issues related to the UM-Helena campus.
- Financial Aid and Business Office staff participated in the federal training on fiscal operations at the Montana Association of Student Financial Aid Administrators (MASFAA) to ensure UM-Helena's compliance with federal regulations.
- The college sponsored a public forum titled Conveniences Sorely Needed: Montana's Historic Bridges presented by UM-Helena adjunct faculty member Jon Axline.
- Life Sciences Instructor Tammy Filliater presented at the Expanding Your Horizons workshop at Montana Tech-UM.
- The General Education program co-sponsored an educational lecture by Dr. Philip Adey.

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**Montana State University-Bozeman**  
**President Geoff Gamble**

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- A new classification system by the **CARNEGIE FOUNDATION** for the Advancement of Teaching recognizes MSU as one of 94 research universities with "very high research activity." Other such institutions are Yale, Harvard, Johns Hopkins and the University of Washington.  
<http://www.montana.edu/cpa/news/nwview.php?article=3487>
- **STEVE SHAW**, electrical engineering professor, recently received a \$400,000 Career Award from the National Science Foundation, one of the NSF's most prestigious honors. The award supports early career development of professors who are integrating research and education.  
<http://www.montana.edu/cpa/news/nwview.php?article=3651>
- The **COLLEGE OF NURSING** recently graduated 160 students including the first 16 to complete upper division classes in Bozeman-area medical facilities.  
<http://www.montana.edu/cpa/news/nwview.php?article=3705>
- **NEIL CORNISH**, associate professor of physics, has been appointed to the 17-member astrophysics committee of NASA's Advisory Council. Among other responsibilities, the committee provides recommendations on how to allocate funding for missions including the Hubble telescope, Constellation X and the Laser Interferometer Space Antenna (LISA).  
<http://www.montana.edu/cpa/news/nwview.php?article=3706>
- **CHRISTOPHER RENNER** (Bozeman/Physics), **ERIC MORSCHHAUSER** (Wappinger Falls, NY/ earth sciences) and **BRITTNEY POLLARD** (Boise, ID / earth sciences), all juniors enrolled in the Honors Program, earned Goldwater Scholarships for excellence in math and science. MSU now has 46 Goldwater winners and ranks 10<sup>th</sup> in the nation for total number of awards.  
<http://www.montana.edu/cpa/news/nwview.php?article=3570>
- **TARA ANDREWS**, extension agent in Custer County, received the Montana Association of Extension 4-H Agents Distinguished Service Award for contributions to youth and her community. Andrews works with 170 4-H kids and 40 volunteers. In addition she delivered more than 80 presentations to Miles City and other area schools on topics ranging from financial calculators to nutrition and food safety. She played a key role in developing after school programs in the area and training new 4-H agents at the regional level through the 4-H institute. <http://www.montana.edu/cpa/news/nwview.php?article=3627>
- More than 100 students presented their work during the annual **UNDERGRADUATE SCHOLARS CONFERENCE**. Projects ranged from gathering data on rates of childhood obesity in a Montana community to modeling Hantavirus transmission in deer mice to tribal tattooing in the Marshall Islands.  
<http://www.montana.edu/usp/ConferenceAbstracts.doc>
- **BOB RYDELL**, department head and professor of history, received one of the Popular Culture Association's 2005 Ray and Pat Browne Book awards for his recently published and co-authored book, *Buffalo Bill in Bologona*. He received the award at the national conference this April.
- Based on the National Science Foundation database, MSU has more than five times more awards from competitive grant proposals that reference **YELLOWSTONE** than any other university. The Institute of Science Web of Science database shows that MSU has more than three times the number of published

scientific articles on Yellowstone than any other university.  
<http://www.montana.edu/cpa/news/nwview.php?article=3542>

- **TIM FORD** and the **DEPARTMENT OF MICROBIOLOGY** recently received \$4 million in funding from the National Institutes for Health Research Facilities Improvement Program to renovate the top two floors of the Cooley Microbiology Labs and to provide utilities (electrical, heating, cooling, etc.) for the entire building. Only nine projects nationwide received awards.

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## The University of Montana-Western Chancellor Richard Storey

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### Accomplishments

- The University of Montana-Western's 2006 Distinguished Alumni Award was presented to Regent Mike Foster of Billings at a dinner on May 12, 2006, recognizing the significant and diverse accomplishments of Regent Foster.
- Dr. Nili Luo currently serves as a National Board Member of the International Association of Asian Studies. Dr. Luo attended NCATE program reviewer training during April 13-16 at San Antonio, Texas and was selected to be one of the ACEI/NCATE reviewers. Dr. Luo also collaborated with fellow UMW faculty member on the following publication:
- Luo, Nili., & Gilliard, Jen. (2006). Crossing the Cultural Divide in Early Childhood Teacher Education Programs: A Study of Chinese Graduate Students' Perception of American Early Care and Education. Accepted to *The Journal of Early Childhood Teacher Education*, June 2006
- In April, Bethany Blankenship was invited to give a talk to International Baccalaureate students at Flathead Valley High School in Kalispell, MT. Her speech entitled "How to Succeed in Your College Composition Class" was delivered to over 300 students.
- Professor Craig Zaspel and collaborators have had an article accepted for publication: "Magnon Excitations in Vortex-State Nanorings", C. E. Zaspel, J. W. Owens, and B. A. Ivanov, to be published in *Low Temperature Physics*.
- Four students and three faculty members from the University of Montana Western made presentations at the yearly meeting of the Montana Academy of Sciences (MAS) in Butte, Mont. on the campus of Montana Tech.
  - Megan Janke of Avon, Montana, Kyle Lund of Great Falls, Montana; Seth Roseberry of Cheyenne, Wyoming and Emily Schock of Saint Ignatius, Montana presented posters. Janke was awarded a prize of \$100 for the best undergraduate presentation poster.
  - The poster presentations were:
    - "A Stochastic Model of Brucellosis (*Brucella abortus*) Epidemiology in the Greater Yellowstone Area." Emily Schock
    - "The *Candida Albicans* KAR2, SSA1 and SSS1 Genes Function Similarly to the *Saccharomyces Cerevisiae* Homologues." By Dr. Michael W. Morrow, Megan Janke and Kyle Lund. Morrow is an assistant professor of biology at Montana Western.
    - "Modeling Aspen Growth in the Rocky Mountains (*Populus tremuloides*)." Seth Roseberry.
- Dr. M. Laurie Henneman and Dr Eric Dyreson made a presentation titled "Dynamic Quantitative Food Webs: From Empirical Data to Predictive Modeling." Dyreson is an associate professor of mathematics at Montana Western. Henneman is an adjunct instructor in the environmental sciences department.
- Professor Rob Thomas was quoted from a presentation given during meetings of the Geological Sciences of America last year in the publication *Science*, one of the most important scientific publications in the world. The quote appeared in the February 10, 2006 in an article titled Evolution: Darwin's place on Campus is Secure—But Not Supreme. The article can be viewed at:  
<http://www.sciencemag.org/cgi/content/full/311/5762/769>
- Professor Gary Lundy has learned that, *Heeltap*, has accepted his poem, "dwell freely. in this. they all together,". He also received news that five poems, "separate the. events. in magic," "poster board. sex ripping. he," "she now knows. once again. as on," "soft utter. the enchanting," and "euphemism. for similar circumstance," have been accepted for publication in *moria*, an online journal.
- Dr. Diana Francis officially launched the third and final novel, "Path of Blood," in her first fantasy trilogy with a book signing at The Bookstore Thursday afternoon, 4 May. She is busy writing the first novel of her second fantasy series.
- Professor O. Alan Weltzien had a personal essay, "From Walla Walla to Wagga Wagga," published in the spring 2006 issue (Vol. 16 No. 2) of *The Montana Professor*.
  - Dr. Weltzien has been selected to serve as a facilitator for a Literature and Medicine Program to run in fall, 2006 at Barrett Hospital. This program, a monthly series for hospital personnel, has successfully run at

St. Patrick's Hospital in Missoula and Clark Fork Valley Hospital in Plains, Montana. To this end, Weltzien will be participating in a four-day workshop in June on the Bowdoin College campus in Maine.

### **Ocean Currents**

- "Ocean Currents" an original production of the University of Montana Western was presented Thursday, April 20 through Sunday, April 23. "Ocean Currents" was written and directed by Montana Western students and faculty. The students are drama education students, and members of the drama education program and the Polynesian Club.

Nani Lee and Mala Afoa choreographed the dance numbers. Students under the direction of Larry Brazil and Judy Ulrich, developed and written the script, designed and built the set and designed and made the colorful costumes.

A group of Montana Western students, as part of their course work, traveled to Hawaii with Larry Brazil. The students met with Hawaiian cultural historians, professional dancers and chanters. The students collected an abundance of material that was used in the creation of "Ocean Currents." "Ocean Currents" featured songs, chants, dances and stories about the legendary trickster god Maui and the goddess Pele.

### **End of First Year of Full Experience One Implementation**

- Wednesday May 10 marked the end of block 8 and the end of the first year at UMW where courses at all levels and in all programs have been offered under Experience One block scheduling. This has been an exciting, successful and sometimes challenging year where students, faculty and staff have been required to totally re-evaluate their methods of teaching, learning, and serving students. Much creativity and hard work has been exhibited along the way.

### **Learning Center**

- Another factor contributing to improved student success at UMW has been the development of the Learning Assistance Center for Excellence (LACE). LACE is located in the lower level of the Lucy Carson Library on the Western campus. The mission of LACE is to help ensure better student retention and success by providing tutoring and counseling and other forms of assistance to students.

LACE is a collaborative project with funding, administration, and staffing support from the TRiO Educational Opportunity Program (EOP), administrative support from the Office of Student Success, funding and computer support from the Office of Fiscal Affairs and Student Senate, and provision of space from the library. It was also the beneficiary of a grant from the Student Assistance Foundation.

Tutors are recommended through the different departments and are required to go through training in the best practices of being a tutor. The center is directed by Ilene Cohen and managed by Christy Keyes and is open Monday-Thursday 11 a.m.-1 p.m. and 3 p.m.-5 p.m., Friday 11 a.m.-1 p.m., Tuesday and Sunday evenings 7 p.m.-9 p.m.

### **Commencement Exercises**

- The 109th Commencement of the University of Montana Western was held on Saturday, May 13, 2006 in the Straugh Gymnasium. 221 degrees were awarded. This included the first degrees awarded to students who took their freshman classes under Experience One scheduling. Businessman and lawyer Peter Tomaryn, delivered the commencement address.

### **New Student Applications**

- The number of new student applications for next fall continues to be well ahead of the past two years, both of which were exceptionally good recruiting years. Montana Western attracts students in an increasingly competitive marketplace by offering new and improved academic programs under Experience One scheduling, by attracting student-athletes to compete in its varied and high quality athletic programs, through its excellent student services and varied extracurricular activities, and by improving the branding and marketing of the campus. This has required the efforts of a great many people on this campus and those efforts are proving to be increasingly successful





ITEM 131-100-R0506, Staff; Office Commissioner of Higher Education May 31-June 2, 2006

NAME (Last, First)	Title/Rank	Dept.	SALARY BASE (Based on 1.0 FTE, FY unless noted)		Stipend		(N)ew or (R)eplacement & Date/Hire	% Change	Actual FTE	Effective (Indicate end date if temp)	Reason	SPECIAL CONDITIONS	Tenure (Change Only)
			From:	To:	From:	To:							
<b>I. NEW HIRES</b>													
<b>A. Administrators/Professionals/Coaches</b>													
Bogumill, Paul	MUS Dir. of Benefits	OCHE		72,000			R – Leavitt ^3/27/06						
Trevor, Tyler	Dir. of Inst. Info. and Research	OCHE		75,000			(N) 4/3/06						
<b>II. CHANGES</b>													
<b>A. Administrators/Professionals/Coaches</b>													
Muffick, Ron	FR: Dir. Bus. Relations & Progs TO: No change	GSL	57,443	<b>62,038</b>				8.00%		7/1/06	R - Retention / Market		
Wing, Karen	Dep. Dir. & Chief Fin. Officer TO: No change	GSL	66,758	<b>72,099</b>				8.00%		7/1/06	R - Retention / Market		
<b>TOTALS</b>			<b>124,201</b>	<b>134,137</b>				<b>8.00%</b>					
<b>III. ONE TIME BONUS ONLY</b>													
<b>A. Administrators/Professionals/Coaches</b>													
Gibson, David	FR: Assoc. Comm. Econ. Dev. & Outreach TO: No change	OCHE	101,948	101,948	0	<b>1,500</b>		0.00%		10/1/2005	L - extra duties		
Joehler, Pam	FR: Dir. Acct. & Budgeting TO: No change	OCHE	75,500	75,500	0	<b>1,500</b>		0.00%		10/1/2005	L - extra duties		
Marks, Bruce	FR: Dir. MGSLP TO: No change	OCHE	83,276	83,276	0	<b>1,500</b>		0.00%		10/1/2005	L - extra duties		
Parisot, Arlene	FR: Dir. Workforce Dev. TO: No change	OCHE	72,216	72,216	0	<b>1,500</b>		0.00%		10/1/2005	G – WIRED Grant		
<b>TOTALS</b>			<b>332,940</b>	<b>332,940</b>				<b>0.00%</b>					
<b>III. End of Employment / Leaves (Report only non-renewals per 711.1 and Leaves of Absence)</b>													
NAME (First, Last)	Title/Rank	Dept.	Effective Date		REASON (If Leave of Absence)								
<b>A. Administrators/Professionals/Coaches</b>													
Leavitt, Glen	MUS Dir. of Benefits		3/31/2006										

## ITEM 131-100-R0506, Staff; Office Commissioner of Higher Education

May 31-June 2, 2006

NAME (Last, First)	Title/Rank	Dept.	SALARY BASE (Based on 1.0 FTE, FY unless noted)		Stipend		(N)ew or (R)eplacement & Date/Hire	% Change	Actual FTE	Effective (Indicate end date if temp)	Reason	SPECIAL CONDITIONS	Tenure (Change Only)
			From:	To:	From:	To:							
<b>LEGEND</b>													
<b>TENURE:</b>			*IMPORTANT NOTE: Additional Comp is reported annually in September										
	NT = Nontenurable												
	P = Probationary		^ Subject to continuation of federal funds, proprietary funds and/or grants.										
	T = Tenured												
<b>SALARY ADJUSTMENTS:</b>													
	P = Promotion												
	L = Lump Sum Bonus												
	M = Merit												
	R = Retention												
	N = Normal												
	O = Other/Specify												
<b>EXTRA COMPENSATION:</b>													
	T = Teaching												
	R = Research												
	G = Grant Administration												
	O = Other (provide brief explanation)												

ITEM 131-1000-R0506; Staff; The University of Montana - Missoula							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
<b>Aronofsky JD, PhD</b>	David	FR: Legal Counsel, President's Office <b>TO: (No Change)</b>	88,300	88,300	<b>8,642 Est ST/CU 7,390 Act ST/CU</b>	<b>5/22/2006 6/1/2006</b>	NT CU	0.00%
<b>Degnan BS</b>	Lacey	FR: Director of Athletic Performance, Intercollegiate Athletics <b>TO: (No Change)</b>	39,377	39,377	<b>1,680 Est O/D (Training Camp)</b>	<b>7/1/2006</b>	NT CU	0.00%
<b>Guffey BA</b>	David	FR: Assistant Athletic Director for Media Relations, Intercollegiate Athletics <b>TO: (No Change)</b>	59,507	59,507	<b>50 ACT O/A (Statistician for Msla HS Bball)</b>	<b>2/11/2006</b>	FR: NT CU	0.00%
<b>Hendricks</b>	B. Kathryn	FR: Associate Director of Administrative, Fiscal and Personnel Services, Mansfield Library <b>TO: (No Change)</b>	46,575	<b>50,575</b>		<b>1/1/2006 R</b>	NT CU	8.59%
<b>Hill BA</b>	Andy	FR: Assistant Men's Basketball Coach, Intercollegiate Athletics <b>TO: (No Change)</b>	20,800	20,800	<b>10,000 Bonus</b>	<b>5/31/2006</b>	NT CU	0.00%
<b>Huse MS</b>	Bradley T.	FR: Assistant Men's Basketball Coach <b>TO: (No Change)</b>	51,480	51,480	<b>10,000 Bonus</b>	<b>5/31/2006</b>	NT CU	0.00%
<b>Koester</b>	Otto	FR: Interim Grant Writing, Academic Affairs <b>TO: Director of Grant Writing and Proposal Development</b>	52,000	52,000	<b>3,000 AD/CU 200 Act SR/R</b>	<b>6/28/2005 7/1/2006</b>	NT .45 CU .45 D .10 R	0.00%
<b>Krystkowiak BS</b>	Larry	FR: Head Men's Basketball Coach <b>TO: (No Change)</b>	98,800	98,800	<b>25,000 Bonus</b>	<b>5/31/2006</b>	NT CU	0.00%
<b>Morrison MA</b>	Mary	FR: WROCC Project Director, Rural Institute on Disabilities <b>TO: (No Change)</b>	54,338	54,338	<b>3,500 Act AT/CU</b>	<b>1/18/2006</b>	NT R	0.00%

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Last	First							
Muse MBA	A. William	FR: Executive Director, Office of Planning, Budgeting and Analysis <b>TO: Associate Vice President for Planning, Budgeting and Analysis</b>	93,486	118,725		4/1/2006 R	NT CU	27.00%
Tinkle	Wayne	FR: Assistant Men's Basketball Coach, Intercollegiate Athletics <b>TO: (No Change)</b>	46,800	46,800	10,000 Bonus	5/31/2006	NT CU	0.00%
Vanderheiden	Alicia	FR: Conference Manager, College of Forestry and Conservation <b>TO: (No Change)</b>	30,600	30,600		1/1/2006 CF	NT FR: .60 A <b>TO: .80 A</b>	0.00%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Burchfield PhD	James	FR: Associate Dean, College of Forestry and Conservation, Associate Director, Montana Forest and Conservation Experiment Station, Associate Professor, College of Forestry and Conservation (Research) <b>TO: (No Change)</b>	88,629	88,629	800 Act SP/D	4/1/2006	NT .42 CU .28 D .30 R	0.00%
Neu PhD	Clyde	FR: Director, Off-Campus MBA Program, Professor, Marketing and Management <b>TO: (No Change)</b>	95,753	95,753	3,000 AD/CU 13,000 Act SR/CU	5/19/2006	P CU	0.00%
Snyder JD	Frederic	FR: Associate Dean, School of Law, Director, Law Librarian, Professor, School of Law <b>TO: (No Change)</b>	103,143	103,143	8,750 BB/CU 2,000 Act SR/CU	6/1/2006	T CU	0.00%

ITEM 131-1000-R0506; Staff; The University of Montana - Missoula							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>Stocking MA</b>	Lynn	FR: Associate Dean, College of Technology, Educator, Level IV, Business Technology, College of Technology <b>TO: Interim Dean, Educator, Level IV, College of Technology</b>	67,393	<b>96,031</b>		<b>5/19/2006</b>	T CU	42.49%
<b>Vernon EdD</b>	Andrea	FR: Director, Office of Civic Engagement, Assistant Professor, Educational Leadership and Counseling (Adjunct) <b>TO: (No Change)</b>	43,574	<b>53,574</b>		<b>7/1/2006 E</b>	NT CU	22.95%
<b>(C1 ) FACULTY; Professors</b>								
<b>Moore PhD</b>	Johnnie	FR: Geology <b>TO: (No Change)</b>	80,059	80,059		1/1/2006 CF	T FR: .50 CU <b>TO: 0 CU</b>	0.00%
			135,513	135,513			FR: .50 R <b>TO: 1.0 R</b>	0.00%
<b>Potts PhD</b>	Donald	FR: College of Forestry and Conservation <b>TO: (No Change)</b>	68,976	68,976	<b>797 Act SR/R</b>	<b>8/1/2005</b>	T CU	0.00%
<b>Ruby PhD</b>	Brent	FR: Health and Human Performance <b>TO: (No Change)</b>	59,880	59,880			T CU	0.00%
				<b>100,000</b>		<b>3/1/2006 New</b>	R	
<b>Thompson PhD</b>	Charles	FR: Medical Chemistry and Toxicology, School of Pharmacy and Allied Health Sciences <b>TO: (No Change)</b>	80,062	80,062		<b>1/1/2006 CF</b>	T FR: .50 CU <b>TO: .75 CU</b>	0.00%
			109,334	109,334			FR: .50 R <b>TO:.25 R</b>	0.00%
<b>(C2 ) FACULTY; Associate Professors</b>								
<b>Allington PhD</b>	Douglas	FR: Pharmacy Practice <b>TO: (No Change)</b>	82,800	82,800			P CU FY	0.00%

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Last	First							
				104,669		9/1/2005 New	R	
Appelbaum PhD	Irene	FR: Philosophy TO: <b>Anthropology</b>	48,336	48,336		1/23/2006 CF	T CU	0.00%
Baker PhD	Robert	FR: English TO: <b>(No Change)</b>	43,875	50,875		4/1/2006 R	T CU	15.95%
Cobbs PhD	Georgia	FR: Curriculum and Instruction TO: <b>(No Change)</b>	50,622	50,622		1/1/2006 CF	T FR: 1.0 CU TO: <b>.80 CU</b>	0.00%
			106,220	106,220			FR: 0 R TO: <b>.20 R</b>	0.00%
Harrison PhD	Brady	FR: English TO: <b>(No Change)</b>	48,823	58,823		4/1/2006 R	T CU	20.48%
Naugle PhD	David	FR: Ecosystem and Conservation Sciences TO: <b>(No Change)</b>	55,209	61,209		4/1/2006 R	T CU	10.87%
Six PhD	Diana	FR: College of Forestry and Conservation TO: <b>(No Change)</b>	58,841	63,841		4/1/2006 R	T CU	8.50%
<b>(C3 ) FACULTY; Assistant Professors</b>								
Colucci PharmD	Vincent	FR: Pharmacy Practice TO: <b>(No Change)</b>	77,625	77,625			P CU FY	0.00%
				91,695		9/1/2005 New	R	
Dixon PhD	Kelly	FR: Anthropology TO: <b>(No Change)</b>	45,023	50,023		4/1/06 R	P CU	11.11%
Economides PhD	Louise	FR: English TO: <b>(No Change)</b>	44,505	48,505		4/1/2006 R	P CU	8.99%
Gabet PhD	Emmanuel	FR: Geology TO: <b>(No Change)</b>	49,093	54,093		4/1/2006 R	P CU	10.18%
Machek PhD	Gregory	FR: Psychology TO: <b>(No Change)</b>	47,000	47,000			P CU	0.00%
				75,000		4/1/2006 New	R	

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Last	First							
Ostoyich PhD	Kevin	FR: Instructor, History (Adjunct) TO: Assistant Professor, History (Adjunct)	32,000	37,000		1/27/2006 D	NT CU	15.63%
Sriraman PhD	Bharath	FR: Mathematical Sciences TO: (No Change)	50,128	60,128		4/1/2006 R	P CU	19.95%
Twigg MFA	Greg	FR: Media Arts (Adjunct) TO: Assistant Professor, Media Arts	35,000	45,000		8/23/06 P Vice Kriley	FR: NT CU TO: P CU	28.57%
<b>TOTALS AND AVERAGE INCREASE</b>			2,489,479	2,995,720				20.34%
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Denker	Claudia	Associate Legal Counsel/Research Compliance Officer, Legal Counsel		60,000		5/8/2006 New	NT CU	
Gottfried	Randy	Presentation and Technology Manager, Information Technology		55,120		5/1/2006 New	NT CU	
Micus	David	Registrar, Registrar's Office	79,183	80,000		7/1/2006 Vice Bain	NT CU	1.03%
Molloy	Brynn	Assistant Director, GSA, Intercollegiate Athletics	35,000	28,000		6/2/2006 Vice Sundberg	NT CU	-20.00%
Pullium	Mark	Director, Business Services	78,383	90,000		6/1/2006 Vice Darcy	NT CU	14.82%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Allen MLS/MBA	Bonnie	Dean, Mansfield Library, Professor, Mansfield Library	95,554	115,000		7/10/2006 Vice D'Andraia	P CU	20.35%
<b>(C3) FACULTY; Assistant Professors</b>								
Green MFA	Erick Yates	Assistant Professor, Media Arts		45,000		8/23/2006 New	P CU	
MacDonald PhD	Douglas	Assistant Professor, Anthropology	54,498	48,500		8/23/2006 Vice Foor	P CU	-11.01%
<b>(C4) FACULTY; Instructors</b>								

ITEM 131-1000-R0506; Staff; The University of Montana - Missoula							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Considine ABD	Jennifer	Instructor, Communication Studies	43,500	41,000		8/23/06 Vice Covarrubias	P CU	-5.75%
<b>(3) END OF EMPLOYMENT</b>								
<b>ACADEMIC AND NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Bain PhD	Philip	Registrar, Registrar's Office				3/31/2006	NT	
Huse MS	Bradley T.	Assistant Men's Basketball Coach				4/4/2006	NT	
<b>(A1) FACULTY; Professors</b>								
Lott EdD	Carolyn J.	Curriculum & Instruction				6/30/2006	T	
Robson PhD	Donald	Educational Leadership and Counseling				5/13/2006	T	
Willard PhD	E. Earl	College of Forestry and Conservation				5/13/2006	T	
<b>(A3) FACULTY; Assistant Professors</b>								
Cummings PhD	Kelli	Psychology				5/12/2006	P	
Smith PhD	Ronn	Marketing and Management				7/31/2006	P	
<b>(A4) FACULTY; Instructors</b>								
Hass MA	Marcia	Modern and Classical Language and Literatures				5/12/2006	NT	
Lizotte MA	James	College of Technology				5/13/2006	T	
Lytle	Timothy	College of Technology				5/12/2006	P	
Scott BA	Carl	College of Technology				5/13/2006	T	
<b>(B) LEAVE OF ABSENCE</b>								
<b>ACADEMIC AND NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Wingard BS	C. Edward	Fiscal Officer, Intercollegiate Athletics				2/28/06 - 8/1/07 Military	NT	
<b>(C) POST RETIREMENT CONTRACTS</b>								
Eye PhD	Charles	Pharmacy		23,231		1/18/2006	NT .33	95



ITEM 131-1000-R0506; Staff; The University of Montana - Missoula							May 31 - June 2, 2006			
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase		
Last	First									
<b>(4) CORRECTIONS</b>										
<b>(4A) FACULTY: Professors</b>										
<b>Burke LLM</b>	J. Martin	FR: Regents' Professor <b>TO: (No Change)</b>	129,346	129,311		10/1/2005	T CU	-0.03%		
<b>Cross JD, MPA</b>	Raymond	FR: School of Law <b>TO: (No Change)</b>	94,875	94,840		10/1/2005	T CU	-0.04%		
<b>Gagliardi LLM</b>	Elaine	FR: School of Law <b>TO: (No Change)</b>	83,131	82,921	4,000 BB/CU	10/1/2005	P CU	-0.25%		
<b>Natelson JD</b>	Robert	FR: School of Law <b>TO: (No Change)</b>	98,157	98,122		10/1/2005	T CU	-0.04%		
<b>(4D) FACULTY: Instructors</b>										
<b>LaCasse BS</b>	Allen	FR: Radiologic Technology, Level II <b>TO: (No Change)</b>	42,500	43,988			NT CU FY	3.50%		
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other		<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary		<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		<b>EXTRA COMP LEGEND:</b> <b>est</b> = Estimated <b>act</b> = Actual <b>GA</b> = Grant administration <b>ST</b> = summer teaching <b>SR</b> = summer research <b>AT</b> = Additional AY teaching <b>AR</b> = Additional AY research <b>SP</b> = Speaking <b>PM</b> = Project management <b>O</b> = Other (must specify)	
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>										



May 31-June 2, 2006

ITEM 131-1005-R0506

**Authorization to Confer the Title Professor Emeritus of Library Science upon Bonnie Schuster; The University of Montana-Missoula**

**THAT:**

Bonnie Schuster, Professor of Library Service and Systems Librarian, in her 24 years of dedicated service to The University and to the State of Montana, has merited the commendation of the Board of Regents of the Montana University System, and has earned the titles of Professor Emeritus of Library Science and Systems Librarian Emeritus.

**EXPLANATION:**

Professor Schuster earned her B.A. degree in English (1965) and her Master of Library Science degree (1968) both from the University of Minnesota. She joined the faculty of the Maureen and Mike Mansfield Library in the summer of 1979, having previously held professional library positions at Iowa State University and at Washington State University.

In 1979, Professor Schuster was appointed Acquisitions Librarian and held the position until 1990, when she served as the Interim Head of Technical Services. In 1991, she assumed responsibility for managing the integrated catalog system as Systems Librarian. She held this position until her retirement. As Systems head, Schuster worked closely with all the affiliated libraries of the University of Montana. She oversaw the implementation of two different integrated library systems. During her tenure, she worked to improve user access to information resources by seeking the optimal way of making each system work.

Throughout her career, Professor Schuster was active in the Montana, Pacific Northwest, and the Mountain Plains Library Associations. She served multiple terms on their boards and as a member of the user group for each library management system. Among honors she brought to the Missoula campus was her selection in 1985 to work with the Fred Meyer Charitable Trust and its Library and Information Resources Program to improve access to information resources in the Northwest.

For these accomplishments and her dedication to improved access to information resources, the faculty of the Mansfield Library is honored to recommend Professor Bonnie Schuster for Emeritus status.



ITEM 131-1006-R0506

**Authorization to Confer the Title of Professor Emeritus of Library Science upon Dennis L. Richards; The University of Montana-Missoula**

**THAT:**

Dennis L. Richards, Professor of Library Services and Documents Librarian, in his 36 years of dedicated service to The University of Montana and to the State of Montana, has merited the commendation of the Board of Regents of the Montana University System, and has earned the titles of Professor Emeritus of Library Science and Documents Librarian Emeritus.

**EXPLANATION:**

Professor Richards earned his B.A. degree in English (1962) from Utah State University and his Master of Library Science degree (1963) from Florida State University. From 1963-1967 he served as Documents Librarian at Indiana State University. He joined the faculty of what is now the Maureen and Mike Mansfield Library in January 1968 as our Documents Librarian and held that position for the next 36 years.

In 1968, Professor Richards had as his first major project the reclassification and relocation of the documents collection, and he supervised its move to the present library building at the end of 1973. A third move was initiated in 2003 by the need to integrate 9,000 feet of new government documents shelving. During the intervening years, Professor Richards was steward of Montana's only Regional Depository for U. S. government documents. He not only supervised the largest collection of federal documents in Montana, but also was responsible for the entire federal documents depository program for all the other depository libraries in Montana. He traveled regularly to Washington D.C. to confer with other supervisors of regional depositories. During his service, the number and variety of Federal publication increased enormously, adding websites, CD-ROMs, posters and data files to the traditional books, periodicals, maps and microforms.

Professor Richards is also an experienced genealogist. He authored *Montana's Genealogical and Local History Records: a Selected List of Books* (Detroit: Gale Research Co., 1981), which is still the standard work on the subject. In 2002, this service earned him a Lifetime Membership in the Montana Library Association. The Mansfield Library is honored to recommend Professor Dennis L. Richards for Emeritus status.



**I. NEW HIRES**

**A. Administrators/Professionals/Coaches**

NAME (Last, First)	RANK	Department	SALARY BASE (Based on 1.0 FTE, FY unless noted)	STIPEND	FTE	(N)ew or (R)eplacement	DATE OF HIRE	SPECIAL CONDITIONS
None								

**B. Faculty - Research Faculty**

NAME (Last, First)	RANK	Department	Salary Base (Based on 1.0 FTE, FY unless noted)	STIPEND	FTE	(N)ew or (R)eplacement	DATE OF HIRE	SPECIAL CONDITIONS
Evans, John	Prof	Petroleum Engineering	71,759			N	5/15/06-8/16/06	
Hobbs, David	Prof	Chemistry	83,043			N	5/15/06-8/16/06	
Hoffman, Todd	Asst. Prof.	Petroleum Engineering	61,563			N	5/15/06-8/16/06	
Jaansalu, Kevin	Asst. Prof.	Metallurgical and Materials Engineering	64,725			N	5/15/06-8/16/06	
Link, Curtis	Prof	Geophysical Engineering	97,567			N	5/15/06-8/16/06	
Speece, Marvin	Prof	Geophysical Engineering	97,567			N	5/15/06-8/16/06	
Zhou, Xiabing	Asst. Prof.	Geophysical Engineering	51,002			N	5/15/06-8/16/06	

**C. Post-Retirement**

NAME (Last, First)	Title/Rank	Department	SALARY	(Based on .33FTE)(AY unless noted)	TERM OF HIRE
Lupkiewicz, Janina	Prof	Mathematical Sciences	20,754	NT .33 FTE CU	08/17/06-5/15/07

**II. CHANGES**

**A. Administrators/Professionals/Coaches**

NAME (Last, First)	TITLE		DEPARTMENT		SALARY BASE (Based on 1.0 FTE, FY unless noted)		STIPEND		% CHANGE	ACTUAL FTE	Effective (Indicate end date if temp)	Reason	Additional Comp Prior FY/AY*	Reason
	From:	To:	From:	To:	From:	To:								

ITEM 131-1500-R0506, Staff; Montana Tech of the University of Montana											May 31, June 1-2, 2006			
Johnson, Michael A.	Asst. Prof.	Vice Chancellor; President; Asst. Prof.	Business & Info. Tech.	Institutional Advancement & Development; Montana Tech Foundation; Business & Info. Tech.	47,000	85,000			80.85%	1.0	6/5/2006			NT CU & R
Simon, Jennifer A.	Assistant Project Manager (Ltr. of Appt.)	Project Manager	New Media Group	New Media Group	36,225	45,000			24.22%	1.0	5/1/2006			
<b>TOTALS</b>					<b>83,225</b>	<b>130,000</b>			<b>56.20%</b>					

**B. Faculty (N Increases in accordance with negotiated CBA)**

NAME (Last, First)	TITLE	DEPARTMENT	SALARY BASE (Based on 1.0 FTE, FY unless noted)		STIPEND	% CHANGE	ACTUAL FTE	Effective (Indicate end date if temp)	Reason	Additional Comp Prior FY/AY*	Reason
Lefohn, Allen	Adjunct Professor	Engineering	None	None		0%		8/16/05-5/17/06			
<b>TOTALS</b>			<b>83,225</b>	<b>130,000</b>			<b>56.20%</b>				

**III. End of Employment / Leaves** (Report only non-renewals over 711.1 and Leaves of Absence)

**A. Administrators/Professionals/Coaches**

NAME (First, Last)	TITLE	Department	EFFECTIVE DATE	REASON (If Leave of Absence)
Lee, Michael	Director	New Media Group	4/14/2006	
Barnett, Lee	Counselor/Career Development Coordinator	Student Development/ Counseling	6/30/2006	

**B. Faculty**

NAME (Last, First)	RANK	Department	EFFECTIVE DATE	REASON (If Leave of Absence)
Cohlhepp, John	Instructor, Level II	Automotive Technology	5/17/2006	
Ganesan, Kumar	Prof	Environmental Engineering	8/16/06-5/16/07	2/3 Sabbatical
Link, Curtis	Prof	Geophysical Engineering	8/16/06-12/16/06	2/3 Sabbatical



**ITEM 131-1500-R0506, Staff; Montana Tech of the University of Montana**

**May 31, June 1-2, 2006**

Lupkiewicz, Janina	Prof	Mathematical Sciences	5/17/2006			
Mannix, Gary	Assoc Prof	Computer Science	8/16/06-5/16/07		2/3 Sabbatical	
Munday, Pat	Prof	Professional & Technical Communications	8/16/06-5/16/07		2/3 Sabbatical	
Weight, Willis	Prof	Geological Engineering	8/16/06-5/16/07		2/3 Sabbatical	

**LEGEND**

**TENURE:**

- NT = Nontenurable
- P = Probationary
- T = Tenured

**SALARY ADJUSTMENTS:**

- P = Promotion
- L = Lump Sum Bonus
- M = Merit
- R = Retention
- N = Normal
- O = Other/Specify

**EXTRA COMPENSATION:**

- T = Teaching
- R = Research
- G = Grant Administration
- O = Other (provide brief explanation)

**\*IMPORTANT NOTE: Additional Comp is reported annually in September**



ITEM 131-1507-R0506

**Authorization to Confer the Title Professor Emeritus of  
Mathematical Sciences upon Nina Lupkiewicz; Montana  
Tech of the University of Montana**

**THAT:**

Upon the occasion of the retirement of Dr. Nina Lupkiewicz from the faculty of Montana Tech, the faculty of the Department of Mathematical Sciences wishes to express its deep appreciation for her service to the institution, the Department of Mathematical Sciences, and the state of Montana, by recommending the rank of Professor Emeritus be conferred upon her by the Board of Regents of the Montana University System.

**EXPLANATION:**

Professor Nina Lupkiewicz has completed a distinguished teaching career in mathematics of 41 years, including 30 years at Montana Tech, formerly the Montana College of Mineral Science and Technology. Nina received her B.A. and M.A. in Mathematics from the University of Florida and her Ph.D. in Mathematics from Kansas State University in 1970. Nina began her teaching career at Rollins College in 1965 and taught at the University of Florida, Kansas State University, and the University of Nebraska-Lincoln before coming to Montana Tech. Professor Lupkiewicz joined the Montana Tech faculty in 1976. During her tenure at Montana Tech, Professor Lupkiewicz was promoted to Associate Professor of Mathematics in 1981, Professor of Mathematics in 1992, and served as Department Head for the Department of Mathematics from 1979-1980. Professor Lupkiewicz also learned several computer programming languages while teaching full time at Montana Tech, and she has also taught Computer Science courses while at Montana Tech.

Professor Lupkiewicz's teaching has been acknowledged by the students through consistently strong teaching evaluations. The demand for her special topics courses on Topology and Number Theory remains strong, and she has received frequent nominations for the Rose and Anna Faculty Achievement Award. Nina has also been an outstanding advisor and student mentor during her tenure at Montana Tech.

Professor Lupkiewicz's research career in the field of mathematics includes publications in *Publicationes Mathematicae Debrecen*. She has an Erdős number of 3,

which is the lowest Erdős number at Montana Tech and one of the lowest in the state. Nina also served as a consultant to the Anaconda Minerals Company, Montana Tech, and the Rocky Mountain Treatment Center. Professor Lupkiewicz's contributions to both the Department of Mathematical Sciences and the Department of Computer Science have enabled these departments to flourish at Montana Tech.

Professor Lupkiewicz's tenure at Montana Tech can be characterized as one of exceptional contribution to student learning, the Montana mathematics community, and service to the University and to the State, for which she is to be commended.

For these and numerous other contributions, the Department of Mathematical Sciences is pleased to nominate Dr. Nina Lupkiewicz for the rank of Professor Emeritus of Mathematical Sciences at Montana Tech of The University of Montana.

ITEM 131-1600-R0506, Staff; UM-Western										May 31 - June 2, 2006				
<b>I. NEW HIRES</b>														
<b>A. Administrators/Professionals/Coaches</b>														
NAME (Last, First)	RANK	DEPARTMENT	SALARY BASE (Based on 1.0 FTE, FY unless noted)	STIPEND	FTE	(N)ew or (R)eplacement	DATE OF HIRE	SPECIAL CONDITIONS						
Howells, Katie	Head VB Coach	Athletics	18,500		0.48	R (Peterson)	8/1/2006							
<b>B. Faculty</b>														
NAME (Last, First)	RANK	DEPARTMENT	SALARY BASE (Based on 1.0 FTE, FY unless noted)	STIPEND	FTE	(N)ew or (R)eplacement	DATE OF HIRE	SPECIAL CONDITIONS						
Moreaux, Shannon J.	Asst Prof	Equine Studies	42,000		1	N	8/1/2006							
Wright, Eric S.	Asst Prof	Mathematics	40,000		1	R (Funasaki)	8/1/2006							
<b>II. CHANGES</b>														
<b>A. Administrators/Professionals/Coaches</b>														
NAME (Last, First)	TITLE		DEPARTMENT		SALARY BASE (Based on 1.0 FTE, FY unless noted)		STIPEND		% Change	Actual FTE	Effective (Indicate end date if temp)	Reas on	Additional Comp Prior FY/AY*	Reason
	From:	To:	From:	To:	From:	To:	From:	To:						
Peterson, Jenny J.	Wellness Dir/ Women Head VB Coach/ Instructor	Wellness Dir/HHP Instructor	HHP/Athletics	Wellness /HHP	39,889	39,889			0.00%	0.5	8/1/2006	N	2,100	T
<b>III. End of Employment/Leaves</b>														
<b>A. Administrators/Professionals/Coaches</b>														
NAME	RANK	Department	Effective Date	REASON										
Alley, Deena L	Director of Field Experiences	Education	7/1/2006	Resignation										
Kendall, Elaine C.	Swimming Pool Manager/HHP	HHP	6/1/2006	Retirement										

ITEM 131-1600-R0506, Staff; UM-Western

May 31 - June 2, 2006

**LEGEND****TENURE:**

NT = Nontenurable
P = Probationary
T = Tenured

**SALARY ADJUSTMENTS:**

P = Promotion
L = Lump Sum Bonus
M = Merit
R = Retention
N = Normal
O = Other/Specify

**EXTRA COMPENSATION:**

T = Teaching
R = Research
G = Grant Administration
O = Other (provide brief explanation)

\*IMPORTANT NOTE: Additional Comp is reported annually in September

ITEM 131-1601-R0506

**Authorization to confer the Title of Assistant Professor Emeritus of Business upon John Bailey; The University of Montana-Western**

**THAT:**

Upon the occasion of the retirement of Assistant Professor John Bailey from the faculty of The University of Montana-Western, the faculty wishes to express its appreciation for his eighteen years of dedicated and valued service to the University by recommending that the rank of Assistant Professor Emeritus of Business be conferred upon him by the Board of Regents of the Montana University System.

**EXPLANATION:**

John Bailey played an active part in UMW campus activities including serving as chair of the Business and Technology Division (for four years), member Curriculum Committee, member General Education Committee, member, Honors Committee, and chair International Committee. He was twice selected by the administration for annual outstanding faculty member awards. He served a one-year sabbatical as a foreign expert at Xian International Studies University in Xian, China. He played an active leadership role in curriculum development, including the design of the A.A.S. degree in Tourism and Recreation; the Bachelor of Liberal Studies degree, the B.S. degree in Business, and the Equine Studies and the Natural Horsemanship degree programs.

Throughout his career at the University of Montana-Western, John Bailey has served UMW and the community with distinction. His dedicated service has earned him the respect of his students, colleagues and professional associates.





ITEM 131-2000-R0506; Staff Montana State University-Bozeman							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Barney	Jody	FR: Subcontract Manager, Grants & Contracts Admin TO: (No Change)	45,000	45,000		4/1/06	CU <b>0.8 FTE</b>	0.00%
Bennett	William	FR: Assistant Director, Alumni Affairs TO: (No Change)	40,221	<b>48,000</b>		3/1/06 R	CU	19.34%
Butler MS	Jeffrey	FR: Managing Director, Facilities Services <b>TO: Director, Facilities Operations and Maintenance, University Services</b>	61,216	79,500		3/1/06	CU	29.87%
Hanson BS	Kerry	FR: Assistant Director, Alumni Affairs <b>TO: Associate Director, Alumni Affairs</b>	43,363	51,000		3/1/06 P	CU	17.61%
LaCrone S	Linda	FR: Communications Officer, Research <b>TO: Asst to the VP, Research</b>	45,715	50,500		2/1/06 P	CU	10.47%
Ott PHD	Cynthia	FR: Curator of History, Museum of the Rockies TO: (No Change)	46,410	46,410	<b>*774/mo AT</b>	1/1/06 - 5/31/06	R *D	0.00%
Roeder S	Rebecca	FR: Asst Managing Director, Financial Aid <b>TO: Asst Director of Admissions/Enrollment Services, Admissions &amp; New Student Services</b>	48,925	48,925		4/1/06	CU	0.00%
Russell MED	Ronda	FR: Director, Admissions & New Student Services <b>TO: Director of Admissions/Enrollment Services, Admissions &amp; New Student Services</b>	68,377	80,000		7/1/06 P	CU	17.00%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Dooley PHD	David	FR: Provost/Vice President, Provost Office TO: (No Change)	141,999	141,999	<b>*1,250/mo Grant Work</b>	2/1/06 - 6/30/06	CU T *R	0.00%
Stewart	Philip S.	FR: Director, Center for Biofilm Engineering TO: (no change)	100,000	110,000		4/1/06 negotiated as part of original hire	T, R	10.00%
<b>(C) FACULTY; Professors</b>								
Garrott PHD	Robert	FR: Professor, Ecology TO: (No Change)	64,188	64,188	<b>*1,284/mo Grant Work</b>	3/1/06 - 5/31/06	CU T *R	0.00%

ITEM 131-2000-R0506; Staff Montana State University-Bozeman							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Minton	Timothy	FR: Professor, Chemistry TO: (No Change)	84,725	84,725	*1,883/mo Grant Work	2/1/06 - 4/30/06	CU RT *R	0.00%
Mogk PHD	David	FR: Professor, Earth Science TO: (No Change)	62,890	62,890	*1,258/mo GA	1/1/06 - 5/31/06	CU T *R	0.00%
Sorenson	Henry	FR: Professor, Architecture TO: (No Change)	59,275	59,275	*1,000/mo AT	1/1/06 - 5/31/06	CU T *CU	0.00%
Sowell PHD	Bok	FR: Professor, Animal & Range Sciences TO: (No Change)	62,335	62,335	*3,000 act AT	11/1/05 - 2/28/06	CU T *R	0.00%
Stewart EDD	C	FR: Dept Hd, Health & Human Development TO: (No Change)	84,363	84,363	*1,406/mo Sports Camp Director	1/1/06 - 6/30/06	CU T *D	0.00%
<b>(C) FACULTY; Associate Professors</b>								
Dunnagan EDD	Timothy	FR: Associate Professor, Health & Human Development TO:(No Change)	50,703	50,703	*4,500 act Grant Work	12/15/05 - 4/30/06	CU T *R	0.00%
Hansen MLS	Mary	FR: Reference Librarian, Libraries TO: (No Change)	46,872	46,872	*500/mo AT	2/1/06 - 4/30/06	CU T *R	0.00%
Haynes	George	FR: Associate Professor TO: (No Change)	72,410	72,410	*1,500 act Program Dev	4/1/06 - 6/1/06	CU DT *R	0.00%
Herbeck EDD	Mary	FR: Associate Professor, Education TO: (No Change)	51,116	51,116	*500 act Revise Course	1/1/06 - 1/31/06	CU T *R	0.00%
Lawrence PHD	Charles	FR: Associate Professor, Chemistry TO: (No Change)	55,493	55,493	*4,000 act TBI Exec Board	9/1/05 - 4/30/06	CU T *R	0.00%
Lund PHD	Priscilla	FR: Associate Professor, Education TO: (No Change)	50,284	50,284	*1,006/mo Grant Work	1/1/06 - 5/15/06	CU T *R	0.00%
Myers PHD	Kimberly	FR: Associate Professor, English TO: (No Change)	48,211	55,000		4/1/06 R	CU T	14.08%
<b>(C) FACULTY; Assistant Professors</b>								
Hribar MLIS	Amy	FR: Reference Librarian, Libraries TO: Library Web Operation Mgr, Libraries	41,900	44,900		5/1/06 P	CU FY	7.16%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>1,475,990</b>	<b>1,545,888</b>				<b>4.74%</b>

ITEM 131-2000-R0506; Staff Montana State University-Bozeman							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(3) ADDITIONAL COMPENSATION (Business Process Review Project for MSU Campuses)</b>								
Allen	Diane	BPR Team Leader for Accounts Receivable	MSU-Bozeman		350/mo	2/1/06 - 12/31/06		
Alt	Susan	BPR Team Leader for Recruitment & Classification	MSU-Bozeman		400/mo	2/1/06 - 12/31/06		
Davis	Jeffrey	BPR Team Leader for Budget	MSU-Bozeman		250/mo	2/1/06 - 12/31/06		
Elletson	Terri	BPR Team Co-Leader for Payroll	MSU-Blgs		250/mo	5/1/06 - 12/31/06		
Fastnow	Chris	BPR Team Leader for Treasury	MSU-Bozeman		250/mo	2/1/06 - 12/31/06		
Fike	Carmen	BPR Team Leader for Reappointment	MSU-Bozeman		350/mo	5/1/06 - 12/31/06		
Haggart	Kathy	BPR Team Asst Leader for Payroll BPR Team Leader for Payroll	MSU-Gr Falls		150/mo 250/mo	2/1/06 - 4/30/06 5/1/06 - 12/31/06		
Henley	Jeana	BPR Team Leader for Purchasing Processing	MSU-Bozeman		250/mo	2/1/06 - 12/31/06		
Jones	Trez	BPR Team Leader for Payroll	MSU-Gr Falls		350/mo	2/1/06 - 4/30/06		
Lanphear	Shawna	BPR Training Seminar Presenter - Conflict Resolution & Negotiation Skills	MSU-Bozeman		1,500 ACT	3/20/06		
Morris	Duane	BPR Team Leader for Accounting Processing	MSU-Bozeman		350/mo	2/1/06 - 12/31/06		
Moshavi	Dan	BPR Training Seminar Presenter - Impact Messaging	MSU-Bozeman		2,500 ACT	3/21/06		
Ost	Sue	BPR Team Leader for Accounts Payable	MSU-N		250/mo	2/1/06 - 12/31/06		
Watkins	Dawn	BPR Team Leader for Reappointment	MSU-Bozeman		350/mo	2/1/06 - 4/30/06		
<b>(4) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Banziger	Walter	Dir Facs Plng/Design/Constr, University Services	63,193	72,000		3/1/06 (Vaniman)	CU	13.94%
Davis	Jeffrey	Asst Director, Facilities Operations & Maint, University Services	64,889	70,500		3/1/06 (Sondeno)		8.65%

ITEM 131-2000-R0506; Staff Montana State University-Bozeman							May 31 - June 2, 2006			
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase		
Last	First									
Huse	Bradly	Head Men's Basketball Coach, Bobcat Athletics	93,215	100,000		4/6/06 (Durham)	CU	7.28%		
Leist	Terry	Budget/Fiscal Manager, Student Affairs & Services		62,000		4/3/06 (New)	CU	0.00%		
Rogers	Madeleine	Asst to VP Intr Cmps Afrs/CIO, President's Office		42,000		2/21/06 (New)	CU	0.00%		
Syme MS	Christine	Asst Sports Info Dir for Oper, Bobcat Athletics		26,000		2/6/06 (New)	CU	0.00%		
<b>(C) FACULTY; Assistant Professors</b>										
Voyich	Jovanka	Asst Prof, Vet Molecular Biology		53,000		3/1/06 (New)	CU R	0.00%		
<b>(4) END OF EMPLOYMENT</b>										
<b>NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>										
Ott PHD	Cynthia	Curator of History Museum of the Rockies				4/30/06	R			
Sondeno	Iver	Assistant Director, University Services				2/28/06	CU			
<b>(5) CORRECTION: Incorrectly Reported Previously As Letter of Appointment</b>										
True	Michael	Head Rodeo Coach, Student Affairs & Services	41,778	50,000		7/1/2005 McQueary	CU	19.68%		
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other		<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary		<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)	
* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.										

May 31 - June 2, 2006

ITEM 131-2001-R0506

**Authorization to Confer the Title of Professor Emeritus of Political Science upon Raymond Pratt; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of Dr. Raymond Pratt from the faculty of Montana State University, the Board of Regents wishes to express its appreciation for his service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**

Professor Pratt has served Montana State University with distinction since 1971. He came to MSU from a position at Washington University in St. Louis, and he has consistently been one of our most popular instructors. Professor Pratt has taught a wide range of courses at the undergraduate level and also taught Ethics and Public Service for the Master of Public Administration program.

Professor Pratt also is a productive scholar. His research expertise has ranged from the study of Chilean government and communist systems to popular culture in music and film. His books *Rhythm and Resistance* (1990, 1994) and *Projecting Paranoia* (2001) explored the nature of political messages in music and film. Professor Pratt's third book, *Future Paranoia*, examines the theme of the dark image of the human future as projected in film; it will be completed in 2007.

Finally, as he retires, Professor Pratt celebrates 25 years on the air at KGLT with his radio program every other Saturday highlighting jazz and blues traditions. Through the program, he has represented his research and MSU to a wide and appreciative audience and contributed significantly to MSU's outreach mission and the cultural life of the wider community.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon Raymond Pratt the rank of Professor Emeritus of Political Science at Montana State University and wishes him well for many years in the future.



May 1 - June 2, 2006

ITEM 131-2002-R0506

**Authorization to Confer the Title of Professor Emeritus of Cooperative Extension and Agricultural Economics Upon James Johnson; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of Dr. James Johnson from the faculty of the Department of Agricultural Economics and Economics of Montana State University-Bozeman, the Board of Regents wishes to express its appreciation for his many years of dedicated service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**

Professor James Johnson has completed 23 years of distinguished extension teaching and research in agricultural economics at Montana State University. He received his BS in Agricultural Economics from Oregon State University in 1964, his MS from Purdue in 1966 and his PhD from Oregon State University in 1970. Dr. Johnson joined the Montana State University-Bozeman faculty in 1982 as Professor and Farm Management Specialist in the Department of Agricultural Economics. During his tenure at Montana State University, Professor Johnson provided leadership in obtaining grants to further not only his own research, but also that of his colleagues. The resulting research products helped to improve many outreach programs in the state of Montana. From 1996-2001, he served as the director for Information Transfer and Public Education at Montana State University's Trade Research Center. Since 2001, he has served as Co-Director of Montana State University's Agricultural Marketing Policy Center. In addition to his other duties, Professor Johnson has served both formally and informally as a mentor to many undergraduate and graduate students.

Professor Johnson has received a number of awards over the years for his work. His extension teaching and research has been acknowledged by a number of awards and honors including: Outstanding Extension Program Award of the Western Agricultural Economics Association for Career Achievement, 2004; the Farm Foundation and National Public Policy Education Committee Outstanding Achievement in Public Issues Education Award, 2003; and the Western Agricultural Economics Association Certificate

of Merit for an Outstanding Extension Program in Agricultural Economics (jointly with MSU colleagues Gary Brester, Duane Griffith and Vincent Smith), 1999; the National Association of Wheat Growers Foundation Award for “outstanding extension programs of benefit to the U.S. wheat industry,” 1990; and the Distinguished Service Award, Montana Rural Areas Development Committee, 1989.

Professor Johnson’s extension teaching and research career has emphasized three fields of concentration. His programs regarding the USDA Conservation Reserve Program (CRP) have been of great importance for farmers in the Northern Great Plains. His work has also been instrumental in providing economic education regarding farm commodity policies, both to producers and to the Farm Service Administration. His third focus has been on the impacts of domestic and international agricultural trade policies.

In the above-listed areas of specialization, Professor Johnson has published, since 1982, more than 200 outreach manuscripts and journal articles on farm management and agricultural policy issues that have formed the core of dozens of outreach programs. He has presented hundreds of extension programs and organized numerous outreach conferences addressing the education needs of agricultural producers and stakeholders throughout the Northern Great Plains. In the past six years, for example, Professor Johnson provided leadership and direct input in the design and delivery of over 200 outreach programs delivered to individual producer groups on beef livestock, small grains, and sugar trade issues. These programs served over 5,000 individual producers.

Dr. Johnson has been an outstanding extension professor for three decades. His excellent grasp of economic concepts, hands-on knowledge of farm production practices, commitment to research as a means to quantify and analyze important policy issues, and rapport with the agricultural community, enabled him to develop outstanding farm management research and outreach education programs that have had large positive impacts on agricultural producers in the region he serves.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon James Johnson the rank of Professor Emeritus of Cooperative Extension and



Agricultural Economics at Montana State University and wishes him well for many years in the future.



ITEM 131-2003-R0506

**Authorization to Confer the Title of Professor Emeritus of Nursing upon Kathleen Chafey; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of Kathleen Chafey from the faculty of Montana State University, the Board of Regents wishes to express its appreciation for her service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**

Dr. Kathleen Chafey was hired by MSU in 1977 as a visiting associate professor to teach nursing, initially on the Butte campus of the College. Dr. Chafey was awarded tenure in 1980, and promoted to full professor in 1997. Dr. Chafey has served both the college and the university with distinction. She was Assistant Dean for the College from 1997-- 1998, Associate Dean 1993 – 1997, and Interim Dean in 1995. She served the university as Assistant Provost from 1988-- 1990 and as Interim Provost from 1990 – 1992. Dr. Chafey has been a leader in educational innovation in nursing in Montana providing leadership for the distance-delivered partnership PhD program from Oregon and Health Sciences University, and the CO-OP program here at MSU.

Dr. Chafey was inducted into the American Academy of Nursing in 2005 in recognition of her lifelong career commitment to underserved populations both in the United States and overseas. Her interest in the health of American Indian people has culminated in the CO-OP program here at MSU. This program is recognized nationally for its innovation and success in educating Native American students to be nurses. Amongst the many professional awards she has received are: the Jo Eleanor Elliott Leadership Award from the Western Institute of Nursing, the Anna K. Fridley Distinguished Teaching Award from the Montana State University Chapter of the Honor Society of Phi Kappa Phi, and the Anna M. Shannon Award for Excellence in Nursing Education from Montana State Nurses Association.

Dr. Chafey has served on grant review panels for the Division of Nursing, HRSA, is a peer reviewer for professional journals, and served as chair of the Board of Governors for the Western Institute of Nursing. She has been active in Sigma Theta Tau International and the Montana Nurses Association. Dr. Chafey has been the PI or

Co-PI on extramurally funded grants totaling over \$6.6 million.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon Kathleen Chafey the rank of Professor Emeritus of Nursing at Montana State University and wishes her well for many years in the future.

ITEM 131-2004-R0506

**Authorization to Confer the Title of Professor Emeritus of Cooperative Extension Upon David Sharpe; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of David Sharpe from the faculty of Montana State University-Bozeman, the Board of Regents wishes to express its appreciation for his many years of dedicated service to the University, the Montana University System, and the people of the state of Montana.

**EXPLANATION:**

David Sharpe has completed 24 years of distinguished extension teaching and research in community development at Montana State University. He joined the Montana State University-Bozeman faculty in 1982 as Associate Professor and Community Development Specialist. He holds a BS degree in Political Science from the University of Wisconsin (1968), an MS degree in Urban and Regional Planning from the University of Wisconsin (1975). During his tenure at Montana State University, Professor Sharpe's educational programs have attracted national and international attention. He has presented at the United Nations Sustainable Communities Conference, at the English Countryside Commission's Sustainable Tourism Conference, and at the Third World Indigenous People's Conference. His applied research has been featured in national publications such as the New York Times and Wall Street Journal.

Professor Sharpe has received a number of awards over the years for his work. His extension teaching and research has been acknowledged by a number of awards and honors including: Lifetime Service Award from the National Association of Community Development Extension Professionals; Odyssey Award from the United States Travel Industry Association; National Exemplary Community Project by the National Trust for Historic Preservation; and the Collaborative Practice Award from the Association of Collegiate Schools of Architecture for the Blackfeet Indian Reservation Visioning Project.

Professor Sharpe has been an outstanding Extension Specialist for over two decades. He has presented over 30 Farm and Ranch Recreation Business Workshops in 9 western states; has completed 33 Community Tourism Assessment projects in the state of Montana, including 5

Indian Reservations; and produced the video “Nature-based Tourism Business.” Additionally, Mr. Sharpe has provided effective leadership as Chair of the USDA’s National Extension Tourism Education Task Force, Chair of the Western Extension Community Tourism Assessment Program and Chair of the Montana Birding and Nature Trail committee.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon David Sharpe the rank of Professor Emeritus of Cooperative Extension at Montana State University and wishes him well for many years in the future.

ITEM 131-2300-R0506; Staff Agricultural Experiment Station							May 31 - June 2, 2006			
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase		
Last	First									
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>										
<b>FACULTY; Associate Professors</b>										
<b>Giroux</b>	Michael	FR: Associate Professor, Plant Sciences & Plant Pathology TO: (No Change)	71,035	79,859		7/1/06 R	T CU	12.42%		
<b>McDermott PHD</b>	Timothy	FR: Associate Professor, Land Resources & Environmental Sciences TO: (No Change)	64,952	64,952	*1,000/m o Grant Work	2/1/06 - 5/31/06	T CU *R	0.00%		
<b>TOTALS AND AVERAGE INCREASE</b>			<b>135,987</b>	<b>144,811</b>				<b>6.49%</b>		
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other		<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary		<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)	
* <b>NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>										





ITEM 131-2400-R0506; Staff Cooperative Extension Service							May 31 - June 2, 2006		
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase	
Last	First								
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>									
<b>(A) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>									
Steele PHD	Douglas	FR: Director, Extension Service Administration TO: (No Change)	124,700	124,700	*2,078/mo Grant Work	4/1/06 - 6/30/06	CU *R FY	0.00%	
<b>(B) FACULTY; Associate Professors</b>									
Crawford MS	Darren	FR: County Extension Agent, ES Agents TO: (No Change)	45,711	46,711		1/1/06 County Transfer	T CU,D FY	2.19%	
<b>TOTALS AND AVERAGE INCREASE</b>			<b>170,411</b>	<b>171,411</b>				<b>0.59%</b>	
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>									
<b>(A) FACULTY; Assistant Professors</b>									
Crowley MS	Tara	Extension Agent, ES Agents	51,144	39,420	300	2/13/06 (Mendenhall)	CU, D FY	-29.74%	
Martz PHD	Jill	4H Curriculum/Outreach Spec, ES 4- H	72,457	60,000		3/13/06 (Astroth)	CU FY	-20.76%	
<b>(3) END OF EMPLOYMENT</b>									
<b>(A1) FACULTY; Adjunct Instructors</b>									
Amaral-Lombard	Peggy	Extension Agent, Extension				3/31/06	CU, D		
Crandell	Brian	Officer				4/30/06	CU		
Hammer	Katherine	Extension Agent, Extension				3/31/06	CU, D		
<b>(4) POST RETIREMENT CONTRACTS</b>									
Riesselman PHD	John	Professor Emeritus, Plant Sciences and Plant Pathology	72,755	72,755		7/1/05	T <b>0.75 FTE</b>	0.00%	
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other		<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary		<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research

ITEM 131-2400-R0506; Staff Cooperative Extension Service						May 31 - June 2, 2006		
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance							AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)	
* <b>NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>								

ITEM 131-2700-R0506; Staff Montana State University-Billings							May 31-June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
<b>Andersen B.S.</b>	Shelly	<b>FR:</b> Interim Director of Admissions, Interim Director New Student Services <b>TO: Director of New Student Services</b>	47,610	54,000		3/1/2006	NT CU	13.4%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
<b>Lacy PhD</b>	Kirk	<b>FR:</b> Interim Dean, College of Professional Studies and Lifelong Learning <b>TO: Associate Dean, College of Professional Studies and Lifelong Learning</b>	85,000	85,000		3/1/2006	NT CU	0.00%
<b>McNally Ph.D.</b>	Mary	<b>FR:</b> Professor, Business Academic Programs and Acting Dean, College of Business <b>TO: Interim Dean, College of Business</b>	75,419	90,250		1/1/2006 Michels	T CU	19.66%
<b>(C) FACULTY; Professors</b>								
<b>Balter-Reitz Ph.D.</b>	Susan	<b>FR:</b> Assistant Professor Communication and Theatre <b>TO: Associate Professor Communication and Theatre</b>	50,198	53,059		8/22/2006	T CU	5.7%
<b>Castles Ph.D.</b>	Carl	<b>FR:</b> Assistant Professor Biological & Physical Sciences <b>TO: Associate Professor Biological &amp; Physical Sciences</b>	41,225	43,575		8/22/2006	T CU	5.7%
<b>Kelker Ed.D.</b>	Katharin	<b>FR:</b> Assistant Professor & Chair Special Education, Counseling, Reading, & Early Childhood <b>TO: Associate Professor &amp; Chair Special Education, Counseling, Reading, &amp; Early Childhood</b>	46,076	48,702		8/22/2006	T CU	5.7%

ITEM 131-2700-R0506; Staff Montana State University-Billings							May 31-June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Redinger Ph.D.	Matthew	FR: Associate Professor History TO: Professor, History	43,972	51,008		8/22/2006	T CU P	16.0%
Robinson Ph.D.	George	FR: Associate Professor and Chair Modern Languages & Literatures TO: Professor and Chair Modern Languages & Literatures	53,080	61,573		8/22/2006	T CU P	16.0%
Schmitz M.Ed.	Randall	FR: Instructor Business and Information TO: Instructor Business and Information	43,721	48,443		8/23/2005	T CU P	10.8%
Schmitz M.Ed.	Randall	FR: Instructor Business and Information TO: Instructor Business and Information	48,443	50,139		10/1/2005	T CU P	3.5%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>534,744</b>	<b>585,749</b>				<b>9.54%</b>
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Kratky Ph.D.	Rita	Director of Advising and Assitant Registrar	35,000	49,000		7/1/2006 Johannes	NT CU	40.0%
<b>(C ) FACULTY; Professors</b>								
Biggs M.B.A.	Trisha	Instructor Gen Ed/Related	38,090	38,090		8/22/06 Biggs	NT CU 0.5 FTE	0.0%
Duncan M.A.	Jennifer	Assistant Professor History	33,216	37,486		8/22/06 Marschke	P CU	12.9%
Ogren M.A.	Diann	Instructor Special Education, Counseling, Reading, and Early Childhood	52,433	30,862		8/22/06 Fishbaugh, MS	NT CU	-41.1%
Rieke M.S.	Deanna	Instructor Health Occup	38,196	38,196		8/22/06 Rieke	NT CU 0.5 FTE	0.0%
Spangler B.S.	Michael	Instructor Diesel Technology	35,098	35,344		8/22/06 Spangler	NT CU	0.7%

ITEM 131-2700-R0506; Staff Montana State University-Billings							May 31-June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Syring Ph.D.	John	Assistant Professor Biological and Physical Sciences	61,230	37,486		8/22/06 Khaleel	P CU	-38.8%
Wilkinson Ph.D.	Timothy	Associate Professor Business Academic Programs	44,495	85,000		8/22/06 Mancuso	P CU	91.0%
<b>(3) END OF EMPLOYMENT</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Hawkins B.S.	Melina	Director Financial Aid and Scholarships				5/31/2006 Retirement		
Kochner M.Ed.	Curt	Vice Chancellor for Student Affairs				6/30/2006 Retirement		
<b>(A1) FACULTY; Professors</b>								
Frimodig B.S.N.	Patsy	Instructor, Health Occupations				8/1/06 Retirement		
Heidenreich Ph.D	Adrian	Professor, Native American Studies, Political Science, and Sociology				6/1/06 Retirement		
Marshke Ph.D.	Benjamin	University Lecturer, History				5/10/06 Non-renewal		
Nettiksimmons M.A.	Dennis	University Lecturer, Honors				5/4/06 Resignation		
Siring Ph.D.	Rosemary	Assistant Professor, Special Education, Counseling, Reading, and Early Childhood				7/30/06 Resignation		
Sorenson M.A.	Lisa	University Lecturer, Communication and Theatre				5/10/06 Non-renewal		
<b>(B) LEAVES OF ABSENCE</b>								
<b>ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Cast MFA	Brian	Professor, Department of Art				2006-2007 Sabbatical Leave		

ITEM 131-2700-R0506; Staff Montana State University-Billings						May 31-June 2, 2006					
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase			
Last	First										
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other			<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary		<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		<b>EXTRA COMP LEGEND:</b> <b>est</b> = Estimated <b>act</b> = Actual <b>GA</b> = Grant administration <b>ST</b> = summer teaching <b>SR</b> = summer research <b>AT</b> = Additional AY teaching <b>AR</b> = Additional AY research <b>SP</b> = Speaking <b>PM</b> = Project management <b>O</b> = Other (must specify)	
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>											

May 31-June 2, 2006

ITEM 131-2708-R0506

**Authorization to Confer The Title of Professor Emeritus of Native American Studies upon Professor C. Adrian Heidenreich; Montana State University–Billings**

**THAT:**

Upon his retirement, Professor C. Adrian Heidenreich is completing a distinguished teaching and community service career of almost forty years in Native American Studies, Anthropology, and Sociology, including twenty-nine years at Montana State University – Billings (formerly Eastern Montana College) and nine years at Rocky Mountain College, both in Billings, Montana.

**EXPLANATION:**

He has made many contributions to the University, the local Billings community including the Crow and Northern Cheyenne reservations, the state, and the region, and to colleagues, students and the general public.

He has served as Coordinator of the Native American Studies Program, served on many campus committees, has taught more than 20 different college courses during his career, and mentored students, other faculty, and community members engaged in a variety of projects.

He was faculty advisor to the Intertribal Indian Club, including the annual Powwow and Native American Day, for almost all of his twenty-nine years at MSU-Billings, has lectured to many public groups, including Elderhostels and public schools, has been a resource scholar for regional newspapers, radio, and television, as well as national organizations and books, and has been an Expert witness for law cases on Indian civil rights, religious freedom, and other issues.

He has been a Post-Doctoral Fellow at the Smithsonian Institution in Washington, D.C., resident scholar for National Endowment for the Humanities Masterwork Grants for Teachers at MSU-Billings and regional school districts, and a board member of the Friends of Chief Plenty Coups State Park Advisory Council, Big Sky Indian Art Market, Teacher Corps, and other programs.

He has been a grant writer or reviewer and consultant for museum exhibits, ethnographic films, theatrical productions, and cultural and economic development projects sponsored

by the National Endowment for the Humanities, U.S. National Park Service, Administration for Native Americans in the U.S. Department of Health and Human Services, Montana Committee for the Humanities, Montana Department of Fish, Wildlife and Parks, Western Heritage Center, Yellowstone Art Museum, and other organizations.

He is a member of many professional organizations, has attended many scholarly conferences and presented papers at some of them, wrote a textbook on *Native American Studies*, and completed a variety of articles and book reviews in journals, as well as ethnographic films, exhibit catalogs, manuals, and a map, and his work is acknowledged in the works of other scholars.

He has participated in social and ceremonial activities of many traditions, is a third-generation American of Germanic/Prussian and English/Danish/Scotch background and an adopted member of the Big Day family in the Crow (Apsaalooke) Tribe, and was given the Crow name *Duxxiadeeitché* (Goes to War in a Good Way) to describe his cultural advocacy and diplomacy.

Montana State University-Billings wishes to honor Professor C. Adrian Heidenreich for his outstanding service to education, the regional community, and to his disciplines. This recommendation is accompanied by sincere thanks to Dr. Heidenreich for twenty-nine years of invaluable service to the State of Montana, Montana State University-Billings, the College of Arts of Sciences, and the Department of Native American Studies, Political Science, and Sociology. Congratulations and best wishes for the future.



ITEM 131-2800-R0506 Staff; MSU-NORTHERN							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Gist MLS	Vicki	Interim Library Director	52,185	52,000		4/1/06 (C. Harrison)	NT CU	-0.35%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>52,185</b>	<b>52,000</b>				<b>-0.35%</b>
<b>(B) FACULTY: FOR INFORMATIONAL PURPOSES ONLY</b>								
<b>2005-06 FACULTY ROSTER: (Faculty salaries, rank and tenure reflect 2005-06 ratified collective bargaining agreement; academic year appointments unless otherwise indicated)</b>								
<b>(New salary figures include 04-05 service point given to those faculty applicable beginning 10/1/05.)</b>								
<b>Professors:</b>								
Carlson MBA	Kevin S.	Professor of Business	51,703	53,492		10/1/05	T CU	3.46%
Christeck Ph.D.	Robert P.	Professor of Chemistry	54,838	56,627		10/1/05	T CU	3.26%
Clouse M.Ed.	Gregory C.	Professor of Diesel & Agricultural Technology	49,423	51,212		10/1/05	T CU	3.62%
Edwards Ph.D.	James R.	Professor of Economics	50,563	52,352		10/1/05	T CU	3.54%
Gilmartin Ph.D.	Brian G.	Professor Education/ Sociology/ Psychology	52,415	54,204		10/1/05	T CU	3.41%
Hawkinson Ed. D.	Virgil C.	Professor of Metals Technology	53,128	54,917		10/1/05	T CU	3.37%
Johnson M.S.	Kevin H.	Professor of Automotive Technology	48,568	50,357		10/1/05	T CU	3.68%
Lockwood Ph.D.	Stephen P	Professor of English	50,278	52,067		10/1/05	T CU	3.56%
Lockwood RN. Ed.D	Suzanne F	Professor of Nursing	51,845	53,634		10/1/05	T CU	3.45%
Miller M.Ed.	Robert L.	Professor of Automotive Technology	52,843	54,632		10/1/05	T CU	3.39%
Snider Ph.D.	John M.	Professor of English	51,703	53,492		10/1/05	T CU	3.46%
Soiseth MFA	Joel K.	Professor of Art	47,000	48,504		10/1/05	T CU	3.20%

ITEM 131-2800-R0506 Staff; MSU-NORTHERN							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Stalkamp M.Ed.	Lloyd E.	Professor of Electronics Tech	48,425	50,214		10/1/05	T CU	3.69%
Strizich M.Engr.	Lawrence J.	Prof Elec Eng Tech & Computer Information Systems Dept Chair - Technical Sciences	51,418	53,207	<b>3,600 DC</b>	10/1/05	T CU	3.48%
Thackeray Jr. D.A.	William W.	Professor of English	55,978	28,883		10/1/05 Retired 1/06	T CU	-48.40%
Welch M.S.	Thomas M.	Professor of Agricultural Technology	48,140	49,929		10/1/05	T CU	3.72%
Wiberg D.M.A.	Janice L.	Professor of Music	53,128	54,917		10/1/05	T CU	3.37%
<b>Associate Professors:</b>								
Danley M.S.	William H.	Assoc. Prof of Agricultural & Mechanical Technology	44,463	46,039		10/1/05	T CU	3.54%
Heske Ph. D.	Steve D.	Associate Professor of English	46,030	47,606		10/1/05	T CU	3.42%
Hester Ed.D.	Gregory A.	Associate Professor of Water Quality Tech/Enviro Health	47,883	49,459		10/1/05	T CU	3.29%
Howland MBA	James C.	Associate Professor of Computer Information Systems	41,613	43,189		10/1/05	T CU	3.79%
McCroskey Ed. D	Mary L.	Associate Professor of Education	45,888	47,464		10/1/05	T CU	3.43%
Munson M.I.M.	Terence E.	Associate Professor of Business	46,743	48,319		10/1/05	T CU	3.37%
Reifschneider Ph.D.	Carol A.	Associate Professor of Water Quality Tech/Enviro Health Dept Chair - Arts & Sciences	45,261	46,837	<b>3,000 DC 10 months</b>	10/1/05	T CU	3.48%
Rundquist Ph.D.	Vaughn M.	Associate Professor of Biology	47,028	48,604		10/1/05	T CU	3.35%
Seiffert Ed.D.	Mark A.	Assoc Professor of Speech/ Communications	45,888	47,464		10/1/05	T CU	3.43%
Sellers Ph.D.	Darlene	Associate Professor of Education	47,313	48,889		10/1/05	T CU	3.33%
Skornogoski MBA	Brenda F.	Assoc Professor of Business	48,025	49,601		10/1/05	T CU	3.28%

ITEM 131-2800-R0506 Staff; MSU-NORTHERN							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Smeby Ph.D.	Curtis	Associate Professor of Curriculum & Instruction	46,030	47,606		10/1/05	T CU	3.42%
Stilger M.Ed	Lynn R.	Associate Professor Diesel Technology	43,180	44,756		10/1/05	T CU	3.65%
Stone M.B.A.	Roger D.	Associate Professor of Computer Information Systems	46,600	48,176		10/1/05	T CU	3.38%
Swartz, Jr. Ed.D.	William J.	Associate Professor of Mathematics	46,743	48,319		10/1/05	T CU	3.37%
Thackeray M.Ed.	Darryll H.	Associate Professor of Automotive Technology	45,745	47,321		10/1/05	T CU	3.45%
Trethewey Ed.D.	Janet	Associate Professor of Education	43,893	45,469		10/1/05	T CU	3.59%
<b>Assistant Professors:</b>								
Boysun M.Ed.	Wane	Assistant Professor of Automotive Tech/Agri Mechanics	36,075	37,426		10/1/05	T CU	3.74%
Bricker MS	Darlene	Assistant Professor of Education	37,357	38,708		10/1/05	P CU	3.62%
Brodeur B.S.	Joel	Assistant Professor of Design Drafting Technology	34,143	35,494		10/1/05	P CU	3.96%
Castle M.S.	Robin	Assistant Professor of Education	33,319	34,385		10/1/05	P CU	3.20%
Foley Ph.D.	John B.	Assistant Professor of Counselor Education/ Grad Program	40,336	41,687		10/1/05	P CU	3.35%
Hembd M.Ed	Judy	Assistant Professor of Nursing	39,304	40,655		10/1/05	P CU	3.44%
Henehan MSN	Maureen	Assistant Professor of Nursing	39,304	40,655		10/1/05	P CU	3.44%
Hoogendam RN, MSN	Rose	Assistant Professor of Nursing	39,304	40,655		10/1/05	P CU	3.44%
Johnke M.N.S.	Robert	Assistant Professor of Mathematics	39,304	40,655		10/1/05	P CU	3.44%
Miller MS	Michael	Assistant Professor of Civil Eng Tech	40,729	41,795	<b>6,000 AD</b>	10/1/05	P CU	2.62%
Pease MFA	Norton	Assistant Professor of Graphic Design	36,856	38,207		10/1/05	P CU	3.67%

ITEM 131-2800-R0506 Staff; MSU-NORTHERN							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Petersen MS	Theresa	Assistant Professor of Nursing	39,304	40,655		10/1/05	P CU	3.44%
Pollington MS	Charles T.	Assistant Professor of Mathematics	36,454	37,805		10/1/05	P CU	3.71%
Scheresky-O'Neil MSN	Lisa	Assistant Professor of Nursing	39,304	40,655		10/1/05	P CU	3.44%
Verploegen MS	Mary	Assistant Professor of Computer Information Systems	36,169	37,520		10/1/05	P CU	3.74%
Wilke M.Ed.	Lanny E.	Assistant Professor of Business	37,309	38,660		10/1/05	T CU	3.62%
Williams M.Ed	Arllys	Assistant Professor of Nursing	39,304	40,370		10/1/05	P CU	2.71%
Williams Ph.D.	Katherine	Assistant Professor of Community Service/ Communication	39,293	40,644		10/1/05	P CU	3.44%
Young M.A.	Annette	Assistant Professor of Education	35,069	36,420		10/1/05	P CU	3.85%
<b>Instructors:</b>								
Don BC, Agri	Steven	Instructor in Automotive and Diesel	30,026	31,219		10/1/05	P CU	3.97%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>2,397,985</b>	<b>2,452,028</b>				<b>2.25%</b>
<b>(C) FACULTY - Changes in Promotion and Tenure, effective 8/1/06</b>								
Hester Ed.D.	Gregory A.	<b>FR Assoc Prof of Water Quality Tech/Enviro Health TO Prof of Water Quality Tech/Enviro Health</b>	49,459	54,062		8/1/06 P	T CU	9.31%
Howland MBA	James C.	<b>FR Assoc Prof of Computer Information Systems TO Prof of Computer Information Systems</b>	43,189	48,504		8/1/06 P	T CU	12.31%
McCroskey Ed. D	Mary L.	<b>FR Assoc Prof of Education TO Professor of Education</b>	47,464	52,067		8/1/06 P	T CU	9.70%
Stilger M.Ed	Lynn R.	<b>FR Assoc Prof Diesel Technology TO Professor Diesel Technology</b>	44,756	49,359		8/1/06 P	T CU	10.28%

ITEM 131-2800-R0506 Staff; MSU-NORTHERN							May 31 - June 2, 2006			
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase		
Last	First									
Verploegen MS	Mary	Assistant Professor of Computer Information Systems	37,520	37,520		8/1/06	FR: P TO: T, CU	0.00%		
<b>TOTALS AND AVERAGE INCREASE</b>			<b>222,388</b>	<b>241,512</b>				<b>8.60%</b>		
<b>(2) END OF EMPLOYMENT</b>										
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>										
Harrison M.S.	Cynthia	Director of Library	52,185			3/24/06	NT			
Handley M.S.	Lisa	Head Women's Volleyball Coach Asst Professor of Education	39,848			5/9/06	NT			
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other		<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary		<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)	
* <b>NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>										



ITEM 131-2850-R0506 Staff; Montana State University-Great Falls							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change	Type of Appt (AY is assumed)/ Funding Source and FTE (1 FTE is assumed)	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(a) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Baukol	Mary Ellen	FR: Assistant Dean, Administration & Finance TO: Associate Dean, Administration & Finance	74,967	80,604		7/1/06 Admin Re-Org	NT/CU 1.0	7.52%
Parsons	Pam	FR: Division Chief Public Relations, Outreach and Distance Education TO: Executive Director of College Relations & Advancement	56,990	60,093		7/1/06 Admin Re-Org	NT/CU 1.0	5.44%
Schaffer	Joseph	FR: Director, Outreach & Workforce Development TO: Assistant Dean, Outreach & Workforce Development	49,024	56,269		7/1/06 Admin Re-Org	NT/CU 1.0	14.78%
Bonilla	Mary Kay	FR: Director, Human Resources TO: Executive Director, Human Resources	55,000	60,229		7/1/06 Admin Re-Org	NT/CU 1.0	9.51%
Gunter	Deby	FR: Accounting Assoc III TO: Budget & Purchasing Officer	34,960	45,000		3/6/06 Promotion	NT/CU 1.0	28.72%
<b>(b) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Woloszyn	Kimberly	Dental Hygiene Program Director	N/A	60,000		5/1/06 Return from Leave of absence	FY/CU 1.0	
TOTALS AND AVERAGE INCREASE			270,941	362,195				33.68%
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(a) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS AND PROFESSIONALS</b>								
Orazem	Vicki	Assistant Dean for Bozeman Programs	N/A	74,000		7/10/06 New	FY CU 1.0 FTE	
<b>(3) END OF EMPLOYMENT</b>								
<b>(a) FACULTY</b>								
<b>Professors</b>								
Emard	Pamela	Dental Hygiene Faculty	32,293		4,000	5/9/2006	AY CU 1.0	

ITEM 131-2850-R0506 Staff; Montana State University-Great Falls							May 31 - June 2, 2006	
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change	Type of Appt (AY is assumed)/ Funding Source and FTE (1 FTE is assumed)	% Increase
Last	First							
Kowalski	Christine	HIT Faculty	44,001			5/9/2006	AY CU 1.0	
Morey	Deborah	English Faculty	36,425			5/9/2006	AY CU 1.0	
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CD = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase P/I = Promotion / Increase R/M = Retention / Market Adjustment Increase 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance		<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other	<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary	<b>**STIPEND LEGEND:</b> DC = Dept. Chair CC = Co-Chair BB = In lieu of Base Building	<b>*EXTRA COMP LEGEND:</b> est = Estimated act = Actual *ST = summer teaching *SR = summer research *AT = Additional AY teaching *AR = Additional AY research *SP = Speaking *PM = Project management/writing AY *O = Other (must specify)		<b>HIGHER REPLACEMENT \$ LEGEND:</b> MC = Market considerations IR = Increased responsibilities	
* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.								



May 31 – June 2, 2006

**ITEM 131-103-R0506:**     Approval of Tentative Agreement with MEA-MFT, Helena College of Technology

**THAT:**                     The Montana Board of Regents of Higher Education approves the Tentative Agreement with MEA-MFT

**EXPLANATION:**         See attached memo to Board of Regents from Kevin McRae, Director of Labor Relations and Human Resources

**ATTACHMENTS:**       a.    Memo to Board of Regents from Kevin McRae  
                                  b.    Tentative Agreement with MEA-MFT



**ITEM 131-103-R0506**

**TO:** Montana Board of Regents

**FROM:** Kevin McRae, Director  
Labor Relations and Human Resources

**RE:** Approval of Tentative Agreement with MEA-MFT,  
Helena College of Technology Faculty Union

**DATE:** May 31 – June 2, 2006

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Attached is a summary of the tentative agreement reached with the MEA-MFT covering faculty at the Helena College of Technology. The union-ratified agreement applies to a bargaining unit of approximately 34 members.

The agreement includes:

- Salary increases of 3.5 percent and 4.0 percent effective October 1, 2005, and October 1, 2006.
- Continuation of 164 scheduled work days, but reduction in the number of additional “flexible” work days from six to four.
- A two-year memorandum providing for one competitive merit award of \$1,000 each academic year.
- Term of the agreement expires June 30, 2007.

I recommend approval of the tentative agreement with MEA-MFT.



**Summary of Tentative Agreement  
Between  
MEA-MFT, Helena College of Technology Faculty Union  
And  
Montana University System  
April 2006**

## **Salaries**

Salary increases. Increase the minimum salaries in Article 10 by 3 percent for the 2005-2006 instructional year, and by 3.5 percent for the 2006-2007 instructional year. Faculty members shall receive a salary increase of 3.5 percent retroactive to October 1, 2005. Faculty members shall receive a salary increase of 4 percent effective October 1, 2006.

\* \* \* \* \*

## **Assignments**

### **4.7 CLASS AND COURSE ASSIGNMENT**

The instructional assignment of a faculty member should be made in his/her field of competence. There are common instructional components in each discipline that all faculty should be able to teach. Therefore, the need for change of assignment within his/her field for the purpose of providing better service and a higher quality program is acknowledged. Instructional assignments shall be based on a consideration of the needs of students (including the need to make the curriculum available throughout the day and evening), the continued necessity for revitalization and improvement of the instructional program, academic qualifications and expertise of the faculty and, where practical, faculty preference. Instructional assignments shall not be made arbitrarily, capriciously, or with the intent or effect of discriminating against any faculty member.

Faculty members will be given a minimum of five (5) working days prior notification of their tentative course assignments. Faculty members will be informed of any changes to their tentative course assignments necessitated by student enrollment or other unforeseen events as soon as possible.

A faculty member shall not be required to teach both evening and early morning classes unless the faculty member concurs with this kind of assignment **or it is necessary for the delivery of a program. If the faculty member does not concur and is required to teach both evening and early morning classes, the employer must show it made a reasonable effort to consider the best interests of the employee and the best interests of the college. An involuntary assignment of both evening and early morning classes shall not be extended beyond one semester without an effort by faculty union representatives and administration representatives to reach agreement on the scheduling need.**

\* \* \* \* \*

### Committees

#### 4.11 COMMITTEES

The employer recognizes the value of faculty member input in decisions regarding such academic **and other** matters as the following: program evaluation, curriculum, faculty member development and sabbaticals, professional standards and qualifications, calendar, ~~and~~ the selection of academic related faculty members **, workplace safety, strategic planning, and employee wellness**. The union recognizes that responsibility for making final decisions rests with the employer. Faculty members shall be included on committees which may be established to make recommendations on ~~such academic~~ **the aforementioned matters**. Appointments on such committees shall be done in consultation with the local union leadership at the College and other appropriate employee groups.

\* \* \* \* \*

### Dependent Tuition Waiver

Incorporate the following into the bargaining agreement:

Permanent employees employed at least three-quarter time for five (5) or more consecutive years are eligible to use a dependent tuition waiver benefit in accordance with Board of Regents policy. Employees who utilize the faculty and staff tuition waiver are not eligible for a dependent tuition waiver during the same academic term. Only one (1) dependent may utilize the dependent tuition waiver in an academic term. A dependent includes the employee’s spouse, and financially dependent children as defined by the Internal Revenue Code who are unmarried and under age 24. The tuition waiver benefit for dependents shall be for 50 percent of the residential tuition. In no case may registration, course fees or any other mandatory or miscellaneous fees be waived. Dependents may utilize the tuition waiver benefit to take courses at a college of technology or in any other two-year or certificate programs and to obtain a first baccalaureate degree at any unit of the university system. Dependents may not use the tuition waiver benefit to attend law school or obtain a graduate degree. The tuition waiver does not apply to non-credit, continuing education or other self-supporting courses.

\* \* \* \* \*

### Appendices to contract

Renew Appendix A (faculty workload) and Appendix B (policy and statutory references). Delete Appendix C (committee on examination of experience driven model – may revisit this interest in a future contract) and Appendix D (partial tuition waiver for dependents – incorporated into the contract).

\* \* \* \* \*

**Work days**

4.8 Professional Responsibilities. The academic year currently consists of 164 scheduled work days and up to a maximum of six flexible work days. Reduce the number of flexible work days from six to four. Change language in Article 10.2 and 10.3 from “1/170<sup>th</sup>” to “1/168<sup>th</sup>.”

\* \* \* \* \*

**State trainers**

4.16 State Trainers. Delete this section.

\* \* \* \* \*

**Faculty titles**

(create memorandum of understanding to the following)

Article 10. Titles. Retain current titles for the term of the Agreement, but agree to form a labor-management committee to meet during the term of this Agreement to study the feasibility of alternative titles (alternatives to “Level 1 through Level 4”). The committee shall make recommendations to the Dean of the College of Technology in advance of the next collective bargaining cycle.

\* \* \* \* \*

**Merit awards**

(create memorandum of understanding to the following)

Merit Awards. Retain the current contract language, but enter into a two-year memorandum of understanding providing for the award of one \$1,000 base salary merit award in the 2005-2006 instructional year and one \$1,000 base salary merit award in the 2006-2007 instructional year.\* Applications or nominations will be submitted to Dean of the College of Technology, who will, in consultation with the Association President, appoint a faculty committee of three to screen the applications or nominations and make a recommendation to the Dean.

Prior to the above procedures taking place, a committee shall convene to develop the standards by which merit applications or nominations are to be judged. This eight-member committee will consist of four people appointed by the Association and four people appointed by the Dean.

\* Or two \$500 base salary merit awards in each year.





May 31 – June 2, 2006

**ITEM 131-117-R0506:**     Approval of Tentative Agreement with MEA-MFT, MSU-Northern Faculty

**THAT:**                     The Montana Board of Regents of Higher Education approves the Tentative Agreement with MEA-MFT

**EXPLANATION:**         See attached memo to Board of Regents from Kevin McRae, Director of Labor Relations and Human Resources

**ATTACHMENTS:**       a.    Memo to Board of Regents from Kevin McRae  
                              b.    Tentative Agreement with MEA-MFT



**ITEM 131-117-R0506**

**TO:** Montana Board of Regents

**FROM:** Kevin McRae, Director  
Labor Relations and Human Resources

**RE:** Approval of Tentative Agreement with MEA-MFT,  
MSU-Northern Faculty Union

**DATE:** May 31 – June 2, 2006

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Attached is a summary of the tentative agreement reached with the MEA-MFT covering faculty at MSU-Northern. The union-ratified agreement applies to a bargaining unit of approximately 65 members.

The agreement includes:

- Salary increases of 3.5 percent and 4.0 percent effective October 1, 2005, and October 1, 2006.
- Deletion of the merit pay provision.
- Adjustment to workload compensation for independent study and directed study (\$100 per student credit hour).
- Term of the agreement expires June 30, 2007.

I recommend approval of the tentative agreement with MEA-MFT.



**Summary of Tentative Agreement  
Between  
MEA-MFT, MSU-Northern Faculty Union  
And  
Montana University System  
April 2006**

**Tentative agreements:**

- Adopt Board of Regents language on dependent partial tuition waiver in accordance with BOR policy.
- Doctorate Degree – retain points for occupational experience prospectively.
- Promotion increases are not considered “general salary increases” during the term of this agreement.
- Delete 9.12 – merit provision; re-number the remaining provisions of the article.

**General salary increases.**

Raise the minimum salaries in Article 9.9 by 3.5% effective October 1, 2005, and by 4% effective October 1, 2006. Faculty members shall receive salary increases averaging 3.5%, or \$1,005 annually, whichever is greater, effective October 1, 2005 retroactive to that date. Faculty members shall receive salary increases averaging 4%, or \$1,188 annually, whichever is greater, effective October 1, 2006. These base salary increases include the awarding of points, which shall be awarded annually in August.

**Workload compensation.**

Create a new provision:

Independent study and directed study may be offered without consideration for overload. Faculty will be compensated for independent or directed studies at the rate of \$100 per student credit hour. In order to be eligible for the compensation of \$100 per credit hour, the faculty member must receive advance approval from the Dean and Provost to offer the course.

\* \* \* \* \*



**ITEM 131-1002-R0506      Student Computer Fee Employment Allocation; The University of Montana-Missoula**

**THAT:** Consistent with the provisions of Board of Regents' Policy 940.23, the Board of Regents authorizes The University of Montana to expend Student Computer Fee funds for the following projects that exceed the local approval threshold:

**Student Employment**

- 1) College of Arts and Sciences (\$91,507);
- 2) Information Technology (public labs) (\$54,863);
- 3) School of Business (\$36,465);
- 4) College of Technology (\$30,802);
- 5) Student Technical Assistant Program (STAP) (\$30,000);
- 6) Information Technology (Help Desk) (\$25,000);
- 7) Information Technology (Web Development) (\$25,000).

**EXPLANATION:** Board of Regents' policy 940.23 requires Board approval of all purchases over \$25,000. The Student Computer Fee Committee, whose membership includes 50 percent students as required by Board Policy, endorses this proposal.





ITEM 131-1003-R0506

**Student Computer Fee Equipment Allocation; The University of Montana-Missoula**

**THAT:**

Consistent with the provisions of Board of Regents' Policy 940.23, the Board of Regents authorizes The University of Montana to expend Student Computer Fee funds for the following projects that exceed the local approval threshold:

- 1) College of Arts and Sciences equipment (\$129,649);
- 2) fund student access point charge (\$100,000);
- 3) Information Technology equipment \$80,000);
- 4) Mansfield Library equipment (\$34,000);
- 5) fund Academic Affairs for Blackboard (\$25,000);
- 6) set aside Information Technology contingency fund (\$25,000).

**EXPLANATION:**

Board of Regents' policy 940.23 requires Board approval of all purchases over \$25,000. The Student Computer Fee Committee, whose membership includes 50 percent students as required by Board Policy, endorses this proposal.



May 31-June 2, 2006

**ITEM 131-1004-R0506      Authority Reports; The University of Montana - Missoula**

**THAT:** Consistent with the Board of Regents Policy 1003.7, Authorization for Building Projects (BOR Item 112-105-R0701), The University of Montana hereby submits the attached status reports of BOR and LRBP authority.

**EXPLANATION:** Board of Regents policy requires that the campuses of the University System submit a project authorization status report annually at the May Board of Regents meeting.



The University of Montana - Legislative Appropriation Status - Fiscal Year 2006	Legislature	Bill #	BOR Item	Gov. Consent (Y/N)	Gov. Consent Date	Authorization Date	Expiration Date	Authority Only (Y/N)	Authority Amount	State Funds	Other Funds	Other Funds Status	O&M Costs	O&M Funding	Project Status	Reverted	Reverted Date	Notes
<b>59th Biennium (FY2006 - FY2007)</b>																		
<b>THE UNIVERSITY OF MONTANA SYSTEM</b>																		
<b>ADA/Code</b>	59th	HB5							<b>\$696,500</b>				<b>N/A</b>					\$1,393,000 Split 50/50 with MSU
<b>Compliance/Deferred Maintenance</b>																		
MTUM Allocation (Science & Engineering Lift)									(\$30,000)						Design			
UMM Allocation (Math Elevator)									(\$166,500)						Design			Constructed Summer 2006
UMM Allocation (Clapp Asbestos Abatement)									(\$500,000)						Construction			To be completed Summer 2006
Project Transfer from A&E (BI009/BI012/BI023) Reserve for Clapp Asbestos Project (1/24/06)									(\$50,000)						Construction			
<b>Subtotal</b>									<b>(\$50,000)</b>									
<b>Classroom/Lab Upgrades</b>	59th	HB5							<b>\$497,500</b>				<b>N/A</b>					\$995,000 Split 50/50 with MSU
MTUM Allocation									(\$212,000)						Design			
UMW Allocation									(\$90,000)						Design			
HCOT Allocation									(\$155,500)						Design			
UMM Allocation (Math Elevator)									(\$40,000)						Design			
<b>Subtotal</b>									<b>\$0</b>									
<b>General Spending Authority</b>	59th	HB5						Y	<b>\$4,000,000</b>									
HCOT Expansion Project - see also HB540 Approp (59th)									(\$350,000)						Bid			
<b>Subtotal</b>									<b>\$3,650,000</b>									

UM MISSOULA									
Steam Distribution Upgrade	59th	HB5	\$8,965,325	\$5,905,325	\$3,060,000	Auxiliary	N/A	Design	3 Rivers Engineering
Health Science HVAC Upgrade Phase 2	59th	HB5	\$965,150	\$965,150			N/A	Design	LPW Engineering
Transferred to Phase I of Project (6/17/05)			(\$400,475)						
<b>Subtotal</b>			<b>\$564,675</b>						
Science Complex HVAC Renovation 3rd & 4th Floors	59th	HB5	\$606,950	\$606,950			N/A	Construction	4th Floor Under Construction, 3rd on Hold - Seeking LRBP Funding
Law Building ADA Improvements/Renovation/Expansion	59th	HB5	\$500,000	\$500,000			\$263,238	Campus On Hold	Seeking Additional State Funding
Journalism Building (see also authority from 57th Legislature)	59th	HB5	\$500,000	\$500,000			See 57th	Construction	
A/E Fire Alarm System - Science Complex	59th		\$50,000	\$50,000			N/A	Construction	w/Asbestos Abatement - FY06
A/E Windows - Botany Building	59th		\$100,000	\$100,000			N/A	Planning	FY07
A/E Roofs - Missoula Main Hall	59th		\$514,630	\$514,630			N/A	Planning	FY07
Forestry Greenhouse			(\$264,990)					Planning	
Rankin Hall			(\$17,340)					Planning	Pending Main Hall & Rankin FY08
724 Eddy			(\$130,390)					Planning	FY07
Clinical Psychology Center			(\$26,500)					Planning	Pending Main Hall & Rankin FY08
PARTV Drains			(\$44,580)					Planning	Pending Main Hall & Rankin FY08
<b>Subtotal</b>			<b>\$0</b>					Planning	Pending Main Hall & Rankin FY08

College of Technology Construction/Consolidate Campus	59th	HB5	Y	\$24,500,000	\$24,500,000	Seeking Grant	General Fund	Preliminary Design Complete	Pursuing LRBP Funds
Forestry Complex	59th	HB5	Y	\$20,000,000	\$20,000,000	Federal/Campus Funds	\$180,000 Split	Preliminary Design Complete	Pursuing Federal Funding
Gallery Space	59th	HB5	Y	\$6,000,000	\$6,000,000		\$110,000 Campus	Schematic Design	A&E Architect
Native American Study Center - Addition to 56th Leg. Authority  (Total Authority of \$6,000,000)	59th	HB5	Y	\$2,500,000	\$2,500,000		\$165,000 General Fund	Schematic Design Complete	LA Olsen Architect
Research Lab Facility - Additional Floors	59th	HB5	Y	\$3,000,000	\$3,000,000		\$80,000 Campus		LRBP HB5 - Currently on Hold
<b>UM - MONTANA TECH</b>									
Petroleum Building Construction (see Authority Only item also)	59th	HB540		\$9,000,000	\$9,000,000		\$600,000 General Fund	In Design	CWG Architects - Helena, Requesting Additional LRBP Funding
MBMG/Petroleum Building (see Appropriation also)	59th	HB5	Y	\$5,400,000	\$5,400,000				See Appropriation
Mining & Geology Mechanical Systems	59th	HB5		\$915,400	\$915,400		N/A		Design
A/E Fire Alarm (Main Hall, S&E and M&G)	59th			\$70,000	\$70,000		N/A		Design

UM - WESTERN							
<b>Water Distribution System Renovation</b>	59th	HB5		\$182,185	\$182,185	N/A	Bid 5/06 Complete 9/06
<b>A/E Wood Fuel Boiler</b>	59th	SBEP		\$1,400,000		N/A	Construction
also \$400K from 57th Grant/Private Authority line							
<b>A/E Fire Alarm - Old Main</b>	59th			\$80,000	\$80,000	N/A	Design (FY08)
<b>A/E Roofs - Main Hall (including tuck pointing)</b>	59th			\$150,000	\$150,000	N/A	Design

UM - HCOT							
<b>Construction of New College of Technology</b>	59th	HB540		\$7,500,000	\$7,500,000	\$200,000	General Bid Fund
General Spending Authority from 59th Legislature				\$350,000			
<b>Subtotal</b>				<b>\$7,850,000</b>			

**58th Biennium (FY2004 - FY2005)**

THE UNIVERSITY OF MONTANA SYSTEM							
<b>General Spending Authority</b>	58th	HB5	Y	\$3,500,000			
UMM -New Lab Building "Supplemental Funding"				(\$500,000)		Campus	Complete
UMM - Boiler Controls				(\$135,000)		Campus	Complete
UMM - Science Complex HVAC				(\$36,000)		Campus	Complete
MTUM - Chemistry Remodel				(\$225,000)		Campus	Complete
UMM - Main Hall Remodel				(\$370,000)		Bond	Complete
UMM - Park & Ride Project 57th or 58th AUTHORITY				(\$600,000)		Campus	Complete



UMW - Fuel for Schools Project (5/24/05)	(\$400,000)	Grant	Construction
UMM - School of Journalism Renovation (old building)	(\$750,000)	Bond	Planning
UMM - Chemistry Building Mouse House Renovation	(\$205,000)	Campus	Complete
UMM - Clapp (Science Complex) 4th Floor HVAC	(\$6,097)	Campus	Construction
<b>Subtotal</b>	<b>\$272,903</b>		

**UM MISSOULA**

<b>Skaggs Building Addition (61,000 GSF)</b>	58th HB5	Y	<b>\$11,500,000</b>	<b>\$3,000,000 Grant Match</b>	<b>\$520,000 100% DESF</b>	<b>Construction</b>	Schutz/Foss Architects - Complete 3/07
Budget Amendment Requested			\$2,500,000	\$7,000,000 Bonds			
<b>Total</b>			<b>\$14,000,000</b>	<b>\$4,000,000 Private</b>			

<b>Mechanical Systems Repair/Replacement - Health Sci. HVAC</b>	58th HB5		<b>\$202,000</b>	<b>\$202,000 N/A</b>	<b>N/A</b>	<b>Complete</b>	
Code/Deferred Maint 57th (Ground Water Cooling Design)			\$12,170				
Code/Deferred Maint 57th (for Animal Facilities)			\$100,000				
SBEP Funding (for Animal Facilities) Need Updated #			\$211,152				
Funds transferred from Phase II - 59th HB5 Approp			\$400,475				
LRBP Hazardous Materials Approp (6/17/05)			\$12,101				
Code/Deferred Maint 57th (6/17/05 addition)			\$93,397				
<b>Total</b>			<b>\$1,031,295</b>				

<b>Crown of the Continent Eco Interpretive Center/Nature Trail</b>	58th HB5	Y	<b>\$3,700,000</b>	<b>\$3,700,000 To Be Identified</b>	<b>100% Fund Raising DESF</b>		Project on hold pursuing funding
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UM - MONTANA TECH										
Primary Power Dist. Replacement	58th	HB5	\$360,500	\$240,500	\$120,000	N/A	N/A	Complete	Y	
UM - HCOT										
HCOT Schematic Design	58th	HB5	\$175,000					Complete	Y	
57th Biennium (FY2002 - FY2003)										
THE UNIVERSITY OF MONTANA SYSTEM										
Master Plan Campuses, University System	57th	HB5	\$250,000	\$150,000		N/A	N/A	Balance Reverted	Y	\$16,000 UM Masterplan
Code Compliance/Deferred Maintenance	57th	HB5	\$550,000	\$550,000	\$0	N/A	N/A			50/50 Split with MSU
HCOT - Magnetic Door Hold Open Devices			(\$30,000)					Complete		
UMW - Fire Alarm Systems			(\$54,000)					Complete		
MTUM - Code Issues in Tunnel			(\$45,000)					Complete		
UMM - Spray Booth Fine Arts/Railing East Balcony			(\$20,000)					Design		On Hold for Additional Funding
UMM - Stairway Head Clearance - Fine Arts			(\$50,000)					Complete		
UMM - Boiler Controls			(\$76,000)					Complete		
UMM Health Science HVAC Project (6/17/05)			(\$93,397)					Complete		
<b>Subtotal</b>			<b>\$181,603</b>							
General Authority ADA & Code/Deferred Maintenance	57th	HB5	Y	\$1,000,000	\$0	\$1,000,000	N/A	N/A		
McGill Hall Elevator w/renovation project				(\$265,000)			Campus	Complete		
UMM - Health Science HVAC Animal Facilities				(\$100,000)			Campus	Complete		
UMM - Ground Water				(\$12,170)			Campus	Constr		

Cooling - Health Science/BioResearch MTUM - Petroleum on Bldg. Windows UMM - Skaggs Exhaust Stack Study <b>Subtotal</b>												uction Compl ete Compl ete			
<b>UM MISSOULA</b>															
<b>Chemistry Building Renovation</b>	57th	HB14		\$6,350,000	\$6,350,000	N/A	N/A	\$56,882	GENF Increase	Comp lete	Y	A/E Architects - Complete Feb '05			
<b>Roof Repair/Replacement (UMM Only)</b>	57th	HB5		\$105,000	\$105,000	N/A	N/A	N/A	N/A	Comp lete	Y				
<b>Chemistry Building Addition</b>	57th	HB5	Y	\$3,200,000	N/A	\$3,200,000	\$750,000 allocated	\$101,550	100% DESF	Comp lete	Y	A/E Architects - Complete Feb '05			
<b>Grant /Private Fund Projects</b>	57th	HB5	Y	\$1,500,000	\$0				100% DESF	Comp lete	Y				
McGill Hall Renovation				(\$1,000,000)		\$1,000,000	Private	\$32,000				Paradigm Architects			
UMW - Fuel for Schools Project - add to 59th Authority				(\$400,000)		\$400,000	Federal Grant								
<b>Subtotal</b>				<b>\$100,000</b>											
<b>Journalism Building (57,000 GSF)</b>	57th	HB5	106-1001-R0100	Y	\$12,000,000	\$0	\$12,000,000	10,000,000 Raised	\$318,000	Req uest	Const ructio n	Authority only. Operations will be split based upon usage per 59th Leg. Original reversion requirement removed by 59th Leg. Studioforma Architects. Seeking full O&M Support from 60th Legislature			
(See also 59th HB5 \$500,000 allocation of State funds)															
<b>Law Building Renovation/ Expansion (43,000 GSF)</b>	57th	HB5		Y	\$5,000,000	\$0	\$5,000,000	Fund Raising	\$192,100	Split base on usage	Planni ng	\$58,000 Planning/Mosaic Architects - schematic design & fund raising documents. 43,300gsf new space/ 31,000gsf			

(\$500,000 of State funds allocated by 59th Legislature)

renovated  
(\$8,551,343.75)  
\$3,500,000 raised to date (1/05)

<b>Yellow Bay Multi Media Center</b>	57th	HB5	Y	\$1,350,000	\$0	\$1,350,000	Fund Raising	\$31,640	100%	Planni DESF ng	Project on hold pursuing funding
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**UM - MONTANA TECH**

<b>Heating Plant Steam Distribution Phase II</b>	57th	HB5		\$675,000	\$438,750	\$236,250	In-Hand	N/A	N/A	Complete	Y	Upgraded piping in heating plant, headers, valves. Installed backup generator/new wiring & automatic transfer.
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**UM - WESTERN**

<b>Primary Power Dist. Replacement</b>	57th	HB5		\$222,125	\$162,750	\$59,375	In-Hand	N/A	N/A	Complete	Y	
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**UM - HCOT**

<b>Develop Design to Expand HCOT</b>	57th	HB5		\$365,000	\$365,000	N/A	N/A	N/A	N/A	Complete	Y	57th Legislature funded planning through construction documents for \$360,000. Mosaic Architecture completed master planning/schematic designs. Special session reverted \$200,000 of planning money. Request to 59th Leg. to restore planning money to complete construction of \$7.5 M project.
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**56th Biennium (FY2000 - FY2001)**

**THE UNIVERSITY OF MONTANA SYSTEM**

<b>Labs &amp; Classrooms Interior R&amp;R</b>	56th	HB14		\$2,000,000	\$2,000,000					Complete	Y	Schutz/Foss Architects
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<b>Fine Arts Ventilate and Update (Life Safety/Code)</b>	56th	HB5		\$450,000	\$450,000	\$0	N/A	N/A	N/A	Complete	Y	Architekton Architects
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<b>Mansfield Library Sprinkler System (Life Safety/Code)</b>	56th	HB5		\$657,000	\$657,000	\$0	N/A	N/A	N/A	Complete	Y	Archives Protection, New Fire Alarm System
<b>Roof Repair/Replacement</b>	56th	HB5		\$408,000	\$408,000	N/A	N/A	N/A	N/A		Y	
College of Technology (Replacement) - MTUM				(\$360,000)						Complete		
Heating Plant (Replacement) - MTUM				(\$18,000)						Complete		
Main Hall (Repair Clay Tile) - MTUM				(\$30,000)						Complete		
<b>Subtotal</b>				<b>\$0</b>								
<b>Repair/Replace Envelope - Main Hall WMC</b>	56th			\$225,000	\$225,000					Complete	Y	
<b>UM MISSOULA</b>												
<b>Boiler Controls 1, 2 and 3</b>	56th	HB5		\$225,000	\$125,000	\$100,000	In-Hand	N/A	N/A	Complete	Y	Design 3 Engineers
General Spending Authority 58th Code				\$135,000								
Compliance/Deferred Maint Authority 57th				\$76,000								
<b>Total</b>				<b>\$436,000</b>								
<b>Forestry Addition (Originally included Journalism) (70,000GSF)</b>	56th	HB5	Y	\$10,000,00	\$0	\$10,000,000	To Be Identified	\$189,840	70% DESF 30%G ENF	Canceled	Y	CTA has begun planning for the possibility of a joint structure with Federal Agency. Replaced by authority approved in 59th Legislature.
<b>Life Sciences Building (110,000 GSF)</b>	56th	HB5	Y	\$23,000,000	\$0	\$23,000,000	To Be Identified	\$744,700	76% DESF 24%G ENF	Canceled	Y	Authority Rescinded 59th Legislature
<b>Native American</b>	56th	HB5	Y	\$3,500,000	\$0	\$3,500,000	Fund	\$67,800	100%	Planni		\$50,000 in funding for

<b>Study Center (11,000)</b>						<b>Raising</b>	<b>GENF ng</b>			schematic design has been obtained. LA Olsen Architects have been appointed as architects of record.		
(Additional \$2,500,000 of authority granted by 59th Leg.)												
<b>Paxson Gallery Addition</b>	56th	HB5	Y	\$2,500,000	\$0	\$2,500,000	To Be Identified	60% DES	Canceled	Y	Authority Only - 57th Leg. Rescinded. Additional authority requested in the 59th Leg.	
<b>UM - MONTANA TECH</b>												
<b>Heating Plant/Steam Distribution Repair/Upgrade</b>	56th	HB5		\$650,000	\$530,000	\$120,000	Aux.		Complete	Y		
<b>Nondenom. Chapel Construction</b>	56th	HB5	Y	\$1,500,000	\$0	\$1,500,000	To Be Identified	100% DES	Canceled	Y		
<b>UM - WESTERN</b>												
<b>Rural Technology Center</b>	56th	HB14		\$4,170,000					Complete	Y		
<b>Heating Plant Utility Tunnels Repair/Replacement</b>	56th	HB5		\$1,200,000	\$800,000	\$400,000	Aux.		Complete	Y		
<b>Rural Technology Center</b>	56th	HB5	Y	\$350,000				100% GENF	Complete	Y	Supplemental to Federal Funding	
<b>55th Biennium (FY1998 - FY1999)</b>												
<b>THE UNIVERSITY OF MONTANA SYSTEM</b>												
<b>Code Compliance/Disability Access</b>	55th			\$1,450,000	\$1,450,000	N/A	N/A	N/A	N/A	Complete	Y	Elevators Brantly/Corbin; Chemistry
<b>Roof Repair/Replacement</b>				\$224,000							Y	
Science & Engineering - MTUM				(\$55,000)					Complete			
Library Administration - UMW				(\$90,000)					Complete			

Boiler Plant & Storage - UMW				(\$26,000)						Complete		
Petroleum Building - MTUM				(\$28,000)						Complete		
Museum Building (Flat Portion) - MTUM				(\$25,000)						Complete		
<b>Subtotal</b>				<b>\$0</b>								
<b>UM MISSOULA</b>												
Mechanical Systems R&R - Sci. Complex HVAC	55th	HB5		\$1,200,000	\$1,200,000	N/A	N/A	\$17,900	100% GENF	Complete	Y	Phase I & Phase II Complete
General Authority 58th				\$36,000								
<b>Total</b>				<b>\$1,236,000</b>								
<b>ADA Projects</b>	55th	HB5	Y	<b>\$750,000</b>				N/A	N/A	Complete	Y	New elevators Brantly Hall, Chemistry Building. FBB Architects
<b>Grant Projects - New Research Lab Facility</b>	55th	HB5	Y	<b>\$1,500,000</b>	\$0	\$1,900,000	Higher Ed Funds	\$67,000	100% DESF	Complete	Y	MMW Architects
General Authority 58th				\$500,000								
<b>Subtotal</b>				<b>\$2,000,000</b>								
<b>Student Building Fee Projects Over \$50,000</b>	55th	HB5	Y	<b>\$1,000,000</b>				N/A	N/A	Complete	Y	
<b>The University of Montana Plaza Construction</b>	55th	HB5	Y	<b>\$500,000</b>	\$0	\$500,000	To Be Identified	N/A	N/A	Hold		Preliminary plans developed. No funds raised/ pledged towards construction.
<b>UM - MONTANA TECH</b>												
<b>Chemistry Building Renovation</b>	55th	HB5		<b>\$750,000</b>						Complete	Y	
<b>Relocation of Programs, Mill Bldg Remodel</b>	55th	HB5	Y	<b>\$300,000</b>				N/A	N/A	Complete	Y	
<b>UM - WESTERN</b>												
<b>Boiler Plant &amp; Utility Dist. Repair/Replacement</b>	55th	HB5		<b>\$1,117,000</b>						Complete	Y	

<b>Rural Technology Center Planning</b>	55th HB5	\$75,000						Complete	Y	
<b>Main Hall Renovation</b>	55th HB5	Y \$1,250,000	\$0	\$1,250,000	To Be Identified	N/A	N/A	Hold		UM Western pursuing funding
<b>54th Biennium (FY1996 - FY1997)</b>										
<b>THE UNIVERSITY OF MONTANA SYSTEM</b>										
<b>ADA Access Modifications</b>	54th HB5	\$300,000			N/A	N/A	N/A		Y	50/50 Split with MSU/Fire Alarm Upgrade Campus Wide
Disability Access Renovation, Phase I - HCOT		(\$50,000)						Complete		
Welding Gas Storage Roof Cover, College of Tech - MTUM		(\$24,000)						Complete		
Disability Access Renovation - UMMCOT		(\$27,600)						Complete		
LA 001 Chair Lift - UMM		(\$35,000)						Complete		
Botany Lab Redesign & Access - UMM		(\$120,000)						Complete		
Business Administration Rest Room Remodel - UMM		(\$30,000)						Complete		
Health Science Rest Room Remodel - UMM		(\$13,400)						Complete		
<b>Subtotal</b>		<b>\$0</b>								
<b>Life Safety Code Compliance</b>	54th HB5	\$500,000	\$500,000		N/A	N/A	N/A			50/50 Split with MSU/Fire Alarm Upgrade Campus Wide
Science Complex Fire Alarm System - UMM		(\$39,748)						Complete		
Physical Plant Fire Alarm System- UMM		(\$25,000)						Complete		
Botany Annex Smoke Detectors - UMM		(\$10,000)						Complete		
724 Eddy Fire Alarm System - UMM		(\$20,000)						Complete		
Guidance & Counseling Fire Alarm System - UMM		(\$25,000)						Complete		



Native American Studies Fire Alarm System - UMM			(\$25,000)					Complete		
Radio/TV Fire Alarm System - UMM			(\$30,000)					Complete		
University Hall Fire Alarm System Upgrade - UMM			(\$50,000)					Complete		
<b>Subtotal</b>			<b>\$275,252</b>							
<b>Roof Repair/Replacement</b>	54th	HB5	<b>\$364,000</b>						<b>Y</b>	
McGill Hall - UMM			(\$99,000)					Complete		
North Corbin Hall - UMM			(\$33,000)					Complete		
Administration Building - UMMCOT			(\$232,000)					Complete		
<b>Subtotal</b>			<b>\$0</b>							
<b>UM MISSOULA</b>										
Pharmacy/Psych. Building Addition	54th	HB15	\$2,000,000	Bond			12% RES 88% GENF	Complete	<b>Y</b>	CTA Architects
<b>Subtotal</b>	54th	HB5	<b>\$8,400,000</b>	Other						
			<b>\$10,400,000</b>							
Student Building Fee Projects	54th		Y	\$400,000		N/A	N/A	Complete	<b>Y</b>	
Grant Projects	54th		Y	\$500,000	\$500,000	N/A	N/A	Complete	<b>Y</b>	New HIV Lab
Human Resources Relocation to Bld 32	54th		Y	\$150,000		N/A	N/A	Cancelled	<b>Y</b>	
Print Shop Relocation	54th		Y	\$300,000		N/A	N/A	Cancelled	<b>Y</b>	
<b>UM - MONTANA TECH</b>										
Chemistry Building Renovation	54th	HB15	\$4,536,000	Bond				Complete	<b>Y</b>	
<b>Subtotal</b>	54th	HB5	<b>\$1,509,000</b>	Other						
			<b>\$6,045,000</b>							

Museum Elevator	54th HB5		\$350,000					Complete	Y
<b>UM - WESTERN</b>									
Old Main Steam Trap Repair	54th HB5		\$55,000					Complete	Y
<b>53rd Biennium (FY1994 - FY1995)</b>									
<b>THE UNIVERSITY OF MONTANA SYSTEM</b>									
Roof Repair/Replacement	53rd HB5		\$272,000						Y
Building 32 - UMM			(\$157,000)					Complete	
Elrod Hall & Yellow Bay - UMM			(\$115,000)					Complete	
Subtotal			\$0						
<b>UM MISSOULA</b>									
Liberal Arts Elevator Installation	53rd		\$280,000					Complete	Y
Law School Library Basement Renovation	53rd	Y	\$1,000,000	\$750,000	N/A	N/A		Complete	Y
Motor Pool Building Construction	53rd	Y	\$300,000		N/A	N/A		Cancelled	Y
<b>52nd Biennium (FY1992 - FY1993)</b>									
<b>UM MISSOULA</b>									
Fire Alarm Systems - Campus Wide	52nd HB5		\$70,000					Complete	Y
Roof Replacement - Schreiber Gym	52nd HB5		\$208,000					Complete	Y
Roof Replacement - Botany	52nd HB5		\$72,000					Complete	Y
Water Line Replacement	52nd HB5		\$70,000					Complete	Y
Business	52nd HB5		\$204,000					Complete	Y

<b>Administration Elevator Installation</b>												
<b>Sidewalk &amp; Fire Access Improvement</b>	52nd	HB5		\$63,000					Complete	Y		
<b>Chemistry/Pharmacy Planning</b>	52nd	HB5		\$50,000					Complete	Y		
<b>Business Administration Building</b>	52nd	HB5							Complete	Y		
Preliminary Design - Cash Program				\$604,705 LRBP								
Bonded Debt				\$12,588,395 BOND								
Cash Donations				\$2,322,900 OTHER								
<b>Total</b>				<b>\$15,516,000</b>								
<b>Boilers to Alternate Fuel</b>	52nd	HB5	Y	\$229,000			N/A	N/A	Cancelled	Y		
<b>Centennial Oval Renovation</b>	52nd	HB5	Y	\$1,000,000	\$0	\$1,000,000	\$400,000 spent to date	N/A	N/A	Hold	Y	Preliminary plans include a new Arboretum plan. To date \$400,000 has been spent on concrete repairs/replacements/renovation of Grizzly Circle.
<b>Life Sciences Building</b>	52nd	HB5	Y	\$12,000,00				N/A	N/A	Cancelled	Y	\$23,000,000 Project in 56th Legislative Session
<b>Life Sciences Consolidation - Planning</b>	52nd	HB5	Y	\$200,000				N/A	N/A	Complete	Y	
<b>Science Complex Rm 320 Fossil Storage Renovation</b>	52nd	HB5	Y	\$100,000				N/A	N/A	Cancelled	Y	
<b>Student Building Fee Projects over \$25,000</b>	52nd	HB5	Y	\$175,000				N/A	N/A	Complete	Y	
<b>Tennis Court Renovation</b>	52nd	HB5	Y	\$300,000				N/A	N/A	Complete	Y	

<b>Underground Storage Tank Replacement</b>	52nd HB5	Y	\$180,600	N/A	N/A	Complete	Y	
<b>University Center Backup Steam Line</b>	52nd HB5	Y	\$100,000	N/A	N/A	Complete	Y	
<b>Washington - Griz Stadium Locker Renovation</b>		Y	\$500,000	N/A	N/A	Complete	Y	FBB Architects
<b>51st Biennium (FY1990 - FY1991)</b>								
<b>UM MISSOULA</b>								
<b>Major Maintenance - Water Mains</b>	51st HB777		\$130,000			Complete	Y	
<b>Mansfield Library Roof Replacement</b>	51st HB777		\$257,730			Complete	Y	
<b>Building Fees</b>	51st HB777	Y	\$217,039	N/A	N/A	Complete	Y	
<b>48th Biennium (FY1984 - FY1985)</b>								
<b>UM MISSOULA</b>								
<b>Stadium Construction on Leased Land</b>	48th	Y	N/a	N/A	N/A			20-25-442 & 20-25-441 MCA authorizes construction of stadium facilities on land leased to UM Foundation. UMM planning additional renovations.

## ITEM 131-1004-R0506 Policy Attachment

### ITEM 112-105-R0701 Board of Regents Policy and Procedures Manual; Physical Plant Authorization for Building Projects – New Policy

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#### Board Policy:

1. When a campus proposes new construction or renovation of an existing building with costs in excess of ~~\$100,000~~ \$150,000 the following procedures shall apply.
2. Existing building authority shall be reviewed by the Board of Regents in accordance with the following procedures.

#### Procedures:

1. All proposals for new construction or renovation of an existing building with costs in excess of ~~\$100,000~~ \$150,000 shall be submitted to the Board of Regents for approval. Each proposal shall include the following justification:
  - (a) A detailed description of the project.
  - (b) A detailed cost estimate for the project along with a detailed list of funding sources and amounts for the project. The list of funding sources for the project should identify the original source of funding and not the fund type used for accounting purposes.
  - (c) Programs to be served by the space along with historical enrollment data and projected enrollments in the programs served.
  - (d) Current space utilization data, additional amount and type of space added through the project, estimated space utilization data upon completion of the project, and national and/or peer benchmarks.
  - (e) Projected uses of any existing space made available as a result of the project.
  - (f) Projected operation and maintenance costs upon completion including proposed funding sources.
2. Each university shall report and update annually to the Board of Regents regarding existing authority. Each report shall include the following information.
  - (a) Legislative Authority – Presented at the May Board of Regents meeting in even numbered years.
    - i. Project description.
    - ii. Dollar amount of authority and funding sources.
    - iii. Session approved and bill number.
    - iv. Status of project including the status of fund raising where appropriate.
    - v. A recommendation to revert or not revert the existing legislative authority in cases where a project is not completed or authority remains unused.
    - vi. Projected operation and maintenance costs upon completion including proposed funding sources.
  - (b) Board of Regents Authority – Presented annually at the May Board of Regents meeting.
    - i. Project description.
    - ii. Dollar amount of authority and funding sources.
    - iii. Date approved and item number.
    - iv. Status of project including the status of fund raising where appropriate.
    - v. Projected operation and maintenance costs upon completion including proposed funding sources.

Any Board of Regents authority that has not been used shall automatically expire three years after approval by the board or three years after the adoption of this policy, whichever is later. For authority to extend beyond this automatic expiration it must be reauthorized under the provisions for new construction or renovation included in this policy.



May 31 - June 2, 2006

**ITEM 131-2013-R0506**      **Annual Status Report of Regents Authority; Montana State University-Bozeman**

**THAT:**                                      Consistent with the provisions of Regent’s Policy, MSU-Bozeman hereby reports the status of existing project authority approved by the Board of Regents, for MSU-Bozeman and its affiliated campuses.

**EXPLANATION:**

1. Regent’s Policy 1003.7, Procedures, 2.(b), each University to “report and update annually to the Board of Regents regarding existing authority” relating to building projects.
2. The attached documents meet reporting requirements mandated in 1003.7.

**ATTACHMENTS:**

Board of Regents Authority – Montana State University – May 2006

Board of Regents – Biannual Legislative Authority Status Report – Montana State University – May 2006





ITEM 131-2013-R0506 retired

<b>Parking Lot Repair &amp; Improvements</b>											
118-2006-R0303	Mar-03	Mar-06	Authorization for Improvement & Repair to Parking Lots	No		Non state Aux Oper Rev	1,000,000	non state			
			Parking Summer 03 PPA#03-0004 Index 464279						305,875	305,875	Complete
			FGH Road Repair PPA#03-0037 Index 464008						120,000	100,693	Complete
			Parking Maintenance II PPA#03-0066 Index 464275						50,000	22,886	Complete
			12th St Reconstruction PPA#03-0128 Index 464020						31,990	31,990	Close transfer funds(269,009.87)to 03-0128
			Parking Seal Coating & Overlay 2004 PPA#04-0022						136,001	136,001	Complete balance returned to funding source
			Parking Seal Coating FY 2005 PPA 05-0048						28,625	28,625	Complete
									Total	672,491	626,071 <b>Retire in 06</b>
<b>Fieldhouse Dome Reroof</b>			PPA#02-0029 Index 464294								
113-2004-R1101	Nov-01	Nov-04	Authorization to Reroof Fieldhouse Dome	No			2,200,000	N/A	2,242,487		Complete Retired 4/2006
124-2004-R0904	Sep-04	Sept 07	Extend Original Authority				350,000				
<b>Cooley Lab</b>			PPA#03-0003 Index# 464318								
122-2006-R0104	Jan-04	Jan-07	Authorization to Renovate Portions of Cooley Lab for Environmental Mico Biology Research Lab	Yes	4/2/04	Research Funds	275,000	N/A	235,000	210,698	Complete
<b>Roskie Hall 10 &amp; 11 Floors</b>			PPA#03-0166 Index 464030								
122-2008-R0104	Jan-04	Jan-07	Authorization to Renovate portions of Roskie Hall 10th & 11th Floors	No		Aux Oper Rev	275,000	non state	275,000	262,781	complete
<b>Negotiate lease with USDA</b>			approved								
129-2008-R1105			negotiate with USDA to provide site for new federally funded, federally owned Ag Res Science Lab								
			BOR final approval of lease Site selected.								
<b>Folwer Lane Easement</b>											
128-2005-R0905	Sept 05	Sept 08	negotiate utility easement with the City of Bozeman								
			lease negotiated for \$56,272.50								

## Board of Regents - Biannual Legislative Authority Status Report - Montana State University - May 2006

Line #	MUS Approps (MSU Shares)	Leg.	HB #	Authority	State Funds	Other Funds	Status - Other Funds	Project Status	Revert Y/N	Projected O&M	O&M Fund Source	Comments
1	Code/Def. Maintenance	59th	HB005	\$696,500	\$696,500			In Progress	No	None	N/A	
2	Classroom/Lab Upgrades	59th	HB005	497,500	497,500			In Progress	No	None	N/A	
3	Code/Def. Maintenance	58th	HB005	257,500	257,500			In Progress	No	None	N/A	Bal < \$50,000 remaining
Line #	MSU (Bozeman Campus)	Leg.	HB #	Authority	State Funds	Other Funds	Status - Other Funds	Project Status	Revert Y/N	Projected O&M	O&M Fund Source	Comments
1	Sherrick Renovation	58th	HB005	5,000,000		\$5,000,000	None raised	Terminated	Yes	None	N/A	
2	Herrick Renovation	58th	HB005	10,000,000		10,000,000	~\$250,000 Raised	Fund Raising	No	None	N/A	
3	General Spending Authority	58th	HB005	2,500,000	2,500,000			Funds Committed	No	None	N/A	Bal < \$200,000 remaining
4	Animal BioSci Building	58th	HB005	5,000,000		5,000,000	Funds Raised >\$4M	Fund Raising	No	See 59th below	State (TBD)	
5	Heating Plant - Ph3	59th	HB005	945,250	945,250			In Design	No	None	N/A	
6	Gaines Hall - Renov Planning	59th	HB540	3,500,000	3,500,000			In Design	No	None	N/A	
7	Upgrade Primary Elec Distr	59th	HB005	746,250	746,250	up to \$750k	Funds are Available	In construction	No	None	N/A	
8	Water/Sewer Sys Repairs	59th	HB005	248,750	248,750	up to \$250k	Funds are Available	In Design	No	None	N/A	
9	Black Box Theater	59th	HB005	2,750,000		2,750,000		In construction	No	Existing	Existing State Funds	Approved State O&M Funding
10	Animal BioSci Building	59th	HB005	7,500,000		7,500,000	Fund Raising	Fund Raising	No	\$712,250	State (TBD)	
11	Museum of the Rockies	59th	HB005	12,000,000		12,000,000	Funds Raised >\$5M	Fund Raising	No	\$591,363	State (TBD)	
12	Native American Center	59th	HB005	8,000,000		8,000,000	Fund Raising	Fund Raising	No	\$314,281	State (TBD)	

Line #	Ag Experiment Stations	Leg.	HB #	Authority	State Funds	Other Funds	Status - Other Funds	Project Status	Revert Y/N	Projected O&M	O&M Fund Source	Comments
1	Multiple Project/Stations	57th	HB5/14	2,000,000	1,000,000	1,000,000	Completed	Last project started	No	None	N/A	Complete x 2007 Legislature
2	AES - Various Projects	59th	HB540	500,000	500,000			In design	No	None	N/A	
3	AES - Various Projects	59th	HB005	646,750	646,750			In design	No	None	N/A	
4	AES - Various Projects	59th	HB005	477,600	477,600			In design	No	None	N/A	

Line #	MSU-Billings	Leg.	HB #	Authority	State Funds	Other Funds	Status - Other Funds	Project Status	Revert Y/N	Projected O&M	O&M Fund Source	Comments
1	Heating Sys Improvements	59th	HB005	243,775	243,775			In design	No	None	N/A	
2	COT - Building Addition	59th	HB540	9,000,000	9,000,000			In design	No	\$413,578	State	
3	Facility repairs/Improvements	59th	HB005	542,275	542,275			In Progress	No	None	N/A	

Line #	MSU-Northern	Leg.	HB #	Authority	State Funds	Other Funds	Status - Other Funds	Project Status	Revert Y/N	Projected O&M	O&M Fund Source	Comments
1	Applied Tech Center	57th	HB5/14	2,000,000	2,000,000	3,000,000	Completed	Substantially Comp	No	\$375,962	State Funds	
2	Cowan Hall - HVAC	57th	HB005	2,173,000	2,173,000			Substantially Comp	No	None	N/A	
3	Pershing/Brockman - HVAC	59th	HB005	521,380	521,385			In Progress	No	None	N/A	
4	Campus Improvements	59th	HB005	636,800	636,800			In Progress	No	None	N/A	

Line #	MSU-COT-Great Falls	Leg.	HB #	Authority	State Funds	Other Funds	Status - Other Funds	Project Status	Revert Y/N	Projected O&M	O&M Fund Source	Comments
1	Building Addition	59th	HB540	11,000,000	11,000,000			In design	No	\$1,107,554	State	

**Board of Regents Authority Status - Montana State University - May06  
MSU-Bozeman**

5/9/2006

BOR Item#	Auth Date	Expire Date	BOR Item Title	Governor's Auth Y/N	Auth Date	Funding Source	Authority Amount	Annual Projected O&M		Budget	Expended to Date	Status	
								Amount	Source				
<b>EPS Clean Room</b>				PPA#03-0106		Index 464330							
121-2004-R1103	Nov-03	Nov-06	Authorizaton to Construct a Clean Room in the Engineering Complex	Yes	2/9/04	Federal Grant	2,000,000		non state OCD funds	3,500,000	239,787	Design	
126-2003-R0105	Jan-05	Nov 08	Increase authority	yes			1,500,000			3,500,000		total Auth 3.5 M (Jan 08) Add'l \$1.5M from LRBP Auth; legis in session=leg auth required; (email in PPA file)	
							total:	3,500,000				original authority extended to 2009	
<b>EPS Lobby Renovation</b>				PPA#04-0002									
121-2004-R1103	Nov-03	Nov-06	Authorization to Renovate the Engineering Physical Sciences Atrium	Yes	3/15/04	Donations	2,500,000		N/A		20,578	Pre design-fundraising	
130-2010-R0306	Mar-06	Mar-09	Authorization to secure InterCap Loan from St of Mt Board of Investments loan limit 1,200,000									Extends auth to 09	
<b>Fire Suppression Systems Residence Halls</b>													
120-2015-R0903	Sep-03	Sep-06	Authorization to Install Fire Suppression System in Residence Halls	No		aux oper Rev	2,496,000		non state				
			Langford Hall PPA#03-0053 Ind#464031								260,000	196,936	complete
			Hapner Fire Sprinkler System PPA#04-0107 Index 464029								270,000	288,011	Construction
			Johnstone Center Fire Sprinklers PPA#05-0137 Index 464A38								231,000	845	Design

								sub total	761,000	485,792	May 06 BOR Item to Extend
<b>Auxiliaries Painting</b>											
PPA# 04-0031 Index 464037											
122-2009-R0104	Jan-04	Jan-07	Authorization to Paint Existing Auxiliaries Facilities	No		Aux Ops Rev	950,000	N/A	950,000	445,999	Authority over a three year period Extend 9-06 BOR meeting
<b>Marsh Lab</b>											
122-2010-R0104	Jan-04	Jan-07	Authorization to Renovate Portions of Marsh Lab	Yes	4/12/04	IDC Research funds	250,000	N/A			
			Marsh Lab Fume Hood PPA#03-0171 Index 464273						8,300	8,300	complete
			Marsh Lab 15-59,67-72 Flooring PPA#04-0001 Index 464276						24,700	13,878	complete
			Marsh Lab rms 8-14,20 Repaint PPA#04-0003 Index 464272						1,930	1,930	complete
			Marsh Modular #1 & rms 24,25,38,40,51-54 PPA#03-0172 Index 464274						207,270	0	construction
			Marsh Lab Electrical AS Builts PPA#04-0006 Index 464277 wo# 264802						6,160	6,160	complete
								total	248,360	30,268	Total
<b>Marsh Lab</b>											
128-2004-R0905	Sep-05	Sep-08	Construct New Research Facility BSL-2 Large Animal PPA#05-0150 A&E Administered	yes		non-state	2,500,000	non state	2,500,000	17,181	design
<b>Parking</b>											
122-2007-R0104	Jan-04	Jan-07	Authorization to construct, Maintain, Repair & Replace New & Existing Parking, Street and Access Facilities	No		Univ Park & Aux opers Rev	2,000,000	non state			
			Parking Brenegan Lot Phase I PPA#03-0159 Index 464047						225,000	262,781	complete
			Parking Grant Chamberlain Lot Phase II PPA#05-0013 Index 464047						316,000	45,070	Design
			Parking Structure PPA#05-0002						500,000	344,367	hold
<b>Chemistry Research Building</b>				State of Montana A&E Project PPA#04-0040 Index 453361							

122-2005-R0304	Apr-04	Apr-07	Authorizaton to construct a new Chemistry/Biochemistry Research Lab Facility	yes	4/14/04	Research Funds	24,500,000	775000 estimate	non state OCD funds	24,500,000	4,782,317	Construction
<b>Student Facilities Enhancement Project</b>												
123-2002-R0504	May-04	May-07	Authorization to construct a Student Facilities Enhancement Project at Montana State University	no		Student Fees	28,000,000		non state			
			Black Box Theatre PPA#04-0055 Index				3,250,000		NA		223,048	Design
			H&PE Fitness Center PPA#04-0060 Index				15,000,000		non state		17,815	construction
			SUB Renovation PPA#04-0050 Index				12,280,000		non state		830,358	Design
			Overall contingency				370,000					
							30,900,000		over authority			Extend 1/2007 BOR meeting
<b>Native American Student Center</b>												
126-2004-R0105	Jan-05	Jan 08	Authorization to Submit Request to 59th Legislature for Authority to construct a Native American Center using Non State funding.			non state			N/A			complete
												Const under HB 05 section 2
<b>Plew Building Renovation</b>												
129-2005-R1105	Nov-05	Nov-08	Plew Office Renovation PPA#04-0062 Index 464R14	no		non state	425,000		OFS	425,000	0	Design
<b>Cooley Lab Renovation</b>												
				PPA#05-0119 Index 453580								
129-2005-R1105	Nov-05	Nov-08	Renovate a portion of Cooley Lab to provide modern lab facilities	Yes		Grant	5,000,000		non state	5,000,000	69,335	Design
<b>Cobleigh Hall</b>												
130-2004-R0306	Nov-06	Mar-09	Install Subzero Cold Chambers PPA#04-0141 Index pending	Yes		Grant	2,000,000		non state	2,000,000	10,200	design
<b>MSU-Billings</b>												
121-2703-R1103	Nov 03	Nov 06	Authorization to Install Fire Suppression Systems in various Residence Halls	no		Plant R&R	450,000		N/A	450,000		construction

**ITEM 131-2013-R0506 Authority Status**

122-2706-R0304	Mar 04	Mar 07	Authorization to Renovate Portions of Allerowit Gymnasium	no		Plant R&R	250,000		N/A	250,000		
128-2702-R0905	Sep 05	Sep 08	Authority to Purchase Land at College of Technology	no			1,500,000		N/A			In Negotiations
<b>MSU-COT-GTF</b>												
128-2853-R0905	Sep 05	Sep 08	Authority to Purchase Land from School District	no		Non-state	270,000		N/A			In Negotiations
<b>MSU-Northern</b>												
128-2804-R0905	Sep 05	Sep 08	Authority to Acquire BLM Field Office Building, Lewistown, Mt	no		N/A	Zero Dollars	159,000	Fees			Property Transfer Complete
130-2803-R0306	Mar 05	Mar 08	Authority to Renovate Former BLM Building, Lewistown, Mt	Yes	5/6/06	Fed/Priv	1,100,000	159,000	Fees	1,100,000		Beginning Design
130-2802-R0306	Mar 05	Mar 08	Authority to construct Wellness Center	Yes	Denied!!	Private	1,250,000	35,000	Fees	N/A		Gov Desires this go to Legislature 07





May 31 - June 2, 2006

ITEM 131-1503-R0506

**Authorization to Expend Student Computer Fees;  
Montana Tech of The University of Montana**

**THAT:**

The Board of Regents authorizes, in accordance with Montana University System Policy 940.23, the expenditure of student computer fee money for the following:

Partial upgrade academic labs ELC 317, ELC 209, ELC 315A, ENGR 205, MG 008, MUS 101, PET 104, S&E 321 (40 computers)	\$56,000
Upgrade general campus computing lab ENGR 204 31 computers + printer	\$44,400
Upgrade 5 computers in library cluster	\$7,000
Network servers, switches and maintenance contracts	\$50,750
2000 Network Wiring Project final loan payment	\$17,275
2006 Network Wiring Project loan payment	\$50,000
Wireless engineering design	\$16,000
Microsoft Licenses & specialty software licenses	\$21,000
Paper and toner for labs	\$15,000
<b>TOTAL</b>	<b>\$287,425</b>

**EXPLANATION:**

This proposal was developed in conjunction with student leadership and was unanimously approved by the Computer and Network Advisory Committee as authorized by Montana University System Policy 940.23.



May 31 - June 2, 2006

ITEM 131-1506-R0506

**Authorization to Expend Student Computer Fees;  
Montana Tech of The University of Montana COT**

**THAT:**

The Board of Regents authorizes, in accordance with Montana University System Policy 940.23, the expenditure of student computer fee money for the following:

Upgrade general campus computing lab with 25 computers and 6 in the Learning Center	\$43,400
Software for Labs	\$7,000
Microsoft Licenses	\$4,800
Paper and toner for labs	\$2,500
<b>TOTAL</b>	<b>\$57,700</b>

**EXPLANATION:**

This proposal was developed in conjunction with student leadership and was unanimously approved by the Computer and Network Advisory Committee as authorized by Montana University System Policy 940.23.



**ITEM 131-1602-R0506**      **Authorization to Expend Reverted Appropriations; The University of Montana-Western**

**THAT:**                      The Board of Regents authorizes The University of Montana - Western to expend reverted appropriations based on the attached list.

**EXPLANATION:**              Board of Regents Policy 901.6 and MCA 17-7-304 authorize campuses and agencies of the Montana University System to expend reverted appropriations subsequent to Regent approval of a spending plan. The University of Montana Western spending plan was approved as Regent Item 77-601-R1292. The policy requires submitting an itemized expenditure list consistent with the long-term plan prior to expenditure of funds from a reverted appropriation. MCA 17-7-304 specifies that the reversions be spent on deferred maintenance or equipment. This spending request meets legislative intent. Expenditures will not exceed the amount of available funds.



**Attachment**

The University of Montana Western  
Expenditure of Reverted Appropriations

1.	Renovations to computer lab & class/office space	\$25,000
2.	Utility & HVAC system repairs	\$30,000
3.	Sidewalk/asphalt replacement	\$20,000
4.	Carpet/linoleum replacement	\$25,000
5.	Exterior envelope repair, painting & windows	\$25,000





May 31-June 2, 2006

ITEM 131-1901-R0506

**Authorization to Expend Student Computer Technology Fees; The University of Montana - Helena College of Technology**

**THAT:**

The Board of Regents authorizes, in accordance with Montana University System Policy 940.23, the expenditure of \$46,000 to \$48,000 of previously collected student computer technology fees for the purchase of laptop computers for faculty's instructional use at the college.

**EXPLANATION:**

The proposed plan calls for the purchase of 27 Gateway laptops to be used by faculty for instructional classroom presentation, program and course development, and student laboratory exercises. This purchase will afford faculty the opportunity to present digital information in real time, have greater mobility between creation and presentation, and take digital technology to the laboratory. This proposal was presented to the Associated Students of UM-Helena on January 26, 2006, and was approved by the Student Senate on February 1, 2006 (see attached letter from Student Senate President Les Smith).





**The University of Montana-Helena**  
COLLEGE OF TECHNOLOGY

---

February 1, 2006

Daniel Bingham  
Dean/CEO  
UM-Helena  
1115 North Roberts  
Helena MT 59601

Dear Daniel:

On behalf of the Associated Students of UM-Helena, we officially support the request you submitted on January 26, 2006, to expend previously collected student technology fees for the purchase of laptop computers for faculty's instructional use at the college. The details of your proposal are listed below:

Proposal Details:

- Purchase of 27 Gateway laptops to be used by faculty for instructional classroom presentation, program and course development, and student laboratory exercises;
- Funds to be expended out of previously collected student technology fees.
- Amount of proposal request: \$46,000 to \$48,000

Please let me know if you have any questions.

Sincerely,

Les Smith, President  
Student Senate  
UM-Helena



## **BUDGET AND AUDIT OVERSIGHT COMMITTEE MEETING**

(Committee Members: Chair Mark Semmens, and Stephen Barrett)

**SUB Ballroom**  
**Wednesday, May 31, 2006**  
**1:00 – 4:30 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Strategic Plan – Discussion – Commissioner Stearns (pg. 178)
- b. Report from the Associate Commissioner for Fiscal Affairs – Robinson
  1. New Wellness Center – MSU-Northern
  2. Change in fees for Student Health Insurance – Informational Item (Pg. 184)
  3. Approval of Contract with new vendor for Montana Family Education Savings Plan – ITEM 131-109-R0506 Item will be provided with the late Addendum - Annual Report (pg. 185)
  4. Foundation Operating Agreement; The University of Montana-Missoula - ITEM 131-1011-R0506 (pg. 204)
  5. Foundation Operating Agreement; The University of Montana-Western - ITEM 131-1603-R0506 (pg. 207)
- c. Approval of Project Priority List, Long Range Building Program Montana University System – ITEM 131-112-R0506 (pg. 209)
- d. OTO Appropriations – ITEM 131-113-R0506 (pg. 211)
- e. FY07 Tuition Rates, Flathead Valley Community College and Dawson Community College - ITEM 131-104-R0506 – Pam Joehler (pg. 213)
- f. Montana University System Revised Tuition Matrices – FY07 - ITEM 131-106-R0506 – Pam Joehler (pg. 223)
- g. Approval of Two Budget Amendment Requests; Office Commissioner of Higher Education - ITEM 131-115-R0506 – Pam Joehler (pg. 277)
- h. Negative Fund Balance Report – Pam Joehler (pg. 282)
- i. Proposed Transfer of Real Property Interest in Lots 1 Through 22 of Block 32 of the Homevale Addition in the City of Missoula to Missoula County High School District No. 1 (MCHS) Pursuant to a Mediated Settlement Agreement & Release; The University of Montana-Missoula - ITEM 131-1001-R0506 (pg. 288)
- j. Authorization to Secure Interop Loan from Board of Investments for campus expansion – FVCC – ITEM 131-108-R0506 (pg. 298)
- k. Intercollegiate Athletics Financial Accomplishments and Revised Plan; The University of Montana-Missoula – ITEM 131-1009-R0506 (pg. 300)
- l. Authorization for Annual Automatic Indexing of Student Fees; The University of Montana-Missoula - ITEM 131-1012-R0506 (pg. 302)
- m. Renew Authorization to Provide Fire Suppression in Johnstone Center; MSU-Bozeman - ITEM 131-2005-R0506 (pg. 308)
- n. Naming the “Harlan & Terri Byker Auditorium”; MSU-Bozeman - ITEM 131-2006-R0506 (pg. 309)
- o. Series K 2006 Facilities Revenue Refunding Bond Issue; MSU - ITEM 131-2007-R0506 (pg. 310)
- p. Adoption of A Definition of “Academic Buildings”; MSU - ITEM 131-2010-R0506 (pg. 324)
- q. Business Process Redesign Incentive Payments; MSU-Bozeman - ITEM 131-2011-R0506 (pg. 327)
- r. Board of Regents Policy 940.13 Tuition Waivers: Montana University System - Discussion (pg. 332)
- s. Revision to language contained in Item 129-2801-R1105- Authorization to Establish a Mandatory Lewistown Building Fee; Montana State University-Northern - ITEM 131-2801-R0506 (pg. 339)
- t. Review of OCHE Building Project - Commissioner Stearns
- u. Public Comment



# Budget Strategic Plan Items

## Key Decisions

The following goals and objectives concern issues generally discussed in the Budget and Administration Committee. The current draft strategic plan describes these in some detail. In order to finalize the plan we would like some guidance on the intended approach or, in some cases, how we should proceed to set long-term goals.

Goal	Description	Critical Task for Committee Discussion
1.2.3	Increase financial aid amount	Review goals for 2007 & 2010
1.3.1	Increase state support	Review goal for 2010
1.3.2	Reduce tuition as % household income	Discuss whether we should have a goal for 2010
3.2.1	Control expenditures per student	Recommend how to set goal for 2010

For easier reference, these sections of the draft strategic plan are excerpted on the following pages.





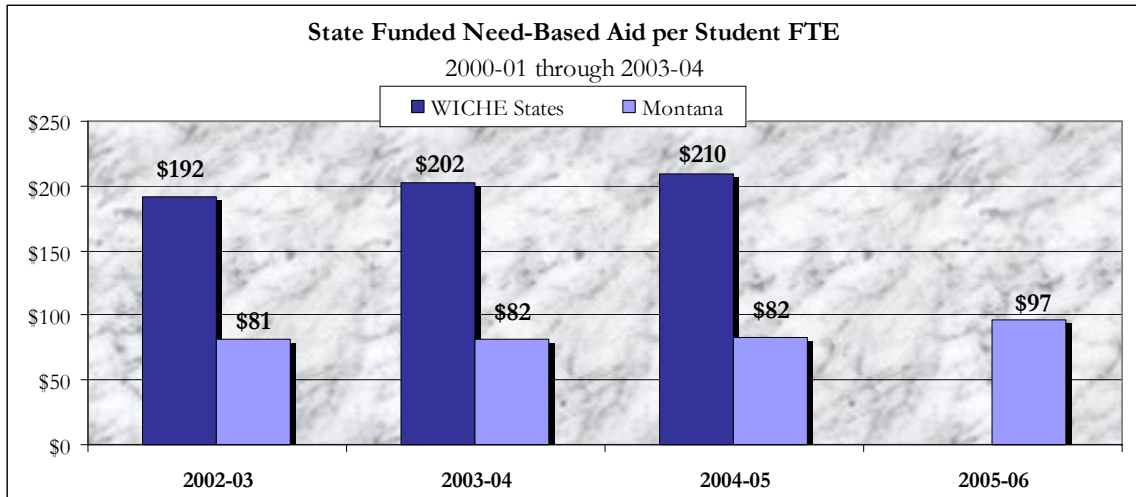
### 1.2.3 Increase the average aid/scholarship award amount.

Table 1.2.3

#### State Funded Need-Based Aid per Student FTE

States	Need Aid/FTE	2002-03	2003-04	2004-05	2005-06	2007-08 (goal)	2009-10 (goal)
WICHE States (net of CA)	Need-Based Aid	\$220,273,000	\$237,163,566	\$248,419,583	NA		
	Aid per FTE	\$192	\$202	\$210	NA		
Montana	Need-Based Aid	\$2,825,000	\$2,941,566	\$2,951,629	\$3,447,442	\$6,300,000	\$9,600,000
	Aid per FTE	\$81	\$82	\$82	\$97	\$175	\$260

source: National Association of State Student Grant and Aid Programs. National Center for Education Statistics, IPEDS.  
 note: student FTE represents public undergraduate and graduate enrollments; need-based aid for MT represents state funding of MTAP, MHEG, and federal/state matching grants; 2005-06 also includes the need-based portion of the Governor's Post Secondary Scholarships of \$270,000.



### 1.3.1 Increase the amount of state support as a percentage of total personal income relative to peer states and historical levels.

Table 1.3.1

#### State Support for Higher Education Per Capita & Per \$1000 of Personal Income

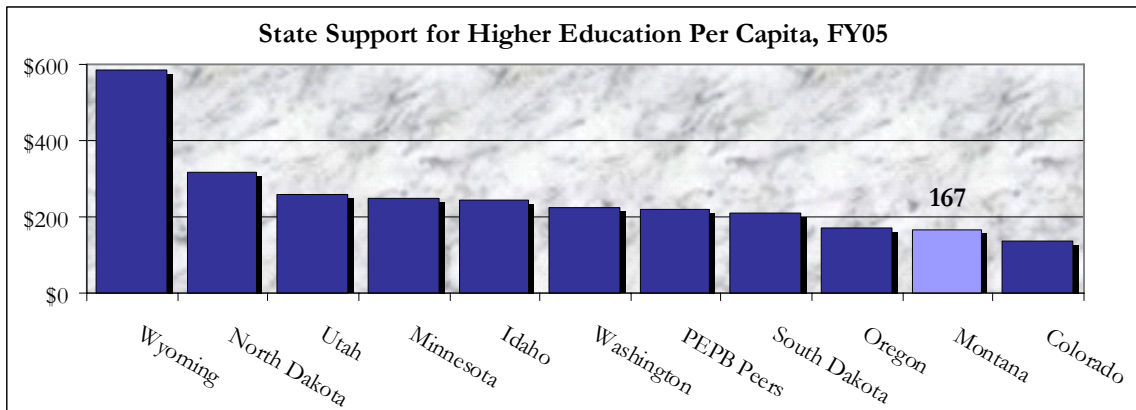
PEPB Peer States	State Support Per Capita			State Support Per \$1000 of Personal Income		
	FY 1995*	FY 2005	FY 2010 (goal)	FY 1995	FY 2005	FY 2010 (goal)
Colorado	\$190	\$137		\$6.17	\$3.86	
Idaho	290	245		11.55	9.37	
Minnesota	291	248		9.28	6.90	
<b>Montana</b>	<b>198</b>	<b>167</b>	<b>\$223</b>	<b>8.18</b>	<b>6.08</b>	<b>\$6.43</b>
North Dakota	316	317		12.12	10.86	
Oregon	239	172		8.41	5.68	
South Dakota	184	211		6.97	6.93	
Utah	274	258		11.63	9.90	
Washington	232	225		7.49	6.50	
Wyoming	433	586		15.49	17.24	
United States	\$239	\$243		\$7.91	\$7.42	
WICHE States	257	234		9.08	7.56	
PEPB Peers	250	219		9.06	7.37	

\*adjusted for inflation

source: State Higher Education Executive Officers, State Higher Education Finance Report (FY 05)

PEPB Peers include: CO, ID, MN, ND, OR, SD, UT, WA, WY; data represent weighted averages

note: *State Support* includes state & local govt support for higher education general operating expenses (i.e. gross tax and nontax support for public and independent higher education); WICHE State averages exclude CA.; 2005 MT population equals 935,670



### 1.3.2 Decrease tuition as a percentage of median household income.

Table 1.3.2

#### Ratio of Tuition and Fees to Median Household Income Public Institutions, 1993-94, 2003-04

Institutional Type	1993-94	1998-99	2003-04
<b>2-year Institutions</b>			
Montana	5.0%	6.2%	7.4%
WICHE States	3.4%	3.7%	4.3%
<b>4-year Institutions</b>			
Montana	6.8%	8.4%	10.5%
WICHE States	5.4%	6.2%	7.4%
<b>Doctoral Institutions</b>			
Montana	7.6%	8.9%	12.1%
WICHE States	6.2%	7.0%	8.4%

source: WICHE

note: Tuition and fees used in the calculation are the mean tuition and fees within each sector for each state. The WICHE average median household income was calculated as a simple average of the 15 member states (excluding CA).

*While this indicator is useful, goals were not set because projections related to median income are difficult to accurately project.*

### 3.2.1 Expenditures per student relative to peer institutions and history.

Table 3.2.1(a)

#### Expenditures per Student FTE 4-year, Public Institutions

PEPB Peer States	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Colorado	\$8,427	\$8,142	\$8,116	\$8,214	9,938	
Idaho	11,080	10,524	10,647	11,433		
Minnesota	13,570	13,535	13,334	13,169		
<b>Montana</b>	<b>8,306</b>	<b>8,745</b>	<b>9,151</b>	<b>9,570</b>		
North Dakota	9,453	9,670	9,697	11,000		
Oregon	11,889	11,733	11,925	12,484		
South Dakota	8,569	8,739	8,981	9,630		
Utah	9,660	9,314	10,047	10,626		
Washington	13,432	13,361	13,308	13,940		
Wyoming	13,464	14,555	14,979	15,375		
PEPB States (avg.)	\$10,785	\$10,832	\$11,018	\$11,510		

source: IPEDS Finance Survey

Note: Expenditures represent funds derived from state and local appropriations, as well as tuition and fees. 2004-05 data for CO & WY were not available on 5/4/06, as a result, they are estimates based on the 2005 SHEEO SHEF report and 3-year weighted averages.

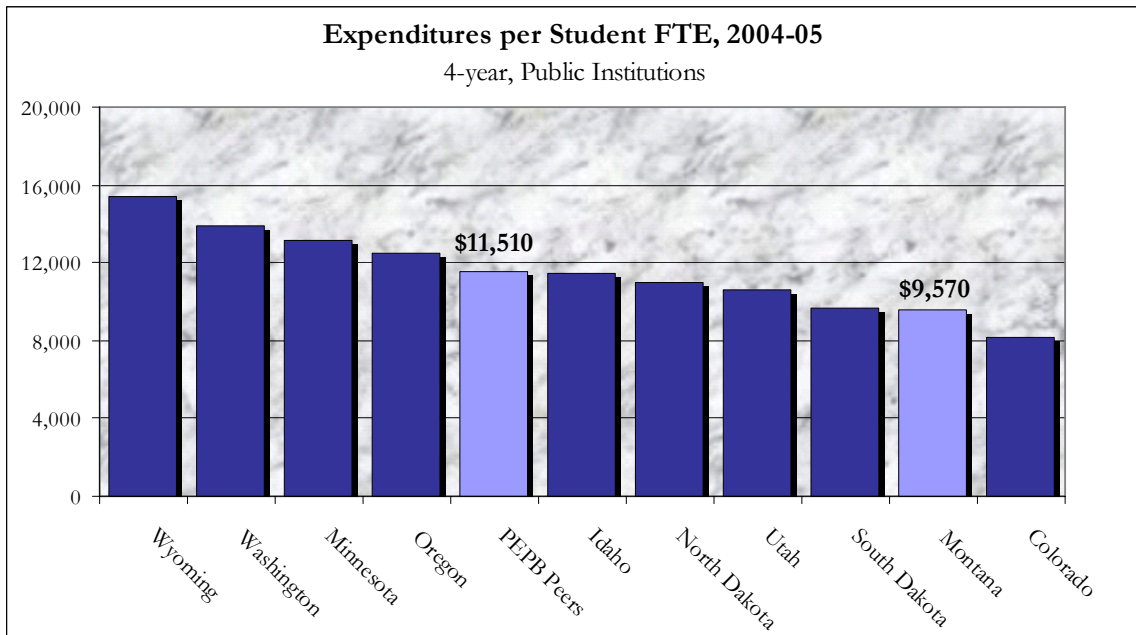


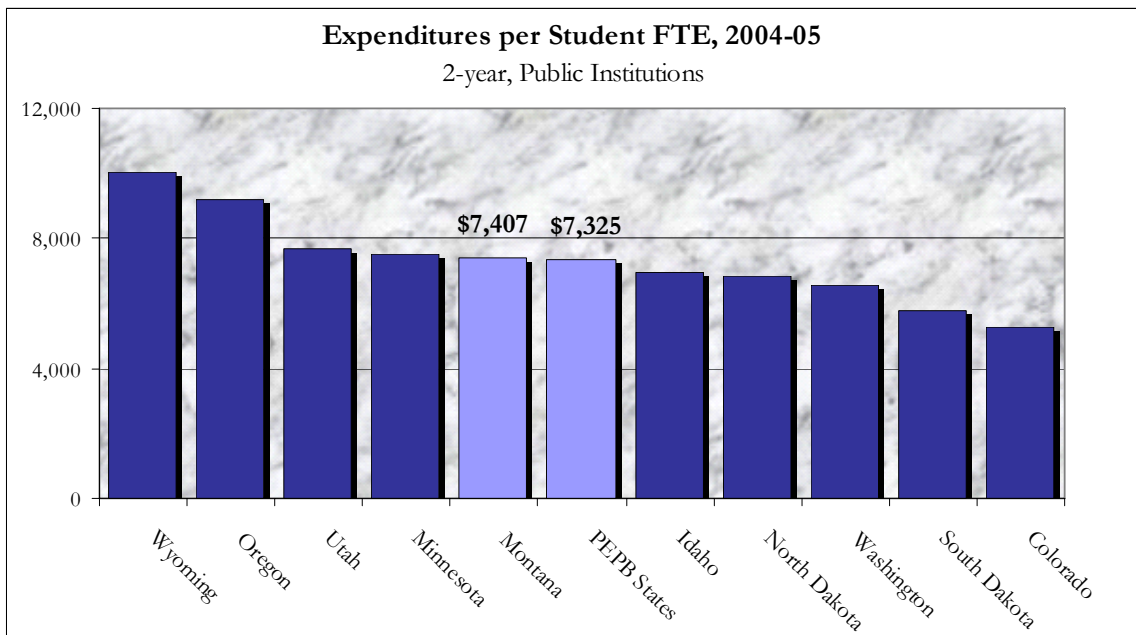
Table 3.2.1(b)

### Expenditures per Student FTE 2-year, Public Institutions

PEPB Peer States	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)		
Colorado	\$5,677	\$5,038	\$5,186	\$5,248				
Idaho	8,372	6,853	6,782	6,966				
Minnesota	8,312	7,907	7,613	7,502				
<b>Montana</b>	<b>7,057</b>	<b>6,752</b>	<b>7,038</b>	<b>7,407</b>			7,908	
North Dakota	6,428	6,726	6,598	6,839				
Oregon	9,260	7,624	10,466	9,203				
South Dakota	5,226	5,335	5,417	5,782				
Utah	7,092	7,013	7,370	7,676				
Washington	6,774	6,847	6,261	6,563				
Wyoming	9,521	9,790	9,297	10,061				
PEPB States (avg.)	7,372	6,989	7,203	7,325				

source: IPEDS Finance Survey

Note: Expenditures represent state and local appropriations, as well as tuition and fees; MT totals include: MSU-GF, UM-Helena, MCC, DCC, & FVCC; MT-TECH-COT, UM-Missoula-COT & MSU-Billings-COT IPEDS financial information is included with the 4-year institutions; 2004-05 data for CO were not available on 5/4/06, as a result an estimate was made based on information in the 2005 SHEEO SHEF report.





**INFORMATIONAL:** Student Health Insurance Program as Recommended by Consortium

**THAT:** The Commissioner of Higher Education, pursuant to authority granted by the Board of Regents in May 2005 (ITEM 127-101-R0505), has authorized the campuses to assess the following health insurance fees in FY 2007.

**EXPLANATION:** Students who have other medical insurance can waive this fee. Since 1995 the Montana University System Student Insurance Program (MUSSIP) has provided affordable health insurance to students and students' dependents. MUSSIP is a consortium of campuses that includes all four-year campuses in the University System. Approximately 8000 students are covered by this plan each year.

	Current Rates (FY 05-06)	FY 05-06 Admin Fee	Current Total Fee	Plan Year 06-07 Proposed Rates without Admin Fee	FY 06-07 Admin Fee	Plan Year 06-07 Proposed Rates	Total Increase	% Increase
Univ. of Montana	\$575.50	\$7.00	\$582.50	\$604.50	\$7.00	\$611.50	\$29.00	104.98%
UM-Montana Tech	\$611.50	\$6.00	\$617.50	\$640.50	\$6.00	\$646.50	\$29.00	104.70%
UM-Western	\$617.50	\$0.00	\$617.50	\$646.50	\$0.00	\$646.50	\$29.00	104.70%
Montana State University	\$597.00	\$72.00	\$669.00	\$626.00	\$76.00*	\$702.00	\$33.00	104.93%
MSU-Northern	\$617.50	\$0.00	\$617.50	\$646.50	\$0.00	\$646.50	\$29.00	104.70%
MSU-Billings	\$611.50	\$0.00	\$611.50	\$640.50	\$0.00	\$640.50	\$29.00	104.74%
Child(ren)	\$991.00	\$0.00	\$991.00	\$1,037.00	\$0.00	\$1,037.00	\$46.00	104.64%
Spouse	\$1,114.00	\$0.00	\$1,114.00	\$1,165.00	\$0.00	\$1,165.00	\$51.00	104.58%
Spouse/Children	\$2,090.00	\$0.00	\$2,090.00	\$2,184.00	\$0.00	\$2,184.00	\$94.00	104.50%

\* Admin fee at MSU Bozeman includes \$69 for Student Health Service charges for pharmacy, lab, and x-ray services. Rates are \$4.00 higher than in FY 2006 due to higher costs and, particularly, increased utilization of pharmacy items.

Rates vary by campus because of different services available through student health services. More complete health services available on campus translates to lower utilization of the insurance.







## **Montana Family Education Savings Program 2005 Year-End Report**



**College  
Savings Bank**<sup>®</sup>  
A Sun Life Company  
Princeton, NJ 08540-5315



**May 15, 2006**

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## **I. Executive Summary**

December 31, 2005 marked the end of the eighth and last calendar year for College Savings Bank under our original contract as Program Manager for the Montana Family Education Savings Program (MFESP).

On June 1, 2006 the Bank will begin a second term as Program Manager for the Montana Family Education Savings Program, under the new contract awarded College Savings Bank through Montana RFP 06-1059B. Everyone at College Savings Bank would like to thank the BOR and OCHE for the opportunity to continue to provide the residents of the state of Montana a first-class 529 college savings program. We admire and appreciate the professional and courteous way you have worked with us to manage this program, and are eagerly looking forward to future success. You have contributed significantly to the establishment, implementation and maintenance of the program. Montana is indeed a great state and we are happy to be a part of such a valued state program.

As of December 31, 2005, College Savings Bank has a total of 7,584 accounts and \$107.6 million in MFESP deposits. Pacific Funds has established a total of 4,955 accounts with \$39.4 million in assets. Since inception, the MFESP with CollegeSure Accounts and Pacific Funds combined has established over 12,539 accounts with over \$147 million in funds.

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## **II. Legislative, Program Rules, Tax Rules and Reporting, and Pacific Funds Developments**

### **A. LEGISLATIVE**

In conjunction with BOR staff, College Savings Bank drafted a technical corrections bill to amend the MFESP enabling statute. Senator John Brueggeman introduced the legislation (SB 432). The bill was signed into law on April 28, 2005. The bill amends the state statute to comply with federal municipal securities guidelines.

### **B. PROGRAM RULES**

CSB assisted the MFESP Oversight Committee and BOR in drafting program rules to stay current with statutory, regulatory and market changes. CSB helped develop rules that became effective September 23, 2005 relative to the implementation of SB 432.

### **C. TAX RULES AND REPORTING**

College Savings Bank, in conjunction with BOR staff, presented revised tax rules to the Department of Revenue in January 2003. The revised rules reflect the statutory changes made by the 2001 federal and state amendments. The revised tax rules became effective on April 23, 2004 and can be found at 42.15.801-807.

For the 2005 tax year, College Savings Bank filed 1,163 1099Q forms with the IRS, and reported to the Montana Department of Revenue, 2,841 mostly tax-deductible contributions to accounts owned by Montana residents along with 665 withdrawals from accounts owned by Montana residents.

### **D. PACIFIC FUNDS DEVELOPMENTS**

Pacific Funds continues to monitor the 529 market environment to ensure that the Pacific Funds 529 College Savings Plan offered through the MFESP remains a competitive option for Montana residents wishing to save for college expenses. As a result, several enhancements have been incorporated during 2005.

Pacific Life began working with the MFESP and internal legal counsel to finalize changes to the Plan Description Handbook to comply with Montana Trust changes and all of the College Savings Plans Network's (CSPN) pro-

posed disclosure principles. All changes were implemented for October 1, 2005.

On April 28, 2005, Montana enacted legislation modifying the structure of the MFESP. In response to evolving municipal security guidelines, the MFESP was restructured to create a Trust for the Program, and that the State, or an instrumentality of the State (i.e., the BOR) act as Trustee to the Trust.

In October 2005, Pacific Life provided the MFESP Oversight Committee with an overview of our intention to add two new funds managed by Oppenheimer to the Portfolio Optimization Funds: the PF Oppenheimer Main Street Core Fund and the PF Oppenheimer Emerging Markets Fund, which are available as underlying Portfolio Optimization Funds investment options. The two new funds are not available as individual mutual funds. In addition, Neuberger Berman Management Inc., replaced AIM as manager of the PF AIM Aggressive Growth Fund. The name of the fund changed to PF NB Fasciano Small Equity Fund, and its investment strategy changed from small/mid-cap growth to small-cap growth. The fund continues to be available in the Portfolio Optimization Funds, as well as an individual investment option. We received approval from the Oversight Committee and implemented the changes on October 1, 2005.

---

### **III. Marketing and Public Relations**

#### **A. OVERVIEW**

Marketing the MFESP remained consistent throughout the first three quarters of 2005. Vehicles used during this period included a combination of print advertising, customer relations tactics and internet presence. During the fourth quarter 2005 we increased spending to add radio, direct mail, newspaper and public relations in order to create a sense of urgency in light of the December 31 tax deadline, as well as to increase the general awareness of the program among Montana residents.

Pacific Funds created a consolidated Plan Description Handbook for the Montana 529 Plan, incorporating changes to the trust structure for Montana and the College Savings Plans Network's proposed disclosure language. The client guides, plan disclosure documents, applications, forms and website were updated in 2005 to include changes to the investment options and the maximum account balance limit. College Savings Bank also created new documents to reflect the new trust structure and other amendments.

#### **B. SALES**

##### **1. Sales Team/Customer Service**

The Internet continues to be an increasing source of leads and business for the MFESP. In 2006 we will be enhancing the Web site through a new design, better navigation and easier access to communication 'touch-points'. Additionally we are investing in a better search engine presence for the MFESP. All of which should make our Web site more accessible, drive more leads and kit requests, and present a better user experience. (See figures in Section IV, Lead Generation for more on MFESP customer leads.)

##### **2. Payroll Plan**

As of the date of this report, thirteen Montana employers have signed agreements with CSB to offer the Montana Family Education Payroll Savings Plan to employees. These include the following:

- State of Montana
- City of Billings
- MHESAC
- Judith Gap Public School
- Blue Cross/Blue Shield
- Community Med. Center
- Deaconess Billings Clinic
- North Valley Hospital
- Montana State Univ.
- Manas Health Services
- Montana National Guard
- Cascade County
- University of MT

A number of employers from outside of Montana have also signed CSB payroll agreements:

- J Crew
- Comcast Cellular
- PHICO Insurance Co.
- EMC Insurance
- Sumitomo Bank
- Technisource
- LEGO Systems
- Liz Claiborne, Inc.
- PRC, Inc.

As of 12/31/05, 39 employers had signed agreements to offer the Pacific Funds 529 College Savings Plan to their employees. The following 14 Montana employers have established an employer-sponsored program:

- Brady Public School
- East Bench Irrigation District
- First Interstate
- Montana Family Practice
- Montana Professional Assistance
- Newland & Co.
- St. Labre Indian School
- St. Patrick Hospital
- City of Missoula
- Whitewater School
- Nement Telephone Coop
- MSE Inc.
- Keil Lawfirm PC
- CTA Architects

And 25 employers from outside the state have signed agreements with Pacific Funds to offer the Montana Family Education Payroll Savings Plan to employees:

- Pacific Life
- Bonham ISD
- Santa Rosa County Schools
- Anna ISD
- Classic Party Rental
- Fehr & Peers Associates
- The Bohren Groups
- DSM Desotech
- Fire King International Inc.
- Town of Apple Valley
- Brasseler USA
- Information Systems
- Gary's Company Newport
- Braeger Women's Shoes
- Iteration Software
- Good News Church
- Isaacson and Raymond
- Monsanto
- River Road ISD
- Scibal Associates
- City of Greenwood
- Bomi Institute
- KVC Behavioral Health
- Flint Genesee Economy
- Modesto City School
- Nemont Telephone Company

### **3. Financial Planners**

As of 12/31/05, 19 financial planners within the state of Montana have signed distribution agreements with College Savings Bank. They are:

- Capital Financial Advisers
- Mort Forney & Associates
- Landa-Harbaugh & Associates
- Rex Harris/Whitefish
- Marge Fisher/Whitefish
- Summit Financial Advisors
- D.A. Davidson
- Nolt Insurance & Fin. Services
- Laser Tax/Becky Spence
- MFI Investment Corp.
- Willoughby Insurance Agency
- S.G. Long & Company
- Tax Cutters
- Ruby Valley National Bank
- James Thielman
- John Faust
- Holmquist Financial Services
- CFP Investments/Marty Klotovitch
- NY Life Insurance/Carl Smart

Montana residents have the ability to purchase directly from Pacific Funds at Net Asset Value. In addition, the plan is accessible to individuals across the country by investing through an investment professional. As of 12/31/05, our distribution network included over 604 broker/dealers that are now able to sell the 529 plan, an increase of approximately 10% from 2004. This network includes a number of firms with the ability to sell within the state of Montana, including:

- S.G. Long & Company
- Primevest Financial Services
- U.S. Bancorp/Piper Jaffray
- Invest Financial Corp
- Raymond James
- Fintegra LLC
- D.A. Davidson
- Brecek & Young Advisors
- NFP Securitie
- Intersecurities Inc.
- Linsco/Private Ledger
- Askar Corporation
- Investment Centers of America
- H.D. Vest Investment Securities
- TransAmerica Financial Advisors
- Metropolitan Investment Securities

**C. FULFILLMENT**

**1. Print Fulfillment**

College Savings Bank and Pacific Life are committed to providing account owners ongoing access to educational materials and tools in an effort to increase visibility of the MFESP. All enrollment and educational materials are available on the CSB and Pacific Life web sites, providing ease and flexibility for individuals wanting to open a MFESP account. Individuals can also contact CSB and Pacific Life customer service directly to request an enrollment kit.

For 2005, Pacific Life mailed the following quantities of enrollment materials:

Montana resident client kits	328
Montana resident broker kits	2,072
Total Montana resident materials	2,400

CollegeSure MFESP fulfillment packets as well as all existing promotional and operational pieces such as prospect and customer letters, brochures, mailers and forms were rewritten or reprinted during 2005 to reflect changes and/or to replenish low supplies.

The following quantities of MFESP enrollment materials were mailed from College Savings Bank during 2005:

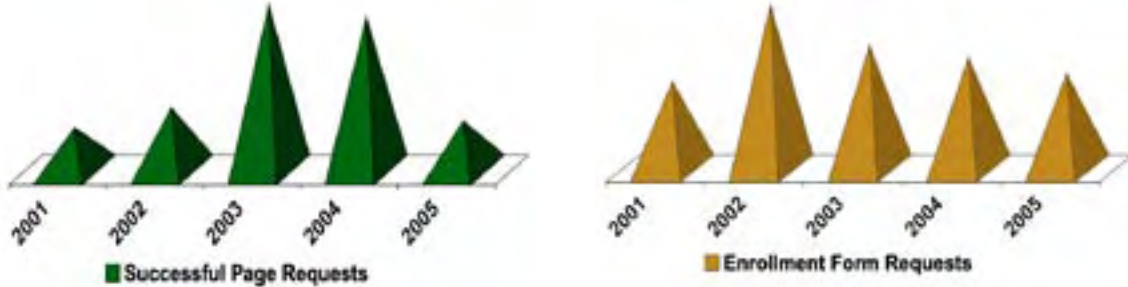
Montana residents	303
Outside Montana	1,680
Total kits mailed	1,983

**2. Internet Fulfillment**

**CSB Montana Site Page Requests**

2005 activity on the MFESP web site (<http://montana.collegesavings.com>) performed below the 5-year average of 42,292 successful page requests. 2005 successful page requests were 22,021. To counteract this trend, we launched a new Web site design on March 1, 2006. For March 2006 successful page requests on the site were 8,001, and in April 2006 successful page requests were 7,419 (projected to 92,500 for the year based on the 2-months noted).

Accordingly, CSB MFESP 2005 online enrollment form page requests also dropped slightly from 2004, but significantly increased as a percentage of total page views. This indicates that we are investing in our marketing efforts more wisely by reaching more qualified prospects. Total enrollment form page requests in 2005 were 2,894, versus 3,391 in 2004. The graphs below show web site page requests and enrollment form requests for the previous five years:



The CSB Montana 2005 web site report shows 3,273 transfer hits from the CSB MFESP site to the Pacific Funds MFESP site.

### **CSB MFESP Web Site Updates**

The most notable updates to the web site in 2005 included:

- Adding a home page call-out during the fourth quarter to remind Montana residents to make their tax-deductible contributions before year-end;
- Streamlining the Information Kit Request Page for a more user friendly experience;
- Adding more new self-service PDF forms for internet customers and prospects;
- Improving and updating privacy statements, back-up checks and practices;
- Revising the calculator program; and
- Incorporating program rule changes and year-end changes on all web documents.

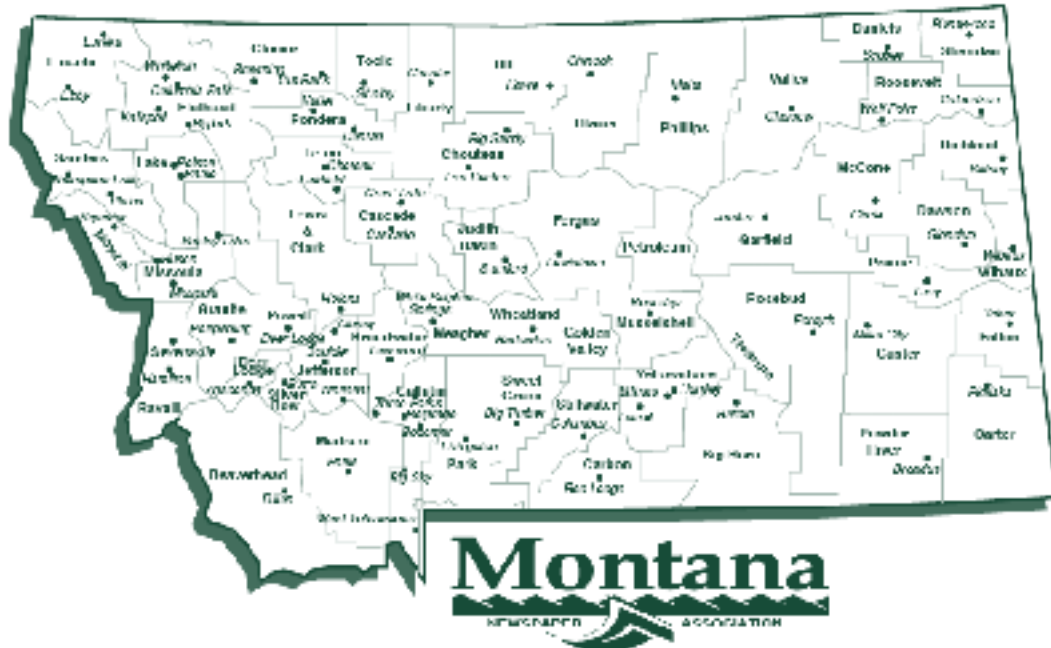
### **Pacific Life Site Updates and Page Requests**

In 2005, Pacific Funds had approximately 23,185 total page views for the Pacific Funds 529 College Savings Plan (Montana). Of these, 11,920 total page views were for the Montana 529 Plan resident site and 11,265 total page views were for the Montana 529 plan non-resident (financial representative) site.

**D. DIRECT RESPONSE ADVERTISING**

**1. Print Publications**

MFESP “Multiple Investment Choices” display advertisements ran in newspapers across the state for an eight-week period during the fourth quarter 2005. The following map demonstrates the breadth of the campaign by detailing the towns where the advertisement appeared.



Print advertisements ran during 2005 in the following magazines: Creative was refreshed for 2005.

*Montanan* (Univ. of Montana) Winter 2005

*Montanan* (Univ. of Montana) Spring 2005

*Montanan* (Univ. of Montana) Fall 2005

**2. Direct Mail and E-mail**

In addition to the regular fulfillment kit mailings throughout the year, newsletters were mailed twice in 2005 and a direct mail campaign was created, produced and mailed during the fourth quarter of 2005.

**February and August 2005:**

- *CollegeSure Investor* newsletters were mailed to College Savings Bank clients. Articles appeared in the newsletter promoting the benefits of saving for college, the benefits of 529 plans and the generous MFESP contribution limits.

**November and December 2005:**

- 2,000 two-color “Dec. 31 Deadline” dimensional pieces were mailed to a targeted Montana lead base.
- 5,000 Information Kits were mailed to a targeted Montana lead base.
- A “Dec. 31 Deadline” letter accompanied all Information Kits during November and December.



- “Dec. 31 Deadline” e-mails were sent in December to the MT resident in-house prospect list of approximately 1,300 e-mail addresses.
- Each MFESP participant was mailed a deposit slip and “Dec. 31 Deadline” letter in November.

### **3. Radio**

#### **Fall and Winter 2005:**

A sixty-second MFESP spot was created and aired during the fourth quarter of 2005 on the following radio stations:

- KCAP, KZMT, KHKR, KMTX-AM/FM, KBLL-AM/FM
- KOFI, KZMN, KJJR
- KGGL, KGRZ, KGVO, KYLT, KZOQ, KGGL, KXDR, KBQQ

### **E. PUBLIC RELATIONS**

A “December 31 Deadline” MFESP press release was distributed through the Montana Newspaper Association and was picked up by the following newspapers.

*The Terry Tribune*  
*Jefferson County Courier*  
*Shelby Promoter*  
*The Valerian*  
*Billings Gazette*  
*Independent Observer*  
*Independent Record*  
*Char-Koosta News*  
*Queen City News*  
*The Roundup Record-Tribune & Winnett Times*

*The Times-Clarion*  
*Judith Basin Press*  
*Sidney Herald-Leader*  
*The Ekalaka Eagle*  
*Big Horn County News*  
*The Townsend Star*  
*The Miles City Star*  
*Belgrade News*  
*Liberty County Times*

*Blaine County Journal News-Opinion*  
*Lewistown News-Argus*  
*The Herald News*  
*Anaconda Leader*  
*Whitehall Ledger*  
*Laurel Outlook*  
*Ravalli Republic*  
*Ranger-Review*

### **F. SCHOLARSHIP PROGRAM**

#### **Gear-Up**

Other 2005 promotions that took place during 2005 included the Gear-Up State Grant program whereby the MFESP has set up scholarship accounts for winners of Montana Gear-Up Scholarships with money contributed by the Montana Guaranteed Student Loan Program. As of the date of this report, \$2,380,533 in contributions including reinvestments have been made for Gear-Up scholarship students up from \$2,080,533 in 2004.

## IV. Lead Generation

### A. OVERVIEW

The Bank monitors and tracks all incoming requests for information or “leads” by media source. As of Dec. 31, 2005, the Bank had accumulated a total of 13,300 Montana resident leads and 36,060 out-of-state leads. Pacific Funds recorded 5,561 Montana resident leads and 38,717 out-of-state leads. As of Dec. 31, 2005.\* the MFESP has generated 93,638 program leads.

### B. LEAD TOTALS BY ZIP CODE

Here are the leads segmented by MT three-digit zip code from inception through Dec. 31, 2005. (See Appendix B.)

		1998	1999	2000	2001	2002	2003	2004	2005	
Region	ZIP	CSB	CSB	CSB	CSB	CSB	CSB	CSB	CSB	CSB Total
Kalispell	599	329	236	162	192	58	53	63	24	1,117
Missoula	598	718	499	515	388	175	110	104	49	2,558
Butte	597	605	482	294	433	168	100	105	44	2,231
Helena	596	456	320	260	346	107	77	79	45	1,690
Great Falls	594	634	394	256	305	95	59	60	39	1,842
Havre	595	140	89	74	62	33	7	13	6	424
Billings	590/591	733	563	452	450	142	105	111	76	2,632
Wolf Point	592	146	69	56	56	19	7	8	11	372
Miles City	593	162	103	68	45	13	21	13	9	434
CSB Leads MT		3,923	2,755	2,137	2,277	810	539	556	303	13,300
CSB LEADS NAT'L		6,992	5,133	3,302	6,248	7,216	3,239	2,250	1,680	36,060
CSB TOTAL LEADS		10,915	7,888	5,439	8,525	8,026	3,778	2,806	1,983	49,360
PF LEADS MT						2,290	2,709	234	328	5,561
PF LEADS NAT'L						21,817	13,102	1,726	2,072	38,717
PF TOTAL LEADS						24,107	15,811	1,960	2,400	44,278
MFESP TOTAL LEADS		10,915	7,888	5,439	8,525	32,133	19,589	4,766	4,383	93,638
* Pacific Funds uses print fulfillment quantities as leads.										

## V. Customer Acquisition

### A. OVERVIEW

The CSB conversion rate from prospect (lead) to customer (account) was 35% in Montana during 2005 and nearly 10% nationally, each ahead of the running average conversion rates of 31% and 9% respectively. The Bank has established a grand total of 7,584 accounts. Of these, there were 4,198 Montana resident accounts and 3,386 out-of-state accounts. A full 24% of these accounts were direct deposit participants. As of the date of this report, there were 982 direct deposit accounts from financial institutions and 830 payroll deduction accounts.

Pacific Funds has 4,955 open accounts as of December 31, 2005, representing a nearly 20% increase over the same time last year

Accounts for CollegeSure CD and Pacific Funds programs combined total 12,336 as of the date of this report.

### B. ACCOUNT TOTALS BY ZIP CODE

Here are the MFESP accounts segmented by MT three-digit zip code from inception through Dec. 31, 2005. (See Appendix B.)

		1998	1999	2000	2001	2002	2003	2004	2005	
Region	ZIP	CSB	CSB	CSB	CSB	CSB	CSB	CSB	CSB	CSB Total
Kalispell	599	45	45	22	51	86	12	34	25	320
Missoula	598	152	110	139	157	165	89	68	26	906
Butte	597	85	115	98	149	151	113	47	23	781
Helena	596	79	87	78	136	149	48	62	3	642
Great Falls	594	82	64	67	89	80	69	13	4	468
Havre	595	17	11	27	26	22	1	8	3	115
Billings	590/591	102	80	93	181	169	123	71	15	834
Wolf Point	592	7	5	7	10	12	11	9	4	65
Miles City	593	15	14	3	16	11	12	6	4	81
CSB ACCOUNTS MT		584	531	534	815	845	478	318	107	4,198
CSB ACCOUNTS NAT'L		312	325	240	516	1,168	510	155	160	3,386
CSB TOTAL ACCOUNTS		896	856	774	1,331	2,013	988	473	267	7,584
		1998	1999	2000	2001	2002	2003	2004	2005	
Region	Zip	PF	PF	PF	PF	PF	PF	PF	PF	PF Total
Kalispell	599					34	131	91	94	350
Missoula	598					90	186	131	130	537
Butte	597					92	134	108	140	474
Helena	596					68	86	97	77	328
Great Falls	594					56	104	69	97	326
Havre	595					1	22	10	22	55
Billings	590/591					146	316	208	198	868
Wolf Point	592					14	13	35	21	83
Miles City	593					22	25	43	26	116
PF ACCOUNTS MT						523	1,017	802	805	3,147
PF ACCOUNTS NAT'L						624	1,110	65	9	1808
PL TOTAL ACCOUNTS						1,147	2,127	867	814	4,955
MFESP TOTAL ACCTS		896	856	774	1,331	3,160	3,115	1,340	1,081	12,539

\* Number of CSB accounts is net of all accounts closed as a result of full withdrawal.

## VI. Withdrawals

Broken down by year, program withdrawals are as follows:

Year	CSB	Amount	Pac Funds	Amount
1998	3	\$14,133	n/a	n/a
1999	33	163,942	n/a	n/a
2000	62	269,245	n/a	n/a
2001	113	512,327	n/a	n/a
2002	313	1,244,926	2	\$1,881
2003	476	2,199,500	63	531,173
2004	785	4,342,881	164	1,384,427
2005	1,116	7,434,791	700	2,133,449
Total	2,901	\$16,181,745*	929	\$4,050,930

TOTAL FOR PROGRAMS COMBINED: \$20,232,675

\* Excludes 63 transferred accounts (\$331,361) to the Pacific Funds 529 Plan since inception.

## VII. Contributions and Expenditures

### A. INVESTMENT OVERVIEW

Since inception through Dec. 31, 2005 deposits for the CSB Montana Family Education Savings Program totalled \$107,615,303, up from \$94,476,223 in 2004. And Pacific Funds has acquired a total of \$39,441,521 in mutual fund contributions, up from \$30,303,869 in 2004. That is a year-to-year increase of nearly 15%. Below

In-State vs. Out-of-State Deposits*							
YEAR	CSB			PF			Combined Total
	Mt Res	Out-of-State	Total	Mt Res	Out-of-State	Total	
1998	\$1,446,497	\$3,470,444	\$4,916,941	n/a	n/a	n/a	\$4,916,941
1999	2,158,118	4,079,840	6,237,958	n/a	n/a	n/a	6,237,958
2000	2,938,644	3,146,945	6,085,589	n/a	n/a	n/a	6,085,589
2001	4,759,226	8,639,973	13,399,199	n/a	n/a	n/a	13,399,199
2002	6,842,784	21,394,871	28,237,655	\$1,761,540	\$4,898,203	\$6,659,743	34,897,398
2003	7,670,921	14,081,688	21,752,609	5,376,019	9,013,201	14,389,220	36,141,829
2004	11,277,217	11,960,612	23,237,829	10,988,669	5,012,800	16,001,469	39,239,298
2005	4,412,959	8,726,121	13,139,080	6,719,397	2,418,256	9,137,652	21,577,234
Total			\$107,615,303	\$19,888,929	\$19,552,593	\$39,441,521	\$147,056,824
Grand Total							\$147,056,824

**B. CSB DEPOSIT TOTALS BY MATURITY**

An analysis of the total CollegeSure dollars on deposit per maturity year within and outside Montana is outlined below. Weighted average years to maturity is 5.23 years for Montana residents and 5.68 years for out-of-state residents. Further, the average account size for Montana resident accounts is \$8,627 while the average size for out-of-state accounts is \$21,086. (Please see Appendix C for graph.)

College Savings Bank - Dollars on Deposit					
Year	Mt Res	Out-of-State	Year	Mt Res	Out-of-State
Savings	\$2,864,042	\$1,114,217	2017	\$1,150,536	\$2,635,839
2006	5,655,701	9,019,698	2018	1,157,447	2,133,785
2007	4,717,175	7,829,489	2019	921,116	1,835,487
2008	3,134,399	7,482,134	2020	918,433	1,601,057
2009	2,585,532	7,056,700	2021	492,431	988,751
2010	2,343,922	5,863,554	2022	367,608	638,475
2011	2,097,827	5,138,784	2023	257,960	341,092
2012	1,731,344	4,307,682	2024	106,585	126,387
2013	1,513,595	3,920,742	2025	68,242	59,468
2014	1,489,072	3,572,584	2026	1,011	7,500
2015	1,393,894	3,144,430	2027	756	0
2016	1,248,490	2,580,308	2028	0	0
Total Mt Residents				\$36,217,130	
				Total Non-Mt Residents	\$71,398,173

**C. PACIFIC FUNDS INVESTMENTS BY MONTH**

Below is an analysis of the Pacific Funds investments by month. Please see Appendix D for a graph of *Pacific Funds Montana 529 Plan Total Monthly Contributions*.

Pacific Funds - Investment by Month							
Mo/Yr	Mt Res	Out-of-State	Total	Mo/Yr	Mt Res	Out-of-State	Total
1/04	\$997,176	\$300,797	\$1,297,973	1/05	\$1,062,805	\$209,404	\$1,272,209
2/04	315,123	411,308	726,431	2/05	454,592	182,008	636,600
3/04	703,834	304,082	1,007,916	3/05	581,656	304,732	886,388
4/04	309,952	295,954	605,906	4/05	860,101	180,689	1,040,790
5/04	323,531	345,104	668,635	5/05	515,726	193,454	709,180
6/04	278,154	308,423	586,577	6/05	329,554	113,717	443,271
7/04	297,680	127,654	425,334	7/05	453,885	144,067	597,951
8/04	373,734	216,465	590,199	8/05	402,532	293,720	696,252
9/04	343,006	194,467	537,473	9/05	295,846	168,075	463,921
10/04	275,139	234,496	509,635	10/05	315,541	154,808	470,349
11/04	574,507	241,985	816,492	11/05	435,936	192,894	628,831
12/04	124,0136	242,198	1,482,334	12/05	1,011,224	280,687	1,291,911
Inception through 12/03					7,137,559	13,911,404	21,048,943
Total					\$19,888,929	\$19,552,593	\$39,441,521

**D. EXPENDITURES SYNOPSIS**

Expenditures for the Montana program from inception through Dec. 31, 2005 totalled \$3,289,938. Below is a snapshot by year. See Appendix A for a complete itemized breakdown for 2005.

College Savings Bank Expenditures				Pacific Funds Expenditures			
Mo/Yr	Mt Res	Out-of-State	Total	Mo/Yr	Mt Res		Out-of-State
1998	\$317,183	2002	\$376,048	1998	n/a	2002	\$241,532*
1999	394,242	2003	317,058	1999	n/a	2003	32,262
2000	398,902	2004	300,924	2000	n/a	2004	23,344
2001	391,026	2005	398,917	2001	n/a	2005	97,900
Total			\$2,894,900	Total			\$395,038
Grand Total						\$3,289,938	

\* Out-of-State Pacific Funds figures are not available for 2002.

**VIII. Fee Generation**

**A. Fees**

From inception through September 30, 1999 College Savings Bank collected a \$40 application fee was charged per account established if neither the depositor nor beneficiary were residents of Montana. A \$100 fee is charged for withdrawals within three years of accounts established prior to May 2001. A 10% penalty on earnings was charged for non-qualified distributions through 2001. Pacific Funds collected a \$25 annual maintenance fee (pro-rated for accounts less than 1 year old) on April 29, 2005. This fee was waived for accounts with balances greater than \$25,000, accounts with an active preauthorized investment plan or payroll deduction, and accounts that were opened at Net Asset Value, which includes accounts opened by Montana residents purchasing the 529 plan directly from Pacific Funds. On July 27, 2005 the cumulative fee amount of \$40,852.83 was sent via check to the Office of the Commissioner of Higher Education, representing the Pacific Funds 529 College Savings Plan annual administration fee.

Here is a fee comparison for 1998 through Dec. 2005:

College Savings Bank								Pacific Funds			
Year	App Fee	Early Withdrawal	Non-Qual Distrib	Year	App Fee	Early Withdrawal	Non-Qual Distrib.	Year	Fee Generation	Year	Fee Generation
1998	\$12,480	\$300	\$0	2002	0	7,200	0	1998	n/a	2002	none
1999	10,760	3,300	166	2003	0	4,300	0	1999	n/a	2003	\$6,430
2000	0	6,200	705	2004	0	0	0*	2000	n/a	2004	30,227
2001	0	10,400	1,838	2005	0	0	0	2001	n/a	2005	40,852
Total					\$23,240	\$31,700	\$2,709	Total			\$77,509
Grand Total								\$135,158			

\* Due to a change in the tax code, penalties on nonqualified distributions go to the federal government rather than the state of Montana.

**B. Board of Regents Earnings**

According to the CSB contractual fee arrangement, the Board of Regents has earned a total of \$122,238 since inception. The chart below shows earnings broken down by year for CSB and Pacific Funds.

College Savings Bank Board of Regents Earnings				Pacific Funds Board of Regents Earnings			
Year		Year		Year		Year	
1998	\$6,390	2002	7,200	1998	n/a	2002	none
1999	7,696	2003	4,300	1999	n/a	2003	\$6,430
2000	6,905	2004	0	2000	n/a	2004	30,227
2001	12,238	2005	0	2001	n/a	2005	40,852
Total			\$44,729	Total			\$77,509
Grand Total				\$122,238			

\* Pacific Funds pays the Board of Regents the entire account maintenance fee that is deducted from applicable accounts each year..

# Appendix A: 2005 Expenditures

## Montana Family Education Savings Program 2005 Year-End Report

### College Savings Bank

#### CSB Legal Services

Legal and Compliance	\$39,518
Trust Co. Office Space, Employee Salaries & Benefits	69,180
Trust Company (other)	13,581

#### CSB Customer Service Support

Phone System Costs	870
Account Rep Internet Access	240

#### CSB Print Fulfillment Printed or Reprinted

(Estimates below are printing costs only. Costs do not take into account legal/compliance costs, planning, postage, creative writing, design, pre-production, typesetting costs or salaries unless noted.)

CollegeSure Newsletter	1,495
Various Black & White Forms	985
Deposit Slips & Confirmation Statements	2,025
Envelopes	5,275
Mt Pocket Folders	5,000
Continuous Form Paper	585
Understanding your Statement	630
Mt Letterhead	900
Disclosure Statement	4,810
FAQ Booklet	3,055
Dimensional Mailer	6,000
Enrollment Forms	1,025

#### CSB Other

Clipping Service	681
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#### CSB Production

Magazine and Newspaper Production	1,031
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#### CSB Media Buys

Magazines (Media Buys)	4,050
Newspaper (Media Buys)	2,400
Radio spot air time	6,500

#### CSB Internet

Hosting	4,000
Creative/Updates/Services/Maintenance	500

#### CSB Public Relations

News Release Services, PSAs and Press Release Mailings	30
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#### CSB Overhead, Operations and Fulfillment

Fulfillment Processing and Postage*	22,359
Special Direct Mail Efforts (Outbound Postage/Processing)	3,386
Telephones (Inbound/Outbound)	23,184

#### CSB Deposit Processing

171,951	171,951
Visa/MC charge fees	<u>3,671</u>

**CSB TOTAL** **\$398,917††**

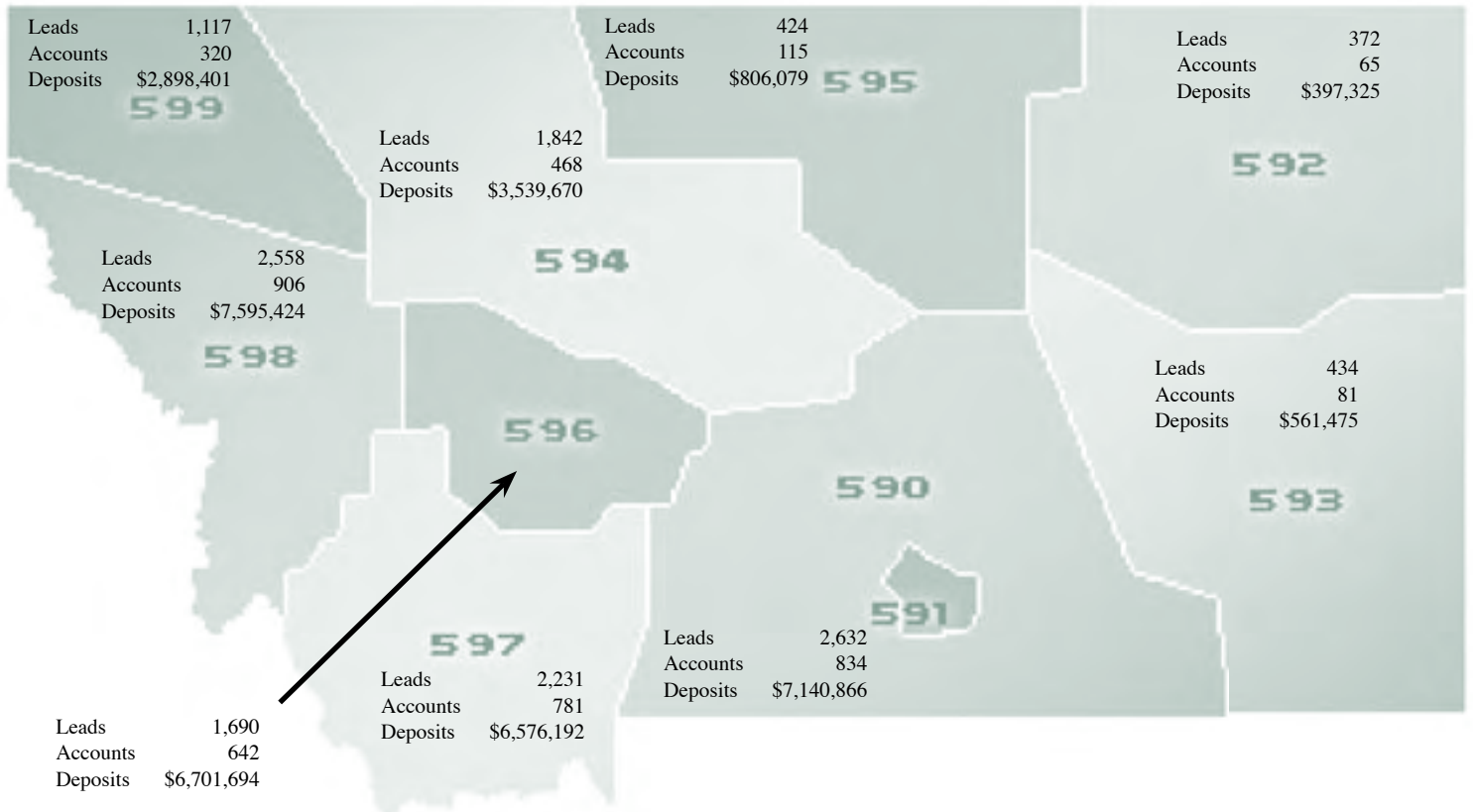
**PAC FUNDS TOTAL** **97,900**

**GRAND TOTAL** **\$496,817**

\* Includes inbound postage from business reply envelopes.

†† Expenditures do not include account representative training and salaries, creative department salaries and costs such as copywriting, planning, design and typesetting. Such expenditures are valued at \$201,715.

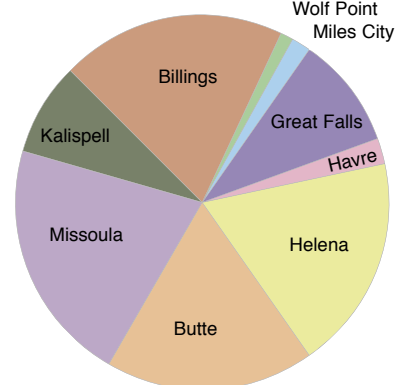
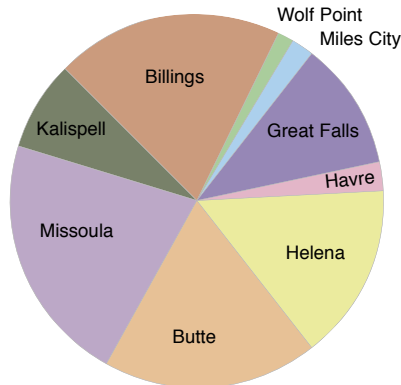
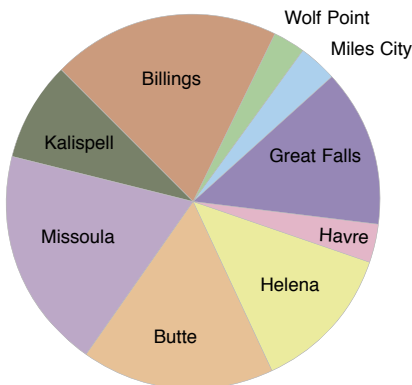
**Appendix B:**  
**CSB Montana Leads, Accounts and Deposits by**  
**Three-Digit Zip**  
**Through December 31, 2005**



Lead Breakdown by Region

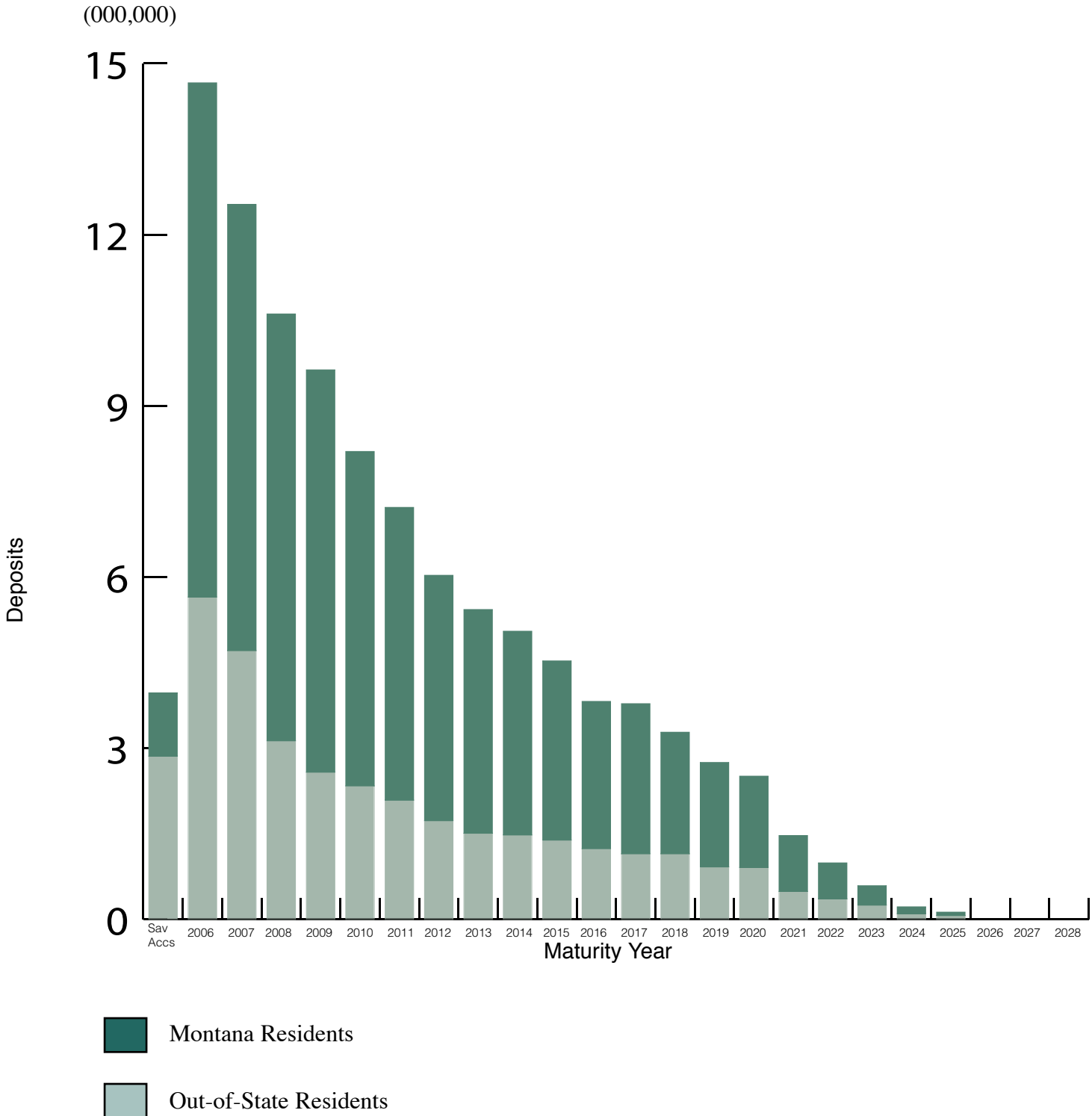
Account Breakdown by Region

Deposit Breakdown by Region

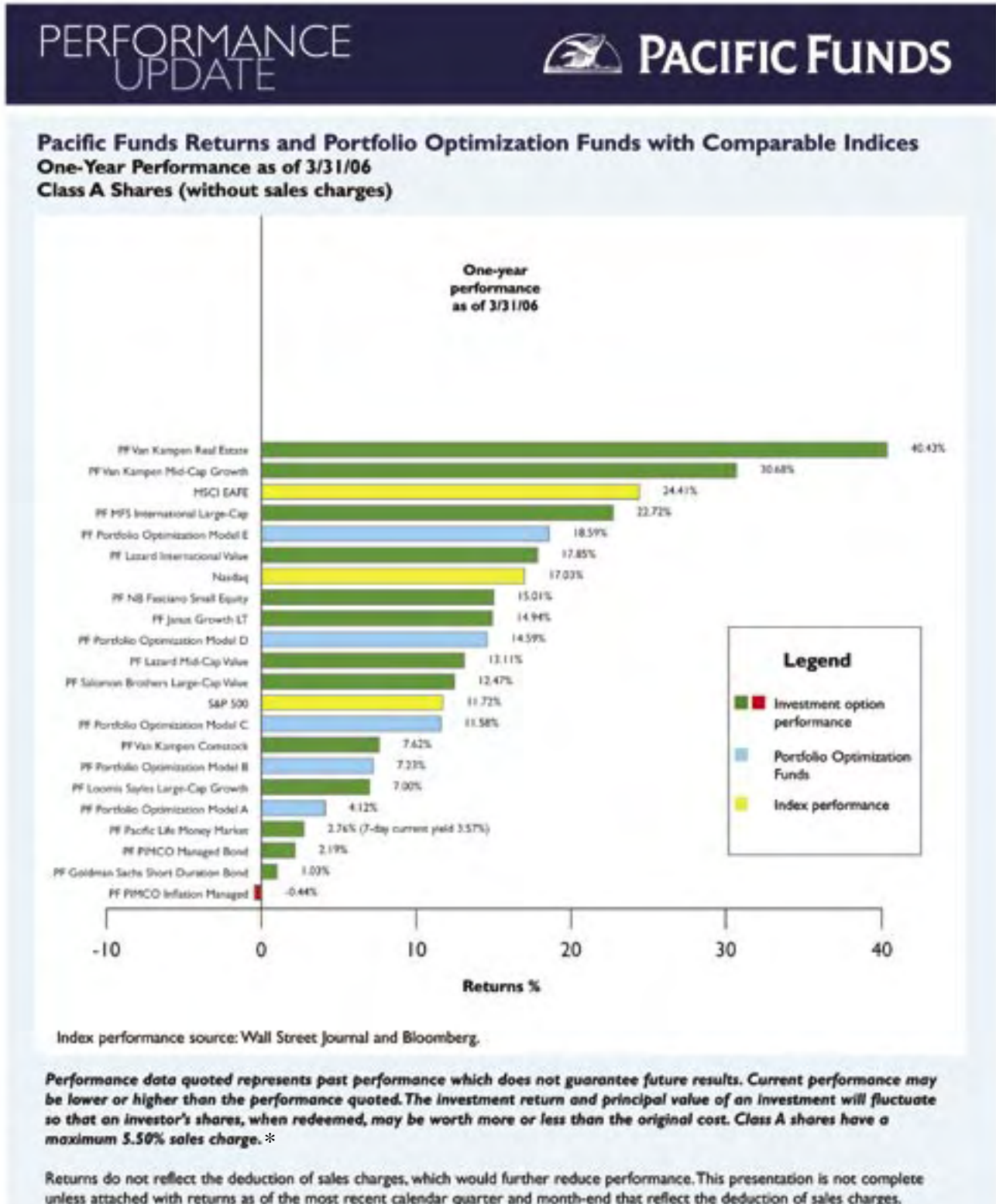




**Appendix C:  
CSB Dollars On Deposit Per Maturity Year  
Through December 31, 2005  
(Montana vs. Out-of-State)**



Appendix D:  
Pacific Funds Performance



\*The 5.50% sales charge is waived to Montana residents who purchase A shares directly. Consequently, the above rates of return are the net rates of return that Montana direct shareholders receive.

## Appendix E: Pacific Funds Cost Comparison

Pacific Funds Fee Comparison					
		Low Cost Competitor	Mid Cost Competitor	High Cost Competitor	
529 Plan Investment Provider	Montana Pacific Life	Utah Vanguard	Virginia American Funds	West Virginia The Hartford	
Sales loads	Class A Class B Class C	No share class options	5.75% max front end sales load 6 year CDSC starting at 5%	5.5% max front end sales load 7 year CDSC starting at 5%	
Additional Fees (included in totals)	Up to a \$25 annual maintenance fee, waived for MT Direct accounts, accounts with payroll deduction, auto investments, or balance > \$25,000.	Up to a \$25 annual maintenance fee, waived for UT residents	Accounts are subject to a \$10 enrollment fee and an annual \$10 maintenance fee	\$25 Annual maintenance fee	
Total Fund Expenses	PF Port Optimization Model A 1.57-2.07% PF Port Optimization Model B 1.63-2.13% PF Port Optimization Model C 1.73-2.23% PF Port Optimization Model D 1.78-2.28% PF Port Optimization Model E 1.83-2.33%	Age Based (S&P, Bonds, PTIF) 0.25 - 0.284% Age Based (S&P & Bonds) 0.275 - 0.284% Age Based (Diversified A) 0.250 - 0.340% Age Based (Diversified B) 0.250 - 0.391% Age Based (Diversified Bond) 0.250 - 0.285% Static - PTIF 0.000% Static - S&P Index 0.275% Static - Bonds 0.300% Static - Diversified Stocks 0.340%	Expense range: 0.67 - 1.51% Investment options are available in individual funds within the following categories: Growth, Growth and Income, Equity and Income, Balanced, Bond, Tax Exempt Bonds, and Money Market	Leaders SMART 529 1.44 - 2.81% Comerstone SMART 529 1.46 - 2.74% Directors SMART 529 1.46 - 2.15%	

## Appendix F: History of CollegeSure CDs Issued

Description	Issuance Dates	Margin	Minimum APY	Actual APYs for twelve months ended July 31,**				
				2005	2004	2003	2002	2001
Δ IC 500				5.62%	5.35%	5.77%	5.50%	5.20%
CollegeSure	7/31/88 or earlier	2.00%	4.00%	4.00	4.00	4.00	4.00	4.00
CollegeSure	8/1/88 – 10/31/97	1.50	4.00*	4.12	4.00	4.27	4.00	4.00
Plus	8/1/88 – 10/31/97	1.00	4.00*	4.62	4.35	4.77	4.50	4.20
Membership	8/1/88 – 10/31/97	1.25	4.00*	4.37	4.10	4.52	4.25	4.00
Gold	8/1/88 – 10/31/97	1.25	4.00*	4.37	4.10	4.52	4.25	4.00
Alumni	8/1/88 – 10/31/97	1.25	4.00*	4.37	4.10	4.52	4.25	4.00
Enhanced	4/1/90 – 3/31/96	0.90	5.00	5.00	5.00	5.00	5.00	5.00
CollegeSure	11/1/97 – 8/2/02	0	4.00	5.62	5.35	5.77	5.50	5.20
CollegeSure	8/3/02 – 2/28/03	1.00	3.00	4.62	4.35	4.77	N/A	N/A
CollegeSure	3/1/03 – 8/1/03	2.00	2.00	3.62	3.35	3.77	N/A	N/A
CollegeSure	8/2/03 – 1/31/06	3.00	2.00	2.62	2.35	N/A	N/A	N/A
CollegeSure	2/1/06 or after	1.50	2.00					

\* CDs purchased between 8/1/91 and 2/29/92 are subject to an annual 5.00% minimum APY.

\*\* Interest Rate: Each CollegeSure® CD pays interest on July 31 each year it remains outstanding, at an interest rate which may change, equal to the rate of college inflation, as measured by the change in the IC 500 minus a stepped-rate margin, subject to a minimum interest rate. Given a constant level of college inflation each year's interest rate increases over the term of the CD. Consequently, the actual APYs in the above table are for CDs at the midpoint of their term to maturity.





**FULL COPY**

### OPERATING AGREEMENT

THIS OPERATING AGREEMENT is made and entered into effective as of this 22 day of March, 2006 by and between **THE UNIVERSITY OF MONTANA** and **THE UNIVERSITY OF MONTANA FOUNDATION**, a Montana non-profit corporation.

#### Recitals

A. The University is a public institution of higher learning and is a campus of the Montana University System.

B. The Foundation is a private and independent Montana non-profit corporation organized to support the mission of the University through private support.

C. The Montana Board of Regents is responsible for ensuring the integrity and reputation of the University and its programs and must be assured that the independent University affiliated Foundation will adhere to ethical standards appropriate to such organizations.

D. To accomplish this objective, the Board of Regents has approved a policy which requires the University and the Foundation to enter into an operating agreement that outlines their relationship and defines appropriate Foundation activities.

NOW, THEREFORE, based on the foregoing recitals and the mutual promises contained herein, the parties agree as follows:

1. The Foundation's responsibilities are to:

A. Solicit, receive, hold, invest, re-invest, administer and manage funds (including both restricted and unrestricted gifts) consistent with the needs of its donors, and to make expenditures to or for the benefit of the University, and with University consent, manage University funds and other University resources to the extent permissible by law, provided that such University funds and other resources remain identified in Foundation and University records as University assets.

B. Conduct its fund raising operations in a manner that is consistent with the mission and priorities of the University;

C. Comply with all applicable state and federal laws;

Operating Agreement

The University of Montana and The University of Montana Foundation

Page 2 of 3

D. Accept, account for and receipt all gifts, grants and endowments by preparing and maintaining financial and accounting records in accordance with generally accepted accounting principles or other comprehensive Basis of Accounting;

E. Annually submit audited financial statements and a list of the Foundation's officers and Trustees to the President of the University for submission to the Commissioner of Higher Education and the Board of Regents;

F. Maintain and enforce at all times an appropriate conflict-of-interest policy;

G. Seek and obtain input from the University (through the President of the University) before defining the priorities for the Foundation fund raising efforts; and

H. Underwrite any salary supplement for the President of the University only after approval and public disclosure by the Board of Regents.

2. The University's responsibilities are to:

A. Provide adequate space and utilities for the Foundation staff and its operations;

B. Provide to the Foundation staff access to the University's computer staff and facilities on a charge back basis for all actual use of computer or staff time at the standard user rate in effect at the time of use (in this regard a pre-arranged and budgeted amount against charges for computer use may be assessed, with any unused balance reverting to the University at the end of the fiscal year); and

C. Keep the Foundation apprised (through the President of the University) of the University's needs and priorities.

3. As consideration for the services provided by the Foundation to the University under this Agreement, the University agrees to pay the Foundation the sum of \$278,000 for its services in accordance with the following schedule:

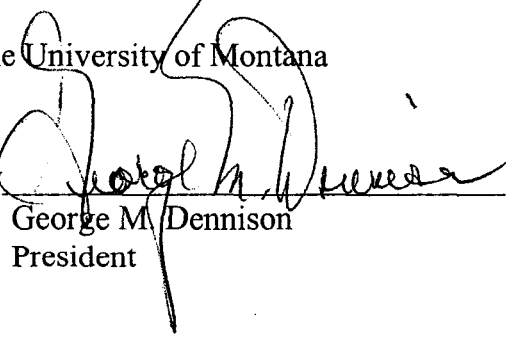
\$69,500	Due July 1, 2006
\$69,500	Due October 1, 2006
\$69,500	Due January 1, 2007
<u>\$69,500</u>	Due April 1, 2007
TOTAL: \$278,000	

As additional consideration for the services provided hereunder the University will provide the space and utilities for the Foundation as set forth in Paragraph 2A above.


4. All gifts made to the University shall be accounted for and ownership maintained by the University; all gifts made to the Foundation on behalf of the University shall be accounted for and ownership maintained by the Foundation.
5. No employee of the Montana University System will hold a voting position within the Foundation.
6. To the extent permitted by applicable law, the records of the Foundation will be kept confidential to protect the privacy interests of its donors.
7. In the performance of this Agreement, the parties shall not discriminate on the basis of gender, race, color, religion, marital status, creed, age, political belief, physical or mental handicap, national or ethnic origin.
8. All services performed by the Foundation hereunder shall be on an independent contractor basis. The Foundation, as an independent entity, will have the sole right to control and determine the method and manner of performing its duties hereunder. Nothing herein shall be deemed to create any type of partnership, joint venture or any other relationship between the parties other than independent parties contracting on an arm's length basis.
9. This Agreement shall be in effect for the University's 2006-2007 fiscal year unless terminated by an agreement in writing signed by both parties.

Signed as of the Effective Date.

The University of Montana

By   
George M. Dennison  
President

The University of Montana Foundation

By   
Laura Brehm  
President and CEO





## OPERATING AGREEMENT

THIS OPERATING AGREEMENT is made and entered into effective as of this 1<sup>st</sup> day of July, 2004 (the "Effective Date") by and between **THE UNIVERSITY OF MONTANA WESTERN** (the "University") and **THE UNIVERSITY OF MONTANA WESTERN FOUNDATION** (a Montana non-profit corporation (the "Foundation").

### Recitals

- A. The University is a public institution of higher learning and is a campus of the Montana University System.
- B. The Foundation is a private and independent Montana non-profit corporation organized to support the mission of the University through private support.
- C. The Montana Board of Regents is responsible for ensuring the integrity and reputation of the University and its programs and must be assured that the independent University affiliated Foundation will adhere to ethical standards appropriate to such organizations.
- D. To accomplish this objective, the Board of Regents has approved a policy which requires the University and the Foundation to enter into an operating agreement that outlines their relationship and defines appropriate Foundation activities.

NOW, THEREFORE, based upon the foregoing recitals and the mutual promises contained herein, the parties agree as follows:

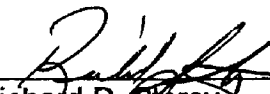
1. The Foundation's responsibilities are to:
  - A. Solicit, receive, hold trust, re-invest, administer and manage funds (including both restricted and unrestricted gifts) consistent with the needs of its donors, and to make expenditures to or for the benefit of the University, and with University consent, manage University funds and other University resources to the extent permissible by law, provided that such funds and other resources remain identified in Foundation and University records as University assets;
  - B. Conduct its fund raising operations in a manner that is consistent with the mission and priorities of the University;
  - C. Comply with all applicable state and federal laws;
  - D. Accept, account for and receipt all gifts, grants and endowments by preparing and maintaining financial and accounting records in accordance with generally accepted principals or other comprehensive Basis of Accounting;
  - E. Annually submit audited financial statements and a list of the Foundation's officers and Board members to the Chancellor of the University for submission to the Commissioner of Higher Education and the Board of Regents;
  - F. Maintain and enforce at all times an appropriate conflict of interest policy;

- G. Seek and obtain input from the University (through the Chancellor of the University) before defining the priorities for the Foundation fund raising efforts;
- H. Fund approximately 29% of the Executive Director's salary
- 2. The University's responsibilities are to:
  - A. Keep the Foundation appraised (through the Chancellor of the University) of the University's needs and priorities;
  - B. Provide adequate space and facilities for the Foundation staff and its operations;
  - C. Provide salary support to administrative staff.
- 3. As consideration for the services provided by the Foundation to the University under this agreement, the University agrees to pay the Foundation the sum of \$10,000 for its services. As additional consideration for the services provided hereunder the University will provide the space and utilities for the Foundation as set forth in Paragraph 2A above.
- 4. All gifts made to the University shall be accounted for and ownership maintained by the Foundation.
- 5. No employee of the Montana University System will hold a voting position within the Foundation.
- 6. To the extent permitted by applicable law, the records of the Foundation will be kept confidential to protect the privacy interests of its donors.
- 7. In the performance of this Agreement, the parties shall not discriminate on the basis of gender, race, color, religion, marital status, creed, age, political belief, physical or mental handicap, national or ethnic origin.
- 8. All services performed by the Foundation hereunder shall be on an independent contractor basis. The Foundation, as an independent entity, will have the sole right to control and determine the method and manner of performing its duties hereunder. Nothing herein shall be deemed to create any partnership, joint venture or other relationship between the parties other than the independent parties contracting on an arm's length basis.
- 9. This Agreement shall be in effect for the University's 2005,2006,2007 fiscal years unless terminated by an agreement in writing signed by both parties.

Signed as of the Effective Date

The University of Montana Western

The University of Montana Western  
Foundation

By   
Richard D. Storey  
Chancellor

By   
Ronald E. Kenison  
Chair, UMW Foundation Board

May 31 – June 2, 2006

**ITEM 131-112-R0506      Approval of Project Priority List, Long Range Building Program Montana University System**

**THAT:**                              The Board of Regents of the Montana University System adopts the following Project Priority List for submission to the Department of Administration.

**EXPLANATION:**                Each agency is required to submit a proposed long range building program to the Department of Administration in accordance with 17-7-202, MCA

**MONTANA UNIVERSITY SYSTEM  
LONG RANGE BUILDING PROGRAM  
2008-2009 BIENNIUM  
BONDED PROGRAM PROPOSALS  
Project Priority Listing**

<b>Priority</b>	<b>Location</b>	<b>Project Description</b>	<b>Amount</b>
1	Bozeman	Gaines Hall - Renovation	\$ 25,000,000
2	Missoula	Law School Addition	3,000,000
3	Butte	New Petroleum Building - supplemental funding	3,200,000
4	Missoula	Consolidation of MCOT Campus to West Campus	18,200,000
5	Havre/AES	NARC - Office Building	750,000
6	Missoula	Anderson Hall Equipment & Furnishings	2,000,000
7	Billings	Science Building Renovation Plan/Design	1,500,000
8	Great Falls	GFCOT - Phase II	3,000,000
9	Dillon	Main Hall - Phase II	6,000,000
10	Northern	Auto Tech Building Plan/Design	1,500,000
11	Billings	Billings COT - Phase II	700,000
TOTAL			\$ 64,850,000



**MONTANA UNIVERSITY SYSTEM  
LONG RANGE BUILDING PROGRAM  
2008-2009 BIENNIUM  
CASH PROGRAM PROPOSALS  
Project Priority Listing**

<b>Priority</b>	<b>Location</b>	<b>Project Description</b>	<b>Amount</b>
1	Bozeman	Leon Johnson - Replace Brick - MSU	\$ 2,600,000
2	Helena	Helena COT - Deferred Maintenance/Code/Life Safety	3,600,000
3	Billings	McMullen - Deferred Maintenance - MSU-Billings	1,850,000
4	Butte	Mt Tech COT - Deferred Maintenance	825,000
5	Missoula	Clapp Building/Renovation of 3rd Floor - deferrred maintenance - UM	821,000
6	Havre	Armory Gym - HVAC - MSU-N	1,750,000
7	Missoula	Law School - HVAC - UM	750,000
8	Dillon	Renovation of Industrial Technology - Western	1,000,000
9	AES	AES - Deferred Maintenance	400,000
10	Great Falls	Security Camera System - GFCOT	100,000
11	Bozeman	Hamilton Hall - Deferred Maintenance - MSU	2,000,000
12	Bozeman	Reid Hall - Restrooms/Elevator	750,000
13	Billings	Library - Classroom Updates - MSU-B	450,000
14	Havre	Various Buildings - Sprinkler/Emergency Lights - MSU-N	220,000
15	MSU-AES	EARC - Road Work/Purchase Land - MSU-AES	500,000
16	Dillon	Main Hall Adaptive Renovations - UM-Western	4,500,000
17	Bozeman	FEMA - Tier 2 Seismic Study - MSU	750,000
18	Bozeman	Campus Infrastructure - MSU	2,250,000
19	Bozeman	Wilson Hall - Brick Maintenance	1,400,000
20	Missoula	PARTV Building Mechanical/Electrical Systems Replacements - UM	4,000,000
21	Great Falls	GFCOT - Building Access/Safety	100,000
22	AES	AES - (CARC-Renovate Residence) (Nutrition Center-Fencing/Maint.)	180,000
23	Bozeman	Cisel Hall	250,000
24	Missoula	Mansfield Library - Replace Chilling System	814,000
25	All Campuses	MUS Code Compliance/Deferred Maintenance	6,400,000
26	All Campuses	Roof Replacements (MSU \$1.4 - UM \$1.0)	2,400,000
		TOTAL	\$40,660,000
		<b>Authority Only</b>	
	MSU-Billings	New Construction - Child Care Facility	\$ 750,000
	MSU-Billings/COT	New Construction - Family Housing	1,500,000
	MSU-Billings	New Construction - Yellowstone Econ Devel Center	1,250,000
	MSU-Billings	Land Acquistion	4,500,000
	MSU-All Campuses	General Spending Authority	7,000,000
	MSU-Bozeman	Business Incubator Facility	4,000,000
	MSU-Bozeman	Museum of the Rockies (Increase existing authority)	15,500,000
	UM-Missoula	Education Building Addition	7,500,000
	UM-Missoula	Alumni/Foundation Building	7,400,000
	UM-Missoula	HHP Physiological & Nutritional Lab	4,500,000
	UM-Missoula	New Parking Structure	5,000,000
	UM-All Campuses	General Spending Authority	6,000,000



ITEM 131-113-R0506

**Authorization to Submit One-Time-Only Funding Requests  
to the Office of Budget and Program Planning**

**MONTANA UNIVERSITY SYSTEM  
ONE-TIME-ONLY FUNDING REQUESTS  
FY 08 -09**

**Montana State University & University of Montana Campuses:**

1.	UM Campuses - Two year Programs & Economic Development	\$ 800,000
	- UM COT - Training (\$200,000)	
	- UM COT - Equipment (\$200,000)	
	- Mt Tech - Economic Development (\$200,000)	
	- Western - Access & Economic Development (\$200,000)	
2.	MSU-N – Equipment and Program Development Funding	600,000
3.	UM Campuses – Recruitment & Retention	440,000
	- UM-Missoula Marketing (\$250,000)	
	- Tech- Marketing (\$50,000)	
	- Western – Classroom Equipment (\$30,000)	
	- Western – Block Schedule Faculty Exchanges (\$50,000)	
	- Western – Access & Support (\$60,000)	
4.	MSU-GF – Skilled Industries Cluster Equipment	500,000
5.	UM Campuses – Outreach	725,000
	- UM-Missoula – county Development (\$200,000)	
	- Tech – K-12 Outreach (\$225,000)	
	- Tech – Math & Science Academy (\$250,000)	
	- Western – Marketing (\$50,000)	
6.	MSU-Billings – Student Retention & Academic Success	199,000
7.	MSU-Billings/COT – Construction Trades Equipment	250,000
8.	UM-Missoula – Speech Pathology Program Startup Costs	400,000
	– Speech Pathology Program Equipment	250,000
9.	MSU-Bozeman – Classroom Instructional Technology/Disaster Recovery	1,000,000
10.	Establishment of the A.A.S. of Fire & Rescue and the A.A.S. of Paramedicine Programs at Missoula COT, Helena COT & FVCC	609,000
11.	MSU-Extension – Educational Technology and Distance Learning	168,000
12.	MSU-Fire Services Training School – CAFS Technology Apparatus	217,000
13.	MSU-AES – Research Equipment Match	2,000,000
14.	All Campus – Rural Healthcare Provider & Educator Recruitment And Retention Assistance Endowment	5,000,000
	<b>Total</b>	<b>\$ 13,158,000</b>

**Community College Campuses:**

1.	Montana Works Scholarship Program	\$ 5,000,000
2.	Montana Works Comprehensive Distance Learning Project For Montana Community Colleges	2,000,000
3.	Dual Enrollment: A Special Enrollment Project for Montana High School Students Dually Enrolled at Montana Community Colleges	750,000
4.	Deferred Building and Infrastructure Maintenance Program	3,000,000
5.	New Programs for Economic Development	3,000,000
	<b>Total</b>	<b>\$ 13,750,000</b>



May 31- June 2, 2006

ITEM 131-104-R0506

**FY07 Tuition and Mandatory Fee Rates, Flathead Valley Community College and Dawson Community College**

Proposed Tuition and Mandatory Fee Increases for a Full-time, In-District Student				
Montana Community Colleges - Fiscal Year 2007 Semester Rates				
COMMUNITY COLLEGE	FY06 ACTUAL	FY07 PROPOSED	\$ INCREASE	% INCREASE
<b>DAWSON COMMUNITY COLLEGE</b>				
Tuition only	\$616	\$699	\$83	13.5%
Mandatory Fees	\$546	\$585	\$39	7.1%
Total	\$1,162	\$1,284	\$122	10.5%
<b>FLATHEAD VALLEY COMMUNITY COLLEGE</b>				
Tuition only	\$870	\$922	\$52	6.0%
Mandatory Fees	\$305	\$350	\$45	14.8%
Total	\$1,175	\$1,272	\$97	8.3%
<b>MILES CITY COMMUNITY COLLEGE - Information Only--The rates for Miles Community College were approved at the May 2005 Board of Regents meeting.</b>				
Tuition only	\$840	\$915	\$75	8.9%
Mandatory Fees	\$578	\$645	\$68	11.7%
Total	\$1,418	\$1,560	\$143	10.1%



**DAWSON COMMUNITY COLLEGE  
Amended Inventory and Validation of Fees  
Dawson College District Students  
Semester**

Unit Name: Dawson Community College Regents' Item No. 131-104-R0506 Effective: Fall 2006

Course Credits	Tuition	Building Rprs/Mnt Fees	Student Building Fee	Computer Fees	Student Activity Fees	Technology Fee	Library Media Fees	Total
1	46.60	7.00	14.00	4.00	4.00	7.00	3.00	85.60
2	93.20	14.00	28.00	8.00	8.00	14.00	6.00	171.20
3	139.80	21.00	42.00	12.00	12.00	21.00	9.00	256.80
4	186.40	28.00	56.00	16.00	16.00	28.00	12.00	342.40
5	233.00	35.00	70.00	20.00	20.00	35.00	15.00	428.00
6	279.60	42.00	84.00	24.00	24.00	42.00	18.00	513.60
7	326.20	49.00	98.00	28.00	28.00	49.00	21.00	599.20
8	372.80	56.00	112.00	32.00	32.00	56.00	24.00	684.80
9	419.40	63.00	126.00	36.00	36.00	63.00	27.00	770.40
10	466.00	70.00	140.00	40.00	40.00	70.00	30.00	856.00
11	512.60	77.00	154.00	44.00	44.00	77.00	33.00	941.60
12	559.20	84.00	168.00	48.00	48.00	84.00	36.00	1027.20
13	605.80	91.00	182.00	52.00	52.00	91.00	39.00	1112.80
14	652.40	98.00	196.00	56.00	56.00	98.00	42.00	1198.40
15 & Above	699.00	105.00	210.00	60.00	60.00	105.00	45.00	1284.00
Fund Group	Cur. Unr.	Des.	Plant	Des.	Des.	Des.	Des.	

**DAWSON COMMUNITY COLLEGE  
Amended Inventory and Validation of Fees  
Other Montana Students  
Semester**

Unit Name: Dawson Community College Regents' Item No. 131-104-R0506 Effective: Fall 2006

Course Credits	Tuition	Building Rprs/Mnt Fees	Student Building Fee	Computer Fees	Student Activity Fees	Technology Fee	Library Media Fees	Total
1	79.60	7.00	14.00	4.00	4.00	7.00	3.00	118.60
2	159.20	14.00	28.00	8.00	8.00	14.00	6.00	237.20
3	238.80	21.00	42.00	12.00	12.00	21.00	9.00	355.80
4	318.40	28.00	56.00	16.00	16.00	28.00	12.00	474.40
5	398.00	35.00	70.00	20.00	20.00	35.00	15.00	593.00
6	477.60	42.00	84.00	24.00	24.00	42.00	18.00	711.60
7	557.20	49.00	98.00	28.00	28.00	49.00	21.00	830.20
8	636.80	56.00	112.00	32.00	32.00	56.00	24.00	948.80
9	716.40	63.00	126.00	36.00	36.00	63.00	27.00	1067.40
10	796.00	70.00	140.00	40.00	40.00	70.00	30.00	1186.00
11	875.60	77.00	154.00	44.00	44.00	77.00	33.00	1304.60
12	955.20	84.00	168.00	48.00	48.00	84.00	36.00	1423.20
13	1034.80	91.00	182.00	52.00	52.00	91.00	39.00	1541.80
14	1114.40	98.00	196.00	56.00	56.00	98.00	42.00	1660.40
15 & Above	1194.00	105.00	210.00	60.00	60.00	105.00	45.00	1779.00
Fund Group	Cur. Unr.	Des.	Plant	Des.	Des.	Des.	Des.	

**DAWSON COMMUNITY COLLEGE**  
**Amended Inventory and Validation of Fees**  
**Out-of-State Students**  
**Semester**

Unit Name: Dawson Community College

Regents' Item No. 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Building Rprs/Mnt Fees	Student Building Fee	Computer Fees	Student Activity Fees	Technology Fee	Library Media Fees	Total
1	218.10	7.00	14.00	4.00	4.00	7.00	3.00	257.10
2	436.20	14.00	28.00	8.00	8.00	14.00	6.00	514.20
3	654.30	21.00	42.00	12.00	12.00	21.00	9.00	771.30

4	872.40	28.00	56.00	16.00	16.00	28.00	12.00	1028.40
5	1090.50	35.00	70.00	20.00	20.00	35.00	15.00	1285.50
6	1308.60	42.00	84.00	24.00	24.00	42.00	18.00	1542.60
7	1526.70	49.00	98.00	28.00	28.00	49.00	21.00	1799.70
8	1744.80	56.00	112.00	32.00	32.00	56.00	24.00	2056.80
9	1962.90	63.00	126.00	36.00	36.00	63.00	27.00	2313.90
10	2181.00	70.00	140.00	40.00	40.00	70.00	30.00	2571.00
11	2399.10	77.00	154.00	44.00	44.00	77.00	33.00	2828.10
12	2617.20	84.00	168.00	48.00	48.00	84.00	36.00	3085.20
13	2835.30	91.00	182.00	52.00	52.00	91.00	39.00	3342.30
14	3053.40	98.00	196.00	56.00	56.00	98.00	42.00	3599.40
15 & Above	3271.50	105.00	210.00	60.00	60.00	105.00	45.00	3856.50
Fund Group	Cur. Unr.	Des.	Plant	Des.	Des.	Des.	Des.	

**DAWSON COMMUNITY COLLEGE**  
**Amended Inventory and Validation of Fees**  
**WUE Students**  
**Semester**

Unit Name: Dawson Community College

Regents' Item No. 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Building Rprs/Mnt Fees	Student Building Fee	Computer Fees	Student Activity Fees	Technology Fee	Library Media Fees	Total
1	119.50	7.00	14.00	4.00	4.00	7.00	3.00	158.50
2	239.00	14.00	28.00	8.00	8.00	14.00	6.00	317.00
3	358.50	21.00	42.00	12.00	12.00	21.00	9.00	475.50
4	478.00	28.00	56.00	16.00	16.00	28.00	12.00	634.00
5	597.50	35.00	70.00	20.00	20.00	35.00	15.00	792.50
6	717.00	42.00	84.00	24.00	24.00	42.00	18.00	951.00
7	836.50	49.00	98.00	28.00	28.00	49.00	21.00	1109.50
8	956.00	56.00	112.00	32.00	32.00	56.00	24.00	1268.00
9	1075.50	63.00	126.00	36.00	36.00	63.00	27.00	1426.50
10	1195.00	70.00	140.00	40.00	40.00	70.00	30.00	1585.00

11	1314.50	77.00	154.00	44.00	44.00	77.00	33.00	1743.50
12	1434.00	84.00	168.00	48.00	48.00	84.00	36.00	1902.00
13	1553.50	91.00	182.00	52.00	52.00	91.00	39.00	2060.50
14	1673.00	98.00	196.00	56.00	56.00	98.00	42.00	2219.00
15 & Above	1792.50	105.00	210.00	60.00	60.00	105.00	45.00	2377.50
Fund Group	Cur. Unr.	Des.	Plant	Des.	Des.	Des.	Des.	

**DAWSON COMMUNITY COLLEGE**  
**Amended Inventory and Validation of Fees**  
**Canadian Exchange**  
**Semester**

Unit Name: Dawson Community College

Regents' Item No. 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Building Rprs/Mnt Fees	Student Building Fee	Computer Fees	Student Activity Fees	Technology Fee	Library Media Fees	Total
1	159.20	7.00	14.00	4.00	4.00	7.00	3.00	198.20
2	318.40	14.00	28.00	8.00	8.00	14.00	6.00	396.40
3	477.60	21.00	42.00	12.00	12.00	21.00	9.00	594.60
4	636.80	28.00	56.00	16.00	16.00	28.00	12.00	792.80
5	796.00	35.00	70.00	20.00	20.00	35.00	15.00	991.00
6	955.20	42.00	84.00	24.00	24.00	42.00	18.00	1189.20
7	1114.40	49.00	98.00	28.00	28.00	49.00	21.00	1387.40
8	1273.60	56.00	112.00	32.00	32.00	56.00	24.00	1585.60
9	1432.80	63.00	126.00	36.00	36.00	63.00	27.00	1783.80
10	1592.00	70.00	140.00	40.00	40.00	70.00	30.00	1982.00
11	1751.20	77.00	154.00	44.00	44.00	77.00	33.00	2180.20
12	1910.40	84.00	168.00	48.00	48.00	84.00	36.00	2378.40
13	2069.60	91.00	182.00	52.00	52.00	91.00	39.00	2576.60
14	2228.80	98.00	196.00	56.00	56.00	98.00	42.00	2774.80
15 & Above	2388.00	105.00	210.00	60.00	60.00	105.00	45.00	2973.00
Fund	Cur. Unr.	Des.	Plant	Des.	Des.	Des.	Des.	

Group	
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**DAWSON COMMUNITY COLLEGE**  
**Inventory and Validation of Fees**  
**Farm/Ranch Business Management--Hardin Site**  
**Semester 2006-07**  
**Expires After Spring Semester 2007**

Unit Name: Dawson Community College	Regents' Item No. 131-104-R0506	0%
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* Per Student	Tuition	Fee	Total
1	693.20	160.00	853.20
* The tuition and fees for the Farm/Ranch- Remote Site program are based on a full-time student.			
Fund Group	Cur. Unr.	Des.	





**FLATHEAD VALLEY COMMUNITY COLLEGE**  
**Inventory and Validation of Fees**  
**In-District Students**  
**Semester**

Unit Name: Flathead Valley Community College

ITEM 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Bldg Use Fee	Computer Fee	Equip/ Materials Fee	Activity Fee	Grnds/Maint. Fee	Total
1	65.85	14.00	5.75	8.00	2.00	1.25	96.85
2	131.70	28.00	11.50	10.00	4.00	2.50	187.70
3	197.55	42.00	17.25	12.00	6.00	3.75	278.55
4	263.40	56.00	23.00	28.25	8.00	5.00	383.65
5	329.25	70.00	28.75	28.25	10.00	6.25	472.50
6	395.10	84.00	34.50	28.25	12.00	7.50	561.35
7	460.95	98.00	40.25	28.25	14.00	8.75	650.20
8	526.80	112.00	46.00	28.25	16.00	10.00	739.05
9	592.65	126.00	51.75	28.25	18.00	11.25	827.90
10	658.50	140.00	57.50	28.25	20.00	12.50	916.75
11	724.35	154.00	63.25	28.25	22.00	13.75	1005.60
12	790.20	168.00	69.00	28.25	24.00	15.00	1094.45
13	856.05	182.00	74.75	28.25	26.00	16.25	1183.30
14-18	921.90	196.00	80.50	28.25	28.00	17.50	1272.15
Fund Group	Cur. Unr.	Plant	Des.	Des.	Agency	Plant	

**FLATHEAD VALLEY COMMUNITY COLLEGE**  
**Inventory and Validation of Fees**  
**Out-of-District, Montana Students**  
**Semester**

Unit Name: Flathead Valley Community College

Item 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Bldg Use Fee	Computer Fee	Equip/ Materials Fee	Activity Fee	Grnds/Maint. Fee	Total
1	108.10	14.00	5.75	8.00	2.00	1.25	139.10
2	216.20	28.00	11.50	10.00	4.00	2.50	272.20
3	324.30	42.00	17.25	12.00	6.00	3.75	405.30
4	432.40	56.00	23.00	28.25	8.00	5.00	552.65
5	540.50	70.00	28.75	28.25	10.00	6.25	683.75
6	648.60	84.00	34.50	28.25	12.00	7.50	814.85
7	756.70	98.00	40.25	28.25	14.00	8.75	945.95
8	864.80	112.00	46.00	28.25	16.00	10.00	1077.05
9	972.90	126.00	51.75	28.25	18.00	11.25	1208.15
10	1081.00	140.00	57.50	28.25	20.00	12.50	1339.25
11	1189.10	154.00	63.25	28.25	22.00	13.75	1470.35
12	1297.20	168.00	69.00	28.25	24.00	15.00	1601.45
13	1405.30	182.00	74.75	28.25	26.00	16.25	1732.55
14-18	1513.40	196.00	80.50	28.25	28.00	17.50	1863.65
Fund Group	Cur. Unr.	Plant	Des.	Des.	Agency	Plant	

**FLATHEAD VALLEY COMMUNITY COLLEGE**  
**Inventory and Validation of Fees**  
**Out-of-State Students**  
**Semester**

Unit Name: Flathead Valley Community College

ITEM 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Bldg Use Fee	Computer Fee	Equip/ Materials Fee	Activity Fee	Grnds/Maint. Fee	Total
1	270.50	14.00	5.75	8.00	2.00	1.25	301.50
2	541.00	28.00	11.50	10.00	4.00	2.50	597.00
3	811.50	42.00	17.25	12.00	6.00	3.75	892.50
4	1082.00	56.00	23.00	28.25	8.00	5.00	1202.25
5	1352.50	70.00	28.75	28.25	10.00	6.25	1495.75

6	1623.00	84.00	34.50	28.25	12.00	7.50	1789.25
7	1893.50	98.00	40.25	28.25	14.00	8.75	2082.75
8	2164.00	112.00	46.00	28.25	16.00	10.00	2376.25
9	2434.50	126.00	51.75	28.25	18.00	11.25	2669.75
10	2705.00	140.00	57.50	28.25	20.00	12.50	2963.25
11	2975.50	154.00	63.25	28.25	22.00	13.75	3256.75
12	3246.00	168.00	69.00	28.25	24.00	15.00	3550.25
13	3516.50	182.00	74.75	28.25	26.00	16.25	3843.75
14-18	3787.00	196.00	80.50	28.25	28.00	17.50	4137.25
Fund Group	Cur. Unr.	Plant	Des.	Des.	Agency	Plant	

**FLATHEAD VALLEY COMMUNITY COLLEGE**  
**Inventory and Validation of Fees**  
**WUE Students**  
**Semester**

Unit Name: Flathead Valley Community College

Item 131-104-R0506

Effective: Fall 2006

Course Credits	Tuition	Bldg Use Fee	Computer Fee	Equip/ Materials Fee	Activity Fee	Grnds/Maint. Fee	Total
1	162.20	14.00	5.75	8.00	2.00	1.25	193.20
2	324.40	28.00	11.50	10.00	4.00	2.50	380.40
3	486.60	42.00	17.25	12.00	6.00	3.75	567.60
4	648.80	56.00	23.00	28.25	8.00	5.00	769.05
5	811.00	70.00	28.75	28.25	10.00	6.25	954.25
6	973.20	84.00	34.50	28.25	12.00	7.50	1139.45
7	1135.40	98.00	40.25	28.25	14.00	8.75	1324.65
8	1297.60	112.00	46.00	28.25	16.00	10.00	1509.85
9	1459.80	126.00	51.75	28.25	18.00	11.25	1695.05
10	1622.00	140.00	57.50	28.25	20.00	12.50	1880.25
11	1784.20	154.00	63.25	28.25	22.00	13.75	2065.45
12	1946.40	168.00	69.00	28.25	24.00	15.00	2250.65
13	2108.60	182.00	74.75	28.25	26.00	16.25	2435.85

14-18	2270.80	196.00	80.50	28.25	28.00	17.50	2621.05
Fund Group	Cur. Unr.	Plant	Des.	Des.	Agency	Plant	

**ITEM 131-106-R0506**

**Montana University System Revised Tuition Matrices –  
Fiscal Year 2007**

**THAT:**

The Board of Regents authorizes tuition rate reductions at all campuses of the Montana University System in fiscal year 2007 in the amounts illustrated on Attachment 1.

**EXPLANATION:**

At the May 2005 Board of Regents meeting, the board directed the Office of the Commissioner of Higher Education to hold back \$1,595,275 State funds from distribution to the Educational Units in anticipation of a special legislative session in December 2005 that may address retirement funding issues. The special session did not address this issue, consequently, the State funds became available for distribution.

At the March 2006 Board of Regents meeting, the board approved a motion to allocate the funds in FY 07 to the students in a form of a tuition reduction, less \$10,000 authorized for a study of the optional retirement plan. The campuses prepared revised FY 07 tuition matrices with a per student credit hour tuition credit up to 12 credit hours per semester, which is the tuition flat spot.

Attachment 1 summarizes the tuition reduction by campus and the estimated rebate amount per full time equivalent student.



ITEM 131-106-R0506

SUMMARY OF ANNUAL TUITION REBATE PER FTE MONTANA UNIVERSITY SYSTEM FISCAL YEAR 2007							
	Retirement Holdback Funds					Rebate	
Campus	FY06	% OF Total	FY06 Revised	FY07	TOTAL	Actual Rebate Amount per SCH (up to flat spot)	Rebate Amount per FTE (@ 12 SCH per semester)
UM-MISSOULA	311,705	38.77%	307,825	305,590	613,415	\$2.20	\$52.80
MT TECH	46,562	5.79%	45,982	46,387	92,369	\$1.95	\$46.80
UM-WESTERN	21,831	2.72%	21,558	21,748	43,306	\$1.41	\$33.84
HCOT	10,826	1.35%	10,687	10,789	21,476	\$0.95	\$22.80
MSU-BOZEMAN	298,403	37.11%	294,692	292,428	587,120	\$2.40	\$57.60
MSU-BILLINGS	75,338	9.37%	74,400	75,093	149,493	\$1.50	\$36.00
MSU-NORTHERN	21,459	2.67%	21,192	21,387	42,579	\$1.50	\$36.00
GFCOT	17,895	2.23%	17,675	17,834	35,509	\$1.00	\$24.00
<b>TOTAL</b>	<b>804,019</b>	<b>100.00%</b>	<b>794,019</b>	<b>791,256</b>	<b>1,585,275</b>		
<b>Retirement Study</b>	<b>(10,000)</b>						
<b>Revised TOTAL</b>	<b>794,019</b>						

MONTANA STATE UNIVERSITY  
Inventory and Validation of Fees  
Semester - Undergraduate

Unit Name: Montana State University - Bozeman

Regents' Item No.

Effective Date: Fall 2006

Course Credit	Registration Fee	Tuition Fee	FY07				Network				Athletic Fee	Resident Total	Nonres. Building Fee	Nonres. Tuition Fee	Nonres. Total	Course Credit		
			Tuition Credit	Building Fee	SFEP Fee	Utility Surcharge	Computer Fee	Activity Fee	Health Fee	SU Fee							Equipment Fee	Services Fee
1	30.00	189.95	(2.40)	15.50	4.85	0.90	2.95	0.00	0.00	2.75	3.00	35.00	0.00	282.50	3.60	406.80	692.90	1
2	30.00	379.90	(4.80)	20.80	9.70	1.80	5.90	0.00	0.00	5.50	6.00	35.00	0.00	489.80	7.20	813.60	1,310.60	2
3	30.00	569.85	(7.20)	26.10	14.55	2.70	8.85	0.00	0.00	8.25	9.00	35.00	0.00	697.10	10.80	1,220.40	1,928.30	3
4	30.00	759.80	(9.60)	31.40	19.40	3.60	11.80	0.00	0.00	11.00	12.00	35.00	0.00	904.40	14.40	1,627.20	2,546.00	4
5	30.00	949.75	(12.00)	36.70	24.25	4.50	14.75	0.00	0.00	13.75	15.00	35.00	0.00	1,111.70	18.00	2,034.00	3,163.70	5
6	30.00	1,139.70	(14.40)	42.00	29.10	5.40	17.70	0.00	0.00	16.50	18.00	35.00	0.00	1,319.00	21.60	2,440.80	3,781.40	6
7	30.00	1,329.65	(16.80)	47.30	33.95	6.30	20.65	61.15	147.50	19.25	21.00	35.00	66.05	1,801.00	25.20	2,847.60	4,673.80	7
8	30.00	1,519.60	(19.20)	52.60	38.80	7.20	23.60	61.15	147.50	22.00	24.00	35.00	66.05	2,008.30	28.80	3,254.40	5,291.50	8
9	30.00	1,709.55	(21.60)	57.90	43.65	8.10	26.55	61.15	147.50	24.75	27.00	35.00	66.05	2,215.60	32.40	3,661.20	5,909.20	9
10	30.00	1,899.50	(24.00)	63.20	48.50	9.00	29.50	61.15	147.50	27.50	30.00	35.00	66.05	2,422.90	36.00	4,068.00	6,526.90	10
11	30.00	2,089.45	(26.40)	68.50	53.35	9.90	32.45	61.15	147.50	30.25	33.00	35.00	66.05	2,630.20	39.60	4,474.80	7,144.60	11
12	30.00	2,279.40	(28.80)	73.80	58.20	10.80	35.40	61.15	147.50	33.00	36.00	35.00	66.05	2,837.50	43.20	4,881.60	7,762.30	12



MONTANA STATE UNIVERSITY  
Inventory and Validation of Fees  
Semester - Graduate

Unit Name: Montana State University - Bozeman

Effective Date: Fall 2006

Course Credit	Registration Fee	Tuition Fee	FY07			Utility Surcharge	Computer Fee	Activity Fee	Health Fee	SU Fee	Network			Resident Total	Nonres.	Nonres.	Nonres. Total	Course Credit
			Tuition Credit	Building Fee	SFEP Fee						Building Fee	Tuition Fee	Nonres. Total					
1	30.00	227.95	(2.40)	15.50	4.85	0.90	2.95	0.00	0.00	2.75	3.00	35.00	0.00	320.50	3.60	406.80	730.90	1
2	30.00	455.90	(4.80)	20.80	9.70	1.80	5.90	0.00	0.00	5.50	6.00	35.00	0.00	565.80	7.20	813.60	1,386.60	2
3	30.00	683.85	(7.20)	26.10	14.55	2.70	8.85	0.00	0.00	8.25	9.00	35.00	0.00	811.10	10.80	1,220.40	2,042.30	3
4	30.00	911.80	(9.60)	31.40	19.40	3.60	11.80	0.00	0.00	11.00	12.00	35.00	0.00	1,056.40	14.40	1,627.20	2,698.00	4
5	30.00	1,139.75	(12.00)	36.70	24.25	4.50	14.75	0.00	0.00	13.75	15.00	35.00	0.00	1,301.70	18.00	2,034.00	3,353.70	5
6	30.00	1,367.70	(14.40)	42.00	29.10	5.40	17.70	0.00	0.00	16.50	18.00	35.00	0.00	1,547.00	21.60	2,440.80	4,009.40	6
7	30.00	1,595.65	(16.80)	47.30	33.95	6.30	20.65	61.15	147.50	19.25	21.00	35.00	66.05	2,067.00	25.20	2,847.60	4,939.80	7
8	30.00	1,823.60	(19.20)	52.60	38.80	7.20	23.60	61.15	147.50	22.00	24.00	35.00	66.05	2,312.30	28.80	3,254.40	5,595.50	8
9	30.00	2,051.55	(21.60)	57.90	43.65	8.10	26.55	61.15	147.50	24.75	27.00	35.00	66.05	2,557.60	32.40	3,661.20	6,251.20	9
10	30.00	2,279.50	(24.00)	63.20	48.50	9.00	29.50	61.15	147.50	27.50	30.00	35.00	66.05	2,802.90	36.00	4,068.00	6,906.90	10
11	30.00	2,507.45	(26.40)	68.50	53.35	9.90	32.45	61.15	147.50	30.25	33.00	35.00	66.05	3,048.20	39.60	4,474.80	7,562.60	11
12	30.00	2,735.40	(28.80)	73.80	58.20	10.80	35.40	61.15	147.50	33.00	36.00	35.00	66.05	3,293.50	43.20	4,881.60	8,218.30	12

MONTANA STATE UNIVERSITY  
Inventory and Validation of Fees  
Western Undergraduate Exchange Program  
Semester

Unit Name: Montana State University - Bozeman

Regents' Item No.

Effective Date: Fall 2006

Course Credit	Registration Fee	Tuition Fee	FY07			Utility Surcharge	Computer Fee	Activity Fee	Health Fee	SU Fee	Network		Nonres.		WUE Total	Course Credit
			Tuition Credit	Building Fee	SFEP Fee						Services Fee	Athletic Fee	Building Fee			
1	30.00	284.90	(2.40)	15.50	4.85	0.90	2.95	0.00	0.00	2.75	3.00	35.00	0.00	3.60	381.05	1
2	30.00	569.80	(4.80)	20.80	9.70	1.80	5.90	0.00	0.00	5.50	6.00	35.00	0.00	7.20	686.90	2
3	30.00	854.70	(7.20)	26.10	14.55	2.70	8.85	0.00	0.00	8.25	9.00	35.00	0.00	10.80	992.75	3
4	30.00	1,139.60	(9.60)	31.40	19.40	3.60	11.80	0.00	0.00	11.00	12.00	35.00	0.00	14.40	1,298.60	4
5	30.00	1,424.50	(12.00)	36.70	24.25	4.50	14.75	0.00	0.00	13.75	15.00	35.00	0.00	18.00	1,604.45	5
6	30.00	1,709.40	(14.40)	42.00	29.10	5.40	17.70	0.00	0.00	16.50	18.00	35.00	0.00	21.60	1,910.30	6
7	30.00	1,994.30	(16.80)	47.30	33.95	6.30	20.65	61.15	147.50	19.25	21.00	35.00	66.05	25.20	2,490.85	7
8	30.00	2,279.20	(19.20)	52.60	38.80	7.20	23.60	61.15	147.50	22.00	24.00	35.00	66.05	28.80	2,796.70	8
9	30.00	2,564.10	(21.60)	57.90	43.65	8.10	26.55	61.15	147.50	24.75	27.00	35.00	66.05	32.40	3,102.55	9
10	30.00	2,849.00	(24.00)	63.20	48.50	9.00	29.50	61.15	147.50	27.50	30.00	35.00	66.05	36.00	3,408.40	10
11	30.00	3,133.90	(26.40)	68.50	53.35	9.90	32.45	61.15	147.50	30.25	33.00	35.00	66.05	39.60	3,714.25	11
12	30.00	3,418.80	(28.80)	73.80	58.20	10.80	35.40	61.15	147.50	33.00	36.00	35.00	66.05	43.20	4,020.10	12

MONTANA STATE UNIVERSITY  
Inventory and Validation of Fees  
Semester - Post-Baccalaureate

Unit Name: Montana State University - Bozeman

Regents' Item No.

Effective Date: Fall 2006

Course Credit	Registration Fee	Tuition Fee	FY07		SFEP Fee	Utility Surcharge	Computer Fee	Activity Fee	Health Fee	SU Fee	Equipment Fee	Network Services Fee	Athletic Fee	Resident Total	Nonres. Building Fee	Nonres. Tuition Fee	Nonres. Total	Course Credit
			Tuition Credit	Building Fee														
1	30.00	227.95	(2.40)	15.50	4.85	0.90	2.95	0.00	0.00	2.75	3.00	35.00	0.00	320.50	3.60	406.80	730.90	1
2	30.00	455.90	(4.80)	20.80	9.70	1.80	5.90	0.00	0.00	5.50	6.00	35.00	0.00	565.80	7.20	813.60	1,386.60	2
3	30.00	683.85	(7.20)	26.10	14.55	2.70	8.85	0.00	0.00	8.25	9.00	35.00	0.00	811.10	10.80	1,220.40	2,042.30	3
4	30.00	911.80	(9.60)	31.40	19.40	3.60	11.80	0.00	0.00	11.00	12.00	35.00	0.00	1,056.40	14.40	1,627.20	2,698.00	4
5	30.00	1,139.75	(12.00)	36.70	24.25	4.50	14.75	0.00	0.00	13.75	15.00	35.00	0.00	1,301.70	18.00	2,034.00	3,353.70	5
6	30.00	1,367.70	(14.40)	42.00	29.10	5.40	17.70	0.00	0.00	16.50	18.00	35.00	0.00	1,547.00	21.60	2,440.80	4,009.40	6
7	30.00	1,595.65	(16.80)	47.30	33.95	6.30	20.65	61.15	147.50	19.25	21.00	35.00	66.05	2,067.00	25.20	2,847.60	4,939.80	7
8	30.00	1,823.60	(19.20)	52.60	38.80	7.20	23.60	61.15	147.50	22.00	24.00	35.00	66.05	2,312.30	28.80	3,254.40	5,595.50	8
9	30.00	2,051.55	(21.60)	57.90	43.65	8.10	26.55	61.15	147.50	24.75	27.00	35.00	66.05	2,557.60	32.40	3,661.20	6,251.20	9
10	30.00	2,279.50	(24.00)	63.20	48.50	9.00	29.50	61.15	147.50	27.50	30.00	35.00	66.05	2,802.90	36.00	4,068.00	6,906.90	10
11	30.00	2,507.45	(26.40)	68.50	53.35	9.90	32.45	61.15	147.50	30.25	33.00	35.00	66.05	3,048.20	39.60	4,474.80	7,562.60	11
12	30.00	2,735.40	(28.80)	73.80	58.20	10.80	35.40	61.15	147.50	33.00	36.00	35.00	66.05	3,293.50	43.20	4,881.60	8,218.30	12
Fund	Cur. Unr. 31200	Cur. Unr. 31200		Ret. of Indebt. 73200			Plant 71200	Des. 33200	Aux. 34200	Aux. 34200	Plant 71200	Plant 73200	Ret. of Indebt. 73200		Ret. of Indebt. 73200	Cur. Unr. 31200		
Group	411201	411201		49XXXX			474267	431000	444000	44XXXX	475261	495254	495255		494259	411201		

Montana State University-Billings  
Inventory and Validation of Fees  
Undergraduate Resident and Nonresident  
Semester

Unit Name: Montana State University - Billings Regents' Item No: 131-106-R0506 Effective Date: Fall 2006

Course Credit	Reg. Fee	Tuition	FY07 Tuition Credit	Building Fee	Utility Surcharge	Computer Fee	Activity Fee	Rec Activity Fee	Health Fee	Student Union Fee	Acad. Building Fee	Equip. Fee	Acad. Support Center Fee	Tech Replace Fee	Library Fee	Athletic Fee	Total Resident Fee	Computer Fee	Nonres. Building Fee	Nonres. Tuition	Total Nonres. Fee	
1	1	\$30.00	\$166.15	(\$1.50)	\$44.00	\$0.00	\$3.30	\$6.50	\$15.00	\$0.00	\$30.00	\$9.00	\$3.60	\$3.25	\$35.00	\$10.00	\$25.00	\$379.30	\$0.00	\$4.40	\$339.35	\$723.05
2	2	30.00	332.30	(3.00)	44.00	0.00	6.60	6.50	15.00	0.00	30.00	10.00	7.20	6.50	35.00	10.00	25.00	555.10	0.00	8.80	678.70	1242.60
3	3	30.00	498.45	(4.50)	44.00	0.00	9.90	6.50	15.00	0.00	30.00	11.00	10.80	9.75	35.00	10.00	25.00	730.90	0.00	13.20	1018.05	1762.15
4	4	30.00	664.60	(6.00)	58.00	0.00	13.20	15.50	15.00	0.00	38.50	12.00	14.40	13.00	35.00	10.00	25.00	938.20	0.00	17.60	1357.40	2313.20
5	5	30.00	830.75	(7.50)	58.00	0.00	16.50	15.50	15.00	0.00	38.50	13.00	18.00	16.25	35.00	10.00	25.00	1114.00	0.00	22.00	1696.75	2832.75
6	6	30.00	996.90	(9.00)	58.00	0.00	19.80	15.50	15.00	0.00	38.50	14.00	21.60	19.50	35.00	10.00	25.00	1289.80	0.00	26.40	2036.10	3352.30
7	7	30.00	1163.05	(10.50)	116.00	0.00	23.10	33.50	15.00	49.50	38.50	23.00	25.20	22.75	35.00	10.00	25.00	1599.10	0.00	30.80	2375.45	4005.35
8	8	30.00	1329.20	(12.00)	116.00	0.00	26.40	33.50	15.00	49.50	38.50	24.00	28.80	26.00	75.00	10.00	34.50	1824.40	0.00	35.20	2714.80	4574.40
9	9	30.00	1495.35	(13.50)	116.00	0.00	29.70	33.50	15.00	49.50	38.50	25.00	32.40	29.25	75.00	10.00	34.50	2000.20	0.00	39.60	3054.15	5093.95
10	10	30.00	1661.50	(15.00)	116.00	0.00	33.00	33.50	15.00	49.50	38.50	26.00	36.00	32.50	75.00	10.00	34.50	2176.00	0.00	44.00	3393.50	5613.50
11	11	30.00	1827.65	(16.50)	116.00	0.00	36.30	33.50	15.00	49.50	38.50	27.00	39.60	35.75	75.00	10.00	34.50	2351.80	0.00	48.40	3732.85	6133.05
12-18	12	30.00	1993.80	(18.00)	116.00	0.00	39.60	33.50	15.00	49.50	38.50	28.00	43.20	39.00	75.00	10.00	34.50	2527.60	0.00	52.80	4072.20	6652.60
19	13	30.00	2159.95	(19.50)	116.00	0.00	42.90	33.50	15.00	49.50	38.50	29.00	46.80	42.25	75.00	10.00	34.50	2703.40	0.00	57.20	4411.55	7172.15
20	14	30.00	2326.10	(21.00)	116.00	0.00	46.20	33.50	15.00	49.50	38.50	30.00	50.40	45.50	75.00	10.00	34.50	2879.20	0.00	61.60	4750.90	7691.70
21	15	30.00	2492.25	(22.50)	116.00	0.00	49.50	33.50	15.00	49.50	38.50	31.00	54.00	48.75	75.00	10.00	34.50	3055.00	0.00	66.00	5090.25	8211.25
22	16	30.00	2658.40	(24.00)	116.00	0.00	52.80	33.50	15.00	49.50	38.50	32.00	57.60	52.00	75.00	10.00	34.50	3230.80	0.00	70.40	5429.60	8730.80
23	17	30.00	2824.55	(25.50)	116.00	0.00	56.10	33.50	15.00	49.50	38.50	33.00	61.20	55.25	75.00	10.00	34.50	3406.60	0.00	74.80	5768.95	9250.35
24	18	30.00	2990.70	(27.00)	116.00	0.00	59.40	33.50	15.00	49.50	38.50	34.00	64.80	58.50	75.00	10.00	34.50	3582.40	0.00	79.20	6108.30	9769.90
25	19	30.00	3156.85	(28.50)	116.00	0.00	62.70	33.50	15.00	49.50	38.50	35.00	68.40	61.75	75.00	10.00	34.50	3758.20	0.00	83.60	6447.65	10289.45

Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Aux.	Cur. Unr.	Plant	Des.	Des.	Aux.	Aux.	Plant	Plant	Des.	Des.	Des.	Des.	Plant	Aux.	Cur. Unr.
SABHRS	611000	611000	611000	644405	611000	680002	638002	633302	645001	644401	680012	680014	633303	633126	634114	637201	680002	644405	611000
	31300	31300	31300	34301	31300	72660	33300	33300	34301	34301	72660	72660	33300	33300	33300	33300	72660	34301	31300

MSU-Billings will review utility rates on a semester basis to determine the need for a utility surcharge

Montana State University-Billings  
Inventory and Validation of Fees  
Post Baccalaureate Resident and Nonresident  
Semester

Unit Name: Montana State University - Billings      Agents' Item No: 131-106-R05      Effective Date: Fall 2006

Course Credit	Reg. Fee	FY07				Computer Fee	Activity Fee	Rec Activity Fee	Health Fee	Student Union Fee	Acad. Building Fee	Equip. Fee	Acad. Support Center	Tech Replace Fee	Library Fee	Athletic Fee	Total Resident Fee	Nonres. Building Fee	Nonres. Tuition	Total Nonres. Fee
		Tuition Credit	Building Fee	Utility Surcharge	Tuition Credit															
1	\$30.00	\$199.40	(\$1.50)	\$44.00	\$0.00	\$3.30	\$6.50	\$15.00	\$0.00	\$30.00	\$9.00	\$3.60	\$3.25	\$35.00	\$10.00	\$25.00	\$412.55	\$4.40	\$339.35	\$756.30
2	30.00	398.80	(3.00)	44.00	0.00	6.60	6.50	15.00	0.00	30.00	10.00	7.20	6.50	35.00	10.00	25.00	621.60	8.80	678.70	1309.10
3	30.00	598.20	(4.50)	44.00	0.00	9.90	6.50	15.00	0.00	30.00	11.00	10.80	9.75	35.00	10.00	25.00	830.65	13.20	1018.05	1861.90
4	30.00	797.60	(6.00)	58.00	0.00	13.20	15.50	15.00	0.00	38.50	12.00	14.40	13.00	35.00	10.00	25.00	1071.20	17.60	1357.40	2446.20
5	30.00	997.00	(7.50)	58.00	0.00	16.50	15.50	15.00	0.00	38.50	13.00	18.00	16.25	35.00	10.00	25.00	1280.25	22.00	1696.75	2999.00
6	30.00	1196.40	(9.00)	58.00	0.00	19.80	15.50	15.00	0.00	38.50	14.00	21.60	19.50	35.00	10.00	25.00	1489.30	26.40	2036.10	3551.80
7	30.00	1395.80	(10.50)	116.00	0.00	23.10	33.50	15.00	49.50	38.50	23.00	25.20	22.75	35.00	10.00	25.00	1831.85	30.80	2375.45	4238.10
8	30.00	1595.20	(12.00)	116.00	0.00	26.40	33.50	15.00	49.50	38.50	24.00	28.80	26.00	75.00	10.00	34.50	2090.40	35.20	2714.80	4840.40
9	30.00	1794.60	(13.50)	116.00	0.00	29.70	33.50	15.00	49.50	38.50	25.00	32.40	29.25	75.00	10.00	34.50	2299.45	39.60	3054.15	5393.20
10	30.00	1994.00	(15.00)	116.00	0.00	33.00	33.50	15.00	49.50	38.50	26.00	36.00	32.50	75.00	10.00	34.50	2508.50	44.00	3393.50	5946.00
11	30.00	2193.40	(16.50)	116.00	0.00	36.30	33.50	15.00	49.50	38.50	27.00	39.60	35.75	75.00	10.00	34.50	2717.55	48.40	3732.85	6498.80
12-18	30.00	2392.80	(18.00)	116.00	0.00	39.60	33.50	15.00	49.50	38.50	28.00	43.20	39.00	75.00	10.00	34.50	2926.60	52.80	4072.20	7051.60
19	30.00	2592.20	(19.50)	116.00	0.00	42.90	33.50	15.00	49.50	38.50	29.00	46.80	42.25	75.00	10.00	34.50	3135.65	57.20	4411.55	7604.40
20	30.00	2791.60	(21.00)	116.00	0.00	46.20	33.50	15.00	49.50	38.50	30.00	50.40	45.50	75.00	10.00	34.50	3344.70	61.60	4750.90	8157.20
21	30.00	2991.00	(22.50)	116.00	0.00	49.50	33.50	15.00	49.50	38.50	31.00	54.00	48.75	75.00	10.00	34.50	3553.75	66.00	5090.25	8710.00
22	30.00	3190.40	(24.00)	116.00	0.00	52.80	33.50	15.00	49.50	38.50	32.00	57.60	52.00	75.00	10.00	34.50	3762.80	70.40	5429.60	9262.80
23	30.00	3389.80	(25.50)	116.00	0.00	56.10	33.50	15.00	49.50	38.50	33.00	61.20	55.25	75.00	10.00	34.50	3971.85	74.80	5768.95	9815.60
24	30.00	3589.20	(27.00)	116.00	0.00	59.40	33.50	15.00	49.50	38.50	34.00	64.80	58.50	75.00	10.00	34.50	4180.90	79.20	6108.30	10368.40
25	30.00	3788.60	(28.50)	116.00	0.00	62.70	33.50	15.00	49.50	38.50	35.00	68.40	61.75	75.00	10.00	34.50	4389.95	83.60	6447.65	10921.20

Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Aux.	Cur. Unr.	Plant	Des.	Des.	Aux.	Aux.	Plant	Plant	Des.	Des.	Des.	Des.	Aux.	Cur. Unr.
SABHRS	31300	31300	31300	34301	31300	72660	33300	33300	34301	34301	72660	72660	33300	33300	33300	33300	34301	31300

MSU-Billings will review utility rates on a semester basis to determine the need for a utility surcharge

Montana State University-Billings  
Inventory and Validation of Fees  
Graduate Resident and Nonresident  
Semester

Unit Name: Montana State University - Billings

Regents' Item No: 131-106-R0506

Effective Date: Fall 2006

Course Credit	Reg. Fee	Tuition	FY07 Tuition Credit	Building Fee	Utility Surcharge	Computer Fee	Activity Fee	Rec Activity Fee	Health Fee	Student Union Fee	Acad. Building Fee	Equip. Fee	Acad. Support Center Fee	Tech Replace Fee	Library Fee	Athletic Fee	Total Resident Fee	Nonres. Building Fee	Nonres. Tuition	Total Nonres. Fee
1	\$30.00	\$199.40	(\$1.50)	\$44.00	\$0.00	\$3.30	\$6.50	\$15.00	\$0.00	\$30.00	\$9.00	\$3.60	\$3.25	\$35.00	\$10.00	\$25.00	\$412.55	\$4.40	\$339.35	\$756.30
2	30.00	398.80	(3.00)	44.00	0.00	6.60	6.50	15.00	0.00	30.00	10.00	7.20	6.50	35.00	10.00	25.00	621.60	8.80	678.70	1309.10
3	30.00	598.20	(4.50)	44.00	0.00	9.90	6.50	15.00	0.00	30.00	11.00	10.80	9.75	35.00	10.00	25.00	830.65	13.20	1018.05	1861.90
4	30.00	797.60	(6.00)	58.00	0.00	13.20	15.50	15.00	0.00	38.50	12.00	14.40	13.00	35.00	10.00	25.00	1071.20	17.60	1357.40	2446.20
5	30.00	997.00	(7.50)	58.00	0.00	16.50	15.50	15.00	0.00	38.50	13.00	18.00	16.25	35.00	10.00	25.00	1280.25	22.00	1696.75	2999.00
6	30.00	1196.40	(9.00)	58.00	0.00	19.80	15.50	15.00	0.00	38.50	14.00	21.60	19.50	35.00	10.00	25.00	1489.30	26.40	2036.10	3551.80
7	30.00	1395.80	(10.50)	116.00	0.00	23.10	33.50	15.00	49.50	38.50	23.00	25.20	22.75	35.00	10.00	25.00	1831.85	30.80	2375.45	4238.10
8	30.00	1595.20	(12.00)	116.00	0.00	26.40	33.50	15.00	49.50	38.50	24.00	28.80	26.00	75.00	10.00	34.50	2090.40	35.20	2714.80	4840.40
9	30.00	1794.60	(13.50)	116.00	0.00	29.70	33.50	15.00	49.50	38.50	25.00	32.40	29.25	75.00	10.00	34.50	2299.45	39.60	3054.15	5393.20
10	30.00	1994.00	(15.00)	116.00	0.00	33.00	33.50	15.00	49.50	38.50	26.00	36.00	32.50	75.00	10.00	34.50	2508.50	44.00	3393.50	5946.00
11	30.00	2193.40	(16.50)	116.00	0.00	36.30	33.50	15.00	49.50	38.50	27.00	39.60	35.75	75.00	10.00	34.50	2717.55	48.40	3732.85	6498.80
12-18	30.00	2392.80	(18.00)	116.00	0.00	39.60	33.50	15.00	49.50	38.50	28.00	43.20	39.00	75.00	10.00	34.50	2926.60	52.80	4072.20	7051.60
19	30.00	2592.20	(19.50)	116.00	0.00	42.90	33.50	15.00	49.50	38.50	29.00	46.80	42.25	75.00	10.00	34.50	3135.65	57.20	4411.55	7604.40
20	30.00	2791.60	(21.00)	116.00	0.00	46.20	33.50	15.00	49.50	38.50	30.00	50.40	45.50	75.00	10.00	34.50	3344.70	61.60	4750.90	8157.20
21	30.00	2991.00	(22.50)	116.00	0.00	49.50	33.50	15.00	49.50	38.50	31.00	54.00	48.75	75.00	10.00	34.50	3553.75	66.00	5090.25	8710.00
22	30.00	3190.40	(24.00)	116.00	0.00	52.80	33.50	15.00	49.50	38.50	32.00	57.60	52.00	75.00	10.00	34.50	3762.80	70.40	5429.60	9262.80
23	30.00	3389.80	(25.50)	116.00	0.00	56.10	33.50	15.00	49.50	38.50	33.00	61.20	55.25	75.00	10.00	34.50	3971.85	74.80	5768.95	9815.60
24	30.00	3589.20	(27.00)	116.00	0.00	59.40	33.50	15.00	49.50	38.50	34.00	64.80	58.50	75.00	10.00	34.50	4180.90	79.20	6108.30	10368.40
25	30.00	3788.60	(28.50)	116.00	0.00	62.70	33.50	15.00	49.50	38.50	35.00	68.40	61.75	75.00	10.00	34.50	4389.95	83.60	6447.65	10921.20

Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Aux. 644405	Cur. Unr. 611000	Plant 680002	Des. 638002	Des. 633302	Aux. 645001	Aux. 644401	Plant 680012	Plant 680014	Des. 633303	Des. 633126	Des. 634114	Des. 637201	Aux. 644405	Cur. Unr. 611000
SABHRS	31300	31300	31300	34301	31300	72660	33300	33300	34301	34301	72660	72660	33300	33300	33300	33300	34301	31300

MSU-Billings will review utility rates on a semester basis to determine the need for a utility surcharge

Montana State University-Billings  
Inventory and Validation of Fees  
Western Undergraduate Exchange  
Semester

Unit Name: Montana State University - Billings Regents' Item No:131-106-R0506 Effective Date: Fall 2006

Course Credit	Reg. Fee	Tuition	FY07 Tuition Credit	Building Fee	Utility Surcharge	Computer Fee	Activity Fee	Rec Activity Fee	Health Fee	Student Union Fee	Acad. Building Fee	Equip. Fee	Acad. Support Center	Tech Replace Fee	Library Fee	Athletic Fee	Nonres. Building Fee	Total WUE Fee
1	\$30.00	\$249.25	(\$1.50)	\$44.00	\$0.00	\$3.30	\$6.50	\$15.00	\$0.00	\$30.00	\$9.00	\$3.60	\$3.25	\$35.00	\$10.00	\$25.00	\$4.40	\$466.80
2	30.00	498.50	(3.00)	44.00	0.00	6.60	6.50	15.00	0.00	30.00	10.00	7.20	6.50	35.00	10.00	25.00	8.80	730.10
3	30.00	747.75	(4.50)	44.00	0.00	9.90	6.50	15.00	0.00	30.00	11.00	10.80	9.75	35.00	10.00	25.00	13.20	993.40
4	30.00	997.00	(6.00)	58.00	0.00	13.20	15.50	15.00	0.00	38.50	12.00	14.40	13.00	35.00	10.00	25.00	17.60	1288.20
5	30.00	1246.25	(7.50)	58.00	0.00	16.50	15.50	15.00	0.00	38.50	13.00	18.00	16.25	35.00	10.00	25.00	22.00	1551.50
6	30.00	1495.50	(9.00)	58.00	0.00	19.80	15.50	15.00	0.00	38.50	14.00	21.60	19.50	35.00	10.00	25.00	26.40	1814.80
7	30.00	1744.75	(10.50)	116.00	0.00	23.10	33.50	15.00	49.50	38.50	23.00	25.20	22.75	35.00	10.00	25.00	30.80	2211.60
8	30.00	1994.00	(12.00)	116.00	0.00	26.40	33.50	15.00	49.50	38.50	24.00	28.80	26.00	75.00	10.00	34.50	35.20	2524.40
9	30.00	2243.25	(13.50)	116.00	0.00	29.70	33.50	15.00	49.50	38.50	25.00	32.40	29.25	75.00	10.00	34.50	39.60	2787.70
10	30.00	2492.50	(15.00)	116.00	0.00	33.00	33.50	15.00	49.50	38.50	26.00	36.00	32.50	75.00	10.00	34.50	44.00	3051.00
11	30.00	2741.75	(16.50)	116.00	0.00	36.30	33.50	15.00	49.50	38.50	27.00	39.60	35.75	75.00	10.00	34.50	48.40	3314.30
12-18	30.00	2991.00	(18.00)	116.00	0.00	39.60	33.50	15.00	49.50	38.50	28.00	43.20	39.00	75.00	10.00	34.50	52.80	3577.60
19	30.00	3240.25	(19.50)	116.00	0.00	42.90	33.50	15.00	49.50	38.50	29.00	46.80	42.25	75.00	10.00	34.50	57.20	3840.90
20	30.00	3489.50	(21.00)	116.00	0.00	46.20	33.50	15.00	49.50	38.50	30.00	50.40	45.50	75.00	10.00	34.50	61.60	4104.20
21	30.00	3738.75	(22.50)	116.00	0.00	49.50	33.50	15.00	49.50	38.50	31.00	54.00	48.75	75.00	10.00	34.50	66.00	4367.50
22	30.00	3988.00	(24.00)	116.00	0.00	52.80	33.50	15.00	49.50	38.50	32.00	57.60	52.00	75.00	10.00	34.50	70.40	4630.80
23	30.00	4237.25	(25.50)	116.00	0.00	56.10	33.50	15.00	49.50	38.50	33.00	61.20	55.25	75.00	10.00	34.50	74.80	4894.10
24	30.00	4486.50	(27.00)	116.00	0.00	59.40	33.50	15.00	49.50	38.50	34.00	64.80	58.50	75.00	10.00	34.50	79.20	5157.40
25	30.00	4735.75	(28.50)	116.00	0.00	62.70	33.50	15.00	49.50	38.50	35.00	68.40	61.75	75.00	10.00	34.50	83.60	5420.70

Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Aux.	Cur. Unr.	Plant	Des.	Des.	Aux.	Aux.	Plant	Plant	Des.	Des.	Des.	Des.	Aux.
SABHRS	31300	31300	31300	34301	31300	72660	33300	33300	34301	34301	72660	72660	33300	33300	33300	33300	34301

MSU-Billings will review utility rates on a semester basis to determine the need for a utility surcharge

Montana State University-Billings  
Inventory and Validation of Fees  
Undergraduate Resident and Nonresident  
Semester

Unit Name: College of Technology - Billings

Regents' Item No: 131-106-R0506

Effective Date: Fall 2006

Course Credit	Reg. Fee	Tuition	FY07				Activity Fee	Rec Activity Fee	Health Fee	Student Union Fee	Acad. Building Fee	Equip. Fee	Acad. Support Center	Tech Replace Fee	Library Fee	Athletic Fee	Total Resident Fee	Nonres. Building Fee	Nonres. Tuition	Total Nonres. Fee
			Tuition Credit	Building Fee	Utility Surcharge	Computer Fee														
1	\$30.00	\$103.00	(\$1.50)	\$44.00	\$0.00	\$3.30	\$11.50	\$7.00	\$0.00	\$0.00	\$9.00	\$ 61.50	\$3.25	\$35.00	\$10.00	\$25.00	\$341.05	\$4.40	\$128.45	\$473.90
2	30.00	206.00	(3.00)	44.00	0.00	6.60	11.50	7.00	0.00	0.00	10.00	64.00	6.50	35.00	10.00	25.00	452.60	8.80	256.90	718.30
3	30.00	309.00	(4.50)	44.00	0.00	9.90	11.50	7.00	0.00	0.00	11.00	66.50	9.75	35.00	10.00	25.00	564.15	13.20	385.35	962.70
4	30.00	412.00	(6.00)	58.00	0.00	13.20	16.00	7.00	0.00	0.00	12.00	69.00	13.00	35.00	10.00	25.00	694.20	17.60	513.80	1225.60
5	30.00	515.00	(7.50)	58.00	0.00	16.50	16.00	7.00	0.00	0.00	13.00	71.50	16.25	35.00	10.00	25.00	805.75	22.00	642.25	1470.00
6	30.00	618.00	(9.00)	58.00	0.00	19.80	16.00	7.00	0.00	0.00	14.00	74.00	19.50	35.00	10.00	25.00	917.30	26.40	770.70	1714.40
7	30.00	721.00	(10.50)	116.00	0.00	23.10	23.50	7.00	49.50	0.00	23.00	76.50	22.75	35.00	10.00	25.00	1151.85	30.80	899.15	2081.80
8	30.00	824.00	(12.00)	116.00	0.00	26.40	23.50	7.00	49.50	0.00	24.00	79.00	26.00	75.00	10.00	34.50	1312.90	35.20	1027.60	2375.70
9	30.00	927.00	(13.50)	116.00	0.00	29.70	23.50	7.00	49.50	0.00	25.00	81.50	29.25	75.00	10.00	34.50	1424.45	39.60	1156.05	2620.10
10	30.00	1030.00	(15.00)	116.00	0.00	33.00	23.50	7.00	49.50	0.00	26.00	84.00	32.50	75.00	10.00	34.50	1536.00	44.00	1284.50	2864.50
11	30.00	1133.00	(16.50)	116.00	0.00	36.30	23.50	7.00	49.50	0.00	27.00	86.50	35.75	75.00	10.00	34.50	1647.55	48.40	1412.95	3108.90
12-18	30.00	1236.00	(18.00)	116.00	0.00	39.60	23.50	7.00	49.50	0.00	28.00	89.00	39.00	75.00	10.00	34.50	1759.10	52.80	1541.40	3353.30
19	30.00	1339.00	(19.50)	116.00	0.00	42.90	23.50	7.00	49.50	0.00	29.00	91.50	42.25	75.00	10.00	34.50	1870.65	57.20	1669.85	3597.70
20	30.00	1442.00	(21.00)	116.00	0.00	46.20	23.50	7.00	49.50	0.00	30.00	94.00	45.50	75.00	10.00	34.50	1982.20	61.60	1798.30	3842.10
21	30.00	1545.00	(22.50)	116.00	0.00	49.50	23.50	7.00	49.50	0.00	31.00	96.50	48.75	75.00	10.00	34.50	2093.75	66.00	1926.75	4086.50
22	30.00	1648.00	(24.00)	116.00	0.00	52.80	23.50	7.00	49.50	0.00	32.00	99.00	52.00	75.00	10.00	34.50	2205.30	70.40	2055.20	4330.90
23	30.00	1751.00	(25.50)	116.00	0.00	56.10	23.50	7.00	49.50	0.00	33.00	101.50	55.25	75.00	10.00	34.50	2316.85	74.80	2183.65	4575.30
24	30.00	1854.00	(27.00)	116.00	0.00	59.40	23.50	7.00	49.50	0.00	34.00	104.00	58.50	75.00	10.00	34.50	2428.40	79.20	2312.10	4819.70
25	30.00	1957.00	(28.50)	116.00	0.00	62.70	23.50	7.00	49.50	0.00	35.00	106.50	61.75	75.00	10.00	34.50	2539.95	83.60	2440.55	5064.10

Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Aux.	Cur. Unr.	Plant	Des.	Des.	Aux.	Aux.	Plant	Plant	Des.	Des.	Des.	Des.	Aux.	Cur. Unr.
SABHRS	31300	31300	31300	34301	31300	72660	33300	33300	34301	34301	72660	72660	33300	33300	33300	33300	34301	31300

MSU-Billings will review utility rates on a semester basis to determine the need for a utility surcharge



Montana State University-Billings  
Inventory and Validation of Fees  
Western Undergraduate Exchange Fees  
Semester

Unit Name: College of Technology - Billings Regents' Item No: 131-106-R0506 Effective Date: Fall 2006

Course Credit	Reg. Fee	Tuition	FY07 Tuition Credit	Building Fee	Utility Surcharge	Computer Fee	Activity Fee	Rec Activity Fee	Health Fee	Student Union Fee	Acad. Building Fee	Equip. Fee	Acad. Support Center	Tech Replace Fee	Library Fee	Athletic Fee	Nonres. Building Fee	Total WUE Fee
1	\$30.00	\$154.50	(\$1.50)	\$44.00	\$0.00	\$3.30	\$11.50	\$7.00	\$0.00	\$0.00	\$9.00	\$ 61.50	\$3.25	\$35.00	\$10.00	\$25.00	\$4.40	\$396.95
2	30.00	309.00	(3.00)	44.00	0.00	6.60	11.50	7.00	0.00	0.00	10.00	64.00	6.50	35.00	10.00	25.00	8.80	564.40
3	30.00	463.50	(4.50)	44.00	0.00	9.90	11.50	7.00	0.00	0.00	11.00	66.50	9.75	35.00	10.00	25.00	13.20	731.85
4	30.00	618.00	(6.00)	58.00	0.00	13.20	16.00	7.00	0.00	0.00	12.00	69.00	13.00	35.00	10.00	25.00	17.60	917.80
5	30.00	772.50	(7.50)	58.00	0.00	16.50	16.00	7.00	0.00	0.00	13.00	71.50	16.25	35.00	10.00	25.00	22.00	1085.25
6	30.00	927.00	(9.00)	58.00	0.00	19.80	16.00	7.00	0.00	0.00	14.00	74.00	19.50	35.00	10.00	25.00	26.40	1252.70
7	30.00	1081.50	(10.50)	116.00	0.00	23.10	23.50	7.00	49.50	0.00	23.00	76.50	22.75	35.00	10.00	25.00	30.80	1543.15
8	30.00	1236.00	(12.00)	116.00	0.00	26.40	23.50	7.00	49.50	0.00	24.00	79.00	26.00	75.00	10.00	34.50	35.20	1760.10
9	30.00	1390.50	(13.50)	116.00	0.00	29.70	23.50	7.00	49.50	0.00	25.00	81.50	29.25	75.00	10.00	34.50	39.60	1927.55
10	30.00	1545.00	(15.00)	116.00	0.00	33.00	23.50	7.00	49.50	0.00	26.00	84.00	32.50	75.00	10.00	34.50	44.00	2095.00
11	30.00	1699.50	(16.50)	116.00	0.00	36.30	23.50	7.00	49.50	0.00	27.00	86.50	35.75	75.00	10.00	34.50	48.40	2262.45
12-18	30.00	1854.00	(18.00)	116.00	0.00	39.60	23.50	7.00	49.50	0.00	28.00	89.00	39.00	75.00	10.00	34.50	52.80	2429.90
19	30.00	2008.50	(19.50)	116.00	0.00	42.90	23.50	7.00	49.50	0.00	29.00	91.50	42.25	75.00	10.00	34.50	57.20	2597.35
20	30.00	2163.00	(21.00)	116.00	0.00	46.20	23.50	7.00	49.50	0.00	30.00	94.00	45.50	75.00	10.00	34.50	61.60	2764.80
21	30.00	2317.50	(22.50)	116.00	0.00	49.50	23.50	7.00	49.50	0.00	31.00	96.50	48.75	75.00	10.00	34.50	66.00	2932.25
22	30.00	2472.00	(24.00)	116.00	0.00	52.80	23.50	7.00	49.50	0.00	32.00	99.00	52.00	75.00	10.00	34.50	70.40	3099.70
23	30.00	2626.50	(25.50)	116.00	0.00	56.10	23.50	7.00	49.50	0.00	33.00	101.50	55.25	75.00	10.00	34.50	74.80	3267.15
24	30.00	2781.00	(27.00)	116.00	0.00	59.40	23.50	7.00	49.50	0.00	34.00	104.00	58.50	75.00	10.00	34.50	79.20	3434.60
25	30.00	2935.50	(28.50)	116.00	0.00	62.70	23.50	7.00	49.50	0.00	35.00	106.50	61.75	75.00	10.00	34.50	83.60	3602.05

Fund Group	Cur. Unr. 611000	Cur. Unr. 611000	Cur. Unr. 611000	Aux. 644405	Cur. Unr. 611000	Plant 680002	Des. 638002	Des. 633302	Aux. 645001	Aux. 644401	Plant 680012	Plant 680014	Des. 633303	Des. 633126	Des. 634114	Des. 637201	Aux. 644405
SABHRS	31300	31300	31300	34301	31300	72660	33300	33300	34301	34301	72660	72660	33300	33300	33300	33300	34301

MSU-Billings will review utility rates on a semester basis to determine the need for a utility surcharge

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 UNDERGRADUATE LOWER DIVISION - ON CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crdts	Reg Fee	FY07 Tuition	Utility Credit	Surcharge	Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT Infrastr Fee	Lib Fee	Acad Fac Fee	Access Fee	Total Res	Non-Res		Total Non-Res	Crdts
																				Tuition	Bldg Fee		
1	30.00	113.52	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	195.87	338.38	3.24	537.49	1
2	30.00	227.04	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	350.60	676.76	6.48	1,033.84	2
3	30.00	340.56	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	505.33	1,015.14	9.72	1,530.19	3
4	30.00	454.08	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	660.06	1,353.52	12.96	2,026.54	4
5	30.00	567.60	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	814.79	1,691.90	16.20	2,522.89	5
6	30.00	681.12	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	969.52	2,030.28	19.44	3,019.24	6
7	30.00	794.64	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	1,167.13	2,368.66	22.68	3,558.47	7
8	30.00	908.16	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	1,321.86	2,707.04	25.92	4,054.82	8
9	30.00	1,021.68	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	1,476.59	3,045.42	29.16	4,551.17	9
10	30.00	1,135.20	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	1,631.32	3,383.80	32.40	5,047.52	10
11	30.00	1,248.72	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	1,774.91	3,722.18	35.64	5,532.73	11
12	30.00	1,589.28	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,155.84	4,737.32	45.36	6,938.52	12
13	30.00	1,589.28	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,156.84	4,737.32	45.36	6,939.52	13
14	30.00	1,589.28	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,157.84	4,737.32	45.36	6,940.52	14
15	30.00	1,589.28	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,158.84	4,737.32	45.36	6,941.52	15
16	30.00	1,589.28	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,159.84	4,737.32	45.36	6,942.52	16
17	30.00	1,589.28	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,160.84	4,737.32	45.36	6,943.52	17
18	30.00	1,589.28	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,161.84	4,737.32	45.36	6,944.52	18
19	30.00	1,702.80	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	2,307.99	5,075.70	48.60	7,432.29	19
20	30.00	1,816.32	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	2,454.14	5,414.08	51.84	7,920.06	20
21	30.00	1,929.84	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	2,600.29	5,752.46	55.08	8,407.83	21
22	30.00	2,043.36	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	2,746.44	6,090.84	58.32	8,895.60	22
23	30.00	2,156.88	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	2,892.59	6,429.22	61.56	9,383.37	23
24	30.00	2,270.40	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	3,038.74	6,767.60	64.80	9,871.14	24
25	30.00	2,383.92	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	3,184.89	7,105.98	68.04	10,358.91	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.		Cur. Unr.	Aux.		
Banner	710000	710000	710000	710000	787300	733100	740100	740432	740100	739000	787400	740410	735532	770401	787600	735543	787500	740420		710000	740100		
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401		31401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 UNDERGRADUATE UPPER DIVISION - ON CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	FY07 Tuition	FY07 Credit	Utility Surcharge	Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT Infrac Fee	Lib Fee	Acad Fac Fee	Access Fee	Total Res	Non-Res		Crdts	
																				Tuition	Bldg Fee		Total Non-Res
1	30.00	142.61	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	224.96	321.87	3.24	550.07	1
2	30.00	285.22	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	408.78	643.74	6.48	1,059.00	2
3	30.00	427.83	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	592.60	965.61	9.72	1,567.93	3
4	30.00	570.44	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	776.42	1,287.48	12.96	2,076.86	4
5	30.00	713.05	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	960.24	1,609.35	16.20	2,585.79	5
6	30.00	855.66	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	1,144.06	1,931.22	19.44	3,094.72	6
7	30.00	998.27	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	1,370.76	2,253.09	22.68	3,646.53	7
8	30.00	1,140.88	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	1,554.58	2,574.96	25.92	4,155.46	8
9	30.00	1,283.49	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	1,738.40	2,896.83	29.16	4,664.39	9
10	30.00	1,426.10	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	1,922.22	3,218.70	32.40	5,173.32	10
11	30.00	1,568.71	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	2,094.90	3,540.57	35.64	5,671.11	11
12	30.00	1,996.54	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,563.10	4,506.18	45.36	7,114.64	12
13	30.00	1,996.54	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,564.10	4,506.18	45.36	7,115.64	13
14	30.00	1,996.54	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,565.10	4,506.18	45.36	7,116.64	14
15	30.00	1,996.54	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,566.10	4,506.18	45.36	7,117.64	15
16	30.00	1,996.54	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,567.10	4,506.18	45.36	7,118.64	16
17	30.00	1,996.54	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,568.10	4,506.18	45.36	7,119.64	17
18	30.00	1,996.54	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	2,569.10	4,506.18	45.36	7,120.64	18
19	30.00	2,139.15	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	2,744.34	4,828.05	48.60	7,620.99	19
20	30.00	2,281.76	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	2,919.58	5,149.92	51.84	8,121.34	20
21	30.00	2,424.37	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	3,094.82	5,471.79	55.08	8,621.69	21
22	30.00	2,566.98	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	3,270.06	5,793.66	58.32	9,122.04	22
23	30.00	2,709.59	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	3,445.30	6,115.53	61.56	9,622.39	23
24	30.00	2,852.20	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	3,620.54	6,437.40	64.80	10,122.74	24
25	30.00	2,994.81	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	3,795.78	6,759.27	68.04	10,623.09	25

Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.	Cur. Unr.	Aux.
Banner	710000	710000	710000	710000	787300	733100	740100	740431	740100	739000	787400	740410	735532	770401	787600	735543	787500	740420	710000	740100
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401	31401	34401

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 WUE/CANADIAN LOWER DIVISION - ON CAMPUS  
 SEMESTER

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	FY07		Utility Surchage	Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT		Acad Fac Fee	Access Fee	Non-Res Bldg Fee	Total WUE/Canadian	Crdts
		Tuition	Credit												Infrast Fee	Lib Fee					
1	30.00	170.27	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	3.24	255.86	1
2	30.00	340.54	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	6.48	470.58	2
3	30.00	510.81	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	9.72	685.30	3
4	30.00	681.08	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	12.96	900.02	4
5	30.00	851.35	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	16.20	1,114.74	5
6	30.00	1,021.62	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	19.44	1,329.46	6
7	30.00	1,191.89	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	22.68	1,587.06	7
8	30.00	1,362.16	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	25.92	1,801.78	8
9	30.00	1,532.43	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	29.16	2,016.50	9
10	30.00	1,702.70	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	32.40	2,231.22	10
11	30.00	1,872.97	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	35.64	2,434.80	11
12	30.00	2,383.78	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	2,995.70	12
13	30.00	2,383.78	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	2,996.70	13
14	30.00	2,383.78	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	2,997.70	14
15	30.00	2,383.78	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	2,998.70	15
16	30.00	2,383.78	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	2,999.70	16
17	30.00	2,383.78	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,000.70	17
18	30.00	2,383.78	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,001.70	18
19	30.00	2,554.05	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	48.60	3,207.84	19
20	30.00	2,724.32	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	51.84	3,413.98	20
21	30.00	2,894.59	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	55.08	3,620.12	21
22	30.00	3,064.86	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	58.32	3,826.26	22
23	30.00	3,235.13	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	61.56	4,032.40	23
24	30.00	3,405.40	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	64.80	4,238.54	24
25	30.00	3,575.67	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	68.04	4,444.68	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.	Aux.		
Banner	710000	710000	710000	710000	787300	733100	740100	740431	740100	739000	787400	740410	735532	770401	787600	735543	787500	740420	740100		
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 WUE/CANADIAN UPPER DIVISION - ON CAMPUS  
 SEMESTER

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crdts	Reg Fee	FY07		Utility Surcharge	Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT		Acad Fac Fee	Access Fee	Non-Res Bldg Fee	Total WUE/Canadian	Crdts
		Tuition	Credit												Infrast Fee	Lib Fee					
1	30.00	213.91	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	3.24	299.50	1
2	30.00	427.82	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	6.48	557.86	2
3	30.00	641.73	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	9.72	816.22	3
4	30.00	855.64	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	12.96	1,074.58	4
5	30.00	1,069.55	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	16.20	1,332.94	5
6	30.00	1,283.46	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	19.44	1,591.30	6
7	30.00	1,497.37	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	22.68	1,892.54	7
8	30.00	1,711.28	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	25.92	2,150.90	8
9	30.00	1,925.19	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	29.16	2,409.26	9
10	30.00	2,139.10	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	32.40	2,667.62	10
11	30.00	2,353.01	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	35.64	2,914.84	11
12	30.00	2,994.74	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,606.66	12
13	30.00	2,994.74	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,607.66	13
14	30.00	2,994.74	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,608.66	14
15	30.00	2,994.74	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,609.66	15
16	30.00	2,994.74	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,610.66	16
17	30.00	2,994.74	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,611.66	17
18	30.00	2,994.74	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	3,612.66	18
19	30.00	3,208.65	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	48.60	3,862.44	19
20	30.00	3,422.56	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	51.84	4,112.22	20
21	30.00	3,636.47	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	55.08	4,362.00	21
22	30.00	3,850.38	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	58.32	4,611.78	22
23	30.00	4,064.29	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	61.56	4,861.56	23
24	30.00	4,278.20	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	64.80	5,111.34	24
25	30.00	4,492.11	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	68.04	5,361.12	25
Fund Banner	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.	Aux.		
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401	34401		

MONTANA STATE UNIVERSITY  
INVENTORY AND VALIDATION OF FEES  
GRADUATE - ON CAMPUS  
SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crds	Reg Fee	Tuition	FY07		Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT		Acad		Total Res	Non-Res Tuition	Non-Res Bldg Fee	Total Non-Res	Crds
			Tuition Credit	Utility Surcharge											Infrast Fee	Lib Fee	Fac Fee	Access Fee					
1	30.00	175.33	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	257.68	321.87	3.24	582.79	1
2	30.00	350.66	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	474.22	643.74	6.48	1,124.44	2
3	30.00	525.99	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	690.76	965.61	9.72	1,666.09	3
4	30.00	701.32	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	907.30	1,287.48	12.96	2,207.74	4
5	30.00	876.65	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	1,123.84	1,609.35	16.20	2,749.39	5
6	30.00	1,051.98	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	1,340.38	1,931.22	19.44	3,291.04	6
7	30.00	1,227.31	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	1,599.80	2,253.09	22.68	3,875.57	7
8	30.00	1,402.64	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	1,816.34	2,574.96	25.92	4,417.22	8
9	30.00	1,577.97	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	2,032.88	2,896.83	29.16	4,958.87	9
10	30.00	1,753.30	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	2,249.42	3,218.70	32.40	5,500.52	10
11	30.00	1,928.63	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	2,454.82	3,540.57	35.64	6,031.03	11
12	30.00	2,454.62	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,021.18	4,506.18	45.36	7,572.72	12
13	30.00	2,454.62	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,022.18	4,506.18	45.36	7,573.72	13
14	30.00	2,454.62	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,023.18	4,506.18	45.36	7,574.72	14
15	30.00	2,454.62	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,024.18	4,506.18	45.36	7,575.72	15
16	30.00	2,454.62	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,025.18	4,506.18	45.36	7,576.72	16
17	30.00	2,454.62	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,026.18	4,506.18	45.36	7,577.72	17
18	30.00	2,454.62	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,027.18	4,506.18	45.36	7,578.72	18
19	30.00	2,629.95	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	3,235.14	4,828.05	48.60	8,111.79	19
20	30.00	2,805.28	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	3,443.10	5,149.92	51.84	8,644.86	20
21	30.00	2,980.61	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	3,651.06	5,471.79	55.08	9,177.93	21
22	30.00	3,155.94	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	3,859.02	5,793.66	58.32	9,711.00	22
23	30.00	3,331.27	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	4,066.98	6,115.53	61.56	10,244.07	23
24	30.00	3,506.60	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	4,274.94	6,437.40	64.80	10,777.14	24
25	30.00	3,681.93	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	4,482.90	6,759.27	68.04	11,310.21	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.		Cur. Unr.	Aux.		
Banner	710000	710000	710000	710000	787300	733100	740100	740431	740100	739000	787400	740410	735532	770401	787600	735543	787500	740420		710000	740100		
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401		31401	34401		

MONTANA STATE UNIVERSITY  
INVENTORY AND VALIDATION OF FEES  
GRADUATE - ON CAMPUS  
SEMESTER-CANADIAN

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Course Credits	Reg Fee	FY07 Tuition	Utility Surcharge	Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT Infrast Fee	Lib Fee	Acad Fac Fee	Access Fee	Non-Res Bldg Fee	Total Canadian Graduate	Crdts	
1	30.00	262.99	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	3.24	348.58	1
2	30.00	525.98	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	6.48	656.02	2
3	30.00	788.97	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	9.72	963.46	3
4	30.00	1,051.96	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	12.96	1,270.90	4
5	30.00	1,314.95	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	16.20	1,578.34	5
6	30.00	1,577.94	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	19.44	1,885.78	6
7	30.00	1,840.93	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	0.00	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	22.68	2,236.10	7
8	30.00	2,103.92	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	0.00	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	25.92	2,543.54	8
9	30.00	2,366.91	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	0.00	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	29.16	2,850.98	9
10	30.00	2,629.90	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	0.00	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	32.40	3,158.42	10
11	30.00	2,892.89	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	0.00	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	35.64	3,454.72	11
12	30.00	3,681.86	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,293.78	12
13	30.00	3,681.86	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,294.78	13
14	30.00	3,681.86	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,295.78	14
15	30.00	3,681.86	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,296.78	15
16	30.00	3,681.86	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,297.78	16
17	30.00	3,681.86	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,298.78	17
18	30.00	3,681.86	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	0.00	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,299.78	18
19	30.00	3,944.85	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	0.00	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	48.60	4,598.64	19
20	30.00	4,207.84	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	0.00	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	51.84	4,897.50	20
21	30.00	4,470.83	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	0.00	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	55.08	5,196.36	21
22	30.00	4,733.82	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	0.00	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	58.32	5,495.22	22
23	30.00	4,996.81	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	0.00	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	61.56	5,794.08	23
24	30.00	5,259.80	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	0.00	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	64.80	6,092.94	24
25	30.00	5,522.79	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	0.00	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	68.04	6,391.80	25
Fund Banner	Cur. Unr. 710000	Cur. Unr. 710000	Cur. Unr. 710000	Cur. Unr. 710000	Plant 787300	Des. 733100	Aux. 740100	Aux. 740431	Aux. 740100	Des. 739000	Plant 787400	Aux. 740410	Des. 735532	Plant 770401	Plant 787600	Des. 735543	Plant 787500	Aux. 740420	Aux. 740100		
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 POST-BACCALAUREATE - ON CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07		Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT		Acad		Total Res	Non-Res		Crdts	
			Tuition Credit	Utility Surcharge											Infrast Fee	Lib Fee	Fac Fee	Access Fee		Non-Res Tuition	Bldg Fee		Total Non-Res
1	30.00	175.33	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	257.68	321.87	3.24	582.79	1
2	30.00	350.66	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	474.22	643.74	6.48	1,124.44	2
3	30.00	525.99	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	690.76	965.61	9.72	1,666.09	3
4	30.00	701.32	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	907.30	1,287.48	12.96	2,207.74	4
5	30.00	876.65	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	1,123.84	1,609.35	16.20	2,749.39	5
6	30.00	1,051.98	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	1,340.38	1,931.22	19.44	3,291.04	6
7	30.00	1,227.31	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	1,599.80	2,253.09	22.68	3,875.57	7
8	30.00	1,402.64	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	1,816.34	2,574.96	25.92	4,417.22	8
9	30.00	1,577.97	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	2,032.88	2,896.83	29.16	4,958.87	9
10	30.00	1,753.30	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	2,249.42	3,218.70	32.40	5,500.52	10
11	30.00	1,928.63	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	2,454.82	3,540.57	35.64	6,031.03	11
12	30.00	2,454.62	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,021.18	4,506.18	45.36	7,572.72	12
13	30.00	2,454.62	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,022.18	4,506.18	45.36	7,573.72	13
14	30.00	2,454.62	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,023.18	4,506.18	45.36	7,574.72	14
15	30.00	2,454.62	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,024.18	4,506.18	45.36	7,575.72	15
16	30.00	2,454.62	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,025.18	4,506.18	45.36	7,576.72	16
17	30.00	2,454.62	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,026.18	4,506.18	45.36	7,577.72	17
18	30.00	2,454.62	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	3,027.18	4,506.18	45.36	7,578.72	18
19	30.00	2,629.95	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	3,235.14	4,828.05	48.60	8,111.79	19
20	30.00	2,805.28	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	3,443.10	5,149.92	51.84	8,644.86	20
21	30.00	2,980.61	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	3,651.06	5,471.79	55.08	9,177.93	21
22	30.00	3,155.94	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	3,859.02	5,793.66	58.32	9,711.00	22
23	30.00	3,331.27	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	4,066.98	6,115.53	61.56	10,244.07	23
24	30.00	3,506.60	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	4,274.94	6,437.40	64.80	10,777.14	24
25	30.00	3,681.93	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	4,482.90	6,759.27	68.04	11,310.21	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.		Cur. Unr.	Aux.		
Banner	710000	710000	710000	710000	787300	733100	740100	740431	740100	739000	787400	740410	735532	770401	787600	735543	787500	740420		710000	740100		
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401		31401	34401		



MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 POST-BACCALAUREATE - ON CAMPUS  
 SEMESTER-CANADIAN

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	FY07 Tuition	Utility Surcharge	Comp Fee	Activ Fee	Bldg Fee	Gym Bldg Fee	Sub Use Fee	Athlet Fee	Equip Fee	Health Fee	Radio Fee	Tech Fee	IT Infrast Fee	Lib Fee	Acad Fac Fee	Access Fee	Non-Res Bldg Fee	Total Canadian Post-Bac	Crdts	
1	30.00	262.99	(1.50)	1.00	2.79	3.34	11.14	3.90	3.34	0.00	3.79	0.00	0.00	3.33	4.23	11.14	3.34	2.51	3.24	348.58	1
2	30.00	525.98	(3.00)	2.00	5.58	6.68	22.28	7.80	6.68	0.00	7.58	0.00	0.00	6.66	8.46	11.14	6.68	5.02	6.48	656.02	2
3	30.00	788.97	(4.50)	3.00	8.37	10.02	33.42	11.70	10.02	0.00	11.37	0.00	0.00	9.99	12.69	11.14	10.02	7.53	9.72	963.46	3
4	30.00	1,051.96	(6.00)	4.00	11.16	13.36	44.56	15.60	13.36	0.00	15.16	0.00	0.00	13.32	16.92	11.14	13.36	10.04	12.96	1,270.90	4
5	30.00	1,314.95	(7.50)	5.00	13.95	16.70	55.70	19.50	16.70	0.00	18.95	0.00	0.00	16.65	21.15	11.14	16.70	12.55	16.20	1,578.34	5
6	30.00	1,577.94	(9.00)	6.00	16.74	20.04	66.84	23.40	20.04	0.00	22.74	0.00	0.00	19.98	25.38	11.14	20.04	15.06	19.44	1,885.78	6
7	30.00	1,840.93	(10.50)	7.00	19.53	23.38	77.98	27.30	23.38	20.60	26.53	22.28	0.00	23.31	29.61	11.14	23.38	17.57	22.68	2,236.10	7
8	30.00	2,103.92	(12.00)	8.00	22.32	26.72	89.12	31.20	26.72	20.60	30.32	22.28	0.00	26.64	33.84	11.14	26.72	20.08	25.92	2,543.54	8
9	30.00	2,366.91	(13.50)	9.00	25.11	30.06	100.26	35.10	30.06	20.60	34.11	22.28	0.00	29.97	38.07	11.14	30.06	22.59	29.16	2,850.98	9
10	30.00	2,629.90	(15.00)	10.00	27.90	33.40	111.40	39.00	33.40	20.60	37.90	22.28	0.00	33.30	42.30	11.14	33.40	25.10	32.40	3,158.42	10
11	30.00	2,892.89	(16.50)	11.00	30.69	36.74	111.40	42.90	36.74	20.60	41.69	22.28	0.00	36.63	46.53	11.14	36.74	27.61	35.64	3,454.72	11
12	30.00	3,681.86	(18.00)	12.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,293.78	12
13	30.00	3,681.86	(18.00)	13.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,294.78	13
14	30.00	3,681.86	(18.00)	14.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,295.78	14
15	30.00	3,681.86	(18.00)	15.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,296.78	15
16	30.00	3,681.86	(18.00)	16.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,297.78	16
17	30.00	3,681.86	(18.00)	17.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,298.78	17
18	30.00	3,681.86	(18.00)	18.00	33.48	40.08	111.40	46.80	40.08	20.60	45.48	22.28	10.30	39.96	50.76	11.14	40.08	30.12	45.36	4,299.78	18
19	30.00	3,944.85	(18.00)	19.00	36.27	43.42	122.54	50.70	43.42	20.60	49.27	22.28	10.30	43.29	50.76	11.14	40.08	30.12	48.60	4,598.64	19
20	30.00	4,207.84	(18.00)	20.00	39.06	46.76	133.68	54.60	46.76	20.60	53.06	22.28	10.30	46.62	50.76	11.14	40.08	30.12	51.84	4,897.50	20
21	30.00	4,470.83	(18.00)	21.00	41.85	50.10	144.82	58.50	50.10	20.60	56.85	22.28	10.30	49.95	50.76	11.14	40.08	30.12	55.08	5,196.36	21
22	30.00	4,733.82	(18.00)	22.00	44.64	53.44	155.96	62.40	53.44	20.60	60.64	22.28	10.30	53.28	50.76	11.14	40.08	30.12	58.32	5,495.22	22
23	30.00	4,996.81	(18.00)	23.00	47.43	56.78	167.10	66.30	56.78	20.60	64.43	22.28	10.30	56.61	50.76	11.14	40.08	30.12	61.56	5,794.08	23
24	30.00	5,259.80	(18.00)	24.00	50.22	60.12	178.24	70.20	60.12	20.60	68.22	22.28	10.30	59.94	50.76	11.14	40.08	30.12	64.80	6,092.94	24
25	30.00	5,522.79	(18.00)	25.00	53.01	63.46	189.38	74.10	63.46	20.60	72.01	22.28	10.30	63.27	50.76	11.14	40.08	30.12	68.04	6,391.80	25

Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Des.	Aux.	Aux.	Aux.	Des.	Plant	Aux.	Des.	Plant	Plant	Des.	Plant	Aux.	Aux.
Banner	710000	710000	710000	710000	787300	733100	740100	740431	740100	739000	787400	740410	735532	770401	787600	735543	787500	740420	740100
SABHRS	31401	31401	31401	31401	72401	33401	34401	34401	34401	33401	72401	34401	33401	71401	72401	33401	72401	34401	34401

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 UNDERGRADUATE LOWER DIVISION - OFF CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT	Lib Fee	Acad	Total Res	Non-Res	Non-Res	Total Non-Res	Crdts
			Tuition Credit						Infrast Fee		Fac Fee		Tuition	Bldg Fee		
1	30.00	113.52	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	182.78	338.38	3.24	524.40	1
2	30.00	227.04	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	324.42	676.76	6.48	1,007.66	2
3	30.00	340.56	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	466.06	1,015.14	9.72	1,490.92	3
4	30.00	454.08	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	607.70	1,353.52	12.96	1,974.18	4
5	30.00	567.60	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	749.34	1,691.90	16.20	2,457.44	5
6	30.00	681.12	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	890.98	2,030.28	19.44	2,940.70	6
7	30.00	794.64	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	1,032.62	2,368.66	22.68	3,423.96	7
8	30.00	908.16	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	1,174.26	2,707.04	25.92	3,907.22	8
9	30.00	1,021.68	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	1,315.90	3,045.42	29.16	4,390.48	9
10	30.00	1,135.20	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	1,457.54	3,383.80	32.40	4,873.74	10
11	30.00	1,248.72	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	1,588.04	3,722.18	35.64	5,345.86	11
12	30.00	1,589.28	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,945.58	4,737.32	45.36	6,728.26	12
13	30.00	1,589.28	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,946.58	4,737.32	45.36	6,729.26	13
14	30.00	1,589.28	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,947.58	4,737.32	45.36	6,730.26	14
15	30.00	1,589.28	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,948.58	4,737.32	45.36	6,731.26	15
16	30.00	1,589.28	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,949.58	4,737.32	45.36	6,732.26	16
17	30.00	1,589.28	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,950.58	4,737.32	45.36	6,733.26	17
18	30.00	1,589.28	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	1,951.58	4,737.32	45.36	6,734.26	18
19	30.00	1,702.80	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	2,087.15	5,075.70	48.60	7,211.45	19
20	30.00	1,816.32	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	2,222.72	5,414.08	51.84	7,688.64	20
21	30.00	1,929.84	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	2,358.29	5,752.46	55.08	8,165.83	21
22	30.00	2,043.36	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	2,493.86	6,090.84	58.32	8,643.02	22
23	30.00	2,156.88	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	2,629.43	6,429.22	61.56	9,120.21	23
24	30.00	2,270.40	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	2,765.00	6,767.60	64.80	9,597.40	24
25	30.00	2,383.92	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	2,900.57	7,105.98	68.04	10,074.59	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant		Cur. Unr.	Aux.		
Banner	710000	710000	710000	710000	787400	740100	787300	770401	787600	735543	787500		710000	740100		
SABHRS	31401	31401	31401	31401	72401	33401	72401	71401	72401	33401	72401		31401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 UNDERGRADUATE UPPER DIVISION - OFF CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT	Lib Fee	Acad	Total Res	Non-Res	Non-Res	Total Non-Res	Crdts
			Tuition Credit						Infrast Fee		Fac Fee		Tuition	Bldg Fee		
1	30.00	142.61	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	211.87	321.87	3.24	536.98	1
2	30.00	285.22	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	382.60	643.74	6.48	1,032.82	2
3	30.00	427.83	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	553.33	965.61	9.72	1,528.66	3
4	30.00	570.44	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	724.06	1,287.48	12.96	2,024.50	4
5	30.00	713.05	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	894.79	1,609.35	16.20	2,520.34	5
6	30.00	855.66	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	1,065.52	1,931.22	19.44	3,016.18	6
7	30.00	998.27	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	1,236.25	2,253.09	22.68	3,512.02	7
8	30.00	1,140.88	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	1,406.98	2,574.96	25.92	4,007.86	8
9	30.00	1,283.49	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	1,577.71	2,896.83	29.16	4,503.70	9
10	30.00	1,426.10	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	1,748.44	3,218.70	32.40	4,999.54	10
11	30.00	1,568.71	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	1,908.03	3,540.57	35.64	5,484.24	11
12	30.00	1,996.54	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,352.84	4,506.18	45.36	6,904.38	12
13	30.00	1,996.54	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,353.84	4,506.18	45.36	6,905.38	13
14	30.00	1,996.54	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,354.84	4,506.18	45.36	6,906.38	14
15	30.00	1,996.54	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,355.84	4,506.18	45.36	6,907.38	15
16	30.00	1,996.54	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,356.84	4,506.18	45.36	6,908.38	16
17	30.00	1,996.54	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,357.84	4,506.18	45.36	6,909.38	17
18	30.00	1,996.54	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,358.84	4,506.18	45.36	6,910.38	18
19	30.00	2,139.15	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	2,523.50	4,828.05	48.60	7,400.15	19
20	30.00	2,281.76	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	2,688.16	5,149.92	51.84	7,889.92	20
21	30.00	2,424.37	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	2,852.82	5,471.79	55.08	8,379.69	21
22	30.00	2,566.98	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	3,017.48	5,793.66	58.32	8,869.46	22
23	30.00	2,709.59	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	3,182.14	6,115.53	61.56	9,359.23	23
24	30.00	2,852.20	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	3,346.80	6,437.40	64.80	9,849.00	24
25	30.00	2,994.81	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	3,511.46	6,759.27	68.04	10,338.77	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant		Cur. Unr.	Aux.		
Banner	710000	710000	710000	710000	787300	740100	787400	770401	787600	735543	787500		710000	740100		
SABHRS	31401	31401	31401	31401	72401	33401	72401	71401	72401	33401	72401		31401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 WUE/CANADIAN LOWER DIVISION - OFF CAMPUS  
 SEMESTER

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT		Acad	Non-Res	Total	Crdts
			Tuition Credit						Infrast Fee	Lib Fee	Fac Fee	Bldg Fee	WUE/Canadian	
1	30.00	170.27	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	3.24	242.77	1
2	30.00	340.54	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	6.48	444.40	2
3	30.00	510.81	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	9.72	646.03	3
4	30.00	681.08	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	12.96	847.66	4
5	30.00	851.35	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	16.20	1,049.29	5
6	30.00	1,021.62	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	19.44	1,250.92	6
7	30.00	1,191.89	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	22.68	1,452.55	7
8	30.00	1,362.16	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	25.92	1,654.18	8
9	30.00	1,532.43	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	29.16	1,855.81	9
10	30.00	1,702.70	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	32.40	2,057.44	10
11	30.00	1,872.97	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	35.64	2,247.93	11
12	30.00	2,383.78	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,785.44	12
13	30.00	2,383.78	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,786.44	13
14	30.00	2,383.78	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,787.44	14
15	30.00	2,383.78	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,788.44	15
16	30.00	2,383.78	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,789.44	16
17	30.00	2,383.78	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,790.44	17
18	30.00	2,383.78	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	2,791.44	18
19	30.00	2,554.05	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	48.60	2,987.00	19
20	30.00	2,724.32	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	51.84	3,182.56	20
21	30.00	2,894.59	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	55.08	3,378.12	21
22	30.00	3,064.86	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	58.32	3,573.68	22
23	30.00	3,235.13	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	61.56	3,769.24	23
24	30.00	3,405.40	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	64.80	3,964.80	24
25	30.00	3,575.67	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	68.04	4,160.36	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant	Aux.		
Banner	710000	710000	710000	710000	787300	740100	787400	770401	787600	735543	787500	740100		
SABHRS	31401	31401	31401	31401	72401	34401	72401	71401	72401	33401	72401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 WUE/CANADIAN UPPER DIVISION - OFF CAMPUS  
 SEMESTER

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07 Tuition Credit	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT Infrast Fee	Lib Fee	Acad Fac Fee	Non-Res Bldg Fee	Total WUE/ Canadian	Crdts
1	30.00	213.91	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	3.24	286.41	1
2	30.00	427.82	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	6.48	531.68	2
3	30.00	641.73	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	9.72	776.95	3
4	30.00	855.64	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	12.96	1,022.22	4
5	30.00	1,069.55	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	16.20	1,267.49	5
6	30.00	1,283.46	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	19.44	1,512.76	6
7	30.00	1,497.37	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	22.68	1,758.03	7
8	30.00	1,711.28	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	25.92	2,003.30	8
9	30.00	1,925.19	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	29.16	2,248.57	9
10	30.00	2,139.10	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	32.40	2,493.84	10
11	30.00	2,353.01	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	35.64	2,727.97	11
12	30.00	2,994.74	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,396.40	12
13	30.00	2,994.74	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,397.40	13
14	30.00	2,994.74	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,398.40	14
15	30.00	2,994.74	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,399.40	15
16	30.00	2,994.74	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,400.40	16
17	30.00	2,994.74	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,401.40	17
18	30.00	2,994.74	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	3,402.40	18
19	30.00	3,208.65	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	48.60	3,641.60	19
20	30.00	3,422.56	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	51.84	3,880.80	20
21	30.00	3,636.47	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	55.08	4,120.00	21
22	30.00	3,850.38	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	58.32	4,359.20	22
23	30.00	4,064.29	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	61.56	4,598.40	23
24	30.00	4,278.20	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	64.80	4,837.60	24
25	30.00	4,492.11	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	68.04	5,076.80	25
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant	Aux.		
Banner	710000	710000	710000	710000	787300	740100	787400	770401	787600	735543	787500	740100		
SABHRS	31401	31401	31401	31401	72401	34401	72401	71401	72401	33401	72401	34401		

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 GRADUATE - OFF CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern

Regent Item No. 131-106-R0506

Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07		Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT		Acad		Total Res	Non-Res		Total Non-Res	Crdts
			Tuition Credit	Utility Surcharge					Infrast Fee	Lib Fee	Fac Fee	Non-Res Tuition		Bldg Fee			
1	30.00	175.33	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	244.59	321.87	3.24	569.70	1	
2	30.00	350.66	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	448.04	643.74	6.48	1,098.26	2	
3	30.00	525.99	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	651.49	965.61	9.72	1,626.82	3	
4	30.00	701.32	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	854.94	1,287.48	12.96	2,155.38	4	
5	30.00	876.65	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	1,058.39	1,609.35	16.20	2,683.94	5	
6	30.00	1,051.98	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	1,261.84	1,931.22	19.44	3,212.50	6	
7	30.00	1,227.31	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	1,465.29	2,253.09	22.68	3,741.06	7	
8	30.00	1,402.64	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	1,668.74	2,574.96	25.92	4,269.62	8	
9	30.00	1,577.97	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	1,872.19	2,896.83	29.16	4,798.18	9	
10	30.00	1,753.30	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	2,075.64	3,218.70	32.40	5,326.74	10	
11	30.00	1,928.63	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	2,267.95	3,540.57	35.64	5,844.16	11	
12	30.00	2,454.62	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,810.92	4,506.18	45.36	7,362.46	12	
13	30.00	2,454.62	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,811.92	4,506.18	45.36	7,363.46	13	
14	30.00	2,454.62	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,812.92	4,506.18	45.36	7,364.46	14	
15	30.00	2,454.62	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,813.92	4,506.18	45.36	7,365.46	15	
16	30.00	2,454.62	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,814.92	4,506.18	45.36	7,366.46	16	
17	30.00	2,454.62	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,815.92	4,506.18	45.36	7,367.46	17	
18	30.00	2,454.62	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,816.92	4,506.18	45.36	7,368.46	18	
19	30.00	2,629.95	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	3,014.30	4,828.05	48.60	7,890.95	19	
20	30.00	2,805.28	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	3,211.68	5,149.92	51.84	8,413.44	20	
21	30.00	2,980.61	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	3,409.06	5,471.79	55.08	8,935.93	21	
22	30.00	3,155.94	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	3,606.44	5,793.66	58.32	9,458.42	22	
23	30.00	3,331.27	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	3,803.82	6,115.53	61.56	9,980.91	23	
24	30.00	3,506.60	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	4,001.20	6,437.40	64.80	10,503.40	24	
25	30.00	3,681.93	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	4,198.58	6,759.27	68.04	11,025.89	25	

Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant	Cur. Unr.	Aux.
Banner	71000	71000	71000	71000	787300	740100	787400	770401	787600	735543	787500	71000	74010
SABHRS	31401	31401	31401	31401	72401	33401	72401	71401	72401	33401	72401	31401	34401

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 GRADUATE - OFF CAMPUS  
 SEMESTER CANADIAN

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07 Tuition Credit	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT Infrast Fee	Lib Fee	Acad Fac Fee	Non-Res Bldg Fee	Total Canadian Graduate	Crdts
1	30.00	262.99	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	3.24	335.49	1
2	30.00	525.98	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	6.48	629.84	2
3	30.00	788.97	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	9.72	924.19	3
4	30.00	1,051.96	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	12.96	1,218.54	4
5	30.00	1,314.95	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	16.20	1,512.89	5
6	30.00	1,577.94	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	19.44	1,807.24	6
7	30.00	1,840.93	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	22.68	2,101.59	7
8	30.00	2,103.92	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	25.92	2,395.94	8
9	30.00	2,366.91	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	29.16	2,690.29	9
10	30.00	2,629.90	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	32.40	2,984.64	10
11	30.00	2,892.89	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	35.64	3,267.85	11
12	30.00	3,681.86	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,083.52	12
13	30.00	3,681.86	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,084.52	13
14	30.00	3,681.86	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,085.52	14
15	30.00	3,681.86	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,086.52	15
16	30.00	3,681.86	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,087.52	16
17	30.00	3,681.86	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,088.52	17
18	30.00	3,681.86	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,089.52	18
19	30.00	3,944.85	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	48.60	4,377.80	19
20	30.00	4,207.84	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	51.84	4,666.08	20
21	30.00	4,470.83	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	55.08	4,954.36	21
22	30.00	4,733.82	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	58.32	5,242.64	22
23	30.00	4,996.81	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	61.56	5,530.92	23
24	30.00	5,259.80	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	64.80	5,819.20	24
25	30.00	5,522.79	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	68.04	6,107.48	25

Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant	Aux.
Banner	710000	710000	710000	710000	787300	740100	787400	770401	787600	735543	787500	740100
SABHRS	31401	31401	31401	31401	72401	33401	72401	71401	72401	33401	72401	34401

MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 POST-BACCALAUREATE - OFF CAMPUS  
 SEMESTER - RESIDENT AND NON-RESIDENT

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT	Lib Fee	Acad	Total Res	Non-Res	Bldg Fee	Total	Crdts
			Tuition Credit						Infrast Fee		Fac Fee		Non-Res Tuition		Non-Res	
1	30.00	175.33	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	244.59	321.87	3.24	569.70	1
2	30.00	350.66	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	448.04	643.74	6.48	1,098.26	2
3	30.00	525.99	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	651.49	965.61	9.72	1,626.82	3
4	30.00	701.32	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	854.94	1,287.48	12.96	2,155.38	4
5	30.00	876.65	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	1,058.39	1,609.35	16.20	2,683.94	5
6	30.00	1,051.98	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	1,261.84	1,931.22	19.44	3,212.50	6
7	30.00	1,227.31	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	1,465.29	2,253.09	22.68	3,741.06	7
8	30.00	1,402.64	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	1,668.74	2,574.96	25.92	4,269.62	8
9	30.00	1,577.97	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	1,872.19	2,896.83	29.16	4,798.18	9
10	30.00	1,753.30	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	2,075.64	3,218.70	32.40	5,326.74	10
11	30.00	1,928.63	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	2,267.95	3,540.57	35.64	5,844.16	11
12	30.00	2,454.62	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,810.92	4,506.18	45.36	7,362.46	12
13	30.00	2,454.62	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,811.92	4,506.18	45.36	7,363.46	13
14	30.00	2,454.62	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,812.92	4,506.18	45.36	7,364.46	14
15	30.00	2,454.62	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,813.92	4,506.18	45.36	7,365.46	15
16	30.00	2,454.62	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,814.92	4,506.18	45.36	7,366.46	16
17	30.00	2,454.62	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,815.92	4,506.18	45.36	7,367.46	17
18	30.00	2,454.62	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	2,816.92	4,506.18	45.36	7,368.46	18
19	30.00	2,629.95	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	3,014.30	4,828.05	48.60	7,890.95	19
20	30.00	2,805.28	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	3,211.68	5,149.92	51.84	8,413.44	20
21	30.00	2,980.61	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	3,409.06	5,471.79	55.08	8,935.93	21
22	30.00	3,155.94	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	3,606.44	5,793.66	58.32	9,458.42	22
23	30.00	3,331.27	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	3,803.82	6,115.53	61.56	9,980.91	23
24	30.00	3,506.60	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	4,001.20	6,437.40	64.80	10,503.40	24
25	30.00	3,681.93	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	4,198.58	6,759.27	68.04	11,025.89	25

Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant	Cur. Unr.	Aux.
Banner	710000	710000	710000	710000	787300	740100	787400	770401	787600	735543	787500	710000	740100
SABHRS	31401	31401	31401	31401	72401	33401	72401	71401	72401	33401	72401	31401	34401



MONTANA STATE UNIVERSITY  
 INVENTORY AND VALIDATION OF FEES  
 POST-BACCALAUREATE - OFF CAMPUS  
 SEMESTER CANADIAN

Unit Name: Montana State University - Northern Regent Item No. 131-106-R0506 Effective Date: Fall 2006

Crdts	Reg Fee	Tuition	FY07 Tuition Credit	Utility Surcharge	Comp Fee	Bldg Fee	Equip Fee	Tech Fee	IT Infrast Fee	Lib Fee	Acad Fac Fee	Non-Res Bldg Fee	Total Canadian Graduate	Crdts
1	30.00	262.99	(1.50)	1.00	2.79	11.14	3.79	3.33	4.23	11.14	3.34	3.24	335.49	1
2	30.00	525.98	(3.00)	2.00	5.58	22.28	7.58	6.66	8.46	11.14	6.68	6.48	629.84	2
3	30.00	788.97	(4.50)	3.00	8.37	33.42	11.37	9.99	12.69	11.14	10.02	9.72	924.19	3
4	30.00	1,051.96	(6.00)	4.00	11.16	44.56	15.16	13.32	16.92	11.14	13.36	12.96	1,218.54	4
5	30.00	1,314.95	(7.50)	5.00	13.95	55.70	18.95	16.65	21.15	11.14	16.70	16.20	1,512.89	5
6	30.00	1,577.94	(9.00)	6.00	16.74	66.84	22.74	19.98	25.38	11.14	20.04	19.44	1,807.24	6
7	30.00	1,840.93	(10.50)	7.00	19.53	77.98	26.53	23.31	29.61	11.14	23.38	22.68	2,101.59	7
8	30.00	2,103.92	(12.00)	8.00	22.32	89.12	30.32	26.64	33.84	11.14	26.72	25.92	2,395.94	8
9	30.00	2,366.91	(13.50)	9.00	25.11	100.26	34.11	29.97	38.07	11.14	30.06	29.16	2,690.29	9
10	30.00	2,629.90	(15.00)	10.00	27.90	111.40	37.90	33.30	42.30	11.14	33.40	32.40	2,984.64	10
11	30.00	2,892.89	(16.50)	11.00	30.69	111.40	41.69	36.63	46.53	11.14	36.74	35.64	3,267.85	11
12	30.00	3,681.86	(18.00)	12.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,083.52	12
13	30.00	3,681.86	(18.00)	13.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,084.52	13
14	30.00	3,681.86	(18.00)	14.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,085.52	14
15	30.00	3,681.86	(18.00)	15.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,086.52	15
16	30.00	3,681.86	(18.00)	16.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,087.52	16
17	30.00	3,681.86	(18.00)	17.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,088.52	17
18	30.00	3,681.86	(18.00)	18.00	33.48	111.40	45.48	39.96	50.76	11.14	40.08	45.36	4,089.52	18
19	30.00	3,944.85	(18.00)	19.00	36.27	122.54	49.27	43.29	50.76	11.14	40.08	48.60	4,377.80	19
20	30.00	4,207.84	(18.00)	20.00	39.06	133.68	53.06	46.62	50.76	11.14	40.08	51.84	4,666.08	20
21	30.00	4,470.83	(18.00)	21.00	41.85	144.82	56.85	49.95	50.76	11.14	40.08	55.08	4,954.36	21
22	30.00	4,733.82	(18.00)	22.00	44.64	155.96	60.64	53.28	50.76	11.14	40.08	58.32	5,242.64	22
23	30.00	4,996.81	(18.00)	23.00	47.43	167.10	64.43	56.61	50.76	11.14	40.08	61.56	5,530.92	23
24	30.00	5,259.80	(18.00)	24.00	50.22	178.24	68.22	59.94	50.76	11.14	40.08	64.80	5,819.20	24
25	30.00	5,522.79	(18.00)	25.00	53.01	189.38	72.01	63.27	50.76	11.14	40.08	68.04	6,107.48	25

Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Aux.	Plant	Plant	Plant	Des.	Plant	Aux.
Banner	710000	710000	710000	710000	787300	740100	787400	770401	787600	735543	787500	740100
SABHRS	31401	31401	31401	31401	72401	33401	72401	71401	72401	33401	72401	34401

MONTANA STATE UNIVERSITY - GREAT FALLS  
Inventory and Validation of Fees  
Undergraduate

Unit Name MSU College of Technology-Great Falls			Regents' Item No. 131-106-R0506						Effective Date:		Fall 2006	
Semester	FY07	Building/	Network				Total	Additional	Total			
Credit	Registration	Resident	Tuition	Maintenance	Computer	Equipment	Services	Library	Student	Resident	Nonresident	Nonresident
Hours	Fee	Tuition	Credit	Fee	Fee	Fee	Fee	Fee	Government	Tuition & Fee	Tuition	Fee
1	30.00	104.00	(1.00)	5.38	10.74	2.69	2.50	1.45	8.00	163.76	227.00	391.76
2	30.00	208.00	(2.00)	10.76	14.48	5.38	5.00	2.90	8.00	282.52	454.00	738.52
3	30.00	312.00	(3.00)	16.14	18.22	8.07	7.50	4.35	8.00	401.28	681.00	1,085.28
4	30.00	416.00	(4.00)	21.52	21.96	10.76	10.00	5.80	8.00	520.04	908.00	1,432.04
5	30.00	520.00	(5.00)	26.90	25.70	13.45	12.50	7.25	8.00	638.80	1,135.00	1,778.80
6	30.00	624.00	(6.00)	32.28	29.44	16.14	15.00	8.70	8.00	757.56	1,362.00	2,125.56
7	30.00	728.00	(7.00)	37.66	33.18	18.83	17.50	10.15	8.00	876.32	1,589.00	2,472.32
8	30.00	832.00	(8.00)	43.04	36.92	21.52	20.00	11.60	8.00	995.08	1,816.00	2,819.08
9	30.00	936.00	(9.00)	48.42	40.66	24.21	22.50	13.05	8.00	1,113.84	2,043.00	3,165.84
10	30.00	1,040.00	(10.00)	53.80	44.40	26.90	25.00	14.50	8.00	1,232.60	2,270.00	3,512.60
11	30.00	1,144.00	(11.00)	59.18	48.14	29.59	27.50	15.95	8.00	1,351.36	2,497.00	3,859.36
12-25	30.00	1,248.00	(12.00)	64.56	51.88	32.28	30.00	17.40	8.00	1,470.12	2,724.00	4,206.12
Fund Group	Current Unrestricted	Current Unrestricted	Current Unrestricted	Plant	Plant	Plant	Plant	Designated	Designated	Current Unrestricted		
SABHRS	31003	31003	31003	71003	72003	720XX	730XX	33030	33030	31003		
BANNER	310003	310003	310003	37000X	370012	370015	390100	333003	332003	310003		

MONTANA STATE UNIVERSITY - GREAT FALLS  
Inventory and Validation of Fees

Unit N MSU College of Technology-Great Falls			Regents' Item No.		131-106-R0506		Effective Date: Fall 2006			
Western Undergraduate Exchange										
emester			FY07	Building/			Network		Total	
Creditegistratic	WUE		Tuition	Maintenance	Computer	Equipment	Service	Library	Student	
Hours	Fee	Tuition	Credit	Fee	Fee	Fee	Fee	Fee	Government	
									Fee	
1	30	156.00	(1.00)	5.38	10.74	2.69	2.50	1.45	8.00	215.76
2	30	312.00	(2.00)	10.76	14.48	5.38	5.00	2.90	8.00	386.52
3	30	468.00	(3.00)	16.14	18.22	8.07	7.50	4.35	8.00	557.28
4	30	624.00	(4.00)	21.52	21.96	10.76	10.00	5.80	8.00	728.04
5	30	780.00	(5.00)	26.90	25.70	13.45	12.50	7.25	8.00	898.80
6	30	936.00	(6.00)	32.28	29.44	16.14	15.00	8.70	8.00	1,069.56
7	30	1,092.00	(7.00)	37.66	33.18	18.83	17.50	10.15	8.00	1,240.32
8	30	1,248.00	(8.00)	43.04	36.92	21.52	20.00	11.60	8.00	1,411.08
9	30	1,404.00	(9.00)	48.42	40.66	24.21	22.50	13.05	8.00	1,581.84
10	30	1,560.00	(10.00)	53.80	44.40	26.90	25.00	14.50	8.00	1,752.60
11	30	1,716.00	(11.00)	59.18	48.14	29.59	27.50	15.95	8.00	1,923.36
12-25	30	1,872.00	(12.00)	64.56	51.88	32.28	30.00	17.40	8.00	2,094.12
Fund	Current	Current	Current	Plant	Plant	Plant	Plant	Designated	Designated	
Group	nrestrict	Unrestricted	Unrestricted							
SABHF	31003	31003	31003	71003	72003	720XX	730XX	33030	33030	
BANNE	310003	310003	310003	37000X	370012	370015	390100	333003	332003	

MONTANA STATE UNIVERSITY - GREAT FALLS  
Inventory and Validation of Fees

Excess Capacity on-line classes

Unit Name: MSU College of Technology-Great Falls				Regents' Item No.		131-106-R050 (Effective Date Fall 2006)					
Semester	Credit Hours	Registrar Excess Capacity Fee	FY07 Tuition Credit	Building/Maintenance Fee	Computer Fee	Equipment Fee	Network Services Fee	Library Fee	Student Government	Total Excess Capacity Tuition & Fee	
1		30	208.00	(1.00)	5.38	10.74	2.69	2.50	1.45	8.00	267.76
2		30	416.00	(2.00)	10.76	14.48	5.38	5.00	2.90	8.00	490.52
3		30	624.00	(3.00)	16.14	18.22	8.07	7.50	4.35	8.00	713.28
4		30	832.00	(4.00)	21.52	21.96	10.76	10.00	5.80	8.00	936.04
5		30	1,040.00	(5.00)	26.90	25.70	13.45	12.50	7.25	8.00	1,158.80
6		30	1,248.00	(6.00)	32.28	29.44	16.14	15.00	8.70	8.00	1,381.56
7		30	1,456.00	(7.00)	37.66	33.18	18.83	17.50	10.15	8.00	1,604.32
8		30	1,664.00	(8.00)	43.04	36.92	21.52	20.00	11.60	8.00	1,827.08
9		30	1,872.00	(9.00)	48.42	40.66	24.21	22.50	13.05	8.00	2,049.84
10		30	2,080.00	(10.00)	53.80	44.40	26.90	25.00	14.50	8.00	2,272.60
11		30	2,288.00	(11.00)	59.18	48.14	29.59	27.50	15.95	8.00	2,495.36
12-25		30	2,496.00	(12.00)	64.56	51.88	32.28	30.00	17.40	8.00	2,718.12
Fund Group	Current Unrestricted	Current Unrestricted	Current Unrestricted	Plant	Plant	Plant	Plant	Designated	Designated		
SABHRS	31003	31003	31003	71003	72003	720XX	730XX	33030	33030		
BANNER	310003	310003	310003	37000X	370012	370015	390100	333003	332003		

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Undergraduate Lower Division

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee*/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	155.80	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	251.15	3.00	393.10	647.25
2	30.00	311.60	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	(4.40)	433.30	6.00	786.20	1225.50
3	30.00	467.40	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	(6.60)	615.45	9.00	1179.30	1803.75
4	30.00	623.20	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	(8.80)	797.60	12.00	1572.40	2382.00
5	30.00	779.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	(11.00)	979.75	15.00	1965.50	2960.25
6	30.00	934.80	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	(13.20)	1161.90	18.00	2358.60	3538.50
7	30.00	1090.60	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	(15.40)	1653.15	21.00	2751.70	4425.85
8	30.00	1246.40	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	(17.60)	1820.35	24.00	3144.80	4989.15
9	30.00	1402.20	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	(19.80)	1987.55	27.00	3537.90	5552.45
10	30.00	1558.00	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2154.75	30.00	3931.00	6115.75
11	30.00	1713.80	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2321.95	33.00	4324.10	6679.05
12	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
13	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
14	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
15	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
16	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
17	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
18	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
19	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
20	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
21	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
22	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
23	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
24	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
25	30.00	1869.60	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2488.75	36.00	4717.20	7241.95
				Plant-Des 71100				Aux.-Plant 34100	Des.				Des.						
Fund Group	Cur. Unr. 31100	Cur. Unr. 31100	Plant 73100	33100 371651	Plant 72100	Des. 33100	Aux. 34100	73100 344015	33100 334079	Plant 73100	Aux. 34100	Plant 72100	33100 334167	Cur. Unr. 31100	Cur. Unr. 31100		Plant 73100	Cur. Unr. 31100	
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	311001		371676	311001	

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\*\*\*Fees at 12 cr: Tech.\$37.40; Comp.\$40.20; Athletic \$18 1-6cr; \$36 7cr&above; Activity \$30; Kaimin \$4; Recycling \$4; UC Renovation \$30; Radio \$5 & Transportation \$12.50

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Undergraduate Upper Division

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	172.20	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	267.55	3.00	418.00	688.55
2	30.00	344.40	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	#REF!	0.00	0.70	(4.40)	#REF!	#REF!	836.00	#REF!
3	30.00	516.60	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	#REF!	0.00	1.05	(6.60)	#REF!	#REF!	1254.00	#REF!
4	30.00	688.80	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	#REF!	0.00	1.40	(8.80)	#REF!	#REF!	1672.00	#REF!
5	30.00	861.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	#REF!	0.00	1.75	(11.00)	#REF!	#REF!	2090.00	#REF!
6	30.00	1033.20	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	#REF!	0.00	2.10	(13.20)	#REF!	#REF!	2508.00	#REF!
7	30.00	1205.40	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	(15.40)	1767.95	#REF!	2926.00	#REF!
8	30.00	1377.60	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	(17.60)	1951.55	#REF!	3344.00	#REF!
9	30.00	1549.80	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	(19.80)	2135.15	#REF!	3762.00	#REF!
10	30.00	1722.00	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2318.75	#REF!	4180.00	#REF!
11	30.00	1894.20	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2502.35	#REF!	4598.00	#REF!
12	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	#REF!	5016.00	#REF!
13	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
14	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
15	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
16	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
17	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
18	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
19	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
20	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
21	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
22	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
23	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
24	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
25	30.00	2066.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2685.55	36.00	5016.00	7737.55
				Plant-Des 71100				Aux.-Plant 34100	Des. 33100				Des. 33100						
Fund	Cur. Unr.	Cur. Unr.	Plant	33100	Plant	Des.	Aux.	73100	33100	Plant	Aux.	Plant	33100	Cur. Unr.	Cur. Unr.		Plant	Cur. Unr.	
Group	31100	31100	73100	371651	72100	33100	34100	344015	334079	73100	34100	72100	334167	31100	31100		73100	31100	
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	311001		371676	311001	

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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - College of Technology

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Activity Fees*	Camp Rec	Health Fee**/**	Kaimin Recy Fees***	Aca Fac Fee	Radio Trans Fees***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	99.40	2.70	6.50	1.75	Op.		21.00	0.00	2.25	0.00	0.35	(2.20)	161.75	3.00	212.60	377.35
2	30.00	198.80	5.40	13.00	3.50	Op.		21.00	0.00	4.50	0.00	0.70	(4.40)	272.50	#REF!	425.20	#REF!
3	30.00	298.20	8.10	19.50	5.25	Op.		21.00	0.00	6.75	0.00	1.05	(6.60)	383.25	#REF!	637.80	#REF!
4	30.00	397.60	10.80	26.00	7.00	Op.		21.00	0.00	9.00	0.00	1.40	(8.80)	494.00	#REF!	850.40	#REF!
5	30.00	497.00	13.50	32.50	8.75	Op.		21.00	0.00	11.25	0.00	1.75	(11.00)	604.75	#REF!	1063.00	#REF!
6	30.00	596.40	16.20	39.00	10.50	Op.		21.00	0.00	13.50	0.00	2.10	(13.20)	715.50	#REF!	1275.60	#REF!
7	30.00	695.80	18.90	45.50	12.25	30.00		169.75	8.00	15.75	17.50	2.45	(15.40)	1030.50	#REF!	1488.20	#REF!
8	30.00	795.20	21.60	52.00	14.00	30.00		169.75	8.00	18.00	17.50	2.80	(17.60)	1141.25	#REF!	1700.80	#REF!
9	30.00	894.60	24.30	58.50	15.75	30.00		169.75	8.00	20.25	17.50	3.15	(19.80)	1252.00	#REF!	1913.40	#REF!
10	30.00	994.00	27.00	65.00	17.50	30.00		169.75	8.00	22.50	17.50	3.50	(22.00)	1362.75	#REF!	2126.00	#REF!
11	30.00	1093.40	29.70	71.50	19.25	30.00		169.75	8.00	24.75	17.50	3.85	(24.20)	1473.50	#REF!	2338.60	#REF!
12	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	#REF!	2551.20	#REF!
13	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
14	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
15	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
16	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
17	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
18	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
19	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
20	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
21	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
22	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
23	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
24	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
25	30.00	1192.80	32.40	77.60	21.00	30.00		169.75	8.00	27.00	17.50	4.20	(26.40)	1583.85	36.00	2551.20	4171.05
				Plant-Des 71100				Aux.-Plant 34100									
Fund	Cur. Unr.	Cur. Unr.	Plant	33100	Plant	Des.		73100	Des.	Plant	Des.	Cur. Unr.	Cur. Unr.		Plant	Cur. Unr.	
Group	31100	31100	73100	371651	72100	33100		344015	334079	73100	334167	31100	31100		73100	31100	
	311001	311001	371676	331302	371652	334002		373420	338125	373410	334490	311001	311001		371676	311001	

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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - First Level Graduate

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee*/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	184.40	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	279.75	3.00	431.85	714.60
2	30.00	368.80	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	#REF!	0.00	0.70	(4.40)	#REF!	#REF!	863.70	#REF!
3	30.00	553.20	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	#REF!	0.00	1.05	(6.60)	#REF!	#REF!	1295.55	#REF!
4	30.00	737.60	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	#REF!	0.00	1.40	(8.80)	#REF!	#REF!	1727.40	#REF!
5	30.00	922.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	#REF!	0.00	1.75	(11.00)	#REF!	#REF!	2159.25	#REF!
6	30.00	1106.40	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	#REF!	0.00	2.10	(13.20)	#REF!	#REF!	2591.10	#REF!
7	30.00	1290.80	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	(15.40)	1853.35	#REF!	3022.95	#REF!
8	30.00	1475.20	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	(17.60)	2049.15	#REF!	3454.80	#REF!
9	30.00	1659.60	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	(19.80)	2244.95	#REF!	3886.65	#REF!
10	30.00	1844.00	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2440.75	#REF!	4318.50	#REF!
11	30.00	2028.40	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2636.55	#REF!	4750.35	#REF!
12	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	#REF!	5182.20	#REF!
13	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
14	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
15	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
16	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
17	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
18	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
19	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
20	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
21	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
22	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
23	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
24	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
25	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15
				Plant-Des 71100				Aux.-Plant 34100	Des.					Des.					
Fund Group	Cur. Unr. 31100	Cur. Unr. 31100	Plant 73100	33100 371651	Plant 72100	Des. 33100	Aux. 34100	73100 344015	33100 334079	Plant 73100	Aux. 34100	Plant 72100	33100 334167	Cur. Unr. 31100	Cur. Unr. 31100		Plant 73100	Cur. Unr. 31100	
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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Advanced Graduate

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee*/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	208.35	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	303.70	3.00	432.30	739.00
2	30.00	416.70	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	(4.40)	538.40	6.00	864.60	1409.00
3	30.00	625.05	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	(6.60)	773.10	9.00	1296.90	2079.00
4	30.00	833.40	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	(8.80)	1007.80	12.00	1729.20	2749.00
5	30.00	1041.75	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	(11.00)	1242.50	15.00	2161.50	3419.00
6	30.00	1250.10	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	(13.20)	1477.20	18.00	2593.80	4089.00
7	30.00	1458.45	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	(15.40)	2021.00	21.00	3026.10	5068.10
8	30.00	1666.80	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	(17.60)	2240.75	24.00	3458.40	5723.15
9	30.00	1875.15	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	(19.80)	2460.50	27.00	3890.70	6378.20
10	30.00	2083.50	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2680.25	30.00	4323.00	7033.25
11	30.00	2291.85	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2900.00	33.00	4755.30	7688.30
12	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
13	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
14	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
15	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
16	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
17	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
18	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
19	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
20	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
21	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
22	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
23	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
24	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
25	30.00	2500.20	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	3119.35	36.00	5187.60	8342.95
				Plant-Des 71100				Aux.-Plant 34100	Des.				Des.						
Fund	Cur. Unr.	Cur. Unr.	Plant	33100	Plant	Des.	Aux.	73100	33100	Plant	Aux.	Plant	33100	Cur. Unr.	Cur. Unr.		Plant	Cur. Unr.	
Group	31100	31100	73100	371651	72100	33100	34100	344015	334079	73100	34100	72100	334167	31100	31100		73100	31100	
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	311001		371676	311001	

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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall Semester - Law

Unit Name: The University of Montana - Missoula      Regents' Item No.: 131-106-R0506      Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee*/**	Recy Fee	Aca Fac Fee	UC OP Fee	UC Ren Fee	Radio Trans Fees ***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	184.40	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	279.75	3.00	431.85	714.60
2	30.00	368.80	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	(4.40)	490.50	6.00	863.70	1360.20
3	30.00	553.20	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	(6.60)	701.25	9.00	1295.55	2005.80
4	30.00	737.60	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	(8.80)	912.00	12.00	1727.40	2651.40
5	30.00	922.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	(11.00)	1122.75	15.00	2159.25	3297.00
6	30.00	1106.40	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	(13.20)	1333.50	18.00	2591.10	3942.60
7	30.00	1290.80	19.25	45.50	12.25	62.00	87.00	169.75	4.00	15.75	74.50	30.00	17.50	2.45	(15.40)	1845.35	21.00	3022.95	4889.30
8	30.00	1475.20	22.00	52.00	14.00	62.00	87.00	169.75	4.00	18.00	74.50	30.00	17.50	2.80	(17.60)	2041.15	24.00	3454.80	5519.95
9	30.00	1659.60	24.75	58.50	15.75	62.00	87.00	169.75	4.00	20.25	74.50	30.00	17.50	3.15	(19.80)	2236.95	27.00	3886.65	6150.60
10	30.00	1844.00	27.50	65.00	17.50	62.00	87.00	169.75	4.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2432.75	30.00	4318.50	6781.25
11	30.00	2028.40	30.25	71.50	19.25	62.00	87.00	169.75	4.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2628.55	33.00	4750.35	7411.90
12	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
13	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
14	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
15	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
16	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
17	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
18	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
19	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
20	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
21	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
22	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
23	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
24	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
25	30.00	2212.80	33.00	77.60	21.00	62.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2823.95	36.00	5182.20	8042.15
				Plant-Des 71100				Aux.-Plant 34100							Des.				
Fund Group	Cur. 31100	Unr. 31100	Plant 73100	33100 371651	Plant 72100 371652	Des. 33100 334002	Aux. 34100 347010	33100 344015	Des. 33100 338125	Plant 73100 373410	Aux. 34100 346100	Plant 72100 373430	33100 334167	Cur. 31100 311001	Unr. 31100 311001		Plant 73100 371676	Cur. 31100 311001	

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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Spring Semester - Law

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Athl Activity Fees*/***	Camp Rec*	Health Fee*/**	Recy Fee	Aca Fac Fee	UC OP Fee	UC Ren Fee	Radio Trans Fees***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	184.40	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	279.75	3.00	431.85	714.60
2	30.00	368.80	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	(4.40)	490.50	6.00	863.70	1360.20
3	30.00	553.20	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	(6.60)	701.25	9.00	1295.55	2005.80
4	30.00	737.60	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	(8.80)	912.00	12.00	1727.40	2651.40
5	30.00	922.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	(11.00)	1122.75	15.00	2159.25	3297.00
6	30.00	1106.40	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	(13.20)	1333.50	18.00	2591.10	3942.60
7	30.00	1290.80	19.25	45.50	12.25	42.00	87.00	169.75	4.00	15.75	74.50	30.00	17.50	2.45	(15.40)	1825.35	21.00	3022.95	4869.30
8	30.00	1475.20	22.00	52.00	14.00	42.00	87.00	169.75	4.00	18.00	74.50	30.00	17.50	2.80	(17.60)	2021.15	24.00	3454.80	5499.95
9	30.00	1659.60	24.75	58.50	15.75	42.00	87.00	169.75	4.00	20.25	74.50	30.00	17.50	3.15	(19.80)	2216.95	27.00	3886.65	6130.60
10	30.00	1844.00	27.50	65.00	17.50	42.00	87.00	169.75	4.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2412.75	30.00	4318.50	6761.25
11	30.00	2028.40	30.25	71.50	19.25	42.00	87.00	169.75	4.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2608.55	33.00	4750.35	7391.90
12	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
13	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
14	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
15	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
16	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
17	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
18	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
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24	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
25	30.00	2212.80	33.00	77.60	21.00	42.00	87.00	169.75	4.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2803.95	36.00	5182.20	8022.15
				Plant-Des 71100				Aux.-Plant 34100						Des. 33100					
Fund Group	Cur. Unr. 31100	Cur. Unr. 31100	Plant 73100	33100 371651	Plant 72100	Des. 33100	Aux. 34100	73100 344015	Des. 33100	Plant 73100	Aux. 34100	Plant 72100	33100 334167	Cur. Unr. 31100	Cur. Unr. 31100		Plant 73100	Cur. Unr. 31100	
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	311001		371676	311001	

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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Undergraduate Lower Division WUE

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	NR Bldg Fee	FY07 Tuition Credit	WUE Total
1	30.00	233.70	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	3.00	(2.20)	332.05
2	30.00	467.40	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	6.00	(4.40)	595.10
3	30.00	701.10	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	9.00	(6.60)	858.15
4	30.00	934.80	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	12.00	(8.80)	1121.20
5	30.00	1168.50	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	15.00	(11.00)	1384.25
6	30.00	1402.20	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	18.00	(13.20)	1647.30
7	30.00	1635.90	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	21.00	(15.40)	2219.45
8	30.00	1869.60	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	24.00	(17.60)	2467.55
9	30.00	2103.30	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	27.00	(19.80)	2715.65
10	30.00	2337.00	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	30.00	(22.00)	2963.75
11	30.00	2570.70	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	33.00	(24.20)	3211.85
12	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
13	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
14	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
15	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
16	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
17	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
18	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
19	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
20	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
21	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
22	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
23	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
24	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55
25	30.00	2804.40	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3459.55

Fund Group	Cur. Unr.	Cur. Unr.	Plant-Des 71100		Plant		Aux.-Plant 34100		Des.		Plant		Des.		Cur. Unr.	Plant	Cur. Unr.
			33100	371651	72100	33100	34100	344015	334079	73100	34100	72100	334167	31100			
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	371676	311001	

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\*\* Mandatory health insurance coverage, with right of waiver, is required for all students. The new rate, subject to the limits set by the BOR, will be finalized following RFP responses.

\*\*\*Fees at 12 cr: Tech.\$37.40; Comp.\$40.20; Athletic \$18 1-6cr; \$36 7cr&above; Activity \$30; Kaimin \$4; Recycling \$4; UC Renovation \$30; Radio \$5 & Transportation \$12.50

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Undergraduate Upper Division WUE

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Activity Fees*/***	Camp Rec*	Health Fee*/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	NR Bldg Fee	FY07 Tuition Credit	WUE Total
1	30.00	258.40	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	3.00	(2.20)	356.75
2	30.00	516.80	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	6.00	(4.40)	644.50
3	30.00	775.20	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	9.00	(6.60)	932.25
4	30.00	1033.60	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	12.00	(8.80)	1220.00
5	30.00	1292.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	15.00	(11.00)	1507.75
6	30.00	1550.40	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	18.00	(13.20)	1795.50
7	30.00	1808.80	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	21.00	(15.40)	2392.35
8	30.00	2067.20	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	24.00	(17.60)	2665.15
9	30.00	2325.60	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	27.00	(19.80)	2937.95
10	30.00	2584.00	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	30.00	(22.00)	3210.75
11	30.00	2842.40	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	33.00	(24.20)	3483.55
12	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
13	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
14	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
15	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
16	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
17	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
18	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
19	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
20	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
21	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
22	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
23	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
24	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
25	30.00	3100.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	36.00	(26.40)	3755.95
				Plant-Des 71100				Aux.-Plant 34100	Des.				Des.				
Fund Group	Cur. 31100	Unr. 31100	Plant 73100	33100 371651	Plant 72100	Des. 33100	Aux. 34100	73100 344015	33100 334079	Plant 73100	Aux. 34100	Plant 72100	33100 334167	Cur. 31100	Plant 73100	Cur. 31100	
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	371676	311001	

\* Students enrolled for 6 credits or less have the option of paying additional amounts to cover Activity, Campus Recreation, and clinical services provided by the Curry Health Center.  
 \*\* Mandatory health insurance coverage, with right of waiver, is required for all students. The new rate, subject to the limits set by the BOR, will be finalized following RFP responses.  
 \*\*\*Fees at 12 cr: Tech.\$37.40; Comp.\$40.20; Athletic \$18 1-6cr; \$36 7cr&above; Activity \$30; Kaimin \$4; Recycling \$4; UC Renovation \$30; Radio \$5 & Transportation \$12.50

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - College of Technology WUE

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Ath Fee	Acti- vity*	Camp Rec	Health Fee**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC	Radio Trans Fees***	Utility Sur- Charge	NR Bldg Fee	FY07 Tuition Credit	WUE Total
1	30.00	149.05	2.70	6.50	1.75		Op.		21.00	0.00	2.25			0.00	0.35	3.00	(2.20)	214.40
2	30.00	298.10	5.40	13.00	3.50		Op.		21.00	0.00	4.50			0.00	0.70	6.00	(4.40)	377.80
3	30.00	447.15	8.10	19.50	5.25		Op.		21.00	0.00	6.75			0.00	1.05	9.00	(6.60)	541.20
4	30.00	596.20	10.80	26.00	7.00		Op.		21.00	0.00	9.00			0.00	1.40	12.00	(8.80)	704.60
5	30.00	745.25	13.50	32.50	8.75		Op.		21.00	0.00	11.25			0.00	1.75	15.00	(11.00)	868.00
6	30.00	894.30	16.20	39.00	10.50		Op.		21.00	0.00	13.50			0.00	2.10	18.00	(13.20)	1031.40
7	30.00	1043.35	18.90	45.50	12.25		30.00		169.75	8.00	15.75			17.50	2.45	21.00	(15.40)	1399.05
8	30.00	1192.40	21.60	52.00	14.00		30.00		169.75	8.00	18.00			17.50	2.80	24.00	(17.60)	1562.45
9	30.00	1341.45	24.30	58.50	15.75		30.00		169.75	8.00	20.25			17.50	3.15	27.00	(19.80)	1725.85
10	30.00	1490.50	27.00	65.00	17.50		30.00		169.75	8.00	22.50			17.50	3.50	30.00	(22.00)	1889.25
11	30.00	1639.55	29.70	71.50	19.25		30.00		169.75	8.00	24.75			17.50	3.85	33.00	(24.20)	2052.65
12	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
13	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
14	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
15	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
16	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
17	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
18	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
19	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
20	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
21	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
22	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
23	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
24	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
25	30.00	1788.60	32.40	77.60	21.00		30.00		169.75	8.00	27.00			17.50	4.20	36.00	(26.40)	2215.65
				Plant-Des 71100					Aux.-Plant 34100		Des. 33100			Des. 33100				
Fund	Cur. Unr.	Cur. Unr.	Plant	33100	Plant		Des.		73100		33100	Plant		33100	Cur. Unr.	Plant	Cur. Unr.	
Group	31100	31100	73100	371651	72100		33100		344015		334079	73100		334167	31100	73100	31100	
	311001	311001	371676	331302	371652		334002		373420		338125	373410		334490	311001	371676	311001	

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THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Post-Baccalaureate

Unit Name: The University of Montana - Missoula

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tui Fee	Bldg Fee	Comp Technol Fees***	Equip Fee	Athl Activity Fees*/***	Camp Rec*	Health Fee*/**	Kaimin Recy Fees***	Aca Fac Fee	UC OP Fee	UC Ren Fee ***	Radio Trans Fees ***	Utility Sur-Charge	FY07 Tuition Credit	Res Total	NR Bldg Fee	NR Tui Fee	NR Total	
1	30.00	184.40	2.75	6.50	1.75	18.00	Op.	21.00	0.00	2.25	10.65	4.30	0.00	0.35	(2.20)	279.75	3.00	431.85	714.60	
2	30.00	368.80	5.50	13.00	3.50	18.00	Op.	21.00	0.00	4.50	21.30	8.60	0.00	0.70	(4.40)	490.50	6.00	863.70	1360.20	
3	30.00	553.20	8.25	19.50	5.25	18.00	Op.	21.00	0.00	6.75	31.95	12.90	0.00	1.05	(6.60)	701.25	9.00	1295.55	2005.80	
4	30.00	737.60	11.00	26.00	7.00	18.00	Op.	21.00	0.00	9.00	42.60	17.20	0.00	1.40	(8.80)	912.00	12.00	1727.40	2651.40	
5	30.00	922.00	13.75	32.50	8.75	18.00	Op.	21.00	0.00	11.25	53.25	21.50	0.00	1.75	(11.00)	1122.75	15.00	2159.25	3297.00	
6	30.00	1106.40	16.50	39.00	10.50	18.00	Op.	21.00	0.00	13.50	63.90	25.80	0.00	2.10	(13.20)	1333.50	18.00	2591.10	3942.60	
7	30.00	1290.80	19.25	45.50	12.25	66.00	87.00	169.75	8.00	15.75	74.50	30.00	17.50	2.45	(15.40)	1853.35	21.00	3022.95	4897.30	
8	30.00	1475.20	22.00	52.00	14.00	66.00	87.00	169.75	8.00	18.00	74.50	30.00	17.50	2.80	(17.60)	2049.15	24.00	3454.80	5527.95	
9	30.00	1659.60	24.75	58.50	15.75	66.00	87.00	169.75	8.00	20.25	74.50	30.00	17.50	3.15	(19.80)	2244.95	27.00	3886.65	6158.60	
10	30.00	1844.00	27.50	65.00	17.50	66.00	87.00	169.75	8.00	22.50	74.50	30.00	17.50	3.50	(22.00)	2440.75	30.00	4318.50	6789.25	
11	30.00	2028.40	30.25	71.50	19.25	66.00	87.00	169.75	8.00	24.75	74.50	30.00	17.50	3.85	(24.20)	2636.55	33.00	4750.35	7419.90	
12	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
13	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
14	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
15	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
16	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
17	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
18	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
19	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
20	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
21	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
22	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
23	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
24	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
25	30.00	2212.80	33.00	77.60	21.00	66.00	87.00	169.75	8.00	27.00	74.50	30.00	17.50	4.20	(26.40)	2831.95	36.00	5182.20	8050.15	
				Plant-Des 71100				Aux.-Plant 34100												
Fund	Cur. Unr.	Cur. Unr.	Plant	33100	Plant	Des.	Aux.	73100	33100	Plant	Aux.	Plant	Des.	Cur. Unr.	Cur. Unr.		Plant	Cur. Unr.		
Group	31100	31100	73100	371651	72100	33100	34100	344015	334079	73100	34100	72100	334167	31100	31100		73100	31100		
	311001	311001	371676	331302	371652	334002	347010	373420	338125	373410	346100	373430	334490	311001	311001		371676	311001		

\* Students enrolled for 6 credits or less have the option of paying additional amounts to cover Activity, Campus Recreation, and clinical services provided by the Curry Health Center.

\*\* Mandatory health insurance coverage, with right of waiver, is required for all students. The new rate, subject to the limits set by the BOR, will be finalized following RFP responses.

\*\*\*Fees at 12 cr: Tech.\$37.40; Comp.\$40.20; Athletic \$18 1-6cr; \$36 7cr&above; Activity \$30; Kaimin \$4; Recycling \$4; UC Renovation \$30; Radio \$5 & Transportation \$12.50

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Semester- Undergraduate Lower Division

Unit Name: Montana Tech of The University of Montana

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Ath Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	HPER Expand Fee	Res Total	NR Bldg Fee	NR Tuition	Non Res Total	
1	30.00	185.90	(1.95)	6.75	10.76	6.66	2.27	0.00	12.35		5.68	1.80	5.41	2.54	268.17	3.00	378.65	649.82	
2	30.00	371.80	(3.90)	13.50	21.52	13.32	4.54	0.00	12.35		11.36	3.60	5.41	5.08	488.58	6.00	757.30	1251.88	
3	30.00	557.70	(5.85)	20.25	32.28	19.98	6.81	0.00	12.35		17.04	5.40	5.41	7.62	708.99	9.00	1135.95	1853.94	
4	30.00	743.60	(7.80)	27.00	43.04	26.64	9.08	20.00	12.35		22.72	7.20	5.41	10.16	949.40	12.00	1514.60	2476.00	
5	30.00	929.50	(9.75)	33.75	53.80	33.30	11.35	20.00	12.35		28.40	9.00	5.41	12.70	1169.81	15.00	1893.25	3078.06	
6	30.00	1115.40	(11.70)	40.50	64.56	39.96	13.62	20.00	12.35		34.08	10.80	5.41	15.24	1390.22	18.00	2271.90	3680.12	
7	30.00	1301.30	(13.65)	47.25	75.32	46.62	15.89	40.00	32.45	27.04	39.76	12.60	5.41	17.78	1677.77	21.00	2650.55	4349.32	
8	30.00	1487.20	(15.60)	54.00	86.08	53.28	18.16	40.00	32.45	27.04	45.44	14.40	5.41	20.32	1898.18	24.00	3029.20	4951.38	
9	30.00	1673.10	(17.55)	60.75	96.84	59.94	20.43	40.00	32.45	27.04	51.12	16.20	5.41	22.86	2118.59	27.00	3407.85	5553.44	
10	30.00	1859.00	(19.50)	67.50	107.60	66.60	22.70	40.00	32.45	27.04	56.80	18.00	5.41	25.40	2339.00	30.00	3786.50	6155.50	
11	30.00	2044.90	(21.45)	74.25	118.36	73.26	24.97	40.00	32.45	27.04	62.48	19.80	5.41	27.94	2559.41	33.00	4165.15	6757.56	
12	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	68.16	21.60	5.41	30.48	2779.82	36.00	4543.80	7359.62	
13	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	73.84	23.40	5.41	30.48	2787.30	36.00	4543.80	7367.10	
14	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	79.52	25.20	5.41	30.48	2794.78	36.00	4543.80	7374.58	
15	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	85.20	27.00	5.41	30.48	2802.26	36.00	4543.80	7382.06	
16	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	90.88	28.80	5.41	30.48	2809.74	36.00	4543.80	7389.54	
17	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	96.56	30.60	5.41	30.48	2817.22	36.00	4543.80	7397.02	
18	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	102.24	32.40	5.41	30.48	2824.70	36.00	4543.80	7404.50	
19	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	107.92	34.20	5.41	30.48	2832.18	36.00	4543.80	7411.98	
20	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	113.60	36.00	5.41	30.48	2839.66	36.00	4543.80	7419.46	
21	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	119.28	37.80	5.41	30.48	2847.14	36.00	4543.80	7426.94	
22	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	124.96	39.60	5.41	30.48	2854.62	36.00	4543.80	7434.42	
23	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	130.64	41.40	5.41	30.48	2862.10	36.00	4543.80	7441.90	
24	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	136.32	43.20	5.41	30.48	2869.58	36.00	4543.80	7449.38	
25	30.00	2230.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	142.00	45.00	5.41	30.48	2877.06	36.00	4543.80	7456.86	
					Plant-Des														
Fund Group	Cur. Unr. 31500	Cur. Unr. 31500	Cur. Unr. 31500	Plant 71500	71500	Plant 71500	Plant 71500	Des. 33500	Des. 33500	Aux. 34500	Aux. 34500	Plant 71500	Des. 33500	Des. 33500		Plant 71500	Cur. Unr. 31500		
Banr	511100	511100	511100	571310	571211	571221	573410	534017	532005	542110	541100	571310	531302	531301		571310	511100		
					537710														
					534001														

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.



THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Semester- Undergraduate Upper Division

Unit Name: Montana Tech of The University of Montana

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Ath Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	HPER Expand Fee	Res Total	NR Bldg Fee	NR Tuition	Non Res Total
1	30.00	205.40	(1.95)	6.75	10.76	6.66	2.27	0.00	12.35		5.68	1.80	5.41	2.54	287.67	3.00	418.50	709.17
2	30.00	410.80	(3.90)	13.50	21.52	13.32	4.54	0.00	12.35		11.36	3.60	5.41	5.08	527.58	6.00	837.00	1370.58
3	30.00	616.20	(5.85)	20.25	32.28	19.98	6.81	0.00	12.35		17.04	5.40	5.41	7.62	767.49	9.00	1255.50	2031.99
4	30.00	821.60	(7.80)	27.00	43.04	26.64	9.08	20.00	12.35		22.72	7.20	5.41	10.16	1027.40	12.00	1674.00	2713.40
5	30.00	1027.00	(9.75)	33.75	53.80	33.30	11.35	20.00	12.35		28.40	9.00	5.41	12.70	1267.31	15.00	2092.50	3374.81
6	30.00	1232.40	(11.70)	40.50	64.56	39.96	13.62	20.00	12.35		34.08	10.80	5.41	15.24	1507.22	18.00	2511.00	4036.22
7	30.00	1437.80	(13.65)	47.25	75.32	46.62	15.89	40.00	32.45	27.04	39.76	12.60	5.41	17.78	1814.27	21.00	2929.50	4764.77
8	30.00	1643.20	(15.60)	54.00	86.08	53.28	18.16	40.00	32.45	27.04	45.44	14.40	5.41	20.32	2054.18	24.00	3348.00	5426.18
9	30.00	1848.60	(17.55)	60.75	96.84	59.94	20.43	40.00	32.45	27.04	51.12	16.20	5.41	22.86	2294.09	27.00	3766.50	6087.59
10	30.00	2054.00	(19.50)	67.50	107.60	66.60	22.70	40.00	32.45	27.04	56.80	18.00	5.41	25.40	2534.00	30.00	4185.00	6749.00
11	30.00	2259.40	(21.45)	74.25	118.36	73.26	24.97	40.00	32.45	27.04	62.48	19.80	5.41	27.94	2773.91	33.00	4603.50	7410.41
12	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	68.16	21.60	5.41	30.48	3013.82	36.00	5022.00	8071.82
13	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	73.84	23.40	5.41	30.48	3021.30	36.00	5022.00	8079.30
14	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	79.52	25.20	5.41	30.48	3028.78	36.00	5022.00	8086.78
15	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	85.20	27.00	5.41	30.48	3036.26	36.00	5022.00	8094.26
16	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	90.88	28.80	5.41	30.48	3043.74	36.00	5022.00	8101.74
17	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	96.56	30.60	5.41	30.48	3051.22	36.00	5022.00	8109.22
18	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	102.24	32.40	5.41	30.48	3058.70	36.00	5022.00	8116.70
19	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	107.92	34.20	5.41	30.48	3066.18	36.00	5022.00	8124.18
20	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	113.60	36.00	5.41	30.48	3073.66	36.00	5022.00	8131.66
21	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	119.28	37.80	5.41	30.48	3081.14	36.00	5022.00	8139.14
22	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	124.96	39.60	5.41	30.48	3088.62	36.00	5022.00	8146.62
23	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	130.64	41.40	5.41	30.48	3096.10	36.00	5022.00	8154.10
24	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	136.32	43.20	5.41	30.48	3103.58	36.00	5022.00	8161.58
25	30.00	2464.80	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	142.00	45.00	5.41	30.48	3111.06	36.00	5022.00	8169.06
					Plant-Des													
Fund Group	Cur. Unr. 31500	Cur. Unr. 31500	Cur. Unr. 31500	Plant 71500	71500	71500	71500	Des. 33500	Des. 33500	Aux. 34500	Aux. 34500	Plant 71500	Des. 33500	Des. 33500		Plant 71500	Cur. Unr. 31500	
Banr	511100	511100	511100	571310	571211	571221	573410	534017	532005	542110	541100	571310	531302	531301		571310	511100	
					537710			534001										

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - Undergraduate

Unit Name: Montana Tech COLLEGE OF TECHNOLOGY

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Health Fee	Sub Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	Res Total	NR Bldg Fee	NR Tuition Fee	Non Res Total
1	30.00	99.15	(1.95)	3.79	10.76	6.66	2.27	5.00			10.82		5.41	171.91	3.00	192.20	367.11
2	30.00	198.30	(3.90)	7.58	21.52	13.32	4.54	5.00			10.82		5.41	292.59	6.00	384.40	682.99
3	30.00	297.45	(5.85)	11.37	32.28	19.98	6.81	5.00			10.82		5.41	413.27	9.00	576.60	998.87
4	30.00	396.60	(7.80)	15.16	43.04	26.64	9.08	5.00			10.82		5.41	533.95	12.00	768.80	1314.75
5	30.00	495.75	(9.75)	18.95	53.80	33.30	11.35	5.00			10.82		5.41	654.63	15.00	961.00	1630.63
6	30.00	594.90	(11.70)	22.74	64.56	39.96	13.62	5.00			10.82		5.41	775.31	18.00	1153.20	1946.51
7	30.00	694.05	(13.65)	26.53	75.32	46.62	15.89	5.00			10.82		5.41	895.99	21.00	1345.40	2262.39
8	30.00	793.20	(15.60)	30.32	86.08	53.28	18.16	5.00			10.82		5.41	1016.67	24.00	1537.60	2578.27
9	30.00	892.35	(17.55)	34.11	96.84	59.94	20.43	5.00			10.82		5.41	1137.35	27.00	1729.80	2894.15
10	30.00	991.50	(19.50)	37.90	107.60	66.60	22.70	5.00			10.82		5.41	1258.03	30.00	1922.00	3210.03
11	30.00	1090.65	(21.45)	41.69	118.36	73.26	24.97	5.00			10.82		5.41	1378.71	33.00	2114.20	3525.91
12	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
13	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
14	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
15	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
16	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
17	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
18	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
19	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
20	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
21	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
22	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
23	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
24	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
25	30.00	1189.80	(23.40)	45.48	129.12	79.92	27.24	5.00			10.82		5.41	1499.39	36.00	2306.40	3841.79
Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	71500	Plant	Plant	Des.			Aux.		Des.		Plant	Cur. Unr.	
Banr	511100	511100	511100	571310	571211	571221	573410	534070			541100		531302		571310	511100	
					537710												

\*Computer Fee is \$6.00/ Technology Fee is \$4.76 per credit hour.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Semester- Graduate

Unit Name: Montana Tech of The University of Montana

Regents' Item No.: 131-106-R0506

Effective Date: Fall 200

Crs Cr	Reg Fee	Tuition	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Ath Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learn Cntr Fee	HPER Expand Fee	Res Total	NR Bldg Fee	NR Tuition	Non Res Total
1	30.00	219.30	(1.95)	6.75	10.76	6.66	2.27	0.00	12.35		5.68	1.80	5.41	2.54	301.57	3.00	480.10	784.67
2	30.00	438.60	(3.90)	13.50	21.52	13.32	4.54	0.00	12.35		11.36	3.60	5.41	5.08	555.38	6.00	960.20	1521.58
3	30.00	657.90	(5.85)	20.25	32.28	19.98	6.81	0.00	12.35		17.04	5.40	5.41	7.62	809.19	9.00	1440.30	2258.49
4	30.00	877.20	(7.80)	27.00	43.04	26.64	9.08	20.00	12.35		22.72	7.20	5.41	10.16	1083.00	12.00	1920.40	3015.40
5	30.00	1096.50	(9.75)	33.75	53.80	33.30	11.35	20.00	12.35		28.40	9.00	5.41	12.70	1336.81	15.00	2400.50	3752.31
6	30.00	1315.80	(11.70)	40.50	64.56	39.96	13.62	20.00	12.35		34.08	10.80	5.41	15.24	1590.62	18.00	2880.60	4489.22
7	30.00	1535.10	(13.65)	47.25	75.32	46.62	15.89	40.00	32.45	27.04	39.76	12.60	5.41	17.78	1911.57	21.00	3360.70	5293.27
8	30.00	1754.40	(15.60)	54.00	86.08	53.28	18.16	40.00	32.45	27.04	45.44	14.40	5.41	20.32	2165.38	24.00	3840.80	6030.18
9	30.00	1973.70	(17.55)	60.75	96.84	59.94	20.43	40.00	32.45	27.04	51.12	16.20	5.41	22.86	2419.19	27.00	4320.90	6767.09
10	30.00	2193.00	(19.50)	67.50	107.60	66.60	22.70	40.00	32.45	27.04	56.80	18.00	5.41	25.40	2673.00	30.00	4801.00	7504.00
11	30.00	2412.30	(21.45)	74.25	118.36	73.26	24.97	40.00	32.45	27.04	62.48	19.80	5.41	27.94	2926.81	33.00	5281.10	8240.91
12	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	68.16	21.60	5.41	30.48	3180.62	36.00	5761.20	8977.82
13	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	73.84	23.40	5.41	30.48	3188.10	36.00	5761.20	8985.30
14	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	79.52	25.20	5.41	30.48	3195.58	36.00	5761.20	8992.78
15	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	85.20	27.00	5.41	30.48	3203.06	36.00	5761.20	9000.26
16	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	90.88	28.80	5.41	30.48	3210.54	36.00	5761.20	9007.74
17	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	96.56	30.60	5.41	30.48	3218.02	36.00	5761.20	9015.22
18	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	102.24	32.40	5.41	30.48	3225.50	36.00	5761.20	9022.70
19	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	107.92	34.20	5.41	30.48	3232.98	36.00	5761.20	9030.18
20	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	113.60	36.00	5.41	30.48	3240.46	36.00	5761.20	9037.66
21	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	119.28	37.80	5.41	30.48	3247.94	36.00	5761.20	9045.14
22	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	124.96	39.60	5.41	30.48	3255.42	36.00	5761.20	9052.62
23	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	130.64	41.40	5.41	30.48	3262.90	36.00	5761.20	9060.10
24	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	136.32	43.20	5.41	30.48	3270.38	36.00	5761.20	9067.58
25	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	142.00	45.00	5.41	30.48	3277.86	36.00	5761.20	9075.06

Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Plant-Des 71500	Plant 33500	Plant 71500	Plant 71500	Des. 33500	Des. 33500	Aux. 34500	Aux. 34500	Plant 71500	Des. 33500	Des. 33500	Plant 71500	Cur. Unr. 31500
Banr	511100	511100	511100	571310	571211	571221	573410	534017	532005	542110	541100	541100	571310	531302	531301	571310	511100
					537710			534001									

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Western Undergraduate Exchange Fee Lower Division

Unit Name: Montana Tech of The University of Montana

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	WUE Fee	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Ath Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	HPER Expand Fee	NR Bldg Fee	NR Tuition	WUE Total
1	30.00	278.85	(1.95)	6.75	10.76	6.66	2.27	0.00	12.35		5.68	1.80	5.41	2.54	3.00		364.12
2	30.00	557.70	(3.90)	13.50	21.52	13.32	4.54	0.00	12.35		11.36	3.60	5.41	5.08	6.00		680.48
3	30.00	836.55	(5.85)	20.25	32.28	19.98	6.81	0.00	12.35		17.04	5.40	5.41	7.62	9.00		996.84
4	30.00	1115.40	(7.80)	27.00	43.04	26.64	9.08	20.00	12.35		22.72	7.20	5.41	10.16	12.00		1333.20
5	30.00	1394.25	(9.75)	33.75	53.80	33.30	11.35	20.00	12.35		28.40	9.00	5.41	12.70	15.00		1649.56
6	30.00	1673.10	(11.70)	40.50	64.56	39.96	13.62	20.00	12.35		34.08	10.80	5.41	15.24	18.00		1965.92
7	30.00	1951.95	(13.65)	47.25	75.32	46.62	15.89	40.00	32.45	27.04	39.76	12.60	5.41	17.78	21.00		2349.42
8	30.00	2230.80	(15.60)	54.00	86.08	53.28	18.16	40.00	32.45	27.04	45.44	14.40	5.41	20.32	24.00		2665.78
9	30.00	2509.65	(17.55)	60.75	96.84	59.94	20.43	40.00	32.45	27.04	51.12	16.20	5.41	22.86	27.00		2982.14
10	30.00	2788.50	(19.50)	67.50	107.60	66.60	22.70	40.00	32.45	27.04	56.80	18.00	5.41	25.40	30.00		3298.50
11	30.00	3067.35	(21.45)	74.25	118.36	73.26	24.97	40.00	32.45	27.04	62.48	19.80	5.41	27.94	33.00		3614.86
12	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	68.16	21.60	5.41	30.48	36.00		3931.22
13	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	73.84	23.40	5.41	30.48	36.00		3938.70
14	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	79.52	25.20	5.41	30.48	36.00		3946.18
15	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	85.20	27.00	5.41	30.48	36.00		3953.66
16	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	90.88	28.80	5.41	30.48	36.00		3961.14
17	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	96.56	30.60	5.41	30.48	36.00		3968.62
18	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	102.24	32.40	5.41	30.48	36.00		3976.10
19	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	107.92	34.20	5.41	30.48	36.00		3983.58
20	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	113.60	36.00	5.41	30.48	36.00		3991.06
21	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	119.28	37.80	5.41	30.48	36.00		3998.54
22	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	124.96	39.60	5.41	30.48	36.00		4006.02
23	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	130.64	41.40	5.41	30.48	36.00		4013.50
24	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	136.32	43.20	5.41	30.48	36.00		4020.98
25	30.00	3346.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	142.00	45.00	5.41	30.48	36.00		4028.46
Fund Group	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	Plant-Des 71500	Plant 71500	Plant 71500	Des. 33500	Des. 33500	Aux. 34500	Aux. 34500	Plant 71500	Des. 33500	Des. 33500	Plant 71500	Cur. Unr. #####	
Banr	511100	511100	511100	571310	571211	571221	573410	534017	532005	542110	541100	571310	531302	531301	571310	#####	
					537710			534001									

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Western Undergraduate Exchange Fee Upper Division

Unit Name: Montana Tech of The University of Montana

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	WUE Fee	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Ath Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	HPER Expand Fee	NR Bldg Fee	NR Tuition	WUE Total
1	30.00	308.10	(1.95)	6.75	10.76	6.66	2.27	0.00	12.35		5.68	1.80	5.41	2.54	3.00		393.37
2	30.00	616.20	(3.90)	13.50	21.52	13.32	4.54	0.00	12.35		11.36	3.60	5.41	5.08	6.00		738.98
3	30.00	924.30	(5.85)	20.25	32.28	19.98	6.81	0.00	12.35		17.04	5.40	5.41	7.62	9.00		1084.59
4	30.00	1232.40	(7.80)	27.00	43.04	26.64	9.08	20.00	12.35		22.72	7.20	5.41	10.16	12.00		1450.20
5	30.00	1540.50	(9.75)	33.75	53.80	33.30	11.35	20.00	12.35		28.40	9.00	5.41	12.70	15.00		1795.81
6	30.00	1848.60	(11.70)	40.50	64.56	39.96	13.62	20.00	12.35		34.08	10.80	5.41	15.24	18.00		2141.42
7	30.00	2156.70	(13.65)	47.25	75.32	46.62	15.89	40.00	32.45	27.04	39.76	12.60	5.41	17.78	21.00		2554.17
8	30.00	2464.80	(15.60)	54.00	86.08	53.28	18.16	40.00	32.45	27.04	45.44	14.40	5.41	20.32	24.00		2899.78
9	30.00	2772.90	(17.55)	60.75	96.84	59.94	20.43	40.00	32.45	27.04	51.12	16.20	5.41	22.86	27.00		3245.39
10	30.00	3081.00	(19.50)	67.50	107.60	66.60	22.70	40.00	32.45	27.04	56.80	18.00	5.41	25.40	30.00		3591.00
11	30.00	3389.10	(21.45)	74.25	118.36	73.26	24.97	40.00	32.45	27.04	62.48	19.80	5.41	27.94	33.00		3936.61
12	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	68.16	21.60	5.41	30.48	36.00		4282.22
13	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	73.84	23.40	5.41	30.48	36.00		4289.70
14	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	79.52	25.20	5.41	30.48	36.00		4297.18
15	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	85.20	27.00	5.41	30.48	36.00		4304.66
16	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	90.88	28.80	5.41	30.48	36.00		4312.14
17	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	96.56	30.60	5.41	30.48	36.00		4319.62
18	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	102.24	32.40	5.41	30.48	36.00		4327.10
19	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	107.92	34.20	5.41	30.48	36.00		4334.58
20	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	113.60	36.00	5.41	30.48	36.00		4342.06
21	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	119.28	37.80	5.41	30.48	36.00		4349.54
22	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	124.96	39.60	5.41	30.48	36.00		4357.02
23	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	130.64	41.40	5.41	30.48	36.00		4364.50
24	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	136.32	43.20	5.41	30.48	36.00		4371.98
25	30.00	3697.20	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	142.00	45.00	5.41	30.48	36.00		4379.46
					Plant-Des												
Fund Group	Cur. Unr. 31500	Cur. Unr. 31500	Cur. Unr. 31500	Plant 71500	71500	Plant 71500	Plant 71500	Des. 33500	Des. 33500	Aux. 34500	Aux. 34500	Plant 71500	Des. 33500	Des. 33500	Cur. Unr. 31500	Cur. Unr. 31500	
Banr	511100	511100	511100	571310	571221	571221	573410	534017	532005	542110	541100	571310	531302	531301	511100	511100	
					537710			534001									

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semesters - WUE

Unit Name: Montana Tech COLLEGE OF TECHNOLOGY

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	NR Bldg Fee	NR Tuition	WUE Total
1	30.00	148.75	(1.95)	3.79	10.76	6.66	2.27	5.00		10.82		5.41	3.00		224.51
2	30.00	297.50	(3.90)	7.58	21.52	13.32	4.54	5.00		10.82		5.41	6.00		397.79
3	30.00	446.25	(5.85)	11.37	32.28	19.98	6.81	5.00		10.82		5.41	9.00		571.07
4	30.00	595.00	(7.80)	15.16	43.04	26.64	9.08	5.00		10.82		5.41	12.00		744.35
5	30.00	743.75	(9.75)	18.95	53.80	33.30	11.35	5.00		10.82		5.41	15.00		917.63
6	30.00	892.50	(11.70)	22.74	64.56	39.96	13.62	5.00		10.82		5.41	18.00		1090.91
7	30.00	1041.25	(13.65)	26.53	75.32	46.62	15.89	5.00		10.82		5.41	21.00		1264.19
8	30.00	1190.00	(15.60)	30.32	86.08	53.28	18.16	5.00		10.82		5.41	24.00		1437.47
9	30.00	1338.75	(17.55)	34.11	96.84	59.94	20.43	5.00		10.82		5.41	27.00		1610.75
10	30.00	1487.50	(19.50)	37.90	107.60	66.60	22.70	5.00		10.82		5.41	30.00		1784.03
11	30.00	1636.25	(21.45)	41.69	118.36	73.26	24.97	5.00		10.82		5.41	33.00		1957.31
12	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
13	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
14	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
15	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
16	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
17	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
18	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
19	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
20	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
21	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
22	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
23	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
24	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
25	30.00	1785.00	(23.40)	45.48	129.12	79.92	27.24	5.00		10.82		5.41	36.00		2130.59
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	Plant	71500	Plant	Plant	Des.		Aux.		Des.	Plant	Cur. Unr.	
Group	31500	31500	31500	71500	33500	71500	71500	33500		34500		33500	71500	31500	
Banr	511100	511100	511100	571310	571211	571221	573410	534070		541100		531302	571310	511100	
					537710										

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.

5/17/2006

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Semester- Post Baccalaureate

Unit Name: Montana Tech of The University of Montana

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	FY07 Tuition Credit	Bldg Fee	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Activ Fee	Ath Fee	Health Fee	SUB OP Fee	SUB Ren Fee	Learning Cntr Fee	HPER Expand Fee	Res Total	NR Bldg Fee	NR Tuition	Non Res Total
1	30.00	219.30	(1.95)	6.75	10.76	6.66	2.27	0.00	12.35		5.68	1.80	5.41	2.54	301.57	3.00	480.10	784.67
2	30.00	438.60	(3.90)	13.50	21.52	13.32	4.54	0.00	12.35		11.36	3.60	5.41	5.08	555.38	6.00	960.20	1521.58
3	30.00	657.90	(5.85)	20.25	32.28	19.98	6.81	0.00	12.35		17.04	5.40	5.41	7.62	809.19	9.00	1440.30	2258.49
4	30.00	877.20	(7.80)	27.00	43.04	26.64	9.08	20.00	12.35		22.72	7.20	5.41	10.16	1083.00	12.00	1920.40	3015.40
5	30.00	1096.50	(9.75)	33.75	53.80	33.30	11.35	20.00	12.35		28.40	9.00	5.41	12.70	1336.81	15.00	2400.50	3752.31
6	30.00	1315.80	(11.70)	40.50	64.56	39.96	13.62	20.00	12.35		34.08	10.80	5.41	15.24	1590.62	18.00	2880.60	4489.22
7	30.00	1535.10	(13.65)	47.25	75.32	46.62	15.89	40.00	32.45	27.04	39.76	12.60	5.41	17.78	1911.57	21.00	3360.70	5293.27
8	30.00	1754.40	(15.60)	54.00	86.08	53.28	18.16	40.00	32.45	27.04	45.44	14.40	5.41	20.32	2165.38	24.00	3840.80	6030.18
9	30.00	1973.70	(17.55)	60.75	96.84	59.94	20.43	40.00	32.45	27.04	51.12	16.20	5.41	22.86	2419.19	27.00	4320.90	6767.09
10	30.00	2193.00	(19.50)	67.50	107.60	66.60	22.70	40.00	32.45	27.04	56.80	18.00	5.41	25.40	2673.00	30.00	4801.00	7504.00
11	30.00	2412.30	(21.45)	74.25	118.36	73.26	24.97	40.00	32.45	27.04	62.48	19.80	5.41	27.94	2926.81	33.00	5281.10	8240.91
12	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	68.16	21.60	5.41	30.48	3180.62	36.00	5761.20	8977.82
13	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	73.84	23.40	5.41	30.48	3188.10	36.00	5761.20	8985.30
14	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	79.52	25.20	5.41	30.48	3195.58	36.00	5761.20	8992.78
15	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	85.20	27.00	5.41	30.48	3203.06	36.00	5761.20	9000.26
16	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	90.88	28.80	5.41	30.48	3210.54	36.00	5761.20	9007.74
17	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	96.56	30.60	5.41	30.48	3218.02	36.00	5761.20	9015.22
18	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	102.24	32.40	5.41	30.48	3225.50	36.00	5761.20	9022.70
19	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	107.92	34.20	5.41	30.48	3232.98	36.00	5761.20	9030.18
20	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	113.60	36.00	5.41	30.48	3240.46	36.00	5761.20	9037.66
21	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	119.28	37.80	5.41	30.48	3247.94	36.00	5761.20	9045.14
22	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	124.96	39.60	5.41	30.48	3255.42	36.00	5761.20	9052.62
23	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	130.64	41.40	5.41	30.48	3262.90	36.00	5761.20	9060.10
24	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	136.32	43.20	5.41	30.48	3270.38	36.00	5761.20	9067.58
25	30.00	2631.60	(23.40)	81.00	129.12	79.92	27.24	40.00	32.45	27.04	142.00	45.00	5.41	30.48	3277.86	36.00	5761.20	9075.06
					Plant-Des													
Fund	Cur. Unr. 31500	Cur. Unr. 31500	Cur. Unr. 31500	Plant 71500	71500	Plant 71500	Plant 71500	Des. 33500	Des. 33500	Aux. 34500	Aux. 34500	Plant 71500	Des. 33500	Des. 33500		Plant 71500	Cur. Unr. 31500	
Banr	511100	511100	511100	571310	571211	571221	573410	534017	532005	542110	541100	571310	531302	531301		571310	511100	
					537710			534001										

\*Computer Fee is \$6.00 / Technology Fee is \$4.76 per credit hour.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semester - Undergraduate Upper Division

Unit Name: The University of Montana-Western

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition Fee	FY 07 Tuition Credit	Utility Sur Charge	Bldg Fee*	Comp Technol Fees**	Equip Fee	Ath Fee	Acti- vity	Health Fee	Sub Fee	Aca Fac Fee	Wesco- lite Fee	Radio Station Fee	Recycle Fee	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	162.80	(1.41)	0.40	22.50	6.70	2.10	Op.	Op.	Op.	13.75	1.95	3.00	20.00		261.79	3.00	326.00	590.79
2	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
3	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
4	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
5	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
6	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
7	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
8	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
9	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
10	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
11	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
12	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
13	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
14	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
15	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
16	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
17	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
18	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
19	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
20	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
21	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
22	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
23	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
24	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
25	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
				Cur Unr-Aux	Plant-Aux	Plant-Des													
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	31600	71600	71600													
Group	31600	31600	31600	34600	34600	33600	Plant	Athletics	Des.	Aux	Aux	Plant	Des.	Des.	Des.		Plant	Cur. Unr.	
	811100	811100	811100	811100	871210	871110	71600	33600	33600	34600	34600	73600	33600	33600	33600		71600	31600	
				845000	844000	838800	871120	832000	834100	847000	845000	873410	831220	834400	834350		871210	811100	

\* 10% of Building Fee goes to Parking.

\*\* Computer Fee is \$4.00 and Technology Fee is \$2.70 per credit hour.



THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Fall/Spring Semester - Undergraduate Lower Division

Unit Name: The University of Montana- Western

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition Fee	FY 07 Tuition Credit	Utility Sur Charge	Bldg Fee*	Comp Technol Fees**	Equip Fee	Ath Fee	Acti- vity	Health Fee	Sub Fee	Aca Fac Fee	Wesco- lite Fee	Radio Station Fee	Recycle Fee	Res Total	NR Bldg Fee	NR Tui Fee	NR Total
1	30.00	116.75	(1.41)	0.40	22.50	6.70	2.10	Op.	Op.	Op.	13.75	1.95	3.00	20.00		215.74	3.00	357.35	576.09
2	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
3	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
4	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
5	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
6	30.00	#REF!	#REF!	#REF!	22.50	#REF!	#REF!	Op.	Op.	Op.	13.75	#REF!	3.00	20.00		#REF!	#REF!	#REF!	#REF!
7	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
8	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
9	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
10	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
11	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
12	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
13	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
14	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
15	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
16	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
17	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
18	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
19	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
20	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
21	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
22	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
23	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
24	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
25	30.00	#REF!	#REF!	#REF!	80.50	#REF!	#REF!	28.25	50.00	35.00	27.00	#REF!	3.00	20.00	2.00	#REF!	#REF!	#REF!	#REF!
				Cur Unr-Aux	Plant-Aux	Plant-Des													
				31600	71600	71600													
Fund	Cur. Unr.	Cur. Unr.	Cur. Unr.	34600	34600	33600	Plant	Athletics	Des.	Aux	Aux	Plant	Des.	Des.	Des.		Plant	Cur. Unr.	
Group	31600	31600	31600	811100	871210	871110	71600	33600	33600	34600	34600	73600	33600	33600	33600		71600	31600	
	811100	811100	811100	845000	844000	838800	871120	832000	834100	847000	845000	873410	831220	834400	834350		871210	811100	

\* 10% of Building Fee goes to Parking.

\*\* Computer Fee is \$4.00 and Technology Fee is \$2.70 per credit hour.

THE MONTANA UNIVERSITY SYSTEM

Inventory and Validation of Fees

Semester - Undergraduate

Unit Name: Helena COLLEGE OF TECHNOLOGY

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	Bldg Maint Fee**	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Stud Gov	Utility Surcharge	Health Fee	SU Bldg Fee	FY07 Tuition Credit	UC OP Fee	UC Ren Fee	Res Total	NR Bldg Fee	NR Inc Fee	Non Res Total
1	30.00	98.25	3.55	7.50	3.60	1.90	10.00	0.25		4.90	(0.95)			159.00	3.20	200.70	362.90
2	30.00	196.50	7.10	15.00	7.20	3.80	10.00	0.50		9.80	(1.90)			278.00	6.40	401.40	685.80
3	30.00	294.75	10.65	22.50	10.80	5.70	10.00	0.75		14.70	(2.85)			397.00	9.60	602.10	1008.70
4	30.00	393.00	14.20	30.00	14.40	7.60	10.00	1.00		19.60	(3.80)			516.00	12.80	802.80	1331.60
5	30.00	491.25	17.75	37.50	18.00	9.50	10.00	1.25		24.50	(4.75)			635.00	16.00	1003.50	1654.50
6	30.00	589.50	21.30	45.00	21.60	11.40	10.00	1.50		29.40	(5.70)			754.00	19.20	1204.20	1977.40
7	30.00	687.75	24.85	52.50	25.20	13.30	10.00	1.75		34.30	(6.65)			873.00	22.40	1404.90	2300.30
8	30.00	786.00	28.40	60.00	28.80	15.20	10.00	2.00		39.20	(7.60)			992.00	25.60	1605.60	2623.20
9	30.00	884.25	31.95	67.50	32.40	17.10	10.00	2.25		44.10	(8.55)			1111.00	28.80	1806.30	2946.10
10	30.00	982.50	35.50	75.00	36.00	19.00	10.00	2.50		49.00	(9.50)			1230.00	32.00	2007.00	3269.00
11	30.00	1080.75	39.05	82.50	39.60	20.90	10.00	2.75		53.90	(10.45)			1349.00	35.20	2207.70	3591.90
12	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		58.80	(11.40)			1468.00	38.40	2408.40	3914.80
13	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		63.70	(11.40)			1472.90	38.40	2408.40	3919.70
14	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		68.60	(11.40)			1477.80	38.40	2408.40	3924.60
15	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		73.50	(11.40)			1482.70	38.40	2408.40	3929.50
16	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		78.40	(11.40)			1487.60	38.40	2408.40	3934.40
17	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		83.30	(11.40)			1492.50	38.40	2408.40	3939.30
18	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
19	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
20	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
21	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
22	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
23	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
24	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20
25	30.00	1179.00	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			1497.40	38.40	2408.40	3944.20

Plant-Des

471101

Fund Group	Cur. Unr.	Cur. Unr.	Plant	Plant	Plant	Des.	Cur. Unr.	Plant	Plant	Cur. Unr.	Plant	Cur. Unr.
	411000	411000	471101	431200	471101	471101	433200	411000	471201		471101	411000
	31004	31004	71004	71004	71004	33040	31004	71004	71004		71004	31004

\* Computer Fee is \$3.60 and Technology Fee is \$3.90.

\*\* Access fee \$1.15 and building fee \$2.40.

THE MONTANA UNIVERSITY SYSTEM  
Inventory and Validation of Fees  
Semester - WUE

Unit Name: Helena COLLEGE OF TECHNOLOGY

Regents' Item No.: 131-106-R0506

Effective Date: Fall 2006

Crs Cr	Reg Fee	Tuition	Bldg Maint Fee**	Comp Technol Fees*	Equip Fee	Aca Fac Fee	Stud Gov	Utility Surcharge	Health Fee	SU Bldg Fee	FY07 Tuition Credit	UC OP Fee	UC Ren Fee	NR Bldg Fee	WUE Total
1	30.00	147.30	3.55	7.50	3.60	1.90	10.00	0.25		4.90	(0.95)			3.20	211.25
2	30.00	294.60	7.10	15.00	7.20	3.80	10.00	0.50		9.80	(1.90)			6.40	382.50
3	30.00	441.90	10.65	22.50	10.80	5.70	10.00	0.75		14.70	(2.85)			9.60	553.75
4	30.00	589.20	14.20	30.00	14.40	7.60	10.00	1.00		19.60	(3.80)			12.80	725.00
5	30.00	736.50	17.75	37.50	18.00	9.50	10.00	1.25		24.50	(4.75)			16.00	896.25
6	30.00	883.80	21.30	45.00	21.60	11.40	10.00	1.50		29.40	(5.70)			19.20	1067.50
7	30.00	1031.10	24.85	52.50	25.20	13.30	10.00	1.75		34.30	(6.65)			22.40	1238.75
8	30.00	1178.40	28.40	60.00	28.80	15.20	10.00	2.00		39.20	(7.60)			25.60	1410.00
9	30.00	1325.70	31.95	67.50	32.40	17.10	10.00	2.25		44.10	(8.55)			28.80	1581.25
10	30.00	1473.00	35.50	75.00	36.00	19.00	10.00	2.50		49.00	(9.50)			32.00	1752.50
11	30.00	1620.30	39.05	82.50	39.60	20.90	10.00	2.75		53.90	(10.45)			35.20	1923.75
12	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		58.80	(11.40)			38.40	2095.00
13	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		63.70	(11.40)			38.40	2099.90
14	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		68.60	(11.40)			38.40	2104.80
15	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		73.50	(11.40)			38.40	2109.70
16	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		78.40	(11.40)			38.40	2114.60
17	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		83.30	(11.40)			38.40	2119.50
18	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
19	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
20	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
21	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
22	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
23	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
24	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40
25	30.00	1767.60	42.60	90.00	43.20	22.80	10.00	3.00		88.20	(11.40)			38.40	2124.40

Fund Group	Cur. Unr.	Cur. Unr.	Plant	Plant-Des 471101	Plant	Plant	Des.	Cur. Unr.	Plant	Plant	Cur. Unr.	Plant	Cur. Unr.
	411000	411000	471101	431200	71004	471101	433200	411000	471201	471101	411000	471101	411000
	31004	31004	71004	33040	71004	71004	33040	31004	71004	71004	31004	71004	31004

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**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

46 N Last Chance Gulch ♦ PO Box 203201 ♦ Helena, Montana 59620-3201 ♦ (406)444-6570 ♦ FAX (406)444-1469

**TO:** Board Of Regents

**FROM:** Pamela Joehler, Director Of Budget And Accounting

**RE:** **ITEM 131-115-R0506**  
Budget Amendment Requests For The Office Of The Commissioner Of  
Higher Education

**DATE:** May 10, 2006

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Section 17-7-102, MCA designates the Board of Regents as the budget amendment approving authority for the Montana University System. A budget amendment is necessary when an agency receives additional funds, such as a federal grant, that were unanticipated during the previous legislative session. The budget amendment provides the legal appropriation authority to expend the additional funds.

Attached to this memo are two budget amendments from the Office of the Commissioner of Higher Education (OCHE) requesting appropriation authority to spend new grant funds that have recently been awarded.

The first budget amendment requests \$50,000 additional authority for fiscal year 2007 to expend private grant funds in the Gear Up program. This is a one-year grant that will be used to provide professional development for local school personnel to enhance teacher performance and instruction.

The second budget amendment requests \$1,472,298 additional authority for the federal Workforce Innovation in Regional Economic Development (WIRED) grant. Total federal funds that will be received under this grant are \$3,568,707 over three years. This federal grant is intended to catalyze the creation of high-skill and high-wage opportunities for American workers within the context of regional economies. Although this is a three-year grant, expenditures will occur over four fiscal years (2006 through 2009). A 1.0 FTE grant project manager is also requested for the duration of the grant to manage the grant day-to-day activities. Some of the grant funds will also be used to provide grant oversight and financial management by current OCHE staff.

The Office of the Commissioner of Higher Education requests Board of Regent approval of the attached budget amendment requests.



**BUDGET AMENDMENT CERTIFICATION**  
**June 2, 2006**

**Agency:** Office of the Commissioner of Higher Education  
**Program:** Gear Up  
**Fiscal Year:** 2007  
**Authority Requested:** 50,000  
**Fund Type:** State Special Private purpose  
**Fund Source:** Private Foundation  
**Additional FTE:** 0

<b>BUDGET AMENDMENT REQUEST FOR TITAN GRANT</b>					
<b>FY 07</b>					
		FY06	FY07		Grand Total
FTE		0.00		0.00	
Personal Services	\$	-	\$	-	\$ -
Operating Expenses	\$	-	\$	50,000	\$ 50,000
Grants			\$	-	\$ -
Grand Total	\$	-	\$	50,000	\$ 50,000

**PURPOSE OF BUDGET AMENDMENT:**

This budget amendment requests \$50,000 of state special private purpose appropriation authority to expend grant funds from the National Council for Community and Education Partnerships that were not anticipated at the time the 2007 biennium appropriation was passed by the 2005 legislature. This one-year grant was awarded in April 2006. The name of the grant program is Teachers Integrating Technology and Networking (TITAN).

**BOARD OF REGENT BUDGET AMENDMENT CERTIFICATION:**

In compliance with section 17-7-403, MCA, the Board of Regents certifies the following

- **The specific additional services to be provided as a result of the expenditures under this budget amendment.**

Montana GEAR UP will partner with PLATO Learning, Inc. to implement TITAN, Teachers Integrating Technology and Networking, in GEAR UP schools to enhance teacher performance and instruction. The teachers will learn to use the PLATO program's visual graphics to introduce new concepts in math, reading and vocabulary. Using PLATO in the classroom will also allow teachers to break away from "teaching to the middle" and use the tutorial program to better meet the individual learning needs of advanced and low performing students. Finally, recognizing that the majority of GEAR UP students are American Indian, the use of

PLATO will enable teachers to diversify instruction to students, embracing cultural differences in learning styles. Potential outcomes from the TITAN program include improved performance on standardized assessments in reading and mathematics and greater engagement in classroom learning. TITAN will be open to teachers from Montana GEAR UP's 24 middle schools with enrollments ranging from 11 to 382 students. In TITAN, teachers will receive two full days of regionally based training during the fall of 2006. Additionally, one-on-one classroom modeling will provide further support as teachers begin to incorporate PLATO into classroom instruction. Finally, regional meetings will allow teachers to share best practices and strategize additional curriculum enrichments. Technical assistance, both electronic and site-based, will be ongoing during the 2006-07 school year.

- **The specific services to be provided under this budget amendment are necessary.**

These services are necessary in order to spend private funds according to the goals and objectives of the private grant organization.

- **There are no reasonable alternatives available to provide the additional services.**

These services cannot be provided within the OCHE existing appropriations.

- **The budget amendment makes no ascertainable present or future significant commitment for increased general fund support.**

This budget amendment makes no ascertainable or future significant commitment for increased general fund support.

### **BUDGET AMENDMENT CERTIFICATION**

**June 2, 2006**

<b>Agency:</b>	<b>Office of the Commissioner of Higher Education</b>
<b>Program:</b>	<b>Workforce Development</b>
<b>Fiscal Year:</b>	<b>2006 AND 2007</b>
<b>Authority Requested:</b>	<b>\$1,472,298</b>
<b>Fund Type:</b>	<b>Federal Special Revenue</b>
<b>Funding Source:</b>	<b>Workforce Innovation in Regional Economic Development (WIRED) grant from the US Dept of Labor (via Montana Dept of Labor)</b>
<b>Additional FTE:</b>	<b>1.0</b>



<b>BUDGET AMENDMENT REQUEST FOR WIRED GRANT FY 06 AND FY 07</b>				
		FY06	FY07	Grand Total
FTE		1.00	1.00	
Personal Services	\$	6,367	\$ 103,885	\$ 110,252
Operating Expenses	\$	25,878	\$ 86,168	\$ 112,046
Grants			\$ 1,250,000	\$ 1,250,000
Grand Total	\$	32,245	\$ 1,440,053	\$ 1,472,298

**PURPOSE OF BUDGET AMENDMENT:**

This budget amendment requests \$1,472,298 additional spending authority in federal special revenue for the purpose of implementing a new federal grant that was not anticipated at the time the 2007 biennium appropriation was passed by the 2005 legislature. This federal grant (WIRED grant) is intended to catalyze the creation of high-skill and high-wage opportunities for American workers within the context of regional economies. This initiative is designed for regions that have been affected by global trade, are depended on a single industry or are recovering from natural disasters.

The grant award covers the period February 1, 2006 through January 31, 2009. The amount requested in this budget amendment is the anticipated expenditures for fiscal years 2006 and 2007. The Office of the Commissioner of Higher Education will request additional federal special revenue authority via the biennial budget request for the anticipated grant expenditures in the 2009 biennium.

**BOARD OF REGENT BUDGET AMENDMENT CERTIFICATION:**

In compliance with section 17-7-403, MCA, the Board of Regents certifies the following

- **The specific additional services to be provided as a result of the expenditures under this budget amendment.**
  1. Establish a minimum of one bioenergy/bioproducs manufacturing cluster hub in two-year colleges serving the targeted region (32 counties covering mostly rural areas). The cluster hub(s) will support the bioenergy and bioproducs manufacturing cluster through surveying industry needs for curriculum development, updating skill standards, benchmarking practices, and collecting information about cluster occupations and programs.
  2. Replicate the existing manufacturing career pathway model in two-year institutions in the targeted region with linkage to K-12 and workforce development partners. This will require establishing manufacturing programs in these institutions and redesigning the curriculum to be contextually based in coordination with the bioenergy/bioproducs industry. As appropriate, courses will also be converted to a blended e-learning format.

3. Funds will be sub granted out to individual educational institutions to assist grant activities.
4. Add 1.0 FTE project grant manager to manage the grant activities.

- **The specific services to be provided under this budget amendment are necessary.**

These services are necessary in order to spend federal grant funds according to the goals and objectives of the U.S. Department of Labor, and specifically the goals and objectives of the WIRED initiative.

- **There are no reasonable alternatives available to provide the additional services.**

These services cannot be provided within the OCHE existing appropriations.

- **The budget amendment makes no ascertainable present or future significant commitment for increased general fund support.**

This budget amendment makes no ascertainable or future significant commitment for increased general fund support.



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

2500 Broadway ♦ PO Box 203101 ♦ Helena, Montana 59620-3101 ♦ (406)444-6570 ♦ FAX (406)444-1469

**TO:** Board of Regents  
**FROM:** Pam Joehler, Director of Budget and Accounting  
**DATE:** May 15, 2006  
**RE:** FYE 2005 Negative Fund Balances – Spring 2006 Update  
INFORMATION ITEM

---

As required by Board of Regent policy 901.11, Negative Fund Balances, the campuses of the Montana University System have submitted their status reports concerning funds with negative fund balances that were reported to the board at its September 2005 meeting.

**MSU Bozeman's** Shakespeare in the Park account was positive on December 31, 2005, as required by the University. Because of the seasonal nature of the Shakespeare in the Parks account, the University requires them to maintain a positive balance by December 31 each year instead of June 30. The Bobcat Athletics program remains on target to meet a positive fund balance overall on or before June, 2009.

**MSU Northern** reported negative fund balances in four accounts at the end of fiscal year 2005, including the general operating account, deficit clearing account, information technology services, and auxiliaries. MSU Northern did not provide a status report in time for the board mail-out deadline. The chief financial officer of that campus has assured the Office of the Commissioner of Higher Education that a status report will be provided to the board at the meeting.

**UM Missoula** continues to make good progress towards eliminating the deficit in its athletics program. UM anticipates the deficit will be eliminated during FY 07, two years earlier than projected.

**Montana Tech of the UM** reported a negative balance in its SUB/Mill Bldg/Auditorium auxiliary account at the end of FY 05, while the auxiliary fund overall was positive. The campus is striving to eliminate the negative fund balance by the end of FY 06.

**UM Western** reports a plant fund deficit each year caused by the financial statement GAAP entry to accrue bond interest expense at the end of the fiscal year in advance of the bond payment made in the following fiscal year. When bond payments are made in the subsequent year, the liability is eliminated.

**UM Helena College of Technology** reported it would transfer funds from its bookstore operations to the cafeteria account, thereby eliminating the negative fund balance in the cafeteria account, by the end of FY 06. The negative fund balance in the campus' community education account will be reduced by approximately \$10,000 by the end of FY 06 due to transfers from other funds, leaving an anticipated deficit of \$80,000.

Campus CEOs and CFOs will be available during the meeting to respond to questions on negative fund balances.



**MONTANA UNIVERSITY SYSTEM  
NEGATIVE FUND BALANCE REPORT FOR FY2005 - SPRING 2006 UPDATE**

UNIT/CAMPUS	FUND	ACCOUNT	FYE05 Negative Fund Balance Amount	CAUSE	Projected FYE06 Balance	COMMENT--EXPLANATION
MSU/Bozeman	Current Restricted	Shakespeare in the Parks	\$(87,329)	Seasonal operation, timing differences	\$(100,000)	Positive fund balance required as of 12/31 <b>Spring Update: Balances as of December 31, 2005 were positive as required.</b>
MSU/Bozeman	Designated	Bobcat Athletics	\$292,028			The athletics designated fund reports a positive fund balance, because the University General Operating resources were expended to cover prior years' deficit spending, as reported in both the NCAA Report and the Athletics Report to the Regents. FY2005 revenues exceeded expenses, and the overall deficit (total funds) has been reduced from (\$442,000) to (\$128,000). Athletics remains on target to meet a positive fund balance by June, 2009. <b>Spring Update: Athletics remains on target to meet a positive fund balance on or before June, 2009.</b>
	Current Unrestricted		\$(425,000)			
MSU/Northern	Current Unrestricted	General Operating	\$(299,945)	The increase in negative fund balance is primarily due to \$143,382 increases in fee waivers; \$27,351 is attributed to early retirement incentives paid out; \$15,489 to unanticipated increase in insurance for student athletes, \$7,500 paid to settle a labor lawsuit; \$18,734 in increased utilities; \$32,283 under collected revenue and the remaining \$27,069 in other expenditures.	\$(150,000)	The campus has established a budget plan to eliminate this deficit at the rate of \$150,000 a year for the next two years. The campus is able to structure and plan for the necessary changes Northern needs to make in the next 24 months in a systematic and realistic manner. <b>Spring Update: MSU-Northern was unable to provide an update by the mailout deadline. They will provide an update at the board meeting.</b>
MSU/Northern	Current Designated	Deficit Clearing	\$(35,466)	Gt. Falls and Computer Services operations	\$1,534	Negative Fund balance has been reduced by \$37,000. The campus will eliminate this debt in FY2006. <b>Spring Update: MSU-Northern was unable to provide an update by the mailout deadline. They will provide an update at the board meeting.</b>

**MONTANA UNIVERSITY SYSTEM  
NEGATIVE FUND BALANCE REPORT FOR FY2005 - SPRING 2006 UPDATE**

UNIT/CAMPUS	FUND	ACCOUNT	FYE05 Negative Fund Balance Amount	CAUSE	Projected FYE06 Balance	COMMENT--EXPLANATION
MSU/Northern	Current Designated	Information Technology Services	\$(27,516)	FY2002 department operations issues	\$1,484	Negative fund balance has been reduced by \$29,000. The campus will eliminate this debt in FY2006. <b>Spring Update: MSU-Northern was unable to provide an update by the mailout deadline. They will provide an update at the board meeting.</b>
MSU/Northern	Auxiliaries	Auxiliaries	\$(296,590)	The enrollment decline also resulted in fewer students in their residences halls for the fiscal year. The census for the year was on average 25 students less each semester compared to the previous year. This reduction in revenue resulted in an operating loss of \$68,711 for the auxiliary operations.	\$(236,590)	During 2005, Northern implemented a plan to increase the number of students living on campus. They opened the remaining 3 wings of Morgan Hall, wiring all five floors of Morgan and other renovations. They have also structured a housing discount plan for sophomores, and student athletes. The projected budget for our auxiliary operations for FY06 results in an operating profit of \$60,000. <b>Spring Update: MSU-Northern was unable to provide an update by the mailout deadline. They will provide an update at the board meeting.</b>
UM/Missoula	Current Designated	Intercollegiate Athletics	\$(483,766)		\$(222,627)	The UM submitted a plan in FY04 to the MUS Board of Regents to eliminate the deficit over a period of five years ending in FY09. Significant progress was made in the past year to reduce the deficit from the amount reported at 6/30/04 of \$943,443. <b>Spring Update: UM Athletics continues to make progress towards eliminating the FY04 deficit reported to the Board. UM anticipates the deficit will be eliminated during FY07, two years earlier than projected.</b>

**MONTANA UNIVERSITY SYSTEM  
NEGATIVE FUND BALANCE REPORT FOR FY2005 - SPRING 2006 UPDATE**

UNIT/CAMPUS	FUND	ACCOUNT	FYE05 Negative Fund Balance Amount	CAUSE	Projected FYE06 Balance	COMMENT--EXPLANATION
UM/Montana Tech	Auxiliaries	SUB/Mill Bldg/Auditorium	\$(53,073)	Failed water boiler during FY 2005	\$(7,293)	Pledged auxiliaries at Montana Tech have a positive fund balance. The SUB/Mill Bldg/Auditorium which is an auxiliary stand alone functional unit has a negative balance in FY05 as a result of a failed water boiler needing replaced. The SUB/Mill Bldg/Auditorium may be slightly negative this year but they are working to keep it positive. <b>Spring Update: MT Tech continues to work to make the functional fund balance positive. Overall the auxiliary fund has a positive fund balance.</b>
UM/Western	Plant Fund	Retirement of Indebtedness	\$(46,351)	Record accrued interest expense for revenue bond payments due Nov 15 of the following fiscal year.	\$-	When bond payments are made, the liability is eliminated. <b>Spring Update: No change.</b>
UM/Western	Current Unrestricted	General Operating	\$(8,367)	The Payroll accrual accounts were set up to record the payroll expense through June 30. The accrual is reversed in July of the next fiscal year when the actual expense is paid by the operating accounts for the pay period that crosses two fiscal years.	\$-	This makes the fund balance zero in July but it will be negative at the end of each fiscal year when the accrual is recorded. <b>Spring Update: The accrued expenses have been paid and the liability has been eliminated.</b>
UM/Helena COT	Auxiliaries	Cafeteria	\$(19,466)	Operating loss	0	HCOT will make a one time transfer of \$30,000 from the bookstore fund to the cafeteria fund. Having food service operations reviewed by staff from the UM Missoula Food Service. Looking at ways to revitalize the community education program. <b>Spring Update: UM-Helena is on track to make the transfer(s) as noted in the Fall 2005 report to the board.</b>

MONTANA UNIVERSITY SYSTEM NEGATIVE FUND BALANCE REPORT FOR FY2005 - SPRING 2006 UPDATE						
UNIT/CAMPUS	FUND	ACCOUNT	FYE05 Negative Fund Balance Amount	CAUSE	Projected FYE06 Balance	COMMENT--EXPLANATION
UM/Helena COT	Current Designated	Community Education	\$(89,513)	State training revenues decreased.	\$(80,000)	Other funds will be transferred to address negative fund balance in FY06 (indirect cost recoveries and net revenues of the designated resale accounts. <b>Spring Update: UM-Helena is on track to make the transfer(s) as noted in the Fall 2005 report to the board.</b>
UM/Helena COT	Current Restricted	Gifts & Scholarships	\$(273)	Accounting adjustments	0	Balances will be reviewed and corrected during FY05. <b>Spring Update: This has been corrected and the fund balance will be zero at fiscal year end.</b>



**NEGATIVE FUND BALANCE - UM ATHLETICS**  
**The University of Montana - Missoula**

Athletics - FY06 Projected Ending Fund Balance (Designated)

	<b>FY06 Beg Fund Bal</b>	<b>Revenue</b>	<b>Expense</b>	<b>Projected FY06 Ending Fund Bal</b>
Operational Index Codes	78,561	5,908,950	5,609,785	377,726
Deficit Index Code	(562,626)	195,000	-	(367,626)
Functional Unit Total	(484,065)	6,103,950	5,609,785	10,100

**FW: Athletics -Projected FB for FYE 2006 - Message (Plain Text)**

You replied on 8/12/2005 2:30 PM. Click here to find all related messages.

From: Jensen, Michelle [MichelleJ@mso.umt.edu] Sent: Fri 8/12/2005 11:30 AM  
 To: Bruno, Mark  
 CC: Muse, Bill; Ansell, Terry  
 Subject: FW: Athletics -Projected FB for FYE 2006

Mark:

Attached is the calculation for the Athletics FY06 projected ending fund balance. Overall the functional unit total is projected to be positive. However, the budget for the deficit index code is based on the required payment of \$195,000. No decision has been made at this time on the disposition of the projected operational fund balance of \$377,726.

If you have any questions please call.

Thanks  
 Michelle

-----Original Message-----  
 From: Muse, Bill  
 Sent: Thursday, August 11, 2005 12:12 PM  
 To: Jensen, Michelle  
 Subject: FW: Athletics -Projected FB for FYE 2006

Michele,  
 Would you go ahead and answer Mark directly? (copy to me) Be sure and point out the specifics re Designated vs all funds, and the one HR number.  
 Thanks,  
 Bill

-----Original Message-----  
 From: Bruno, Mark [mailto:mbruno@oche.montana.edu]  
 Sent: Wednesday, August 10, 2005 1:44 PM  
 To: Muse, Bill  
 Subject: Athletics -Projected FB for FYE 2006

Bill, what are we projecting for the fund balance as of 6/30/2006? I have a projected FY 2006 column on my summary report that I need to enter data into. Mark

Athletics FY06  
 Des... (21KB)

start Microsoft Excel - 11... Internet Explorer Tree Manager - Mic... Microsoft Outlook 063005 HB44 Meg40... Desktop My Documents 3:21 PM



ITEM 131-1001-R0506

**Proposed Transfer of Real Property Interest in Lots 1 through 22 of Block 32 of the Homevale Addition in the City of Missoula to Missoula County High School District No. 1 (MCHS) Pursuant to a Mediated Settlement.**

**THAT:**

The Board of Regents of Higher Education approves the transfer of all Montana University System real property interests in Lots 1 through 22 of Block 32 of the Homevale Addition in the City of Missoula (Homevale) pursuant to a mediated settlement, to be effected by execution of a quitclaim deed, to MCHS for payment to UM of the total of 30% of certain Homevale right of way proceeds received from the Montana Department of Transportation (MDOT) plus 30% of the current market value of the remaining Homevale property as determined by the MIA appraisal; and confirming no interest in Lots 23 and 24 which have always belonged to MCHS; and that the Regents authorize the Commissioner of Higher Education and The University of Montana President to execute a final settlement agreement and release, as well as the quitclaim deed, following preparation of these documents by attorneys for the Montana University System and the MCHS Board.

**EXPLANATION:**

On or about December 4, 1971, William Gallagher (Gallagher) of Missoula, donated his equity interest in the Homevale tract to MCHS for the sole benefit of the "Missoula Vocational Technical School of Missoula County High School." The Homevale tract was subject to a mortgage which Mr. Gallagher paid for three years following the donation; and MCHS paid the rest of the mortgage until final payment was made in 1993. At the time of the Gallagher gift of Homevale, post-secondary vocational technical education programs in Missoula were under the direction of Missoula County High School. The Montana Legislature in 1987 transferred the post-secondary vocational technical education from the high school districts to the Montana Board of Regents and subsequently in 1995 transferred post-secondary vocational technical education to the Montana University System, with the Missoula County post-secondary vocational technical education programs becoming part of The University of Montana (UM). On March 11, 1988, MCHS and the Board of Regents executed a joint resolution stating that both parties retained an interest

in Homevale (derived from the equity donation by Gallagher to post-secondary vocational technical education and MCHS payment of contractual payments); but because the parties could not agree on how the Homevale ownership interests should be divided between MCHS and the Regents, they agreed that each party's interest should be determined at a future date.

Between the early 1990s and March 2006, MCHS and UM negotiated unsuccessfully to try to establish each party's respective Homevale interest. Upon recognizing they had reached impasse and in the interest of avoiding litigation, the parties agreed to mediate their disagreement with the objective of having the mediator recommend a division of Homevale interests based on applicable laws. On March 6, 2006, former Montana Supreme Court Justice Jim Regnier conducted the mediation and recommended that the disagreement be resolved by having MCHS pay the total of 30% of the remaining Homevale property value plus 30% of the sale proceeds received by MCHS from MDOT in 2004 for certain Homevale right of way purchases. UM and MCHS agreed with this recommendation, subject to MCHS Board of Trustees and Montana Board of Regents approval. On 11 April 2006, the School Board approved Justice Regnier's proposed resolution, which includes these payment terms; calls for the transfer of all University System interests in Homevale to MCHS by quitclaim deed; and further calls for Montana University System disclaimer of all interests in Lots 23 and 24 adjacent to Homevale Lots 1 through 22, because even though Lots 23 and 24 have always been owned by MCHS without restriction, the parties recognize the desirability of clarifying ownership of all 24 lots for future purposes. Acceptance of the proposed settlement will bring mutually desirable closure to a longstanding disagreement over the Homevale real property ownership left unresolved with the legislative transfer of postsecondary vocational-technical education to the Montana University System. Upon Regents' approval, a final settlement agreement and release incorporating these provisions, along with a quitclaim deed, will be executed by the Commissioner of Higher Education, The University of Montana President, and the Missoula County Public Schools Superintendent following preparation of these documents in final form by attorneys for the University System and the MCHS Board.

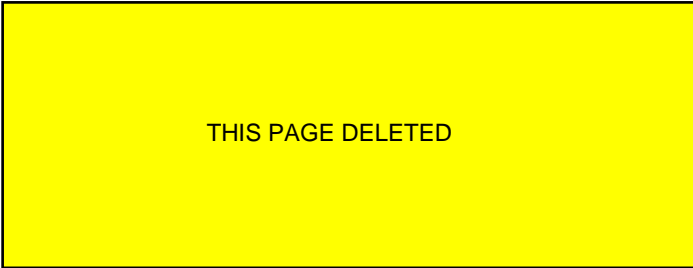




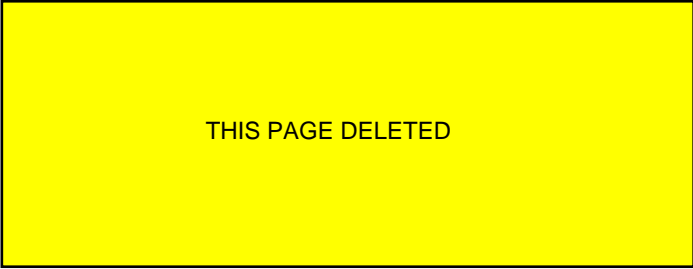
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ITEM 131-108-R0506

**Authorization to Secure Intercap Loan from State of Montana Board of Investments – Campus Expansion; Flathead Valley Community College**

**THAT:**

The Board of Regents authorizes Flathead Valley Community College to secure an Intercap Loan from the State of Montana Board of Investments to finance a portion of the campus expansion. The amount of the loan is \$3,500,000.

**EXPLANATION:**

According to Board of Regents Policy 950.1, "Municipal Finance Consolidation Act Participation," any financing through the State Board of Investments in excess of \$500,000 must be approved by the Board of Regents.

Due to the delay and subsequent inflationary impacts of the current campus expansion, a loan from the State of Montana Board of Investments under the Intercap Loan Program is sought, conditional upon the Board of Investments approval. The project completion date is scheduled for fall of 2007.

Repayment of the obligation will be financed with non-state funds. At the 2006 Intercap Loan interest rate of 4.75%, for a 10 year term, the annual debt service costs are expected to be approximately \$450,000, totaling roughly \$4,500,000 in principle and interest.

The sources of repayment include the FVCC Foundation and building fees.

At the April 17<sup>th</sup> meeting, the Flathead Valley Community College Board of Trustees passed a resolution authorizing the loan (see attached).



FLATHEAD VALLEY COMMUNITY COLLEGE  
RESOLUTION NO. 06-9 – AUTHORIZATION TO BORROW \$3,500,000

**WHEREAS**, the Flathead Valley Community College is seeking authorization to secure an Intercap Loan from the State of Montana Board of Investments;

**WHEREAS**, the College experienced delays to the current campus expansion project resulting in inflationary impacts.


**NOW THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Flathead Valley Community College, Montana, hereby authorizes the College to borrow \$3,500,000 conditional upon the approval of the Board of Regents and the Montana Board of Investments.

**BE IT FURTHER RESOLVED**, that President Jane Karas is hereby authorized to execute such contractual documents as necessary.

**DATED** this 17<sup>th</sup> day of April, 2006.

BOARD OF TRUSTEES  
Flathead Valley Community College

By  \_\_\_\_\_  
John Engebretson, Chair

Attest:  \_\_\_\_\_  
Clerk of the District





May 31 – June 2, 2006

ITEM 131-1009-R0506

**Intercollegiate Athletics Financial Accomplishments and Revised Plan; The University of Montana**

**THAT:**

The Board of Regents of the Montana University System authorizes The University of Montana to modify the Athletic Department Deficit Elimination Plan to take into account increased ticket revenue and lower than expected scholarship expenses for FY06.

**EXPLANATION:**

Better than anticipated ticket sales, containment of internal expenses, and lower than estimated scholarship expenses during the current year permit the Department of Intercollegiate Athletics to contribute an additional \$150,000 to the Deficit Elimination Plan. One-time only bonuses for the basketball coaches will appear for consideration on the May staff agenda and have been integrated into this plan. The University and the Department project the deficit will be completely eliminated during FY07, two years earlier than initially projected.

Attachment



The University of Montana-Missoula

Intercollegiate Athletics

**Elimination of FY04 Deficit**

Updated April 12, 2006

<b>Deficit Elimination Plan</b>	<b><u>FY04</u></b> Actual	<b><u>FY05</u></b> Actual	<b><u>FY06</u></b> Projected	<b><u>FY06</u></b> Actual	<b><u>FY07</u></b> Projected
Operational Net Income		200,000		150,000	27,627
Increased ticket revenues from Football		125,000	125,000	125,000	125,000
Concession revenue		30,000	30,000	30,000	30,000
Coke contract revenue		25,000	25,000	25,000	25,000
Collegiate Licensing		15,000	15,000	15,000	15,000
<b>FYE Deficit</b>	<b>(962,627)</b>	<b>(567,627)</b>	<b>(372,627)</b>	<b>(222,627)</b>	<b>0</b>







**SB50-05/06****Resolution Supporting Automatic Fee Increases for the University Center & Campus Recreation**

Whereas, the University Center and Campus Recreation derive the bulk of their financial support from student fees;

Whereas, the money generated from fees is crucial to the continued operation of both units;

Whereas, the expenses associated with personnel, operating expenses, utilities, and facility maintenance continue to escalate;

Whereas, sound business practice dictates that inflationary increases should be sought in the student fees annually;

Whereas, it is acknowledged that putting forth proposals for fee increases is labor and time consuming for all parties;

Therefore, let it be resolved, the Associated Students of The University of Montana support the following Memorandum of Understanding (MOU) between the ASUM and the UM Division of Student Affairs regarding the annual automatic indexing of student fees to support the University Center and Campus Recreation.

**Memorandum of Understanding Between the ASUM and the UM Division of Student Affairs**

This Memorandum of Understanding (MOU) is between the Associated Students of The University of Montana (ASUM) and the UM Division of Student Affairs. This MOU will be valid upon endorsement from the UC Board and Campus Rec and Sports Committee and approval from ASUM and the Vice President for Student Affairs, as indicated by the signatures below and will only be nullified with the expressed consent of the student body through a referendum or ASUM with a 2/3 vote of the Senate. This agreement is subject to approval by the President of the University and the Montana Board of Regents.

This MOU acknowledges that it is most likely that there will be a need for some inflationary increase in the University Center and Campus Recreation student fees (excluding the UC Renovation Fee) every year, and that this is a natural and appropriate outcome of doing business. As such, any inflationary increase will be implemented subject to the following guidelines:

- No action is required by the unit, respective advisory board, and/or ASUM.
- There is no expectation of any programmatic or service level increase as a result of the inflationary increase: this is the cost of maintaining current service levels in the face of inflation.
- Increases will be determined based upon all relevant indices – i.e., CPI (Consumer Price Index) and HEPI (Higher Education Price Index) as well as projected assumptions for expenses associated with salaries, benefits, operating, utilities, and facility maintenance, up to but not exceeding 5.0%.
- Proposed Fee Increases which exceed 5.0% annually will seek endorsement by the relevant advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation) and endorsement through a vote of ASUM Senate.
- Other increases may be proposed at any time, for expansion of programs or services, or for cost increases beyond the anticipated “normal” inflation factor – and these will involve the usual endorsement process to provide evidence of student support.

- Management of the University Center and Campus Recreation will be required to present a financial report to ASUM annually.
- This agreement shall be reviewed by all parties in Fall 2008 and at four year intervals thereafter to determine its effectiveness.

Signed:

_____ Brad Cederberg ASUM President, 2005-2006	_____ Date	_____ Teresa Branch Vice President for Student Affairs	_____ Date
_____ Andrea Helling Chair, UC Board, 2005-2006	_____ Date	_____ Candy Holt Director, University Center	_____ Date
_____ Tom Whiddon Chair, Campus Rec & Sports Committee	_____ Date	_____ Keith Glaes Director, Campus Recreation	_____ Date



## Proposed Amendments

- There is no expectation of any programmatic or service level increase as a result of the inflationary increase: this is the cost of maintaining current service levels in the face of inflation.
- Increases will be determined based upon all relevant indices – i.e., CPI (Consumer Price Index) and HEPI (Higher Education Price Index) as well as projected assumptions for expenses associated with salaries, benefits, operating, utilities, and facility maintenance.
- **Proposed Fee Increases up to 3.5% will require recommendation by the unit and endorsement by the respective advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation).**
- **Proposed Fee Increases greater than 3.5% but less than 5.0% which have been justified by the unit and endorsed by the respective advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation) will be implemented automatically unless overturned by a 2/3 vote of ASUM Senate.**
- **Proposed Fee increases which exceed 5.0%** annually will seek endorsement by the relevant advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation) and endorsement through a vote of ASUM Senate.
- Other increases may be proposed at any time, for expansion of programs or services, or for cost increases beyond the anticipated “normal” inflation factor – and these will involve the usual endorsement process to provide evidence of student support.
- Management of the University Center and Campus Recreation will be required to present a financial report to ASUM **in October of each year.**
- This agreement shall be reviewed by all parties in Fall 2008 and at four year intervals thereafter to determine its effectiveness.

SB50-05/06 -passed 18-2 (roll call vote) 4-19-06

### **Resolution Supporting Automatic Fee Increases for the University Center & Campus Recreation**

Whereas, the University Center and Campus Recreation derive the bulk of their financial support from student fees;

Whereas, the money generated from fees is crucial to the continued operation of both units;

Whereas, the expenses associated with personnel, operating expenses, utilities, and facility maintenance continue to escalate;

Whereas, sound business practice dictates that inflationary increases should be sought in the student fees annually;

Whereas, it is acknowledged that putting forth proposals for fee increases is labor and time consuming for all parties;

Therefore, Let It Be Resolved, the Associated Students of The University of Montana support the following Memorandum of Understanding (MOU) between the ASUM and the UM Division of Student Affairs regarding the annual automatic indexing of student fees to support the University Center and Campus Recreation.

### **Memorandum of Understanding Between the ASUM and the UM Division of Student Affairs**

This Memorandum of Understanding (MOU) is between the Associated Students of The University of Montana (ASUM) and the UM Division of Student Affairs. This MOU will be valid upon endorsement from the UC Board and Campus Rec and Sports Committee and approval from ASUM and the Vice President for Student Affairs, as indicated by the signatures below, and will only be nullified with the expressed consent of the student body through a referendum or ASUM with a 2/3 vote of the Senate. This agreement is subject to approval by the President of the University and the Montana Board of Regents.

This MOU acknowledges that it is most likely that there will be a need for some inflationary increase in the University Center and Campus Recreation student fees (excluding the UC Renovation Fee) every year, and that this is a natural and appropriate outcome of doing business. As such, any inflationary increase will be implemented subject to the following guidelines:

- There is no expectation of any programmatic or service level increase as a result of the inflationary increase: this is the cost of maintaining current service levels in the face of inflation.
- Increases will be determined based upon all relevant indices – i.e., CPI (Consumer Price Index) and HEPI (Higher Education Price Index) as well as projected assumptions for expenses associated with salaries, benefits, operating, utilities, and facility maintenance.
- Proposed fee increases up to 3.5% will require recommendation by the unit and endorsement by the respective advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation).
- Proposed fee increases greater than 3.5% but less than 5.0% which have been justified by the unit and endorsed by the respective advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation) will be implemented automatically unless overturned by a 2/3 vote of ASUM Senate. At this time Campus Recreation and University Center management shall be responsible for providing a justification of the fee increase.
- Proposed fee increases which exceed 5.0% annually will seek endorsement by the relevant advisory board (University Center Board for the University Center and Campus Rec & Sports Committee for Campus Recreation) and endorsement through a vote of ASUM Senate.
- Other increases may be proposed at any time, for expansion of programs or services, or for cost increases beyond the anticipated “normal” inflation factor – and these will involve the usual endorsement process to provide evidence of student support.
- Management of the University Center and Campus Recreation will be required to present a financial report to ASUM in October of each year.

- This agreement shall be reviewed by all parties in Fall 2008 and at four-year intervals thereafter to determine its effectiveness.

Signed:

_____ Brad Cederberg ASUM President, 2005-2006	Date	_____ Teresa Branch Vice President for Student Affairs	Date
_____ Andrea Helling Chair, UC Board, 2005-2006	Date	_____ Candy Holt Director, University Center	Date
_____ Tom Whiddon Chair, Campus Rec & Sports Committee	Date	_____ Keith Glaes Director, Campus Recreation	Date



ITEM 131-2005-R0506

**Renew Authorization to Provide Fire Suppression in the Johnstone Center; Montana State University-Bozeman**

**THAT:**

Consistent with Regent's Policy and provisions of MCA 20-25-302, the Board of Regents of the Montana University System renews authorization for Montana State University to install fire suppression systems in Various Residence Halls at Montana State University.

**EXPLANATION:**

1. Regent's Item #120-2015-R0903, was approved for \$2,495,000, and in accordance with Regent's Policy 1003.7, is set to expire in September 2006. The project began construction in Summer 2004, and fire sprinkler systems have been installed in Langford Hall and Hapner Hall. The final residence hall requiring a fire suppression system is the Johnstone Center which includes Colter, Prior and Mullan wings. Due to short construction time frames and the magnitude of the project, it is not feasible to have it completed by the September 2006 expiration date. This final project, installing sprinkler systems in Johnstone Center, will occur over two constructions seasons and is estimated to be substantially complete in September 2007. The remaining expenditures required to complete the Johnstone Center project will not exceed the original \$2,495,000 total project authority.

2. This project is financed with maintenance funds from Auxiliary Operations Revenue (Renewal and Replacement Budget) in excess of debt service obligations.



May 31 - June 2, 2006

ITEM 131-2006-R0506

**Authorization to Name the Auditorium in the new MSU Chemistry Building the "Harlan & Terri Byker Auditorium"; Montana State University - Bozeman**

**THAT:**

Consistent with Board of Regents Policy 1004.1, Naming of buildings, the Board of Regents of the Montana University System authorizes MSU to name the Auditorium in the new Chemistry Building the "Harlan & Terri Byker Auditorium."

**EXPLANATION:**

Dr. Harlan Byker earned his Bachelor of Science and PhD in Physical Chemistry from Montana State University. Dr. Byker has served as a vice-president and board member of Gentex Corporation and a research scientist for Battelle Laboratories at Columbus, Ohio.

Dr. Byker has over 25 years of scientific research and development, invention, manufacturing and patent experience and is the founder, president and co-owner of Pleotint, LLC., a West Olive, Michigan hi-tech company offering innovative new products through research and development. He is the inventor and/or co-inventor on 31 US Patents. Dr. Byker invented the chemistry portion of the first commercially successful electrochromic device, an automatic dimming, rear view mirror for motor vehicles. Over 20 million of these mirrors have been sold and more than 5% of all vehicles built in the world today incorporate one or more electrochromic mirrors employing the chemistry invented by Dr. Byker.

Harlan and Terri Byker gave MSU a valuable donation which will be used to complete the auditorium in MSU's new Chemistry Building.





**ITEM 131-2007-R0506**      **Authorization to Proceed, Series K 2006 Facilities Revenue Refunding Bond Issue; Montana State University**

**THAT:**                      The Board of Regents of the Montana University System adopts the Bond Resolution for the Series K 2006 Facilities Refunding Revenue Bonds for Montana State University, and authorizes Montana State University and the Commissioner of Higher Education to proceed with the issuance of these bonds.

**EXPLANATION:**              This authorization to proceed with the issuance of the Series K 2006 Facilities Revenue Refunding Bonds is subject to final approval by the University and the commissioner of Higher Education. This also authorizes the Chair of the Board of Regents, the Commissioner of Higher Education, the President of Montana State University, and the Vice President for Administration and Finance of Montana State University to execute such documents as may be required to consummate the issuance of the Series K 2006 Facilities Revenue Refunding Bonds.

This issuance will involve the current refunding of the remaining Series D 1996 Bonds (11/15/2006), and an advance refunding of the callable portion of the Series E 1998 Bonds (11/15/2008).

The remaining Series D 1996 bonds include about \$5.0M of Bozeman obligations, and about \$2.5M of Billings obligations. All were originally used for housing, parking and other auxiliary projects. The Series E 1998 bonds involve about \$6.0M of Bozeman obligations that were originally used for Phase II of the Stadium construction.

Given the current market conditions, this 20-Year refunding could provide MSU with net present value savings of over \$600,000 on an aggregate basis.

This refunding issue is currently characterized as follows, based on market conditions as of April 21, 2006:

1. Face value of \$13,740,000.
2. Maturity in 20 Years (original maturity dates not extended).
3. Interest rates ranging from 4.0% to 5.0% (TIC 4.475%).
4. Aaa Insured credit rating.
5. Issuance costs of \$261,777.
6. Present value savings, net of issuance costs, of \$634,400, or 4.82% of refunded bonds.

**ATTACHMENT:**              Series K 2006 Facilities Refunding Revenue Bonds Resolution





ITEM 131-2007-R0506 - MONTANA STATE UNIVERSITY

FINAL BOND RESOLUTION  
FOR  
\$14,250,000  
STATE OF MONTANA  
THE BOARD OF REGENTS OF HIGHER EDUCATION  
MONTANA STATE UNIVERSITY  
FACILITIES REFUNDING REVENUE BONDS  
SERIES K 2006

A RESOLUTION PROVIDING FINAL APPROVAL AND AUTHORIZATION FOR THE ISSUANCE, SALE AND DELIVERY OF REVENUE BONDS OF THE BOARD OF REGENTS OF HIGHER EDUCATION FOR THE STATE OF MONTANA DESIGNATED STATE OF MONTANA, THE BOARD OF REGENTS OF HIGHER EDUCATION, MONTANA STATE UNIVERSITY, FACILITIES REFUNDING REVENUE BONDS, SERIES K 2006, IN A TOTAL PRINCIPAL AMOUNT NOT TO EXCEED \$14,250,000, SAID BONDS BEING AUTHORIZED TO BE ISSUED TO REFUND CERTAIN OUTSTANDING REVENUE BONDS HERETOFORE ISSUED BY THE BOARD FOR MONTANA STATE UNIVERSITY, AS DESCRIBED HEREIN, TO PAY THE COSTS OF ISSUANCE OF THE SERIES K 2006 BONDS, AND, IF REQUIRED, TO PROVIDE FOR THE FUNDING OF A DEBT SERVICE RESERVE REQUIREMENT FOR THE SERIES K 2006 BONDS; AUTHORIZING, APPROVING AND DIRECTING THE PREPARATION, EXECUTION AND DELIVERY BY THE BOARD OF A SERIES K 2006 TENTH SUPPLEMENTAL INDENTURE OF TRUST TO THE MASTER INDENTURE OF TRUST FOR MONTANA STATE UNIVERSITY AND VARIOUS CLOSING DOCUMENTS AND CERTIFICATES AND THE SERIES K 2006 BONDS IN CONNECTION THEREWITH; AUTHORIZING, APPROVING AND DIRECTING THE PREPARATION, EXECUTION AND DELIVERY OF A BOND PURCHASE AGREEMENT, AN ESCROW AGREEMENT AND A CONTINUING DISCLOSURE AGREEMENT IN CONNECTION THEREWITH; AUTHORIZING THE PREPARATION, DISTRIBUTION AND USE OF A PRELIMINARY OFFICIAL STATEMENT TO BE USED IN CONNECTION WITH THE OFFERING, SALE AND DELIVERY OF THE SERIES K 2006 BONDS AND APPROVING AND DIRECTING THE PREPARATION, DISTRIBUTION, EXECUTION AND USE OF A FINAL OFFICIAL STATEMENT IN CONNECTION THEREWITH; MAKING DETERMINATIONS AS TO OTHER MATTERS RELATED TO SUCH REFUNDING AND TO THE ISSUANCE OF THE SERIES K 2006 BONDS; AND REPEALING ACTION HERETOFORE TAKEN IN CONFLICT HEREWITH.

WHEREAS, The Board of Regents of Higher Education for the State of Montana (the "Board") has been vested with the governance and control of, and has been granted full power, responsibility and authority to supervise, coordinate, manage and control, the Montana university system under Article X, Section 9 of the Constitution of the State of Montana, including, but not limited to, the power to issue, sell and deliver revenue bonds for the purpose of restructuring and/or refunding and defeasing bonds issued by the Board for institutions of

higher education within the Montana University System and of financing the costs of acquisition, construction, renovation, improvement, furnishing and equipping of capital improvements, facilities and equipment for the use and benefit of institutions of higher education within the Montana University System, and to provide authorization for the use and application of the proceeds of such revenue bonds and certain funds and monies of the institutions for such purposes; and

WHEREAS, in the exercise of its constitutional powers, the Board has, by various actions taken by the Board, heretofore made provision for and directed an administrative merger of various units of the Montana University System, whereby Montana State University–Bozeman, in Bozeman, Montana, Montana State University-Billings, in Billings, Montana, Montana State University-Northern, in Havre, Montana, and MSU College of Technology-Great Falls in Great Falls, Montana, were designated to become and have in fact become a multi-campus university named Montana State University (herein referred to as “Montana State University” or the “University”), all in the manner and becoming effective as directed by the Board; and

WHEREAS, in connection with the issuance of certain revenue bonds for Montana State University and heretofore issued for the University on November 9, 1993, the Board made provision for and approved and executed a Master Indenture of Trust (the "Master Indenture") for the University, pursuant to which (together with certain supplemental indentures thereto) certain revenues of the student housing system and auxiliary and other facilities and certain student and other fees and income of the various institutions and campuses comprising the University are pledged for the payment of revenue bonds issued from time to time under and pursuant to the Master Indenture on behalf of and for the benefit of the various institutions and campuses comprising the University; and

WHEREAS, pursuant to and in the exercise of its constitutional powers and in conformity with the provisions made therefor in the Master Indenture as described above and as the result of present conditions in the municipal bond market which are of benefit to the Board and the University and which will result in savings in interest costs to the University, the Board has determined to provide for and to give final approval for the issuance of refunding revenue bonds under the Master Indenture (inclusive of a supplemental indenture thereto as described and authorized and approved herein) in a total principal amount of not to exceed \$14,250,000, the proceeds of which are to be used to refund and defease certain outstanding revenue bonds (the “Prior Bonds”) heretofore issued for the University and described in said supplemental indenture and to provide for payment of certain costs of issuance of and the municipal bond insurance

premium for said refunding bonds and, if required, to provide for the funding of a debt service reserve requirement for said issue of refunding bonds; and

WHEREAS, based on the foregoing, the Board has now determined and does hereby determine pursuant to this resolution to provide approval and authorization for the issuance, sale and delivery of its revenue bonds designated "State of Montana, The Board of Regents of Higher Education, Montana State University, Facilities Refunding Revenue Bonds, Series K 2006" (the "Series K 2006 Bonds" or "Bonds"), in an aggregate principal amount of not to exceed \$14,250,000, for the purpose of providing funds to refund and defease the Prior Bonds, to pay certain costs and expenses in connection with the issuance of the Series K 2006 Bonds (including the municipal bond insurance premium therefor) and, if required, to fund a reasonably required debt service reserve for the Series K 2006 Bonds; and

WHEREAS, in connection with the proposed issuance, sale and delivery of the Series K 2006 Bonds, there shall be prepared, as herein directed by the Board at this lawful and regular meeting thereof, for execution and delivery in connection with the issuance of the Series K 2006 Bonds, (1) the Series K 2006 Tenth Supplemental Indenture of Trust (the "Series K 2006 Supplemental Indenture") to the Master Indenture, to be dated as provided therein (collectively, together with the Master Indenture and the other supplemental indentures thereto, the "Indenture"), between the Board and U.S. Bank National Association (the "Trustee"), as successor trustee to First Trust Company of Montana National Association, in Billings, Montana, and providing for the creation, issuance and delivery of the Series K 2006 Bonds, (2) the Bond Purchase Agreement for the Series K 2006 Bonds, to be dated the date of its execution (the "Bond Purchase Agreement") and to be entered into and executed by and between the Board, the University and the underwriter designated therein (the "Underwriter"), as the underwriter of the Series K 2006 Bonds, (3) the 2006 Escrow Agreement (the "2006 Escrow Agreement"), to be dated as provided therein, between the Board and the Trustee in its capacity as the escrow agent (the "2006 Escrow Agent") designated in the 2006 Escrow Agreement and pertaining to the refunding, payment and defeasance of the Prior Bonds, (4) the Preliminary Official Statement for the Series K 2006 Bonds, to be supplemented with the addition of such information thereto as required for the Final Official Statement for the Series K 2006 Bonds, each to be dated as of the respective dates of their approval by the Chairman, the Vice Chairman or Secretary of the Board and the Vice President for Administration and Finance of the University (and collectively, the "Official Statement"), for use by the Underwriter in connection with and to consummate the offering, sale and delivery of the Series K 2006 Bonds, and which Official Statement is hereby authorized to be used and distributed by the Underwriter for such purpose, and (5) the Continuing Disclosure Agreement relating to the Series K 2006

Bonds, to be dated the date of its execution (the "Disclosure Agreement") and to be entered into by the Board, the University and the Trustee (in the Trustee's capacity as Dissemination Agent thereunder); and

WHEREAS, the Board has determined to proceed with the formal approval of the Board for the issuance, sale and delivery of the Series K 2006 Bonds by the adoption of this resolution, and to provide for the approval and authorization for the execution and delivery of and for the terms and provisions of, the Series K 2006 Supplemental Indenture, the Series K 2006 Bonds, the Bond Purchase Agreement, the 2006 Escrow Agreement, the Official Statement and the Disclosure Agreement, and the Board has further determined to give its approval to and to authorize and confirm the use and distribution of the Preliminary Official Statement in connection with the offer and sale of the Series K 2006 Bonds and to authorize and direct the preparation, distribution and use of the Final Official Statement in the manner provided for herein.

NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED BY THE BOARD OF REGENTS OF HIGHER EDUCATION FOR THE STATE OF MONTANA, AS FOLLOWS:

Section 1. Approval of Prior Action. All action (not inconsistent with the provisions of this Resolution) heretofore taken by the Board and directed toward the refunding of the Prior Bonds and the issuance, sale and delivery of the Series K 2006 Bonds for such purposes, and any action heretofore taken pursuant thereto, be, and the same are hereby, ratified, approved and confirmed.

Section 2. Exercise of Powers to Issue Series K Bonds. The Board does hereby declare its intention to exercise its constitutional powers and authority to supervise, coordinate, manage, govern and control the Montana University System through the issuance, sale and delivery of the Series K 2006 Bonds for the purposes herein set forth, all of which shall be undertaken by the Board pursuant to its authority conferred by and under Article X, Section 9 of the Constitution of the State of Montana. By the issuance of the Series K 2006 Bonds, the Board and the University shall provide for the refunding and defeasance of the Prior Bonds and the funds required to undertake and complete the refunding of the Prior Bonds, for payment of certain costs and expenses in connection with the issuance, sale and delivery of the Series K 2006 Bonds (including payment of the municipal bond insurance premium for and with respect to the Series K 2006 Bonds), and for the funding (if and to the extent required) of a debt service reserve requirement pertaining thereto, all in accordance with the provisions hereof and of the Indenture, including the Series K 2006 Tenth Supplemental Indenture which is described herein

and which is hereby authorized to be executed and delivered by the Board in connection with the offering, sale and delivery of the Series K 2006 Bonds.

Section 3. Authorization for Series K 2006 Bonds. To provide for and complete the refunding of the Prior Bonds, to pay certain expenses (including the municipal bond insurance premium) incurred in connection with the issuance of the Series K 2006 Bonds and to fund (if and to the extent required) a debt service reserve requirement for the Series K 2006 Bonds, there is hereby authorized and created an issue of revenue bonds of the Board which shall be designated "State of Montana, The Board of Regents of Higher Education, Montana State University, Facilities Refunding Revenue Bonds, Series K 2006" in an aggregate principal amount not to exceed \$14,250,000 and issuable as fully registered bonds in the denominations of \$5,000 or any integral multiple thereof, to be dated as provided in the Indenture, to bear interest from their date at the rates and to mature on the dates, in the years and in the principal amounts as shall be set forth in the Indenture.

Approval of the final principal amount and the final net effective interest rate for the Series K 2006 Bonds is hereby delegated to be given and confirmed by the Commissioner of Higher Education for the State of Montana (the "Commissioner" who is also the Secretary of and to the Board) and by the Vice President for Administration and Finance of the University, and the Commissioner and the Vice President for Administration and Finance of the University shall evidence such approval by a certificate executed by them and by executing and delivering or causing the execution and delivery of the Bond Purchase Agreement between the Board and the Underwriter, and the terms and provisions of which shall provide verification that the net final principal amount of the Series K 2006 Bonds does not exceed \$14,250,000 (i.e., the maximum principal amount established by this resolution) and that the net effective rate of interest payable on the Series K 2006 Bonds does not exceed a net effective interest rate which would result in the present value savings (expressed as a percentage of the total principal amount of the Prior Bonds actually refunded by the Series K 2006 Bonds) being equal to less than 3.5%, each in accordance with the maximum principal amount and the minimum present value savings required and as established and directed by this final bond resolution for the Series K 2006 Bonds, and by the execution of said certificate and Bond Purchase Agreement, the final principal amount of the Series K 2006 Bonds and the net effective interest rate and present value savings for the Series K 2006 Bonds shall in all respects be deemed to have been approved, certified, confirmed and verified by the Commissioner and the Vice President for Administration and Finance of the University for and on behalf of the Board and the University and to be in full conformity with the provisions of this resolution.



The Series K 2006 Bonds shall be payable, shall be subject to early redemption prior to maturity and shall be in substantially the form provided in the Indenture.

Section 4. Authorization for the Series K 2006 Tenth Supplemental Indenture. The Board authorizes and directs that the Series K 2006 Tenth Supplemental be prepared and finalized for execution and delivery in connection with the issuance and delivery of the Series K 2006 Bonds, such Series K 2006 Tenth Supplemental Indenture to be substantially in the form of and with the content set forth in fixed interest rate supplemental indentures as heretofore executed and delivered by the Board and the University (inclusive of the Series I 2005 Eighth Supplemental Indenture heretofore executed and delivered in connection with the issuance of the Series I 2004 Bonds heretofore issued by the Board for the University), but with such additions, modifications and changes as are required therein and thereto by, for or with respect to the issuance of the Series K 2006 Bonds, and the Board shall enter into and execute the Series K 2006 Tenth Supplemental Indenture with the Trustee upon completion of the offering and sale of the Series K 2006 Bonds, in substantially the form of, and with the substantially same content as, the Series K 2006 Tenth Supplemental Indenture so authorized hereby and with such changes therein or modifications or amendments thereto as shall be consistent with the terms and provisions of this resolution and as the Chairman, Vice Chairman or Secretary of the Board, the University, the Underwriter, Bond Counsel and Counsel to the Board shall approve, and the execution and/or delivery thereof by the Chairman, Vice Chairman and/or Secretary of the Board shall constitute conclusive evidence of the approval of the form, terms and provisions of the Series K 2006 Tenth Supplemental Indenture and the execution thereof for and on behalf of the Board. The Chairman, Vice Chairman and Secretary of the Board are each hereby further authorized and directed to execute and deliver the Series K 2006 Tenth Supplemental Indenture for and on behalf of the Board and for the benefit of and on behalf of the University..

Section 5. Authorization for Bond Purchase Agreement, 2006 Escrow Agreement and Disclosure Agreement. The Board authorizes and directs that the Bond Purchase Agreement, the 2006 Escrow Agreement and the Disclosure Agreement be prepared and finalized for execution and delivery in connection with the issuance and delivery of the Series K 2006 Bonds, such Bond Purchase Agreement, 2006 Escrow Agreement and Disclosure Agreement to be substantially in the forms of and with the content set forth in the bond purchase agreements, the escrow agreements and the disclosure agreements as prepared, executed and delivered by the Board and the University in connection with the issuance of fixed interest rate revenue bonds heretofore issued by the Board for the University (inclusive of the bond purchase agreement, escrow agreement and disclosure agreement for the Series I 2004 Bonds heretofore issued by

the Board for the University), but with such additions, modifications and changes as are required therein and thereto by, for or with respect to the issuance of the Series K 2006 Bonds, and the Board and the University (as applicable) shall enter into and execute the Bond Purchase Agreement, the 2006 Escrow Agreement and the Disclosure Agreement (and, as to the Disclosure Agreement, if and to the extent required) with the respective parties thereto upon completion of the offering and sale of the Series K 2006 Bonds, in substantially the forms of, and with the substantially same content as, the Bond Purchase Agreement, the 2006 Escrow Agreement and the Disclosure Agreement so authorized hereby and with such changes therein or modifications or amendments thereto as shall be consistent with the terms and provisions of this resolution and as the Chairman, Vice Chairman or Secretary of the Board, the University, the Underwriter, Bond Counsel and Counsel to the Board shall approve, and the execution and/or delivery thereof by the Chairman, Vice Chairman and/or Secretary of the Board shall constitute conclusive evidence of the approval of the form, terms and provisions of the Bond Purchase Agreement, the 2006 Escrow Agreement and the Disclosure Agreement and the execution thereof for and on behalf of the Board. The Chairman, Vice Chairman and Secretary of the Board and the Vice President for Administration and Finance of the University are each hereby further authorized and directed to execute (as applicable) and deliver the Bond Purchase Agreement, the 2006 Escrow Agreement and the Disclosure Agreement (if and as required) for and on behalf of the Board and for the benefit of and on behalf of the University.

Section 6. Authorization for and Use of an Official Statement. The Board authorizes and directs that an Official Statement for the Series K 2006 Bonds (as to a preliminary official statement and a final official statement) be prepared and finalized for execution and delivery in connection with the offer, sale, issuance and delivery of the Series K 2006 Bonds, such Official Statement to be in substantially the form of and with the content set forth in the preliminary official statement and the final official statement as delivered by the Board and the University in connection with the issuance of the Series I 2004 Bonds and Series J 2005 Bonds heretofore issued by the Board for the University, but with such additions, modifications and changes as are required therein and thereto by, for or with respect to and at the time of the offering, sale and delivery of, the Series K 2006 Bonds. The Underwriter is authorized and directed to use and distribute the Preliminary Official Statement and the Official Statement in connection with the offering, sale and delivery of the Series K 2006 Bonds, which Official Statement shall be in substantially the form of, and have the substantially the content of the Official Statement so prepared in accordance with the authorization set forth in this section, and as approved by the Chairman, Vice Chairman or Secretary of the Board and the Vice President for Administration and Finance of the University, with such changes therein or modifications thereto as shall be

consistent with the terms and provisions of this resolution and as the Chairman, Vice Chairman or Secretary of the Board, the University, the Underwriter, Bond Counsel and Counsel to the Board shall approve and the approval thereof by said Chairman, Vice Chairman and/or Secretary of the Board and by the Vice President for Administration and Finance of the University shall constitute conclusive evidence of the approval of the form, terms and provisions of the Official Statement for use by the Underwriter in connection with the offering and sale of the Series K 2006 Bonds. For purposes of compliance with Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the "Rule") and the applicable provisions thereof with respect to the Series K 2006 Bonds, the Official Statement, as the same has been or may be supplemented, amended or corrected by the Board and the University from time to time, may and shall be treated as an Official Statement with respect to the Series K 2006 Bonds that is "deemed final" as of its date (or as of the date of any supplement, amendment or correction by the Board and the University for purposes of the Rule), except for the omission of certain pricing, interest rate or rates and/or other information permitted by the Rule, and is subject to completion and delivery in a final Official Statement in accordance with the provisions of the Rule. The Official Statement, when so prepared, supplemented and completed by an addendum or addenda specifying (as and if required) the maturity dates, principal amounts, and interest rate or rates of and for the Series K 2006 Bonds, together with any other information required or permitted by law, shall constitute the "Final Official Statement" of the Board and the University with respect to the Series K 2006 Bonds, as that term is defined and used in the Rule, and the Chairman, Vice Chairman or Secretary of the Board and the Vice President for Administration and Finance of the University are each hereby authorized to approve and execute the Final Official Statement upon completion of such information and to deliver or cause to be delivered the Final Official Statement to the purchasers of the Series K 2006 Bonds.

Section 7. Approval of Series K 2006 Bonds and Execution. The form, terms and provisions of the Series K 2006 Bonds shall be set forth in the Series K 2006 Tenth Supplemental Indenture and the Chairman and Vice Chairman of the Board shall each be authorized and are directed to execute the Series K 2006 Bonds, either by manual or facsimile signature, and the Secretary of the Board shall be authorized and is directed to attest, either by manual or facsimile signature, such signature on the Series K 2006 Bonds and the seal of the Board, or a facsimile thereof, shall be authorized and is directed to be affixed to the Series K 2006 Bonds.

Section 8. Order for Authentication. The Series K 2006 Bonds, when executed by the Chairman or Vice Chairman and by the Secretary of the Board, shall be delivered to the Trustee for authentication, accompanied by a written order of the Board executed by its Chairman, Vice

Chairman or Secretary and directing the authentication and delivery of the Series K 2006 Bonds by the Trustee. Upon receipt of such written order, the Trustee shall authenticate and register the Series K 2006 Bonds by executing the Trustee's certificate of authentication and registration provided therein, and shall deliver the Series K 2006 Bonds, when duly executed and authenticated, to the Underwriter in accordance with the written instructions therefor executed on behalf of the Board by its Chairman, Vice Chairman or Secretary, which instructions the Chairman, Vice Chairman or Secretary are hereby authorized and directed, for and in the name and on behalf of the Board, to execute and deliver to the Trustee. Such instructions shall provide for the delivery of the Series K 2006 Bonds in accordance with the provisions of the Bond Purchase Agreement, upon satisfaction of all conditions required hereunder and under the Bond Purchase Agreement and the Indenture for delivery of the Series K 2006 Bonds.

Section 9. Resolution Contract. In consideration of the purchase and acceptance of the Series K 2006 Bonds by those who shall own the same from time to time, the provisions of this resolution shall be part of the contract of the Board with the Registered Owners from time to time of the outstanding Series K 2006 Bonds.

Section 10. Authorization for Further Action. The members and officers of the Board and the University shall take all action in conformity with the Constitution and law of the State of Montana and this resolution which shall be necessary or reasonably required by the parties to the Indenture, the Bond Purchase Agreement, the 2006 Escrow Agreement and the Disclosure Agreement to effectuate their provisions, and shall take all other action necessary or desirable, and in conformity with the Constitution and law of the State of Montana and this resolution, for the refunding and defeasance of the Prior Bonds, including without limitation, the execution and delivery of all closing documents, certificates and opinions authorized or required to be delivered in connection with the issuance, sale and delivery of the Series K 2006 Bonds.

Section 11. Resolution Irrepealable. After any of the Series K 2006 Bonds are issued, this resolution shall be and shall remain irrepealable until the Series K 2006 Bonds and the interest thereon shall have been fully paid, canceled and discharged as provided in the Indenture.

Section 12. Severability. If any section, paragraph, clause or provision of this resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 13. Repealer. All bylaws, orders and resolutions of the Board, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed as reviving any bylaw, order or resolution or part thereof.

Section 14. Effective Date. This resolution shall be in full force and effect upon its passage, adoption and approval.

PASSED, ADOPTED AND APPROVED THIS \_\_\_\_ day of June, 2006

**THE BOARD OF REGENTS OF HIGHER  
EDUCATION for the State of  
Montana**

By \_\_\_\_\_  
Chairman

(S E A L)

ATTEST:

\_\_\_\_\_  
Secretary

At a regular meeting of The Board of Regents of Higher Education for the State of Montana, held on this \_\_\_\_ day of June, 2006, the foregoing resolution was moved for adoption, the same was put to a vote, and on roll call, the following vote was recorded:

Those Voting Aye:

Those Abstaining:

Those Voting Nay:

Those Absent:

Not less than a majority of The Board of Regents of Higher Education present having voted in favor of the motion, the presiding officer declared the motion carried and the resolution duly passed and adopted.

Thereupon, The Board of Regents of Higher Education considered other matters not concerning the Series K 2006 Bonds described in the foregoing resolution.







ITEM 131-2010-R0506

Adoption of A Definition of “Academic Buildings”

THAT:

The Board of Regents of the Montana University System hereby defines academic buildings as those facilities that support scholarly endeavors, both instructional and research, which play an integral role in the academic mission of the University System.

EXPLANATION:

During the 2005 Legislative Session, HB005 included a special new section which:

- 1) stated that those portions of new University System buildings which support academic missions should be funded with current unrestricted funds; and
- 2) directed the Montana University System to collaborate with the Office of Budget & Program Planning, the Architecture & Engineering Division, and the Legislative Fiscal Division, to come to an agreement regarding those portions of new building space that support academic missions.

Montana State University and the University of Montana propose this definition for use as the primary guideline for legislative decisions on providing state funding for O&M.

Academic buildings are those facilities that support scholarly endeavors, both instructional and research, as those activities play an integral role in the university’s academic mission. By contrast, “non-academic” buildings would include buildings such as residence/housing facilities, dining and food service facilities, parking lots/garages, and student owned/operated facilities such as student union buildings, stadiums, fieldhouses, and other facilities used for student recreation.

All universities have an obligation to ensure the knowledge their faculty disseminate is current and state-of- the-art, but research universities have a higher standard to meet. As research-intensive and land grant universities, MSU-Bozeman and UM-Missoula have a clear mandate to carry out an academic mission that couples instruction and research as two intertwined activities. At Bozeman for example, instruction and research are thoroughly, and desirably, integrated: faculty and students are deeply engaged both in learning and discovery. Collectively, these activities produce the highly educated, flexible, workforce required for competitiveness in today’s global economy, and simultaneously generate the knowledge upon which the development of new technologies and economic

opportunities depends. It is the engagement of faculty and students in learning and discovery that ultimately creates new sectors of the economy, new businesses, new employers, as well as the workforce itself.

This integration of instruction and research at MSU-Bozeman is imbedded in its policies for the hiring, promotion, and tenure of faculty, and is an intrinsic part of its undergraduate and graduate curricula. With very few exceptions, all faculty are expected to be engaged in research and creative work. Research is now required of all undergraduates as part of MSU's core curriculum, and research experiences are integrated into many of our upper-division courses. Research or creative work, along with advanced instruction (often in the form of one-on-one work with a faculty member) is the central focus of graduate education at MSU and plays an increasingly important part in undergraduate education as well.

On a nationwide basis, there have been several prominent studies recently which examined the role and responsibilities of state and land-grant universities. They found that universities in this category have a specific mandate to integrate research activities into the instructional curriculum of undergraduate students.

**These studies included the following:**

Kellogg Commission on the Future of State and Land-Grant Universities, 1999

The engaged institution must accomplish at least three things, one of which is: "It must enrich students' experiences by bringing research and engagement into the curriculum and offering practical opportunities for students to prepare for the world they will enter."

The Commission's report emphasized that we cannot overlook "the opportunities to improve students' exposure to research....Problem-solving, critical thinking, working with others, and clear communications through improved speaking, writing, and listening are all skills polished by participating in research activities."

The Boyer Commission on Educating Undergraduates in the Research University—Reinventing Undergraduate Education: a Blueprint for America's Research Universities, 1998

"The institutional goal of research universities should be a balanced system in which each scholar—faculty member or

student—learns in a campus environment that nurtures exploration and creativity on the part of every member.”

“Undergraduate education in research universities requires renewed emphasis on a point strongly made by John Dewey almost a century ago: learning is based on discovery guided by mentoring rather than on the transmission of information.” In a research university, “students should be taught by those who discover, create, and apply, as well as transmit, insights about subjects in which the teacher is expert.”

For reference, pertinent language from HB005 is provided:

**NEW SECTION. Section 11. University buildings – operations and maintenance.**

- (1) *The 59<sup>th</sup> Legislature finds that the operation and maintenance of portions of new building space that supports academic missions of the university system should be funded with current unrestricted university funds. The funding of current unrestricted university funds is shared between state general fund, tuition and other minor sources.*
- (2) *The Office of Budget and Program Planning, the Architecture & Engineering Division of the Department of Administration, the Legislative Fiscal Division and the Montana University System are directed to come to an agreement and to recommend to the 60<sup>th</sup> Legislature the portions of new building space that support academic missions of the University System and funding allocations between the general fund and tuition. If the Legislative Audit Division conducts a performance audit of the University System Building Program, the Office of Budget and Program Planning, the Architecture and Engineering Division of the Department of Administration, the Legislative Fiscal Division and the Montana University System shall take the results of the audit into consideration in making a recommendation.*
- (3) *If the University System chooses to build non-academic buildings, the operation and maintenance costs for the buildings must be funded from non-state and non-tuition sources.*



ITEM 131-2011-R0506

**Authorization to Proceed with Incentive Plan and Payments for Business Process Review Project; Montana State University**

**THAT:**

The Board of Regents of Higher Education authorizes Montana State University to proceed with the proposed incentive plan and payments for team members participating in the Business Process Review Project currently taking place throughout the University.

**EXPLANATION:**

Montana State University is currently conducting a multi-phase review and redesign of all business processes that are used throughout the four campuses and three agencies of the University.

A compensation plan has been developed as a means for providing team members with incentive/rewards (\$100-\$500) for achieving the required outcomes (tasks/quality) within the required timeframes. It is important to note that these employees have agreed to take part in this process, which means taking on a considerable overload of duties in addition to their existing workloads.

If the criteria are met as defined in the attached policy, additional compensation will be the means for compensating professional employees. Classified employees will receive compensation as lump sum bonus payments.

While this review and redesign of business processes will be time-consuming and labor-intensive, the end result will be more efficient service for the customers of the Montana State University campuses.

**ATTACHMENTS:**

Policy on Incentive Payments List of Teams and Participating Members



**Montana State University  
Business Process Review (BPR) Project  
Incentive Payments**

As a part of the current BPR project that is underway at Montana State University, we have proposed an incentive program for those employees that are serving on the teams. These employees have agreed to take part in this process which means taking on a considerable overload of duties in addition to their existing workload.

Team members will be eligible to receive these payments on the condition that the outcomes and timeframes that they establish as part of their teams plan are achieved. Objective criteria must be specified in terms of outcomes or deliverables and timeframes. These must be approved by the Oversight Committee. The schedule for payments is as follows:

<b>Phase I – end of June 2006</b>	<b>Phase II – end of December 2006</b>
95% - 100% - \$350	95% - 100% - \$500
90%-94% - \$200	90%-94% - \$350
80%-89% - \$100	80%-89% - \$100
<80% - \$0	<80% - \$0

Team leaders will make recommendations to the Project Leader for these payments. The final approval of these awards will be made by the Oversight Committee. This committee includes Craig Roloff, Jim Rimpau, Rolf Groseth, the CFO from each campus (Iverson-MSU Billings, Jensen-MSU Northern & Baukol-MSU GF), AES (Shelhamer), Extension Service (Rahn-Gibson), Laura Humberger, Mark Sheehan and Jo Oudshoorn.

Each person would only be eligible for one bonus per phase, depending on their performance. All team members on all 4 campuses are eligible to participate in the program.

Based on approximately 75 people being involved from MSU PPS and Finance areas, and assuming that not all objectives are achieved within the timeframes, and achievement is distributed in a normal curve, it is assumed that the cost of the incentive will be in the region of \$45,150. Due to the timeframes of the BPR this amount would be spread over two financial years.





**Montana State University  
Business Process Review Project Teams**

<b>Accounting Processing/Functions</b>			
Duane	Morris	BZ	Lead
LeAnn	Anderson	B	
Ed	Binkley	GF	
David	Court	BZ	
Christina	Fournier	BZ	
Heather	Halverson	B	
Sheron	Mcllhattan	BZ	
Keith	Pickering	BZ	
Kevin	Ward	BZ	
Chris	Wendland	N	
<b>Accounts Payable</b>			
Sue	Ost	N	Lead
Peggy	Dimou	BZ	
Lynne	Hendrickson	BZ	
Bonita	Jans	BZ	
Lorraine	Johnson	N	
Paul	Lambeth	BZ	
Jim	Nielsen	B	
Kathy	Osen	BZ	
Deanne	Prideaux	GF	
<b>Accounts Receivable</b>			
Diane	Allen	BZ	Lead
Megan	Bergstedt	BZ	
Michelle	Burchard	N	
Bill	Byars	B	
David	Court	BZ	
Crystal	Kinsella	N	
LeAnn	Gleason	GF	
Loreen	Phillips	BZ	
Nancy	Powell	BZ	
Kathy	Sobrepena	BZ	
Sandy	Taylor	BZ	
<b>Budget</b>			
Jeff	Davis	BZ	Lead
Kathy	Attebury	BZ	
Bobby	Bear	BZ	
Clyde	Carroll	BZ	
Trudy	Collins	B	
Deby	Gunter	GF	
Lew	Hill	BZ	
Thomas	Hoffman	BZ	
Carrie	Molitor	N	

<b>Classification</b>			
Susan	Alt	BZ	Lead
Mary Kay	Bonilla	GF	
Kerry	Evans	BZ	
Jon	Ford	BZ	
Karen	Maika	BZ	
Carrie	Molitor	N	
Glenn	Puffer	BZ	
Janet	Simon	B	
Melanie	Stocks	BZ	
<b>Payroll</b>			
Trez	Jones	GF	Lead (2/1/06-4/30/06)
Kathy	Haggart	GF	Co-Lead (5/1/06-12/31/06)
Terri	Elletson	B	Co-Lead (5/1/06-12/31/06)
Janell	Barber	BZ	
Megan	Bergstedt	BZ	
Brenda	Brakke	B	
Brandi	Clark	BZ	
Carmen	Fike	BZ	
Deb	Harrison	BZ	
Thomas	Hoffman	BZ	
Kelly	Leeds	N	
Mary Fran	San Soucie	BZ	
Mary	Summerhill	BZ	
Vicky	Whitney	BZ	
<b>Purchasing</b>			
Jeana	Henley	BZ	Lead
Matthew	Blazicevich	BZ	
Deby	Gunter	GF	
Paul	Lambeth	BZ	
Shawna	Lanphear	BZ	
Traci	Miyakawa	BZ	
Brain	O'Connor	BZ	
Max	Thompson	BZ	
Nancy	Voorhees	B	
Mary Lou	Wilson	BZ	

<b>Reappointment</b>			
Dawn	Watkins	BZ	Lead (2/106-4/30/06)
Carmen	Fike	BZ	Lead (5/1/06-12/31/06)
Mary Kay	Bonilla	GF	
Lynn	Groth	BZ	
Karen	Maika	BZ	
Becky	McMillan	BZ	
Carrie	Molitor	N	
Laura	Underkofler	BZ	
Robertta	Van Valkenburgh	B	
<b>Recruitment</b>			
Susan	Alt	BZ	Lead
Lisa	Albert	GF	
Darcy	Halpin	BZ	
Mo	Harbac	BZ	
Todd	Jutila	BZ	
Karen	Maika	BZ	
Kerri	Marx	BZ	
Carrie	Molitor	N	
Jackie	Salveson	N	
<b>Treasury</b>			
Christina	Fastnow	BZ	Lead
LeAnn	Anderson	B	
Ed	Binkley	GF	
David	Court	BZ	
Carrie	Molitor	N	
Bob	Snyder	BZ	
Tom	Stump	BZ	
Rosemary	Walker	BZ	



## Board of Regents Policy 940.13 Tuition Waivers: Montana University System

Substantive Issues for discussion:

1. Consider raising the 2% threshold for the limit on non-resident tuition waivers – this change in policy would also require a statutory change.
2. Eliminate the \$30 registration fee that is charged to each student/each semester and increase the tuition charges to full-time students by \$30 (effective FY 07-08). This will allow the topic of the registration fee to be eliminated from the Tuition Waiver policy and ease the accounting burden on each campus. Many students and parents are confused with an assessment of a registration each semester.
3. Need-based language?
4. Partial waivers as opposed to full waivers
5. Specialized Waivers (Boys & Girls Club, YMCA, Boy Scouts, Girl Scouts, etc.)
6. National Guard tuition waiver ( passed in the 2005 Legislative Session):

MCA 20-25-421 (2) The regents may:

(e) waive tuition for up to 5,000 credits each academic year in accordance with the Montana national guard education benefit program established by the department of military affairs. The waivers provided for in this subsection are intended to be available for up to 5 years after the person qualifies.

Estimated Unfunded Cost of full implementation:

- 5,000 credits / 30 credits = 167 FTE x \$3,800 average yearly tuition = \$634,600
- Mandatory fee waivers (if not funded with state funds) are funded with tuition increases
- Options:
  1. Work with the National Guard, during the 2007 Legislative Session, to obtain full funding for the waiver.
  2. Allow a partial waiver (similar to the 50% waiver that applies to Faculty and Staff dependents. Would require partial payment by the State, National Guard or National Guard employee.
  3. Fully implement the waiver without funding.
  4. Phase-in the waiver over a series of years (1000 credits in FY06-07, 2000 credits in FY08-09, etc.)
  5. Do not add the waiver to BOR policy



**MONTANA UNIVERSITY SYSTEM SUMMARY FEE WAIVERS**

Fee Waiver Utilization

2/28/06

Source: CHE104

	Actual FY 2001	Actual FY 2002	Actual FY 2003	Actual FY 2004	Actual FY 2005	Budgeted FY 2006	PROJECTED					
							FY2007	Incr 07	FY 2008	Incr 08	FY 2009	Incr 09
<b>Discretionary</b>												
<b>Resident</b>												
Resident Undergrad	342.4	323.9	360.7	389.1	269.1	428.6	457.0	28.4	462.4	5.4	455.4	-7.0
Resident Dual Cred	0.0	0.0	0.0	0.5	14.0	8.6	15.0	6.4	17.0	2.0	20.0	3.0
Resident Athletics	466.9	463.8	468.8	477.1	441.5	538.1	543.0	4.9	542.0	-1.0	539.0	-3.0
Resident Graduate	198.7	332.0	296.2	276.1	253.6	305.6	310.0	4.4	311.5	1.5	312.5	1.0
<b>Non-Resident (2%)</b>												
NR in-state Athletic	200.9	262.4	240.4	261.0	266.1	251.9	251.9	0.0	255.9	4.0	260.9	5.0
NR out-of-state Athl	216.6	284.9	264.3	294.5	297.8	283.5	283.8	0.3	287.8	4.0	292.8	5.0
NR in-state Grad	239.0	219.6	226.8	205.1	222.8	213.5	220.0	6.5	231.0	11.0	237.0	6.0
NR out-of-state Gra	243.4	230.3	237.9	211.5	221.5	212.8	219.3	6.5	229.3	10.0	234.3	5.0
NR in-state Undergr	35.1	53.7	52.2	38.2	111.2	116.8	149.3	32.5	150.8	1.5	151.3	0.5
NR out-of-state Unc	50.0	66.7	61.2	46.3	118.2	124.4	158.8	34.3	160.3	1.5	161.8	1.5
Out-of-state Wiche	2.0	0.0	4.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
PhD/MSSE	0.0	0.0	14.0	23.0	5.0	19.0	19.0	0.0	19.0	0.0	19.0	0.0
<b>Mandatory</b>												
Montana Indians	636.5	768.5	721.6	698.4	766.1	783.8	827.0	43.2	864.5	37.5	888.5	24.0
Veterans	82.3	79.9	97.9	83.4	96.6	88.4	91.1	2.7	101.5	10.4	108.2	6.7
Resident Faculty &	156.1	144.5	176.4	193.9	183.7	191.7	196.9	5.2	201.0	4.1	203.0	2.0
Resident Employee	0.0	0.0	0.0	0.3	127.2	154.5	153.9	-0.6	170.4	16.5	185.5	15.1
War Orphans/Peace	0.4	0.0	0.0	0.2	0.7	1.0	1.0	0.0	1.0	0.0	1.0	0.0
Prisoners of War	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Senior Citizens	20.6	20.2	22.4	25.5	27.2	29.0	29.4	0.4	30.0	0.6	29.0	-1.0
Custodial Students	0.0	0.7	0.0	0.5	1.1	2.1	2.4	0.3	2.5	0.1	2.0	-0.5
Community College	14.2	11.7	13.1	13.3	13.1	12.3	11.0	-1.3	12.0	1.0	12.0	0.0
High School Honors	429.0	403.5	423.7	426.1	255.0	470.9	683.0	212.2	890.5	207.5	899.5	9.0
National Merit	13.3	7.6	6.4	11.4	3.0	15.2	13.0	-2.2	15.0	2.0	15.0	0.0
<b>Total Fee Waivers</b>	<b>3,347.2</b>	<b>3,673.8</b>	<b>3,687.7</b>	<b>3,681.2</b>	<b>3,694.5</b>	<b>4,251.6</b>	<b>4,635.8</b>	<b>384.2</b>	<b>4,955.3</b>	<b>319.6</b>	<b>5,027.7</b>	<b>72.3</b>
<b>Total Fee Waiver Expense</b>	<b>\$ 9,640,689</b>	<b>\$ 11,852,435</b>	<b>\$ 13,958,056</b>	<b>\$ 15,702,992</b>	<b>\$ 17,810,495</b>	<b>\$ 21,953,528</b>						

<b>Discretionary</b>												
Resident fee waiver utilization increase								44.1		7.9		-6.0
Cost of increased utilization								\$ 163,200		\$ 29,894		\$ 22,963
<b>Non-resident fee waiver utilization increase</b>												
Cost of increased utilization								\$ 878,420		\$ 460,229		\$ 328,296
<b>Mandatory</b>												
Resident fee waiver utilization increase								259.9		279.7		55.4
Cost of increased utilization								\$ 1,104,984		\$ 1,184,865		\$ 313,322
<b>TOTAL COST INCREASE DUE TO UTILIZATION INCREASE</b>								<b>\$ 2,146,605</b>		<b>\$ 1,674,989</b>		<b>\$ 664,580</b>
								384.2		319.6		72.4





MONTANA BOARD OF REGENTS OF HIGHER EDUCATION  
Policy and Procedures Manual

DRAFT DRAFT DRAFT

PAGE: 940.13 (1 of 8)

SUBJECT: FINANCIAL AFFAIRS

Effective: July 1, 2003

Section: 940.13 Tuition Waivers; Montana  
University System

Issued: November 8, 2005  
Approved:

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Board policy:

1. The campuses of the Montana University System are authorized to waive tuition and registration fees in accordance with this policy.
2. The Commissioner of Higher Education is responsible for the general administration of this policy.
3. The objectives of this policy are to:
  - a. assure a uniform and equitable administration of fee waiver policies for students at the campuses of the Montana University System,
  - b. increase accessibility to public higher education for citizens who would not be able to matriculate or to continue an educational program without financial assistance,
  - c. recognize meritorious achievement or service, whether academic or through exceptional accomplishment, by students in the Montana University System,
  - d. maintain fiscal responsibility by insuring that other sources of financial assistance are explored and utilized prior to waiver of tuition and fees which reduces funds for the operation of the Montana University System, and
  - e. ensure that the allocation of waivers is made in accordance with federal law, specifically Title IX of the Higher Education Amendments of 1972.
4. For purposes of this policy, tuition shall mean       (to be defined)      . Registration fees shall mean solely the fee charged on a one-time basis for registration at any unit of the Montana University System. This policy does not authorize the waiver of building fees or any other mandatory or miscellaneous campus fees.
5. Self-Supporting courses. Waivers awarded under this policy cannot be applied to self-supporting courses. Student with waivers under this policy will be required to pay the full tuition and fees for the self-supporting course.
6. Summer session. Any category of waiver granted to students during summer session shall be included in computations of each unit's allowable limit. Summer semester is considered the first semester of the fiscal year.
7. Mandatory Tuition Waivers. The Board of Regents hereby directs the campuses to grant waivers of undergraduate tuition and registration fees, for Montana resident students enrolled in the following categories, at campuses of the Montana University System:
  - a. Montana University System Honor Scholarships. Recipients of a Montana University System Honor Scholarship<sup>1</sup> are eligible for the waiver. Recipients must attend any Montana

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<sup>1</sup> See Section 501.1, Montana University System Honor Scholarship.

University System campus or Dawson, Flathead Valley, or Miles City community colleges pursuant to Board of Regents Policy 501.1(A)(2). The waiver will be valid through the completion of the first undergraduate degree or 8 semesters, whichever occurs first, as long as the student maintains compliance with the terms of Policy Section 501.1(A)(2).

b. Community College Honor Scholarships. Recipients of Community College Honor Scholarship<sup>2</sup> who enroll at any Montana University System campus within nine months after receiving the associate degree from the college shall be eligible for the waiver, which will be valid through the completion of the first academic year (2 semesters) of enrollment, exclusive of any credits earned prior to high school graduation or community college graduation, subject to Board of Regents Policy 501.2.

c. Honor Scholarship for National Merit Scholarship Semi-Finalists. National Merit Scholarship semi-finalists from Montana are eligible for a waiver through the first academic year (2 semesters) of enrollment exclusive of any credits earned prior to high school graduation. The holder of the scholarship must enter one of the Montana University System campuses or Dawson Community College, Flathead Valley Community College or Miles City Community College within nine months after high school graduation. A satisfactory standard of scholarship must be maintained as prescribed in § 9(b), "Continued Eligibility for Waiver." The scholarship is not transferable to another person and becomes void three years from the date of issue.

d. American Indian Waiver. Persons of one-fourth (1/4) American Indian blood or more are eligible for a waiver. Such person must have been a bona fide resident of Montana for at least one year prior to enrollment in the Montana University System and must demonstrate financial need.

e. Honorably Discharged Veteran Waiver.

i. Veterans From the Vietnam Era and Before (i.e., served anytime prior to May 8, 1975) - All honorably discharged persons who served with the United States forces in any of its wars and who are bona fide residents of the State of Montana for fee and tuition purposes are eligible for a waiver. This waiver shall not apply to persons who qualify for education stipends or other veterans' educational benefits under federal law or regulation and shall apply only to those who have at some time qualified for benefits but whose benefits have expired or been exhausted.

ii. Post-Vietnam Era Veterans (i.e., service began after May 7, 1975) - Veterans serving in the armed forces subsequent to the conflict in Vietnam are eligible for a waiver if the following conditions are met:

1. (a) The veteran has been awarded an Armed Forces Expeditionary Medal, or  
(b) The veteran served in a combat theater in the Persian Gulf between August 2, 1990 and April 11, 1991 and received the Southwest Asia Service Medal, or  
(c) The veteran has been awarded the Kosovo Campaign Medal. For purposes of this policy any of the above noted medals shall be deemed to have been "awarded" to an individual if the individual was eligible for the medal but chose to receive another medal in lieu thereof.

2. The veteran elected to become eligible for educational benefits under Title 38, Chapter 30 or 32, of the United States Code (or a successor federal program granting educational benefits based on active duty in the regular armed forces of the United States) and has exhausted such benefits or is no longer eligible for such benefits because of the passage of time. Participants in the Veterans Educational Assistance Program (VEAP) or any similar contributory program who withdraw any portion of their contribution before the expiration date for their benefits are not eligible for the waiver.

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<sup>2</sup> See Section 501.2, Community College Honor Scholarship.

f. War Orphans Waiver. A waiver is available, with the approval of the Commissioner of Higher Education, for children aged 25 and under of members of the armed forces of the United States who served on active duty during World War II, the Korean or Vietnam conflicts. Such members of the armed forces must be Montana residents at the time of entry into service and must have been killed in action or died as a result of combat related injury, disease, or other disability while in the service.

g. Montana Senior Citizen Waiver. A waiver shall be granted for students who are at least sixty-two years of age.

h. Custodial Student Waiver. For students designated by the Department of Corrections, a waiver is available upon the recommendation of the Commissioner of Higher Education. Such students must have been residents of the Riverside Correctional Facility at Boulder, the Pine Hills Youth Correctional Facility at Miles City or other similar facility and have been awarded \$800 (or such amount as has been approved by the commissioner) per year from the department of corrections in accordance with § 52-5-112, MCA. Such students shall have completed high school and been admitted to a unit of the Montana University System. The same benefit may be granted to students from similar private, non-sectarian charitable institutions located in Montana on the same conditions. Application for the waiver shall be made by the Department of Corrections to the Commissioner of Higher Education by August 1 of each year and shall be renewable each year conditional on continued department of corrections support and meeting of campus academic requirements. No more than eight students per correctional facility may receive this benefit each year. The Commissioner of Higher Education will monitor the custodial student fee waivers for compliance with this policy and state law.

i. Surviving Dependents of Montana National Guard Member Waiver. The surviving spouse or child of any Montana National Guard member killed as a result of injury, disease, or other disability incurred in the line of duty while serving on state active duty is eligible for a waiver. This waiver shall not apply to the extent that any such person is eligible for educational benefits from any governmental or private benefit program that provides comparable benefits.

j. Employee and Dependent Waiver. Tuition may be waived for permanent Montana University System employees employed at least  $\frac{3}{4}$  time during the entire period of enrollment. Permanent employees employed at least  $\frac{3}{4}$  time for the entire academic year who are reemployed for the following academic year are eligible for a waiver during the intervening summer term. Each campus may adopt regulations to limit the amount of credits an employee may register for and to control the times at which courses may be taken. One dependent of a permanent employee is eligible for a waiver of 50% of the resident tuition, provided the employee is not utilizing an employee waiver at the same time. A dependent includes an employee's spouse and unmarried, financially dependent children under the age of 25, as defined by the Internal Revenue Code. Employees shall not be subject to the reasonable academic standards set forth in this policy.

k. Surviving Dependents of Montana Firefighters/Peace Officers Waiver. The surviving spouse or child of any Montana firefighter or peace officer killed in the course and scope of employment is eligible for a waiver. This waiver shall not apply to the extent that any such person is eligible for educational benefits from any governmental or private benefit program that provides comparable benefits.

l. September 11, 2001 Victims Waiver. Persons whose spouse, parent, or legal guardian was a victim of the September 11, 2001 terrorist actions at the New York World Trade Center, the Pentagon or the Pennsylvania airplane crash are eligible for the waiver. "Victim" as used herein means a person killed as a direct result of physical injuries suffered on or about September 11 directly related to the above noted terrorist actions and includes rescuers, relief workers or fire and police personnel. It does not include any individual identified by federal law enforcement

personnel as likely perpetrators of the terrorist activities. If a person is eligible for other grants or scholarships based on the individual's relationship to a victim, which assistance may be used for attendance within the Montana University System, the waiver shall be available only if the individual has fully pursued this alternative source of student assistance and only to the extent that the alternative aid does not cover charges otherwise waivable under this policy.

**8. Discretionary Waivers.** Campuses of the Montana University System may grant the following waivers subject to specified conditions. Institutions are not required, nor encouraged, to allocate the maximum number or value of waivers allowed.

a. Undergraduate Student Waiver. Registration fees and tuition may be waived for undergraduate students, which for the campuses of any one unit shall not exceed 6% of the unit's total fall term FTE enrollment for the preceding year, exclusive of all other waivers.

b. Out-of-State Student Waivers. Campuses may waive registration fees, tuition and out-of-state fees for out-of-state students, which for the campuses of any one unit shall not exceed 2% of the unit's total fall term FTE enrollment for the previous year. The 2% limit shall apply to all undergraduate, graduate and athletic fee waivers. Out-of-state waivers may be given in whole or in part to any number of students so long as the total dollar value does not exceed the dollar equivalent of the maximum authorized waivers. The dollar value of waivable fees shall be based upon the fees for a normal credit load (15 credits).

c. Graduate Student Waiver. Tuition and registration fees (where applicable), may be waived for graduate students; however, the number of waivers for the campuses of any one unit shall not exceed 4% of the unit's total fall term FTE of the preceding academic year.

d. WICHE/WWAMI. Limitations on numbers of students in subsections 7(a), 7(b) and 7(c) above shall not apply to students from other states who enroll under provisions of any WICHE or WWAMI sponsored state reciprocal agreements which provide for the payment, where required, of the student support fee by the reciprocal state, or to student exchange programs which the Commissioner of Higher Education may designate under the WICHE Fellows or Scholars programs.

e. Allocation. Campuses may authorize waivers on the basis of superior academic achievement, service to the campus or meritorious accomplishment.

**9. Rules Applicable to all Waivers.**

a. Financial Need. All waivers, except Honor Scholarships for National Merit Scholarship semi-finalists, High School Honor Scholarships, Community College Honor Scholarships, and waivers for faculty and staff, graduate teaching assistants and graduate research assistants shall include financial need as a criterion whenever possible.

b. Continued eligibility for waiver. Students are eligible for continuation of the waiver, from year to year, unless otherwise limited, provided reasonable academic progress is maintained in accordance with the campus's satisfactory progress policy generally used in administering federal financial aid. This provision does not apply to senior citizens and faculty and staff waivers.

Procedures:

1. Authorizing official. The Financial Aid Director at each campus shall be the official authorized to award financial assistance, including tuition and fee waivers and scholarships, to any student. No notice or authorization of financial assistance

including tuition waivers and scholarships shall be communicated to a student except by authorization from the Financial Aid Officer.

2. Reporting and review:

a. Each unit of the Montana University System will report annually to the Commissioner of Higher Education concerning waivers on forms provided.

b. The president or chancellor of each campus, with the assistance of the financial aid director, shall annually review financial aid practices to insure that waivers are allocated in accordance with applicable policy.

c. The administration of this policy will be reviewed periodically by the Commissioner of Higher Education to insure that no inequities, misinterpretations or misapplications have occurred and to assist in alleviating any problems.

History:

Item 5-006-R0774, Policy Regarding Fee Waivers, Montana University System, as amended June 7, 1976 (Rescinded); Item 18-005-R1077, October 28, 1977, as revised January 16, 1978, April 11, 1978, January 21, 1983, January 30, 1984, November 4, 1988, June 21, 1989, April 26, 1990, July 31, 1990, November 9, 1990, March 22, 1991, July 30, 1992, November 11, 1993, July 7, 1994, November 20, 1997, May 21, 1998, November 18, 1999 (Item 104-103-R0999), November 16, 2001 (Item 113-109-R1101), January 18, 2002 (ITEM 114-103-R0102), March 22, 2002 (Item 113-108-R1101), May 24, 2002 (Item 114-101-R0302), March 20, 2003 (Item 118-103-R0303) and as revised by the [Task Force on Fees Report](#) approved by the Board of Regents on March 24, 2000 with an effective date of Academic Year 2002.



June 1-2, 2006

**ITEM 131-2801-R0506**      **Revision to language contained in Item 129-2801-R1105-  
Authorization to Establish a Mandatory Lewistown  
Building Fee; Montana State University-Northern**

**THAT:**                      The Board of Regents of Higher Education approves revised language contained in Item 129-2801-R1105.

**Original Language:**

The Board of Regents of Higher Education authorizes Montana State University – Northern (MSUN) to establish an additional mandatory **Lewistown Building Fee**.

This item is contingent upon successful conveyance of the BLM Lewistown Field Office, 80 Airport Road, Lewistown Montana.

Estimated effective date of the fee is beginning of Fall Semester 2006 at a maximum rate of \$70 per credit per semester.

For the FY08-09 budget discussions, MSUN will bring forth a budget item requesting general fund to cover the O & M for this building. The Lewistown building fee will be reduced accordingly for any general fund received.

**Revised Language:**

The Board of Regents of Higher Education authorizes Montana State University – Northern (MSUN) to establish an additional mandatory **Lewistown Building Fee**.

This item is contingent upon successful conveyance of the BLM Lewistown Field Office, 80 Airport Road, Lewistown Montana.

Estimated effective date of the fee is beginning of Fall Semester 2006 at a maximum rate of \$70 per credit per semester.

**EXPLANATION:**                      When the original item was submitted language referencing the FY08-09 budget discussions was included. Montana State University – Northern does not intend to request any state funding for O & M for this facility.





**Academic & Student Affairs  
Committee Meeting**

**Hensler Auditorium, Applied Technology Building  
Montana State University-Northern  
Wednesday, May 31, 2006  
1:00 – 4:30 p.m.**

**(Committee members:** Committee Chair and Regent Lynn Hamilton, Regent Mike Foster, Regent Lila Taylor and Regent Heather O'Loughlin)

Note: The Board of Regents may take action on any item on the Committee agenda.

(Public comment is welcome during the meeting.)

- a. Roll Call.
- b. Review and adoption of the agenda.
- c. Approval of the minutes from the March 1, 2006, meeting of the Committee. (pg. 341)
- d. **Portion of the Meeting Devoted to Topics of Concern to Both Academic and Student Affairs Officers.**
  1. Discussion of the Board of Regents' Strategic Plan – David Gibson and Tyler Trevor. (pg. 345)
  2. Discussion of Distance Education – Tom Gibson. (pg. 350)
  3. Discussion of Emergency Preparedness – Lowell Goetting. (pg. 374)
  4. Discussion of Policy 940.29, tuition for post-baccalaureate students. (pg. 377)
- e. **Portion of Meeting Devoted to Topics of Concern to Chief Academic Officers.**
  1. Level I memorandum. (pg. 378)
  2. Level II items. (pg. 448)
    - a. --Action: **ITEM 130-301-R0306**: Certificates of Applied Science, Flathead Valley Community College. (pg. 450)
    - b. --Action: **ITEM 130-2851-R0306**: A.A.S. degree in Radiologic Technology, MSU-Great Falls College of Technology. (pg. 452)
    - c. --Action: **ITEM 130-2852-R0306**: Certificate of Practical Nursing, MSU-Great Falls College of Technology. (pg. 462)
    - d. --Action: **ITEM 130-2804-R0306**: Civil Engineering Technology program in Great Falls, MSU-Northern. (pg. 471)
    - e. --Action: **ITEM 130-1018-R0306**: Irish Studies minor, UM-Missoula. (pg. 481)
    - f. --Action: **ITEM 130-1503-R0306**: Bachelor and Master's degree in Electrical Engineering, Montana Tech. (pg. 490)
  3. --Action: **ITEM 131-101-R0506**: Additional revisions to the model nursing curriculum. (pg. 515)
  4. Review the Scope of the University of Montana-Missoula Paleontology Center and an associated Fort Peck Field Station.
- f. **Announcements.**
  1. Delay in Flathead Valley's LPN nursing program.
  2. Academic administrative changes at UM-Western.
- g. Other business.
- h. Public comment.
- i. Close: Review assignments, meeting schedule and meeting's main points.



DRAFT Minutes of  
**THE ACADEMIC & STUDENT AFFAIRS COMMITTEE**  
of the Montana Board of Regents

Library Conference Room  
The University of Montana-Western, Dillon, Montana  
**Wednesday, March 1, 2006**  
1:00 – 5:00 p.m.

**Committee Members:** Chair Regent Lynn Morrison-Hamilton, Regent Mike Foster, Regent Lila Taylor and Regent Heather O'Loughlin

Public comment is welcome during the meeting.

The Board of Regents may take action on any item on the committee agenda.

Regent Lynn Hamilton, Committee chair, called the meeting to order at 1:00 p.m. and welcomed the new members of the Committee, Regents Taylor and O'Loughlin.

- a. Roll Call.  
Regent Foster was excused. All other committee members were present.
- b. Review and adoption of the agenda.  
Regent Taylor moved to adopt the agenda. Motion carried.
- c. Approval of the minutes from the November 16, 2006, meeting of the Committee.  
Regent O'Loughlin moved to approve the minutes. Motion carried.
- d. Portion of the Meeting Devoted to Chief Academic Officers.
  1. Level I memorandum  
Deputy Commissioner Barber presented the Level I memorandum for the Regents' information. The Regents had no questions or concerns about the memorandum.
  2. Level II Items—All Action Items
    - a. ITEM 130-1002-R0106: Bachelor's degree in Media Arts, UM-Missoula
    - b. ITEM 130-1003-R0106: Bachelor's degree in Accounting, UM-Missoula  
*Regent Hamilton asked what the employment outlook is for students with a four-year degree instead of the five-year Master's of Accountancy degree. Students graduating with the baccalaureate degree are eligible to sit for the CPA exam.*
    - c. ITEM 130-1004-R0106: Bachelor's degree in Finance, UM-Missoula
    - d. ITEM 130-1005-R0106: Bachelor's degree in Information Systems, UM-Missoula
    - e. ITEM 130-1006-R0106: Bachelor's degree in International Business, UM-Missoula
    - f. ITEM 130-1007-R0106: Bachelor's degree in Management, UM-Missoula

g. ITEM 130-1008-R0106: Bachelor's degree in Marketing, UM-Missoula  
*Regent Hamilton asked if any of the options that are being converted to majors were previous degree programs that were consolidated under a program review process. They were not.*

h. ITEM 130-1010-R0106: Master's degree in Information Systems, UM-Missoula  
*Regent O'Loughlin asked about the difference between this program and the Master's in Computer Science offered at MSU-Bozeman. The Computer Science program focuses on technical aspects and theory, while the Information Systems program is more management focused. It can be thought of as the "workforce arm," blending theory and practice. Provost Dooley was enthusiastically supportive.*

i. ITEM 126-1601-R0106: Associate degree in Natural Horsemanship, UM-Western  
*This item seeks continuation of a provisionally approved program. Regent Hamilton asked why the program carries the Associate of Applied Science credential instead of the Associate of Science designation. Provost Ulrich said that it is because the A.S. can't carry a major designation and the designation is important for students. The A.A.S. articulates fully into the bachelor's program in Natural Horsemanship. Regent Taylor asked about the on-going commitment from La Cense. The letter of agreement between Western and La Cense guarantees that if the agreement were terminated, existing students would be allowed to finish their programs.*

j. ITEM 130-201-R0106: Certificate in Agricultural Marketing, Dawson Community College

k. ITEM 130-202-R0106: Associate degree in Web Development, Dawson Community College

By consensus, all of the action items will be forwarded to the full Board with a recommendation for approval.

3. Level II submission memorandum

Deputy Commissioner Barber explained the two-step approval process for new program proposals. The Level II items on submission at this meeting are informational, and will be on the action agenda for the next Board meeting. The Regents were asked to forward questions or concerns about any of these items to Deputy Commissioner Barber.

e. Portion of the Meeting Devoted to Topics of Concern to both Academic and Student Affairs Officers

1. Action: ITEM 130-101-R0306: Transfer goals

*The proposed transfer goals were developed by the Chief Academic Officers in response to a request from this Committee. The first goal focuses on students transferring from two-year to four-year programs. This type of transfer deserves special attention because it can be particularly problematic, and because of the Board's emphasis on the importance of two-year education. Goal two emphasizes multiple pathways including some new ones relating to common coursework and learning outcomes.*

*Shannon Taylor, chair of the Faculty Council at MSU-Bozeman, proposed the addition of a fifth transfer goal, aimed at preserving the integrity and quality of campus-specific programs. Grant Mitman, chair of the Faculty Senate at Montana*

*Tech, said that their Curriculum Review Committee takes a special interest in transferability when developing courses, but there are some courses that don't have equivalencies elsewhere in the system due to the uniqueness of the program or accreditation issues. Deputy Commissioner Barber noted that accreditation issues shouldn't impede advancing transfer goals, and if necessary, the accrediting agencies can be called on for assistance.*

*In response to a question from Regent Taylor about tracking transfer students since the performance audit, Deputy Commissioner Barber discussed the need for good data to assess the success of the new transfer policies. Tyler Trevor, the new data person at OCHE, will help identify remaining problem areas. There are also places on the website for students to tell their transfer stories, as well as to give feedback on the transfer website itself.*

*Regent Hamilton asked if the Committee wanted to add a fifth goal respecting the quality of campus programs. Dr. Taylor said that if the spirit of honoring faculty and the quality of individual programs was present, he had no objection to the goals as presented. The Committee will forward the goals to the full Board as written.*

2. Next steps in the transfer area

a. Enhancements to the transfer website

*Recent additions include exceptions to the Minimum Grade policy and courses that fulfill the Montana University System Core, both listed by campus. More information will be added as it becomes available, including exceptions to the Outdated Coursework policy. Deputy Commissioner Barber asked that each campus establish a prominent link from their website to the OCHE transfer website.*

b. The proposed budget initiative on transferability

*The initiative includes funds for a comprehensive data system and resources to support faculty workgroups developing common course outcomes and evaluating general education courses. It does not include funds for additional campus staff to assist with implementing the new transfer policies, which Regent O'Loughlin noted is an issue for the smaller campuses. The Committee endorsed the budget initiative by consensus.*

3. Action: ITEM 130-102-R0306: Revisions to Policies 301.1 and 301.2

*The proposed revisions to policies 301.1 and 301.2 would formalize the admissions program being phased in at the University of Montana-Missoula. This program, which has been briefly discussed with the Board in the past, directs students meeting the minimum requirements for admission to a four-year institution but deemed at risk of failure to begin their studies at UM-Missoula's affiliated College of Technology.*

*After lengthy discussion, the Committee declined to act, and the item was forwarded to the full Board without a recommendation. The key issue was that the suggested changes would allow campuses to force students into two-year programs even when a student meets the admission criteria for entry to a four-year program. Whether or not this improves the student's chance of succeeding, it has the potential of depriving the student of the ability to make his/her own choice. The discussion illuminated the need for a broader conversation regarding admission standards and preparing students for success in post-secondary education.*

4. Action: ITEM 130-104-R0306: Revisions to Policy 301.5.1  
*The revision is a housekeeping item, to insure that the provisions in Policy 301.5.1 mesh with the expectations of Policy 301.5. Regent Taylor moved to forward this item to the full Board. The motion carried.*
5. Discussion of Policy 940.29, tuition for post-baccalaureate students  
*Regent Hamilton asked to revisit this "super-tuition" policy that was adopted at a time when moving students through the university system quickly was a priority. She said that the policy flies in the face of life-long learning, career changers and the needs of teachers. Provost Dooley said that the difference in tuition would be approximately \$600,000 on the Bozeman campus, and this would have to be shifted to other students. All campuses were asked to report on the fiscal impact of charging post-baccalaureate students the same tuition as undergrads for the May meeting.*

e. Portion of the Meeting Devoted to Topics of Concern to Student Affairs Officers.  
(Because it was late in the day, the action item was taken before the discussion item.)

2. Action: ITEM 130-105-R0306: ISBN numbers and textbooks  
*This is a follow-up to Regent French's suggestion, allowing students to comparison shop for textbooks. Several campuses are already doing this. The bookstore representatives present at the meeting, David Knickerbocker and Jeni Luft support the policy as written. There was consensus to forward this item to the full Board.*
1. Discussion of institutional liability, in light of the MIT decision  
*OCHE staff attorney Cathy Swift was asked to discuss the ramifications of a recent decision denying summary judgment in the Shin v. MIT case. In this case, the parents of a student sued the university, administrators, and mental health staff for failing to protect the student from suicide.*

*Ms. Swift said that even though this was a preliminary decision and it has no direct application to the Montana University System, it shows the law moving in a new direction. Traditionally courts have hesitated to hold institutions responsible for suicide, holding the person responsible for their own actions. However, people who commit suicide are now seen as victims. The essential finding in this ruling is that there can be a duty to prevent if the action was foreseeable.*

*Regent Hamilton asked about parental notification. Ms. Swift said that there is an exception under FERPA in emergency situations, and parents can be contacted in an emergency. She also said that mental health issues are ADA issues, and that due process must always be followed when working with a student with mental health problems. She encouraged campus staff to work with a team including counseling staff, parents and an attorney when students are in crisis. Campuses should also follow the protocols they have in place for emergency situations, and work closely with campus or community-based mental health services as needed.*

- g. Other business  
*There was none.*
- h. Public comment  
*No additional comments were offered.*

The meeting adjourned at 5:20 p.m.

Submitted by Cathy Doyle

# Academic Affairs Strategic Plan Items

## Key Decisions

The following goals and objectives concern issues generally discussed in the Academic Affairs Committee. The current draft strategic plan describes these in some detail. In order to finalize the plan we would like some guidance on the intended approach or, in some cases, how we should proceed to set long-term goals.

Goal	Description	Critical Task for Committee Discussion
1.4.2	Outreach to top achieving students	Recommend how to set goals for 2007 & 2010
1.4.3	Increase AP/dual-enrollment participation	Discuss working with P-20 Committee to set goals
1.5.2	Expand non-traditional programs	Recommend how to set goals for 2007 & 2010
3.2.3	Improve transferability	Review plan & goals for 2006

For easier reference, these sections of the draft strategic plan are excerpted on the following pages.

**1.4.2 Expand outreach to top academic achievers graduating from Montana high schools as to the importance and accessibility of postsecondary education and the quality of the Montana University System.**

Table 1.4.2

**Top Performing Students in the Montana University System**

Montana High School Graduates Attending MSU-Bozeman & UM-Missoula

*Note: Data are currently available for only MSU-Bozeman and UM-Missoula*

MSU - Bozeman & UM - Missoula	Fall 2003	Fall 2004	Fall 2005	Fall 2006 (est.)	Fall 2009 (goal)
<b>ACT Top Quartile</b>					
Freshmen taking ACT	1,811	2,231	2,033		
# of Freshmen scoring in top quartile*	605	715	676		
% scoring in top quartile	33%	32%	33%		
<b>Top 10% of High School Class</b>					
Freshmen Reporting High School Percentile	2,303	2,357	2,443		
# of Freshmen in top 10% of high school class	373	388	394		
% in top 10% of high school class	16%	16%	16%		

\*score between 25 & 36

source: MUS institutional report



### 1.4.3 Increase dual enrollment and advanced placement programs

Table 1.4.3

#### Advanced Placement Testing in Montana High Schools

	2000-01	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Number of Students Taking Exam	1,688	1,886	1,927	1,996	2,189		
Number of Exams Taken	2,368	2,763	2,726	3,029	3,250		
Exams Scoring 3 or Higher	1,543	1,964	1,894	2,144	2,115		
% Exams Scoring 3 or Higher	65%	71%	69%	71%	65%		

Dual-enrollment and dual-credit are not measured consistently across the state. This lack of consistency, particularly with regard to transcribing, means that current data is unreliable or unavailable. The OCHE has surveyed individual two-year programs to attempt to determine baseline data for existing dual-enrollment & credit, but the response rate for this survey was low. Consequently, no reliable baseline data exists as to the current extent of dual-enrollment & credit in the state.

A dual-enrollment task force has been convened by the Board of Education P-20 Committee to review current status and to recommend policy that would provide consistency and standardization in dual-enrollment offerings. Three areas of concern remain:

- Courses to be offered;
- K-12 licensure of postsecondary faculty; and
- Compliance with ARM 10.55.907 for distance delivery.

Until this task force resolves these major policy issues, and better data are available for current dual-enrollment & credit participation, it is not possible to set meaningful goals in this area.

**Goals for 2006-2007:**

- Develop reliable data systems to measure dual-enrollment & credit across the state;
- Continue working with the P-20 Committee to reach agreement on the major policy impediments to expanding dual-enrollment & credit; and
- Establish subsequent goals for 2007-2010 based on this baseline data.

### **1.5.2 Increase programs and classes for non-traditional students, including evening and weekend programs.**

The university system does not currently compile consistent system-wide data on the numbers of programs/classes for non-traditional students in evening/weekend programs. The goal for 2006 is to agree on a common definition for “non-traditional” student, as well as “outreach program”, and compile benchmark data on what the university system is currently offering. Subsequent goals for increasing the number of these programs will then be developed by the end of 2006.

### 3.2.3 Improve articulation and transferability among all 2-year and 4-year institutions, including community colleges and tribal colleges.

**The following goals for transferability were adopted at the March 2006 meeting of the Board of Regents**

- Facilitate the transfer process for students who start at a 2-year institution and decide to continue their education at a 4-year institution.
- Develop multiple pathways that transfer students can follow to complete their postsecondary educational plans. Those pathways may include course equivalency guides, articulation agreements, common learning outcomes, common coursework or course content, “block” transfers, and other creative options.
- Reduce the number of credits that transfer students need to complete so that the number is as close to the total number of credits required to earn a degree as possible. (i.e. 60-72 credits for an associate degree and 120-128 for a baccalaureate degree, depending on the degree program.)
- Develop policies and procedures that clarify and simplify the transfer process; and provide complete and comprehensive transfer information for students in the Montana University System.

**By the end of 2006, we will develop 2007-2010 goals for the following measures:**

- Percent of students earning “transfer” associate degrees\* who transfer to a MUS 4-year institution in the semester immediately following graduation.
- Percent of students earning "transfer" associate degrees\* who transfer to a 4-year MUS institution in the semester immediately following graduation and graduate from college with a Bachelor's degree within three years of transferring.

\*Associate of Arts, Associate of Science, & Associate of Business



The Montana Board of Regents of Higher Education  
Academic & Student Affairs Committee  
*eLearning* & Distance Education Update  
Havre, MT May 31, 2006

Activities to Date

- Reconstituted the former Shared Leadership Steering and Advisory Committees into a single, on-going Implementation Committee
  - Retained some of the external advisory members and added additional campus representatives
- Hosted a meeting in Butte on March 8-9 to discuss and plan the implementation of the remaining goals from the Shared Leadership report
- Explored and discussed approaches used in other states for achieving an integrated, multiple campus approach to *eLearning*
- Gathered baseline data on *eLearning* activities and results on each of the MUS campuses and at the community colleges (Appendix I)
- Developed common definitions for initial data reporting across all campuses, in order to gather better course and program data that are also consistent and comparable
- Compiled a benchmark listing of truly on-line campus academic programs, for degrees and certificates, at the undergraduate and graduate levels, for all of the MUS campuses (Appendix II)
- Established a monthly MetNet meeting for all campus representatives and other interested persons, to discuss current goals and issues, and to share opportunities and collaborate

## Major Issues & Challenges Identified

- Transferability of distance education courses and issues related to Registrar vs Continuing Education credit courses
- Responding to cost and market pricing for distance education in order to compete with the growing presence of private providers and in a more global market
- Need to fully support and coordinate distance education to meet U.S. Dept of Education accreditation guidelines (“*Evidence of Quality in Distance Education Programs*” in the areas of:
  - Mission considerations, Curriculum & instruction, Faculty support, Student & academic services, Sustainability & growth, Evaluation & assessment (Summary: Appendix III; Full report: Appendix IV)
- Need for better dissemination of “best practices” in providing on-line student services (Appendix V)
- Need for better understanding of how on-line academic and continuing education programs and services are delivered and funded at each institution
  - This needs to include the tuition and fee structures utilized at each institution and how the student credit hour generation is being reported for FTE formula funding purposes
- Need to better identify the administrative, financial, and technology business and policy barriers to successfully creating and sharing collaborative academic programs across multiple campuses and to reaching target markets

### Remaining Major Goals for 2006-7 (Next Steps)

- Continue to meet frequently with representatives from all campuses to improve collaboration and sharing of best practices
- Plan and implement placing the MUS General Education core on-line at a single, easily accessed site, allowing students to rely upon a single application, and to expect full transferability of all core credits to a single transcript at their selected “home” institution
- Foster the development of at least two new collaborative academic programs, using courses and resources already available from the MUS campuses, and creating a financially viable and sustainable business plan to serve as a model for all future collaborations
- Foster additional collaboration and sharing in the procurement and use of *eLearning* software across the campuses
- Seek to refine/establish the necessary Regents’ policies to allow for all participating campuses to succeed in collaborative distance education efforts and the growth of on-line access and education





**Montana University System  
On-Line Education Summary Stats  
Fiscal Year Ended June 30, 2005**

Draft #3 - 6 May 2006

**MASTER**

<b>eLearning in FY05 Report Statistics: Number of:</b>	MSU	UM	MSU-B	UM-W	MSU-N	MT TECH	GF COT	Helena COT	FVCC	DCC	MCC
<b>1. Total Fully on-line degree PROGRAMS</b>	3	5	21	0	1	3	7	0	0	3	3
a) Total Through the Registrar -	0	3	19	0	1	2	7	0	0	3	3
Professional Certificate Programs			5				3				3
Two Year Degree Programs		1	4				4			3	
Undergraduate Degree Programs			7		1						
Graduate Degree Programs		2	3			2					
b) Total Through Continuing Education -	3	2	2	0	0	1	0	0	0	0	0
Professional Certificate Programs	1	1									
Two Year Degree Programs											
Undergraduate Degree Programs			1			1*					
Graduate Degree Programs	2	1	1								
<b>2. Total Fully on-line COURSES:</b>	80	192	251	103	30	74	72	6	327	97	0
Total Through the Registrar -	24	192	240	55	30	70	72	6	17	0	0
a) Credit Courses	24	187	240	55	30	70	72	6	12		
b) CPE & Professional Courses		5							5		
Total Through Continuing Education -	56	0	11	48	0	4	0	0	310	97	0
a) Credit Courses	50			4		4				97	46
b) Non-credit Courses	2			44					310		
c) CPE & Professional Courses	4		11								
<b>3. Total On-line HYBRID COURSES:</b>	0	650	0	0	0	12	20	1	9	0	12
Total Through the Registrar -		650	0	0	0	0	20	1	8	0	12
a) Credits Delivered and Reported as FTE		650					20	1	8		12
b) Non-credits/CPE/Professional Cr - Delivered & Reported											
Total Through Continuing Education -	0	0	0	0	0	12	0	0	1	0	0
a) Credits Delivered and Reported (non-FTE)						12					
b) Non-credits/CPE/Professional Cr - Delivered & Reported									1		
<b>4. Total - Primarily on-site with on-line Support:</b>	190	0	0	691	0	90	44	7	0	0	279
Total Through the Registrar -	188	0	0	691	0	90	44	7	0	0	0
a) Credit Courses	188			(see note)		90	44	7			
b) Non-credit/CPE/Professional Credit Courses											
Total Through Continuing Education -	2	0	0	0	0	0	0	0	0	0	279
a) Credit Courses											
b) Non-credit/CPE/Professional - Credit Courses	2										279
<b>5. Total Credit Hour Generation &amp; Reporting:</b>	5,952	1,692	21,036	2,149	1,074	3,740	10,378	195	0	179	813
Total Through the Registrar - (Fully on-line/Hybrid)	1,118	1,692	20,746	1,736	1,074	3,701	10,378	195	0	179	813
a) Non-credit/CPE/Professional Hours Delivered & Reported											
Total Through Continuing Education - (Fully on-line/Hybrid)	4,834	0	290	413	0	39	0	0	0	0	0
a) Credit Hours Reported as FTE						39					
b) CPE & Professional Credit Hours Reported			290								
<b>6. Total - Other Distance &amp; Totally On-Line Offerings:</b>	53	20	0	0	0	16	0	0	24	0	78
Total Through the Registrar - How Many Courses:	53	20	0	0	0	12	0	0	24	0	39
a) Primary platform-based delivery (Note Type)	WebCT	Black board	eCollege	WebCT	now WebCT	Black board	WebCT	Black board			
b) Video-based delivery - credit	53	20							24		39
c) ITV, TV & Other delivery											
Total Through Cont Educ - How Many Courses:	0	0	0	0	0	4	0	0	0	0	39
a) Platform-based delivery (Note Type)						4					
b) Video-based delivery - non-credit											39
c) ITV, TV & Other delivery											
<b>7. DE Courses NOT delivered as CE or Registrar</b>	Two	None	None	None	None	None	None	None	None	None	None

**Definitions for this Survey:**

**\*\* Fully On-line:** (No. 1 & 2) Means that there is no need for a student to travel to the host institution for any reason for the program or the course, or for the faculty to travel to the student.

**\*\* Hybrid Course:** (No. 3) The preponderance of delivery is on-line, though occasional on-site visits to the host institution or other central site are necessary to complete the course.

**\*\* On-site with On-Line Support:** (No. 4) The delivery is primarily on-site, but students in the course may use on-line support in the form of syllabi, course description, test schedule, etc., or to occasionally replace course seat time.

**\*\* Credit Hour Generation & Reporting:** (No. 5) Each entry will likely show two figures - the fully on-line hours and the hybrid course hours. Do NOT include on-site assistance course hours.

**\*\* Other Distance & On-Line Offerings:** (No. 6) Platform-based is using a course management system over the internet. Video-based is using a course management system, offering either synchronous or asynchronous delivery, reporting only the on-line. Other delivery may involve using a course management system for ITV or public television delivery.

**\*\* DE Courses NOT delivered as CE or Registrar:** (No. 7) There may be some situations where colleges or departments are offering distance education course opportunities directly.

**Montana University System - Fully On-Line Program Inventory  
Fiscal Year Ended June 30, 2005**

Campus & Program	Total Credits	Two Plus Two Model?	Mode of Delivery	Certificate or Degree Level	Delivered via Registrar or Cont'g Education?	Program Partners	Number of Partner Courses
<b>UM - Missoula</b>							
Surgical Technology	66		On-line*	AAS	Registrar	MSU-B UM-Western	7 > 90% on-line 5
Library Media Endorsement	25		On-line	Endorsement	Cont'g Educ		
Forensic Studies	18		On-line	Certificate	Registrar		
Customer Relations	34		On-line	Certificate	Registrar		
Educational Curriculum	37		On-line*	Masters	Registrar		
Educational Leadership	36		On-line	Masters	Registrar		
Public Administration	36		On-line	Masters	Cont'g Educ		
(*Denotes on-site lab or class requirement)							
<b>UM - MT Tech</b>							
Industrial Hygiene	37		On-line	Masters	Registrar	Any accredited university	32
Project Engineering Management	30		On-line	Masters	Registrar		
Occupational Safety & Health *	128		On-line	Bachelors	Cont'g Educ		
*Note: 30 cr delivered on-line by UM-Tech							
<b>UM - Western</b>							
Library Media Endorsement	25		On-line	Endorsement	Cont'g Educ	UM-Missoula	5
Elementary Education	44	Yes	On-line	Bachelors	Registrar		
(All faculty MUST post their course syllabi on-line)							
<b>MSU - Bozeman</b>							
Family Financial Planning	42		On-line	Masters	Cont'g Educ	7 States	12
Educational Leadership	33		On-line	Masters	Registrar		
NPTT Curriculum & Instruction	30		On-line	Masters	Cont'g Educ		
School Library Media	21		On-line	Grad Certificate	Cont'g Educ		
<b>MSU - Billings</b>							
Accounting Assistant	36		On-line	Certificate	Registrar	> 90% on-line	
Computer Assistant	47		On-line	Certificate	Registrar		
Human Resource Management	35		On-line	Certificate	Registrar		
Human Resource Management "Essentials"	23		On-line	Certificate	Registrar		
Office Assistant	37		On-line	Certificate	Registrar		
General Education Requirements	37		On-line	AS/AA/BS/BA/BAS	Registrar		
Accounting Technology	69		On-line	AAS	Registrar		
General Studies	60	Yes	On-line	AS	Registrar		
Human Res Mgmt - General Applied Emphasis	60	Yes	On-line	AS	Registrar		
HRM - College of Business Articulated Emphasis	60	Yes	On-line	AS	Registrar		
Applied Science	120	Yes	On-line	BAS	Registrar		
Business Administration	120		On-line	BSBA	Registrar		
Communication - Organizational	120		On-line	BA	Registrar		
Communication - Mass	120		On-line	BA	Registrar		
Education (BS) *	124		On-line	BS	Registrar		
Health Admin (BSHA)	120		On-line	BSHA	Registrar		
Public Relations (BS)	120		On-line	BS	Registrar		
Liberal Studies (BSLS)	120	Yes	On-line	BS	Registrar		
Education - Interdisciplinary Studies *	36		On-line	M.Ed.	Registrar		
Health Admin (MHA)	53		On-line	MHA	Registrar		
Post Bac Teaching Cert *	45		On-line	M.Ed.	Registrar		
Public Relations (MSPR)	30		On-line	MSPR	Registrar		
(* Denotes an on-site requirement as well)							
<b>MSU - Northern</b>							
Nursing	120	Yes	On-line	BS	Registrar		Must already have AS
(AS with 72 cr and BS with 48 cr)							
<b>MSU - Great Falls CoT</b>							
General Education	60	Yes	On-line	AS	Registrar	MSU-B, MUS All MSU-B, MUS All	
General Education	60	Yes	On-line	AA	Registrar		
Health Information Coding	46		On-line	Certificate	Registrar		
Health Information Technology	72		On-line	AAS	Registrar		
Medical Billing	41		On-line	Certificate	Registrar		
Medical Transcription	34		On-line	Certificate	Registrar		
Medical Transcription	64		On-line	AAS	Registrar		
Microcomputer Applications	24		On-line	Endorsement	Registrar		
Professional Communications	21		On-line	Endorsement	Registrar		
(plus other mixed delivery programs)							



**Evidence of Quality in Distance Education Programs,**  
 drawn from interviews with the accreditation community.  
 U.S. Dept. of Education, Office of Postsecondary Education  
 March 2006

**Executive Summary**, by T. H. Gibson

**Highlights:**

- The U.S. Dept of Education (ED), identified guidance in the form of best practices, for use by the accrediting agencies in their evaluation of distance education (DE) at institutions under accreditation review.
- Included in the Regional Accrediting Associations which participated in the discussions was the Northwest Commission on Colleges and Universities.
- There was little discussion of the evaluation of correspondence or self-paced distance education, focusing instead on cohort-based delivery models, such as those used by the MUS.
- It was noted by many, and voiced by the NCHEMS Vice President, that distance education is often held to a higher standard than traditional education is, when judging quality.

**Mission Considerations** - Ensure that distance education is appropriate to the mission of the institution under review.

- Reviewer would expect the institutional mission statement to be explicit about increasing access, or reaching out to underserved or special populations such as working adults.
- When institutions offer only courses, but no programs, or only a couple of programs, the reviewer would expect to find a well articulated statement of why the institution is developing the courses/programs.
- Reviewer should examine what populations are actually being served by distance education.

***Red Flags:***

- ✓ Senior administrators are not able to articulate the strategic importance of DE and its role in the broader mission of the institution.
- ✓ A review of course and program offerings reveals a shift in the balance between traditional and DE programs, when the two formats serve significantly different student populations.
- ✓ Program documents, faculty, or staff identify target populations for DE offerings that are different from the populations the institution has served in the past.

**Curriculum & Instruction** – Determine whether traditional existing academic structures are employed in the development of DE courses and curricula.

- Reviewers look for evidence that faculty who are involved in governance have oversight of the curriculum.
- Examine the documentation of the program planning and evaluation process.
- Interview the faculty leadership about the program planning and evaluation process.
- Reviewers should determine that faculty have defined course scope and objectives, and that faculty review the courses after they have been developed.
- Reviewers should look at the qualifications of the educational director (including experience with DE) and for evidence of student success in the programs the director has overseen.
- Reviewers should look at the process the institution uses to identify and solicit resources, and evaluate the qualifications of outside experts to fulfill their assigned roles.
- Reviewers should look for evidence that the institution has researched the industry, reviewed programs offered by mainstream schools, and adopted mainstream texts.
- In developing a coherent curriculum, reviewers should look for:
  1. a logically sequenced course development schedule,
  2. faculty training sessions that are aligned with the development schedule,
  3. the use of a common delivery platform for on-line courses,
  4. some consistency in course formats, and
  5. a schedule of course offerings for the next few years to assist students in planning.
- Reviewers should expect the curriculum planning documents to specifically address how labs and other hands-on learning components will be provided and what kind of processes are in place to ensure adequate oversight by qualified personnel.

- Reviewers should expect to see provisions in a contract that address how the experience provided by a contracted provider (i.e. clinic) will support the learning outcomes.
- A review of DE curricula should also include an appraisal of actual courses to see whether they are clearly stated and mapped to the learning objectives.
- When courses are offered both for DE and traditional modes, reviewers should look for comparable or equivalent learning objectives.
  1. The structure of a course is a critical element and should reveal benchmarks, deadlines, and recommended schedules.
  2. Reviewers should assess the degree of importance of interaction between faculty and students, and among students.
  3. Use of the same interface (course management system) lessens confusion for on-line students and is a good indicator of good course design and institutional oversight.
- Reviewers should evaluate the courses as they are in progress, and several that they choose themselves, in addition to those provided initially by the institution.
- Reviewers should examine the extent to which faculty add value beyond what a student would read in a textbook.

**Red Flags:**

- ✓ Procedures for approval of DE curricula differ from those for traditionally delivered curricula.
- ✓ The curriculum plan indicates that a large number of students are expected to enroll in each section of an on-line course.
- ✓ The curriculum design does not take into consideration the target population.
- ✓ The use of only a single method of assessment in a course might indicate that the course does not adequately link assessments and outcomes.
- ✓ Students express dissatisfaction with the quality of their distance education.
- ✓ Courses lack objectives.
- ✓ Courses are all very much alike, indicating a “cookie cutter” approach to course development.
- ✓ The discussion board in an on-line course reveals little or no activity.
- ✓ The majority of student postings lack substance and show little evidence of critical thinking.
- ✓ There is rapid turnover of adjunct faculty assigned to teach courses.
- ✓ Course materials have not been updated in over five years.

**Faculty Support** – Faculty development is a critical component for ensuring quality in DE, and a faculty support system needs to be in place to ensure a quality experience. An institution needs to approach DE in a systematic manner.

- Reviewers should ask about the extent and frequency of training that is provided, and it should be broader than simply software training.
- It should be clear to reviewers which organizational unit is responsible for providing the training and the on-going support for faculty.
- Reviewers should ask what resources the faculty are given and about their satisfaction with the support that the institution provides.
- Reviewers should look for the availability of someone with instructional design skills during course development, and for the availability of personnel to resolve technical problems arising during delivery.
- Adjunct faculty should have training and support comparable to that provided the regular faculty, and reviewers should seek evidence of the involvement of adjunct faculty in committees, forums, and meetings.

**Red Flags:**

- ✓ Faculty indicate that they have directly translated their traditional course to a DE course.
- ✓ Faculty are assigned primary responsibility for resolving technical issues for students.
- ✓ A number of faculty engage in DE course development while also carrying a full-time load.
- ✓ Student evaluations of course sections taught by adjunct and regular faculty show wide variation between the two.

**Student & Academic Services** – Institutions with DE programs must provide the full range of services at times and in ways that are convenient for DE students. There should be little difference between the way that DE and traditional students are served.

- The institution should provide prospective DE students with a self-assessment of their skills and aptitude for distance learning.
- The institution should provide a DE program orientation or primer.
- The institution’s website for DE students should include “Frequency Asked Questions” about

textbooks, equipment needed, requirements for on-campus work, and a way to contact a faculty advisor.

- Reviewers should evaluate that technology support services are sufficient and that students do not experience significant delays in getting the resources they need.
- Faculty should provide information to students about the timeframe in which they will respond to questions and assignments.
- Information should be provided to students about how to contact an academic advisor.
- Reviewers should confirm that DE students are provided information and training on how to access and use electronic library resources, and students should have multiple accesses to request assistance or services.

**Red Flags:**

- ✓ An institution that offers full DE programs requires students to come to campus for some services.
- ✓ The DE office must provide all student services rather than providing services by specialized staff.
- ✓ The student grievance process requires face-to-face meetings.
- ✓ DE students don't know who to contact if they have questions or problems.

**Planning for Sustainability & Growth** – Institutions should provide evidence that they are using a systemic approach whereby student, academic, and faculty services related to DE are integrated into the various components of the institution, and need to ensure that adequate resources are strategically provided to serve growing numbers of DE students, including qualified and trained faculty, a scalable technical infrastructure, and funds for course development and marketing new programs.

- The institution's intent to increase the number of DE programs and students is explicitly stated in institutional planning documents and by institutional leaders.
- The strategic plan includes specific growth targets with budgets and justification for enrollment projections.
- There is a five year technology plan that addresses the institution's DE goals for enrollment, services, course development, and faculty support.
- There is a strategy for identifying, hiring, and training new faculty for new programs and growth.
- The revenue from DE programs is invested to sustain and strengthen to the capacity to provide quality programs and services.
- Results are used to make decisions about resource allocation.

**Red Flags:**

- ✓ The DE administrators are the only staff who discuss plans for institutional DE.
- ✓ Faculty and staff interviews reveal that enrollment growth exceeds the institution's capacity to provide appropriate academic and student support services.
- ✓ There are no internal agreements about how DE programs will be supported when DE is limited to one or two departments.
- ✓ There is a history of introducing programs and discontinuing them before enrolled students have had the opportunity to complete them.
- ✓ New programs are launched on the basis of perceived need, but without any research indicating that there is a market for them.

**Evaluation & Assessment** – Reviewers will want to be able to document how the institution measures student learning, how it assesses the student experiences, and what changes it makes based upon the assessments.

- Reviewers should review course evaluations and ask faculty what changes were made based on input.
- Reviewers should ask whether and how evaluations yield information for improving faculty training and development.
- Faculty interviews should yield information on how their traditional teaching has improved as a result of their DE experience.
- Reviewers should look for evidence that there is some institutional response if students don't perform as required, in order to more quickly refer them to advisors and tutors, as necessary.
- Reviewers should determine what processes are in place to document weaknesses in services to students, and examples of ways in which services have been improved as a result of assessment.

- Reviewers should look for evidence that the program outcome assessment for DE programs compares well with traditional programs in such areas as grade comparison and student performance in capstone courses.

***Red Flags:***

- ✓ Students taking DE courses that are prerequisites are not doing well in follow-up courses.
- ✓ Large numbers of students are not completing DE courses or persisting in the program.
- ✓ Trend analysis reveals that retention, persistence, or completion rates for DE courses and programs are declining.
- ✓ Similar complaints from DE students are received from semester to semester.



# EVIDENCE OF QUALITY IN DISTANCE EDUCATION PROGRAMS DRAWN FROM INTERVIEWS WITH THE ACCREDITATION COMMUNITY

U.S. Department of Education  
Office of Postsecondary Education

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## INTRODUCTION

This report is in response to the GAO Report to Congressional Requesters on Distance Education (GAO-04-279). The GAO recommended that the Secretary of Education “(1) develop, with the help of accrediting agencies and schools, guidelines or a mutual understanding that would lead to more consistent and thorough assessment of distance education programs, including developing evaluative components for holding schools accountable for such outcomes and (2) if necessary, request authority from the Congress to require that accrediting agencies use these guidelines in their accreditation efforts.”

The Office of Postsecondary Education, in responding to these recommendations, agreed to engage in discussions with accrediting organization staff and other experts to identify best practices in the accreditation of distance education. Further, it agreed to use the information gathered from these discussions to develop guidance for staff in the Accreditation and State Liaison Unit to use in evaluating accrediting agency reviews of distance education when making an initial recommendation about whether to include the evaluation of distance education in an agency’s scope and when an agency petitions for renewal of recognition, and to share the guidance with the accreditation community.

The guidance contained in this report, which is in the form of best practices, was developed in a manner that is sensitive to the Department of Education’s limited authority to regulate accrediting agencies. The Department believes that accrediting agencies already have the authority to apply these best practices in their evaluation of distance education in the context of their individual standards.

Department staff identified twelve accrediting organizations whose scope of recognition as determined by the Secretary of Education includes the evaluation of distance education and invited staff from these organizations to participate in one of two discussion sessions. One discussion group consisted of representatives from each of the seven regional accrediting agencies; the other included representatives from five of the ten national accrediting agencies that meet the criterion. The following accrediting organizations participated in the discussions:

### Regional Accrediting Associations

Middle States Association of Colleges and Schools, Commission on Higher Education (MSA)

New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC)

North Central Association of Colleges and Schools, The Higher Learning Commission (NCA)

Northwest Commission on Colleges and Universities (NWCCU)

Southern Association of Colleges and Schools, Commission on Colleges (SACS)

Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges (WASC Junior)

Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities (WASC Senior)

### National Accrediting Associations

Accrediting Commission of Career Schools and Colleges of Technology (ACCST)

Accrediting Council for Continuing Education and Training (ACCET)

American Speech-Language-Hearing Association, Council on Academic Accreditation in Audiology and Speech-Language Pathology <sup>1</sup> (ASHA)

<sup>1</sup> Not recognized for Title IV purposes.

Next, Department staff asked the participating organizations to provide contact information for one or more individuals with experience serving on evaluation teams for schools offering distance education programs. Nineteen of the twenty educators recommended by the accrediting agencies agreed to be interviewed concerning how they have approached the evaluation of distance education and what they have considered to be appropriate evidence that the standards have been met. A complete list of participants is included at the end of this report.

### **Accreditation Standards and Types of Distance Education**

The accrediting organizations that were included in this examination vary in the way that they formally address the evaluation of distance education. Four of them (ACCSCT, ATS, DETC, and MSA) have separate or additional standards related to distance education. ACCET, ASHA, NEASC, NWCCU, and SACS have developed policies or guidelines that direct reviewers to the standards that should be looked at most closely when evaluating distance education. WASC Junior includes in its *Distance Education Manual* specific questions reviewers should use in their evaluation. NCA refers to *Guidelines for Distance Education* that the regional accrediting associations mutually developed and agreed to, which are used by reviewers in conjunction with the accreditation standards. In talking with reviewers, there was remarkable consistency in how they evaluated distance education programs, and in what they considered to be most important indicators, in spite of the differences in the accrediting organizations' standards and means of addressing distance education.

It should be noted that, with the exception of the Distance Education and Training Council (DETC) staff and evaluator who were interviewed, there was little discussion of the evaluation of correspondence or self-paced programs. DETC representatives remarked that DETC's standards and criteria were developed with correspondence education in mind, but that the standards can also be applied to a web-based online learning environment. The evaluator also commented that there is increasing use of online distance education by DETC-accredited schools. Several of these schools are using cohort-based models, particularly in degree programs, rather than the self-paced model that is a hallmark of correspondence education. In a cohort-based model, all of the students begin and end the course at the same time, which allows for greater interaction among students. The evaluator observed that the success rates are higher in a cohort-based model than in a self-paced model.

While the regional accrediting agencies do have among the institutions they accredit those that offer some correspondence or self-paced education, the staff primarily discussed the evaluation of electronically-delivered distance education programs. Evaluators for regional accrediting agencies reported that they had not been called upon to review correspondence or self-paced programs and noted that there is a preponderance of online distance education being offered by regionally-accredited institutions. Many of these institutions are redesigning their correspondence courses for online delivery. The vast majority of new distance education programs are offered online with a cohort-based model. The national accrediting agencies, other than DETC, that were included in this analysis do not accredit correspondence programs.

### **GOOD PRACTICES AND RED FLAGS**

The discussions with the nineteen evaluators from the accrediting organizations that have distance education included in their scope of recognition yielded a great deal of specific information about the kind of evidence they consider to be indicative of quality in distance education, and also indicators of possible problems with the way the institution or program is approaching distance education. While their reviews were guided by different standards, the evidence they identified can be organized into several general categories. It should be noted that the good practices are limited to evidence that is specific to distance education and does not constitute the totality of evidence reviewers would consider in making assessments of the quality of an institution or program. On the other hand, no accrediting agency would need to include all of the evidence detailed in this report in order to make judgments about the quality of distance education.

Peter Ewell, Vice President of the National Center for Higher Education Management Systems (NCHEMS), has observed that distance education is often held to a higher standard than traditional education when judging quality. This observation was echoed by several of the reviewers.

This evidence is presented below as "good practices" and "red flags". It is intended primarily to serve as a resource for analysts in the Department's Accreditation and State Liaison Unit in assessing

accreditation agency applications and supporting documentation that address the evaluation of distance education. However, it is anticipated that this information may also be of interest to the accreditation community.

## **Mission**

Evaluators were clear about the importance of ensuring that distance education is appropriate to the mission of the institution under review. The rapid increase in the number of institutions offering distance education courses and programs in the last decade, and the pressure to launch distance education initiatives, can lead an institution or program in directions that are not congruent with its mission. The discussion around this issue yielded good examples of the kinds of evidence that reviewers have found to be indicative of a match between mission and distance education.

- For an institution with significant numbers of distance education programs, the reviewer would expect the institutional mission statement to be explicit about increasing access, or reaching out to underserved or special populations (such as working adults). Most reviewers see distance education programs as serving students who need flexibility in terms of time and location.
- For an institution that is offering courses but no full programs, or only a program or two, the reviewer expects to find a well-articulated statement of why the institution is developing the courses/programs. This might be included in planning documents or be noted by the academic dean or department head during interviews. The statement would make clear how this strategy will further the institution's mission. For example, an institution might be using distance education as a way to serve on-campus students by providing them the flexibility they need to complete degree requirements in a timely fashion. Alternatively, it might be extending a program to populations that the institution or program could serve but who are unable to travel to onsite locations.
- In either case, a key factor to examine is what populations are being served. Distance education is obviously a good fit for working students and for those whose schedules involve frequent travel. Online education may be appropriate for institutions that place a strong emphasis on developing technical fluency in their graduates, since successful online students learn how to work effectively in a distributed environment using technical tools.
- If the institution is a traditional university whose mission is to serve traditionally-aged college students where socialization is an important role, distance education could be an appropriate strategy to develop technical fluency. However, it would raise questions if the programs serving these students were to be delivered entirely via distance education with no provision for fulfilling the institution's socialization role.

## **Red flags**

- Senior administrators are not able to articulate the strategic importance of distance education and its role in the broader mission of the institution.
- A review of course and program offerings reveals a shift in the balance between face-to-face and distance education, when the two formats serve significantly different student populations. This may be evidence of an institution drifting from its mission, unless it is part of the institution's strategic plan. Alternatively, it could signal the need for a revised mission.
- Program documents, faculty, or staff identify target populations for distance education offerings that are significantly different from the populations the institution has served in the past, such as international students.

## **Curriculum and Instruction**

Historically, distance education was not part of the mainstream of higher education. At traditional institutions, it was often under the purview of the continuing education division, where administrative control was relatively strong and faculty often played different roles than in their academic units. In some continuing education operations and in less traditional institutions, the development of curricula and courses was centralized, with faculty serving on teams as "content experts" or "curriculum specialists". The faculty/content expert/curriculum specialist might be one of several instructors – including adjunct faculty – assigned to teach the course, using the centrally-developed materials.

These models continue to be reflected in current practice at many institutions. Other institutions – particularly the more traditional institutions that are moving into online education – have employed existing academic structures in the development of their distance education courses and curricula. In these cases, faculty typically develop and teach their own courses. However, as these programs grow, the likelihood of the institution employing adjunct faculty with online teaching experience increases. Whatever the approach, reviewers look for evidence that the process used will result in coherent curricula and well-designed courses, and that there is appropriate academic oversight.

Reviewers for regional accreditation agencies look for evidence that faculty who are involved in governance have oversight of the curriculum.

- A good practice is to examine the documentation of the program planning and evaluation process or to interview the faculty leadership about the process. The reviewers then confirm that the processes are followed by looking for additional evidence such as minutes from faculty meetings, interviews with individual faculty about their involvement in planning and decision-making, and written assessments of curricular materials.
- In situations where outside experts are used to build courses, the reviewers ensure that faculty have defined course scope and objectives and that faculty review the courses after they have been developed.

In the national accrediting agencies, there is often less emphasis on the role of faculty and greater reliance on outside subject matter experts (including advisory committees) who work with the educational director or chief academic officer to establish curricula and to identify, review and develop appropriate materials.

- A good practice is for reviewers to look at the qualifications of the educational director (including experience with distance education) and for evidence of student success in the programs the director has overseen.
- In addition, the reviewers look at the process the institution uses to identify and solicit resources, and evaluate the qualifications of outside experts to fulfill their assigned roles.
- Reviewers look for evidence that the school has researched the industry, has reviewed curricula of programs offered by mainstream schools, and has adopted mainstream texts. These activities should lead to better-informed decisions about curricular goals, course objectives and instructional resources, which will provide students with marketable knowledge and skills.

The development of a coherent curriculum, rather than a collection of courses, requires a systematic and coordinated approach to planning. A good practice for evaluators of distance education programs is to look for:

- a logically sequenced course development schedule that will ensure the availability of courses as students need them;
- faculty training sessions that are aligned with the development schedule;
- the use of a common platform (for online courses);
- some consistency in course formats; and
- a schedule of course offerings for the next few years to assist students in planning.

Curricula that include laboratories, hands-on learning components and practicums pose challenges when they are adapted for distance education delivery.

- A reviewer expects the curriculum planning documents to specifically address how these components will be provided and what kind of processes are in place to ensure adequate oversight by qualified personnel.
- If an institution contracts with others (some examples include another educational institution, a clinic, or a private technical training company) to provide any of these resources, evaluators expect to see provisions in the written agreement addressing elements that are key to ensuring the experience will support the learning outcomes.

The review of distance education curricula also includes an appraisal of actual courses.

- A good practice is to review a sample of syllabi to see whether course descriptions and learning objectives are clearly stated and whether the assignments and other assessment strategies are mapped, or connected to, the learning objectives.
- If the courses are offered in both face-to-face and in distance education modes, reviewers look for comparable or equivalent learning objectives.
- The structure of the course is also a critical element. Courses that are designed with benchmarks and clear deadlines or recommended schedules provide evidence that the institution is aware of some of the time management challenges, and risk of attrition, of distance learning students, who are typically juggling a variety of roles including work, family and study.
- A close examination of the course syllabus is a strategy for reviewers to assess the degree of importance of interaction between faculty and student and among students. Some evidence might include requirements for students to: participate in discussions, evaluate drafts of other students' work, and work in small groups on projects. Other evidence would be the inclusion in the grading rubrics of "quality of participation" in discussions and group work.
- Use of the same interface (in online courses) or layout (in print-based courses) lessens confusion for students and is an indicator of good course design and institutional oversight. In print-based courses, "layout" would encompass the course overview and course objectives, unit objectives, narrative discussion, learning activities, and review questions. For online courses, the use of the same course management system will result in a common interface and basic course structure.

Reviewers evaluate instruction in online courses by accessing the courses themselves as they are in progress, or by reviewing transcripts of courses previously offered.

- It is a good practice for reviewers to request access to several courses in addition to those the institution initially provides in order to avoid seeing only those that are considered exemplary. A review of a variety of courses allows the evaluator to determine whether there is some consistency in quality as evidenced by course design, basic pedagogical approach, use of tools, and level and types of interaction among students and between students and faculty.
- Further, the reviewers examine the extent to which faculty add value beyond what a student would read in a textbook. For example, the faculty member might provide additional information or resources to assist students in understanding difficult concepts; pose questions and facilitate and summarize group discussions; be available to answer individual questions about course material and assignments; and give detailed feedback on assignments.

### Red flags

- Procedures for approval of distance education curricula differ from those for traditionally-delivered curricula. For example, the distance education curricula are not reviewed by the faculty curriculum committee.
- The curriculum plan indicates that a large number of students are expected to enroll in each section of an online course. This could compromise the effectiveness of interaction between the students and faculty unless additional provision is made to accommodate large numbers.
- The curriculum design does not take into consideration the target population. For example, an online curriculum designed for shift workers includes courses that require students to participate in synchronous activities (such as online chat sessions) at a specified time. This could conflict with some of the students' work (or sleep) schedules.
- The use of only a single method of assessment in a course might indicate that the course does not adequately link assessments and outcomes.
- Students express dissatisfaction with the quality of their distance education courses.
- Courses lack objectives.
- Courses are all very much alike, indicating a "cookie-cutter" approach to course development. While the use of the same platform will provide some consistency in online courses, a reviewer expects courses to make use of different instructional strategies and tools to fulfill their individual objectives.

- The discussion board in an online course shows little or no activity.
- The majority of student postings lack substance and show little evidence of reflection or critical thinking.
- There is rapid turnover in adjunct faculty assigned to teach courses.
- Course materials have not been updated in over five years. For certain curricula, the updating should be done more frequently.

## **Faculty Support**

Distance education places new demands on faculty. Most faculty come to distance education with classroom experience, and few have experienced distance education either as instructors or as students. They are used to functioning independently – developing courses without assistance from others and managing the classroom on their own. Conditions are different in a distance learning environment, where a support system needs to be in place to ensure a quality experience. Reviewers were united in their conviction that an institution needs to approach distance education in a systemic manner, which includes providing a range of faculty support services.

Faculty development is a critical component for ensuring quality in distance education.

- It is a good practice for reviewers to ask about the extent and frequency of the training that is provided. Good training is broader than software training. It addresses distance education pedagogy, with specific emphasis on instructional strategies to foster interaction, to convey concepts, and to assess student learning. It also provides guidance to a faculty member on how to translate an onsite course to the distance delivery mode being used in order to achieve specific learning outcomes.
- It should be clear what organizational unit is responsible for providing the training and on-going support for faculty.

Providing faculty access to specialized resources and technical support for course development and delivery is also a sign of a quality distance education initiative.

- In interviews with faculty, it is a good practice for reviewers to ask about what resources faculty are given and their satisfaction with the support the institution provides.
- In addition to a high level of faculty satisfaction, indicators include the availability of someone with instructional design skills during course development and of personnel who are able to resolve technical problems that arise during delivery.

In order to achieve some consistency in the quality of instruction, adjunct faculty should have training and support comparable to that provided the regular faculty. Additionally, adjunct faculty need to be integrated into the culture of the institution.

- It is a good practice for reviewers to interview some adjunct faculty members to determine the kind of training and support they receive and their sense of engagement with the institution.
- Additional evidence of adjunct faculty integration includes their participation in faculty meetings, service on faculty committees, involvement in discussion forums, and selection as mentors to new faculty.

### Red flags

- Comments from faculty indicate that they have directly translated their traditional course to a distance education course. This may indicate inadequate consideration of distance education pedagogy.
- Faculty are given primary responsibility for resolving technical issues for students or are required to produce their own courses (upload materials, find or design graphics, etc). This may indicate that the support structure for distance education is lacking.
- A number of faculty engage in distance education course development and delivery, while carrying a full-time teaching load. This may be a sign that the institution is not building the appropriate systems to sustain a growing distance education initiative.
- Student evaluations of sections of courses taught by adjunct and regular faculty show wide variation between the two.

## Student and Academic Services

Students who are enrolled in distance education programs often are unable to come to the campus or off-campus location for the administrative, student and academic services they need. Institutions offering full programs via distance education need to provide the full range of services at times and in ways that are convenient for these students. These services include admissions and registration, enrollment advising, academic advising, financial aid, career counseling, library resources, textbook ordering, technical assistance, and veterans and disability assistance. Advances in technology have had a significant impact on the way that institutions provide services, particularly administrative and library services, to all of their students. This has helped to narrow the differences in the way distance education and residential students are served, but it does not always result in distance education students receiving a full range of services.

To be successful, students who are admitted to distance education programs need to have the appropriate equipment and personal characteristics, such as being self-directed and having good time management skills. A good practice is for evaluators to review the kinds of information and resources an institution provides prospective students.

- Providing prospective distance education students with a self-assessment of their skills and aptitude for distance learning is good evidence that the institution is attempting to enroll students with the appropriate characteristics in their distance education programs.
- A distance education orientation program, or primer, can give prospective students an idea of how they will fare in a distance education course.
- A website that serves prospective distance education students would include a thorough description of how the courses will be offered, how students will get textbooks and other materials, the kinds of equipment needed (which may include an online equipment check), any requirements for on-campus work, and a way to contact an advisor.

Distance education students should not experience significant delays in getting the resources they need to be successful academically. Reviewers look for policies and practices that indicate a commitment to providing distance learning students with timely and accessible services and information.

- For electronically-delivered courses, evidence that technology support services are sufficient includes specific standards for response time to problem reports and data on actual response times and problem resolution, combined with student survey or interview data showing satisfaction. Ideally, technical support is available 24/7 (24 hours a day, seven days a week). If this is not present, reviewers look for technical support being available during some evening and weekend hours and provision for dealing with an emergency situation. In addition, there should be a means to communicate with students if a technical problem, such as a network outage, will affect them.
- Faculty provide information to students (in the syllabus, for example) about the timeframe in which they will respond to questions and assignments. These fall into parameters established by the institution or program.
- Information is provided to distance education students on how to contact an academic advisor. Students are able to consult academic advisors from a distance – by phone, fax, email, and/or online chat.

Library resources (i.e., electronic databases) are increasingly available in electronic form for both onsite and distance education students. Nonetheless, there are things that need to be in place to ensure that distance education students are well-served.

- Reviewers examine the online library site to confirm that distance education students are provided information and training on how to use these resources, and that they have access to a librarian by phone, fax, email and/or online chat to request assistance or services, such as inter-library loan.
- Further, reviewers look for evidence that students use these services, such as statistics on number of webpage hits or number of database searches and syllabi that include course assignments requiring library research.

### Red flags

- An institution that offers full programs by distance education, with no onsite components, requires students to come to campus for some student services.

- The distance education office is responsible for providing all services to students, rather than having services provided by specialized staff. This could indicate a lack of institutional commitment to distance education students.
- The student grievance process requires face-to-face meetings.
- Students don't know whom to contact if they have questions or problems.

### **Planning for Sustainability and Growth**

As should be evident from the preceding information, successful distance education initiatives draw on many different types of expertise, which typically are provided by staff from various parts of an institution. In instances where distance education programs involve only one or two departments, the distance education support system may be housed in a special administrative unit that provides direct service and also functions as a liaison to the relevant institutional components. If the initiatives involve more than one or two departments, evaluators would look for evidence that the institution is using – or moving toward – a systemic approach whereby student, academic and faculty services related to distance education are integrated into the various components of the institution. This systemic approach is most conducive to long-term sustainability.

The potential for growth in enrollments in distance education programs is great. The demand is large, particularly by students who benefit from the flexibility of distance education to balance multiple demands on their time from work, family and community. The constraints on growth that are operative in site-based programs, including a geographically-limited potential market and classroom availability and capacity, do not apply to distance education. Institutions need to be strategic about growing their distance education programs to ensure adequate resources to serve growing numbers of students. Chief among these resources are qualified and trained faculty to staff additional sections of courses; sufficient capacity in student and academic services and personnel; a robust, scalable technical infrastructure; and funds for course development and marketing of new programs.

In assessing the adequacy of an institution's planning for sustainability and growth of distance education, evaluators combine a review of strategic planning and budget documents with interviews with various constituents, including faculty, administrators and technologists. The kinds of evidence they consider to be positive indicators of adequate planning for sustainability and growth include:

- The institution's intent to increase the number of distance education programs and students is explicitly stated in planning documents and by institutional leaders.
- The strategic plan includes specific growth targets with budgets to support the additional marketing, academic and administrative costs. In addition, the plan includes some justification for the enrollment projections, such as marketing surveys, and contingency plans in the event that the targets are not met.
- There is a five-year technology plan that addresses the institution's goals for distance education related to enrollment, academic and student services, course development, and faculty support.
- There is a strategy for identifying, hiring and training faculty needed for new programs and for those that are expected to grow.
- The revenue derived from distance education programs is invested to sustain and strengthen the institution's capacity to provide quality distance education programs and services.
- Results are used to make decisions about resource allocation.

#### *Red flags*

- The distance education administrators are the only staff who discuss plans for distance education. Without executive commitment and knowledge, the institution is unlikely to have the resources in place to sustain the programs and support enrollment growth.
- Interviews with faculty and staff reveal that growth in enrollments exceeds the institution's capacity to provide appropriate academic and student support services.



- There are no internal agreements about how distance education programs will be supported in institutions for which distance education is limited to one or two departments. Without such agreements, there is a danger that changes in personnel will result in lack of support.
- The institution has a history of introducing programs and discontinuing them before enrolled students have had the opportunity to complete them.
- New programs are launched on the basis of perceived need, but without any research indicating there is a market for them.

## Evaluation and Assessment

Evidence of educational effectiveness at institutions offering distance education programs differs little from the evidence reviewers look for at institutions offering no distance education. Essentially, reviewers want to know how the institution measures student learning, how it assesses the experiences that lead to those outcomes, and what changes it makes based on the assessments.

In the interviews, reviewers frequently cited the importance of adequate feedback loops in the areas that are closely associated with quality in higher education – student and academic services, faculty development, and course development and delivery.

- At the course level, it is a good practice for reviewers to look at course evaluations, and to interview faculty about how they have used the course evaluations to improve their courses and about how these changes have affected student performance and outcomes.
- Course evaluations can also yield important information for improving faculty training and development. Reviewers ask those who design the training whether and how it has changed in response to course evaluations and other assessment information.
- In institutions where courses are developed centrally and individual sections are taught by faculty (including adjunct faculty) who were not involved in the original development, it is a good practice for reviewers to confirm that there is a mechanism in place to get information from the instructional faculty on how the courses can be improved, and that this is reflected in course revisions.
- Positive evidence that can be derived from faculty interviews includes information about how their onsite teaching has improved as a result of their distance education experience, accompanied by specific examples illustrating a positive impact on student performance.
- In terms of student performance, reviewers look for evidence that there is some response if students don't perform as required, such as referral to an academic advisor or tutor, or to some other resource. It is a positive indicator if an institution identifies struggling students who are enrolled in their first one or two distance education courses and provides them with the support they need to succeed in this environment, or to pursue a more traditional educational path.
- Reviewers query administrators about what processes are in place to document weaknesses in services to students, and ask for examples of ways the services have been improved as a result of the assessment. The ability to adapt and make change quickly is a strong indicator that the institution or program is student-centered.

Assessment of program outcomes is a critical component of educational effectiveness.

Reviewers who were interviewed generally considered it appropriate to compare outcomes for programs offered both by distance education and onsite, if possible, while recognizing that individual students in the programs might have taken a mix of onsite and distance education courses.

- Some sources of evidence include: faculty evaluations of portfolios, which give good insight into the quality of student work over time; grade comparison at the program level; and student performance in capstone courses. Where employment is a purpose, reviewers look for post-graduate follow-up data involving both the graduates and employers.
- A good practice is to ask faculty, assessment specialists and the academic leadership about how they analyze the data from various sources and use it to make improvements. Reviewers request specific information about what has been learned so far about the quality of the programs offered by the institution and what changes have been made as a result.

*Red flag*

- Students coming out of distance education courses that are prerequisites are not doing well in follow-up courses.
- Large numbers of students are not completing distance education courses, or are not persisting in the program.
- Trends over time indicate that the retention, persistence or completion rates for distance education courses and programs is declining.
- The same complaints are received from distance education students from semester to semester.

## PARTICIPANTS IN DISCUSSIONS AND INTERVIEWS

Organization	Staff	Evaluators
Accrediting Commission of Career Schools and Colleges of Technology	Michale McComis Associate Executive Director	Dr. Dave Montanari Director of Instructional Technology and Distance Education (retired) Adams State College
Accrediting Council for Continuing Education and Training	Roger Williams Executive Director  John Shaheen Chair of the Commission	John Shaheen Executive Vice President American Institute for Paralegal Studies
American Speech-Language-Hearing Association, Council on Academic Accreditation in Audiology and Speech-Language Pathology	Sue Flesher Manager Accreditation Administration  Patrima Tice Director of Credentialing	Dr. Dennis Burrows Executive Director Constance Brown Hearing Centers  Dr. Colleen O'Rourke Associate Professor of Communication Disorders Georgia State University
Commission on Accrediting of the Association of Theological Schools	Dr. Louis Charles Willard Director, Accreditation and Institutional Evaluation	Dr. Greg Bourgond Vice President for Operations and Strategic Initiatives and Dean of the Center for Transformational Leadership Bethel Seminary
Distance Education and Training Council	Nan Bayster Director of Accreditation  Mike Lambert Executive Director	Gary Keisling President and CEO Professional Career Development Institute
Middle States Commission on Higher Education	Mary Beth Kait Associate Director  Dr. Jean Avnet Morse Executive Director  Dr. Luis Pedraja Executive Associate Director	Dr. Christina Hannah Collegiate Professor and MBA Program Director University of Maryland University College Dr. Gale Tenen Spak Associate VP for Continuing & Distance Education New Jersey Institute of Technology
North Central Association of Colleges and Schools, Higher Learning Commission	Mary Breslin Associate Director  Chuck Dull Assistant Director for Information Systems Karen Solomon Assistant Director for Accreditation Services  Barbara Taylor Assistant Director for Process Integrity	Dr. Marcia Bankirer President Argosy University/Chicago Dr. Susan Day-Perroots Dean of Extended Learning West Virginia University Dr. Donald Hanna Professor of Educational Communications University of Wisconsin-Madison

New England Association of Schools and Colleges	Dr. Patricia O'Brien Associate Director	Bill Davis Vice President for Administration and Chief Information Officer Bridgewater State College
Northwest Commission on Colleges and Universities	Dr. Ronald Baker, Executive Vice President	John Sneed Director of Distance Education Portland Community College
Southern Association of Colleges and Schools	Dr. Tom Benberg, Vice President	Dr. Darcy Hardy Assistant Vice Chancellor for Academic Affairs and Director, University of Texas Telecampus The University of Texas at Austin
	Dr. Rudy Jackson, Vice President	Dr. Robin Hoffman President DeKalb Technical College
Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges	Dr. Deborah G. Blue, Vice President	Dona Boatright Interim Vice Chancellor (retired) Modesto College
	Dr. Lily Owyang Associate Vice President	Glenn Yoshida Department Chair Natural Sciences Los Angeles Southwest College
Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities	Christie Jones Program Manager, Substantive Change	Dr. Jim Bryan Associate Dean & Associate Professor School of Education and Behavioral Studies Azusa Pacific University
	Dr. Richard Winn Associate Director	Daniel Granger Director of Distributed Learning and Extended Education (retired) California State University, Monterey Bay



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

46 N Last Chance Gulch ♦ PO Box 203201 ♦ Helena, Montana 59620-3201  
 (406) 444-6570 ♦ FAX (406) 444-1469

12 April 2006 (revised April 19, 2006)

To: MUS *eLearning* Representatives  
 Fr: Thomas H. Gibson  
 Re: MUS ad hoc Task Force on On-Line Student Services

Just about a month ago, we convened in Butte to talk about the next steps in bringing your quality on-line education to more people across the State, from a University System perspective. In addition to our agreed-upon goal of making the MUS General Education core available as a series of on-line courses which are accepted as transfers by all campuses of the MUS, we also discussed the need to ensure that we are providing the full menu of quality on-line student support and services that are provided to on-site students at the campuses. In that context, I advised that we would create an ad hoc task force to identify what that menu of services and support should be, how the services and support should be accessed and used, the student services and support that are presently offered at each campus, and conduct a gap analysis to see what was missing at each campus and recommend how that gap might be addressed at each campus.

Each of the MUS campuses and community colleges offers an array of on-line credit and non-credit courses, as well as several full academic programs, all at both the undergraduate and graduate levels. In order to do so, each campus offers some or all of a mixed array of on-line student support and services, sometimes on-line, but also through other mediums such as voice, mail, or personal contacts. We know that fully on-line student services and support are a contemporary topic of conversation in the on-line education circles, and that the WCET is presently conducting a research exercise to identify the collective pool of on-line student support and services that are needed to fully compliment an on-line education program, as well as to identify "best practices" as to how those services ought to be provided.

As the campuses continue their respective programs of providing on-line education to varying audiences of students, we want to ensure that the full array of quality on-line student support and services are also available to support those students who will be accessing the MUS General Education core courses as we bring that series of courses on-line. We want to ensure that there is no real difference in the array of support and services offered to on-site students and the support and services offered to on-line students. Only the method of access by the user and delivery by the institution should differ. That is to say, under the U.S. Dept of Education standards accepted by the regional accrediting associations, there should be evidence that each institution is using a systematic approach whereby student, academic, and faculty services related to distance education are integrated into the various components of the institution, rather than creating pockets of service providers just for on-line students.

**Ad Hoc Committee Charge**

The campuses of the MUS desire to join their respective quality on-line educational offerings with a full array of quality on-line student support services. In doing so, I can offer whatever assistance and support that I am able to, including hosting an occasional meeting in person or on MetNet. I would like this ad hoc Committee to address the following:

1. Inventory the student services presently offered by each of the MUS campuses to support their respective on-line educational courses and programs, including a full identification of the manner and mode in which the services are offered and available.

2. Identify the array of student services generally accepted as available under “best practices” that are offered by institutions to fully complement their respective on-line educational offerings in a manner convenient to distance education students.
3. Identify the gaps that presently exist between the array of fully on-line student services offered and those identified as “best practices” that should be offered, on a campus by campus basis.
4. By no later than July 1, 2006, please identify how each of those fully on-line student services might/will be provided at each of the MUS campuses where identified student services gaps presently exist, and when each will be fully available.
5. At a minimum, please include in the array of service offerings that must be addressed, the following actions that were identified in our discussions or in recent literature:
  - ✓ Distance education web site that serves perspective distance education students, including a distance education orientation and a self assessment for perspective students so that they can evaluate their skills and aptitude for successful *eLearning*.
  - ✓ A clear narrative specifically addressing any requirements for on-campus work associated with any on-line course.
  - ✓ A narrative of how the on-line courses will be offered, including the delivery platform.
  - ✓ A detailed narrative on how students engaged in *eLearning* will get textbooks and other materials.
  - ✓ A detailed narrative on the kinds of equipment that a prospective student engaged in *eLearning* will need, and whether there is an on-line equipment check.
  - ✓ A catalog of on-line courses and programs, with course descriptions.
  - ✓ An on-line application and the ability to pay the application fee on-line.
  - ✓ An on-line Federal FAFSA and institutional financial aid application.
  - ✓ An on-line financial aid award letter and student acceptance response.
  - ✓ An on-line registration/course selection, and associated complete tuition and fee statement.
  - ✓ An ability to pay tuition and fees fully on-line for all courses.
  - ✓ An ability to establish/assign an on-line student ID.
  - ✓ An ability to assign an on-line faculty advisor and instructions on how a potential student can make the initial contact.
  - ✓ The ability for a student to access quality on-line library services.
  - ✓ The ability for an on-line student to initiate and process a course drop/add form, a withdrawal request, and to obtain a refund.
  - ✓ The ability for an on-line student to participate, for each course, in an on-line evaluation of course content, delivery, and faculty performance.
  - ✓ The ability for faculty to post grades for students to view their on-line transcripts.
  - ✓ The ability for students to prepare and submit graduation documents.

**Remember:** We are conducting this exercise from the perspective of the potential on-line student, and we want to make the end results user friendly. In addition, where applicable, we are letting the business needs drive the technology needs, rather than vice versa.

### **Ad Hoc Committee Membership**

At the Butte meeting, Ryan Schrenk (MSU-CoT) and Kirk Lacy (MSU-Billings) agreed to co-chair this ad hoc Committee effort, assisted by Ralph Johnson at UM-Msls and by Ed Johnson (UM-Tech). I received no other feedback from anyone interested in this effort, but I request that you to keep at least one representative from each campus on the working committee and in the communications loop as you go through this exercise so that the exercise is complete for all campuses, including the community colleges if they choose to participate. I encourage you to keep the people on this distribution list periodically apprised of the activities and status of the Committee efforts, and I will be regularly in touch with the Co-chairs and working ad hoc Committee. Thank you for leading this exercise and providing this valuable service to our campuses.

**Montana University System Disaster Preparedness Survey (Revised October 2005)**

**Campus Location:** \_\_\_\_\_

**Section 1: Pre-Disaster Mitigation**

		YES	NO	PART
1	Do you have a pre-disaster mitigation plan? (If yes or part, complete items a, b, and c below.)			
a.	Does it identify the resources used to develop the plan?			
b.	Does it include a hazard identification inventory for your campus?			
c.	Does it include a risk assessment inventory of your campus?			
2	Does your plan provide for the protection of critical research?			
3	Has your pre-disaster mitigation plan been formally adopted by your leadership?			
4	Has your pre-disaster mitigation plan been implemented?			
5	Has your pre-disaster mitigation plan been approved by FEMA?			

**Section 2: Disaster/Emergency Response & Recovery**

		YES	NO	PART
6	Do you have an disaster/emergency response plan? (If yes answer a, b, c, and d below.)			
a.	Was the plan developed with input from all local stakeholders?			
b.	Does the plan include a method for communicating with the public?			
c.	Does the plan include a process to account for students, faculty and staff?			
d.	Does the plan use the National Incident Management System?			
e.	Does your plan include provisions for critical research?			
f.	Does the plan address responses to short- (fire, hazardous materials, public disorder) term natural and manmade disruptions to operations?			
7	Do you have a disaster recovery plan? (If yes, answer a, b, c, d, and e below.)			
a.	Does your recovery plan minimize the impact of a disaster upon your instructional mission?			
b.	Does your recovery plan minimize the impact of a disaster upon your research mission?			
c.	Does your recovery plan minimize the impact of a disaster upon your administrative functions?			
d.	Does your recovery plan minimize the impact of a disaster upon your outreach program?			
e.	Does your plan provide contingencies for the displacement of your critical functions?			
f.	Has your plan been distributed to all those responsible for implementation?			
g.	Does the plan provide for the protection and/or evacuation of disabled students, faculty and staff?			
8	Does the plan include a strategy for including individuals, at all levels of responsibility, in exercising (drills, tabletop exercises, functional exercises) elements of the plan on a regular basis?			

**Section 3: Post-Disaster/Emergency Restoration**

		YES	NO	PART
9	Does the plan provide for the restoration of instruction?			
10	Does the plan provide for the restoration of research?			
11	Does the plan provide for the restoration of administrative functions?			
12	Does the plan provide for the restoration of outreach programs?			
13	Does the plan provide for the restoration of critical facilities and infrastructure?			
14	Does the plan provide for a comprehensive post-disaster/emergency review?"			
15	Does the plan provide a method for incorporating the results of that review into a revised			





During 2004 a survey of the disaster preparedness planning for the eight campuses within the Montana University System (MUS) was conducted. This survey was funded by Montana Disaster and Emergency Services under the auspices of the Commissioner of Higher Education. In retrospect, that survey was inadequate, and a new survey is being developed. The initial survey was redistributed to a variety of interested parties, including representatives of all eight campuses, employees of Montana Disaster and Emergency Services, Montana Extension Service, and employees of the Office of the Commissioner of Higher Education, accompanied by a request for suggestions on how to improve the document.

In redesigning the survey, several considerations were taken into account:

- the survey should provide the Board of Regents with valuable information regarding the current status of disaster preparedness within the MUS.
- the questions on the survey should stand the test of time. They should be useful in making the initial survey responses a baseline for subsequent studies.
- the survey should look at the status of preparedness from a strategic level.
- the survey should allow the respondents enough latitude in the answers to accurately demonstrate the condition of the campus.
- the survey should be user friendly. Studies show that surveys limited to one page have a greater likelihood of producing accurate results.

The revised survey accomplishes the above objectives:

- 1) the survey is divided into three logical sections: before, during and after the event. While this necessitated the combination of categories such as emergencies and disasters, the overall picture of the campus's status is not negatively impacted.
- 2) the questions within each section are derived from a variety of sources. The questions in Section 1, which deals with Pre-Disaster Mitigation, are taken from the Federal Emergency Management Agency's (FEMA) Disaster Resistant University series. This publication outlines, in detail, the specific steps which must be taken to develop an approved pre-disaster mitigation plan. (As an aside, the Office of the Commissioner of Higher Education has received a FEMA grant which will fund the creation of this plan for all eight campuses. At the completion of this project, if it is given an emphasis by the leadership, each campus will be able to answer "yes" to all questions in Section 1.) The questions in Section 2 were, for the most part, developed by using materials from the Federal Emergency Management Institute's course, "Multi-Hazard Emergency Planning for Schools." Although that course is designed to help K-12 schools develop their plans, much of the information is easily converted to higher education. The questions in Section 3 are based on input from people who were

asked for suggestions at the beginning of the survey modification process. They are designed to determine if there is a plan to return to business in a “before the event” status.

- 3) the questions do not ask “how” anything is accomplished. Instead, they ask whether something is accomplished or not.
- 4) the questions are written from an institutional level (i.e. does the plan include a strategy for including individuals, at all levels of responsibility, in exercising elements of the plan on a regular basis?).
- 5) the addition of a “Partial” response field to each of the questions enables the campuses to more accurately portray their situation. In depth information can be obtained by asking for a written explanation of each “Partial” or “No” response.
- 6) the quality of the product has not been compromised, even though the survey has been limited to one page.

In all sections, the goal of the survey is to determine if the continuity of business for the major functions of the campus (education, research, outreach, administration, and finance) are considerations in the plans.

## POLICY 940.29

Board of Regents' Policy 940.29 requires Montana residents to pay so-called "super tuition" if they already hold a baccalaureate degree and they return to the Montana University System to take additional coursework. The four-year campuses were asked to estimate the loss in revenue if the policy was repealed, and the following table sets out those estimates. A copy of Policy 940.29 is set out below the table.

UM-Missoula	\$200,000
MT Tech	\$12,800
UM-Western	\$23,000
MSU-Billings	\$49,500
MSU-Bozeman	\$240,000
MSU-Northern	\$25,000

### **Board Policy:**

Residents of Montana who take additional courses after earning a baccalaureate degree will be charged 120% of the resident undergraduate rate at the four-year campuses. The exceptions to this policy will be granted for post-baccalaureate students who enroll for courses offered by the colleges of technology or post-baccalaureate students at The University of Montana-Western and Montana State University-Northern when it can be documented that a student is pursuing an associate degree. Nonresident students will pay the resident assessment plus a nonresident fee equivalent to nonresident graduate tuition.



## MEMORANDUM

**DATE:** May 31 – June 2, 2006  
**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**SUBJECT:** Level I Approvals and Announcements

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This memorandum is intended to inform you of the Level I changes in academic programs that have been approved in the Office of the Commissioner of Higher Education since the March 2006 meeting of the Board of Regents. It also includes announcements that may be of interest to the Board.

### **The University of Montana-Missoula:**

- **ITEM 131-1008+R0506:** The University of Montana-Missoula requested permission to rename its Minor in Office Systems Management to *Administrative Systems Management*.
- **ITEM 131-1010+R0506:** The University of Montana-Missoula asked for authority to add an Option in Forest Operations and Applied Restoration to its Bachelor of Science degree in Forestry.
- **ITEM 129-1001+R1105:** The University of Montana-Missoula filed a Notice of Intent to terminate its Bachelor of Arts Education degree in Business and Information Technology Education at the November 2005 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula's degree and program inventory.
- **ITEM 130-1001+R0306:** The University of Montana-Missoula filed a Notice of Intent to terminate its Option in Scientific Applications in the Bachelor of Science degree in Computer Science at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula's degree and program inventory.
- **ITEM 130-1002+R0306:** The University of Montana-Missoula filed a Notice of Intent to terminate its Option in Software Systems in the Bachelor of Science degree in Computer Science at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula's degree and program inventory.
- **ITEM 131-1007+R0506:** The University of Montana-Missoula College of Technology asked permission to change the name of its Associate of Applied Science degree in Accounting and Business Technology, with an Option in

Accounting Technology, to an Associate of Applied Science degree in *Accounting Technology*. The current Option in Accounting Technology will obviously be eliminated.

- **ITEM 130-1007+R0306:** The University of Montana-Missoula College of Technology filed a Notice of Intent to terminate its Certificate program in Baking at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula College of Technology degree and program inventory.
- **ITEM 130-1008+R0306:** The University of Montana-Missoula College of Technology filed a Notice of Intent to terminate its Associate of Applied Science degree and Certificate in Human Services at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula College of Technology degree and program inventory.
- **ITEM 130-1009+R0306:** The University of Montana-Missoula College of Technology filed a Notice of Intent to terminate its Associate of Applied Science degree in Legal Support Services at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula College of Technology degree and program inventory.
- **ITEM 130-1010+R0306:** The University of Montana-Missoula College of Technology filed a Notice of Intent to terminate its Option in Food and Beverage Management in the Associate of Applied Science degree in Management at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The degree program is, therefore, eliminated from The University of Montana-Missoula College of Technology degree and program inventory.

**Montana Tech of The University of Montana:**

- **ITEM 131-1501+R0506:** Montana Tech of The University of Montana asked for permission to eliminate its Certificate program in Behavioral Health Nurse Assistant. This Notice of Intent is included in the Level I memorandum to satisfy the public notice requirements associated with the termination of a program of study in the Montana University System.
- **ITEM 131-1504+R0506:** Montana Tech of The University of Montana requested permission to change the name of its Bachelor of Science degree in Information Technology and Design to *Network Technology*.

- **ITEM 131-1505+R0506:** Montana Tech of The University of Montana asked for authority to establish a minor in Networking Technology.
- **ITEM 131-1502+R0506:** Montana Tech of The University of Montana College of Technology asked for permission to offer a Certificate and Associate of Applied Science degree in Construction Technology-Carpentry under the temporary approval process developed by the Montana Board of Regents.

**The University of Montana-Western:**

- **ITEM 131-1604+R0506:** The University of Montana-Western asked for authority to offer its Bachelor of Science degree in Elementary Education in Butte. UM-Western will collaborate with Montana Tech of The University of Montana to deliver the program in that community.
- **ITEM 131-1605+R0506:** The University of Montana-Western asked for permission to change the name of its Bachelor of Science degree in Secondary Education, Health and Human Performance (K12), to *Physical Education and Health*.

**Montana State University-Bozeman:**

- **ITEM 131-2008+R0506:** Montana State University-Bozeman requested permission to add an Option in Policy and Management to its Bachelor of Science degree in Environmental Sciences.
- **ITEM 131-2009+R0506:** Montana State University-Bozeman asked for authority to add an Option in GIS/Planning to its Bachelor of Science degree in Earth Sciences.
- **ITEM 131-2012+R0506:** Montana State University-Bozeman asked for authority to offer five dual Bachelor of Science degree programs with Kadir Has University in Istanbul, Turkey.
- **ITEM 130-2008+R0306:** Montana State University-Bozeman filed a Notice of Intent to terminate the Community Health/Public Health focus in its Option in Clinical Nurse Specialist at the March 2006 meeting of the Board of Regents. All of the steps for terminating a degree program have been completed, including the 60-day notice period. The focus is, therefore, eliminated from Montana State University-Bozeman's degree and program inventory.

**Montana State University-Billings:**

- **ITEM 131-2703+R0506:** Montana State University-Billings College of Technology asked permission to eliminate its Certificate program in Automobile Collision Repair and Refinishing Technology. This Notice of Intent is included in the Level I memorandum to satisfy the public notice requirements associated with the termination of a program of study in the Montana University System.
- **ITEM 131-2704+R0506:** Montana State University-Billings College of Technology asked for authority to eliminate its Certificate program in Computer Assistant. This

Notice of Intent is included in the Level I memorandum to satisfy the public notice requirements associated with the termination of a program of study in the Montana University System.

- **ITEM 131-2705+R0506:** Montana State University-Billings College of Technology asked permission to terminate its Certificate program in Human Resource Management “Essentials.” This Notice of Intent is included in the Level I memorandum to satisfy the public notice requirements associated with the termination of a program of study in the Montana University System.

**Miles Community College:**

- **ITEM 131-401+R0506:** Miles Community College asked permission to offer online certificate programs in Health Information Technology, Medical Coding Option and Health Information Technology, Medical Transcription Option.

Miles Community College has also decided to place the Associate of Applied Science degrees in those two Health Information Technology programs on moratorium, along with the Associate of Applied Science degree in Office Information Technology.

**Recognition of Out-of-State Institutions:**

The Office of the Commissioner of Higher Education has received documentation from Park University in Parkville, Missouri, to comply with the requirements of Montana statute 20-25-107, and Board of Regents’ policy 320.1. Those documents confirm that Park University is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools. Park University has been offering degrees at Malmstrom Air Force Base in Great Falls, Montana, for many years. It has no plans to offer degree programs at any other site in Montana at the present time.

The Office of the Commissioner of Higher Education has also received documentation from Embry-Riddle Aeronautical University in Daytona Beach, Florida, that it intends to add a Bachelor of Science degree in Aviation Maintenance Management to its program offerings at Malmstrom Air Force Base in Great Falls, Montana. In addition to those program plans, the documentation also confirms that Embry-Riddle is accredited by the Southern Association of Colleges and Schools.



**MONTANA BOARD OF REGENTS**  
**LEVEL I REQUEST FORM**

<b>Item No.:</b>	<b>131-1008+R0506</b>	<b>Date of Meeting:</b>	<b>May 31-June 2, 2006</b>
<b>Institution:</b>	<b>The University of Montana-Missoula</b>		
<b>Program Title:</b>	<b>Minor in Office Systems Management</b>		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-1008+R0506</b>	<b>Institution: The University of Montana—Missoula</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

The University of Montana—Missoula requests permission to re-title the minor in Office Systems Management to a minor in Administrative Systems Management to better reflect changes in the curriculum.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1010+R0506	<b>Date of Meeting:</b>	May 31-June 2, 2006
<b>Institution:</b>	The University of Montana-Missoula		
<b>Program Title:</b>	BS Forestry, Forest Operations and Applied Restoration option		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

- A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.
- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
  - 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
  - 3. Adding new minors or certificates where there is a major;
  - 4. Adding new minors or certificates where there is an option in a major;
  - 5. Departmental mergers and name changes;
  - 6. Program revisions; and
  - 7. Distance delivery of previously authorized degree programs.
- B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.
- 1. Options within an existing major or degree;
  - 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
  - 3. Consolidating existing programs and/or degrees.
- C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-1010+R0506</b>	<b>Institution: The University of Montana-Missoula</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

The University of Montana – Missoula proposes to introduce an undergraduate Option in Forest Operations and Applied Restoration (FOAR) to the existing B.S. in Forestry currently offered by the College of Forestry and Conservation.

# MONTANA BOARD OF REGENTS

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

**Institution:** University of Montana - Missoula

**Program Title:** BS Forestry, Forest Operations and Applied Restoration option

1. How does this program advance the campus' academic mission and fit priorities?

This program will produce resource managers and scholars with the ability to design forest operations to meet the evolving needs of Montana and inland west forestland owners.

2. How does this program fit the Board of Regents' goals and objectives?

This option is consistent with Board of Regents goals A, C and D to provide a stimulating, responsive and effective environment for academic achievement and learning, to deliver higher education in an efficient and coordinated manner, and to be responsive to market, employment, and economic development needs.

3. How does this program support or advance Montana's needs and interests?

The management of forests in Montana is shifting towards a model where forests are managed primarily for ecosystem services and social benefit with the production of timber and other extractive resources as a byproduct. This proposed option will produce graduates with the technical expertise, biological knowledge, and social awareness to design forest operations for a wide variety of goals and objectives.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

By designing forest operations for multiple goals with strong considerations for the social, biologic, and economic aspects of forest management, graduates of the FOAR program will help to ensure the continued viability of Montana's forests and forest products industry.

5. What is the program's planned capacity?

• Break-even point?	10	FTE students
• Enrollments / year?	15-20	
• Graduates / year?	15-20	
• MT jobs / year?	5-20	

6. Resource Allocation:

• Total program budget?	\$ 0
• Faculty FTE?	0
• Staff FTE?	0

7. Does this program require new resources?  Yes  No

If yes, what is the amount? \$ \_\_\_\_\_

8. How will the campus fund the program?

N/A

9. If internal reallocation is necessary, name the sources.

N/A

**Specify Request:****I. Objectives and Needs**

**1. Description of Program:** The University of Montana-Missoula proposes to introduce an undergraduate Option in Forest Operations and Applied Restoration (FOAR) to the existing BS in Forestry currently offered by the College of Forestry and Conservation. The educational objective of the FOAR option is to provide students with the basic forestry and technical skills needed to develop and implement forest management plans and restoration projects. These skills include location, design, and management of low-volume forest road systems; physical and economic evaluation of alternative harvesting systems; applications of forest operations to ecological restoration problems; and methods to minimize impacts of roads and operations on soil, water, scenic, social, and wildlife values. In short, the graduates from this program will have the ability to design and implement safe, economical, socially acceptable, and environmentally sound forest operations.

The FOAR Option includes a core of biology, chemistry, mathematics, economics, and forestry courses required for all Forestry degree options. Additional requirements for the FOAR option include physics, forest operations problem solving, and advanced forest operations courses. Some of these courses are currently being taught in the Physics department and the College of Forestry and Conservation, while the others are proposed as new course offerings.

This program utilizes existing resources and does not require additional faculty lines. Costs will be minor and only needed to cover increased transportation costs that will be incurred by the addition of three classes with a field component. These costs will be covered by the supertuition already paid by all forestry students. By requiring students to take Advanced Harvesting and Roads at the same time as Forest Operations Evaluation and Project Planning, many field trips for these two classes can be combined.

The College of Forestry and Conservation strives to provide the foundations and tools necessary for developing sustainable land management in part by producing graduates at the undergraduate level that possess the knowledge essential for guiding conservation, management, and restoration activities that are consistent with social, economic, and biological realities. Economically competitive forestry practices in the northern Rocky Mountains are being driven by innovative harvesting technology coupled with new silvicultural techniques to restore and maintain naturally functioning and healthy forest ecosystems. This curriculum would produce graduates that are capable of implementing such management. Students wishing to specialize in restoration work will greatly increase their skills and marketability by combining a BS in Forestry, Forest Operations and Applied Restoration option with a minor in Restoration Ecology (proposed).

**2. Need for program:** Public concern over the management of forest lands has dramatically increased. Forest management activities must be conducted in an environmentally and socially acceptable manner while remaining technically and economically feasible. Furthermore, a wide range of forest landowners, from those owning small woodlots, to large industrial firms have specialized, and in many cases unprecedented needs for innovation in forest harvesting technology to operate within this

rapidly changing environment. Forest and grassland restoration, fuel wood reduction, and road decommissioning are relatively new and rapidly expanding practices which require novel approaches, just to cite some examples. Roads must be carefully located and maintained, the impacts of forest operations on the environment should be thoroughly assessed, and efficient forest plans need to be developed and appropriately implemented to meet society's many demands from forest lands. Most of these tasks, however, require well developed engineering skills, an understanding of physical and biological aspects of natural resources, and the ability to adapt to rapidly developing technologies.

In addition, here in the northern Rocky Mountains there are many unique challenges to forest operations, owing to complex geology, as well as social and economic constraints. Students that are trained here with this new degree option should have a distinct advantage over students from other locales in being able to apply this knowledge to the extensive area of interior western forests in the US and in analogous settings throughout the world.

The College of Forestry and Conservation needs the FOAR option to 1) make the College more competitive in attracting students, 2) educate students to perform a wide range of tasks associated with timber management and forest restoration treatments, and 3) address the demand of forestry students and the public for the balanced natural resources management by training students to integrate the mechanical and economic requirements of forest operations with the biological requirements of the forest and the need to conserve resources such as forest productivity, biodiversity, soil, water, and wildlife in socially acceptable ways. Combined with the proposed B.S. in Restoration Ecology, this FOAR option helps position the College as a leader in the restoration and conservation of forestland in the inland west.

The goal of this proposed option is to provide students with the knowledge and skills to implement and plan for environmentally sound, socially acceptable, technically feasible, and financially viable forest operations. Public forestry agencies, other government agencies, non-governmental organizations, private forestry firms, and construction companies are seeking individuals with these skills.

### 3. Curriculum

\* Indicates new courses. Pre-requisite courses are listed in parenthesis.

First Year		Credits
FOR 180	Careers in Natural Resources	2
CHEM 151N	General Chemistry	3
ENEX 101	Composition	3
MATH 121	Pre-Calculus	4
BIOL 120N	General Botany (including lab)	3
MATH 150	Applied Calculus	4
PHYS 121	Fundamentals of Physics I	5
ECON 111S	Introduction to Microeconomics	3
FOR 200	Natural Resources Measurements Camp	2
Total required credits in first year		29
Electives and general education credits in first year		1



<b>Second Year</b>		<b>Credits</b>
*FOR 235	Problem Solving for Forest Operations (MATH 150, PHYS 121)	4
FOR 201	Biometrics	3
FOR 210N	Introductory Soils (CHEM 151N)	3
FOR 202	Forest Mensuration (FOR 201)	4
FOR 220	Technical Writing	2
FOR 241	Dendrology (BIOL 120N)	3
Nature and Society Elective		3
Total Required credits in second year		22
Electives and general education credits in second year		8

<b>Third and Fourth Years</b>		<b>Credits</b>
FOR 320	Forest Economics (MATH 150, ECON 111)	3
FOR 330	Forest Ecology (FOR 210)	3
FOR 385	Watershed Hydrology	3
FOR 340	Harvesting and Products	4
FOR 347	Silviculture (FOR 330, BIOL 340)	3
FOR 351	Photogrammetry and Remote Sensing (MATH 121)	3
FOR 422	Natural Resources Policy and Administration	3
*FOR 435	Advanced Timber Harvesting and Forest Roads (FOR 235, FOR 347, FOR 340, FOR 351)	5
*FOR 436	Forest Operations Evaluation and Project Planning (FOR 435 co-req.)	3
*FOR 437	Forest Operations and Applied Restoration Capstone (FOR 385, FOR 435, EVST 167)	3
FOR 455	Riparian Ecology and Management (FOR 385)	3
Total Required credits in third and fourth years		36
Electives and general education credits in third and fourth years		24

Program Total	120
Total required credits in program	87
Required FOR credits in program	59
Electives (18) and General Education (15)	33

All writing skills requirements are met by the FOAR option (ENEX 101, FOR220, FOR422). Additionally, all mathematics and foreign language/symbolic systems requirements are met by the FOAR option (MATH121, MATH150).

The following courses satisfy the nature and society elective requirement:

EVST 167H	Nature and Society	3
FOR 1xx	Nature of Montana (proposed)	3
EVST 225	Community and Environment	3
EVST 327E	Environmental Ethics I	3
FOR 478	Montana Community Analysis	3

The following courses are suggested electives:

GEOL 100N	General Geology	2
GEOL 101N	General Geology Laboratory	1
COM 111A	Introduction to Public Speaking	3
FOR 230	Forest Fire Management	2
FOR 232	Forest Insects and Diseases	2
FOR 303	Introduction to Geographic Information Systems	3
FOR 360	Range Management	3
WIBO 370	Wildlife Habitat Conservation and Management	3
FOR 465	Restoration Ecology	3
FOR 485	Watershed Management	3

Four new courses will be created to serve students within this option (see attached course forms for additional details).

**FOR 235 Problem Solving for Forest Operations 4 cr.**

Offered autumn. Pre-requisite: MATH 150, PHYS 121. GEOL 100N is strongly recommended. Introduction to problem solving including the fundamentals of statics and mechanics of materials presented in the context of forest operations.

**FOR 435 Advanced Timber Harvesting and Forest Roads 5 cr.**

Offered autumn. Pre-requisite: FOR 235, FOR 347, FOR 340, FOR 351; Co-requisite: FOR 436. This course covers the fundamentals of logging feasibility and cost analyses of various timber harvesting systems including the characteristics and performance of ground vehicles, cable and aerial systems; cost factors and cost analysis procedures; safety issues; and environmental impacts of harvesting systems as well as forest road location, surveying, design, construction and maintenance, and management of existing road systems.

**FOR 436 Forest Operations Evaluation and Project Planning 3 cr.**

Offered autumn. Pre-requisite: FOR 320. Co-requisite: FOR 436. This course introduces sensitivity analysis; break-even analysis; risk analysis; multistage sequential analysis; multi-attribute analysis; project planning; and contracting.

**FOR 437 Forest Operations and Applied Restoration Capstone 3 cr.**

Offered spring. Pre-requisites: FOR 385, FOR 435, EVST 167. The following courses are strongly recommended: FOR 230, FOR 360. Principals of ecological restoration and techniques for implementing restoration strategies for terrestrial and aquatic systems

## **II. Adequacy, Accreditation and Assessment**

**1. Adequacy of present faculty, facilities, equipment, and library holdings:** Present faculty, facilities, equipment, and library holdings are all sufficient to offer this new option and to allow for accreditation by the Society of American Foresters.

**2. Accreditation:** Accreditation for the FOAR option will be sought during the next regular program review by the Society of American Foresters (SAF) in 2008. This curriculum meets the accreditation standards of SAF.

**3. Assessment plan:** All undergraduate curricula within the College of Forestry and Conservation are under the supervision of the CFC undergraduate curricula committee. Assessment of this option will become part of the assessment of the BS in Forestry for which an assessment plan is in place.

## **III. Impact on Faculty, Facilities, Costs, Students, and Other Departments and Campuses**

**1. Additional faculty requirements:** No additional faculty, library holdings, facilities, equipment, or support services are needed to offer this option.

**2. Impact on facilities:** No new space/capital requirements are needed to offer this option.

**3. Costs:** No new costs will be incurred with this proposal. Transportation for field labs will be covered by the per semester fee already assessed to all Forestry majors.

**4. Impact on enrollment:** This program will likely draw many students from out of state. Anticipated enrollment is 15-20 students per year.

**5. Relationship to other programs on campus:** The Forest Operations and Applied Restoration option will not be competing directly with any other programs within Montana University System. This degree program is designed to complement, not compete with other existing programs within the Montana University System such as the Forest Resources Management option within the BS in Forestry and proposed programs such as the BS in Restoration Ecology.

**6. Relationship to other institutions:** The most direct competitors of the FOAR option will be programs offered by other state's institutions of higher education. However, no other programs that we are aware of offer a similar focus of applying restoration principals within the design of forest operations.

The University of Idaho offers a BS in Forest Products with an option in Timber Harvesting. This program is "designed to prepare students for rewarding careers in an array of forest-products industries" (University of Idaho Catalog). This program places a greater emphasis on forest products. This program graduates 10-12 students per year and has remained at this level for many years.

Oregon State University offers an ABET-accredited program in Forest Engineering that prepares students for professional licensing in forest engineering. This program is weighted heavily towards engineering skills and production forestry and primarily prepares students for careers in the forest industry. This program has graduated 5-20 students per year over the last eight years.

#### **IV. Process Leading to Submission of Proposal**

The FOAR option proposal was developed over several months through a collaborative process that included forest management faculty, forestry students, forestry practitioners, and faculty within the College of Forestry and Conservation, specifically those developing the proposed Restoration Ecology program. This proposal has been reviewed and approved by the Departments of Forest Management, Society and Conservation, and Ecosystem and Conservation Sciences in the College of Forestry and Conservation, and by the Academic Standards & Curriculum Review Committee, the Provost and Vice President for Academic Affairs, and the Faculty Senate of The University of Montana.



**MONTANA BOARD OF REGENTS**  
**LEVEL I REQUEST FORM**

<b>Item No.:</b>	<b>131-1007+R0506</b>	<b>Date of Meeting:</b>	<b>May 31-June 2, 2006</b>
<b>Institution:</b>	<b>The University of Montana-Missoula College of Technology</b>		
<b>Program Title:</b>	<b>Accounting and Business Technology A.A.S.—Accounting Technology Option</b>		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

**Item No.: 131-1007+R0506**

**Institution: The University of Montana—Missoula College of Technology**

All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

The University of Montana—Missoula College of Technology requests permission to re-title the major in Accounting and Business Technology A.A.S.—Option in Accounting Technology to a major in Accounting Technology A.A.S., with no option listed.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1501+R0506	<b>Date of Meeting:</b>	May 31, June 1-2, 2006
<b>Institution:</b>	Montana Tech of The University of Montana		
<b>Program Title:</b>	Behavioral Health Nurse Assistant Certificate Program		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- X 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-1501+R0506</b>	<b>Institution: Montana Tech of The University of Montana</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

According to Board of Regents Policy 303.4 Program Termination, Montana Tech of The University of Montana College of Technology request to terminate the Behavioral Health Nurse Assistant Certificate Program effective August 15, 2006. The program was approved by the Board of Regents May 17, 2001. Since the approval of the program there have been no students enrolled in the program.



# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1504+R0506	<b>Date of Meeting:</b>	May 31, June 1-2, 2006
<b>Institution:</b>	Montana Tech of The University of Montana		
<b>Program Title:</b>	Information Technology and Design		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- X     1.     Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2.     Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3.     Adding new minors or certificates where there is a major;
- 4.     Adding new minors or certificates where there is an option in a major;
- 5.     Departmental mergers and name changes;
- 6.     Program revisions; and
- 7.     Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1.     Options within an existing major or degree;
- 2.     Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3.     Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-1504+R0506</b>	<b>Institution: Montana Tech of The University of Montana</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Montana Tech of The University of Montana requests permission to change the title of the B.S. in Information Technology and Design to a B.S. in Network Technology. Modifications of the degree evolved to the state that the curriculum does not contain multimedia coursework as is implied in the title. The curriculum prepares a student to design, develop, administer, secure, and support computer networks. A change in title will more appropriately represent the curriculum content and clearly guide the prospective students with an AAS in Network Technology to this 2+2 degree.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1505+R0506	<b>Date of Meeting:</b>	May 31, June 1-2, 2006
<b>Institution:</b>	Montana Tech of The University of Montana		
<b>Program Title:</b>	Information Technology and Design		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- X 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

### Specify Request:

Montana Tech of The University of Montana requests permission to offer a minor in Networking Technology. A number of incoming students have completed the early coursework in the Cisco Networking Academy but are seeking degrees outside of the Networking options. Establishing a minor may encourage some students to continue studies in the networking academy that would lead to a higher level of certification. All courses in the minor are regularly scheduled courses required in the sequence of course offerings in the AAS in Network Technology and/or the BS in Information and Technology Design.

### Brief description of the proposed new minor

Montana Tech of The University of Montana requests permission to offer a minor in Network Technology. The minor is a 22 credit sequence of courses in the Cisco Networking Academy. The courses are already taught as part of the BS Information Technology and Design or the AAS in Network Technology.

### Assessment leading to request

The Registrar's office suggested implementing this minor after noticing that a number of incoming students have completed courses in the Cisco Networking Academy while in high school but are pursuing degree options outside of the networking field. Establishing a minor may encourage some students to continue in the networking academy and through that participation reach higher levels of certification.

## Minor in Network Technology

The minor in Network Technology is designed for students who have completed courses in the Cisco Networking Academy during their secondary or post-secondary education. This minor may be of particular interest for students who are pursuing a degree at Montana Tech besides Network Technology and wish to continue, and be recognized for, coursework in the Cisco Networking Academy.

Course Requirements		Credits
I.T.0130/1306	Introduction to Windows Server	3
I.T.0115/1156	Network Design & Documentation	3
I.T.3016	Advanced Routing (CCNP 1)	4
I.T.3026	Remote Access Networks (CCNP 2)	4
I.T.4016	Multilayer Switching (CCNP 3)	4
I.T.4026W	Network Troubleshooting (CCNP 4)	4
		22 credits

May 31-June 2, 2006

**ITEM 131-1502+R0506**     **Approval of Proposal to Implement an Associate of Applied Science in Construction Technology – Carpentry and a Certificate of Applied Science in Construction Technology**

**THAT:**                     The Board of Regents of Higher Education authorizes Montana Tech of The University of Montana to offer an AAS and Certificate of Applied Science in Construction Technology – Carpentry.

**EXPLANATION:**         Montana Tech of the University of Montana – College of Technology seeks approval from the Montana Board of Regents to offer a Construction Technology -- Carpentry Certificate of Applied Science and Associate of Applied Science degree under the option to propose a Level I Temporary AAS and Certificate for two years. Continuation of the program beyond the two years will be followed by the normal program approval process as a Level II Proposal.

This program will prepare the student with skills and knowledge for a career in residential or commercial construction. The program coursework will provide the student with a mix of technical education, general studies, theory and hands-on learning experiences. The student in this program progresses from basic skills to those required of a carpenter. General areas of study include building codes, blueprint reading and sketching, estimating, site layout, concrete, framing, interior and exterior finish, cabinet making and installation, and decks. The Carpentry AAS program will provide graduates with skills required of a carpenter in a variety of building construction settings common in both rural and metropolitan areas. Students will earn a national certification after each level and a one-year Certificate of Applied Science or a two year Associate of Applied Science degree.

At the successful completion of this program, the student is eligible for certification with National Center for Construction Education and Research (NCCER) National Registry.



# M O N T A N A   B O A R D   O F   R E G E N T S

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1502+R0506	<b>Date of Meeting:</b>	May 31, June 1 -2, 2006
<b>Institution:</b>	Montana Tech of The University of Montana – College of Technology		
<b>Program Title:</b>	Construction Technology – Carpentry AAS and Certificate of Applied Science		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

- A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.
- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
  - 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
  - 3. Adding new minors or certificates where there is a major;
  - 4. Adding new minors or certificates where there is an option in a major;
  - 5. Departmental mergers and name changes;
  - 6. Program revisions; and
  - 7. Distance delivery of previously authorized degree programs.
- B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.
- 1. Options within an existing major or degree;
  - 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
  - 3. Consolidating existing programs and/or degrees.
- C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Montana Tech of the University of Montana – College of Technology seeks approval from the Montana Board of Regents to offer a Construction Technology -- Carpentry Certificate of Applied Science and Associate of Applied Science degree under the option to propose a Level I Temporary AAS and Certificate for two years. Continuation of the program beyond the two years will be followed by the normal program approval process as a Level II Proposal.

This program will prepare the student with skills and knowledge for a career in residential or commercial construction. The program coursework will provide the student with a mix of technical education, general studies, theory and hands-on learning experiences. The students in this program progress from basic skills to those required of a carpenter. General areas of study include building codes, blueprint reading and sketching, estimating, site layout, concrete, framing, interior and exterior finish, cabinet making and installation, and decks. The Carpentry AAS program will provide graduates with skills required of a carpenter in a variety of building construction settings common in both rural and metropolitan areas. Students will earn a national certification after each level and a one-year Certificate of Applied Science or a two year Associate of Applied Science degree. The addition of the Construction Technology – Carpentry degree to Montana Tech COT will compliment the Historic Preservation degree currently being offered.

At the successful completion of this program, the student is eligible for certification with National Center for Construction Education and Research (NCCER) National Registry.

The driving force behind this proposal is the need for a common statewide, nationally accredited curriculum in carpentry. Montana Tech of The University of Montana – College of Technology partnered with MSU-Billings COT, UM-Missoula COT, and MSU-Northern in a U.S. Department of Labor Community-Based Job Training Grant “Montana BILT”. This grant will allow the partnership to offer one-year Certificate of Applied Science and two-year Associate of Applied Science degrees with similar curriculum requirements. The chosen curriculum is based on NCCER standards ensuring statewide commonality at each of the partnered institutions. Therefore, transfer among programs should be seamless for students.

The state was not awarded the BILT grant until late Fall 2005. Because of the expectations and short time frame for implementation of the grant, it is essential that Montana Tech College of Technology request the approval of the implementation of this program as a Level I in order for the program to start Fall 2006. Attached is a copy of Montana Tech’s portion of the BILT grant budget totaling \$327,681. The expectation of the grant is for the program to intake students Fall 2006. The budget includes the hire of a full time construction instructor starting August 2006.



ITEM 131-1502+R0506 BUDGET

Montana Tech College of Technology 3 Year Constuction Trades Budget

		Budgeted	Actual	FY2008 Expenses		FY2007	FY2008
				Accrued	Unliquidated Obligations		
<b>Personnel</b>							
	Instructor for AAS carpentry degree					\$39,000.00	\$40,560.00
	Fringe Benefits					\$13,583.00	\$14,625.00
	Adjunct	\$8,500.00	\$6,656.00			\$8,500.00	\$8,500.00
	Fringe Benefits	\$1,471.00				\$1,471.00	\$1,471.00
<b>Equipment &gt; \$6000.00</b>		\$51,000.00	\$32,931.53		\$3,184.95	\$6,500.00	\$3,500.00
<b>Equipment &lt; \$6000.00</b>							
	Forklift	\$20,000.00	\$16,875.00				
	Pickup	\$28,000.00	\$28,609.95				
<b>Consumables</b>		\$2,000.00				\$12,000.00	\$12,000.00
<b>Travel</b>		\$2,000.00				\$3,500.00	\$3,500.00
<b>Other</b>							
	Modifications/additions to current laboratories for new programs	\$15,000.00				\$15,000.00	\$16,000.00
	<b>Totals</b>	<b>\$127,971.00</b>	<b>\$85,072.48</b>			<b>\$88,664.00</b>	<b>\$100,168.00</b>
						<b>Montana Tech COT total</b>	<b>\$327,881.00</b>

Actual Expenses – even if you have charged them somewhere else and are planning on recharging them to the grant

Accrued Expenses – equipment/supplies received but not paid for including personal services and benefits.

Unliquidated Obligations – Purchase Order commitments that have been given

Construction Trades Grant Budget-NEW.xls



**NEW ACADEMIC PROGRAM PROPOSAL SUMMARY**

**Institution:** Montana Tech of The University of Montana – College of Technology

**Program Title:** Construction Technology – Carpentry AAS and Certificate of Applied Science

**1. How does the program advance the campus’ academic mission and fit priorities?**

Montana Tech of The University of Montana provides programs from occupational through graduate levels in engineering and selected other fields. In the strategic plan for Montana Tech, "Building the Future While Honoring Our Heritage," Goal III relates to economic development and work force training. This proposal fits the Montana Tech of The University of Montana – College of Technology’s mission and it enables the College to be responsive to a significant workforce need.

**2. How does this program fit the Board of Regents’ goals and objectives?**

The proposed Construction Technology - Carpentry AAS program will support: Goal B1, which is to identify or seek creative funding alternatives that will expand public and private colleges; Goal D1, 3, & 4 to offer programs and services consistent with the spectrum of higher education needs and opportunities for 2-year, 4-year and graduate and professional education; and Goal 4, to make the Montana University System more accessible and responsive to business, government and other constituencies.

**3. How does this program support or advance Montana’s needs and interests?**

The Construction Technology - Carpentry Program AAS degree supports the significant workforce training needs and employment sector of Montana which comprises 6.3% of the entire labor workforce (Montana Bureau of Labor and Statistics, "Montana Economy at a Glance," 2005).

**4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide)**

**5. What is the program’s planned capacity? 30 students**

- 6. Break-even point? 15
- Enrollments/year 15/year
- Graduates/year? 12 AAS 10 Certificate
- MT jobs/year The Montana Bureau of Labor and Statistics reports an average of 620 carpentry job openings per year.

**7. Resource Allocation:**

Total program budget  
 Faculty FTE? Years 1-5 1.0 FTE Permanent Faculty and 0.3 FTE in Part Time  
 Staff FTE? 0

**8. Does this program require new resources?  Yes  No**  
 If yes, what is the amount? \$168,000

**9. How will the campus fund the program?**  
 Start up costs will be grant funded. Sustainable enrollment will fund the program beyond that time.

**10. If internal reallocation is necessary, name the sources.** Reallocation is not necessary.



**PROGRAM PROPOSAL****1. Brief description of the proposed new program. Program Description**

Montana Tech of The University of Montana – College of Technology will be working with MSU-Billings COT, UM-Missoula COT, and MSU-Northern to standardize carpentry based curriculum. The program will be developed in accordance with the National Center for Construction and Education Research (NCCER) national accreditation standards. One of the goals is to offer the standardized curriculum at the four grant-partnered institutions by Fall 2006. Another goal is to disseminate the curriculum to other colleges and high schools in the state that offer construction trades programs. This dissemination of the curriculum will be aided by Tech Prep and other agreements between institutions. The makeup of the NCCER curriculum allows the institutions to offer many short courses for industry. Each of the partnering institutions is currently negotiation articulation between the AAS degrees and their local apprenticeship programs.

The new Construction Technology – Carpentry program will empower students with skills and knowledge for a career in residential or commercial construction. The new program coursework will provide the student with a mix of technical education, general studies, theory and hands-on learning experiences. The students in this program progress from basic skills to those required of a carpenter. General areas of study include building codes, blueprint reading, basic exterior finish and cabinet installation. The Carpentry AAS program provides graduates with skills required of a carpenter in a variety of building construction settings common in both rural and metropolitan areas as well as residential and commercial construction. Students will earn a national certification after each level and a one-year Certificate of Applied Science or an Associate of Applied Science Degree.

Upon the completion of the required coursework, students will be eligible for certification with National Center for Construction Education and Research (NCCER) National Registry and a one-year Certificate or a two year Associate of Applied Science degree.

**2. Summarize the needs assessment.**

For the student searching for a vital and meaningful profession in the Montana Construction Industry, the Construction Technology – Carpentry AAS provides an affordable, quality education. This challenging career provides a wide variety of opportunities and financial prospects.

The Construction Technology – Carpentry program is designed to meet the needs of the local, state and national demand for trained carpenters.

According to Montana Department of Labor occupational forecasts between 2002 and 2012, Montana is projected to need 4,100 carpenters, 2,260 general operations managers, 1,750 construction laborers, 1,290 first-line supervisors and managers of construction trades and extraction workers, 1,210 painters and construction maintenance personnel, 1,080 construction managers, and 820 electricians. In a presentation to the Montana Workforce Conference held in Great Falls, Montana, on June 22, 2005, Bryon Roberts, Executive Director of the Montana Building Industry in Helena, Montana noted that "the construction industry in Montana is larger than mining, larger than timber and larger than the entire manufacturing center," with an increase of 2,800 net jobs in 2004. On June 22, 2005, there were approximately 400 job openings in the construction trades in Montana which represents 12% of the 3,400 open jobs posted on the [www.jobs.mt.gov](http://www.jobs.mt.gov) website.

The construction industry in Montana represents 5.8% of Montana's Gross State Product and the industry's contribution to the economy exceeded 1.48 billion dollars in 2003. The U.S. Department of Labor reports 3,680 employees in the construction field, not counting those that are self-employed. Based on the median income of this population this represents over \$123 million in local wages.

A well trained workforce is critical for Montana business and industries to meet their production schedules. In particular, the Montana construction industry has sorely felt the impact of the lack of trained workers in the construction industry and particularly in carpentry. Residential and commercial projects fall behind schedule resulting in a negative economic impact. According to a report developed by Dr. Paul Polzin of the Bureau of Business and Economic Research at The University of Montana and presented to the Montana Board of Regents on September 22, 2005, 21.6% of all businesses surveyed in Montana stated they had a shortage with construction and health care topping the list.

Two-Year Career Wages and Job Outlooks  
Construction Careers

Occupation	Mean Annual	Mean Hourly	Hourly Median <sup>1</sup>	Hour Median	Hourly Median <sup>2</sup>	Employment in 2000	Employment in 2004
Cabinetmakers & Bench Carpenters	\$24,760	\$11.91	\$9.72	\$11.41	\$14.00		
Carpenters	34,300	\$16.49	\$13.75	\$16.41	\$19.50	3980	4820
Heating, A/C, & Refrigeration Mechanic	33,860	\$16.28	\$10.72	\$15.88	\$21.09	220	520
Plumbers, Pipefitters & Steamfitters	44,580	\$21.43	\$17.47	\$23.16	\$25.90	680	1140
Structural Metal Fabricators & Fitters	26,550	\$12.76	\$9.83	\$12.55	\$15.54	100	330
Welders, Cutters, & Braziers	30,410	\$14.62	\$10.60	\$13.54	\$18.12	910	800
Architectural & Civil Drafters	33,700	\$16.20	\$13.69	\$15.85	\$18.32	220	340
Electrical & Electronics Drafters	43,830	\$21.07	\$16.56	\$20.07	\$25.10	100	n/a
Mechanical Drafters (CAD Drafters)	33,260	\$15.99	\$12.64	\$14.16	\$17.43	90	190
Drafters, All Other	39,950	\$19.21	\$14.31	\$16.84	\$22.16	n/a	n/a
Civil Engineering Technicians	33,390	\$16.05	\$12.39	\$16.53	\$19.74	370	520
Environmental Engineering Technicians	32,720	\$15.73	\$12.16	\$13.63	\$17.62	70	70

<sup>1</sup> Low End of Middle Range Wages

<sup>2</sup> High End of Middle Range Wages

**3. Explain how the program relates to the Role and Scope of the Institution as established by the Board of Regents.**

Implementation of an Associate of Applied Science in Construction Technology – Carpentry program is within the Role and Scope of Montana Tech of The University of Montana, as established by the Board of Regents.

**Philosophy**

Montana Tech College of Technology believes student success depends on a philosophy that prepares students for the 21<sup>st</sup> Century by integrating technological skills, communication, problem solving, and informational literacy into the educational process. We encourage diversity and strive to accommodate student needs through educational programming and the physical environment. Education is a life-long process that is facilitated by multi-entry/exit programs and enhanced by student government.

**Mission**

The Mission of the College of Technology is to provide education resulting in certification, certificates, and Associate of Applied Science degrees leading to attainment of individual goals.

The Construction Technology – Carpentry program will help students to become proficient in technological skills, communication, problem solving, and informational literacy by incorporating these key areas in virtually every class. The concentration of courses that make up the carpentry program inherently require students to develop excellent problem solving, verbal and non verbal communication skills. Mistakes on construction sites are made daily due to the fact that many of the workers fail to speak, listen, and execute instructions correctly.

**4. Affect on administrative structure.**

The Construction Technology – Carpentry program will be housed within the Trades and Technical Department. It will not impact the institution's administrative structure. IT is anticipated that the new program will work closely with other programs in the department such as Drafting, Metals Fabrication and Historic Preservation.

**5. Extent similar programs are offered in Montana and the region.**

THE MUS awards construction related degrees at three post-secondary institutions. These degrees are not structured under a nationally crepitated program as described in this proposal. Work is currently underway to have all of the seven MUS post-secondary institutions use the same core curriculum as it related to carpentry. Having a common core curriculum will help address a concern of industry and apprenticeship program statewide – a skilled consistently trained workforce.

**6. Accrediting agencies concerned with this proposed program.**

The National Center for Construction Education and Research (NCCER) National Registry and the Northwest Commission on Colleges and Universities is an approved body for program accreditation.

**7. Proposed Curriculum**

**Construction Trades – Carpentry-AAS**

**Students completing the program will be able to do the following:**

- Demonstrate problem solving, informational literacy, technological and communication skills in team and individual learning exercises.
- Exhibit a sense of pride in one’s work and the desire to progress and excel in the carpentry profession.
- Ability to use manual and power equipment typically used in industry.
- Skills that will promote occupational growth and life-long learning.

<b>1st Semester</b>			<b>3rd Semester</b>			
*CARP	0120	Carpentry Basics and Rough-in Framing (Level 1)	5	*CARP	0140 Introduction to Site Layout (Level 2)	3
*CNST	0100	Construction Technology Fundamentals	3	*CARP	0220 Interior Finishing (Level 3)	4
ENGL	0102	Intro to Writing	3	*CNST	0200 Basic Rigging (Core)	1
I.T.	1416	Microcomputer Software	3	*D.T.	0125 AutoCAD I	3
MATH	0101	Introduction to Algebra	4	*D.T.	0250 Building Methods and Materials	4
				M.T.	0220 Employment Strategies	2
		Total 18			Total 17	
<b>2nd Semester</b>			<b>4th Semester</b>			
**CARP	0130	Exterior Finishing, Stair Construction, and Metal Stud Framing (Level 3)	4	**CARP	0230 Advanced Roof, Floor, Wall, and Stair Systems (Level 4)	4
**CARP	0150	Carpentry Practicum I	3	**CARP	0250 Carpentry Practicum II	3
**CNST	0110	Blueprint Reading, Codes and Estimation for Construction (Core)	3	**CARP	0260 Concrete Forms, Reinforcement and Handling (Level 4)	5
**H.P.	0140	Shop and Site Safety	1	**MFAB	0140 Basic Welding	2
PSYC	1000	General Psychology	3	**CARP	0270 Metal Buildings (Level 4)	1
**CNST	0130	College Mathematics for Trades	3			
		Total 17			Total 15	

Minimum credits for an AAS degree in Construction Trades – Carpentry 67

\* Offered only in Fall

\*\* Offered only in Spring

Completion of the first two semesters may result in CERTIFICATE OF APPLIED SCIENCE IN CARPENTRY. Student must complete a course in each of the following areas: *English, Math, and Psychology* to receive a certificate.

This program is designed for fall entry. If a spring entry is desired, it will take longer than two years to complete.

**8. Faculty and Staff Requirements**

**Construction Technology-Carpentry Program Faculty**

Steve Luft, Department Head, Trades and Technical  
 Kent Pederson, Drafting faculty  
 Dennis Noel, Metal Fabrication faculty

**New Faculty**

1 new full time faculty position will be filled and additional 0.3 FTE part time hired.

**Support Personnel**

No new additional support personnel are required.

**ITEM 131-1502+R0506 BUDGET**

**3. Capital Outlay, Operating Expenditures and Physical Facilities**

<b>Proposed Program: Construction Technology - Carpentry</b>										
<b>Campus: Montana Tech of The University of Montana - College of Technology</b>										
<b>Estimated ENROLLMENT</b>										
FTE Enrollment	15		20		25		30		30	
<b>Estimated Incremental REVENUE</b>										
Use of Current General Operating Funds										
State Funding for Enrollment Growth					56,640		56,640		56,640	
Tuition Revenue										
A. Gross Incremental Tuition Revenue (tuition year 1 = 65% of 3238/yr incremented 5% thereafter)	31,575		44,205		58,019		60,920		63,966	
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	31,575		44,205		58,019		60,920		63,966	
Program/Course Fees					10,000		12,360		12,800	
External Funds	112,554		115,156							
Other Funds (please specify)										
<b>TOTAL - Estimated Incremental Revenue</b>	144,129		159,361		124,659		129,920		133,406	
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>
Faculty	1.3	62,554	1.3	71,554	1.5	90,220	1.5	93,377	1.5	96,646
Other Staff										
Operating Expenses	35,000		34,000		35,700		37,485		37,485	
Equipment (grant funded)	48,000		48,000							
Start-up Expenditures										
<b>TOTAL - Estimated Incremental Expenditures</b>	145,554		153,554		125,920		130,862		134,131	
<b>Estimated Revenues Over/(Under) Expenditures</b>	(1,425)		5,807		(1,261)		(942)		(725)	

Tuition revenue was calculated based on a tuition of \$3238 per year and increased 5%. All \$3238 is not available to the programs. On the average 65% of those monies are funneled to the academic programs.

The startup funds from other sources are the result of a Department of Labor, High Growth grant in consortium with MSU-Billings, MSU-Northern, UM – Missoula COT, and Montana Tech – COT.

Faculty FTE includes 1 FTE for the carpentry program and additional part time for carpentry and in the area of general education.

Operating expenses are high because of the large component of consumable materials. In the third year, there is a need for a program fee of \$200 per student per term to enable the purchasing of wood, nails and other materials that are consumed in the learning process.



**10. Library Resources**

Library resources will be increased each year by the funding currently provided to each program. Each degree has an allocation of approximately \$300 for reference materials. The online resources of the library will be utilized to access building codes and construction law.

**11. Physical Space**

Room 126 located at the College of Technology has been identified to house the program. This space has many of the requirements needed for a program of this nature such as:

- Large open lab space
- Expandable main electrical boxes for large stationary equipment
- Water supply
- Air supply lines
- Metal ducting for dust collection
- Large garage door access
- Spray booth



# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1604+R0506	<b>Date of Meeting:</b>	May 31 – June 2, 2006
<b>Institution:</b>	The University of Montana-Western		
<b>Program Title:</b>	B.S. in Elementary Education		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**X A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1.Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2.Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3.Adding new minors or certificates where there is a major;
- 4.Adding new minors or certificates where there is an option in a major;
- 5.Departmental mergers and name changes;
- 6.Program revisions; and
- 7.Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

The University of Montana-Western (UMW) and Montana Tech of The University of Montana (MTUM) wish to collaborate to offer a Bachelor of Science (B.S.) in Elementary Education to UMW students beginning fall semester 2006. This program is designed to meet the needs of an identified population of full-time employed students in the Butte and surrounding areas who need courses offered at night, on weekends or online. Through UMW, students will complete required education coursework at the MTUM campus and/or online to obtain a B.S. Degree in Elementary Education from UMW. Through MTUM, students will complete the general education coursework on the MTUM campus or a combination of on-campus and online courses to satisfy general education requirements for the UMW B.S. in Elementary Education degree. UMW and MTUM coursework will be offered during fall, spring and summer semesters and will be offered based on an agreed upon 4-year UMW and MTUM course schedule.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-1605+R0506	<b>Date of Meeting:</b>	May 31 – June 2, 2006
<b>Institution:</b>	The University of Montana-Western		
<b>Program Title:</b>	B.S. in Secondary Education, Health and Human Performance Major		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will

<b>Item No.:</b>	<b>131-1605+R0506</b>	<b>Date of Meeting:</b>	<b>May 31 – June 2, 2006</b>
<b>Institution:</b>	<b>The University of Montana-Western</b>		
<b>Program Title:</b>	<b>B.S. in Secondary Education, Health and Human Performance Major</b>		

require the All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Change the title of the BS: Secondary Education Health & Human Performance K-12 Broadfield Major to BS: Secondary Education Physical Education and Health K-12 Major.

The Physical Education and Health K-12 Major more accurately reflects Montana OPI licensure terminology and ensures that UMW students will be considered highly qualified under NCLB guidelines, helping to promote the UMW degree as a good choice for students interested in teaching health and physical education.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-2008+R0506	<b>Date of Meeting:</b>	May 31 - June 2, 2006
<b>Institution:</b>	Montana State University - Bozeman		
<b>Program Title:</b>	B.S. in Environmental Sciences, Policy and Management Option		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-2008+R0506</b>	<b>Institution: Montana State University - Bozeman</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Montana State University – Bozeman seeks approval from the Montana Board of Regents to add a Policy and Management option to the degree of B.S. in Environmental Sciences.

The MSU College of Agriculture, Department of Land Resources and Environmental Sciences, currently offers B.S., M.S. and Ph.D. degree programs. The proposed Policy and Management option in the existing Environmental Sciences B.S. program is designed specifically for Turkish students from Istanbul Technical University, who would attend MSU for two years of a four-year program and thereby be awarded bachelor's degrees from both institutions. The proposed Duel-degree program would build on the Department's and MSU-Bozeman's existing strengths, and ultimately attract a cohort of 30 students per year.



## M O N T A N A B O A R D O F R E G E N T S

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

**Institution:** Montana State University – Bozeman

**Program Title:** B.S. in Environmental Sciences, Policy and Management Option

1. How does this program advance the campus' academic mission and fit priorities?

The first category of MSU's Five Year Vision Document (revised February 2004) speaks to the institution's student body, and item E of that category states the following specific goal: "The number of international students will increase from 300 to 500 (67%)". The proposed program will move MSU a substantial distance toward that target. Moreover, the students in the ITU-MSU program will be students from a first-rank institution who are seeking a degree as well as a new educational experience, and who are from a part of the world which is of increasing significance to the state and nation.

2. How does this program fit the Board of Regents' goals and objectives?

By creating a curriculum tailored to the needs of top-quality foreign students from Turkey's premier science and technology institution, the proposed program will enhance the international character of MSU's student body in an economically sustainable manner.

3. How does this program support or advance Montana's needs and interests?

It will advance Montana's needs and interests by enriching the academic and cultural environment of MSU, making the institution a more stimulating academic destination for Montana students.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

The principal economic impact will be the yearly presence of 60 (half in the senior year, and half in the sophomore year) international students paying full tuition as well as their living costs.

5. What is the program's planned capacity?

• Break-even point?	0 FTE students
• Enrollments / year?	120 (60 at MSU, 60 at ITU)
• Graduates / year?	30
• MT jobs / year?	0

## 6. Resource Allocation:

The tuition revenue provided by these students will be sufficient to cover the direct instructional costs that their presence will create. This will include courses in all impacted departments.

• Total program budget?	\$
• Faculty FTE?	
• Staff FTE?	

7. Does this program require new resources?  Yes  No (See #6, above.)

If yes, what is the amount? \$ \_\_\_\_\_

## 8. How will the campus fund the program?

The Land Resources and Environmental Sciences (LRES) Department in the College of Agriculture (CA) has had a successful B.S. degree program in Environmental Sciences, with options in Environmental Biology and Soil and Water Science, since 1998. Student demand for the Environmental Sciences degree continues to increase, and with this initiative we will take advantage of our outstanding reputation and acknowledged leadership in this area to expand and take on an international flavor. Required expansion of some courses and advising capacity will be funded through tuition revenues generated by the proposed new degree option. The additional revenue will be sufficient to provide adequate resources to the host department, the College of Agriculture, and other affected campus departments and programs.

## 9. If internal reallocation is necessary, name the sources.

n/a

**PROPOSAL FOR A POLICY AND MANAGEMENT OPTION UNDER THE EXISTING  
BACHELOR OF SCIENCE DEGREE PROGRAM IN ENVIRONMENTAL SCIENCES AT  
MONTANA STATE UNIVERSITY—BOZEMAN**

A Proposal by the

Department of Land Resources and Environmental Sciences  
College of Agriculture  
Montana State University, Bozeman

Implementation date: Fall 2006

**Objective**

The proposed Policy and Management Option under the existing Environmental Sciences B.S. degree program in the Department of Land Resources and Environmental Sciences (LRES), College of Agriculture, is to take advantage of our outstanding reputation and ongoing instructional programs in this area to increase the diversity and international outreach of MSU-Bozeman curricula by bringing students from Istanbul Technical University (ITU) to MSU-Bozeman. The Environmental Sciences degree was implemented in 1998 and has seen steady growth since its inception.

The MSU-Bozeman course requirements for the proposed dual-degree option are similar to those for the two current options under the Environmental Sciences degree, with the primary exception that all courses for Years 1 and 3 would be offered by and taken at ITU. During the first year at ITU, students would complete foundation Math, Science, Turkish Language, and other introductory courses. Students would attend MSU-Bozeman Summer Session before the second year to complete courses in English writing and public speaking. During Year 2, at MSU, students would complete additional foundational science and general education courses. Year 3 at ITU would cover policy, management, planning and other courses not offered at MSU. Finally, during Year 4 at MSU, students would complete upper division environmental sciences courses in LRES and other departments. These senior year courses are broken out by topical areas to provide some flexibility in meeting student and/or institutional interests, consistent with the existing LRES undergraduate degree requirements. This proposed dual-degree option will be available only to Turkish students enrolled at ITU.

**Faculty, Facilities, Equipment and Library Holdings**

Faculty

Faculty for this program already reside at Montana State University. The program will be located in the Department of Land Resources and Environmental Sciences (LRES), College of Agriculture. The LRES Department currently offers three B.S. degrees, two of which have two options apiece; the proposed program would add a third option to one of these. LRES also offers graduate degrees in Land Rehabilitation (M.S.), Land Resources and Environmental Sciences (M.S., Ph.D.), and participates in the cross-departmental Entomology M.S. degree program. LRES faculty are recognized for their outstanding and well-integrated research, teaching and Extension programs. Courses outside the LRES Department similarly represent excellent faculty instructors with terminal degrees in their respective disciplines.

### Facilities

No additional facilities are required for implementation of this program. Existing classroom, housing, and other facilities are adequate to service the proposed new degree option.

### Equipment

Depending on course selection patterns, especially in optional blocks, some additional equipment (for example in spatial sciences, field, and lab courses) may be necessary.

### Library Holdings

The current library holdings are adequate for the related B.S. degree programs and options, and for the existing MSU-Bozeman courses offered in the proposed curriculum. Thus, no additional library holdings are required.

### **Expected Number of Degrees to Be Granted**

The proposed B.S. degree option will enroll 30 new ITU students per year. After four years there will be a total of 120 new students enrolled in LRES, with 60 students in residence at MSU-Bozeman (30 completing sophomore year courses and 30 completing senior year courses) and 60 in residence at ITU. We therefore expect up to 30 graduates per year beginning with the fourth year of the program.

### **New Courses and Course Requirements for the Degrees**

The course requirements for this degree option are provided in an attachment that accompanies this proposal. The Advanced Electives section is very similar to those for existing LRES undergraduate degree alternatives. As noted above, students will complete courses for Years 1 and 3 at ITU, and Years 2 and 4 at MSU-Bozeman.

Most new courses proposed will be at ITU during Years 1 and 3. The LRES Department will create a new course in Water Quality and a Senior Project course specifically designed for this curriculum. Resources will be made available from the additional tuition revenues generated by this program.

### **Planning Process and Recommendation to Submit**

MSU-Bozeman and ITU administrators entered into discussions concerning potential dual-degree programs during 2004. The intent was to take advantage of selected areas of excellence at MSU-Bozeman to provide outstanding post-secondary training for some of the most promising students at Turkey's premier technical university, and to simultaneously advance MSU-Bozeman's goals in increasing the diversity of campus programs and its student body.

Because ITU strongly desired a program in Environmental Sciences, with an emphasis in Policy and Management, the LRES Department was determined as the appropriate home due to its existing Environmental Sciences B.S. degree and the directly relevant disciplinary expertise of its faculty. The LRES Department, the Colleges of Agriculture and Letters and Science, and the MSU Office of International Programs worked with ITU representatives to develop an appropriate program of study distributed among the two campuses (alternate years). This

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program of study meets all MSU-Bozeman degree requirements as well as those at ITU. The program was reviewed and endorsed by MSU-Bozeman's Undergraduate Studies Committee.

ITU will have responsibility to screen students for admission to this program, and to ensure that applicants meet the international student English proficiency requirements. Students will also complete courses in English writing and public speaking as part of the proposed curriculum.

We anticipate that this program might also provide opportunities for identifying and enrolling ITU dual-degree graduates into MSU-Bozeman graduate degree programs, as they will have completed a strong undergraduate curriculum, and we will have the opportunity to evaluate the aptitudes of individual students during their residence at MSU-Bozeman.



**ITU-MSU Dual Degree Undergraduate Program  
B.S. in Environmental Sciences, Policy and Management Option**

**Draft: February 27, 2006**

<b>1. Semester (at ITU)</b>		<b>2. Semester (at ITU)</b>	
Course Title	Credit Hours	Course Title	Credit Hours
Calculus I	4 (3+2)	Calculus II	4 (3+2)
Physics I	4 (3+2)	Physics II	4 (3+2)
General Chemistry	4 (3+2)	Environmental Chemistry	4 (3+2)
General Biology	3	Microbiology	4.5 (3+3)
Earth Systems	2	Global Environment	2
Introduction to Comp. and Info. Systems	2 (1+2)	Knowledge, Language and Logic	2 (1+2)
Turkish I	2	Turkish II	2
	<b>21</b>		<b>22.5</b>
<b>2.5 Summer Semester (MSU)</b>			
		Course Title	Credit Hours
		College Writing I (ENGL 121W)	3
		Intro Public Commun. (COM 110US)	3
			<b>6</b>
<b>3. Semester (at MSU)</b>		<b>4. Semester (at MSU)</b>	
Course Title	Credit Hours	Course Title	Credit Hours
Principles of Genetics (BIOL 301)	3	Principles of Ecology (BIOL 303)	3
Soil Resource (LRES 201IN)	3	Science, Environ., Technol., Society: Common Exper. (HIST 224RH)	3
Elementary Statistics (STAT 216Q)	3	Economics & The Environment (ECON 132)	3
Economic Way of Thinking (ECON 101IS)	3	Elements of Organic Chemistry (CHEM 215)	5
	**	Technical Writing (ENGL 223) or College Writing II (ENGL 221)	3
	<b>12**</b>		<b>17</b>
<b>5. Semester (at ITU)</b>		<b>6. Semester (at ITU)</b>	
Course Title	Credit Hours	Course Title	Credit Hours
Geographic Information Systems	3	Community and Ecosystems Ecology	3
Energy and Environment	3	Environmental Projects Management	2
Environmental Quality Management	3	Principles of Environmental Policy and Legislation	3
Basic Principles of System Management	3	Environmental Risk Management	3
Environmental Impacts of Land Use Planning	3	Development of Sustainable Communities	2
		Industrial Development and Environment	3
History of Atatürk's Principles and	2	History of Atatürk's Principles and	2

Reforms I		Reforms II	
	<b>17</b>		<b>18</b>
7. Semester (at MSU)		8. Semester (at MSU)	
Course Title	Credit Hours	Course Title	Credit Hours
Landscape Analysis (LRES 454)	3	GPS Fundamentals & Applications in Mapping (LRES 357)	3
Watershed Hydrology (LRES 444)	3	Soil Remediation (LRES 460)	3
		Senior project/Individual study	3
Advanced Electives	9-12	Advanced Electives	6-9
	<b>15-18</b>		<b>15-18</b>

**ADVANCED ELECTIVES:****Soil and Water Sciences** (take at least 2 courses)

Nutrient Cycling	LRES 351	3	S
Water Quality	LRES 3XX	3	?
Soil & Environmental Chemistry	LRES 355	3	S odd yrs.
Soil & Environmental Microbiology	LRES 452	3	S odd yrs.
Soil & Environmental Physics	LRES 453	3	F even yrs.
Watershed Analysis	LRES 445	3	S
Limnology	BIOL 404	3	F
Aquatic Field Ecology	BIOL 427	3	F
Surface Water Resources	ESCI 432R	3	F
Groundwater Resources	ESCI 440	3	S

**Ecology and Organismal Biology** (take at least 2 courses)

Weed Ecology and Management	LRES 443	3	F
Restoration Ecology	LRES 461	3	F
Microbial Diversity Ecol. Evol.	LRES 415	3	S even yrs.
Appl. Environmental Microbiology	MB 433	4	F
Stream Ecology	BIOL 439	3	F
Plant Physiology	BIOL 430	3	S
Plant Systematics	BIOL 436	3	F even yrs.

**Spatial Sciences & Technologies** (take at least 1 course)

Remote Sensing & Spatial Anal.	LRES 426	3	F
Air Photo Interpretation	ESCI 311	4	F
Advanced GIS Spatial Anal.	ESCI 411	3	S even yrs.

**Human Systems** (take at least 1 course)

Science, Pseudo-Sci. and Subj.	PHIL 225CS	3	S
Natural Resource Policy	POLS 350	3	S even yrs.
Environmental Sociology	SOC 328	3	S even yrs.
Sociology of Science & Technol.	SOC 351	3	F
U.S. Environmental History	HIST 466	3	on demand
World Environmental History	HIST 469	3	F,S alt. yrs.
Holistic Thought and Management	LRES 451	4	S



**KJ**  
**ITU-MSU Dual Degree Undergraduate Program**  
**B.S. in Environmental Sciences, Policy and Management Option**  
**Draft: February 27, 2006**

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Economic Way of Thinking (ECON 101IS)	3	Elements of Organic Chemistry (CHEM 215)	5
	**	Technical Writing (ENGL 223) or College Writing II (ENGL 221)	3
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Basic Principles of System Management	3	Environmental Risk Management	3
Environmental Impacts of Land Use Planning	3	Development of Sustainable Communities	2
		Industrial Development and Environment	3
History of Atatürk's Principles and Reforms I	2	History of Atatürk's Principles and Reforms II	2

17		18	
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Advanced Electives	9-12	Advanced Electives	6-9
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Soil & Environmental Chemistry	LRES 355	3	S odd yrs.
Soil & Environmental Microbiology	LRES 452	3	S odd yrs.
Soil & Environmental Physics	LRES 453	3	F even yrs.
Watershed Analysis	LRES 445	3	S
Limnology	BIOL 404	3	F
Aquatic Field Ecology	BIOL 427	3	F
Surface Water Resources	ESCI 432R	3	F
Groundwater Resources	ESCI 440	3	S

**Ecology and Organismal Biology** (take at least 2 courses)

Weed Ecology and Management	LRES 443	3	F
Restoration Ecology	LRES 461	3	F
Microbial Diversity Ecol. Evol.	LRES 415	3	S even yrs.
Appl. Environmental Microbiology	MB 433	4	F
Stream Ecology	BIOL 439	3	F
Plant Physiology	BIOL 430	3	S
Plant Systematics	BIOL 436	3	F even yrs.

**Spatial Sciences & Technologies** (take at least 1 course)

Remote Sensing & Spatial Anal.	LRES 426	3	F
Air Photo Interpretation	ESCI 311	4	F
Advanced GIS Spatial Anal.	ESCI 411	3	S even yrs.

**Human Systems** (take at least 1 course)

Science, Pseudo-Sci. and Subj.	PHIL 225CS	3	S
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Environmental Sociology	SOC 328	3	S even yrs.
Sociology of Science & Technol	SOC 351	3	F
U.S. Environmental History	HIST 466	3	on demand
World Environmental History	HIST 469	3	F,S alt. yrs.
Holistic Thought and Management	LRES 451	4	S

**BUDGET ANALYSIS**

**Proposed Program: ITEM 131-2008+R0506 B.S. in Environmental Sciences, Policy and Management Option**

**Campus: MSU Bozeman**

	Year 1		Year 2		Year 3		Year 4		Year 5	
Estimated <b>ENROLLMENT</b>										
FTE Enrollment (Bozeman only)	0		30		30		60		60	
Estimated Incremental <b>REVENUE</b>										
Use of Current General Operating Funds	0		0		0		0		0	
State Funding for Enrollment Growth	0		0		0		0		0	
Tuition Revenue (use current rates)										
A. Gross Incremental Tuition Revenue			\$429,660		\$429,660		\$859,320		\$859,320	
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)			\$429,660		\$429,660		\$859,320		\$859,320	
Program/Course Fees	0		\$0		\$0		\$0		\$0	
External Funds										
Other Funds (please specify)										
<b>TOTAL</b>										
<b>Estimated Incremental Revenue</b>										
Estimated Incremental <b>EXPENDITURES**</b> (note)										
Personal Services	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>
Faculty										
Other Staff										
Operating Expenses										
Equipment										
Start-up Expenditures										
<b>TOTAL</b>										
<b>Estimated Incremental Expenditures</b>										
<b>Estimated Revenues</b>										
<b>Over/(Under) Expenditures</b>										
	0		\$285,840		\$285,840		\$571,680		\$571,680	
	0		\$143,820		\$143,820		\$287,640		\$287,640	

note: Expenditures are estimated based on MSU-Bozeman's average cost of education using the most recent data. We therefore estimate incremental costs at \$9,528 per year for each additional student. This estimate is likely high (conservative from a planning standpoint), but serves to demonstrate that sufficient resources will be available to ensure that no negative impacts (e.g., limited course availability) will result from the introduction of this program. Indeed, the expectation is the domestic students will benefit from the additional courses and equipment made possible by this revenue stream.



# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-2009+R0506	<b>Date of Meeting:</b>	May 31 – June 2, 2006
<b>Institution:</b>	Montana State University - Bozeman		
<b>Program Title:</b>	GIS/Planning Option within B.S. in Earth Sciences		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-2009+R0506</b>	<b>Institution: Montana State University - Bozeman</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Montana State University – Bozeman seeks approval from the Montana Board of Regents to add an option in GIS/Planning to its existing B.S. in Earth Sciences. This option would join the options in Geography, Geohydrology, Geology, Paleontology, and Snow Science, which are currently offered under this major.

MSU-Bozeman currently offers all of the coursework that would be required under the proposed new option, and offers a minor in GIS, which is not open to Geography majors; many Geography majors already take GIS courses as electives. The proposed option is designed to provide a more cohesive curricular structure for those students interested in this growing area as well as allowing them to more clearly market themselves as GIS-planners. It is anticipated that the greatest interest will come from students in the existing Geography option.

# M O N T A N A   B O A R D   O F   R E G E N T S

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

**Institution:** Montana State University – Bozeman

**Program Title:** GIS/Planning Option within B.S. in Earth Sciences

1. How does this program advance the campus' academic mission and fit priorities?

This proposal is a direct response to growing interest by students and demand by employers in the state for students whose education includes a mix of human and physical geography and the technical skills associated with Global Information Systems (GIS). Providing this level of responsiveness is central to MSU-Bozeman's mission.

2. How does this program fit the Board of Regents' goals and objectives?

The proposed option directly addresses a state need, in both the public and private sector, for planners trained in the use of GIS technology. Every year, the Earth Sciences Department receives a growing number of requests from employers (for interns and employees) for precisely the type of students who will be trained under this new Option.

3. How does this program support or advance Montana's needs and interests?

See #2 above.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

The qualitative aspects are provided above. Quantitative impacts cannot be projected with any accuracy.

5. What is the program's planned capacity?

• Break-even point?	0	FTE students
• Enrollments / year?	10	
• Graduates / year?	10	
• MT jobs / year?	?	

6. Resource Allocation:

• Total program budget?	\$ 0
• Faculty FTE?	3
• Staff FTE?	0

7. Does this program require new resources?  Yes  No

If yes, what is the amount? \$ \_\_\_\_\_

8. How will the campus fund the program?

All of the courses required for this option are currently in place and being taught by existing faculty within current resource limitations. Growth in interest, should it occur at a significant level (e.g., double current estimates), will have to be handled through reallocation.

9. If internal reallocation is necessary, name the sources.

Not applicable at this time.



**Proposal for a New Undergraduate Option  
in GIS/Planning within the Earth Sciences Major  
MSU—Bozeman**

**Prepared by: William Wyckoff, Stuart Challender, Jian-yi Liu  
Department of Earth Sciences  
Montana State University  
10 April 2006**

**A. OBJECTIVES and DESCRIPTION:**

The proposed GIS (Geographic Information Science)/Planning option in the Department of Earth Sciences is designed to offer students a mix of technical skills and academic training that prepares them for careers in local, state, and federal planning as well as opportunities in private consulting firms that are involved in the planning process. The GIS/Planning option recognizes the dramatic and growing importance of Geographic Information Systems and Science in our society and how these tools are utilized in a wide variety of settings. With GIS computer technology, planners and others can map and analyze a tremendous variety of geographical data (for example, local soils, topography, drainage, population density, zoning requirements, housing data, socioeconomic variables, etc.) as they assess land use changes.

The GIS/Planning option emphasizes providing students with a solid background in human and physical geography because both planners and other users of GIS require the integrating and synthesizing skills utilized by geographers. In addition, students acquire a set of technical skills they can use in both the public and private sector. Students graduating with this option will more clearly be able to market themselves as GIS-trained planners, thus opening up new employment opportunities in both the public and private sector.

Pedagogically, the option's objectives at the Freshman and Sophomore level focus on providing students basic courses in physical and human geography as well as introductory skills classes in GIS and cartography, statistics, technical writing, and design graphics. In addition, courses in economics and political science lay the foundation for understanding the broader context of the planning process.

The option's objectives at the Junior and Senior level focus on offering more specialized training, including advanced work in a) GIS-related skills classes, b) upper division planning-related courses within the Earth Sciences Department (both in human and physical geography) and c) selected additional courses outside the Earth Sciences Department that also contribute to a and b above. Students complete an advanced two-course sequence in GIS/Spatial Analysis (GEOG 305/411) and take skills-related coursework in Aerial Photo/Remote Sensing and in GPS technologies. They also take courses in geographical planning, tourism and recreational planning, and in the politics of state and local government. All students complete basic coursework in soils and geomorphology because these variables are critical in the planning process. Electives in advanced classes in urban and economic geography, public/urban policy and political science, water resources, and/or ecology allow students to specialize in areas of particular interest and develop their own interests in subjects related to the planning process. All students take the Department's Geographical Thought Capstone course (GEOG 405) as this class emphasizes the broad integrative skills within the discipline of Geography.

**B. EXISTING SUPPORT PERSONNEL AND FACILITIES:**

MSU Bozeman is ideally situated to offer this option within its existing infrastructure because 1) the Department of Earth Sciences and related departments have supported GIS-related facilities and undergraduate courses on campus for the past 15 years and 2) the Department of Earth Sciences has a long-term commitment (more than 25 years) to offering undergraduate training in geographical planning and it has a broad-based offering of classes in both human and physical geography that are essential background in the planning process. In addition, given MSU-Bozeman's comprehensive range of related programs, students in the option can also enhance their training with outstanding courses offered by departments such as Political Science, Land Resources and Environmental Sciences, Ecology, and Economics.

Existing Geography faculty in the Earth Sciences Department would have primary responsibility for advising these students and for offering many of the required courses. Specifically, Professor Stuart Challender has developed a three-course sequence in GIS (in concert with the Departments of Land Resources and Environmental Sciences and Ecology) (GEOG 211/305/411) that will offer students an outstanding technical background in that side of the field. In addition, Professor Jian-yi Liu will be responsible for teaching two upper-division courses (GEOG 334/425) specifically focused on the planning process and Professor William Wyckoff will teach the Capstone course experience (GEOG 405) for all students in the option. Other existing classes in the Department of Earth Sciences will also serve as required and/or elective courses in the option and are taught by a broad range of both geography and geology faculty (Lageson, Hansen, Skidmore, Ashley, Custer, and Locke).

Existing lab facilities, equipment, software, and library resources are already on site to support the required classes in the option. MSU-Bozeman has an excellent GIS-related center (GIAC) and lab space to support student demand.

**C. ADDITIONAL FACULTY REQUIREMENTS:**

All the demand for this option can be met through existing faculty. No new faculty requirements are needed to meet advising and teaching needs of students in this option. The courses contained in this option are already in place and taught within existing resources.

**D. ESTIMATED STUDENT ENROLLMENTS AND BUDGET INFORMATION:**

Most anticipated "new" enrollment in the option will be derived from students switching from the general Geography option into GIS/Planning. That process should have no budgetary impacts, but it will offer these students a more targeted, focused option geared to their interests in GIS and Planning and it will offer them a much better-defined set of courses (and the option listed on their graduation transcripts) that might be useful in seeking employment. Approximately 10-15 students per year might be anticipated to pursue the option and these numbers could be accommodated through existing faculty and course offerings at the MSU-Bozeman.

**E. ESTIMATED TEN-YEAR GRADUATION RATES:**

Between 2008 and 2017, approximately 100-150 students will likely benefit from this option. These students will gain a real advantage with a focused, targeted education at MSU-Bozeman that both accentuates cutting-edge GIS technology (which will no doubt continue to change greatly over the next ten years) as well as the broad-based training in human and physical geography that is essential in the planning process. Since many of our students desire to

remain in Montana and in the Rocky Mountains, this option has the real potential to train a significant cohort of the region's future planners at a variety of levels and positions. Students from outside of the region will also be attracted to the option since it offers them training in a field with growing employment opportunities all around the country.

#### **F. NEW COURSES AND OPTION REQUIREMENTS:**

The Department of Earth Sciences has already modified key elements of its Curriculum to prepare for this option. Specifically:

\* The Department redesigned its 3-course sequence in Cartography and GIS. Under the direction of Professor Challender (and in consultation with other related MSU Departments), the Department now offers an integrated GEOG 211/305/411 course sequence that takes students from the basics of map design to GIS fundamentals to advanced, project-oriented labs and experience with GIS applications, using both physical and human geography settings.

\* In the most recent catalogue, the Department reworked its Geographical Planning class. Under the direction of Professor Liu, this class will now be taught as an upper division class and give students the opportunity to focus in greater detail on particular applications of the planning process, both in Montana and elsewhere.

\* Under the direction of Professor Liu, the Department has developed a new senior-level class in Tourism and Recreational Planning (GEOG 425), which will be required of all students in the option. While not all students will be involved in this end of the planning field, the Department believes a course focused on this topic is essential for many students who may be employed within this region.

For specific year-by-year requirements for the option, see the attached 2-page Curriculum Checking Sheet appended to this document.

#### **G. INTER-DEPARTMENTAL IMPLICATIONS:**

Impacts beyond the Department of Earth Sciences are expected to be modest, given that new enrollments in the option will mainly come from students in the more general Geography option. At the Freshmen and Sophomore levels, most of the courses required outside the Department will be Core courses that all MSU students are required to take regardless of their major. However, some new enrollments in either ENGL 221 or 223 and in either ME 115/116 or TE 230 can be anticipated. At the Junior and Senior levels, students in the option are required to take courses in the LRES (2 courses) and POLS (1 course) departments. Other Upper Division courses outside the Department at the Junior and Senior levels (see check sheet) offer students choices that add flexibility to the option and should minimize impacts upon any one course. Many of the optional courses are already taken by students in the existing Geography option.

#### **H. BACKGROUND OF THE OPTION:**

The demand for the option is driven both by the market and by student needs. Many years ago, the Department of Earth Sciences offered an option in "Geographical Planning," but much of this was eventually folded into the existing Geography option more than 15 years ago. Then, the GIS revolution transformed both the discipline of Geography and the professional field of Planning, creating the need for the GIS/Planning option. Particularly, in the past 5-7 years, local and state agencies have increasingly needed students with GIS experience to fill jobs. Indeed,

many MSU students with some GIS background have successfully completed internships and job openings, taking advantage of these opportunities. Given current trends, these opportunities will continue to grow rapidly in the next 10-20 years, and the proposed, more focused GIS/Planning option will give prospective employers broadly trained human/physical geographers who also have the increasingly specialized skills necessary to perform well. From the student perspective, there has been a consistent and growing call for an option that will address their needs to clearly train and then market themselves for many of these new job opportunities. Every year, the Department receives a growing number of requests from employers (for interns and employees) for precisely the type of student that will be trained under this new option.

Last year, several geography faculty worked through the detailed curriculum for the option. Professor Challenger retooled the Mapping and GIS course sequence and Professor Liu created the new course offering in Tourism and Recreational Planning. In addition Professors Wyckoff and Challenger met with Jon Wraith (LRES) and Dave Roberts (Ecology) to ensure that the new Map and GIS courses would continue to meet the curricular needs of their students. After being approved by the Department of Earth Sciences faculty, the option was forwarded to the College of Letters and Sciences Dean's Office and to the Undergraduate Studies Committee for further discussion and final approval through the Office of the Provost.

Name: \_\_\_\_\_  
 Advisor: \_\_\_\_\_  
 Banner ID: \_\_\_\_\_

**GIS/PLANNING OPTION**  
**CURRICULUM CHECKING SHEET**  
 (2006-2008 Catalog—pending approval)

**COURSES REQUIRED IN DEPARTMENT**

	CREDITS	SEMESTER TAKEN	GRADE
<b>FRESHMAN YEAR</b>			
ESCI 111N      Physical Geology	4		
ESCI 112CS    Physical Geography	4		
GEOG 105D    World Regional Geography	3		
ECON 101IS   Economic Way of Thinking	3		
CHEM 121/131      General Chemistry	4		
Take <u>1</u> of the following:			
ECON 102      Principles of Macroeconomics	3		
ECON 132      Economics and the Environment	3		
University Core and Electives	9		
<b>TOTAL</b>	<b>30</b>		

<b>SOPHOMORE YEAR</b>			
GEOG 201D    Human Geography	3		
GEOG 211      Fund. of GIS and Cartography	3		
STAT 216Q    Elem. Statistics	3		
STAT 217      Inter. Statistics	3		
POLS 206IS   Govt of the US	3		
Take <u>1</u> of the following:			
ENGL 221      College Writing II	3		
ENGL 223      Technical Writing	3		
Take <u>1</u> of the following:			
ME 115 and 116            Engineering Design Graphics	2		
TE 230        2-D Computer Aided Drafting	2		
University Core and Electives	10		
<b>TOTAL</b>	<b>30</b>		

**JUNIOR YEAR**

- GEOG 305 GIS and Spatial Analysis
- GEOG 334 Geographical Planning
- ESCI 301 Earth Science Writing
- POLS 208 State and Local Govt
- LRES 201 Soil Resource
- LRES 357 GPS Fund. and Appl. in Mapping

Take 2 of the following:

- GEOG 331 Urban Geography
- GEOG 332 Economic Geography
- ESCI 432 Surface Water Resources

Take 1 of the following:

- ESCI 310 Aerial Photo Interpretation
- LRES 426 Remote Sensing

University Core and Electives

***TOTAL***

3		
3		
2		
3		
3		
3		
3		
3		
3		
4		
3		
3 or 4		
30		

**SENIOR YEAR**

- ESCI 307 Prin. of Geomorphology
- GEOG 411 Advanced GIS and Spatial Analysis
- GEOG 405 Geographic Thought
- GEOG 425 Tourism and Recreational Planning

Take 3 of the following:

- BIOL 303 Princ. of Ecology
- LRES 444 Watershed Hydrology
- LRES 421 Holistic Thought and Management
- POLS 350 Natural Resource Policy
- POLS 351 Public Policy Analysis
- POLS 355 Prin. of Public Administration
- POLS 415 Montana Local Politics and Policy
- POLS 457 Urban Politics

Additional Advisor-approved upper division courses in ESCI, GEOG, or LRES

University Core and Electives

***TOTAL***

4		
3		
3		
3		
3		
3		
3		
3		
3		
3		
3		
3		
3		
3		
5		
30		

## BUDGET ANALYSIS

Proposed Program: ITEM 131-2009+R0506 GIS/Planning Option in B.S. in Earth Sciences Degree											
Campus: Montana State University--Bozeman											
		Year 1		Year 2		Year 3		Year 4		Year 5	
Estimated Enrollment											
FTE Enrollment		10		20		30		40		40	
Estimated Incremental Revenue*											
Use of Current General Operating Funds		0		0		0		0		0	
State Funds		0		0		0		0		0	
State Funding for Enrollment Growth		0		0		0		0		0	
Tuition Revenue		0		0		0		0		0	
A. Gross Incremental Tuition Revenue		0		0		0		0		0	
B. Reductions to Incremental Tuition		0		0		0		0		0	
C. Net Applied Tuition Revenue (A-B)		0		0		0		0		0	
Program Fees											
External Funds											
Other Funds											
<b>TOTAL Estimated Revenue</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
Estimated Incremental Expenditures											
		FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost
Personal Services											
Operating Expenses											
Equipment											
Start-up Expenditures											
<b>TOTAL Estimated Expenditures</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>Estimated Revenues Over/Under ( - ) Expenditures</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	

\* Although the proposed option could result in an overall increase in FTE through improved recruitment or retention, the ability to support the option is not contingent on increased resources and therefore the most conservative estimate is to assume no incremental revenue. Further, even if small increases do occur, these will likely fall within the range of normal fluctuations and impossible to attribute to a specific program.





# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-2012+R0506	<b>Date of Meeting:</b>	May 31 - June 2, 2006
<b>Institution:</b>	Montana State University-Bozeman		
<b>Program Title:</b>	Dual Degree Programs with Kadir Has University (Istanbul, Turkey) in Bachelor of Science Programs: Computer Science, Economics, Electrical Engineering, Computer Engineering and Industrial Engineering		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-2012+R0506</b>	<b>Institution: Montana State University-Bozeman</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Authorization to offer dual degree programs with Kadir Has University (Istanbul, Turkey) in the following existing Bachelor of Science programs: Computer Science, Economics, Electrical Engineering, Computer Engineering and Industrial Engineering. Turkish students will fulfill MSU's standard degree requirements in their chosen major in addition to completing the Kadir Has degree requirements. MSU will accept the academic work completed while in residence at Kadir Has. The Northwest Commission on Colleges and Universities has reviewed and accepted this dual degree relationship between MSU-Bozeman and Kadir Has University.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-2703+R0506	<b>Date of Meeting:</b>	May 31 – June 2, 2006
<b>Institution:</b>	Montana State University – Billings College of Technology		
<b>Program Title:</b>	Automobile Collision Repair and Refinishing Technology Certificate		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

- A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.
- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
  - 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
  - 3. Adding new minors or certificates where there is a major;
  - 4. Adding new minors or certificates where there is an option in a major;
  - 5. Departmental mergers and name changes;
  - 6. Program revisions; and
  - 7. Distance delivery of previously authorized degree programs.
- B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.
- 1. Options within an existing major or degree;
  - 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools with the exception of the five Colleges of Technology where changes require Board action;
  - 3. Consolidating existing programs and/or degrees.
- C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or

<b>Item No.: 131-2703+R0506</b>	<b>Institution: Montana State University – Billings College of Technology</b>
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public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

MSU-Billings College of Technology requests approval to delete the Automobile Collision Repair and Refinishing Technology Certificate.

The Board of Regents of Higher Education defines a Certificate of Applied Science as

- a short program of study (31-40) credits that is designed for completion in two semesters or, at most, one calendar year; and
- a limited number of general education credits, (6-9), that meet accreditation requirements and are ordinarily applied in nature.

The Automobile Collision Repair and Refinishing Technology Certificate contains 72 credits, which can not be completed in two semesters or, at most, one calendar year.

There are 3 students currently enrolled in the certificate program at this time; however, they will be allowed to finish out the program under the previous catalog provided there is no break in enrollment. Two students can finish after successful completion of the current semester and Fall 2006. The third student should complete the certificate in Spring 2007.

Deleting this program will not affect any instructor course load. Student may still earn a 37-credit Certificate of Applied Science in Automobile Collision Repair Technology or a 38-credit Certificate of Applied Science in Automobile Collision Refinishing Technology.

# M O N T A N A   B O A R D   O F   R E G E N T S

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-2704+R0506	<b>Date of Meeting:</b>	May 31 – June 2, 2006
<b>Institution:</b>	Montana State University – Billings College of Technology		
<b>Program Title:</b>	Computer Assistant Certificate		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools with the exception of the five Colleges of Technology where changes require Board action;
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private

<b>Item No.: 131-2704+R0506</b>	<b>Institution: Montana State University – Billings College of Technology</b>
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or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

MSU-Billings College of Technology requests approval to delete the Computer Assistant Certificate.

The Board of Regents of Higher Education defines a Certificate of Applied Science as

- a short program of study (31-40) credits that is designed for completion in two semesters or, at most, one calendar year; and
- a limited number of general education credits, (6-9), that meet accreditation requirements and are ordinarily applied in nature.

The Computer Assistant Certificate contains 47 credits, which can not be completed in two semesters or, at most, one calendar year.

There are no students enrolled in the certificate program at this time.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-2705+R0506	<b>Date of Meeting:</b>	May 31 – June 2, 2006
<b>Institution:</b>	Montana State University – Billings College of Technology		
<b>Program Title:</b>	Human Resources Management “Essentials” Certificate		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner’s designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools with the exception of the five Colleges of Technology where changes require Board action;
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

MSU-Billings College of Technology requests approval to delete the Human Resources Management "Essentials" Certificate.

The Board of Regents of Higher Education defines a Certificate of Applied Science as

- a short program of study (31-40) credits that is designed for completion in two semesters or, at most, one calendar year; and
- a limited number of general education credits, (6-9), that meet accreditation requirements and are ordinarily applied in nature.

The Human Resources Management "Essentials" Certificate only contains 23 credits and no general education requirements. The Essentials Certificate was designed for students who have already earned an associate, bachelor's, or graduate degree.

The "Essentials" Certificate is essentially a duplication of the current 35-credit Human Resource Management Certificate.

Students may still pursue the 35-credit Human Resource Management Certificate; however, MSU-Billings College of Technology is requesting the deletion of the 23-credit Human Resources Management "Essentials" Certificate.



# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	131-401+R0506	<b>Date of Meeting:</b>	May 31-June 2, 2006
<b>Institution:</b>	Miles Community College		
<b>Program Title:</b>	Health Information Technology: Certificates in Medical Coding and Medical Transcription		

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner.

**A. Level I action requested (check all that apply):** Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
- 3. Consolidating existing programs and/or degrees.

**C. Temporary Certificate or A.A.S. degree programs:** Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and/or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

<b>Item No.: 131-401+R0506</b>	<b>Institution: Miles Community College</b>
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All other Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

**Specify Request:**

Miles Community College seeks approval from the Montana Board of Regents to deliver via online courses these two certificate programs:

Certificate: Health Information Technology, Medical Coding Option

Certificate: Health Information Technology, Medical Transcription Option.

This change recognizes that students in this program enroll in online courses due to the fact that these courses better fit their lifestyles; these students often have a job, family and other outside responsibilities. In addition, individuals employed in these fields often work from home (“telecommute”) using a computer and the Internet.

## MEMORANDUM

**DATE:** May 31 – June 1 and 2, 2006

**TO:** Montana Board of Regents

**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs

**RE:** Level II Action Items

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Under the Level II approval process, several new academic programs or changes were proposed by some of the campuses of the Montana University System in March 2006. All of the proposed programs or changes were listed in the academic plans submitted by the respective campuses earlier this year. The proposals were reviewed and approved by the academic officers, in March 2006, and now move to the Montana Board of Regents for action.

### **Flathead Valley Community College:**

- **ITEM 130-301-R0306:** Flathead Valley Community College asked for permission to change the name of several of its current Certificates to Certificates of Applied Science. The revision of Montana Board of Regents' Policy 301.12, which was part of the package of policies adopted last year in response to the Transfer of Credits audit, authorized another name for certificates. I.E., Certificates of Applied Science. Flathead Valley Community College has decided to use that designation for some of its certificate programs. Ordinarily, a change in degree name requires a Level II request, with extensive documentation. Since that documentation seems unnecessary and tedious, if the only change in the degree program is from Certificate to Certificate of Applied Science, I have "authorized" the campuses to forego that detail if they decide to take advantage of the recent policy change in names for certificate programs. Flathead Valley Community College is the first to do so. The certificate programs that will become Certificates of Applied Science are: Accounting Technology; Building Trades; Business Administration; Goldsmithing Bench; Heating, Ventilation, Air Conditioning, and Refrigeration; Information Technology; Medical Coding; Medical Transcription; and Office Technology Clerical.

### **Montana State University-Great Falls College of Technology:**

- **ITEM 130-2851-R0306:** Montana State University-Great Falls College of Technology requested permission to offer an Associate of Applied Science degree in Radiologic Technology. The program will be developed in collaboration with Benefis Healthcare and the Great Falls Clinic.

- **ITEM 130-2852-R0306:** Montana State University-Great Falls College of Technology asked for authority to change its current Associate of Applied Science degree in Nursing to a Certificate of Practical Nursing, to comply with the model curriculum for Licensed Practical Nursing programs that was approved by the Montana Board of Regents in May 2005. The Level II document also included information about course and program revisions that were part of the model curriculum.

**Montana State University-Northern:**

- **ITEM 130-2804-R0306:** Montana State University-Northern requested permission to offer its Bachelor of Science degree in Civil Engineering Technology in Great Falls, in collaboration with Montana State University-Great Falls College of Technology. As part of the collaboration, students in the program could also be awarded an Associate of Science degree from the MSU-Great Falls College of Technology when they have finished the appropriate coursework for that credential. The coursework in the Associate of Science degree would include a program of study in Civil Engineering Technology.

**The University of Montana-Missoula:**

- **ITEM 130-1018-R0306:** The University of Montana-Missoula asked for authority to establish a minor in Irish Studies.

**Montana Tech of The University of Montana:**

- **ITEM 130-1503-R0306:** Montana Tech of The University of Montana asked for authority to offer a Bachelor of Science degree and a Master of Science degree in Electrical Engineering. Montana Tech currently has an Option in Electrical Engineering, in both its Bachelor of Science and Master of Science degrees in General Engineering. This program request would change those options to stand-alone baccalaureate and graduate degrees.

March 1-3, 2006

ITEM 130-301-R0306

**Authorization to Change the names of approved  
Certificates to Certificates of Applied Science; Flathead  
Valley Community College**

**THAT:**

The Board of Regents of Higher Education authorizes Flathead Valley Community College to change the name of the following programs from Certificates to Certificates of Applied Science:

Accounting Technology  
Building Trades  
Business Administration  
Goldsmithing Bench  
Heating, Ventilation, Air Conditioning, and Refrigeration  
Information Technology  
Medical Coding  
Medical Transcription  
Office Technology Clerical

**EXPLANATION:**

Because the Montana Board of Regents' Policy 301.12, Undergraduate Degree Requirements: Associate Degrees and Certificates of Applied Science, adopted in May 2005, creates a Certificate of Applied Science as a new degree in the Montana University System, Flathead Valley Community College seeks approval to change the name of approved Certificates to Certificates of Applied Science. All the Certificates of Applied Science listed above will remain the same. The name of the program and the number of credits in the program will remain the same. The only change that is requested is the name of the degree, which will become a Certificate of Applied Science.



MONTANA BOARD OF REGENTS

LEVEL II REQUEST FORM

Item No.: 130-301-R0306 Date of Meeting: March 1-3, 2006  
Institution: Flathead Valley Community College  
Program Title: Certificates of Applied Science

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 or certificate where there is no major or no option in a 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:**

Montana Board of Regents' Policy 301.12, Undergraduate Degree Requirements: Associate Degrees and Certificates of Applied Science, adopted by the Board in May 2005, creates a Certificate of Applied Science as a new degree in the Montana University System. Before the adoption of that new policy, a Certificate was the only name available for such a credential.

A name change for a degree program (i.e., from Certificate to Certificate of Applied Science) ordinarily requires a Level II document with all of the supporting paperwork and information. This Level II request is being submitted, without all of that documentation, to change the following Certificates to Certificates of Applied Science:

Accounting Technology  
Building Trades  
Business Administration  
Goldsmithing Bench  
Heating, Ventilation, Air Conditioning, and Refrigeration  
Information Technology  
Medical Coding  
Medical Transcription  
Office Technology Clerical

All of the Certificates of Applied Science listed above will remain the same. The name of the program and the number of credits in the program will remain the same. The only change that is requested is the name of the degree, which will become a Certificate of Applied Science.





March 1-3, 2006

ITEM 130-2851-R0306

**Authorization to establish an Associate of Applied  
Science Degree in Radiologic Technology**

**THAT:**

The Board of Regents of Higher Education authorizes Montana State University – Great Falls, College of Technology to establish an AAS degree program in Radiologic Technology.

**EXPLANATION:**

Montana State University – Great Falls seeks approval from the Montana Board of Regents to establish an AAS degree in Radiologic Technology. This program will be developed as a partnership with Benefis healthcare and the Great Falls Clinic to increase the supply of trained radiographic technicians in the Great Falls region.



**MONTANA BOARD OF REGENTS**  
**LEVEL II REQUEST FORM**

**Item No.:** 130-2851-R0306      **Date of Meeting:** March 1-3, 2006  
**Institution:** Montana State University – Great Falls, College of Technology  
**Program Title:** Associate of Applied Science degree in Radiologic Technology

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 or certificate where there is no major or no option in a 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:**

MSU-Great Falls, College of Technology proposes the creation of an Associate of Applied Science degree program in Radiologic Technology. The proposed program will provide the didactic and clinical training necessary for a graduate to pass the American Society of Radiologic Technologists national certification examination as well as provide the skills necessary to enter the work force as a Registered Radiologic Technologist (RT). The proposed Radiologic Technology program requires 23 credits of prerequisite work designed to be taken over the course of an academic year. Students who complete all of the pre-requisite courses with a grade of C- or better may submit an application for entry into the program itself. The program advisory board meets each April to review applications and select the incoming class for the following fall semester. The Radiologic program is made up of a total of 65 credits distributed over four semesters and one summer session. The program will be offered as a partnership with Benefis Hospital and the Great Falls Clinic. MSU-Great Falls will fund a program director and provide instruction in all pre-requisite courses and some radiology courses. Benefis hospital will fund a full-time instructor and clinical supervisor while the Great Falls Clinic will fund a half-time (.5 fte) instructor and clinical supervisor.



**M O N T A N A   B O A R D   O F   R E G E N T S**  
**NEW ACADEMIC PROGRAM PROPOSAL SUMMARY**

**Institution:** Montana State University - Great Falls, COT  
**Program Title:** Associate of Applied Science degree in Radiologic Technology

**1. How does this program advance the campus' academic mission and fit priorities?**

MSU-Great Falls is committed to addressing the educational and workforce development needs of the Golden Triangle and the state. The institution has a well-deserved reputation for responding to the needs of the healthcare industry. Radiologic technologists are in short supply locally, statewide, and nationally with increasing demand anticipated as the field of radiology develops more diverse applications. The development of the Radiologic Technology program at MSU-Great Falls is the result of a partnership with Benefis Hospital and the Great Falls Clinic. Under this collaborative effort, the two hospitals are providing financial support for the Radiologic Technology program by financing an instructor/clinical coordinator at each institution.

**2. How does this program fit the Board of Regents' goals and objectives?**

The mission of the Montana University System is to serve students through the delivery of high quality, accessible postsecondary educational opportunities, while actively participating in the preservation and advancement of Montana's economy and society. In particular the Montana University System is committed to "be responsive to market, employment, and economic development needs of the State and the nation."

The Radiologic Technology program provides accessible, affordable, efficient, and practical learning opportunities for individuals in Great Falls and Montana. Benefis Healthcare approached MSU-Great Falls requesting the institution join it in a collaborative effort to transform its radiology program it into a college based degree program. The program being phased out has been very successful contributing six highly qualified, well paid, graduates to the local and state economy every year since 1954. The new college based program will expand that number and provide improved training thanks to MSU-Great Falls rigorous pre-requisite courses.

**3. How does this program support or advance Montana's needs and interests?**

Montana's needs for a well trained radiology workforce will continue to increase as the current labor pool ages and workers retire. Healthcare and Social Services are projected to have the largest nonagricultural sector increase in terms of payroll for 2003-2005 as per the Labor Day Report 2004. Radiologic Technology and Technician job growth is expected to increase 26% from 710 in 2002 to 890 in 2012. The average annual job openings in radiologic technology during this time period are projected at 30 positions per year. Due to the wage difference between Montana and other states, it has been very difficult for the healthcare community to recruit Radiologic Technologists from out of state.

The Radiologic Technology program at MSU-Great Falls will increase the pool of certified technologists. Without an available resource pool of technologists to perform radiographic examinations, the resultant shortage of qualified radiologic technologist could have an adverse impact on the quality of healthcare in Montana.

State and National Trends					
	Employment		Percent Change	Average Annual Job Openings	
<b>Montana</b>	<b>2002</b>				<b>2012</b>
Radiologic Technologists and technicians	710	890	+26%	30	
	Employment		Percent Change	Average Annual Job Openings	
<b>United States</b>	<b>2002</b>				<b>2012</b>
Radiologic Technologists and technicians	174,100	214,100	+23%	7,250	

Source: U.S. Dept. of Labor, America's Career InfoNet: Occupation Profile

**4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)**

The healthcare industry is one of the largest economic segments of the State of Montana. Benefis Hospital, the largest healthcare provider in the state requested the assistance of MSU-Great Falls in preserving a Radiologic Technology program in Great Falls and the Great Falls Clinic the second major healthcare provider in the area offered its assistance as soon as it was asked. Currently the Benefis Program graduates six individuals a year, the addition of clinical sites at the Great Falls Clinic allows the program to immediately increase to 8 with 10 graduates the target in the third year. The graduates have the potential to earn approximately \$35,000 per year. The 10 graduates each year after year three will be compensated approximately \$350,000 in yearly salary, which will have a positive effect on the local economy.

**5. What is the program’s planned capacity?**

• Break-even point?	20 FTE students
• Enrollments / year?	10 3 <sup>rd</sup> year and after
• Graduates / year?	10
• MT jobs / year?	10

**6. Resource Allocation:**

• Total program budget?	\$ 53,500
• Faculty FTE?	2.5 fte
• Staff FTE?	0

**7. Does this program require new resources?**  Yes  No

**If yes, what is the amount?** \$ 53,500

**8. How will the campus fund the program?**

Through tuition, state allotment, student fees and funding in the form of salaries from local industry.

**9. If internal reallocation is necessary, name the sources.**

None needed

**Associate of Applied Science in Radiographic Technology****PROGRAM DESCRIPTION**

**1. Briefly describe the proposed new program. Please indicate if it is (a) an expansion of an existing program or a new program; (b) a cooperative effort with another institution, business, or industry; or (c) an on-campus or off-campus program. Attach any formal agreements established for cooperative efforts.**

The proposed program in Radiologic Technology at MSU-Great Falls is a two year Associate of Applied Science program. It is designed to provide the didactic and clinical training necessary for a graduate to pass the American Society of Radiologic Technologists national certification examination as well as provide the skills necessary to enter the work force as a Registered Radiologic Technologist (RT). The proposed Radiologic Technology program requires 23 credits of prerequisite work designed to be taken over the course of an academic year. Students who complete all of the pre-requisite courses with a grade of C- or better may submit an application for entry into the program itself. The program advisory board meets each April to review applications and select the incoming class for the following fall semester. The Radiologic program is made up of a total of 65 credits distributed over four semesters and one summer session.

**(b)** The program will be offered as a partnership with Benefis Hospital and the Great Falls Clinic. MSU-Great Falls will fund a program director and provide instruction in all pre-requisite courses and some non-clinical instruction. Benefis hospital will fund a full-time instructor and clinical supervisor while the Great Falls Clinic will fund a half-time (.5 fte) clinical supervisor.

**(c)** All pre-requisite courses and some radiology courses will be delivered at MSU-Great Falls, the remaining didactic, procedural (lab) courses, and clinicals will be delivered at Benefis and the Great Falls Clinic. Specific rotation will be determined by academic requirements.

**2. Summarize the needs assessment conducted to justify the proposal.**

Benefis hospital and its predecessor institutions have offered a very successful hospital based radiology program since 1954 however, the profession is moving away from hospital based programming towards programs accredited through institutions of higher education. Similar changes have already taken place in Billings and Kalispell, Montana. In March of 2005 the staff of the Radiologic program at Benefis hospital approached MSU-Great Falls about taking over management of the program. The hospital based program has produced a minimum of six graduates a year throughout its operation all of its graduates have found employment.

The need for trained radiologic technicians will only increase as the number of imaging exams performed per year rises, retirement from the field will also create an increasing demand over the next ten years. Available and well trained healthcare workers are vital for maintaining the health of Montana's population. For a number of years the healthcare facilities within this region have had significant problems filling vacant positions for technologists. The American Hospital Association reported the current hospital vacancy rate of radiologic technologists at 15.3% (17% in the west). The U.S. Department of Labor reported the United States will need 55,000 more technologists by 2008. This program is designed to provide high quality, certified radiologic technologists to meet this current and projected shortage.

**3. Explain how the program relates to Role and Scope of the institution as established by the Board of Regents.**

MSU-Great Falls is charged by the Montana Board of Regents with responding to regional workforce needs by training students for high skills jobs that will contribute to the economy. This proposal fits these criteria perfectly as industry is no longer able to offer Radiologic training as a hospital based program.

**4. State (a) what effect, if any, the proposed program will have on the administrative structure of the institution. Also indicate (b) the potential involvement of other departments, divisions, colleges, or schools.**

The Radiologic program will be administered as a part of the Health Sciences department at MSU-Great Falls and will have its own Advisory Board drawn from industry.

**5. Describe the extent to which similar programs are offered in Montana, the Pacific Northwest, and states bordering Montana. How similar are these programs to the one proposed?**

Four AAS degrees in Radiological Technology are currently offered in Montana, At MSU-Billings, Montana Tech, Flathead Valley Community College, and UM-COT at Missoula, the programs serve the needs of widely scattered geographic regions. The proposed program is modeled on the program delivered at Flathead Valley Community College.

**6. Please name any accrediting agency (ies) or learned society (ies) that would be concerned with particular program herein proposed. How has this program been developed in accordance with criteria developed by said accrediting body (ies) or learned society (ies)?**

The program conforms to the requirements of the Northwest Commission on Colleges and Universities. A request for substantial change will be submitted to NWCCU upon approval by the Board of Regents. The American Registry of Radiologic Technologists (ARRT) recognizes the Northwest Commission on Colleges and Universities as an approved accrediting body, students graduating from the program will be qualified to take the ARRT licensing exam.

**7. Prepare an outline of the proposed curriculum showing course titles and credits. Please include any plans for expansion of the program during its first three years.**

MSU-Great Falls' Radiologic Technology program spans five semesters (four regular semesters plus one summer semester). Students average 40 hours per week in classroom, lab, and clinical work in fulfilling the 65 credits leading to an Associate of Applied Science degree. After graduation, students are eligible to take the American Registry examination for credentialing as a Registered Radologic Technologist. The program will be delivered at three separate sites, MSU-Great Falls, Benefis Hospital and the Great Falls Clinic.

To be considered for admission into the program, applicants are required to submit documentation showing completion of the following courses with a grade of C- or better.

Current capacity of the hospital based program is 6 students per year. With the



addition of clinical sites at the Great Falls Clinic this will increase to 8 and to 10 students per year (20 at any one time) by the third year. One final intake of students into the current hospital based program will take place in fall of 2006. Students intending to enroll in the proposed program will be advised into pre-requisite classes for the 2006/2007 academic year. The first intake of students into the proposed MSU-Great Falls program will be in fall 2007.

### **Prerequisite Courses**

ENGL 121	Composition I	3
AH 145	Intro Med Terms	1
MATH 103	Introductory Algebra	4
CHEM 111	Princ. of Inorganic Chem <b>OR</b>	
BIO 107	Human Biology	4
BIO 213	A & P I	4
BIO 214	A & P II	4
	Human Relations	<u>3</u>
		23

Students in the Radiologic Technology Program must earn a "C-" or better in ALL classes in the two-year program. Any grade less than a "C-" in any class will result in the student having to retake that class.

### **Radiologic Technology**

#### **1<sup>st</sup> Fall Semester**

RAD 235	Radiation Bio & Protection	4
RAD 105	Intro Radiography	2
RAD 110	Radiographic Proc I	2
RAD 115	Radiographic Princ I	2
RAD 140	Clinical Education I	<u>8</u>
		18

#### **1<sup>st</sup> Spring Semester**

RAD 111	Radiographic Proc II	2
RAD 116	Radiographic Princ II	2
RAD 130	Patient Care	2
RAD 141	Clinical Education II	<u>6</u>
		12

#### **Summer Semester**

RAD 240	Clinical Education III	<u>9</u>
		9

#### **2<sup>nd</sup> Fall Semester**

RAD 106	Radiation Physics	4
RAD 210	Radiographic Proc III	2
RAD 220	Radiographic Princ III	2
RAD 241	Clinical Education IV	<u>6</u>
		14

#### **2<sup>nd</sup> Spring Semester**

RAD 215	Radiographic Proc IV	2
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RAD 242	Clinical Education V	8
RAD 270	Registry Review	<u>2</u>
		12
<b>Total Credits</b>		<b>65</b>

### **FACULTY AND STAFF REQUIREMENTS**

**1. Please indicate, by name and rank, current faculty who will be involved with the program proposed herein.**

Cherie Mckeever, Anatomy and Physiology Instructor, Level 3  
 Roger Peffer, Biology Instructor, Level 2  
 Adam Wentz, Chemistry Instructor, Level 1  
 Colleen Hazen, English Instructor, Level 3  
 Jana Carter, English Instructor, Level 2  
 Rebecca Johnson, Mathematics Instructor, Level 2  
 Mark Plante, Mathematics Instructor, Level 2  
 Heidi Pasek, Psychology Instructor, Level 3

**2. Please project the need and cost for new faculty over the first five years of the program. Include special qualifications or training. If present faculty is to conduct the new program, please explain how they will be relieved from present duties.**

Program Director, full-time – to be funded by MSU-Great Falls the program director will provide student advising, oversee admissions into the program, conduct Advisory Board meetings, supervise instructors and clinical supervisors, liaison between partners, handle academic administration. The director must hold a Masters degree and have experience with radiology. Salary - \$50,000

Radiographic instructor and clinical supervisor, full-time – to be funded by Benefis Healthcare – will provide didactic and laboratory instruction as well as clinical supervision for that portion of the course work to be delivered onsite at Benefis hospital.

Radiographic instructor and clinical supervisor, half-time (.5 fte) – to be funded by the Great Falls Clinic - will provide didactic and laboratory instruction as well as clinical supervision for that portion of the course work to be delivered onsite at the Great Falls Clinic.

**3. Please explain the need and cost for support personnel or other required personnel expenditures.**

None needed.

### **CAPITAL OUTLAY, OPERATING EXPENSES AND PHYSICAL FACILITIES**

**1. Please summarize operating expenditure needs.**

Supplies -	1,000
Communications -	<u>1,000</u>
Total -	2,000

**2. Please evaluate library resources. Are they adequate for operation of the proposed program? If not, how will the library need to be strengthened during the next three years?**

A substantial amount of library resources are available at Benefis hospital, this material, which is non-circulating, will be supplemented by material purchased by the MSU-Great Falls library out of the library's collection development budget. The Chief Librarian will work closely with the Program Director to develop the collection.

**3. Please indicate special clinical, laboratory, and/or computer equipment that will be needed. List those pieces of equipment or computer hardware presently available in the department.**

All specialized equipment is currently available at either Benefis or the Great Falls Clinic, classroom and lab facilities required for the pre-requisite courses are currently available at MSU-Great Falls.

**4. Please describe facilities and space required for the proposed program. Are current facilities adequate for the program? If not, how does the institution propose to provide new facilities?**

No new facilities are required.



**BUDGET ANALYSIS**

**Proposed Program: Associate of Applied Science Degree in Radiological Technology**

**Campus: Montana State University - Great Falls, College of Technology**

	Year 1		Year 2		Year 3		Year 4		Year 5	
<b>Estimated ENROLLMENT</b>										
FTE Enrollment	8		16		20		20		20	
<b>Estimated Incremental REVENUE</b>										
Use of Current General Operating Funds										
State Funding for Enrollment Growth	15,104		15,104		7,552		-		-	
<b>Tuition Revenue</b>										
A. Gross Incremental Tuition Revenue	22,208		45,920		57,400		57,400		57,400	
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	22,208		45,920		57,400		57,400		57,400	
Program/Course Fees	1,200		2,400		3,000		3,000		3,000	
External Funds										
Other Funds (please specify)										
<b>TOTAL Estimated Incremental Revenue</b>	23,408		48,320		60,400		60,400		60,400	
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>
Faculty										
Other Staff	1	50,000	1	51,500	1	51,500	1	51,500	1	51,500
Operating Expenses	2,000		2,000		2,000		2,000		2,000	
Equipment										
Start-up Expenditures										
<b>TOTAL Estimated Incremental Expenditures</b>	52,000		53,500		53,500		53,500		53,500	
<b>Estimated Revenues Over/(Under) Expenditures</b>	(28,592)		(5,180)		6,900		6,900		6,900	



March 1- 3, 2006

ITEM 130-2852-R0306

**Authorization to convert an Associate of Applied Science Degree in Practical Nursing to a Certificate of Practical Nursing; Montana State University-Great Falls, College of Technology**

**THAT:**

The Board of Regents of Higher Education authorizes Montana State University – Great Falls College of Technology to convert its existing AAS degree in Practical Nursing to a Certificate of Practical Nursing.

**EXPLANATION:**

Montana State University – Great Falls seeks approval from the Montana Board of Regents to convert its existing AAS degree in Practical Nursing to a Certificate of Practical Nursing in order to bring its program into conformity with the common curriculum for two-year nursing programs recently adopted by the Office of the Commissioner for Higher Education. MSU-Great Falls has offered an AAS Degree in nursing for 11 years, graduating an average of 16 students a year. For the last 12 years our students have maintained a 100% pass rate on the Licensed Practical Nurse exam, with all but two students in that time period passing the exam on their first attempt. Licensed practical nurse employment in the Great Falls area will continue to increase in response to long-term care needs of an increasing elderly population and the expansion of health care facilities such as the new Sletten Cancer Institute in Great Falls. Conversion to a Certificate program will allow MSU-Great Falls to remain in conformity with state-wide academic standards and to continue to serve the medical needs of our community.





**MONTANA BOARD OF REGENTS**  
**LEVEL II REQUEST FORM**

**Item No.:** 130-2852-R0306      **Date of Meeting:** March 1–3, 2006  
**Institution:** Montana State University – Great Falls  
**Program Title:** Practical Nursing Certificate

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 or certificate where there is no major or no option in a 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:**

Montana State University – Great Falls College of Technology seeks permission to convert its existing Associate of Applied Science degree in Practical Nursing to a Certificate of Practical Nursing in accordance with the common curricula for two-year nursing programs adopted by the Office of the Commissioner of Higher Education.



**M O N T A N A   B O A R D   O F   R E G E N T S**  
NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

**Institution:** Montana State University - Great Falls College of Technology

**Program Title:** Certificate of Practical Nursing

**1. How does this program advance the campus' academic mission and fit priorities?**

MSU-Great Falls has offered the AAS in Practical Nursing since 1995 to respond to the needs of the healthcare industry for qualified nurses. During that time the institution has graduated over 200 students, the majority of whom secured employment in Great Falls or in the Golden Triangle. In order to continue to respond to the healthcare needs of the community and remain in compliance with Board of Regents criteria, it is necessary to transform the program from its current state as an AAS degree to a Certificate program.

**2. How does this program fit the Board of Regents' goals and objectives?**

The LPN program has responded to the regional needs since its inception in 1995. The need for licensed practical nurse employment will only increase in coming years in response to the long-term care needs of an increasing elderly population and the general growth of health care (U.S. Department of Labor). The demographics of Cascade and Chouteau Counties show a growing increase in the elderly population. In 2000, the Montana population of those 65 years and older was 13.4 percent (13.4%). While the national figure was 12.4 percent (12.4%). In Cascade County, the percentage of people 55 and older increased by over 15% between 2000 and 2004 (U.S. Census Bureau).

**3. How does this program support or advance Montana's needs and interests?**

The Montana Hospital Association conducted a recent survey on healthcare worker needs in the state. Seventy-five percent (75%) of all Montana hospitals participated in the survey. The following data is from that report, which was presented to the Nursing Coordinating Group in June 2004:

Thirty-nine licensed practical nursing (LPN) positions were vacant, representing 5.7 percent (5.7%) of the budgeted LPN positions;

The vacancy rate is significantly higher at so-called "critical access hospitals," which are the smaller, more rural facilities. At those facilities, the vacancy rate for LPNs is 9.7 percent (9.7%).

According to the respondents, they spent approximately \$27 million in the previous year on "replacement strategies" such as overtime pay and travelers. That figure included all healthcare workers, but most of the money was spent on additional nursing staff.

Conversion of the current program from a two-year AAS degree to a Certificate program will not only bring MSU-Great Falls into conformity with current OCHE requirements but will also allow students to complete their degree in one year, increasing the number of graduates to fill critical nursing vacancies in the Great Falls region.

**4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)**

The Montana Department of Labor & Industry, Research & Analysis Bureau reports that out of the state's 20 top employers, six are hospitals. The Bureau predicts that Montana will employ 2,812 LPNs by the year 2010. Montana can keep up with the nursing demand only by educating more nurses. Montana's Nursing Program Directors report that graduates are readily hired. In Montana, licensed practical nurses average \$25,450 annually, plus benefits. Providing individuals with employment opportunities upon graduation contributes to the economic development of the state and region. In Montana, employment for licensed practical nurses is projected to grow faster than the statewide average for all occupations through 2012 (Montana Department of Labor & Industry - Research & Analysis Bureau).

The health care industry includes establishments ranging from small town private physician practices employing only one licensed practical nurse to nursing homes, which provide the majority of jobs. Many health services establishments operate around the clock and need staffing at all hours. Shift work is common in LPN

practice. The economic impact of Montana’s health care industry shown in the tables below illustrates all sectors of the economy are interconnected, and the impacts are captured in multipliers, which are ratios used to calculate the estimated total economic effect for a variety of economic activities. The multipliers quantify the induced and indirect effects of the health care industry and add it to the known demand and supply side effects. According to 2001 data below, employment multipliers were generated for hospitals and nursing and residential care facilities in Montana:

**Total Employment Impact of Montana’s Hospitals:**

Jobs from Hospitals  
 Hospital employment 19,123 number of workers  
 Hospital multiplier 2.03 (in rural settings, the multiplier be lower than in rural areas)  
 Jobs created in other businesses 19,774  
 Total Jobs 38,897

**Total Employment Impact of Montana’s Nursing and Residential Care Facilities:**

Jobs from nursing and residential care facilities  
 Nursing and residential care facilities employment 9,704  
 Nursing and residential care facilities multiplier 1.36  
 Jobs created in other businesses 3,537 Total Jobs 13,241

Source: Research and Analysis Bureau, Montana Department of Labor and Industry, QCEW program Summary

There is a shortage of LPNs statewide and regionally. In addition, there are limited numbers of instructors and directors for Practical Nursing programs, which could provide an opportunity for those who graduate from this Practical Nursing program to pursue further education and consider teaching or directing. With Montana’s aging population and rural setting, providing quality health care will continue to become an increasing problem. Without additional support to create solutions to nursing shortages, health care will increasingly become unavailable and unaffordable.

**5. What is the program’s planned capacity?**

• Break-even point?	Program does not break even
• Enrollments / year?	22 FTE students
• Graduates / year?	16
• MT jobs / year?	16

**6. Resource Allocation:**

• Total program budget?	\$ 183,512
• Faculty FTE?	3 FTE (down 1 FTE from current level)
• Staff FTE?	0

**7. Does this program require new resources?**  Yes  No

If yes, what is the amount? \$ \_\_\_\_\_

**8. How will the campus fund the program?**

Through tuition, fees and the State allocation as previously

**9. If internal reallocation is necessary, name the sources.**

None Required

**Licensed Practical Nursing -- PROGRAM DESCRIPTION**

- 1. Briefly describe the proposed new program. Please indicate if it is (a) an expansion of an existing program or a new program; (b) a cooperative effort with another institution, business, or industry; or (c) an on-campus or off-campus program. Attach any formal agreements established for cooperative efforts.**

The proposed transformation of the Licensed Practical Nursing (LPN) program at MSU-Great Falls College of Technology will continue our tradition of providing well qualified Practical Nurses to the healthcare industry in Great Falls and throughout the Golden Triangle. The program will transform itself from its current configuration as an Associate of Applied Science degree of 65 program credits, to a Certificate degree program of 50 credits. The transformation will allow students to pass through the program faster and bring the program into conformity with the common curriculum adopted by the Board of Regents.

- 2. Summarize the needs assessment conducted to justify the proposal.**

From 2002 to 2004 MSU-Great Falls graduated 32 LPNs, all of whom are currently employed in the field. The success of the program in placing 100% of its graduates over the last 3 years and the continuing demand, both locally and at the state level, for healthcare professionals indicate the need to continue the well-established program under the new Board of Regents configuration.

- 3. Explain how the program relates to Role and Scope of the institution as established by the Board of Regents.**

MSU-Great Falls is charged with responding to the workforce needs of Great Falls and the North Central Montana region. Our servicing of the healthcare industry is a large part of that mission. Conversion of the current AAS program in Practical Nursing to a Certificate program will allow the institution to continue serving the needs of the healthcare industry.

- 4. State (a) what effect, if any, the proposed program will have on the administrative structure of the institution. Also indicate (b) the potential involvement of other departments, divisions, colleges, or schools.**

As a change in culminating award for an existing program, the Certificate program will have no impact on administrative structure and no new impact on other departments. Currently the Arts and Sciences department provides general education courses to satisfy that portion of the Nursing curriculum and under the new proposal will continue to do so.

- 5. Describe the extent to which similar programs are offered in Montana, the Pacific Northwest, and states bordering Montana. How similar are these programs to the one proposed?**

There are currently five other Practical Nursing programs offered in Montana at UM-Helena, UM, COT – Missoula, MSU-Billings, Montana Tech in Butte and at Flathead Valley Community College. All of these programs will be converting to the mandated

Board of Regents program and all serve regional and state wide Licensed Practical Nursing needs.

**6. Please name any accrediting agency (ies) or learned society (ies) that would be concerned with particular program herein proposed. How has this program been developed in accordance with criteria developed by said accrediting body (ies) or learned society (ies)?**

The proposed changes to the Practical Nursing program, should it be approved by the Board of Regents, will be submitted for approval to the Montana Board of Nursing at its October 2006 meeting. A memo reporting a substantive program change will also be submitted to the Northwest Commission on Colleges and Universities upon approval by the Montana Board of Regents.

**7. Prepare an outline of the proposed curriculum showing course titles and credits. Please include any plans for expansion of the program during its first three years.**

The LPN curriculum consists of 50 credits divided between 26 pre-requisite credits and 24 nursing credits. Students will also have the opportunity to enroll in a one credit IV therapy seminar, a specialized course requested by the local healthcare community and open to all interested persons not just those enrolled in the LPN program, as an option enhancing local employability. The course titles and credits are listed below courses will be sequenced based upon student demand, faculty resources and availability of clinical sites.

**Pre-requisite courses:** Many students need preliminary math, science, and English courses before enrolling in the LPN prerequisite coursework. These courses may increase the total number of program credits.

BIO 213 Anatomy & Physiology I w/lab -	4 credit hours
BIO 214 Anatomy & Physiology II w/lab -	4 credit hours
ENG 121 Composition I -	3 credit hours
CHM 111 Inorganic Chemistry w/lab -	4 credit hours
MATH 161 College Algebra -	3 credit hours
AH 221 Human Nutrition -	2 credit hours
PSY 109 Lifespan Developmental -	3 credit hours
AH/NURS 140 Pharmacology -	3 credit hours

**Nursing Courses:**

NURS 100 Introduction to Nursing -	1 credit hour
NURS 150 Fundamentals of Nursing -	7 credit hours

NURS 250 Gerontology -	2 credit hours
NURS 260 Adult Nursing -	7 credit hours
NURS 270 Maternal/Child Nursing -	3 credit hours
NURS 280 Mental Health Nursing -	2 credit hours
NURS 290 Nursing Leadership -	2 credit hours

### **Transition of Students:**

One more intake of students into the AAS program in Practical Nursing will take place in August of 2006. Students entering at that time will complete the current program with the last graduating no later than December of 2007. Students may also begin the proposed Certificate program in 2006 as well. The first certificate class will graduate in August of 2008.

### **FACULTY AND STAFF REQUIREMENTS**

**1. Please indicate, by name and rank, current faculty who will be involved with the program proposed herein.**

Cheryl Alt, Nursing Program Director, Level 2  
 Patti Kercher, Nursing Instructor, Level 2  
 Cynthia Myles, Nursing Instructor, Level 2  
 Susan Cooper, Nutrition Instructor, Level 2  
 Cherie Mckeever, D.V.M., Anatomy and Physiology Instructor, Level 3  
 Roger Peffer, Biology Instructor, Level 2  
 Adam Wentz, Chemistry Instructor, Level 1  
 Heidi Pasek, Psychology Instructor, Level 3  
 Rebecca Johnson, Mathematics Instructor, Level 2  
 Mark Plante, Mathematics Instructor, Level 2

**2. Please project the need and cost for new faculty over the first five years of the program. Include special qualifications or training. If present faculty is to conduct the new program, please explain how they will be relieved from present duties.**

No new faculty positions will be needed. Instead the reduction in credits from 65 to 50 will allow for a reduction in the size of the current nursing program. Such reductions will be carried out in accordance with the collective bargaining agreement and institutional policies.

**3. Please explain the need and cost for support personnel or other required personnel expenditures.**

None needed.

**CAPITAL OUTLAY, OPERATING EXPENSES AND PHYSICAL FACILITIES****1. Please summarize operating expenditure needs.**

Contracted Services –	3,000
Supplies -	1,000
Communications -	1,800
Rent -	100
Repairs and Mntn -	400
Misc -	300
Total -	6,600

**2. Please evaluate library resources. Are they adequate for operation of the proposed program? If not, how will the library need to be strengthened during the next three years?**

Library resources for the Practical Nursing program are regularly evaluated and updated by the Chief Librarian in consultation with the Nursing Faculty. Books and other materials housed in the Library are purchased from the Library's general fund.

**3. Please indicate special clinical, laboratory, and/or computer equipment that will be needed. List those pieces of equipment or computer hardware presently available in the department.**

The Practical Nursing program currently has primary use of R-220, a 35-seat classroom equipped with 10 computer terminals. The program also has use of a fully equipped nursing lab complete with beds, sinks, and all necessary nursing supplies and equipment.

**4. Please describe facilities and space required for the proposed program. Are current facilities adequate for the program? If not, how does the institution propose to provide new facilities?**

Current facilities have been and will continue to be adequate to house the program.



**BUDGET ANALYSIS**

**Proposed Program: LPN**

**Campus: Montana State University - Great Falls College Of Technology**

	Year 1		Year 2		Year 3		Year 4		Year 5	
<b>Estimated ENROLLMENT</b>										
FTE Enrollment	22		22		22		22		22	
<b>Estimated Incremental REVENUE</b>										
Use of Current General Operating Funds										
State Funding for Enrollment Growth										
<b>Tuition Revenue</b>										
A. Gross Incremental Tuition Revenue	61,072		62,040		62,040		62,040		62,040	
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	61,072		62,040		62,040		62,040		62,040	
Program/Course Fees	2,970		2,970		2,970		2,970		2,970	
External Funds										
Other Funds (please specify)										
<b>TOTAL Estimated Incremental Revenue</b>	64,042		65,010		65,010		65,010		65,010	
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>
Faculty	3	183,512	3	189,017	3	189,017	3	189,017	3	189,017
Other Staff										
Operating Expenses	6,600		6,600		6,600		6,600		6,600	
Equipment										
Start-up Expenditures										
<b>TOTAL Estimated Incremental Expenditures</b>	190,112		195,617		195,617		195,617		195,617	
<b>Estimated Revenues Over/(Under) Expenditures</b>	(126,070)		(130,607)		(130,607)		(130,607)		(130,607)	



March 1-3, 2006

**ITEM 130-2804-R0306 Approval of Proposal to Offer a Bachelor of Science Degree in Civil Engineering Technology (Montana State University-Northern) and an Associate of Science Degree with a Program of Study in Civil Engineering Technology (Montana State University – Great Falls College of Technology)**

**THAT:** The Board of Regents of Higher Education authorizes Montana State University-Northern to award a Bachelor of Science Degree in Civil Engineering Technology, and Montana State University – Great Falls College of Technology to award an Associate of Science Degree with a Program of Study in Civil Engineering Technology

**EXPLANATION:** Montana State University-Northern and Montana State University – Great Falls College of Technology propose the creation of a Bachelor of Science degree program in Civil Engineering Technology (CET) to be offered jointly in Great Falls through a 2+2 articulation agreement of the Associate of Science degree offered by MSU – Great Falls with the Bachelor of Science degree offered by MSU-Northern. The Civil Engineering program is also offered in Havre at the MSU-Northern campus. Students entering the program will take 124 credits leading to a BS degree in CET. MSU-Great Falls will offer the lower division courses, with the exception of four specialized courses that will be offered by MSU-Northern. One lower-division course, CET 173, will continue to be offered by MSU-Great Falls, but MSU-Great Falls will retain MSU – Northern faculty to teach the course in order to preserve program continuity and meet accreditation requirements. All other CET courses will be offered through and taught by MSU-Northern on the MSU – Great Falls Campus. Upon the completion of the General Education core and 27 additional program credits, students will be eligible to receive an Associate of Science degree from MSU-Great Falls.



# MONTANA BOARD OF REGENTS

## LEVEL II REQUEST FORM

Item No.: 130-2804-R0306 Date of Meeting: March 2-3, 2006  
Institution: MSU-Northern and MSU-Great Falls  
Program Title: Bachelor of Science Degree in Civil Engineering Technology (Montana State University Northern), and Associate of Science Degree w/ Program of Study in Civil Engineering Technology (Montana State University – College of Technology Great Falls)

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 or certificate where there is no major or no option in a 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:**

MSU-Northern and MSU-Great Falls propose the creation of a Bachelor of Science degree program in Civil Engineering Technology (CET) to be offered jointly in Great Falls through a 2+2 articulation agreement of the Associate of Science degree offered by MSU – Great Falls with the Bachelor of Science degree offered by MSU-Northern. The Civil Engineering program is also offered in Havre at the MSU-Northern campus. Students entering the program will take 124 credits leading to a BS degree in CET. MSU-Great Falls will offer the lower division courses, with the exception of four specialized courses that will be offered by MSU-Northern. One lower-division course, CET 173, will continue to be offered by MSU-Great Falls, but MSU-Great Falls will retain MSU –Northern faculty to teach the course in order to preserve program continuity and meet accreditation requirements. All other CET courses will be offered through and taught by MSU-Northern on the MSU – Great Falls Campus. Upon the completion of the 32 credit General Education core and 30 additional program credits (for a total of 62 credits) students will be eligible to receive an Associate of Science degree from MSU-Great Falls.



# M O N T A N A   B O A R D   O F   R E G E N T S

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

**Institution:** MSU-Northern and MSU-Great Falls  
**Program Title:** Bachelor of Science Degree in Civil Engineering Technology.

1. How does this program advance the campus' academic mission and fit priorities?

MSU-Northern's Mission Statement commits the institution to providing high quality education in mechanical and engineering technologies while MSU-Great Falls is committed to providing technical training to serve workforce needs and provide access to higher degrees. The proposed program fits the mission of both institutions as it prepares individuals to advance into a four year program that graduates students into well paid jobs that fill the needs of local and national industry for Civil Engineers.

2. How does this program fit the Board of Regents' goals and objectives?

Among the Board of Regents goals is the promise to deliver higher education services in a manner that is efficient, coordinated, highly accessible and responsive to market, employment, and economic development needs of the State and the nation. The proposed program helps the Board of Regents meet both goals by delivering a high value program in an area where the need has been articulated by local employers. The proposed program will be delivered in a collaborative partnership format between two institutions, MSU-Northern and MSU-Great Falls. The Great Falls campus will rely on its current offerings to provide students with the Associate of Science degree, but will rely heavily on MSU-Northern's established lower-division course work for the program of study in Civil Engineering Technology. In turn, MSU – Northern will bring its upper division course work to the Great Falls campus to make it possible for students to complete with Bachelor of Science degree in Great Falls. This program is an example of partnerships encouraged by the Board of Regents where different institutions within the Montana University System share their resources in order to create better access for students.

3. How does this program support or advance Montana's needs and interests?

The types of projects that a CET graduate would be involved in includes design and construction projects for the municipal sector; like subdivisions, airports, traffic designs and configurations, water treatment plants, and sewage treatment plants; for county government with parks, recreational areas, and county roads; for state government with large regional plans, water supply facilities, flood control projects, interstate highway system and state roads, and for the federal government with every department and agency. A student graduating with a CET degree could seek employment at each level of government, with private firms (consultants) and contractors employed by various governments. The governmental agencies, consultants, and contractors could all be located within Montana. For example, Montana has over 1,200 miles of interstate highway and thousands more miles of paved and unpaved roads. Registered professional civil engineers are an essential element in the construction, repair and maintenance of these transportation links, which are vital to the economic and social health of the State. In addition the offering of this program in Great Falls was requested by Malmstrom Air Force Base as a vehicle for the training of military engineers who respond to regional and national disasters and play a vital role in national defense.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

By the third year of it operation, the CET program in Great Falls is anticipated to be at 29 students per year. This number is conservative and allows for part-time enrollment of Malmstrom Air Force Base personnel. The CET program is accredited by the Technology Accreditation Commission of the Accreditation Board for Engineers and Technology, 111Market Place, Suite 1050, Baltimore, MD 21202-4012 – telephone (410) 347-7700 (TAC/ABET). As a graduate with a TAC/ABET CET program students can choose to fulfill the requirements to become a Licensed Registered Professional Engineer in the State of Montana. Montana Department of Labor statistics indicate that there are 38 openings per year for Civil Engineers in the state. As

of 2002, 1,222 civil engineers were employed in Montana in various capacities. Demand is projected to increase over the next decade reaching 1,401 by 2012. The annual mean income for civil engineers in Montana is \$53,720. The offering of MSU-Northern's program in Great Falls will provide additional individuals to fill the hiring needs of the profession in Montana to plan and manage large scale building projects.

In the 1960s and 1970s governmental activities like the development of the National Aeronautics and Space Administration (NASA) and increase protections for the environment through the creation of Environmental Protection Agency increased the need and participation in engineering and science education. During that period the enrollments in colleges and universities offering degrees in engineering and science increased. Since then the enrollments in these programs have been decreasing while at the same time many of those graduates are beginning to retire. The engineering community is concerned about an adequate supply of graduates to fill the anticipated vacancies in the near future. Governmental agencies and private industry are continually looking for trained and qualified personnel to fill the vacancies. In addition to the Civil Engineer projections stated above, there continues to be the need for adequately trained personnel to work in association with Civil Engineers such as graduates in Civil Engineering Technology. For students who do not plan to acquire a license as a Registered Professional Engineer, there is increasing demand for their knowledge and expertise.

5. What is the program's planned capacity?

• Break-even point?	9
• Enrollments / year?	12
• Graduates / year?	7
• MT jobs / year?	10 (new)

6. Resource Allocation:

• Total program budget?	\$115,480 by year 5
• Faculty FTE?	1.50 by year 5 plus utilization of existing faculty
• Staff FTE?	.25

7. Does this program require new resources?  Yes  No

If yes, what is the amount?

For MSU-Northern, \$76,400 per year by year 3 (see budget analysis) For MSU – Great Falls, \$7,800 by year 2 to develop and provide instruction for general education course work needed for the degree.

8. How will the campus fund the program?

Through tuition, fees and state allocation for FTE

9. If internal reallocation is necessary, name the sources.

None required



**Montana State University – Northern  
and  
Montana State University - College of Technology Great Falls**

**Program Description**

- 1. Briefly describe the proposed new program. Please indicate if it is an expansion of an existing program; a new program; cooperative effort with another institution, business or industry; or an on-campus or off-campus program. Attach any formal agreements established for cooperative efforts.**

The proposed delivery of the B.S. degree in Civil Engineering Technology at the Great Falls College of Technology is intended to provide access for individuals in the Great Falls area to a four-year degree program in Civil Engineering Technology. The program is nationally accredited (ABET) and has been delivered for over 15 years by MSU-Northern.

- 2. Summarize a needs assessment conducted to justify the proposal. Please include how the assessment plan was developed or executed and the data derived from this effort.**

During 2003, personnel from Malmstrom Air Force Base requested a meeting with MSU-Northern personnel to discuss the feasibility of delivering the bachelor's degree in Civil Engineering Technology (CET) in Great Falls for base personnel. After discussions with MSU – Great Falls and the Great Falls Higher Education Center Advisory Council, the two institutions concluded that the feasibility of offering the degree in Great Falls was possible if the two institutions developed a closely aligned partnership and articulation agreement for delivery of the program. The agreement between the two institutions allows the Great Falls COT to deliver all lower division course work (excluding four required CET courses) and MSU-Northern to deliver the four lower-division CET courses and all upper division coursework. One additional lower-division CET course (CET 173) will continue to be delivered by the Great Falls COT; however, MSU – Great Falls will retain an MSU-Northern-approved instructor in the CET program to teach the course.

- 3. Explain how the program relates to the Role and Scope of the institution as established by the Board of Regents.**

The program represents two-year transfer education and four-year baccalaureate education demanded by Montana business and industry. The delivery of this program would be a natural extension of the mission of both institutions and would provide access to a program needed by one of the largest employers (Malmstrom) in Great Falls. The delivery of the program also provides a close alliance between a two-year and four-year institution.

- 4. Please state what effect, if any, the proposed program will have on the administrative structure of the institution. Also indicate the potential involvement of other departments, divisions, colleges, or schools.**

There will be no change to the administrative structure of either institution. All courses and activities will take place either on-site within the Great Falls College of Technology, online, or via NorthNet. The delivery of the program will also enhance access to lower division math and science courses for students in the Great Falls area. Coordination of the program and related services such as advising, marketing, and curriculum revision will be ensured through regular communication between MSU-N's CET Program Director, dean and provost with MSU-Great Falls' Associate Dean for Academic Affairs.

- 5. Describe the extent to which similar programs are offered in Montana, the Pacific Northwest, and the states bordering Montana. How similar are these programs to the one proposed.**

MSU-Northern is the only institution that provides a bachelors degree in Civil Engineering Technology. MSU-Bozeman and Montana Tech of the University of Montana offer engineering degrees. Since all personnel at Malmstrom Air Force Base are full-time employees and are limited in area where they can take the courses, all course work will be offered late afternoon, evenings, weekends, or online. However, the program and courses will be available to all interested individuals.

6. Please name any accrediting agency/ies or learned society/ies that would be concerned with the particular program herein proposed. How has this program been developed in accordance with criteria developed by said accrediting body/ies or learned society/ies?

The bachelors degree in Civil Engineering Technology offered by MSU-Northern is accredited by ABET.

7. Prepare an outline of the proposed curriculum showing course titles and credits. Please include any plans for expansion of the program during its first three years.

**Overview of Curriculum**

<b>Program Tech Requirements</b>		<b>Institutional Responsibility</b>	
CET 173	3	GF-COT taught by MSU-N faculty	
CET 220	3	MSU-N	
CET 221	3	MSU-N	
CET 181	3	MSU-N	
CET 232	3	MSU-N	
CET 375	3	MSU-N	
CET 385	4	MSU-N	
CET 307	3	MSU-N	
CET 305	3	MSU-N	
CET 315	4	MSU-N	
CET 361	4	MSU-N	
CET 411	4	MSU-N	
CHEM 111 (meets Gen. Ed. Cat III)		GF-COT (CHM 150)	(3)
CIS 110 (meets Gen. Ed. Cat IX)		GF-COT (CS 110 or CHAL 104)	(3)
CIS 171		GF-COT (CS 205)	3
ISET 410	3	GF-COT	
DRFT 131		GF-COT (DRFT 131)	4
DRFT 156		GF-COT (DRFT 156)	3
DRFT 244	3	GF-COT	
EET 110		GF-COT (EET 110)	3
ENGL 111 or Adv Approved Comm EI		GF-COT (ENGL 121)	(3)
ENGL 112 (meets Gen. Ed. Cat I)		GF-COT (ENGL 122)	(3)
ENGL 366 (meets Gen. Ed. Cat I)*	3	MSU-N	
IET 480	1	MSU-N	
IET 481	2	MSU-N	
IT 100	3	GF-COT	
IT 111	2	GF-COT	
MATH 112 (meets Gen. Ed. Cat II)		GF-COT (MATH 130)	(4)
MATH 125		GF-COT (MATH 131)	3
MATH 133		GF-COT (MATH 181)	4
MATH 220		GF-COT (MATH 182)	4
GSCI 412*	3	MSU-N	
ELECTIVE		Taught by either campus	2
MFGT 427	3	MSU-N	
PHYS 231 (meets Gen. Ed. Cat III)		GF-COT	(3)
PHYS 234 (meets Gen. Ed. Cat III)		GF-COT	(1)
CAT IV – Social Sciences		GF-COT	(3)
CAT V – History		GF-COT	(3)
CAT VI – Cultural Diversity		GF-COT	(3)
CAT VII – Fine Arts		GF-COT	(3)
CAT VIII – Humanities		GF-COT	(3)
<b>General Education Requirements</b>		<b>GF-COT Equivalencies</b>	
Cat I – Communications (6 credits)			

ENGL 112 (required Gen.Ed course)	ENGL 122	3
ENGL 111 (required for this degree) (See proposal for Adv. Communication)	ENGL 121, RI 121	3
<i>Cat II – Mathematics (3 credits)</i>		
MATH 112 (required for this degree)	MATH 130	4
<i>Cat III – Natural Sciences (6 credits)</i>		
CHEM 111 (required for this degree)	CHM 150	3
PHYS 231 (required for this degree)		3
PHYS 234 (required for this degree)		1
<i>Cat IV – Social Sciences (3 credits)</i>	MEETS GF-COT GEN ED.	
<i>Cat V – History (3 credits)</i>	MEETS GF-COT GEN ED.	
<i>Cat VI – Cultural Diversity (3 credits)</i>	MEETS GF-COT GEN ED.	
<i>Cat VII – Fine Arts (3 credits)</i>	MEETS GF-COT GEN ED.	
<i>Cat VIII – Humanities ( 3 credits)</i>	MEETS GF-COT GEN ED.	
<i>Cat IX – Technology (3 credits)</i>	MEETS GF-COT GEN ED.	
CIS 110 (required for this degree)	CS 110, CHAL 104	3

### Course Descriptions

Since this degree is an existing degree, all course descriptions are included in the MSU-Northern or Great Falls COT online or hard copy catalogs.

### Faculty and Staff Requirements

- 1. Please indicate, by name and rank, current faculty who will be involved with the program proposed herein.**

Michael Miller, MS, PE  
 Larry Strizich, MS, PE  
 Jeremy Siemens, BS, PE  
 Mark Plante, MS  
 Rebecca Johnson, MS  
 Adam Wenz, MS  
 Colleen Hazen, MA  
 Grayce Holzheimer, MFA  
 Kirk Mattingly, adjunct

- 2. Please project the need for new faculty over the first five years of the program. Include special qualifications or training. If present faculty are to conduct the program, please explain how they will be relieved from present duties.**

It is projected that during AY 2008, a new faculty member in Civil Engineering Technology will be hired by MSU-Northern for the Great Falls site. This individual will also coordinate and assist with delivery of the program. The Great Falls COT will use adjunct faculty to deliver the additional math and science courses required for the degree until increased enrollment necessitates the hiring of a full-time faculty member. Existing core classes will continue to be offered by current faculty.

- 3. Please explain the need for support personnel or other personnel expenditures.**

No additional support personnel costs are expected. Current support personnel will assist with the program.

### Capital Outlay, Operating Expenditures and Physical Facilities

- 1. Please summarize operating expenditure needs.**

All equipment, labs and facilities are in place to support the required courses at either the Havre campus or the Great Falls campus. During the first two years of the program, lab equipment used in the CET classes will be rotated between the Havre campus and the Great Falls campus. Once the

new building in completed in Great Falls, new lab equipment for the physics classes and the CET classes will be added. In order to have an up-to-date CET lab for the Great Falls site, the further development of industry partnerships will continue to be a priority.

- 2. Please evaluate library resources. Are they adequate for operation of the proposed program? If not, how will the library need to be strengthened during the next three years?**

All online library resources to support the proposed degree are already in place. The librarians at the two campuses will continue to work closely together to provide library materials that will support the program at both locations.

- 3. Please indicate special clinical, laboratory, and/or computer equipment that will be needed. List those pieces of equipment or computer hardware presently available in the department.**

MSU-Northern already has a fully-equipped CET lab. During the first two years of the program (and until the new building is completed) equipment will be rotated between the Havre and Great Falls sites.

- 4. Please describe facilities and space required for the proposed program. Are current facilities adequate for the program? If not, how does the institution propose to provide new facilities?**

The space demands will be met by making space available in the present auto body facility, which is under-utilized in the late afternoon and evening hours.

#### **Evaluation of the Proposed Program**

- 1. Please name faculty committees or councils that have reviewed and approved the program herein proposed.**

The proposed program has been reviewed by the faculty and administration at Montana State University – Northern and the Great Falls College of Technology.

BUDGET ANALYSIS

Proposed Program: B.S. Civil Engineering Technology

Campus: Great Falls

Estimated ENROLLMENT	Year 1		Year 2		Year 3		Year 4		Year 5	
FTE Enrollment	7		17		29		39		45	
Estimated Incremental REVENUE										
Use of Current General Operating Funds										
State Funding for Enrollment Growth	\$13,216		\$32,096		\$54,751		\$73,632		\$84,960	
Tuition Revenue										
A. Gross Incremental Tuition Revenue	\$28,567		\$69,377		\$118,349		\$159,152		\$183,645	
B. Reductions to Incremental Tuition	\$0									
C. Net Tuition Revenue (A-B)										
Program/Course Fees	\$0		\$1,275		\$2,175		\$2,925		\$3,375	
External Funds										
Other Funds (please specify)										
<b>TOTAL Estimated Incremental Revenue</b>	\$41,783		\$102,748		\$175,276		\$235,709		\$271,980	
Estimated Incremental EXPENDITURES										
Personal Services	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost
Faculty		\$15,600		\$27,300	1.25	\$76,400	1.25	\$83,580	1.5	\$99,180
Other Staff		\$6,000		\$6,000		\$6,000		\$7,000		\$7,000
Operating Expenses	\$4,300		\$4,700		\$3,200		\$3,400		\$3,600	
Equipment	\$3,000		\$4,000		\$12,000		\$3,500		\$3,500	
Start-up Expenditures <i>Includes Library</i>	\$1,000		\$1,000		\$2,000		\$2,100		\$2,200	
<b>TOTAL Estimated Incremental Expenditures</b>	\$29,900		\$43,000		\$99,600		\$99,580		\$115,480	
<b>Estimated Revenues Over Expenditures</b>	\$11,883		\$59,748		\$75,676		\$136,129		\$156,500	

INSTRUCTIONS

**Please Note:** The narrative that is prepared for Level II items may be used to explain and expand the information in the budget analysis. In fact, a discussion of the numbers is encouraged.

Estimated Enrollment

FTE Enrollment

Provide estimates for each year until the proposed program is fully implemented and expenditures/revenues/enrollment reflect a mature program. For example, a two-year program would probably include estimated enrollment for only 2-3 years. If possible, in the Level II narrative, please provide an estimate of both new students and current students who may shift to this program. Although student FTE estimates are always tricky, additional details like number of resident, non-resident and WUE students may be appropriate information for the Level II narrative.

<b>Revenue</b>
General Operating Funds:
Include existing general operating funds allocated to support the proposed program. Please specify where the reallocated funds are coming from. For example, is another program being reduced?
State Funding for Enrollment Growth:
Include \$1,888/FTE for each year of the biennium following the next consideration of resident enrollment growth by the Legislature. For example, a program proposed in November 2003 could not receive enrollment growth funding until FY06.
Tuition:
Use lines A, B, & C to determine the tuition revenue available to be applied directly to the program.
Incremental Tuition Revenue:
Include gross incremental tuition revenue generated by the increased enrollment in the proposed program (enrollment times tuition rate, by category). Obtain these rates for your institution from the Inventory of Fees.
Reductions to Incremental Tuition:
Include fee waivers, academic support, institutional support, etc. Provide detail in narrative.
Net Tuition Revenue:
Calculate net revenue as gross incremental tuition revenue minus tuition reductions, then copy to next column(s).
Program/Course Fees:
Identify the estimated amount to be collected.
External Funds:
Include federal funds, state earmarked dollars, grant funds, private funds, and other external funds.
<b>Expenditures (Incremental Expenditures for Proposed Program Only)</b>
Personal Services:
Itemize new employee FTE salary and benefits using your institution's budgeted benefits rate. If faculty time is being reallocated, you may want to include this information in the Level II narrative along with the impact that will have on current responsibilities.
Operating Expenses:
Include library resources, professional services, travel, materials, supplies, equipment <\$5, 000, etc.
Equipment:
Include only capitalized equipment (>\$5,000). Equipment with a per item cost of less than \$5,000 should be included with operating expenses.
Start-up Expenditures:
Include one-time only expenditures, marketing expenditures, accreditation expenditures, etc.







# MONTANA BOARD OF REGENTS

## LEVEL II REQUEST FORM

Item No.: 130-1018-R0306 Date of Meeting: March 1-3, 2006  
Institution: The University of Montana - Missoula  
Program Title: Minor in Irish Studies

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 College of Arts and Sciences, in collaboration with The School of Fine Arts, proposes a minor in Irish Studies that will provide students with access to instruction, in the fields of language, history and literature. This academic and artistic approach to the subject of Irish culture involves an interdisciplinary and inter-collegiate collaboration that brings together leading scholars in the humanities and in the creative arts.



# MONTANA BOARD OF REGENTS

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

### ITEM 130-1018-R0307

**Institution:** The University of Montana - Missoula

**Program Title:** Minor in Irish Studies

1. How does this program advance the campus' academic mission and fit priorities?

A key objective of this minor is to build on the high quality of scholarship produced by past and present faculty and to enhance the reputation of The University of Montana as a center of excellence in language, literature, history and the creative arts.

2. How does this program fit the Board of Regents' goals and objectives?

This unique program provides an educational experience across disciplines that focuses on scholarship and creative contribution. In addition, the program further promotes international exchange with the University College-Cork in Ireland.

3. How does this program support or advance Montana's needs and interests?

Given our historical connections in Montana to Ireland, the establishment of an Irish Studies minor will not only provide a greater understanding of the Irish, but also the people of Montana. Furthermore, the minor, by explicating the depth and breadth of Montana's and the nation's diversity, will contribute positively toward incorporating diversity as an integral component of Montana and The University of Montana's past, present, and future.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

There are major cultural and economic benefits that could accrue to The University of Montana and to the state of Montana in general through the Irish Studies minor. Increased enrollment and acquisition of federal, international, and community funding will result from having the minor. A cross-disciplinary Irish Studies minor also will enhance a number of cooperative ventures between departments, colleges, and other universities in the region.

There are no developed Irish Studies programs in the American West that offer such a scholarly program. Thus we would attract students from a large market, with the potential to attract a broad spectrum of students.

5. What is the program's planned capacity?

• Break-even point?	8	FTE students
• Enrollments / year?	27	
• Graduates / year?	NA	
• MT jobs / year?	NA	

6. Resource Allocation:

• Total program budget?	\$ 37,000
• Faculty FTE?	1
• Staff FTE?	0

7. Does this program require new resources?  Yes  No

If yes, what is the amount? \$ \_\_\_\_\_

8. How will the campus fund the program?

Current funding within the College of Arts and Sciences and the School of Fine Arts will cover the expenditures associated with the program. In addition, external funding is being pursued in order to supplement tuition income.

9. If internal reallocation is necessary, name the sources.

NA

## **I. Objectives and Need**

**1. Description of Program:** The College of Arts and Sciences, in collaboration with The School of Fine Arts, proposes a minor in Irish Studies that will provide students with access to instruction in the fields of language, history and literature. This academic and artistic approach to the subject of Irish culture involves an interdisciplinary and inter-collegiate collaboration that brings together leading scholars in the humanities and in the creative arts.

A key objective of this minor is to build on the high quality of scholarship produced by past and present faculty and to enhance the reputation of The University of Montana as a center of excellence in language, literature, history and the creative arts. Courses in Irish history will focus on the experience of the Irish in the United States, their role in shaping the course of American history and their impact on their homeland. Students in the history courses will receive a solid training in the skills and practices of primary research to complement the excellence of instruction imparted to them in the classroom.

Closely allied to the study of history is the study of literature in both the English and Irish languages. Irish writers in the English language such as Joyce, Beckett, Yeats and others form a core of writers whose work has been the subject of courses offered at The University of Montana for years. In addition, new coursework will focus on writing emanating from the contemporary conflict in Northern Ireland. This literature provides an understanding of the ravages of sectarian violence, as well as a look at the hopefulness of the peace process and its model for tolerance and multi-ethnic inclusiveness.

This minor assumes a pioneering role in offering students the opportunity to study the literary tradition of the Irish language, and offers a way to understand how the experience of conquest and colonization can be connected to the experience of other cultures and identities such as Native American peoples. By providing students with access to the literature of Gaelic Ireland in translation, The University of Montana stands alone as the only institution west of the Mississippi to offer such courses.

This minor is unique in the West for the centrality it accords Irish Gaelic culture in general and the Irish language in particular and in so doing places The University of Montana alongside the University of Notre Dame as the only two institutions in the country with this emphasis. While this commitment may be seen as a logical extension of UM's long involvement in the promotion of the Irish language, it is also true that the need to investigate the place of the Irish language and culture in the formation of the Irish identity in America is an equally important consideration. The dearth of investigative research in this area can be traced to a lack of scholars familiar with the Irish language. This minor proposes the first step towards producing a future crop of scholars with the linguistic training necessary to engage this important aspect of the Irish historical experience.

This minor also recognizes the need to accommodate a growing local and nationwide demand for instruction in the language. Indeed, it was in response to this demand that the University initially got involved in teaching Irish and became aware of the great need for teachers. This minor takes a bold step in meeting this need by providing students with intensive courses designed to produce fluent speakers and competent teachers of the language.

Coupled with the language and history courses are courses that give students access to the music, dance and various other artistic aspects of the Irish culture. It is an aim of this minor to bring together the artistic and imaginative impulse that has shaped theatre and film in Montana and Ireland in a manner that is not only intellectually rewarding for our students, but also appealing to the larger community.

Finally, the minor creates an opportunity for others to make a significant investment of financial and intellectual resources to the university. It will be an attractive investment for the Irish-American community, while, at the same time, will provide a means to access the financial support made available for programs of this sort through the Irish government and the European Union. Intellectually, it facilitates the development of new relationships with other institutions engaged in this field of study. Foremost among these institutions is our sister college, University College, Cork, Ireland [UCC], This minor will mediate the collaboration of student and faculty, the exchange of knowledge and expertise, and the integration of the Irish and American perspectives between both institutions. Such an alliance will be fruitful and will allow this minor to be a natural complement to the existing courses at UM and as a genuinely international program of study.

**2. Documented Need for the Program:** For the past five years faculty, students, Irish diplomats and members of the administration have been engaged in conversation regarding the implementation of an Irish Studies minor. One clear reason for the enthusiasm demonstrated by such conversations is that students themselves are keen to take courses in Irish Studies. Currently offered Irish and Irish-American history courses are popular, always full to capacity (80-100 students). Similarly, courses in Irish Literature are highly subscribed.

The Irish language courses, once they are listed in the course catalogue and accorded credit status by Modern and Classical Language, will be in equal demand.

This demand for coursework in Irish Studies is the result of a number of factors: the role of the Irish Diaspora in the forging and development of American history; a renaissance in Irish and Irish American culture; the place and role of Ireland in discourses and activities central to the development and devolution of nationalism and imperialism in the twentieth century; the connections between Irish and Native American Indians under colonialism; the regionally specific labor and ethnic experience of Butte; and, finally, the resurgence of the Irish language.

The plans for an Irish Studies minor at The University of Montana have already attracted a good deal of international attention. The former Irish Consul-General in San Francisco, Dónal Denham traveled to Montana several years ago in order to promote such a program. Moreover, one of Ireland's premier institutions of higher education, University College, Cork, has already guaranteed its support for such a program. University College Cork has already developed connections with The University of Montana.

There are major cultural and economic benefits that could accrue to The University of Montana and to the Montana in general through the Irish Studies minor. Increased enrollment and acquisition of federal, international, and community funding will result from having the minor. A cross-disciplinary Irish Studies minor also will enhance a number of cooperative ventures between departments, colleges, and other universities in the region.

There are no developed Irish Studies programs in the American West that offer such a scholarly program. Thus we would attract students from a large market, with the potential to attract a broad spectrum of students. Furthermore, the minor, by explicating the depth and breadth of Montana's and the nation's diversity, will contribute positively toward situating diversity as an integral component of Montana and University of Montana's past, present, and future.

### 3. Additional Courses and Course Requirements

The minor in Irish Studies will require the successful completion of at least six courses (18 credits), including four courses in the core area.

Required Courses: At least 18 credits, including twelve credits from the required core courses (4 classes) and six credits from the elective courses (2 classes).

Core Courses: Irish language, history, literature, and culture. The core courses are a required cluster of twelve credits (4 classes) for all students pursuing the minor.

MCLG 195 Irish Language Studies: Irish I	3 credits
MCLG 195 Irish Language Studies: Irish II	3 credits
HIST 249 The Irish and Irish-Americans	3 credits
ENLT 322 Irish and/or Northern Irish Literature (in English)	3 credits
or	
ENLT 395 Special topics in Irish and/or Northern Irish Literature, Culture, and Film	

Elective Courses: Students will complete at least six credits (2 classes) from the following courses:

DAN 195 Irish Dance	3 credits
DAN 395 Irish Dance	3 credits
DRAM 395 Irish Theatre: From Yeats to McDonagh	3 credits
ENLT 321 Major Author: Joyce	3 credits
ENLT 322 Irish/Northern Irish Literature	3 credits
ENLT 325 Poetry and Partition	3 credits
ENLT 395 Literature of the Gaelic Revival	3 credits
ENLT 395 Gaelic Culture in Crisis	3 credits
ENLT 395: Four Green Fields: Irish/Irish-American Film	3 credits
ENLT 395 The Troubles and its Tales	3 credits
ENLT 430 Multicultural British Literature	3 credits
ENLT 431 Senior Seminar: James Joyce	3 credits
HIST 249 The Irish and Irish-Americans	3 credits
LS 381 Special Topics: Irish Film	3 credits
MCLG 195 Irish Language Studies: Irish III	3 credits

MUS 195 Traditional Music in Ireland  
 MUS 495 Traditional Music in Ireland

3 credits  
 3 credits

The majority of core and elective courses are offered under the current curriculum structure.

## II. Adequacy, Accreditation, and Assessment Issues

**1. Adequacy of Present Faculty, Facilities, Equipment, and Library Holdings:** All members of the faculty who will participate in the Irish Studies minor are active teachers and researchers with advanced degrees from major institutions of higher learning. Current faculty include:

### Professors/Academic Areas

**Ione Crummy:** Language acquisition theory, French, French and Irish political and cultural relations, Irish language.

**David Emmons:** The Irish in the West, history of Butte, labor history, historiography, Irish-American history, Irish history.

**Janet Finn:** Labor, feminism, and Butte, social work, women's studies and Latin American studies.

**Gregory Johnson:** Artistic Director of the Montana Repertory Theatre, Irish theatre, Abbey Theatre, acting, directing.

**John Hunt:** Contemporary Irish Fiction, Joyce, literature of the English Renaissance.

**Katie Kane:** Irish and Native American colonial and post-colonial experience, ethnic studies, seventeenth century Ireland.

**Michael Murphy:** Film, film theory, filmmaking, Irish film, and Irish-American film.

**Sean O'Brien:** Irish and Irish American film, documentary, filmmaking, practical ethics, philosophy.

**Traolach Ó Ríordáin:** Irish language, nationalism, Gaelic culture, Irish literature in Irish, Irish history, Irish religious history and philosophy.

**Eric Reimer:** Contemporary Irish and Northern Irish literature and film; Troubles fiction; contemporary British literature; postcolonial theory.

**Patrick Williams:** music, composition, theory, aural perception, and 16th- and 18th-century counterpoint, Irish Music

### Affiliated Faculty:

**Kevin Canty:** Creative writing, contemporary fiction.

**Deirdre McNamer:** Creative writing, contemporary fiction, literature of Montana.

**Library Resources:** A review of library holdings indicate that there exists a resource baseline, covering contemporary Irish literature, Irish history, Irish-American history, Butte, history of the American West, and colonial and post colonial theory. Particular strengths in history and culture lie in literature about Native Americans of North America, with additional strengths in Western history. There is, therefore, a strong infrastructure already in place that would allow for holistic, comparative, diachronic research.

Any deficiencies in research holdings are currently being addressed by several kinds of electronic-access procedures. Access to vital resources is further improved by interlibrary loan for student and faculty research. Future additions will be requested as part of the library's existing processes.

**Facilities and Equipment:** To implement the proposed minor requires no special equipment. Each faculty office is provided with a computer that is replaced on a three-year rotational cycle. The affiliated departments and Colleges operate and maintain language laboratories, theatre space, classrooms, and presentation technology. The departments have adequate faculty, facilities, equipment, and library holdings to maintain a successful minor. Space for physically housing all faculty is at capacity, but adequate for current needs.

**2. Accreditation Status:** There are no accrediting agencies identified that currently would have particular concerns with the program herein proposed. However, faculty at The University of Montana have developed links with at least two important Irish Studies programs in the country who are prepared to make their knowledge and expertise available. The proposed minor program fits the standards of professional training in these other programs.

**3. Assessment Issues:** The associated departments will use a number of instruments to track the degree of success achieved by students in the Irish Studies minor. Recruitment of undergraduate students and their completion of the minor are the critical points for measurement of program success. The departments and faculty will track the number of applications to the minor as well as the number of students who participate in course work. Students also will be tracked using average course work GPA, competence on exams, and other criteria to monitor program quality. The department also recognizes that student retention rates are an indicator

of program health. Accordingly the department will track the number of matriculating undergraduate students along with the number that complete the minor, withdraw, or are pursuing their degree objectives. Successful employment of graduates will also be tracked. Assessment results are reported to the faculty via the department's annual report and in faculty planning meetings. Based on these data, the associated faculty will make suggestions for changes to the faculty.

**III. Impact on Faculty, Costs, Students, and Other Departments and Campuses**

1. **Additional Faculty Requirements:** Dr. David Emmons

2. **Impact on Facilities:** The proposed program will have no immediate effects on either the College of Arts and Sciences or the College of Fine Arts. Support staff is adequate, given the current number of faculty, teaching assistants, students, and other departmental activities.

3. **Cost Analysis**

**BUDGET ANALYSIS**

Proposed Program: Minor in Irish Studies											
Campus: Mountain											
	Year 1		Year 2		Year 3		Year 4		Year 5		
<b>Estimated ENROLLMENT</b>											
FTE Enrollment	8		16		22		27		27		
<b>Estimated Incremental REVENUE</b>											
Use of Current General Operating Funds	0		0		0		0		0		
State Funding for Enrollment Growth	0		0		41,536		50,976		50,976		
<b>Tuition Revenue</b>											
A. Gross Incremental Tuition Revenue	40,207		80,413		110,568		135,698		135,698		
B. Reductions to Incremental Tuition	0		0		0		0		0		
C. Net Tuition Revenue (A-B)	40,207		80,413		110,568		135,698		135,698		
Program/Course Fees	0		0		0		0		0		
External Funds			0		0		0		0		
Other Funds (please specify)			0		0		0		0		
<b>TOTAL Estimated Incremental Revenue</b>	40,207		80,413		152,104		186,674		186,674		
<b>Estimated Incremental EXPENDITURES</b>											
Personal Services	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	
Faculty	1.0	37,000	1.0	37,000	1.0	37,000	1.0	37,000	1.0	37,000	
Other Staff	0	0	0	0	0	0	0	0	0	0	
Operating Expenses	0		0		0		0		0		
Equipment	0		0		0		0		0		
Start-up Expenditures	0		0		0		0		0		
<b>TOTAL Estimated Incremental Expenditures</b>	37,000		37,000		37,000		37,000		37,000		
<b>Estimated Revenues Over/(Under) Expenditures</b>	3,207		43,413		115,104		149,674		149,674		



**4. Enrollment Impact: Planned Student Enrollment**

	<u>First Year/05</u> <u>FTE Headcount</u>	<u>Second Year/06</u> <u>FTE Headcount</u>	<u>Third Year/07</u> <u>FTE Headcount</u>	<u>Third Year/08</u> <u>FTE Headcount</u>	<u>Fifth Year/09</u> <u>FTE Headcount</u>
A. New Enrollment	6	10	10	15	15
B. Shifting Enrollment	2	6	12	12	12
Total Enrollment	8	16	22	27	27

**IV. Process Leading to Submission of Proposal**

This proposal will be reviewed and approved by the Departments of English, History, Modern and Classical Languages and Literatures, the Dean of the College of Arts and Sciences, the Dean of the College of Fine Arts, the Provost and Vice President for Academic Affairs, and the Faculty Senate of The University of Montana. No outside consultants were employed for the development of this proposal.



March 1-3, 2006

**ITEM 130-1503-R0306**      **Approval of Proposal to offer an Bachelors of Science and Masters of Science in Electrical Engineering; Montana Tech of The University of Montana.**

**THAT:**                      The Board of Regents of Higher Education authorizes Montana Tech of The University of Montana to offer a B.S. and M.S. in Electrical Engineering; Montana Tech of The University of Montana.

**EXPLANATION:**              Montana Tech of the University of Montana proposes that the B.S. and M.S. in General Engineering Electrical Engineering Option be offered as a standalone Bachelor of Science Degree in Electrical Engineering and a Master of Science Degree in Electrical Engineering. The change will improve the marketability and job opportunities for the graduates.

Through internal review and consultation with an external ABET expert, Montana Tech fully expects that the change proposed here will require no added faculty, laboratories, or costs. The BSEE program proposed here is anticipated to meet the requirements for a standalone EE accredited degree. Also, the proposed degrees will be housed within the General Engineering Department and maintain their multi-disciplinary character.

In addition to improving student opportunities, the proposed changes will also help support a growing externally funded research program at Montana Tech. In partnership with MSE Technologies, Montana Tech has recently been awarded a \$2,000,000 federally funded research grant to develop intelligent electric power technologies. The majority of this money will be dedicated to conducting research at Montana Tech. Tech's principal goal is to develop a world-class educational and research capability. The proposed degrees are the backbone to this capability.



# MONTANA BOARD OF REGENTS

## LEVEL II REQUEST FORM

Item No.:	130-1503-R0306	Date of Meeting:	March 1-3, 2006
Institution:	Montana Tech of The University of Montana		
Program Title:	B.S. and M.S. General Engineering Electrical Engineering Option		

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:**

Montana Tech of the University of Montana proposes that the Electrical Engineering option in both the B.S. and M.S. degrees be offered as a Bachelor of Science Degree in Electrical Engineering and a Master of Science Degree in Electrical Engineering. The change will improve the marketability and job opportunities for the graduates.



**M O N T A N A   B O A R D   O F   R E G E N T S****NEW ACADEMIC PROGRAM PROPOSAL SUMMARY**

**Campus:** Montana Tech of the University of Montana

**Program Title:** B.S. and M.S. in General Engineering Electrical Engineering Option

**1. How does this program advance the campus' academic mission and fit priorities?**

Montana Tech of The University of Montana is a specialty institution emphasizing science and engineering, with occupational programs through graduate work. The vision is to be a leader for undergraduate and graduate education and research in the Pacific Northwest in engineering, science, energy, health, information sciences and technology. Its mission is to meet the changing needs of society by supplying knowledge and education through a strong undergraduate curriculum augmented by research, graduate education and service.

**2. How does this program fit the Board of Regents' goals and objectives?**

The fundamental goal of: *Assist in the expansion and improvement of the state's economy through the development of high value jobs and the diversification of the economic base*, is the basis for this program. Energy generation and its delivery to the end user are critical in any economy. Many government and private sector studies have found that to alleviate the growing problem in failing systems, the electric energy industry must apply advanced technology solutions over the next several decades. Because modern electric power systems represent the largest and most complex engineering systems in the world, the projected demand for electrical engineers is significant.

**3. How does this program support or advance Montana's needs and interests?**

Of the 18 students who reported internships through the career services the last three years, 8 students in the General Engineering – Electrical Engineering Options worked in Montana. Over the last three years, 8 students have been placed in internships with Montana companies, including Northwestern Energy, Maxim Technologies, Stillwater Mining, MSE-TA, Semitool, and MT DOT. There were 28 graduates of the option from 2002, 2003, 2004, 4 were placed in permanent positions in MT. Those companies are Rightnow Technologies, MSE Power Engineer, and ASiMI.

**4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)**

While there are not clear examples of how this program will contribute to the economic development of Montana, the students will be clearly equipped to work in a variety of areas such as the Missoula Heart Institute.

5. **What is the program's planned capacity?**    **80 full enrollment target**  
Break-even point?    45 FTE students  
Enrollments/year?    15/yr  
Graduates/year?    8 or 9  
MT jobs/year?    1-4

6. **Resource Allocation**

**Total program budget?**    \$350,000

**Faculty FTE?** 3.5    S

**Staff FTE?** 0.25

**Does this program require new resources?**    No

**How will the campus fund the program?**

The current option in electrical engineering is funded through the General Engineering program.

**If internal reallocation is necessary, name the sources**

The current options are housed within the administrative structure of the General Engineering Program. Funds currently allocated to the General Engineering Electrical Engineering Option operations will be allocated to the Electrical Engineering program.



**Level II Request for a BSEE and MSEE programs at Montana Tech****1. Introduction**

Currently, Montana Tech of the University of Montana offers a Bachelor of Science Degree in General Engineering and Masters of Science Degree in General Engineering. Within the Bachelor of Science Degree, students choose from the following emphasis options: Civil Engineering; Electrical Engineering (EE); Mechanical Engineering; Welding Engineering, or no option. The General Engineering BS degree is accredited by the Accreditation Board of Engineering and Technology (ABET) while the options are not accredited. Within the MS degree, students have the choice of an EE option, or no option. When awarded a degree, the student's transcript reads

“B.S. in General Engineering, Electrical Engineering Option,” or

“M.S. in General Engineering, Electrical Engineering Option.”

Montana Tech of the University of Montana proposes that the Electrical Engineering option in both the B.S. and M.S. degrees be offered as a standalone Bachelor of Science Degree in Electrical Engineering and a Master of Science Degree in Electrical Engineering. This change will allow Montana Tech to seek ABET accreditation for the BSEE portion of the degree. The primary purpose of the change is to improve the marketability and job opportunities for the graduates.

Through internal review and consultation with an external ABET expert, Montana Tech fully expects that the change proposed here will require no added faculty, laboratories, or costs. The BSEE program proposed here is anticipated to meet the requirements for a standalone EE accredited degree. Accreditation will be sought upon approval of the proposal by the BOR. Also, the proposed degrees will be housed within the General Engineering Department and maintain their multi-disciplinary character.

In addition to improving student opportunities, the proposed changes will also help support a growing externally funded research program at Montana Tech. In partnership with MSE Technologies and federal government national labs, Montana Tech has recently been awarded a \$2,000,000 federally funded research grant to develop intelligent electric power technologies. The award is part of an expected \$9,000,000 over three-year award. The majority of this money will be dedicated to conducting research at Montana Tech. Tech's principal goal is to develop a world-class educational and research capability. The proposed degrees are the backbone to this capability.

**2. Background, Objective, and Need**

The primary objective of the proposed changes is to improve the marketability of and opportunities for Montana Tech graduates. After completing a rigorous degree program, Montana Tech students deserve the opportunity to compete for professional jobs on a level playing field. The proposed changes will provide this opportunity.

The current B.S. in General Engineering/EE option provides the graduate with a general engineering background with focused emphasis in EE. Graduates gain both the breadth of the general engineering degree and the depth of the traditional EE degree. Students can select upper-division design courses in the areas of instrumentation and control, and electric energy. The instrumentation and control emphasis is a long-standing tradition of the program that serves many needs in the process and minerals industries. The electric energy focus has been developed over the last few years primarily through externally funded research grants to serve the growing demand in the electric power industry. Electric energy technologies focus on the production and delivery of electric power. Modern power production examples include fossil fuel, hydro, wind, and fuel cells. Power delivery typically refers to high-voltage electric power grids.

Electrical Engineering is the largest engineering discipline in the world and serves nearly every modern industry. Approximately one-fourth of all engineering graduates today are of the electrical discipline. Electrical engineers are the principal technologists in areas such as communication systems, computer design, electronics, automation, and energy. The growing demand for electrical engineering expertise is especially acute in the energy industry. There are approximately 290 ABET-accredited BSEE programs in the United States, and the number continues to grow. Within the region, this includes three programs in Idaho (two added since 1999), two in North Dakota, two in South Dakota, one in Wyoming, and one at Montana State University – Bozeman, as well as Montana Tech's proposed program.

There are far fewer General Engineering/EE option programs, with the trend that some are re-accrediting as BSEE programs as proposed by Montana Tech. For example, Idaho State University re-

accredited the B.S. General Engineering/EE option as a BSEE degree in 1999. Their primary reason for the re-accreditation is the same as Tech's (i.e., improved marketability and competitiveness of students).

Despite the success of the current EE option, many potential employers that are not familiar with the program will not consider graduates for positions for which these graduates are qualified. Many employers require an ABET accredited EE degree and do not recognize the General Engineering degree with an EE option as a viable substitute. This occurs primarily because the EE-option portion of the General Engineering degree is not accredited, therefore, upper-level EE courses do not receive the scrutiny and evaluation that they would under an ABET accredited BSEE degree. Therefore, potential employers cannot be assured of the quality of the program. By offering the EE option as a standalone degree, Montana Tech will be able to seek ABET accreditation as a Bachelor of Science in Electrical Engineering program thus assuring quality graduates to potential employers. Renaming the M.S. program to a MSEE program will also benefit student marketability and opportunities.

A second issue in marketing General Engineering/EE option students relates to the method many companies use to search for potential employees. When looking to fill an electrical engineering position, the first contact many applicants will have with the company is the Human Resources (HR) department. The HR staff is typically instructed to screen all candidates with an ABET accredited BSEE or MSEE degree. This immediately removes General Engineering/EE option students. Use of web-based and automated searching software has made the problem worse.

This issue is best illustrated by comments from industry experts in their letters of support for this proposal (see Appendix I). Two examples include the letters from Dr. Matt Donnelly and Mr. Bob Morris. Dr. Donnelly is a senior member of the research staff at Pacific Northwest National Laboratory (PNNL). PNNL is a US Department of Energy (USDOE) national research laboratory employing approximately 4000 researchers and staff located in Richland, WA. His duties include directing and managing several million dollars of USDOE research funding aimed toward the electric energy industry. In this capacity he works closely with many universities and electric energy industrial entities. Also, he is a well-recognized research leader in the industry. In evaluating Montana Tech's proposal, he makes several points, one of them being:

*"A second point I would like you to consider is the changing approach to recruiting within HR departments at large firms such as PNNL. I have appended a currently outstanding job requisition from PNNL's Energy and Engineering Division. Using web-based tools for submitting resumes and applications, most of the initial screening is now being handled by HR professionals with little expertise in my technical area. It would take a highly skilled HR staff member within my firm to recognize that Montana Tech has a high quality EE option within the General Engineering degree. It is more likely that prospective candidates would be screened as not meeting the Minimum Requirements (no EE degree) before the resume ever came to my desk."*

Mr. Bob Morris is a Montana Tech graduate and has held positions of increasing responsibility at Schweitzer Engineering Laboratories (SEL) since 1991; this includes a Vice President position. SEL is a major supplier of control system components for the electric power industry employing over 1000 people located in Pullman, WA. In relating his experiences, Mr. Morris states:

*"When a job opens up at a company, the first screen is usually a non-technical Human Resources (HR) professional. If the resume doesn't say EE, the HR people discard it before it gets to the hiring manager. Let's remove this obstacle and give the bright, hard working students of Montana Tech a fighting chance. An ABET recognized EE degree will help elevate the General Engineering program to the same prominence as the Petroleum, Mining, Environment Engineering, and Geology/Geophysics degrees."*

Other letters of support in Appendix I echo similar concerns. From industry, this includes a letter from Mr. Jeff Ruffner, General Manager and Senior Vice President at MSE Technologies in Butte, and a letter signed by the members of the General Engineering Industrial Advisory Board (IAB). The IAB members consist of senior engineers and business leaders from several Montana and Northwest Regional companies and government agencies that employ engineers. A third letter is from students at Montana Tech who are currently in the electrical program. A student survey showing unanimous support was conducted at a student meeting and is contained in Appendix II.

## 2.1. Industry Needs

Montana Tech's BOR-approved vision is: **To be a leader for undergraduate and graduate education and research in the Pacific Northwest in engineering, science, energy, health, information**

**sciences and technology.** Consistent with this vision, the current EE-option programs have focused on serving the needs in the process, minerals, and energy industries. To serve these industries, the General Engineering department offers upper-division elective courses in the areas of instrumentation and control, and electric energy and power. Serving these industries and focus areas will continue to be the principal mission of the new BSEE and MSEE programs proposed here.

The projected demand for engineers in the electric energy industry is especially sharp. It is a well-documented fact that growth of the industry's infrastructure has not kept up with demand over the last four decades. Recent indicators of this include the significant increase in power outages over the last decade; this includes the massive outages experienced by the western North American power system in August and July 1996, and the August 2003 east-coast power outage. These are the first massive outages since the northeast coast outage in 1965. Many government and private sector studies have indicated that to alleviate the growing problem, the electric energy industry must apply advanced technology solutions over the next several decades. This is resulting in significantly increased federal government research funding in this area. Because modern electric power systems represent the largest and most complex engineering systems in the world, the projected demand for electrical engineers has been characterized in several studies to be significant.

Testimony on the regional industry needs are provided from several experts in the attached letters of support. One of these is given by Mr. David Gates, Vice President of Transmission Operation at NorthWestern Energy located in Montana, in his letter of support for this proposal, he states:

*"The electric power industry is facing something of a crisis due to the lack of new electrical engineers trained in power engineering. NorthWestern Energy itself recently experienced a disappointing lack of qualified candidates for its most sophisticated electrical engineering positions in the area of Transmission Planning. I am pleased to see that you recognize this need and are proposing a solution."*

Dr. Donnelly adds to this point with:

*"Finally, I would like to bring to your attention the burgeoning need for engineers in the energy arena. The energy industry is currently bracing for massive retirements as over half of the workforce is expected to retire within the next 7-10 years. This has been reported in numerous journals and periodicals. ... Clearly there is a need for more EE graduates in the region and in the nation."*

Because of its abundant natural resources, Montana has considerable potential for participating in the future national energy market. Currently, Montana is a major electric energy exporter despite the fact that Montana has yet to develop fully many of its resources. In a typical year, Montana produces double its consumption for electric energy with the over production transmitted to entities in other states. This occurs despite the fact many of our natural resources have yet to be developed. For example, Montana produces nearly zero energy from wind turbines; yet, it has one of the greatest wind resources in North America. It is the opinion of Montana Tech that the sustainable and environmentally sound development of these natural resources will be done by the hands of Montana's brightest graduates.

To compound the engineering problems faced by the electric energy industry, the industry has a significantly graying population of engineers; at the same time, many universities have reduced energy programs over the last few decades. Many estimate a large demand for power engineers in the near future. Experts estimate that approximately 50% of the engineering workforce in the electric industry will retire within the next 10 years resulting in a significant demand. Here in Montana, NorthWestern Energy is sharing in this crisis (see letter of support from Mr. Gates). In order to serve the industry needs, Montana Tech has added courses focused on electric energy and initiated industry-funded research projects. The goal is to continue to serve the industry in the extend future.

Under the new BSEE and MSEE programs proposed here, these activities will continue. The new advantage is that graduates will have improved marketability resulting in improved job opportunities and competitiveness.

### **3. Program relationship to the Role and Scope of the institution**

Montana Tech of The University of Montana is a specialty institution emphasizing science and engineering, with occupational programs through graduate work. The vision is to be a leader for undergraduate and graduate education and research in the Pacific Northwest in engineering, science, energy, health, information sciences and technology. Its mission is to meet the changing needs of society by supplying knowledge and education through a strong undergraduate curriculum augmented by research, graduate education and service.

**4. Please state what effect, if any, the proposed program will have on the administrative structure of the institution. Also indicate the potential involvement of other departments, divisions, colleges, or schools.**

There will be no effect on the administrative structure of the institution. The program will remain under the direction of the head of the General Engineering department. This helps the program maintain the interdisciplinary nature.

**5. Similar programs offered in Montana, the Pacific Northwest, and states bordering Montana. How similar are these programs to the one herein described?**

There are approximately 290 ABET-accredited BSEE programs in the United States, and the number continues to grow. Within the region, this includes three programs in Idaho (two added since 1999), two in North Dakota, two in South Dakota, one in Wyoming, and one at Montana State University – Bozeman, as well as Montana Tech’s proposed program.

**6. Please name any other accrediting agency(ies) or learned society(ies) that would be concerned with the particular program herein proposed. How has this program been developed in accordance with criteria developed by said accrediting body(ies) or learned society(ies)?**

The General Engineering B.S. degree is accredited by the Accreditation Board of Engineering and Technology (ABET) while the options are not accredited. ABET accredits the B.S. or M.S. but not both. Accreditation will be sought for the BS EE if approved.

**7. Program Curriculums**

**7.1. BSEE Program**

The new BSEE program will maintain principally the same goals and curriculum as the current EE option. That is, the program will maintain the breadth in general engineering areas while providing the depth of a traditional BSEE program. Students will be offered advanced courses in the areas of instrumentation and control, and electric energy systems. Consistent with ABET policy, the curriculum is centered around fulfilling program objectives. The individual program sets its objectives and then through the use of outcome assessment feedback, it carefully readjusts its curriculum to meet the objectives. The objectives of the BSEE program are provided in Table 1.

**Table 1: BSEE program objectives.**

**The objectives of the BSEE program are to produce graduates who:**

1. work effectively on cross-discipline and cross-functional teams, communicating and coordinating with co-workers, clients, contractors, and public agencies;
2. can successfully complete an advanced degree;
3. can apply the principles of mathematics, science, and general engineering science fundamentals (i.e., statics, dynamics, thermodynamics, fluid mechanics, and electric circuits) to solve modern technological problems;
4. are proficient in applying electrical engineering fundamentals to solve modern technological problems; and
5. can design and analyze advanced electrical engineering systems in the areas of instrumentation and control systems, or electrical energy systems.

Objectives 1 and 3 allow the proposed BSEE program to retain the multi-disciplinary nature of the current General Engineering Degree/EE option program. These two objectives are critical to continuing to serve the needs of the process, minerals, and energy industries. In order to meet these two objectives, students will be required to complete many more fundamental general engineering science courses than in a “typical” BSEE program. For example, students in the proposed program must complete 14 credits in fundamental engineering mechanics; this compares to 3 engineering-mechanics credits required in the BSEE program at Montana State University – Bozeman. This is the reason the program requires 136 credits.

Objectives 4 and 5 provide the depth of the program in electrical engineering. The program focuses upper division courses in the areas of instrumentation and control, and electric energy systems. Both these areas are fundamentally multi-disciplinary; therefore, objective 3 strongly supports object 5. For example, in the energy arena, nearly all electric power systems are driven by a thermal or fluid based

systems (this includes fossil fuel, hydro, wind, and fuel-cell based systems). Therefore, it is important for a technology expert in the energy arena to understand the basics of thermodynamics and fluid mechanics; topics left out of many traditional BSEE programs.

Table 2 shows the proposed BSEE curriculum. As stated earlier, the program is the same as the current BS General Engineering/EE option program except for one minor change: ENGR 3350, Mechanics of Materials, has been replaced with a second computer programming elective. This change was implemented based upon the assessment that the program needed more computer-programming exposure. Also, the content of ENGR 3350 was deemed to be of minimal values in meeting the program objectives. The curriculum includes 10 credits of professional electives. Allowed professional electives may be selected from the undergraduate courses listed in Table 3 and the non-seminar graduate courses listed in Table 4.

The professional elective courses in Table 3 allow students to develop expertise in the areas of instrumentation and control or electric energy (often termed power systems). Students desiring to emphasize in instrumentation and control would be advised to select professional elective courses ENGR 4420, 4450, 4460, as well as 5 more credits selected from ENGR 3290, 4470, PHYS 4536, GEOP 4300, or appropriate graduate-level courses. Alternatively, students interested in electric energy would be advised to select professional electives ENGR 4500, 45100, as well as 4 more credits selected from ENGR 4450, 4460, 4520, 4340, or appropriate graduate-level courses.

In addition to the elective and graduate courses listed in Table 3 and Table 4, Tech is currently actively planning to have upper-division and graduate courses from MSU-Bozeman taught on the Tech campus via MetNet (MT Educational Televised Communication Network). This is being planned through a cooperative effort between Tech's General Engineering Department and MSU's Electrical and Computer Engineering Department. The current projected start date for the first course is Fall semester 2006. Similarly, some of Tech's upper division courses will be taught via MetNet on the MSU campus.

The goal of the curriculum is to fulfill the objectives stated above. The curriculum was developed based upon consultation with industry experts, review by Montana Tech faculty, review of other similar programs, and review by an ABET expert. Industry experts included many from the process controls and electric energy industries. The ABET expert, Dr. Subbaram Naidu, visited Montana Tech this past fall semester. Dr. Naidu is a Professor and Associate Dean at Idaho State University. He was the principle leader in developing ISU's new EE program and has been an ABET program reviewer for the past several years. He has extensive knowledge and experience in the ABET requirements.

All courses shown in the BSEE curriculum in Table 2 currently exist at Montana Tech. Also, the curriculum has been approved by Montana Tech's curriculum review committee and the full faculty.

**Table 2: BSEE Curriculum**

<b>Freshman year, Fall Semester</b>	<b>Credits</b>	<b>Freshman year, Spring Semester</b>	<b>Credits</b>
CHEM 1056 Gen Chem I	3	MATH 1530 Calc II	3
CHEM 1136 Chem Lab I	1	PHYS 1046 Gen Phys	3
MATH 1520 Calc I	3	CHEM 1066 Gen Chem II	3
ENGR 1010 Intro Engr Calc&Problems	3	Social Science Elective	3
ENGL 1046 Engl Comp (C)	3	*Approved Electives	1
ENGR 1050 Intro to General Engring	1	**Computer Programming Elective 1	3
*Approved Electives	2	<b>Total</b>	<b>16</b>
<b>Total</b>	<b>16</b>		
<b>Sophomore year, Fall Semester</b>		<b>Sophomore year, Spring Semester</b>	
ENGR 2050 Engr Mechanics-Statics	3	ENGR 2150 CAD and problem solving	2
MATH 3256 Matrices and Linear Alg.	3	ENGR 2060 Engr Mechanics-Dynamics	3
MATH 2510 Calc III	4	MATH 2236 Differential Equations	3
PHYS 2076 Gen Phys	3	ENGR 2530 Electric Circuits	3
PHYS 2096 Phys Lab	1	ENGR 2550 Electric Circuits Lab	1
**Computer Programming Elective 2	3	PHYS 2086 Gen Phys	3
<b>Total</b>	<b>17</b>	PHYS 2106 Phys Lab	1
		<b>Total</b>	<b>16</b>

Junior year, Fall Semester		Junior year, Spring Semester	
MATH 3316 Statistics	3	****Signals & Systems	3
ENGR 3260 Fluid Mechanics	3	ENGR 3270 Digital Circuit Design	3
ENGR 3550 Circuits II	3	ENGR 3570 Electronic Design	4
PHYS 3036 Electronics	3	PHYS 4056 Electricity and Magnetism	3
ENGR 3210 Technical Writing	3	ENGR 3540 Electric Machines	3
Humanities Elective	3	***Professional Electives	2
<b>Total</b>	<b>18</b>	<b>Total</b>	<b>18</b>

Senior year, Fall Semester		Senior year, Spring Semester	
ENGR 4440 Communication Systems	3	Humanities Elective	3
ECON 2600 Economics	3	MEC 3630 Engr Economy	3
ENGR 4410 Control Systems Theory	3	ENGR 4040 Professional Engineering	1
ENGR 4270 Intro. Microprocessors	3	ENGR 4940 Seminar	1
ENGR 3340 Thermodynamics	3	ENGR 4920 Engineering Design (W)	3
***Professional Electives	3	***Professional Electives	6
<b>Total</b>	<b>18</b>	<b>Total</b>	<b>17</b>

**PROGRAM TOTAL 136**

\*Approved electives -- do not include CHEM 1006, 1016, 1026, MATH 0XXX, 10XX, 11XX, 13XX, PHYS 1026, 1036

- HPER credits are limited to 2 credits.

\*\*Computer Programming Elective -- select two from: CS 2136, CS 2146, and CS 2156

\*\*\*Professional Electives -- must be selected from: ENGR 3290, ENGR 4420, ENGR 4450, 4460, ENGR 4470, ENGR 4500, ENGR 4510, ENGR 4520, PHYS 4536, GEOP 4300, graduate level Electrical Engineering courses, or consent of advisor.

\*\*\*\*ENGR 3580 or GEOP 4460

**Table 3: Undergraduate professional elective courses.**

COURSE	Credits
ENGR 3290 Printed Circuit Board Construction	1
ENGR 4420 Control Systems Lab	1
ENGR 4450 Instrumentation and Control	3
ENGR 4460 Instrumentation and Control Lab	1
ENGR 4470 Analog and Discrete Network Synthesis	3
ENGR 4500 Power System Analysis	3
ENGR 4510 Power System Protection, Operation, Control	3
ENGR 4520 Power Electronics	3
PHYS 4536 Methods of Theor. Physics	3
GEOP 4300 Intro. to Artificial Neural Networks	3

## 7.2. MSEE Program

Similar to the B.S. program, the new MSEE will maintain principally the same goals and curriculum as the current M.S. General Engineering/EE option program. Course offerings allow students to emphasize in instrumentation and control, or electric energy systems. Other areas of emphasis may be tailored to the students' needs.

The program can be completed under Montana Tech's thesis or non-thesis policies. Under the thesis option, students must complete 20 credits of course work, 2 credits of seminar, and 8 credits of thesis research. Thesis students must also pass a thesis defense. Under the non-thesis option, students must complete 34 credits of course work and 2 credits of seminar; also, at least 6 credits of the course work must be special problems. Non-thesis options students must pass an oral and comprehensive written exam.

Course work must be selected using Table 4 as a guideline. Also, selective courses taught from MSU-Bozeman over MetNet will be allowed in the MSEE program. Students select at least 11 credits of courses from Table 4. The remaining courses may be selected from 4000-level or 5000-level engineering, math, or science courses with approval of the advising committee. All courses listed in Table 4 currently exist at Montana Tech.

**Table 4: MSEE courses.**

Required	Credits
ENGR 5940 Engineering seminar	1
ENGR 5150 Graduate writing seminar	1
ENGR 5380 Advanced Signals and Systems	3
<b>Select 2 courses from the following</b>	
ENGR 5220 Engineering Optimization	3
ENGR 5270 Embedded Controllers	3
ENGR 5370 Random Signals	3
ENGR 5400 Discrete-Time Control Systems	3
ENGR 5410 Advanced Control Systems	3
ENGR 5550 Power System Dynamics and Control	3

## 8. Faculty, Facilities, Equipment, and Research Support

The staffing, facilities, and equipment requirements for the new programs will be the same currently dedicated to the General Engineering/EE option programs. No additional resources will be required for the new programs. Also, this change will have no effect on the administrative structure of the institution as the program will be housed within the General Engineering Department.

Currently, an equivalent of three and one-half full-time tenure-track teaching faculty will be dedicated to the EE programs. Within the General Engineering Department, two faculty are dedicated 100% time to the EE programs, one is dedicated 67% time, and one is dedicated 33% time. Also, 50% faculty support is provided by the Geophysical Engineering Department. This staffing level allows all required courses for the BSEE degree to be taught as scheduled in Table 2. Professional elective courses ENGR 4470, 4500, 4510, and 4520 are taught on an every-other-year basis; all other professional elective courses are taught once per year. Also, at least two graduate-level course from Table 4 are taught every year, except the seminar courses which are taught every semester. Several of the faculty dedicated to the program have national or international expertise in their respective areas.

In addition to the above faculty, Tech is currently conducting a search for a new tenure-track electrical engineering faculty position that will be funded initially by a research grant for the first five years. Because the grant has an educational component, this position will also have teaching duties.

Based upon review of similar EE programs within the Northwest region and review by the ABET expert, the laboratory facilities available at Montana Tech are of excellent quality. Teaching laboratory facilities include an electrical engineering laboratory, an electric machines lab, and an instrumentation and controls lab.

### 8.1. Research Support

Over the past 10 years, Montana Tech has received steadily increasing support through externally funded research dedicated to electric energy research. Most recently, this includes a multi-million dollar grant dedicated to the development of intelligent electric power technologies. This support enables Montana Tech to hire the tenure-track position described above as well as non-tenure-track research faculty, award graduate research assistantships, and fund state-of-the-art laboratory development. Tech's principal goal under this grant is to develop a world-class educational and research capability. The proposed degrees are the backbone to this capability.

In partnership with MSE Technologies, Montana Tech is scheduled to receive a \$2,000,000 federal congressional earmark in the federal FY06 budget dedicated to intelligent electric powers research. The overall expected funding for the grant is \$9,000,000 over three years. The principal goal for the grant is to develop a world-class research capability at Montana Tech in the area of intelligent electric power and to help serve the US Department of Energy research needs in this area. The majority of this money will be dedicated to intelligent electric power research to be conducted at Montana Tech. This money will be used to hire research faculty with international reputations, pay graduate-student stipends, and develop and conduct laboratory research. The research also has a strong undergraduate participation component.

Prior to this most recent grant, faculty at Montana Tech have secured over \$1,000,000 of private and federal government research grants over the past 10 years primarily in the electric energy area. The

majority of this research has been directed toward the applications of wind energy and intelligent power system control.

**9. Capital Outlay, Operating Expenditures, and Physical Facilities**

**Estimated Enrollment:** The enrollment history for the General Engineering/EE option programs is summarized in Table 5. Although some growth is expected in the program after the proposed change, it is assumed the change will not be significant. If growth does occur, it is expected that the current staffing and facilities could accommodate approximately 15 B.S. graduates per year. With the increased research funding, it is expected that the number of M.S. graduates will increase to approximately 5 per year. For budget preparation purposes, estimated enrollment are the existing MTECH students in the electrical engineering option that are expected to switch to the major. The curriculum contains 136 credits. The average student takes 5 years to graduate. The average annual credit load is 27.2.

**Table 5: Number of General Engineering/EE option graduates (Note: prior to 2002, the options was call the Control System option).**

	2005/6 (expected)	2004/5	2003/4	2002/3	2001/2	2001/0
BS Graduates	10	9	5	5	12	8
MS Graduates	2	2	1	3	2	3

**REVENUE**

**Use of Current General Operating Funds** The funds currently allocated to the option in the general engineering program will be reallocated to the major. Of the general fund this amounts to 9,741,434 + 843,789 of general fund and COE reallocation for 2058 fte or 5143 per fte. Of the 5143 \$/fte 56% is allocated to instruction.

**Gross Incremental Tuition Revenue**

Tuition revenue is calculated as the tuition for 10% out of state and 90% instate for the flat spot with an average of the upper and lower division

**Reductions to Incremental Tuition**

Tuition revenue is reduced by 44% that is allocated outside of instruction.

**Program Fees**

Engineering students pay a \$90/semester program fee. \$70 is allocated directly to the engineering programs. \$20 is shared in the other related engineering labs.

**External Funds**

Grant funding from Federal Earmark will contribute 1 fte faculty for 5 years.

**Equipment Fees**

Equipment fees are allocated to General Engineering on the average of 25,000 per year. EE would receive 1.4 of that allocation on the average

**Expenditures**

**Personal Services**

The program requires 3.5 FTE. Actual salaries were utilized with 31% benefits. 8% was added each year to allow for promotions and increases.

**Operating Expenses**

1/4 of the operating expenses for General Engineering were re-allocated to Electrical engineering. This is a paper transaction since the program will continue to be housed under the general engineering umbrella.



## Equipment

The equipment is sufficient and currently funded through the equipment fees. That rate will likely continue with some influx from the grant.

## NEW FACILITIES AND SPACE

Current space in the Science and Engineering facility is sufficient to satisfy the needs of the program.

## EVALUATION OF THE PROGRAM

### Reviews:

Faculty in the School of Mines and Engineering - September 23, 2005

Graduate Council – November 18, 2005

Montana Tech Curriculum Review Committee – November 22, 2005

Montana Tech Faculty – December , 2005

### Consultants:

Dr. Subbaram Naidu, visited Montana Tech this past fall semester as a consultant to the program. Dr. Naidu is a Professor and Associate Dean at Idaho State University. He was the principle leader in developing ISU's new EE program and has been an ABET program reviewer for the past several years. He has extensive knowledge and experience in the ABET requirements.

## 10. Appendix II: Student Survey

The following survey was conducted at a student meeting of the Montana Tech student chapter of the Institute of Electrical and Electronic Engineers (IEEE). Most of the students in the club are upper division EE students. 15 students attended the meeting and responded to the survey.

### Student Survey Fall 2005

Montana Tech's General Engineering Department is considering pursuing accreditation of the Electrical Engineering options as standalone BS in Electrical Engineering and MS in Electrical Engineering degrees.

Currently, the EE option degrees read:

"BS in General Engineering, Electrical Engineering option"

"MS in General Engineering, Electrical Engineering option."

The new degrees would read:

"BS in Electrical Engineering"

"MS in Electrical Engineering."

Only minor curriculum changes will be required to accredit under the new names. Also, the program will continue to be housed within the General Engineering Department. The program will continue to focus on instrumentation and control, but, we will also add courses to allow students to focus in the area of energy and power systems.

The principal purpose for the change is to provide graduates with more job opportunities outside the traditional process industries that currently recruit Tech graduates. For more information, please see Professor Dan Trudnowski, SE 308.

As part of the proposal, we would like to poll the students. Please complete the following survey.

1. Are you currently enrolled in the BS or MS General Engineering, EE option program?

Yes No

**Yes = 12 students**

**No = 3 student**

2. Do you support the above stated proposal?

Yes    No

**Yes = 15 students**

**No = 0 students**

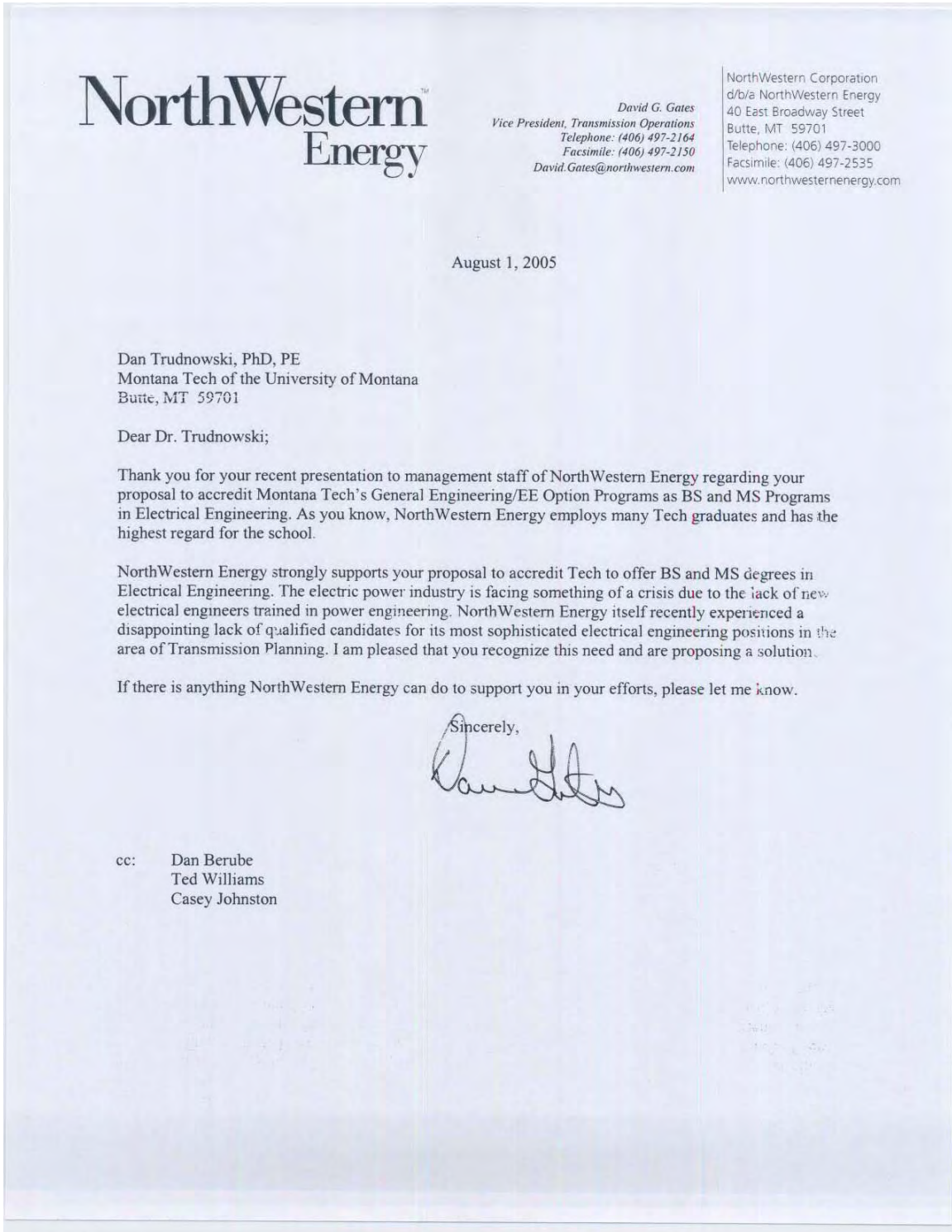
3. Comments:

- I support the BSEE 100%. Looking for jobs now it seems all that is recruited is BSEE. I have never seen a job description requiring someone to have a BSGE/EE option, only BSEE. As an upcoming graduate, I want the best placement opportunities as possible.
- The implementation of a "BS in EE" will enhance the electrical program and bring new job opportunities to those students in the program.
- Could you get this through before I graduate please.
- What was the hold up?
- I also think you should eliminate any aspect of General Engineering in the EE because for the most part it does not pertain to EE's and those skills will more than likely never be used. If the companies want a General Engineer then they can hire one.
- Please get this in place before I graduate.
- GREAT!!

<b>Proposed Program: BS and MS in Electrical Engineering</b>										
<b>Campus: Montana Tech of The University of Montana</b>										
	<b>06/07</b>		<b>07/08</b>		<b>08/09</b>		<b>09/10</b>		<b>10/11</b>	
Estimated <b>Enrollment</b>	45		45		50		50		55	
FTE Enrollment	40.8		40.8		45.3		45.3		49.9	
<b>Estimated Incremental Revenue</b>										
Use of Current General Operating Funds	117507		117507		130564		130564		143620	
State Funds										
State Funding for Enrollment Growth										
<b>Tuition Revenue</b>										
A. Gross Incremental Tuition Revenue	280490		207222		230246		230246		253271	
B. Reductions to Incremental Tuition	123415		91177		101308		101308		111439	
C. Net Applied Tuition Revenue (A-B)	157074		116044		128938		128938		141832	
Program Fees	6300		6300		7000		7000		7700	
External Funds	20000		57000		74670		80644		87095	
Other Funds	6250		6250		6250		6250		6250	
<b>TOTAL Estimated Revenue</b>	<b>307131</b>		<b>303101</b>		<b>347421</b>		<b>353395</b>		<b>386497</b>	
<b>Estimated Incremental Expenditures</b>										
	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>
Personal Services	3.5	265702	3.5	286958	3.5	309915	3.5	334708	3.5	361485
Operating Expenses	8000		8000		8500		8500		9000	
Equipment	6250		6251		6252		6253		6254	
Start-up Expenditures										
<b>TOTAL Estimated Expenditures</b>	<b>279952</b>		<b>301209</b>		<b>324667</b>		<b>349461</b>		<b>376739</b>	
<b>Estimated Revenues Over/Under ( - ) Expenditures</b>	<b>27179</b>		<b>1892</b>		<b>22755</b>		<b>3934</b>		<b>9758</b>	



1 Appendix I: Letters of Support





## SCHWEITZER ENGINEERING LABORATORIES, INC.

2350 NE Hopkins Court • Pullman, WA 99163-5603 USA  
Phone: (509) 332-1890 • Fax: (509) 332-7990  
Internet: [www.selinc.com](http://www.selinc.com)

August 17, 2005

Dr. Butch Gerbrandt  
Montana Tech General Engineering  
West Park Street  
Butte, MT 59701

Dear Butch,

I am excited to learn that Montana Tech is creating an ABET certified, stand-alone BS/MS Electrical Engineering degree program. I earned two degrees at Montana Tech: a BS Geophysical Engineering in 1984 and an MS Engineering Science – Control Systems Option (now General Engineering, Electrical Engineering Option) in 1991. My Montana Tech education has allowed me to serve in a wide variety of responsibilities in the petroleum and electrical energy industries. I have also learned that Montana Tech is well known in the petroleum industry and is virtually unknown in the electric power industry.

I started my career with a B.S. in Geophysical Engineering. Upon graduation, I had offers from several large oil companies all tripping over themselves to hire a Montana Tech graduate with a high GPA. I had recruiters calling me every week in my last semester. In the petroleum industry circles, Montana Tech is recognized as an industry leader.

After a few years in the oil industry, I decided to pursue a career in the electrical utility industry. I enrolled in the M.S. General Engineering (then Engineering Science) to sharpen my skills in electrical circuits and control systems. In the last few months of my education, I had no recruiters calling me. I applied to a small electrical engineering company for employment. The company did not understand my general engineering degree and asked for my transcripts. The company also invited me out to present my thesis project (automation of a hydro-electric dam spill gate) and learned that I knew what I was talking about. This small company is Schweitzer Engineering Laboratories (SEL), which is now the largest producer of electric power system relays in the world.

*Making Electric Power Safer, More Reliable, and More Economical*

Shortly after joining SEL, I applied for membership in the IEEE (Institute of Electrical and Electronic Engineers). The IEEE did not recognize my Montana Tech degree. I had to submit transcripts and get letters of reference from my peers (who had ABET certified degrees) to support my application. Ultimately, I was admitted to the IEEE. Membership in the IEEE allows me to participate in industry meetings and also gets me a great rate on life insurance.

Since joining SEL in 1991, I have held a wide variety of positions including Development Engineer, Engineering Manager, Software Process Manager, Program Manager, Director of Product Development, Vice President of Research and Development, and most recently, Revenue Product Engineering Manager. My Montana Tech education prepared me for a wide variety of multidisciplinary roles. My responsibilities over the past several years include software design, hardware design, mechanical design, technical writing, project management, chemical analysis, executive management, and product marketing. Without my Montana Tech education, I would not have had these opportunities.

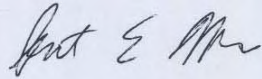
I have enjoyed a successful career in the electric power industry because I was able to convince the SEL hiring team that a General Engineering degree is just as good as an EE degree. I got lucky. I fear that many good Montana Tech graduates may not be as fortunate as I. When a job opens up at a company, the first screen is usually a non-technical Human Resources (HR) professional. If the resume doesn't say EE, the HR people discard it before it gets to the hiring manager. Let's remove this obstacle and give the bright, hard working students of Montana Tech a fighting chance. An ABET recognized EE degree will help elevate the General Engineering program to the same prominence as the Petroleum, Mining, Environment Engineering, and Geology/Geophysics degrees.

The electric power industry is a great place to invest in education. Since deregulation in 1995, electric utilities in North America have been seeking ways to reduce costs. The result is ten years of underinvestment in infrastructure. During that time, the utilities have lost a generation of experienced engineers and the electric power grid is stretched to the limits of stability. I know of one major utility that is so desperate for engineers that it is funding scholarships and promising jobs for high school graduates who enroll in electrical power systems programs. My company, SEL, has established SEL University that offers outreach education to electrical power industry employees. We offer dozens of technical training sessions throughout North America. The classes are routinely sold out with electric utility engineers and technicians in attendance.

Some people may consider the electric utility industry as "low tech". On the contrary, we are working on major improvements in electrical grid stability through advanced control systems utilizing microsecond precision data acquisition and phasor measurement, wide area network communications, and communications security. Other opportunities exist in military marine propulsion systems, industrial computing platforms and electric power metering systems.

I would like to see Montana Tech graduates earn these jobs. I strongly endorse Montana Tech's ABET accreditation for the EE degree, as it will remove the obstacles I faced in getting my career established.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert E. Morris".

Robert E. Morris  
Revenue Product Engineering Manager  
Schweitzer Engineering Laboratories, Inc.  
B.S. Geophysical Engineering - 1984  
M.S. Engineering Science - 1991



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## Pacific Northwest National Laboratory

Operated by Battelle for the  
U.S. Department of Energy

August 30, 2005

Dr. Butch Gerbrandt  
General Engineering Dept. Head  
Montana Tech  
1300 W. Park St.  
Butte, MT 59701

Dear Dr. Gerbrandt,

I am writing in support of Montana Tech's proposal to change the General Engineering/EE Option program to an ABET accredited EE program offering both BSEE and MSEE degrees. In our opinion this change would make it easier for your high quality graduates to find jobs in the energy arena as well as improving Tech's ability to market its teaching and research programs to a broader audience. The proposal appears to us to be a win-win – good for PNNL and good for Montana.

Having received my PhD from MSU more than a decade ago, I feel uniquely qualified to comment on the need for multiple EE programs within the state and on the potential benefit to Montana of the proposed change in accreditation. Throughout the 1980's the MSU EE Department was supported in part through research funded by Montana Power. MSU maintained a strong emphasis on power and energy throughout this period. With changes in the research funding profile coupled with faculty retirements, emphasis at MSU began to shift to optics, chip design and microtechnology. While this was a natural and logical response by MSU, it shifted the base of companies who are willing to recruit in Montana. With a broader spectrum of EE programs in the state more companies, such as PNNL, would be willing to make the trip to search for qualified candidates.

A second point I would like you to consider is the changing approach to recruiting within HR departments at large firms such as PNNL. I have appended a currently outstanding job requisition from PNNL's Energy and Engineering Division. Using web-based tools for submitting resumes and applications, most of the initial screening is now being handled by HR professionals with little expertise in my technical area. It would take a highly skilled HR staff member within my firm to recognize that Montana Tech has a high quality EE option within the General Engineering degree. It is more likely that prospective candidates would be screened as not meeting the Minimum Requirements (no EE degree) before the resume ever came to my desk.

Finally, I would like to bring to your attention the burgeoning need for engineers in the energy arena. The energy industry is currently bracing for massive retirements as over half of the workforce is expected to retire within the next 7-10 years. This has been reported in numerous journals and

902 Battelle Boulevard • P.O. Box 999 • Richland, WA 99352

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Telephone (509) 372-6472 ■ Email [matthew.donnely@pnl.gov](mailto:matthew.donnely@pnl.gov) ■ Fax (509) 375-3614

Dr. Butch Gerbrandt  
 August 30, 2005  
 Page 2

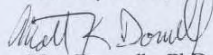
periodicals. Many engineering programs are beginning to move to address the perceived need. The "EE Brochure" on MSU's website reinforces this unfulfilled need saying,

*Although our graduates can be found working throughout the world, most tend to be found in the West and Northwest due to their rural background. The job opportunities in these regions now exceed the number of graduates.*

Clearly there is a need for more EE graduates in the region and in the nation.

I wish you the best in your efforts to improve the job prospects for Montana graduates. If there is anything I can do to clarify our position or to assist you please don't hesitate to call.

Sincerely Yours,



Matt Donnelly, PhD, PE  
 Staff Engineer  
 Program Manager, Bulk Transmission Reliability  
 Pacific Northwest National Laboratory

APPENDIX - CURRENTLY OPEN PNNL JOB DESCRIPTION

=====  
 Job Description

Electrical Power System Engineer III/IV Energy Technology Development Group  
 Energy & Engineering Division Energy Science & Technology Directorate

Description:

This position will provide technical thought leadership and technical oversight to the Laboratory's research in high voltage electrical power system transmission and distribution. This position will focus on the electric power industry in one or more of the following areas: electric power transmission and distribution design and analysis, power system operations and control, and load flow and stability analysis using computer models. Primary emphasis of this position will be the use of industry standard software for load flow and control (e.g. GE PSLF, AREVA DTS). Other duties that would be expected of this position would be the development of automated computer programs and other advanced analysis methods for comprehensive evaluation of the operational performance of the transmission system and conducting operating studies and contingency analyses, including power flow, short circuit, stability, and post-transient analyses, to maintain reliable operation of the grid. Must also provide direction to supporting staff.

Minimum Requirements:

Level III:

-A minimum of a BS in Electrical Engineering with an emphasis in Power Systems Engineering, and 5 years of related experience, or a MS degree and 3 or more years of experience, or PhD degree and 1-2 years experience.

Level IV:

-A minimum of a BS in Electrical Engineering with an emphasis in Power Systems Engineering, and 7 or more years of related experience, or a MS degree and 5 or more years experience or PhD degree and 3 or more years experience.



MSE Technology Applications, Inc.  
200 Technology Way  
P.O. Box 4078  
Butte, MT 59702  
(406) 494-7100  
FAX (406) 494-7230

*Mike Mansfield Advanced Technology Center*

January 3, 2006  
2006MSE-81

Dr. Butch Gerbrandt  
Montana Tech of the University of Montana  
General Engineering Department  
West Park Street  
Butte, MT 59701

Dear Butch:

During a meeting last week with Dan Trudnowski, I was informed about your plans to establish an ABET Certified Electrical Engineering Program. I applaud your efforts to accomplish this action and encourage you to then do the same for a Mechanical Engineering Program and a Civil Engineering Programs. This is long overdue.

I received my B.S. and M.S. Engineering Science degrees from Montana Tech. I remember going on job interviews in 1982 and being asked "is that a real engineering degree." Here I had received a "top notch" engineering education (better than most get) and because of the name of the program was being hindered in trying to get my first job. My training was the same. I had passed the EIT and because of the name of the program was not getting the same opportunities as others.

I remember hearing during my tenure at Montana Tech that they couldn't call it a Mechanical, Electrical, or Civil Engineering Program because these programs were offered at Montana State University and they couldn't have the same programs at two institutions. Well it is time to correct that issue, call the programs what they are, and help graduates when they need it the most, when they are newly minted engineers entering the workforce.

If I can help in any way please do not hesitate to call.

Best regards,

A handwritten signature in black ink, appearing to read 'Jeff Ruffner', is written over the typed name.

Jeffrey W. Ruffner, P.E.  
Senior Vice President and General Manager  
Mike Mansfield Advanced Technology Center  
MSE Technology Applications, Inc.

JWR/jz

January 19, 2006

Dr. Neil Wahl  
General Engineering Acting Dept. Head  
Montana Tech  
1300 W. Park St.  
Butte, MT 59701

Dear Dr. Wahl,

This is a letter of support for the General Engineering Department's proposal to change the General Engineering/EE Option program to an ABET accredited EE program offering both BSEE and MSEE degrees. The Industrial Advisory Board (IAB) is in clear agreement that the change will provide improved opportunities for both BS and MS graduates as well as help fill growing industrial needs. Montana Tech students work hard to complete an excellent academic program and they deserve every opportunity to be successful. These changes will certainly improve our graduate's employment opportunities, and facilitate Montana Tech's continuing contribution in building Montana's and the region's energy economy.

All members of the IAB are very familiar with the high quality of graduates from Montana Tech's General Engineering department. Unfortunately, most companies are unfamiliar with the General Engineering/EE option and do not realize that Montana Tech graduates are qualified to fill many electrical engineering positions. In most companies, hiring managers and human resources recruiters look for graduates with common degrees such as BS in Electrical Engineering and MS in Electrical Engineering. After completing a rigorous degree program, Montana Tech students deserve the opportunity to compete for professional jobs on a level playing field.

The proposed emphasis of the program in the energy and instrumentation & controls areas matches very well with growing Global, US, Northwest regional, and Montana industrial needs. Because of electric power de-regulation and the growing costs of producing energy, the projected needs of these industries for electrical engineering talent out pace the pool of available graduates. Certainly in the industries we represent as a group, we see this void growing larger each year. For example, worldwide demand for electric power is increasing at 4% per year. At the same time, most electric utilities and schools are curtailing their investment in electric power systems. Now is a great time to invest in the future by training more electrical engineers to fuel global, national, regional, and Montana's economies.

Dr. Butch Gerbrandt  
August 30, 2005  
Page 2

In conclusion, we are in strong support of this proposal and look forward to next phase of its implementation. Please let us know if there is more we can do to help move this important proposal forward.

Sincerely,

- Montana Tech's General Engineering Industrial Advisory Board
- Stacy Aguirre, District Engineer, Montana DOT
- Brad Archibald, President, Pioneer Technical, Butte
- Dan Berube, Retired, Montana Power Company, CEO
- Robert Carrington, Program Manager, Idaho National Laboratory
- Mark Danninger, Maintenance Superintendent, Advanced Silicon Materials, Butte
- Leroy Friel, Professor, Montana Tech
- Daniel Kunz, President, US Geothermal, Warm Springs
- John (Jack) Kovacich, Kalispell Area Manager, NorthWestern Energy Company
- Gary Morris, Engineer, CTA Architects Engineers, Missoula
- Robert Morris, Revenue Product Engineer Manager, Schweitzer Engineering Labs, Washington
- Nathan Ratz, Engineer, CTA Architects Engineers, Missoula
- Ray Rice, Senior Engineer, Schweitzer Engineering Labs, Washington
- Chris Stoll, Systems Engineer, Honeywell, Utah

*Bob McWhorter*

*John T. ...*

*Daniel D. Berube*

*Pat E. ...*

*Raymond W. Rice*

*Gary Morris*

*Mark Danninger*

*John ...*

*Chris Stoll*

Dr. Butch Gerbrandt  
August 30, 2005  
Page 3

A handwritten signature in cursive script, appearing to read "Alan Kiel".

ITEM 131-101-R0506

**Modifications and Operational Rules for the PN/RN Model Curriculum**

**THAT:**

The Montana Board of Regents adopt some changes in the PN/RN model curriculum, and approve operational rules for that curriculum. The changes and rules are attached to this item.

**EXPLANATION:**

The directors of nursing programs in the Montana University System, and other interested parties, reconvened in February 2006 to continue their conversations about the PN/RN model curriculum. That discussion was important, because members of the work group had had some time to think about the implementation process for the new curriculum since the meetings a year ago. They had also discovered some additional issues that needed to be addressed, as they worked on implementation.

The changes in the model curriculum can be summarized as follows: course titles were changed, some courses were switched to different semesters, new courses were added and credit totals were changed. The specific changes can be reviewed by comparing the model that was approved by the Board of Regents last spring and the model that is being submitted under this item. The nursing directors believe that the modifications strengthen the program and assist students in preparing for the nursing licensure examinations.

The operational rules were developed to guide nursing programs as they work with the model curriculum. The rules are complicated because there are so many different kinds of nursing programs in the Montana University System, and because there are several different pathways that nursing students can follow to achieve their professional goals. Hopefully, the rules will provide structure and predictability to the model curriculum.

To assist students in working with the model, the Office of the Commissioner of Higher Education will add additional information to the transferability website that will explain and illustrate the model curriculum, and its operational rules, from a student perspective.





## ITEM 131-101-R0506

### Operational Rules That Assist with the Implementation Of the PN/ASN Model Curriculum

#### An Introduction

Several operational rules have been agreed upon to assist with the implementation of the model nursing curriculum. That model curriculum is intended for all practical nursing (PN) programs in the Montana University System, and for schools that offer both PN and two-year registered nursing (RN) programs. Schools that offer just the registered nursing program are not expected to follow the model curriculum, but they are obligated to develop articulation agreements for students who may want to transfer into their programs.

#### The operational rules are as follows:

- 1) Most of the courses listed in Semester One and Semester Two are considered pre-nursing courses. The **recommended** sequence for those courses is set out in the PN/ASN model curriculum table. Nursing programs that follow this model have the right to deliver the pre-nursing courses in a different sequence, however, to accommodate the needs of other programs at their institution that also utilize these courses and to respond to the availability of faculty who teach these courses for the institution. In developing an alternative delivery schedule, the institution cannot create hidden prerequisites that make it more difficult for students to complete the coursework in as timely a fashion as possible. Remedial courses are not considered hidden prerequisites. Because of this flexibility in scheduling, the assessment model should attempt to determine its impact on students, particularly students who transfer between programs.
- 2) The nursing courses set out in Semester Three, Four, Five and Six **must be delivered** in the order and sequence set out in the LPN/ASN model curriculum table. Nursing students must also be able to complete the nursing courses in two academic years.
- 3) Students must earn a "C" or better in all of the pre-nursing courses. Those courses are:  
anatomy and physiology, Freshman English, inorganic chemistry, college algebra, nutrition, and general psychology. Students must also earn a "C" or better in the microbiology and sociology courses listed in Semesters Five and Six.
- 4) Students must earn a "C" or better in all of the nursing courses. In addition to the obvious nursing courses, the list includes the Introduction to Nursing course, the Leadership Issues course and the Transition to Registered Nursing course.
- 5) Students from Practical Nursing (PN) programs, who complete the first four (4) semesters of the model curriculum, can earn a certificate in PN nursing and are eligible to sit for the national licensure examination (NCLEX-PN). Those students:
  - a) must complete the two-credit Leadership Issues course set out in Semester 4 to earn that certificate, and sit for the examination.

PN programs are currently offered by Montana State University-Great Falls College of Technology and Montana State University-Billings College of Technology. Flathead Valley Community College is in the process of developing a PN program.

- 6) The Practical Nursing students, described in part 5) above, may decide to go on to a Registered Nursing program **that follows the model curriculum**. To make that transition, the students:
- must complete the didactic portion of the Transition to Registered Nursing course before they apply for admission to the RN program.
  - must complete the skills portion of the Transition to Registered Nursing course, before they apply for admission to the RN program, **if more than three years have elapsed since they completed their PN coursework**.
  - will transfer their coursework from the first four (4) semesters into the RN program, and begin with the courses that are set out in Semester 5.
  - do not have to take the two-credit Leadership Issues course set out in Semester 4; but in doing so, they will not earn a certificate in PN nursing and they will not be eligible to sit for NCLEX-PN. (Please see Footnote.)

The Registered Nursing programs that follow the model curriculum are located at Montana Tech of The University of Montana, The University of Montana-Helena College of Technology, and The University of Montana-Missoula College of Technology.

- 7) Practical Nursing students, described in part 5) above, who decide to go on to a Registered Nursing program that **does not follow the model curriculum**:
- must complete the didactic portion of the Transition to Registered Nursing course, before they apply for admission to the RN programs at Miles Community College and Montana State University-Northern.
  - must complete the skills portion of the Transition to Registered Nursing course, before they apply for admission to the RN programs at Miles Community College and Montana State University-Northern, **if more than three years have elapsed since they completed the PN program**.
  - will follow the articulation plan developed by the RN program. That articulation plan may include an escrow of credits until PN students successfully complete the RN program.
  - do not have to take the two-credit Leadership Issues course set out in Semester 4; but in doing so, they will not earn a certificate in PN nursing and they will not be eligible to sit for NCLEX-PN.

The Registered Nursing programs that do not follow the model curriculum are located at Miles Community College, Montana State University-Northern and Montana State University-Bozeman. The articulation plans for those programs can be found at the following [link](#).

- 8) Practical Nursing students **who did not complete the first four (4) semesters of the model curriculum**, and decide to go on to a registered nursing program, must satisfy the following requirements before they apply for admission to an RN program:
- complete all of the pre-nursing courses described in part 3) above before they apply for admission to the RN program.

- b) complete the didactic portion of the Transition to Registered Nursing course before they apply for admission to the RN program.
- c) complete the skills portion of the Transition to Registered Nursing course before they apply for admission to the RN program. The only exception to this skills requirement is licensed practical nurses who completed their PN education from a Montana University System program under a different curriculum model, **and** that program was completed less than three years before they applied for admission to an RN program.
- d) be a licensed practical nurse.
- e) satisfy the minimum grade requirements set out in parts 3) and 4) above.

If these licensed practical nurses are admitted to an RN program, their PN nursing credits will be placed in “escrow” until they successfully complete the RN coursework. Those escrowed credits will be accepted, as a block, when the students successfully complete the RN curriculum. In order to comply with the “notice requirements” of Board of Regents’ Policy 301.5.1, students must be told, in writing, how the escrow process will work.

The coursework that the students must complete will depend on the RN program that accepts them. It will be either a) Semesters Five and Six of the model curriculum; or b) the coursework identified in the articulation plans described in part 7) above.

- 9) Students in the two-year RN programs **that follow the model curriculum** have the right to “opt out” of the program at the end of Semester 4 and take the LPN licensure examination. To prepare for NCLEX-PN, students must take the two-credit Leadership Issues course set out in Semester 4. (Please see Footnote.)
- 10) The Transition to Registered Nursing course, referenced above, is currently offered by three (3) nursing programs. Those programs are: Montana Tech of The University of Montana (didactic portion offered on-line); Montana State University-Northern (didactic portion offered on-line); and Miles Community College (didactic portion offered by interactive television). The following details also serve as guides for the Transition course:
  - a) the transition course will be offered every semester. At this point, Montana Tech will offer the course during Fall Semester; MSU-Northern will offer the course during Spring Semester; and Miles Community College will offer the course during Summer Semester.
  - b) one of the requirements of the class will be a demonstration of skills appropriate for admission to an RN nursing program. The students who are required to satisfy the skills demonstration requirement are listed in rules 6), 7) and 8) above. Students will have to travel to the campus where they enrolled for the course to complete the skills portion. That will typically be done at a pre-scheduled “skills day.”
  - c) students will be assessed a course fee for the skills portion of the course. The amount of the course fee will be \$88, to cover the cost of materials used by the students to demonstrate their nursing skills.
  - d) additional nursing programs may also decide to offer the Transition course. If they do, the availability of the program will be included in these operational rules.

11) To determine if previous coursework is still current and timely, nursing programs will rely on the Montana Board of Regents' policy entitled "Outdated Coursework." The relevant sections of that policy guarantee that

- any nursing coursework taken within the last five (5) years will be evaluated for possible use in the nursing program; and
- any pre-nursing, general education or elective coursework taken within the last fifteen (15) years will be evaluated for possible use in the nursing program.

The policy does not require nursing programs to accept coursework that falls within the guarantee periods. The policy also does not mandate that nursing programs must reject coursework that falls outside the guarantee periods. Nursing programs have agreed to be as generous as possible, however, in applying the provisions of the policy without sacrificing the quality of their programs.

(Footnote.) The RN program at The University of Montana-Missoula College of Technology follows the model curriculum. At least for the immediate future, that program will require all students to be licensed practical nurses before they can continue with the coursework set out in Semesters 5 and 6. The Missoula program is an exception because it promised the communities in its service area that it would continue to do all it could to prepare LPNs, and to assist practicing LPNs to become RNs.

**ITEM 131-101-R0506 New Curriculum**

**REVISED CURRICULUM FOR 72 CREDIT ASN WITH OPTIONAL PN EXIT AFTER 48(+) CREDITS**

*("STAND-ALONE" PN PROGRAMS WILL OFFER FIRST FOUR SEMESTERS)*

SEMESTER ONE		SEMESTER TWO	
Course	Credits Didactic/Clinical/Lab	Course	Credits Didactic/Clinical/Lab
		<i>(Apply for admission to Nursing Program during Semester Two)</i>	
Anatomy & Physiology I	3/0/1 = 4	Anatomy & Physiology II	3/0/1 = 4
Freshman English	3/0/0 = 3	Inorganic Chemistry w/Lab	3/0/1 = 4
College Algebra	3/0/0 = 3	Introduction to Nursing	1/0/0 = 1
Nutrition	2/0/0 = 2	General Psychology	3/0/0 = 3
Total	11/0/1 = 12	Total	10/0/2 = 12

**NOTE:** Admission to Nursing Program required before taking Semester Three coursework

SEMESTER THREE		SEMESTER FOUR	
Pharmacology	3/0/0 = 3	Core Concepts of Adult Nursing	4/3/0 = 7
Fundamentals of Nursing	4/0/3 = 7	Core Concepts of Maternal/Child Nursing	2/1/0 = 3
Gerontology	1/1/0 = 2	Core Concepts of Mental Health Nursing	2/0/0 = 2
Total	8/1/3 = 12	Total	8/4/0 = 12
		Leadership Issues (for those opting PN exit)	
		Total	1/1/0 = 2 9/5/0 = 14
		<b>Total</b>	<b>50 credits</b>

**NOTE:** PNs applying for entry in Semester Five must take a 3-credit Transition to Registered Nursing course. A skills assessment may also be required.

SEMESTER FIVE		SEMESTER SIX	
Complex Care Needs—Maternal/Child Client	2/1/0 = 3	Intro Sociology	3/0/0 = 3
Complex Care Needs—Mental Health Client	1/1/0 = 2	Complex Care Needs—Adult Client	2/2/0 = 4
Pathophysiology	3/0/0 = 3	Advanced Clinical Skills	0/0/1 = 1
Microbiology	3/0/1 = 4	Managing Client Care	2/2/0 = 4
Total	9/2/1 = 12	Total	7/4/1 = 12

Clinical credits are 3:1 Lab credits are 2:1

50 credit PN Certificate

- 23 credits cognates, 27 credits Nursing (includes PN exit class)
- 38 credits didactic, 6 credits clinical, 6 credits lab (includes PN exit class)

72 credit ASN

- 30 credits cognates; 42 credits Nursing
- 52 credits didactic, 12 credits clinical, 8 credits lab

TABLE 1

**CURRICULUM FOR 72 CREDIT ASN WITH OPTIONAL PN EXIT AFTER 48 (+) CREDITS**  
 (“STAND-ALONE” LPN PROGRAMS WILL OFFER FIRST FOUR SEMESTERS)

Course	Credits Didactic/Clinical/Lab	Course	Credits Didactic/Clinical/Lab
<b>SEMESTER ONE</b>		<b>SEMESTER TWO</b> <i>(Apply for admission to Nursing Program during Semester Two)</i>	
Anatomy & Physiology I	3/0/1 = 4	Anatomy & Physiology II	3/0/1 = 4
Freshman English	3/0/0 = 3	College Algebra	3/0/0 = 3
Inorganic Chemistry w/Lab	3/0/1 = 4	Nutrition	2/0/0 = 2
Introduction to Nursing	1/0/0 = 1	Developmental Psych	3/0/0 = 3
Total	10/0/2=12	Total	11/0/1=12

**NOTE:** Admission to Nursing Program required before taking Semester Three coursework

<b>SEMESTER THREE</b>		<b>SEMESTER FOUR</b>	
Pharmacology	3/0/0=3	Core Concepts of Adult Nursing (“Med-Surg I”)	4/3/0 = 7
Fundamentals of Nursing	4/0/3=7	Core Concepts of Maternal/Child Nursing (“OB/Peds I”)	2/1/0 = 3
Gerontology	1/1/0=2	Nursing Care of Clients With Alterations in Psychosocial Integrity	2/0/0 = 2
Total	8/1/3=12	Total	8/4/0=12
		Leadership Issues <i>(for those opting PN exit)</i>	1/1/0=2
		Total	9/5/0=14
		<b>Total</b>	<b>50 credits</b>

<b>SEMESTER FIVE</b>		<b>SEMESTER SIX</b>	
Complex Care Needs—Adult Client (“Med-Surg II”)		Intro Sociology	
Complex Care Needs—Maternal/Child Client (“OB/Peds II”)		Essentials of Care Management	3/0/0=3
Microbiology		Transition into Practice/Trends & Issues	
		Care Management Practicum (RN capstone course)	1/2/0=3
Total	12	Total	12

Clinical credits are 3:1 Lab credits are 2:1

50 credit PN Certificate

- 23 credits cognates, 27 credits Nursing (includes PN exit class)
- 38 credits didactic, 6 credits clinical, 6 credits lab (includes PN exit class)

72 credit ASN

- 30 credits cognates; 42 credits Nursing
- xx credits didactic, xx credits clinical, xx credits lab

## IMPLEMENTATION TIMELINE FOR PN/ASN MODEL CURRICULUM

Campus	Implementation Date
UM-Helena COT	Fall, 2006
UM-Missoula COT	Fall, 2006
UM-Montana Tech COT	Fall, 2006
MSU-Billings COT	Fall, 2007
MSU-Great Falls COT	Fall, 2006
Flathead Valley CC	Fall, 2006

*Projected implementation date for first entry class (Semester One of new curriculum) includes time required for internal and Board of Nursing review, and for course development if needed. Nursing coursework (Semester Three) will be implemented the following year.*

*For Helena, Missoula and Butte, implementation also includes the two-year RN program.*

- e.g. Fall, 2006 for general education courses
- Fall, 2007 for certificate practical nursing courses
- Fall, 2008 for Associate RN courses





## Background on Board of Regents' Approval of the UM-Missoula Paleontology Center and Fort Peck Field Station

FROM THE LEVEL II PROGRAM PROPOSAL SUBMITTED BY THE UNIVERSITY OF MONTANA-MISSOULA (ITEM 128-1002-R0705):

7. Describe any similar programs in Montana and the surrounding region:

Although there are other paleontology programs in Montana and in the surrounding region, the establishment of the proposed Center will expand the collections and enable additional research and teaching opportunities. As stated in section 2.2., the University of Wyoming and the University of Idaho possess limited teaching collections of fossils and restricted teaching in paleontology. Washington State University offers a paleontology emphasis in its Geology Department. The Earth Science program at Montana State University offers paleontology as an emphasis in Geology. **The excellent collections at the Museum of the Rockies at MSU focus on anthropology, history, and vertebrate paleontology, especially dinosaur fossils.** The websites of the Universities of North and South Dakota indicate that each offered a single course in vertebrate paleontology and North and South Dakota State Universities also have minimal or no offerings in this field. **Thus, an objective of The University of Montana Paleontology Center is to provide research and educational emphasis and opportunities predominantly in fields of paleontology other than dinosaurs; this would fill an academic need for Montana as well as for this region of the country.**

**FROM THE OFFICIAL MINUTES OF THE SEPTEMBER 2005 BOARD MEETING:**

**Minutes of the Academic and Student Affairs Committee Meeting:**

Level II Items

1. Action: ITEM 128-2003-R0705: Pre-Medical Certificate, Montana State University-Bozeman. Request Summary Proposal Budget
2. Action: ITEM 128-2004-R0705: Master of Science degree in Ecological and Environmental Statistics, Montana State University-Bozeman. Request Summary Proposal Budget
3. Action: ITEM 128-2005-R0705: Humanities Institute, Montana State University-Bozeman. Request Proposal Budget
4. Action: ITEM 128-2801-R0705: Associate of Applied Science degree in Electrical Technology, Montana State University-Northern. Request Summary Proposal Budget Appendix 1 Appendix 2
5. Action: ITEM 128-1001-R0705: Minor in Central and Southwest Asian Studies, The University of Montana-Missoula. Request Summary Proposal
6. Action: ITEM 128-1002-R0705: Paleontology Center on campus and field station in Glasgow area, The University of Montana-Missoula. Request Summary Proposal Budget
7. Action: ITEM 128-1501-R0705: Master of Science degree in Interdisciplinary Studies, Montana Tech of The University of Montana-Missoula. Request Summary Proposal Budget
8. Action: ITEM 128-1505-R0705: Revised mission statement, Montana Tech of The University of Montana. Request Vision
9. Action: ITEM 128-1506-R0705: Conversion of option in Medical Assistant to an Associate of Applied Science degree in Medical Assistant, Montana Tech of The University of Montana. Summary Proposal Budget

Questions on items 3 and 6 were raised regarding duplicating programs. Provost Muir introduced Dr. George Stanley, proposed director of the new UM Paleontology Center. Dr. Stanley said the focus of the new center would be invertebrates and plants, not dinosaurs as at MSU-Bozeman. Provost Dooley said

that MSU-Bozeman sees this as synergistic with their programs, not competitive or duplicative and supports the creation of the new Center.


Several people spoke in support of item 4, the A.A.S. in Electrical Technology at MSU-Northern, including several members of the business community.


Regent Foster moved to forward items 1-9 to the full Board. Motion carried.

### **Minutes of the Full Board Meeting:**

#### Level II Action Items

- aa. ITEM 128-1002-R0705: Paleontology Center on campus and field station in Glasgow area, The University of Montana-Missoula. Request Summary Proposal Budget
- bb. ITEM 128-1501-R0705: Master of Science degree in Interdisciplinary Studies, Montana Tech of The University of Montana-Missoula. Request Summary Proposal Budget
- cc. ITEM 128-1505-R0705: Revised mission statement, Montana Tech of The University of Montana. Request Vision
- dd. ITEM 128-1506-R0705: Conversion of option in Medical Assistant to an Associate of Applied Science degree in Medical Assistant, Montana Tech of The University of Montana. Summary Proposal Budget

 Regent Hamilton moved APPROVAL of items v. through dd.  
*Regent Foster indicated he saw duplication in some of the proposed programs, and that there should be an explanation to the Board. He asked how many graduates it takes for a program to pay for itself, what the economic development impact was of each proposal, and if they were duplicative, he requested an explanation. Regent Barrett agreed completely, and believes the burden should be on those requesting the programs. Regent Hamilton noted there is a section in the form that speaks to other programs in the system. Deputy Commissioner Barber indicated the campuses are creative in defining the word duplication. Regent Hamilton said the campuses are good about working together. One problem is that the agendas are very heavy, and she fears they might be shortsighted in their discussions. Chair Mercer again issued a challenge to find a solution for wading through all these documents. He suggested possibly having graduate students review for duplication, but added they need to have the justification in writing. Deputy Commissioner Barber referred to page 258 in the materials which displayed a clear description of the question. He said it could be expanded to include the issues of collaboration. Regent Barrett noted that without the necessary information, there is mission creep all around. He indicated that if the campuses don't complete all the information, they are not to bring the items to the Board. Regent Hamilton said the Board needs to take the responsibility to question duplications, and then their responsibility is not to approve the problem proposal. She said the campuses make good arguments, but the call is the Board's.*

 Motion APPROVED unanimously on 7-0 vote.

### **FROM THE UNIVERSITY OF MONTANA'S 2005 PRESIDENT'S REPORT (PAGE 23)**

The state Board of Regents gave the nod for a new UM Paleontology Center that includes an associated Fort Peck Field Station amid the fossil-rich Cretaceous formations surrounding Fort Peck and Glasgow. Organized under UM's Department of Geology, the new center will promote paleontology education and research and serve as a repository for important fossil discoveries. It also will boost public outreach in paleontology. To create the center, UM created a partnership with Fort Peck Paleontology, Inc., a nonprofit formed by eastern Montana residents to promote study and research of the area's spectacular fossils, including dinosaurs, plants and invertebrate remains. "It's a paleontology wonderland out there, filled with fossil vertebrates and plants, as well as invertebrate life," says **George Stanley**, UM geology professor and the new center's director.

## **STAFF AND COMPENSATION COMMITTEE MEETING and AGENDA**

(Committee Members: Chair Stephen Barrett, Heather O'Loughlin, and Mark Semmens)

**SUB Ballroom**  
**Wednesday, May 31, 2006**  
**4:45 – 6:00 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Approval of minutes of the March 2, 2006 committee meeting
- b. ITEM 131-116-R0506 – Revisions to BOR Policies 711.1 & 711.2 (*Employment contracts and pay guidelines for non-faculty administrators and professionals*) The BOR through this proposed policy delegates to the Commissioner of Higher Education the authority to approve employment contracts and pay adjustments in accordance with approved pay guidelines.
- c. Discussion of contract approval procedures for head coaches.
- d. Discussion of CUPA salary survey (*College and University Professionals Association for Human Resources*)
- e. ITEM 131-111-R0506 – Revision to BOR Policy 804.1 (*Authorization of administrative positions for the self-insured group insurance plan*) The proposed revision would increase by .5 (one-half) the number of full-time equivalent positions authorized to the Commissioner of Higher Education for administration of the self-insured group insurance plan. The current authorization is 3.5 full-time employees (the proposal authorizes up to 4.0 positions).
- f. Discussion of titles for the chief executive officers of the two “stand-alone” Colleges of Technology in Great Falls and Helena. A change from the current title of Dean to the title of Chancellor is under consideration.
- g. Public Comment



## MINUTES

### STAFF AND COMPENSATION COMMITTEE

Thursday, March 2, 2006

The Committee convened at 3:30 p.m.

**Committee Members Present:** Regent O'Loughlin, and Regent Semmens Acting Chair

**Committee Members Absent:** Regent Barrett, excused

**Also Present:** President George Dennison, President Geoff Gamble, Chancellor Dick Storey, Chancellor Frank Gilmore, Chancellor Ron Sexton, Chief Legal Counsel Catherine Swift, Rosie Keller, Mark Bruno, Pam Joehler, Susan Briggs, Craig Roloff, MaryEllen Baukol, Bob Durringer, Commissioner Sheila Stearns, Kevin McRae, Jim Foley, Teresa Branch, and Bill Muse

- a. Discussion of draft guidelines for "Board of Regents employment contracts" and "Montana University System employment contracts."

**Kevin McRae** noted this project has been ongoing for some time in an effort to meet the diverse needs and interests of all the campuses. **Mr. McRae** explained the options presented in this item, as well as the recommendation that the Commissioner be the final approval in the interest of a system-wide focus on equity, market factors, and other impacts. He added some information about coaches' contracts, indicating they were expressly excluded from the policy that limits contracts to one year. The Board has the authority to approve multi-year contracts for coaches, but has chosen not to do so. On the few occasions where they were asked, the Board declined. The options presented here do not apply to coaches. **President Gamble** said staff is making a decision that is taking the system away from the vision of the Board, and asked where the Commissioner fit into this plan. **Commissioner Stearns** indicated they had consulted with various of the CEOs as well as other states, and have struggled with this item. Option A has the advantage of using an incremental approach. If there is an anomaly for market reasons, and there is good documentation with an offer in hand, her office will support it on the Agenda so that it doesn't jump out at the Regents as a huge percentage increase. **Commissioner Stearns** said she has a lot of faith in the CEOs. There has been a vision of a system, although it has been hazy. She is concerned that OCHE not be overwhelmed by the amount of work that could result from this change. She would like to use the OCHE at some threshold to check for big disparities and obtain explanations for them. This is something they already do. **Commissioner Stearns** believes this is a good way to go but has concerns about unintended consequences. The Board would retain approval of 60 to 80 contracts, while most other states do not have Board approval of staff items. She did want the Board to understand that her office would do the same level of scrutiny they now do, but would not do a more detailed evaluation.

**Chair Semmens** recommended taking this in component pieces, and suggested the Committee recommend to the Board they proceed with Option A. **Regent O'Loughlin** agreed.

**Chair Semmens** indicated the next level is the terms of the contracts. **Mr. Kevin McRae** referred to Page 583 of the Agenda, under Roman numeral I. The Commissioner will approve increases up to 15%, and the Board will approve those above that limit. He commented that some retention issues exceed that level, and he asked for direction from the Board and the CEOs on what threshold they would approve. He said the board retains approval of annual increases and bargaining. Refer to the noted page for other details of this proposed policy. There was discussion on the need for signing bonuses and the general use of them throughout the country. **Commissioner Stearns** indicated some possible language might be incorporated to cover signing bonuses. **President Dennison** was concerned about the 12-month eligibility requirement for increases, and thought that six months would be better, while three months would be best. He also did not see a reason for the 15% limit. **Chair Semmens** indicated the Commissioner needs to understand there are instances where she needs to take items to the Board. **President Gamble** indicated the percentage might not give the full picture, since a low paid employee could receive a huge percentage increase, while it would be a low dollar figure. **Chair Semmens** recommended changing the language to the greater of a certain percentage or certain dollars. **Doralyn Rossmann**, Chair of the Professional Counsel at MSU suggested they might consider pro-rating eligibility and grant one twelfth for each month served up to the 12 months.

**Chair Semmens** asked Mr. McRae if the next part is intended to give more flexibility that does not already exist, or if it simply memorializes what does happen. **Mr. McRae** explained that non-base performance bonuses have no policy either prohibiting or authorizing. This is intended to set some guidelines on what is reasonable, and who is eligible. There is the possibility it might encourage campuses to utilize these bonuses more often since the rules will be clearer. **Chair Semmens** indicated if that is the case, they need to carefully evaluate it. Resources remain fixed, which means that someone else will need to get less to fund these. **Mr. McRae** said there were four items presented, with number four being the non-base performance bonus item. **President Dennison** asked about the dates included, and Mr. McRae indicated those will be cleaned up as they proceed. **Kevin McRae** further explained the policy before the Board envisioned a scenario where for recruitment only, there might be two-year contracts subject to approval by the

Commissioner. Coaches would not be included in this. LeRoy Schramm had believed that multi-year contracts did minimal good for retention. **Mr. McRae** indicated his office saw some logic in that, and wanted to be careful with multi-year contracts. **Chair Semmens** asked that they hold off on the multi-year contracts at this time, to put in place pro-rating raises, using the percentage as well as the dollar figure, and signing bonuses. He also recommended no annual effective date for bonuses, and that bonuses be addressed in the next draft. **Chancellor Sexton** questioned why Letters of Appointment were excluded. **Mr. McRae** explained they are implicitly temporary positions, and more precarious than contracts. They will therefore remove the first sentence of the last paragraph on page 500 that refers to Letters of Appointment.

**Chair Semmens** next took up multi-year contracts. He asked if it was believed they were appropriate only for recruitment, or for recruitment and retention. **Professor Shannon Taylor** indicated that Bozeman had worked on a pilot program for multi-year contracts for the adjunct professors last year. They were supported by faculty and they have used them to great advantage. One of their best adjuncts received a better score for borrowing money with the multi-year contract. **Professor Taylor** indicated that without their professional staff they would be unable to do their jobs. He believes that multi-year contracts would retain some of those staff what would go elsewhere in the Gallatin Valley. In their area it is very important to have this tool since their salaries do not compete with the going rate in private industry. **Commissioner Stearns** believes they need some latitude on multi-year contracts, but she has concerns about them. Buyouts are costly, and there needs to be funding in place to cover that possibility. She also doesn't want multi-year contracts to become regarded as an entitlement. They should also be limited to particular fields that are hard to fill. **Mr. McRae** reiterated this policy applies to professional and administrative positions, and not coaches. **Catherine Swift, Chief Legal Counsel** advised that to balance the risk between the employee and the employer more evenly, a liquidated damages clause could be written into the policy and it would be for an amount equal to actual damages caused by an employee who leaves before the end of the contract. The penalty could be graduated by time spent on the job. **Ms. Swift** will work on this before the May meeting. **Chair Semmens** said no action would be taken on this item at this meeting, but requested input to OCHE with recommendations so it can be ready for approval at the May meeting. He asked further if there should be different requirements for coaches, or should they simply be included in the general policy above. **President Gamble** believes coaches' contracts are so different that they couldn't be included here. **Chancellor Sexton** disagreed on offering multi-year contracts to coaches, especially for the smaller campuses. He indicated he had fired coaches for not meeting the philosophy of the campus, or not keeping up graduation rates, but not for losing games. He would rather offer multi-year contracts to his professionals. **Chancellor Storey** indicated the coaches at Western do more than coach. He would appreciate having flexibility with their coaches, especially since there is one he might lose at this time. **Chair Semmens** asked if they then thought the policy should be applied to all positions, with the flexibility to apply as needed. **Chancellor Storey** said they should use multi-year contracts very cautiously. **Chancellor Gilmore** said he was not necessarily in favor of multi-year contracts for coaches. With limited use, he would like the flexibility to use them for faculty. **President Dennison** noted it will differ based on the needs of each campus. He argued strongly for multi-year contracts for coaches since they recruit student athletes who will be expecting that coach to be on board during their time at school. Loss of coaches causes problems with lower graduation rates for athletes, and the loss of scholarships. NCAA has requirements for academic progression rates. Further, some contracts are written so that coaches pay the full amount of the contract if they do not complete it. **Chair Semmens** recommended not distinguishing between administrators and coaches, but to use multi-year contracts in circumstances where the market dictates, and there is a demonstrated need. **President Gamble** requested a look at the data before a decision is made on this. He also believes it is unfair for the head coach to receive multi-year contracts if administrators do not. **Chair Semmens** noted that at the policy level, there should be a broader definition rather than distinguishing between types. He also requested that more data be gathered on usage for other professionals and administrative fields. **Regent O'Loughlin** felt that contract professionals were not leaving under contract, while athletic coaches did not seem to have the same incentive. She also did not see the need to extend multi-year contracts to other contract professionals, unless it could be demonstrated they improved the data. **Chair Semmens** indicated staff would look into this over the next four to six weeks, and he requested the Board have the information before the May meeting, including research on coaches and other professionals. He indicated he wanted to have this item completed at the May meeting.

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#### Public Comment

**Professor John Brower** from Montana Tech of The University of Montana identified himself as the President of the newly formed faculty association. He talked about inequities perceived to exist at Montana Tech.

#### END PUBLIC COMMENT

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The Committee meeting adjourned at 5:42 p.m.

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ITEM 131-116-R0506

**Approval of revised BOR Policies 711.1 and 711.2;  
Employment instruments for professional and  
administrative employees; Criteria for Board of Regents  
contracts (non-faculty)**

**THAT:**

The Regents revise Policy 711.1 to create a Montana University System employment contract for most non-faculty contract professionals, with contracts subject to the Commissioner's approval, and; Revise Policy 711.1 to retain the concept of a Board of Regents employment contract for approximately 70 professionals and administrators, with contracts subject to the Board's approval.

**EXPLANATION:**

The proposed policy revisions, and related compensation guidelines will:

- (1.) improve the ability of MUS managers to recruit and retain capable employees in a timely manner, and;
- (2.) make the Board agenda more efficient by reducing the number of individual contracts subject to Board action, with a new annual reporting procedure on the status and trends of contracts.

**ATTACHMENTS:**

Proposed revisions to BOR Policies 711.1 and 711.2

For ease of readability the proposed new policies appear first, followed by the policy language to be replaced as noted with a ~~strikethrough~~ symbol.





**ITEM 131-116-R0506**

*Preface:*

*The revisions to BOR Policies 711.1 and 711.2 would:*

- *Delegate to the Commissioner the authority to approve employment contracts and pay adjustments for most non-faculty administrators and professional-level contract employees.*
- *Retain the current maximum term of one year for most contracts.*
- *Continue the current exclusion of coaches from the policy coverage, allowing campus chief executives to submit proposals to the BOR for multi-year contracts for head coaches.*
- *Require BOR approval for certain contracts covering roughly 70 senior administrators, legal counsel, staff in the Office of Commissioner of Higher Education, and head coaches.*
- *Provide criteria by which to set or adjust salaries.*

*For ease of readability the proposed new policies appear first below, followed by the versions to be replaced, which are noted by a strikethrough symbol.*

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**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**  
**SUBJECT: PERSONNEL**  
**(NEW) Policy 711.1 – Montana University System employment contracts (non-faculty)**

**1. Delegation of Authority:**

The Board of Regents, pursuant to its constitutional authority to supervise and manage the Montana University System (MUS), hereby delegates to the Commissioner of Higher Education the authority to approve employment contracts offered to certain employees by Presidents, Chancellors, and Deans of the Colleges of Technology in Helena and Great Falls. MUS employment contracts in this policy cover non-faculty professional employees who are not on the MUS Staff Compensation Plan, and administrators who are not covered by a Board of Regents employment contract as provided in Regents Policy 711.2.

**2. Accountability:**

**a.** Campuses shall submit the terms and conditions of tentative MUS employment contracts to the Commissioner. Presidents are authorized to coordinate the submitted items on behalf of affiliated campuses. The submitted information should identify the employee's name, position title, department or program, proposed salary, position funding source, date of hire, and proposed duration of the contract. Upon the Commissioner's approval, the President, Chancellor, or appropriate College of Technology Dean shall be authorized to sign the approved contract into a binding agreement.

**b.** The Commissioner will prepare an annual report to the Board of Regents in November summarizing the status and trends of MUS employment contracts.

**c.** Salaries will be administered in accordance with guidelines approved by the Board.

**d.** In all cases for new and continuing employees, salary levels and guidelines shall be established with a goal of maintaining a balance between recruiting a high-quality workforce and recognizing the reality of scarce salary resources.

**e.** Montana University System employment contracts and letters of appointment (section 5) may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.

**3. Eligibility:**

**a.** Employees eligible for hire through an MUS employment contract are non-faculty professional and administrative employees who perform work that is autonomous in nature or involves policy-making authority.

**b.** Tenure track faculty, student employees, classified employees, coaches, employees covered by a collective bargaining agreement, and employees covered by a Board of Regents employment contract (Policy 711.2) are excluded from this policy.

**c.** Not all positions exempt from the overtime provisions of state and federal wage statutes are appropriate for MUS employment contracts, however, positions must be exempt from the overtime regulations to be eligible for MUS employment contracts.

**d.** Eligibility for an MUS employment contract is not determined solely on the basis of the employee's job title or his/her supervisor's job title. Relevant factors include job duties and responsibilities, decision-making authority, and the essential business needs of the employer.

**4. Terms and conditions:**

- a.** The maximum term of a contract is one year.
- b.** Except in situations involving termination for cause or loss of funding for the position, professional and administrative employees hired through MUS employment contracts shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to expiration during the first year of employment; three (3) months prior to expiration during the second year of employment; or five (5) months prior to expiration during the third or subsequent years of employment with the institution.

In the event the initial term of employment contract for a newly hired employee is for less than six (6) months, the employee shall be entitled to at least thirty (30) days written notice of non-renewal prior to expiration in both the first and second years of employment. Such employee will be entitled to at least three (3) months notice prior to expiration during the third year, and five (5) months prior to expiration during the fourth or subsequent years of employment.

**5. Letters of Appointment:**

- a.** A Letter of Appointment is an employment contract issued to administrative employees or professional employees whose appointments are temporary and/or funded through means not available from year to year. Non-tenurable faculty members are also eligible for a Letter of Appointment. In all cases, the appointment is for the fixed term specified in the Letter of Appointment, not to exceed one year. Employees hired through a Letter of Appointment have no right to continuous employment beyond the fixed term of the letter. The eligibility requirements articulated in Section 3 of this policy also apply to Letters of Appointment.
- b.** Letters of Appointment may include a notation that makes employment contingent upon continuation of funding. If anticipated funding is not forthcoming, an employee hired through a Letter of Appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.
- c.** Except in situations involving termination for cause or lack of funding, employment of employees hired by a Letter of Appointment automatically ends without notice at the end of the specified term.
- d.** Campuses shall submit to the commissioner by October 1 each year a list containing the names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the previous 12 months.

e. Aside from the annual report referenced in part 5d above, campuses are not required to submit terms and conditions of a Letter of Appointment contract to the Commissioner for prior approval.

No agent of the Board of Regents or Montana University System executives may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**  
**SUBJECT: PERSONNEL**  
**(NEW) Policy 711.2 – Board of Regents employment contracts**

1. The following positions shall be hired through a Board of Regents employment contract:

Commissioner of Higher Education  
Deputy / Associate Commissioner  
President  
Vice President  
Provost  
Vice Provost  
Chancellor  
Vice Chancellor  
Deans of the Colleges of Technology in Helena and Great Falls  
Legal Counsel  
All other Commissioner's staff employed under contracts

2. Board of Regents employment contracts:

a. Employees in positions referenced above shall be issued a Board of Regents employment contract specifying salary and other terms of employment. Board of Regents employment contracts are for a maximum of a one-year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents. For the Commissioner and Presidents, the procedures for two-year contracts and certain other conditions are governed by BOR Policy 702.5 (Appointment; Executive Contracts; Commissioner and Presidents).

b. Except in cases of mid-contract termination for cause or loss of funding, full-time employees hired through a Board of Regents employment contract shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to

expiration during the first year of employment; three (3) months prior to expiration during the second year of employment, or; five (5) months prior to expiration during the third or subsequent years of employment with the institution.

c. All other terms and conditions of employment shall be outlined in the contract.

**3. Limitations:** No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.

**4. Salary adjustments for executives working under Board of Regents employment contracts are subject to guidelines approved by the Board.**

**Salary guidelines for non-faculty contract employees**

***(These administrative guidelines are not contained in BOR Policies 711.1 or 711.2, however, positions subject to those policies will be subject to these salary guidelines.)***

All requests for salary adjustments shall adhere to the following parameters.

The Board of Regents has authority to approve requested salary adjustments for employees working under Board of Regents employment contracts (Policy 711.2).

The Commissioner has authority to approve requested salary adjustments for employees working under Montana University System employment contracts (Policy 711.1). All requested salary adjustments of greater than twenty (20) percent without a corresponding increase in assigned duties and responsibilities (a promotion) shall require Board of Regents approval.

**I. Across-the Board Salary Adjustment**

**A. Definition:** An annual percentage or flat dollar amount salary increase, at least in part intended to be distributed equally among eligible employees.

**B. Amount:** The Board of Regents shall establish the amount of any across-the-board adjustment.

**C. Eligibility:** Employees eligible for across-the-board increases shall typically have been employed in their current position at least six (6) calendar months prior to the effective date for implementation.

**D. Effective Date:** The Board of Regents shall establish the effective date for implementation of the across-the-board salary increases for eligible employees.

**E. Documentation Required:** With input from OCHE staff, members of the Board of Regents Staff and Compensation Committee shall determine what, if any, documentation will be required (e.g., fiscal impact assessment, etc.).

**F. Merit Salary Increases:** Campuses may elect to award merit salary increases to employees using funds for across-the-board salary adjustment authorized under this policy. Merit increases will be based upon performance evaluations and may be available to an employee who demonstrates outstanding performance in a recent evaluation indicating the employee is above the average rating established by the campus.

## II. Retention Salary Increase

**A. Definition:** Retention salary increases allow the Montana University System to retain an employee with valuable knowledge, skills or abilities that are vital to the achievement of the University's mission or strategic goals; and whose resignation would have a significant adverse impact on the accomplishment of critical and/or urgent projects.

**B. Amount:** Retention salary increases may be permanent or temporary base adjustments or a onetime or periodic lump sum amount that is not added to the employee's base salary. The amount requested shall be supported by relevant salary comparison data from CUPA and/or other sources deemed relevant by OCHE staff, in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for a retention salary adjustment. An individual employee may normally receive no more than one (1) retention salary adjustment in any two (2) consecutive year period.

**D. Documentation Required:** A retention increase request shall be accompanied by:

1. Explanation of the adverse impact if the employee resigns, and a summary of the employee's value to the institution;
2. Relevant salary survey data, including the job titles and descriptions of duties for positions used for comparison purposes;
3. Existing salary relationships among positions with similar responsibilities and in supervisory hierarchies within the campus and Montana University System;
4. Budget availability, funding source and long-term impact on tuition;
5. Evidence the employee has higher-paying opportunities with other employers.

## III. Internal Equity

**A. Definition:** A salary adjustment for an employee performing similar work under similar working conditions requiring a comparable level of knowledge, skill, or ability in order to resolve inequities. The fact that a retention salary adjustment is granted to one or more employees on the same or another campus may not be used as the sole justification for additional internal equity salary requests. Other relevant factors to be considered include: merit and length of service of the employee; market-based considerations; statutory protected class considerations; pay compression or inversion in existing pay relationships on a campus.

**B. Amount:** The amount requested shall be supported by salary comparison data from within the Montana University System, along with relevant salary comparison data from CUPA and other sources deemed relevant by OCHE staff in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for an internal equity salary adjustment.

**D. Documentation Required:** An internal equity increase request shall be accompanied by:

1. Explanation of the inequity;
2. Position and salary comparisons within the Montana University System that confirm an internal equity problem; and
3. Budget availability and funding source.

#### **IV. Non-base Performance Bonus**

**A. Definition:** Non-base building compensation for exemplary service or contribution beyond the scope of the employee's regular job responsibilities and expectations.

**B. Amount:** Typically, the amount of a lump sum bonus may not exceed 10 percent of the employee's annual base salary or \$5,000, whichever is less.

**C. Eligibility:** Employees must have been continuously employed in their current position for at least twelve (12) calendar months and shall not have received a lump sum bonus in at least the most recent 12-month period.

**D. Criteria:** The following job performance criteria shall be used to further determine eligibility:

1. The work significantly exceeds standard expectations in terms of quality, quantity, creativity, initiative, and effort;
2. The employee shall have maintained a consistent level of exemplary job performance during the term of their employment with the Montana University System, as evidenced by regular performance evaluations;
3. The efficiency, effectiveness, revenue generation, and/or cost savings efforts of the campus and/or University System are measurably enhanced by the employee's documented work; and
4. The employee's accomplishments occurred within the prior 12-month period.

**E. Documentation Required:** Written documentation addressing the above-described eligibility criteria shall be submitted to the Commissioner, along with the requested dollar amount.

#### **V. Recruitment Bonus**

**A. Definition:** Non-base building compensation awarded upon approval of an employee's initial contract in the Montana University System when the campus chief executive officer verifies the "signing bonus" is necessary to secure the hire.

**B. Amount:** Typically, the amount of a recruitment signing bonus may not exceed 10 percent of the annual base salary in the employee's initial contract or \$5,000, whichever is less.

Nothing in these salary guidelines shall be construed to mean that an employee is entitled to any type of salary adjustment at any time, nor shall any provision in these

guidelines be construed to mean that any individual is entitled to employment beyond the term of their existing contract, or as provided for in Board of Regents policies.

**Proposed policy deletions:**

**~~SUBJECT: PERSONNEL~~**

**~~Policy 711.1 – Employment Instruments; Professional and Administrative Employees~~**

**~~Issued November 19, 1998; Issued December 30, 1998~~**

**~~Board policy:~~**

~~1. All employees of the Montana University System except those excluded in Subsection 6 shall be hired through a University System professional employment contract or a letter of appointment in accordance with this policy.~~

~~2. Montana University System Professional Employment Contracts~~

~~a. Professional and administrative employees holding permanently budgeted positions shall be issued a Montana University System professional employment contract specifying salary and other terms of employment. Employees other than those holding permanently budgeted positions may be issued a Montana University System professional employment contract and when the contract is approved by the Board of Regents the employment shall be governed by this section.~~

~~b. Montana University System professional employment contracts are for a maximum of a one year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents.~~

~~c. Except in situations involving termination for cause or loss of funding (see Section 4), professional and administrative employees hired through a Montana University System professional employment contract shall be given written notice of intent not to renew their contracts at least 30 days prior to expiration during the first year of employment, three (3) months prior to expiration during the second year of employment, or six (6) months prior to expiration during the third or subsequent years of employment with the institution in a full-time position.~~

~~3. Letters of Appointment~~

~~a. Employees not hired through a Montana University System professional employment contract shall be hired through a letter of appointment signed by the campus chief executive officer or the Commissioner.~~

~~b. Letters of appointment are for a specified period and are not to exceed one year. There is no restriction on the number of successive one-year letters of appointment which may be granted to an individual. However, in no case does an employee hired~~



through a letter of appointment have a right to continuous employment beyond the one year period. Except in situations involving termination for cause the employment of employees hired by a letter of appointment automatically ends without notice at the end of the specified term or the end of the one year period, whichever occurs first.

~~4. Funding Contingency: Montana University System professional employment contracts and letters of appointment may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.~~

~~5. Limitations: No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum one year term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.~~

~~6. Tenure track faculty, student employees, classified employees, coaches, Presidents and the Commissioner are excluded from paragraphs one through five of this policy.~~

~~7. No later than October 1 of each year, the Presidents shall submit to the Commissioner a list containing:~~

~~a. The names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the preceding fiscal year.~~

~~b. The names and positions of all employees employed pursuant to a Montana University System professional employment contract for any part of the preceding fiscal year, who during that year received salary in excess of the amount listed on the Board of Regents' staff item in which the employee's contract salary was listed. The list should state for each person thereon both the previously approved salary, the amount by which the employee's compensation exceeded the previously listed salary, and the reason for the difference.~~

~~The Commissioner shall thereafter make available these lists, along with similar information from the Commissioner's Office, to the Regents.~~

**~~SUBJECT: PERSONNEL~~**

**~~Policy 711.2 – Criteria for Board of Regents Contract; Non-faculty Personnel Effective July 7, 1994; Issued September 28, 1994~~**

**~~Board policy:~~**

~~1. Administrative employees with substantial policy-making authority and professional employees are eligible to receive a Board of Regents employment contract upon~~

~~recommendation of the university president and the Commissioner and approval of the Board of Regents.~~

~~2.~~

~~a. Each university shall develop a policy defining the specific criteria for receipt of a Board of Regents employment contract in order to:~~

- ~~1) provide for consistent treatment of similar positions throughout the university;~~
- ~~2) maintain the number of Regents' contract employees at the minimum necessary for efficient operation; and~~
- ~~3) distinguish between administrative and professional employees. Both universities should coordinate their policy development efforts through the Commissioner's Office in order to achieve as much system uniformity as is practical.~~

~~b. A university may change an occupied position from a Regents contract position to a classified position if such position does not meet the criteria established in university policy. The employee shall be provided the same notification required in policy 711.1 prior to any such involuntary change in employment status. The employee's salary will be set in accordance with the state pay plan rules.~~

~~c. A change in employment status may be a condition of a transfer or promotion to a new position.~~

## Staff and Compensation Committee

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Board of Regents  
May 31, 2006

# Employment contracts

*Proposed policies and guidelines  
for hiring and paying non-faculty  
administrators and contract professionals.*

BOR Policies 711.1 & 711.2

**ITEM 131-116-R0506**

Submitted by:  
Office of Labor Relations and Human Resources  
Commissioner of Higher Education  
Montana University System

## **Rationale for Item 131-116-R0506;** **Proposed revision to Regents Policies 711.1 and 711.2**

**T**he Staff and Compensation Committee directed the Commissioner of Higher Education in March 2006 to draft certain policy changes governing the use of individual employment contracts. One major change is a proposed delegation of authority by the Board of Regents (BOR) to the Commissioner to approve most employment contracts in the Montana University System (MUS). The Committee also recommended the use of general pay guidelines in conjunction with the proposed delegated hiring authority. This report contains draft revisions to contract policies and pay guidelines as directed by the Committee, with additional recommendations by the Commissioner, for the Committee's review and action on June 1, 2006.

**A**bout 800 non-faculty employees in the Montana University System (MUS) are hired through individual employment contracts. These contracts cover administrators and certain other professional-level employees. The contracts specify salaries, terms, and other conditions of employment. Almost all contracts have a maximum term of one year and are subject to renewal or non-renewal upon expiration.

**U**nder proposed policy revisions (*see BOR ITEM 131-116-R0506; Staff and Compensation*), campuses would submit proposed staff items and contract matters to the Commissioner as they have in the past. The change would be that most items would not have to advance to the BOR meeting agenda for action. There would be two types of employment contracts: (1) an "MUS Employment Contract" covering most administrators and professionals, approved by the Commissioner as delegated by the Board, and; (2) a "Board of Regents Contract" covering roughly 70 administrators and

professionals who would remain subject to BOR approval. The contract and salary information would be available to the BOR and the public in an annual report from the Commissioner.

**S**taff and Compensation Committee members have discussed two primary reasons to delegate this contract approval authority to the Commissioner:

**Effective hiring (“let managers manage”)**

The delegation of authority would improve the timeliness of contract approvals. Currently, when a campus executive offers a contract to a new employee, the employee may wait weeks or months until the next BOR meeting to learn whether his or her hiring is approved. The new policy would provide a faster turnaround on contract approvals.

The related pay guidelines also would improve the timeliness of salary adjustments. Currently, if a valuable MUS employee has an out-of-state job offer in hand, the campus chief executive may request a tentative retention adjustment in effort to keep the employee in Montana. But the employee then must decide whether to take the out-of-state offer, or to decline it on the chance the BOR will approve a retention adjustment within a few weeks or months. The time span between BOR meetings currently can mean the difference between keeping and losing a good employee. Under the proposed changes with delegated authority, managers in the MUS would have better tools for recruiting and retaining capable employees.

**Efficient BOR meeting agendas (“lighten the load of staff items”)**

The delegation of authority would lighten the load on the BOR meeting agendas by 700 to 900 staff items annually. Currently, the Regents vote on all initial hires and contract renewals.

For perspective, the vast majority of the 7,600 employees in the MUS are not hired through BOR action. The Regents long ago delegated to administration

the authority to hire employees into positions on the classified MUS Staff Compensation Plan, which covers the majority of employees in the system. The load of staff items on the BOR agenda would be lighter under the proposed changes, but the Regents and the public would retain access to salary and contract information. The Commissioner's annual report on the status and trends of employment contracts would be intended to maintain sound communication and accountability.

In summary, the revisions to BOR Policies 711.1 and 711.2 would:

- Delegate to the Commissioner the authority to approve employment contracts and pay adjustments for most non-faculty administrators and professional-level contract employees.
- Retain the current maximum term of one year for most contracts.
- Continue the current exclusion of coaches from the policy coverage, allowing campus chief executives to submit proposals to the BOR for multi-year contracts for head coaches.
- Require BOR approval for certain contracts covering roughly 70 senior administrators, legal counsel, and contract employees in the Office of Commissioner of Higher Education.
- Provide criteria by which to set or adjust salaries.

#### **A related side note ...**

The BOR also votes on approximately **2,000 faculty contracts** each year. Faculty contracts are not covered by BOR Policies 711.1 and 711.2. The Regents could, if desired, lighten the staff item agenda by another 2,000 names annually through similar delegation for faculty contract approval.

***For ease of readability the proposed new policies appear below, followed by the policy language to be replaced, noted with a strikethrough symbol.***

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION****Policy and Procedures Manual****SUBJECT: PERSONNEL****(NEW) Policy 711.1 – Montana University System employment contracts (non-faculty)****1. Delegation of Authority:**

The Board of Regents, pursuant to its constitutional authority to supervise and manage the Montana University System (MUS), hereby delegates to the Commissioner of Higher Education the authority to approve employment contracts offered to certain employees by Presidents, Chancellors, and Deans of the Colleges of Technology in Helena and Great Falls. MUS employment contracts in this policy cover non-faculty professional employees who are not on the MUS Staff Compensation Plan, and administrators who are not covered by a Board of Regents employment contract as provided in Regents Policy 711.2.

**2. Accountability:**

**a.** Campuses shall submit the terms and conditions of tentative MUS employment contracts to the Commissioner. Presidents are authorized to coordinate the submitted items on behalf of affiliated campuses. The submitted information should identify the employee's name, position title, department or program, proposed salary, position funding source, date of hire, and proposed duration of the contract. Upon the Commissioner's approval, the President, Chancellor, or appropriate College of Technology Dean shall be authorized to sign the approved contract into a binding agreement.

**b.** The Commissioner will prepare an annual report to the Board of Regents in November summarizing the status and trends of MUS employment contracts.

**c.** Salaries will be administered in accordance with guidelines approved by the Board.

**d.** In all cases for new and continuing employees, salary levels and guidelines shall be established with a goal of maintaining a balance between recruiting a high-quality workforce and recognizing the reality of scarce salary resources.

**e.** Montana University System employment contracts and letters of appointment (section 5) may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.

**3. Eligibility:**

**a.** Employees eligible for hire through an MUS employment contract are non-faculty professional and administrative employees who perform work that is autonomous in nature or involves policy-making authority.

**b.** Tenure track faculty, student employees, classified employees, coaches, employees covered by a collective bargaining agreement, and employees covered by a Board of Regents employment contract (Policy 711.2) are excluded from this policy.

- c.** Not all positions exempt from the overtime provisions of state and federal wage statutes are appropriate for MUS employment contracts, however, positions must be exempt from the overtime regulations to be eligible for MUS employment contracts.
- d.** Eligibility for an MUS employment contract is not determined solely on the basis of the employee's job title or his/her supervisor's job title. Relevant factors include job duties and responsibilities, decision-making authority, and the essential business needs of the employer.

**4.** Terms and conditions:

- a.** The maximum term of a contract is one year.
- b.** Except in situations involving termination for cause or loss of funding for the position, professional and administrative employees hired through MUS employment contracts shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to expiration during the first year of employment; three (3) months prior to expiration during the second year of employment; or five (5) months prior to expiration during the third or subsequent years of employment with the institution.

In the event the initial term of employment contract for a newly hired employee is for less than six (6) months, the employee shall be entitled to at least thirty (30) days written notice of non-renewal prior to expiration in both the first and second years of employment. Such employee will be entitled to at least three (3) months notice prior to expiration during the third year, and five (5) months prior to expiration during the fourth or subsequent years of employment.

**5.** Letters of Appointment:

- a.** A Letter of Appointment is an employment contract issued to administrative employees or professional employees whose appointments are temporary and/or funded through means not available from year to year. Non-tenurable faculty members are also eligible for a Letter of Appointment. In all cases, the appointment is for the fixed term specified in the Letter of Appointment, not to exceed one year. Employees hired through a Letter of Appointment have no right to continuous employment beyond the fixed term of the letter. The eligibility requirements articulated in Section 3 of this policy also apply to Letters of Appointment.
- b.** Letters of Appointment may include a notation that makes employment contingent upon continuation of funding. If anticipated funding is not forthcoming, an employee hired through a Letter of Appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.
- c.** Except in situations involving termination for cause or lack of funding, employment of employees hired by a Letter of Appointment automatically ends without notice at the end of the specified term.
- d.** Campuses shall submit to the commissioner by October 1 each year a list containing the names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the previous 12 months.
- e.** Aside from the annual report referenced in part 5d above, campuses are not required to submit terms and conditions of a Letter of Appointment contract to the Commissioner for prior approval.

No agent of the Board of Regents or Montana University System executives may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.



**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION****Policy and Procedures Manual****SUBJECT: PERSONNEL****(NEW) Policy 711.2 – Board of Regents employment contracts**

1. The following positions shall be hired through a Board of Regents employment contract:

Commissioner of Higher Education  
 Deputy / Associate Commissioner  
 President  
 Vice President  
 Provost  
 Vice Provost  
 Chancellor  
 Vice Chancellor  
 Deans of the Colleges of Technology in Helena and Great Falls  
 Legal Counsel  
 All other Commissioner's staff employed under contracts

2. Board of Regents employment contracts:

- a. Employees in positions referenced above shall be issued a Board of Regents employment contract specifying salary and other terms of employment. Board of Regents employment contracts are for a maximum of a one-year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents. For the Commissioner and Presidents, the procedures for two-year contracts and certain other conditions are governed by BOR Policy 702.5 (Appointment; Executive Contracts; Commissioner and Presidents).

- b. Except in cases of mid-contract termination for cause or loss of funding, full-time employees hired through a Board of Regents employment contract shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to expiration during the first year of employment; three (3) months prior to expiration during the second year of employment, or; five (5) months prior to expiration during the third or subsequent years of employment with the institution.

- c. All other terms and conditions of employment shall be outlined in the contract.

3. Limitations: No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.

4. Salary adjustments for executives working under Board of Regents employment contracts are subject to guidelines approved by the Board.

**Salary guidelines for non-faculty contract employees**

***(These administrative guidelines are not contained in BOR Policies 711.1 or 711.2, however, positions subject to those policies will be subject to these salary guidelines.)***

All requests for salary adjustments shall adhere to the following parameters.

The Board of Regents has authority to approve requested salary adjustments for employees working under Board of Regents employment contracts (Policy 711.2).

The Commissioner has authority to approve requested salary adjustments for employees working under Montana University System employment contracts (Policy 711.1). All requested salary adjustments of

greater than twenty (20) percent without a corresponding increase in assigned duties and responsibilities (a promotion) shall require Board of Regents approval.

### I. Across-the Board Salary Adjustment

**A. Definition:** An annual percentage or flat dollar amount salary increase, at least in part intended to be distributed equally among eligible employees.

**B. Amount:** The Board of Regents shall establish the amount of any across-the-board adjustment.

**C. Eligibility:** Employees eligible for across-the-board increases shall typically have been employed in their current position at least six (6) calendar months prior to the effective date for implementation.

**D. Effective Date:** The Board of Regents shall establish the effective date for implementation of the across-the-board salary increases for eligible employees.

**E. Documentation Required:** With input from OCHE staff, members of the Board of Regents Staff and Compensation Committee shall determine what, if any, documentation will be required (e.g., fiscal impact assessment, etc.).

**F. Merit Salary Increases:** Campuses may elect to award merit salary increases to employees using funds for across-the-board salary adjustment authorized under this policy. Merit increases will be based upon performance evaluations and may be available to an employee who demonstrates outstanding performance in a recent evaluation indicating the employee is above the average rating established by the campus.

### II. Retention Salary Increase

**A. Definition:** Retention salary increases allow the Montana University System to retain an employee with valuable knowledge, skills or abilities that are vital to the achievement of the University's mission or strategic goals; and whose resignation would have a significant adverse impact on the accomplishment of critical and/or urgent projects.

**B. Amount:** Retention salary increases may be permanent or temporary base adjustments or a onetime or periodic lump sum amount that is not added to the employee's base salary. The amount requested shall be supported by relevant salary comparison data from CUPA and/or other sources deemed relevant by OCHE staff, in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for a retention salary adjustment. An individual employee may normally receive no more than one (1) retention salary adjustment in any two (2) consecutive year period.

**D. Documentation Required:** A retention increase request shall be accompanied by:

1. Explanation of the adverse impact if the employee resigns, and a summary of the employee's value to the institution;
2. Relevant salary survey data, including the job titles and descriptions of duties for positions used for comparison purposes;
3. Existing salary relationships among positions with similar responsibilities and in supervisory hierarchies within the campus and Montana University System;
4. Budget availability, funding source and long-term impact on tuition;
5. Evidence the employee has higher-paying opportunities with other employers.

### III. Internal Equity

**A. Definition:** A salary adjustment for an employee performing similar work under similar working conditions requiring a comparable level of knowledge, skill, or ability in order to resolve inequities. The fact that a retention salary adjustment is granted to one or more employees on the same or another campus may not be used as the sole justification for additional internal equity salary requests. Other relevant factors to be considered include: merit and length of service of the employee; market-based considerations; statutory protected class considerations; pay compression or inversion in existing pay relationships on a campus.

**B. Amount:** The amount requested shall be supported by salary comparison data from within the Montana University System, along with relevant salary comparison data from CUPA and other sources deemed relevant by OCHE staff in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for an internal equity salary adjustment.

**D. Documentation Required:** An internal equity increase request shall be accompanied by:

1. Explanation of the inequity;

2. Position and salary comparisons within the Montana University System that confirm an internal equity problem: and
3. Budget availability and funding source.

#### IV. Non-base Performance Bonus

**A. Definition:** Non-base building compensation for exemplary service or contribution beyond the scope of the employee's regular job responsibilities and expectations.

**B. Amount:** Typically, the amount of a lump sum bonus may not exceed 10 percent of the employee's annual base salary or \$5,000, whichever is less.

**C. Eligibility:** Employees must have been continuously employed in their current position for at least twelve (12) calendar months and shall not have received a lump sum bonus in at least the most recent 12-month period.

**D. Criteria:** The following job performance criteria shall be used to further determine eligibility:

1. The work significantly exceeds standard expectations in terms of quality, quantity, creativity, initiative, and effort;
2. The employee shall have maintained a consistent level of exemplary job performance during the term of their employment with the Montana University System, as evidenced by regular performance evaluations;
3. The efficiency, effectiveness, revenue generation, and/or cost savings efforts of the campus and/or University System are measurably enhanced by the employee's documented work; and
4. The employee's accomplishments occurred within the prior 12-month period.

**E. Documentation Required:** Written documentation addressing the above-described eligibility criteria shall be submitted to the Commissioner, along with the requested dollar amount.

#### V. Recruitment Bonus

**A. Definition:** Non-base building compensation awarded upon approval of an employee's initial contract in the Montana University System when the campus chief executive officer verifies the "signing bonus" is necessary to secure the hire.

**B. Amount:** Typically, the amount of a recruitment signing bonus may not exceed 10 percent of the annual base salary in the employee's initial contract or \$5,000, whichever is less.

Nothing in these salary guidelines shall be construed to mean that an employee is entitled to any type of salary adjustment at any time, nor shall any provision in these guidelines be construed to mean that any individual is entitled to employment beyond the term of their existing contract, or as provided for in Board of Regents policies.

#### Proposed policy deletions:

##### **SUBJECT: PERSONNEL**

##### **Policy 711.1 – Employment Instruments; Professional and Administrative Employees**

**Issued November 19, 1998; Issued December 30, 1998**

##### **Board policy:**

~~1. All employees of the Montana University System except those excluded in Subsection 6 shall be hired through a University System professional employment contract or a letter of appointment in accordance with this policy.~~

##### ~~2. Montana University System Professional Employment Contracts~~

~~a. Professional and administrative employees holding permanently budgeted positions shall be issued a Montana University System professional employment contract specifying salary and other terms of employment. Employees other than those holding permanently budgeted positions may be issued a Montana University System professional employment contract and when the contract is approved by the Board of Regents the employment shall be governed by this section.~~

~~b. Montana University System professional employment contracts are for a maximum of a one year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents.~~

~~c. Except in situations involving termination for cause or loss of funding (see Section 4), professional and administrative employees hired through a Montana University System professional employment contract shall be given written notice of intent not to renew their contracts at least 30 days prior to expiration during the first year of employment, three (3) months prior to expiration during the second year of employment, or six (6) months prior to expiration during the third or subsequent years of employment with the institution in a full-time position.~~

### 3. Letters of Appointment

~~a. Employees not hired through a Montana University System professional employment contract shall be hired through a letter of appointment signed by the campus chief executive officer or the Commissioner.~~

~~b. Letters of appointment are for a specified period and are not to exceed one year. There is no restriction on the number of successive one-year letters of appointment which may be granted to an individual. However, in no case does an employee hired through a letter of appointment have a right to continuous employment beyond the one-year period. Except in situations involving termination for cause the employment of employees hired by a letter of appointment automatically ends without notice at the end of the specified term or the end of the one-year period, whichever occurs first.~~

~~4. Funding Contingency: Montana University System professional employment contracts and letters of appointment may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.~~

~~5. Limitations: No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum one-year term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.~~

~~6. Tenure track faculty, student employees, classified employees, coaches, Presidents and the Commissioner are excluded from paragraphs one through five of this policy.~~

~~7. No later than October 1 of each year, the Presidents shall submit to the Commissioner a list containing:~~

~~a. The names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the preceding fiscal year.~~

~~b. The names and positions of all employees employed pursuant to a Montana University System professional employment contract for any part of the preceding fiscal year, who during that year received salary in excess of the amount listed on the Board of Regents' staff item in which the employee's contract salary was listed. The list should state for each person thereon both the previously approved salary, the amount by which the employee's compensation exceeded the previously listed salary, and the reason for the difference.~~

~~The Commissioner shall thereafter make available these lists, along with similar information from the Commissioner's Office, to the Regents.~~

**SUBJECT: PERSONNEL**

**Policy 711.2 - Criteria for Board of Regents Contract; Non-faculty Personnel  
Effective July 7, 1994; Issued September 28, 1994**

**Board policy:**

~~1. Administrative employees with substantial policy-making authority and professional employees are eligible to receive a Board of Regents employment contract upon recommendation of the university president and the Commissioner and approval of the Board of Regents.~~

~~2.~~

~~a. Each university shall develop a policy defining the specific criteria for receipt of a Board of Regents employment contract in order to:~~

~~1) provide for consistent treatment of similar positions throughout the university;~~

~~2) maintain the number of Regents' contract employees at the minimum necessary for efficient operation; and~~

~~3) distinguish between administrative and professional employees. Both universities should coordinate their policy development efforts through the Commissioner's Office in order to achieve as much system uniformity as is practical.~~

~~b. A university may change an occupied position from a Regents contract position to a classified position if such position does not meet the criteria established in university policy. The employee shall be provided the same notification required in policy 711.1 prior to any such involuntary change in employment status. The employee's salary will be set in accordance with the state pay plan rules.~~

~~c. A change in employment status may be a condition of a transfer or promotion to a new position.~~



**ITEM 131-111-R0506:**     **Approval of revised BOR Policy 804.1; Self-insured group insurance plan**

**THAT:**                     The number of full-time equivalent employees authorized for self-insured group benefits administration in the Commissioner’s Office be increased from 3.5 to 4.0 (increased by .5 full-time equivalent positions).

**EXPLANATION:**         Research into the most comparable peer benefits organization (State Employee Group Benefits Plan) indicates, with careful planning and direction, that additional staff resources could be used to negotiate efficiencies with health care providers and yield savings to the self-funded plan that would more than pay for the .5 FTE.

The group benefits office also has absorbed the oversight of the new federal Medicare Part D subsidization payment that is slightly more than \$1 million annually.

**ATTACHMENTS:**         Proposed revision to BOR Policy 804.1





**ITEM 131-111-R0506**

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION  
Policy and Procedures Manual

SUBJECT: COMPENSATION

Policy 804.1 - Self-insured group insurance plan  
*November 18, 1999; Issued December 10, 1999*

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Board policy:

The Board of Regents hereby authorizes the Commissioner of Higher Education and the respective administrations of the six campuses to establish a self-insured (Administrative Services only) group insurance plan. The plan will be administered by the Commissioner of Higher Education with the assistance of recommendations from an inter-unit advisory committee. The plan will be administered as an enterprise fund in the state fund structure contingent upon the group plan reserves being allowed to retain interest earnings.

All costs associated with the administration of the plan shall be paid from insurance premiums collected and interest earned on reserve balances. All other interest earned plus premium tax savings shall be credited to the plan reserves. Reserve balances shall be retained and carried over from year to year.

The Commissioner of Higher Education shall be authorized up to ~~3.5~~ **4.0** full-time equivalent employees to provide administration of the plan. In no case shall administrative costs exceed the amount of premium tax savings that would be incurred under a conventional group plan plus any interest earned on reserves. It is the intent that the plan be more cost efficient than conventional insurance.

History

Item 43-901-R0684, Authorization to Establish a Partially Self-Insured Group Insurance Plan for Montana University System Employees Including All Authorized Affiliated Group Employees; Commissioner of Higher Education, June 12, 1984. (Rescinded); Item 51-901-R0686, Authorization to Establish a Partially Self-Insured Group Insurance Plan for Montana University System Employees including all Authorized Affiliated Group Employees; Commissioner of Higher Education (Revised), June 20, 1986, April 26, 1990, and November 18, 1999.



## **STAFF AND COMPENSATION COMMITTEE MEETING and AGENDA**

(Committee Members: Chair Stephen Barrett, Heather O'Loughlin, and Mark Semmens)

**SUB Ballroom**  
**Wednesday, May 31, 2006**  
**4:45 – 6:00 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Approval of minutes of the March 2, 2006 committee meeting (pg. 553)
- b. ITEM 131-116-R0506 – Revisions to BOR Policies 711.1 & 711.2 (*Employment contracts and pay guidelines for non-faculty administrators and professionals*) The BOR through this proposed policy delegates to the Commissioner of Higher Education the authority to approve employment contracts and pay adjustments in accordance with approved pay guidelines. (pg. 555)
- c. Discussion of contract approval procedures for head coaches.
- d. Discussion of CUPA salary survey (*College and University Professionals Association for Human Resources*)
- e. ITEM 131-111-R0506 – Revision to BOR Policy 804.1 (*Authorization of administrative positions for the self-insured group insurance plan*) The proposed revision would increase by .5 (one-half) the number of full-time equivalent positions authorized to the Commissioner of Higher Education for administration of the self-insured group insurance plan. The current authorization is 3.5 full-time employees (the proposal authorizes up to 4.0 positions). (pg. 577)
- f. Discussion of titles for the chief executive officers of the two “stand-alone” Colleges of Technology in Great Falls and Helena. A change from the current title of Dean to the title of Chancellor is under consideration.
- g. Public Comment



## MINUTES

### STAFF AND COMPENSATION COMMITTEE

Thursday, March 2, 2006

The Committee convened at 3:30 p.m.

**Committee Members Present:** Regent O'Loughlin, and Regent Semmens Acting Chair

**Committee Members Absent:** Regent Barrett, excused

**Also Present:** President George Dennison, President Geoff Gamble, Chancellor Dick Storey, Chancellor Frank Gilmore, Chancellor Ron Sexton, Chief Legal Counsel Catherine Swift, Rosie Keller, Mark Bruno, Pam Joehler, Susan Briggs, Craig Roloff, MaryEllen Baukol, Bob Durringer, Commissioner Sheila Stearns, Kevin McRae, Jim Foley, Teresa Branch, and Bill Muse

a. Discussion of draft guidelines for "Board of Regents employment contracts" and "Montana University System employment contracts."

**Kevin McRae** noted this project has been ongoing for some time in an effort to meet the diverse needs and interests of all the campuses. **Mr. McRae** explained the options presented in this item, as well as the recommendation that the Commissioner be the final approval in the interest of a system-wide focus on equity, market factors, and other impacts. He added some information about coaches' contracts, indicating they were expressly excluded from the policy that limits contracts to one year. The Board has the authority to approve multi-year contracts for coaches, but has chosen not to do so. On the few occasions where they were asked, the Board declined. The options presented here do not apply to coaches. **President Gamble** said staff is making a decision that is taking the system away from the vision of the Board, and asked where the Commissioner fit into this plan. **Commissioner Stearns** indicated they had consulted with various of the CEOs as well as other states, and have struggled with this item. Option A has the advantage of using an incremental approach. If there is an anomaly for market reasons, and there is good documentation with an offer in hand, her office will support it on the Agenda so that it doesn't jump out at the Regents as a huge percentage increase. **Commissioner Stearns** said she has a lot of faith in the CEOs. There has been a vision of a system, although it has been hazy. She is concerned that OCHE not be overwhelmed by the amount of work that could result from this change. She would like to use the OCHE at some threshold to check for big disparities and obtain explanations for them. This is something they already do. **Commissioner Stearns** believes this is a good way to go but has concerns about unintended consequences. The Board would retain approval of 60 to 80 contracts, while most other states do not have Board approval of staff items. She did want the Board to understand that her office would do the same level of scrutiny they now do, but would not do a more detailed evaluation.

**Chair Semmens** recommended taking this in component pieces, and suggested the Committee recommend to the Board they proceed with Option A. **Regent O'Loughlin** agreed.

**Chair Semmens** indicated the next level is the terms of the contracts. **Mr. Kevin McRae** referred to Page 583 of the Agenda, under Roman numeral I. The Commissioner will approve increases up to 15%, and the Board will approve those above that limit. He commented that some retention issues exceed that level, and he asked for direction from the Board and the CEOs on what threshold they would approve. He said the board retains approval of annual increases and bargaining. Refer to the noted page for other details of this proposed policy. There was discussion on the need for signing bonuses and the general use of them throughout the country. **Commissioner Stearns** indicated some possible language might be incorporated to cover signing bonuses. **President Dennison** was concerned about the 12-month eligibility requirement for increases, and thought that six months would be better, while three months would be best. He also did not see a reason for the 15% limit. **Chair Semmens** indicated the Commissioner needs to understand there are instances where she needs to take items to the Board. **President Gamble** indicated the percentage might not give the full picture, since a low paid employee could receive a huge percentage increase, while it would be a low dollar figure. **Chair Semmens** recommended changing the language to the greater of a certain percentage or certain dollars. **Doralyn Rossmann**, Chair of the Professional Counsel at MSU suggested they might consider pro-rating eligibility and grant one twelfth for each month served up to the 12 months.

**Chair Semmens** asked Mr. McRae if the next part is intended to give more flexibility that does not already exist, or if it simply memorializes what does happen. **Mr. McRae** explained that non-base performance bonuses have no policy either prohibiting or authorizing. This is intended to set some guidelines on what is reasonable, and who is eligible. There is the possibility it might encourage campuses to utilize these bonuses more often since the rules will be clearer. **Chair Semmens** indicated if that is the case, they need to carefully evaluate it. Resources remain fixed, which means that someone else will need to get less to fund these. **Mr. McRae** said there were four items presented, with number four being the non-base performance bonus item. **President Dennison** asked about the dates included, and Mr. McRae indicated those will be cleaned up as they proceed. **Kevin McRae** further explained the policy before the Board envisioned a scenario where for recruitment only, there might be two-year contracts subject to approval by the

Commissioner. Coaches would not be included in this. LeRoy Schramm had believed that multi-year contracts did minimal good for retention. **Mr. McRae** indicated his office saw some logic in that, and wanted to be careful with multi-year contracts. **Chair Semmens** asked that they hold off on the multi-year contracts at this time, to put in place pro-rating raises, using the percentage as well as the dollar figure, and signing bonuses. He also recommended no annual effective date for bonuses, and that bonuses be addressed in the next draft. **Chancellor Sexton** questioned why Letters of Appointment were excluded. **Mr. McRae** explained they are implicitly temporary positions, and more precarious than contracts. They will therefore remove the first sentence of the last paragraph on page 500 that refers to Letters of Appointment.

**Chair Semmens** next took up multi-year contracts. He asked if it was believed they were appropriate only for recruitment, or for recruitment and retention. **Professor Shannon Taylor** indicated that Bozeman had worked on a pilot program for multi-year contracts for the adjunct professors last year. They were supported by faculty and they have used them to great advantage. One of their best adjuncts received a better score for borrowing money with the multi-year contract. **Professor Taylor** indicated that without their professional staff they would be unable to do their jobs. He believes that multi-year contracts would retain some of those staff what would go elsewhere in the Gallatin Valley. In their area it is very important to have this tool since their salaries do not compete with the going rate in private industry. **Commissioner Stearns** believes they need some latitude on multi-year contracts, but she has concerns about them. Buyouts are costly, and there needs to be funding in place to cover that possibility. She also doesn't want multi-year contracts to become regarded as an entitlement. They should also be limited to particular fields that are hard to fill. **Mr. McRae** reiterated this policy applies to professional and administrative positions, and not coaches. **Catherine Swift, Chief Legal Counsel** advised that to balance the risk between the employee and the employer more evenly, a liquidated damages clause could be written into the policy and it would be for an amount equal to actual damages caused by an employee who leaves before the end of the contract. The penalty could be graduated by time spent on the job. **Ms. Swift** will work on this before the May meeting. **Chair Semmens** said no action would be taken on this item at this meeting, but requested input to OCHE with recommendations so it can be ready for approval at the May meeting. He asked further if there should be different requirements for coaches, or should they simply be included in the general policy above. **President Gamble** believes coaches' contracts are so different that they couldn't be included here. **Chancellor Sexton** disagreed on offering multi-year contracts to coaches, especially for the smaller campuses. He indicated he had fired coaches for not meeting the philosophy of the campus, or not keeping up graduation rates, but not for losing games. He would rather offer multi-year contracts to his professionals. **Chancellor Storey** indicated the coaches at Western do more than coach. He would appreciate having flexibility with their coaches, especially since there is one he might lose at this time. **Chair Semmens** asked if they then thought the policy should be applied to all positions, with the flexibility to apply as needed. **Chancellor Storey** said they should use multi-year contracts very cautiously. **Chancellor Gilmore** said he was not necessarily in favor of multi-year contracts for coaches. With limited use, he would like the flexibility to use them for faculty. **President Dennison** noted it will differ based on the needs of each campus. He argued strongly for multi-year contracts for coaches since they recruit student athletes who will be expecting that coach to be on board during their time at school. Loss of coaches causes problems with lower graduation rates for athletes, and the loss of scholarships. NCAA has requirements for academic progression rates. Further, some contracts are written so that coaches pay the full amount of the contract if they do not complete it. **Chair Semmens** recommended not distinguishing between administrators and coaches, but to use multi-year contracts in circumstances where the market dictates, and there is a demonstrated need. **President Gamble** requested a look at the data before a decision is made on this. He also believes it is unfair for the head coach to receive multi-year contracts if administrators do not. **Chair Semmens** noted that at the policy level, there should be a broader definition rather than distinguishing between types. He also requested that more data be gathered on usage for other professionals and administrative fields. **Regent O'Loughlin** felt that contract professionals were not leaving under contract, while athletic coaches did not seem to have the same incentive. She also did not see the need to extend multi-year contracts to other contract professionals, unless it could be demonstrated they improved the data. **Chair Semmens** indicated staff would look into this over the next four to six weeks, and he requested the Board have the information before the May meeting, including research on coaches and other professionals. He indicated he wanted to have this item completed at the May meeting.

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#### Public Comment

**Professor John Brower** from Montana Tech of The University of Montana identified himself as the President of the newly formed faculty association. He talked about inequities perceived to exist at Montana Tech.

#### END PUBLIC COMMENT

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The Committee meeting adjourned at 5:42 p.m.

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ITEM 131-116-R0506

**Approval of revised BOR Policies 711.1 and 711.2;  
Employment instruments for professional and  
administrative employees; Criteria for Board of Regents  
contracts (non-faculty)**

**THAT:**

The Regents revise Policy 711.1 to create a Montana University System employment contract for most non-faculty contract professionals, with contracts subject to the Commissioner's approval, and; Revise Policy 711.1 to retain the concept of a Board of Regents employment contract for approximately 70 professionals and administrators, with contracts subject to the Board's approval.

**EXPLANATION:**

The proposed policy revisions, and related compensation guidelines will:

- (1.) improve the ability of MUS managers to recruit and retain capable employees in a timely manner, and;
- (2.) make the Board agenda more efficient by reducing the number of individual contracts subject to Board action, with a new annual reporting procedure on the status and trends of contracts.

**ATTACHMENTS:**

Proposed revisions to BOR Policies 711.1 and 711.2

For ease of readability the proposed new policies appear first, followed by the policy language to be replaced as noted with a ~~strikethrough~~ symbol.





**ITEM 131-116-R0506**

*Preface:*

*The revisions to BOR Policies 711.1 and 711.2 would:*

- *Delegate to the Commissioner the authority to approve employment contracts and pay adjustments for most non-faculty administrators and professional-level contract employees.*
- *Retain the current maximum term of one year for most contracts.*
- *Continue the current exclusion of coaches from the policy coverage, allowing campus chief executives to submit proposals to the BOR for multi-year contracts for head coaches.*
- *Require BOR approval for certain contracts covering roughly 70 senior administrators, legal counsel, staff in the Office of Commissioner of Higher Education, and head coaches.*
- *Provide criteria by which to set or adjust salaries.*

*For ease of readability the proposed new policies appear first below, followed by the versions to be replaced, which are noted by a strikethrough symbol.*

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**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**  
**SUBJECT: PERSONNEL**  
**(NEW) Policy 711.1 – Montana University System employment contracts (non-faculty)**

**1. Delegation of Authority:**

The Board of Regents, pursuant to its constitutional authority to supervise and manage the Montana University System (MUS), hereby delegates to the Commissioner of Higher Education the authority to approve employment contracts offered to certain employees by Presidents, Chancellors, and Deans of the Colleges of Technology in Helena and Great Falls. MUS employment contracts in this policy cover non-faculty professional employees who are not on the MUS Staff Compensation Plan, and administrators who are not covered by a Board of Regents employment contract as provided in Regents Policy 711.2.

**2. Accountability:**

**a.** Campuses shall submit the terms and conditions of tentative MUS employment contracts to the Commissioner. Presidents are authorized to coordinate the submitted items on behalf of affiliated campuses. The submitted information should identify the employee's name, position title, department or program, proposed salary, position funding source, date of hire, and proposed duration of the contract. Upon the Commissioner's approval, the President, Chancellor, or appropriate College of Technology Dean shall be authorized to sign the approved contract into a binding agreement.

**b.** The Commissioner will prepare an annual report to the Board of Regents in November summarizing the status and trends of MUS employment contracts.

**c.** Salaries will be administered in accordance with guidelines approved by the Board.

**d.** In all cases for new and continuing employees, salary levels and guidelines shall be established with a goal of maintaining a balance between recruiting a high-quality workforce and recognizing the reality of scarce salary resources.

**e.** Montana University System employment contracts and letters of appointment (section 5) may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.

**3. Eligibility:**

**a.** Employees eligible for hire through an MUS employment contract are non-faculty professional and administrative employees who perform work that is autonomous in nature or involves policy-making authority.

**b.** Tenure track faculty, student employees, classified employees, coaches, employees covered by a collective bargaining agreement, and employees covered by a Board of Regents employment contract (Policy 711.2) are excluded from this policy.

**c.** Not all positions exempt from the overtime provisions of state and federal wage statutes are appropriate for MUS employment contracts, however, positions must be exempt from the overtime regulations to be eligible for MUS employment contracts.

**d.** Eligibility for an MUS employment contract is not determined solely on the basis of the employee's job title or his/her supervisor's job title. Relevant factors include job duties and responsibilities, decision-making authority, and the essential business needs of the employer.

**4. Terms and conditions:**

- a.** The maximum term of a contract is one year.
- b.** Except in situations involving termination for cause or loss of funding for the position, professional and administrative employees hired through MUS employment contracts shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to expiration during the first year of employment; three (3) months prior to expiration during the second year of employment; or five (5) months prior to expiration during the third or subsequent years of employment with the institution.

In the event the initial term of employment contract for a newly hired employee is for less than six (6) months, the employee shall be entitled to at least thirty (30) days written notice of non-renewal prior to expiration in both the first and second years of employment. Such employee will be entitled to at least three (3) months notice prior to expiration during the third year, and five (5) months prior to expiration during the fourth or subsequent years of employment.

**5. Letters of Appointment:**

- a.** A Letter of Appointment is an employment contract issued to administrative employees or professional employees whose appointments are temporary and/or funded through means not available from year to year. Non-tenurable faculty members are also eligible for a Letter of Appointment. In all cases, the appointment is for the fixed term specified in the Letter of Appointment, not to exceed one year. Employees hired through a Letter of Appointment have no right to continuous employment beyond the fixed term of the letter. The eligibility requirements articulated in Section 3 of this policy also apply to Letters of Appointment.
- b.** Letters of Appointment may include a notation that makes employment contingent upon continuation of funding. If anticipated funding is not forthcoming, an employee hired through a Letter of Appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.
- c.** Except in situations involving termination for cause or lack of funding, employment of employees hired by a Letter of Appointment automatically ends without notice at the end of the specified term.
- d.** Campuses shall submit to the commissioner by October 1 each year a list containing the names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the previous 12 months.

e. Aside from the annual report referenced in part 5d above, campuses are not required to submit terms and conditions of a Letter of Appointment contract to the Commissioner for prior approval.

No agent of the Board of Regents or Montana University System executives may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**  
**SUBJECT: PERSONNEL**  
**(NEW) Policy 711.2 – Board of Regents employment contracts**

1. The following positions shall be hired through a Board of Regents employment contract:

Commissioner of Higher Education  
Deputy / Associate Commissioner  
President  
Vice President  
Provost  
Vice Provost  
Chancellor  
Vice Chancellor  
Deans of the Colleges of Technology in Helena and Great Falls  
Legal Counsel  
All other Commissioner's staff employed under contracts

2. Board of Regents employment contracts:

a. Employees in positions referenced above shall be issued a Board of Regents employment contract specifying salary and other terms of employment. Board of Regents employment contracts are for a maximum of a one-year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents. For the Commissioner and Presidents, the procedures for two-year contracts and certain other conditions are governed by BOR Policy 702.5 (Appointment; Executive Contracts; Commissioner and Presidents).

b. Except in cases of mid-contract termination for cause or loss of funding, full-time employees hired through a Board of Regents employment contract shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to

expiration during the first year of employment; three (3) months prior to expiration during the second year of employment, or; five (5) months prior to expiration during the third or subsequent years of employment with the institution.

c. All other terms and conditions of employment shall be outlined in the contract.

**3. Limitations:** No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.

**4. Salary adjustments for executives working under Board of Regents employment contracts are subject to guidelines approved by the Board.**

**Salary guidelines for non-faculty contract employees**

*(These administrative guidelines are not contained in BOR Policies 711.1 or 711.2, however, positions subject to those policies will be subject to these salary guidelines.)*

All requests for salary adjustments shall adhere to the following parameters.

The Board of Regents has authority to approve requested salary adjustments for employees working under Board of Regents employment contracts (Policy 711.2).

The Commissioner has authority to approve requested salary adjustments for employees working under Montana University System employment contracts (Policy 711.1). All requested salary adjustments of greater than twenty (20) percent without a corresponding increase in assigned duties and responsibilities (a promotion) shall require Board of Regents approval.

**I. Across-the Board Salary Adjustment**

**A. Definition:** An annual percentage or flat dollar amount salary increase, at least in part intended to be distributed equally among eligible employees.

**B. Amount:** The Board of Regents shall establish the amount of any across-the-board adjustment.

**C. Eligibility:** Employees eligible for across-the-board increases shall typically have been employed in their current position at least six (6) calendar months prior to the effective date for implementation.

**D. Effective Date:** The Board of Regents shall establish the effective date for implementation of the across-the-board salary increases for eligible employees.

**E. Documentation Required:** With input from OCHE staff, members of the Board of Regents Staff and Compensation Committee shall determine what, if any, documentation will be required (e.g., fiscal impact assessment, etc.).

**F. Merit Salary Increases:** Campuses may elect to award merit salary increases to employees using funds for across-the-board salary adjustment authorized under this policy. Merit increases will be based upon performance evaluations and may be available to an employee who demonstrates outstanding performance in a recent evaluation indicating the employee is above the average rating established by the campus.

## II. Retention Salary Increase

**A. Definition:** Retention salary increases allow the Montana University System to retain an employee with valuable knowledge, skills or abilities that are vital to the achievement of the University's mission or strategic goals; and whose resignation would have a significant adverse impact on the accomplishment of critical and/or urgent projects.

**B. Amount:** Retention salary increases may be permanent or temporary base adjustments or a onetime or periodic lump sum amount that is not added to the employee's base salary. The amount requested shall be supported by relevant salary comparison data from CUPA and/or other sources deemed relevant by OCHE staff, in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for a retention salary adjustment. An individual employee may normally receive no more than one (1) retention salary adjustment in any two (2) consecutive year period.

**D. Documentation Required:** A retention increase request shall be accompanied by:

1. Explanation of the adverse impact if the employee resigns, and a summary of the employee's value to the institution;
2. Relevant salary survey data, including the job titles and descriptions of duties for positions used for comparison purposes;
3. Existing salary relationships among positions with similar responsibilities and in supervisory hierarchies within the campus and Montana University System;
4. Budget availability, funding source and long-term impact on tuition;
5. Evidence the employee has higher-paying opportunities with other employers.

## III. Internal Equity

**A. Definition:** A salary adjustment for an employee performing similar work under similar working conditions requiring a comparable level of knowledge, skill, or ability in order to resolve inequities. The fact that a retention salary adjustment is granted to one or more employees on the same or another campus may not be used as the sole justification for additional internal equity salary requests. Other relevant factors to be considered include: merit and length of service of the employee; market-based considerations; statutory protected class considerations; pay compression or inversion in existing pay relationships on a campus.

**B. Amount:** The amount requested shall be supported by salary comparison data from within the Montana University System, along with relevant salary comparison data from CUPA and other sources deemed relevant by OCHE staff in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for an internal equity salary adjustment.

**D. Documentation Required:** An internal equity increase request shall be accompanied by:

1. Explanation of the inequity;
2. Position and salary comparisons within the Montana University System that confirm an internal equity problem; and
3. Budget availability and funding source.

#### **IV. Non-base Performance Bonus**

**A. Definition:** Non-base building compensation for exemplary service or contribution beyond the scope of the employee's regular job responsibilities and expectations.

**B. Amount:** Typically, the amount of a lump sum bonus may not exceed 10 percent of the employee's annual base salary or \$5,000, whichever is less.

**C. Eligibility:** Employees must have been continuously employed in their current position for at least twelve (12) calendar months and shall not have received a lump sum bonus in at least the most recent 12-month period.

**D. Criteria:** The following job performance criteria shall be used to further determine eligibility:

1. The work significantly exceeds standard expectations in terms of quality, quantity, creativity, initiative, and effort;
2. The employee shall have maintained a consistent level of exemplary job performance during the term of their employment with the Montana University System, as evidenced by regular performance evaluations;
3. The efficiency, effectiveness, revenue generation, and/or cost savings efforts of the campus and/or University System are measurably enhanced by the employee's documented work; and
4. The employee's accomplishments occurred within the prior 12-month period.

**E. Documentation Required:** Written documentation addressing the above-described eligibility criteria shall be submitted to the Commissioner, along with the requested dollar amount.

#### **V. Recruitment Bonus**

**A. Definition:** Non-base building compensation awarded upon approval of an employee's initial contract in the Montana University System when the campus chief executive officer verifies the "signing bonus" is necessary to secure the hire.

**B. Amount:** Typically, the amount of a recruitment signing bonus may not exceed 10 percent of the annual base salary in the employee's initial contract or \$5,000, whichever is less.

Nothing in these salary guidelines shall be construed to mean that an employee is entitled to any type of salary adjustment at any time, nor shall any provision in these

guidelines be construed to mean that any individual is entitled to employment beyond the term of their existing contract, or as provided for in Board of Regents policies.

**Proposed policy deletions:**

**~~SUBJECT: PERSONNEL~~**

**~~Policy 711.1 – Employment Instruments; Professional and Administrative Employees~~**

**~~Issued November 19, 1998; Issued December 30, 1998~~**

**~~Board policy:~~**

~~1. All employees of the Montana University System except those excluded in Subsection 6 shall be hired through a University System professional employment contract or a letter of appointment in accordance with this policy.~~

~~2. Montana University System Professional Employment Contracts~~

~~a. Professional and administrative employees holding permanently budgeted positions shall be issued a Montana University System professional employment contract specifying salary and other terms of employment. Employees other than those holding permanently budgeted positions may be issued a Montana University System professional employment contract and when the contract is approved by the Board of Regents the employment shall be governed by this section.~~

~~b. Montana University System professional employment contracts are for a maximum of a one year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents.~~

~~c. Except in situations involving termination for cause or loss of funding (see Section 4), professional and administrative employees hired through a Montana University System professional employment contract shall be given written notice of intent not to renew their contracts at least 30 days prior to expiration during the first year of employment, three (3) months prior to expiration during the second year of employment, or six (6) months prior to expiration during the third or subsequent years of employment with the institution in a full-time position.~~

~~3. Letters of Appointment~~

~~a. Employees not hired through a Montana University System professional employment contract shall be hired through a letter of appointment signed by the campus chief executive officer or the Commissioner.~~

~~b. Letters of appointment are for a specified period and are not to exceed one year. There is no restriction on the number of successive one-year letters of appointment which may be granted to an individual. However, in no case does an employee hired~~



~~through a letter of appointment have a right to continuous employment beyond the one year period. Except in situations involving termination for cause the employment of employees hired by a letter of appointment automatically ends without notice at the end of the specified term or the end of the one year period, whichever occurs first.~~

~~4. Funding Contingency: Montana University System professional employment contracts and letters of appointment may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.~~

~~5. Limitations: No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum one year term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.~~

~~6. Tenure track faculty, student employees, classified employees, coaches, Presidents and the Commissioner are excluded from paragraphs one through five of this policy.~~

~~7. No later than October 1 of each year, the Presidents shall submit to the Commissioner a list containing:~~

~~a. The names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the preceding fiscal year.~~

~~b. The names and positions of all employees employed pursuant to a Montana University System professional employment contract for any part of the preceding fiscal year, who during that year received salary in excess of the amount listed on the Board of Regents' staff item in which the employee's contract salary was listed. The list should state for each person thereon both the previously approved salary, the amount by which the employee's compensation exceeded the previously listed salary, and the reason for the difference.~~

~~The Commissioner shall thereafter make available these lists, along with similar information from the Commissioner's Office, to the Regents.~~

**~~SUBJECT: PERSONNEL~~**

**~~Policy 711.2 – Criteria for Board of Regents Contract; Non-faculty Personnel Effective July 7, 1994; Issued September 28, 1994~~**

**~~Board policy:~~**

~~1. Administrative employees with substantial policy-making authority and professional employees are eligible to receive a Board of Regents employment contract upon~~

~~recommendation of the university president and the Commissioner and approval of the Board of Regents.~~

~~2.~~

~~a. Each university shall develop a policy defining the specific criteria for receipt of a Board of Regents employment contract in order to:~~

- ~~1) provide for consistent treatment of similar positions throughout the university;~~
- ~~2) maintain the number of Regents' contract employees at the minimum necessary for efficient operation; and~~
- ~~3) distinguish between administrative and professional employees. Both universities should coordinate their policy development efforts through the Commissioner's Office in order to achieve as much system uniformity as is practical.~~

~~b. A university may change an occupied position from a Regents contract position to a classified position if such position does not meet the criteria established in university policy. The employee shall be provided the same notification required in policy 711.1 prior to any such involuntary change in employment status. The employee's salary will be set in accordance with the state pay plan rules.~~

~~c. A change in employment status may be a condition of a transfer or promotion to a new position.~~

## Staff and Compensation Committee

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Board of Regents  
May 31, 2006

# Employment contracts

*Proposed policies and guidelines  
for hiring and paying non-faculty  
administrators and contract professionals.*

BOR Policies 711.1 & 711.2

**ITEM 131-116-R0506**

Submitted by:  
Office of Labor Relations and Human Resources  
Commissioner of Higher Education  
Montana University System

## **Rationale for Item 131-116-R0506;** **Proposed revision to Regents Policies 711.1 and 711.2**

**T**he Staff and Compensation Committee directed the Commissioner of Higher Education in March 2006 to draft certain policy changes governing the use of individual employment contracts. One major change is a proposed delegation of authority by the Board of Regents (BOR) to the Commissioner to approve most employment contracts in the Montana University System (MUS). The Committee also recommended the use of general pay guidelines in conjunction with the proposed delegated hiring authority. This report contains draft revisions to contract policies and pay guidelines as directed by the Committee, with additional recommendations by the Commissioner, for the Committee's review and action on June 1, 2006.

**A**bout 800 non-faculty employees in the Montana University System (MUS) are hired through individual employment contracts. These contracts cover administrators and certain other professional-level employees. The contracts specify salaries, terms, and other conditions of employment. Almost all contracts have a maximum term of one year and are subject to renewal or non-renewal upon expiration.

**U**nder proposed policy revisions (*see BOR ITEM 131-116-R0506; Staff and Compensation*), campuses would submit proposed staff items and contract matters to the Commissioner as they have in the past. The change would be that most items would not have to advance to the BOR meeting agenda for action. There would be two types of employment contracts: (1) an "MUS Employment Contract" covering most administrators and professionals, approved by the Commissioner as delegated by the Board, and; (2) a "Board of Regents Contract" covering roughly 70 administrators and

professionals who would remain subject to BOR approval. The contract and salary information would be available to the BOR and the public in an annual report from the Commissioner.

**S**taff and Compensation Committee members have discussed two primary reasons to delegate this contract approval authority to the Commissioner:

**Effective hiring (“let managers manage”)**

The delegation of authority would improve the timeliness of contract approvals. Currently, when a campus executive offers a contract to a new employee, the employee may wait weeks or months until the next BOR meeting to learn whether his or her hiring is approved. The new policy would provide a faster turnaround on contract approvals.

The related pay guidelines also would improve the timeliness of salary adjustments. Currently, if a valuable MUS employee has an out-of-state job offer in hand, the campus chief executive may request a tentative retention adjustment in effort to keep the employee in Montana. But the employee then must decide whether to take the out-of-state offer, or to decline it on the chance the BOR will approve a retention adjustment within a few weeks or months. The time span between BOR meetings currently can mean the difference between keeping and losing a good employee. Under the proposed changes with delegated authority, managers in the MUS would have better tools for recruiting and retaining capable employees.

**Efficient BOR meeting agendas (“lighten the load of staff items”)**

The delegation of authority would lighten the load on the BOR meeting agendas by 700 to 900 staff items annually. Currently, the Regents vote on all initial hires and contract renewals.

For perspective, the vast majority of the 7,600 employees in the MUS are not hired through BOR action. The Regents long ago delegated to administration

the authority to hire employees into positions on the classified MUS Staff Compensation Plan, which covers the majority of employees in the system. The load of staff items on the BOR agenda would be lighter under the proposed changes, but the Regents and the public would retain access to salary and contract information. The Commissioner's annual report on the status and trends of employment contracts would be intended to maintain sound communication and accountability.

In summary, the revisions to BOR Policies 711.1 and 711.2 would:

- Delegate to the Commissioner the authority to approve employment contracts and pay adjustments for most non-faculty administrators and professional-level contract employees.
- Retain the current maximum term of one year for most contracts.
- Continue the current exclusion of coaches from the policy coverage, allowing campus chief executives to submit proposals to the BOR for multi-year contracts for head coaches.
- Require BOR approval for certain contracts covering roughly 70 senior administrators, legal counsel, and contract employees in the Office of Commissioner of Higher Education.
- Provide criteria by which to set or adjust salaries.

#### **A related side note ...**

The BOR also votes on approximately **2,000 faculty contracts** each year. Faculty contracts are not covered by BOR Policies 711.1 and 711.2. The Regents could, if desired, lighten the staff item agenda by another 2,000 names annually through similar delegation for faculty contract approval.

***For ease of readability the proposed new policies appear below, followed by the policy language to be replaced, noted with a strikethrough symbol.***

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION****Policy and Procedures Manual****SUBJECT: PERSONNEL****(NEW) Policy 711.1 – Montana University System employment contracts (non-faculty)****1. Delegation of Authority:**

The Board of Regents, pursuant to its constitutional authority to supervise and manage the Montana University System (MUS), hereby delegates to the Commissioner of Higher Education the authority to approve employment contracts offered to certain employees by Presidents, Chancellors, and Deans of the Colleges of Technology in Helena and Great Falls. MUS employment contracts in this policy cover non-faculty professional employees who are not on the MUS Staff Compensation Plan, and administrators who are not covered by a Board of Regents employment contract as provided in Regents Policy 711.2.

**2. Accountability:**

**a.** Campuses shall submit the terms and conditions of tentative MUS employment contracts to the Commissioner. Presidents are authorized to coordinate the submitted items on behalf of affiliated campuses. The submitted information should identify the employee's name, position title, department or program, proposed salary, position funding source, date of hire, and proposed duration of the contract. Upon the Commissioner's approval, the President, Chancellor, or appropriate College of Technology Dean shall be authorized to sign the approved contract into a binding agreement.

**b.** The Commissioner will prepare an annual report to the Board of Regents in November summarizing the status and trends of MUS employment contracts.

**c.** Salaries will be administered in accordance with guidelines approved by the Board.

**d.** In all cases for new and continuing employees, salary levels and guidelines shall be established with a goal of maintaining a balance between recruiting a high-quality workforce and recognizing the reality of scarce salary resources.

**e.** Montana University System employment contracts and letters of appointment (section 5) may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.

**3. Eligibility:**

**a.** Employees eligible for hire through an MUS employment contract are non-faculty professional and administrative employees who perform work that is autonomous in nature or involves policy-making authority.

**b.** Tenure track faculty, student employees, classified employees, coaches, employees covered by a collective bargaining agreement, and employees covered by a Board of Regents employment contract (Policy 711.2) are excluded from this policy.

- c.** Not all positions exempt from the overtime provisions of state and federal wage statutes are appropriate for MUS employment contracts, however, positions must be exempt from the overtime regulations to be eligible for MUS employment contracts.
- d.** Eligibility for an MUS employment contract is not determined solely on the basis of the employee's job title or his/her supervisor's job title. Relevant factors include job duties and responsibilities, decision-making authority, and the essential business needs of the employer.

**4. Terms and conditions:**

- a.** The maximum term of a contract is one year.
- b.** Except in situations involving termination for cause or loss of funding for the position, professional and administrative employees hired through MUS employment contracts shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to expiration during the first year of employment; three (3) months prior to expiration during the second year of employment; or five (5) months prior to expiration during the third or subsequent years of employment with the institution.

In the event the initial term of employment contract for a newly hired employee is for less than six (6) months, the employee shall be entitled to at least thirty (30) days written notice of non-renewal prior to expiration in both the first and second years of employment. Such employee will be entitled to at least three (3) months notice prior to expiration during the third year, and five (5) months prior to expiration during the fourth or subsequent years of employment.

**5. Letters of Appointment:**

- a.** A Letter of Appointment is an employment contract issued to administrative employees or professional employees whose appointments are temporary and/or funded through means not available from year to year. Non-tenurable faculty members are also eligible for a Letter of Appointment. In all cases, the appointment is for the fixed term specified in the Letter of Appointment, not to exceed one year. Employees hired through a Letter of Appointment have no right to continuous employment beyond the fixed term of the letter. The eligibility requirements articulated in Section 3 of this policy also apply to Letters of Appointment.
- b.** Letters of Appointment may include a notation that makes employment contingent upon continuation of funding. If anticipated funding is not forthcoming, an employee hired through a Letter of Appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.
- c.** Except in situations involving termination for cause or lack of funding, employment of employees hired by a Letter of Appointment automatically ends without notice at the end of the specified term.
- d.** Campuses shall submit to the commissioner by October 1 each year a list containing the names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the previous 12 months.
- e.** Aside from the annual report referenced in part 5d above, campuses are not required to submit terms and conditions of a Letter of Appointment contract to the Commissioner for prior approval.

No agent of the Board of Regents or Montana University System executives may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.



**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION****Policy and Procedures Manual****SUBJECT: PERSONNEL****(NEW) Policy 711.2 – Board of Regents employment contracts**

1. The following positions shall be hired through a Board of Regents employment contract:

Commissioner of Higher Education  
 Deputy / Associate Commissioner  
 President  
 Vice President  
 Provost  
 Vice Provost  
 Chancellor  
 Vice Chancellor  
 Deans of the Colleges of Technology in Helena and Great Falls  
 Legal Counsel  
 All other Commissioner's staff employed under contracts

2. Board of Regents employment contracts:

- a. Employees in positions referenced above shall be issued a Board of Regents employment contract specifying salary and other terms of employment. Board of Regents employment contracts are for a maximum of a one-year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents. For the Commissioner and Presidents, the procedures for two-year contracts and certain other conditions are governed by BOR Policy 702.5 (Appointment; Executive Contracts; Commissioner and Presidents).

- b. Except in cases of mid-contract termination for cause or loss of funding, full-time employees hired through a Board of Regents employment contract shall be given written notice of intent not to renew their contracts at least thirty (30) days prior to expiration during the first year of employment; three (3) months prior to expiration during the second year of employment, or; five (5) months prior to expiration during the third or subsequent years of employment with the institution.

- c. All other terms and conditions of employment shall be outlined in the contract.

3. Limitations: No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.

4. Salary adjustments for executives working under Board of Regents employment contracts are subject to guidelines approved by the Board.

**Salary guidelines for non-faculty contract employees**

***(These administrative guidelines are not contained in BOR Policies 711.1 or 711.2, however, positions subject to those policies will be subject to these salary guidelines.)***

All requests for salary adjustments shall adhere to the following parameters.

The Board of Regents has authority to approve requested salary adjustments for employees working under Board of Regents employment contracts (Policy 711.2).

The Commissioner has authority to approve requested salary adjustments for employees working under Montana University System employment contracts (Policy 711.1). All requested salary adjustments of

greater than twenty (20) percent without a corresponding increase in assigned duties and responsibilities (a promotion) shall require Board of Regents approval.

### I. Across-the Board Salary Adjustment

**A. Definition:** An annual percentage or flat dollar amount salary increase, at least in part intended to be distributed equally among eligible employees.

**B. Amount:** The Board of Regents shall establish the amount of any across-the-board adjustment.

**C. Eligibility:** Employees eligible for across-the-board increases shall typically have been employed in their current position at least six (6) calendar months prior to the effective date for implementation.

**D. Effective Date:** The Board of Regents shall establish the effective date for implementation of the across-the-board salary increases for eligible employees.

**E. Documentation Required:** With input from OCHE staff, members of the Board of Regents Staff and Compensation Committee shall determine what, if any, documentation will be required (e.g., fiscal impact assessment, etc.).

**F. Merit Salary Increases:** Campuses may elect to award merit salary increases to employees using funds for across-the-board salary adjustment authorized under this policy. Merit increases will be based upon performance evaluations and may be available to an employee who demonstrates outstanding performance in a recent evaluation indicating the employee is above the average rating established by the campus.

### II. Retention Salary Increase

**A. Definition:** Retention salary increases allow the Montana University System to retain an employee with valuable knowledge, skills or abilities that are vital to the achievement of the University's mission or strategic goals; and whose resignation would have a significant adverse impact on the accomplishment of critical and/or urgent projects.

**B. Amount:** Retention salary increases may be permanent or temporary base adjustments or a onetime or periodic lump sum amount that is not added to the employee's base salary. The amount requested shall be supported by relevant salary comparison data from CUPA and/or other sources deemed relevant by OCHE staff, in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for a retention salary adjustment. An individual employee may normally receive no more than one (1) retention salary adjustment in any two (2) consecutive year period.

**D. Documentation Required:** A retention increase request shall be accompanied by:

1. Explanation of the adverse impact if the employee resigns, and a summary of the employee's value to the institution;
2. Relevant salary survey data, including the job titles and descriptions of duties for positions used for comparison purposes;
3. Existing salary relationships among positions with similar responsibilities and in supervisory hierarchies within the campus and Montana University System;
4. Budget availability, funding source and long-term impact on tuition;
5. Evidence the employee has higher-paying opportunities with other employers.

### III. Internal Equity

**A. Definition:** A salary adjustment for an employee performing similar work under similar working conditions requiring a comparable level of knowledge, skill, or ability in order to resolve inequities. The fact that a retention salary adjustment is granted to one or more employees on the same or another campus may not be used as the sole justification for additional internal equity salary requests. Other relevant factors to be considered include: merit and length of service of the employee; market-based considerations; statutory protected class considerations; pay compression or inversion in existing pay relationships on a campus.

**B. Amount:** The amount requested shall be supported by salary comparison data from within the Montana University System, along with relevant salary comparison data from CUPA and other sources deemed relevant by OCHE staff in consultation with the employing unit.

**C. Eligibility:** Normally, only those individuals employed at least three (3) full contract terms shall be eligible for an internal equity salary adjustment.

**D. Documentation Required:** An internal equity increase request shall be accompanied by:

1. Explanation of the inequity;

2. Position and salary comparisons within the Montana University System that confirm an internal equity problem: and
3. Budget availability and funding source.

#### IV. Non-base Performance Bonus

**A. Definition:** Non-base building compensation for exemplary service or contribution beyond the scope of the employee's regular job responsibilities and expectations.

**B. Amount:** Typically, the amount of a lump sum bonus may not exceed 10 percent of the employee's annual base salary or \$5,000, whichever is less.

**C. Eligibility:** Employees must have been continuously employed in their current position for at least twelve (12) calendar months and shall not have received a lump sum bonus in at least the most recent 12-month period.

**D. Criteria:** The following job performance criteria shall be used to further determine eligibility:

1. The work significantly exceeds standard expectations in terms of quality, quantity, creativity, initiative, and effort;
2. The employee shall have maintained a consistent level of exemplary job performance during the term of their employment with the Montana University System, as evidenced by regular performance evaluations;
3. The efficiency, effectiveness, revenue generation, and/or cost savings efforts of the campus and/or University System are measurably enhanced by the employee's documented work; and
4. The employee's accomplishments occurred within the prior 12-month period.

**E. Documentation Required:** Written documentation addressing the above-described eligibility criteria shall be submitted to the Commissioner, along with the requested dollar amount.

#### V. Recruitment Bonus

**A. Definition:** Non-base building compensation awarded upon approval of an employee's initial contract in the Montana University System when the campus chief executive officer verifies the "signing bonus" is necessary to secure the hire.

**B. Amount:** Typically, the amount of a recruitment signing bonus may not exceed 10 percent of the annual base salary in the employee's initial contract or \$5,000, whichever is less.

Nothing in these salary guidelines shall be construed to mean that an employee is entitled to any type of salary adjustment at any time, nor shall any provision in these guidelines be construed to mean that any individual is entitled to employment beyond the term of their existing contract, or as provided for in Board of Regents policies.

#### Proposed policy deletions:

##### **SUBJECT: PERSONNEL**

##### **Policy 711.1 – Employment Instruments; Professional and Administrative Employees**

**Issued November 19, 1998; Issued December 30, 1998**

##### **Board policy:**

~~1. All employees of the Montana University System except those excluded in Subsection 6 shall be hired through a University System professional employment contract or a letter of appointment in accordance with this policy.~~

##### ~~2. Montana University System Professional Employment Contracts~~

~~a. Professional and administrative employees holding permanently budgeted positions shall be issued a Montana University System professional employment contract specifying salary and other terms of employment. Employees other than those holding permanently budgeted positions may be issued a Montana University System professional employment contract and when the contract is approved by the Board of Regents the employment shall be governed by this section.~~

~~b. Montana University System professional employment contracts are for a maximum of a one year period and must be signed by the applicable President, Chancellor, or the Commissioner of Higher Education, and be approved by the Board of Regents.~~

~~c. Except in situations involving termination for cause or loss of funding (see Section 4), professional and administrative employees hired through a Montana University System professional employment contract shall be given written notice of intent not to renew their contracts at least 30 days prior to expiration during the first year of employment, three (3) months prior to expiration during the second year of employment, or six (6) months prior to expiration during the third or subsequent years of employment with the institution in a full-time position.~~

### ~~3. Letters of Appointment~~

~~a. Employees not hired through a Montana University System professional employment contract shall be hired through a letter of appointment signed by the campus chief executive officer or the Commissioner.~~

~~b. Letters of appointment are for a specified period and are not to exceed one year. There is no restriction on the number of successive one-year letters of appointment which may be granted to an individual. However, in no case does an employee hired through a letter of appointment have a right to continuous employment beyond the one-year period. Except in situations involving termination for cause the employment of employees hired by a letter of appointment automatically ends without notice at the end of the specified term or the end of the one-year period, whichever occurs first.~~

~~4. Funding Contingency: Montana University System professional employment contracts and letters of appointment may include a notation that makes employment contingent upon continuation of external funding. If anticipated funding is not forthcoming, an employee hired through a contract or letter of appointment with such notation may be terminated at any time during the expected term of the contract upon 15 working days written notice.~~

~~5. Limitations: No agent of the Board of Regents may make commitments or promises to any employee to extend employment beyond the maximum one-year term authorized in this policy. Any such promises, whether written, oral or implied, are invalid and unenforceable.~~

~~6. Tenure track faculty, student employees, classified employees, coaches, Presidents and the Commissioner are excluded from paragraphs one through five of this policy.~~

~~7. No later than October 1 of each year, the Presidents shall submit to the Commissioner a list containing:~~

~~a. The names, positions, dates of employment, and salaries of all employees employed through a letter of appointment in the preceding fiscal year.~~

~~b. The names and positions of all employees employed pursuant to a Montana University System professional employment contract for any part of the preceding fiscal year, who during that year received salary in excess of the amount listed on the Board of Regents' staff item in which the employee's contract salary was listed. The list should state for each person thereon both the previously approved salary, the amount by which the employee's compensation exceeded the previously listed salary, and the reason for the difference.~~

~~The Commissioner shall thereafter make available these lists, along with similar information from the Commissioner's Office, to the Regents.~~

**SUBJECT: PERSONNEL**

**Policy 711.2 - Criteria for Board of Regents Contract; Non-faculty Personnel  
Effective July 7, 1994; Issued September 28, 1994**

**Board policy:**

~~1. Administrative employees with substantial policy-making authority and professional employees are eligible to receive a Board of Regents employment contract upon recommendation of the university president and the Commissioner and approval of the Board of Regents.~~

~~2.~~

~~a. Each university shall develop a policy defining the specific criteria for receipt of a Board of Regents employment contract in order to:~~

~~1) provide for consistent treatment of similar positions throughout the university;~~

~~2) maintain the number of Regents' contract employees at the minimum necessary for efficient operation; and~~

~~3) distinguish between administrative and professional employees. Both universities should coordinate their policy development efforts through the Commissioner's Office in order to achieve as much system uniformity as is practical.~~

~~b. A university may change an occupied position from a Regents contract position to a classified position if such position does not meet the criteria established in university policy. The employee shall be provided the same notification required in policy 711.1 prior to any such involuntary change in employment status. The employee's salary will be set in accordance with the state pay plan rules.~~

~~c. A change in employment status may be a condition of a transfer or promotion to a new position.~~



**ITEM 131-111-R0506:**     Approval of revised BOR Policy 804.1; Self-insured group insurance plan

**THAT:**                     The number of full-time equivalent employees authorized for self-insured group benefits administration in the Commissioner's Office be increased from 3.5 to 4.0 (increased by .5 full-time equivalent positions).

**EXPLANATION:**         Research into the most comparable peer benefits organization (State Employee Group Benefits Plan) indicates, with careful planning and direction, that additional staff resources could be used to negotiate efficiencies with health care providers and yield savings to the self-funded plan that would more than pay for the .5 FTE.

The group benefits office also has absorbed the oversight of the new federal Medicare Part D subsidization payment that is slightly more than \$1 million annually.

**ATTACHMENTS:**         Proposed revision to BOR Policy 804.1





**ITEM 131-111-R0506**

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION  
Policy and Procedures Manual

SUBJECT: COMPENSATION

Policy 804.1 - Self-insured group insurance plan  
*November 18, 1999; Issued December 10, 1999*

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Board policy:

The Board of Regents hereby authorizes the Commissioner of Higher Education and the respective administrations of the six campuses to establish a self-insured (Administrative Services only) group insurance plan. The plan will be administered by the Commissioner of Higher Education with the assistance of recommendations from an inter-unit advisory committee. The plan will be administered as an enterprise fund in the state fund structure contingent upon the group plan reserves being allowed to retain interest earnings.

All costs associated with the administration of the plan shall be paid from insurance premiums collected and interest earned on reserve balances. All other interest earned plus premium tax savings shall be credited to the plan reserves. Reserve balances shall be retained and carried over from year to year.

The Commissioner of Higher Education shall be authorized up to ~~3.5~~ **4.0** full-time equivalent employees to provide administration of the plan. In no case shall administrative costs exceed the amount of premium tax savings that would be incurred under a conventional group plan plus any interest earned on reserves. It is the intent that the plan be more cost efficient than conventional insurance.

History

Item 43-901-R0684, Authorization to Establish a Partially Self-Insured Group Insurance Plan for Montana University System Employees Including All Authorized Affiliated Group Employees; Commissioner of Higher Education, June 12, 1984. (Rescinded); Item 51-901-R0686, Authorization to Establish a Partially Self-Insured Group Insurance Plan for Montana University System Employees including all Authorized Affiliated Group Employees; Commissioner of Higher Education (Revised), June 20, 1986, April 26, 1990, and November 18, 1999.



## **WORKFORCE DEVELOPMENT COMMITTEE MEETING**

**(Committee Members:** Chair Mike Foster, Lynn Morrison-Hamilton, and Lila Taylor)

**Hensler Auditorium, Applied Technology Building**

**Wednesday, May 31, 2006**

**4:45 – 6:00 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas, with opportunity for Public comment.

- a. Review and approve minutes of last committee meeting. (pg. )
- b. Review and approve committee meeting agenda. (pg.)
- c. Update on the healthcare advisory group and data team (Representative from Advisory Group)
- d. Update on activities of the State Workforce Investment Board, including initiatives for healthcare workers and apprenticeship programs. – Arlene Parisot and Emily Lipp-Sirota
- e. Update on WIRED grant – Arlene Parisot and Emily Lipp-Sirota
- f. Strategic plan – discussion of goals related to Workforce Committee – Dave Gibson
- g. Update on CBJT Mt BILT US-DOL Construction Trades Grant – Dean Cech
- h. Perkins Quarterly Update – ITEM 131-102-R0506 – Arlene Parisot (pg.)
- i. Discussion of integrated student/workforce data project.
- j. Public Comment



## **Minutes from the Workforce Committee of the Board of Regents March 2, 2006**

The committee approved (4-0) the minutes of the November committee meeting.

### **Physician Education and Location Incentives:**

A panel presented recommendations to the committee regarding expansion of the WWAMI program, residency programs, and physician location incentive programs. These recommendations had been provided in writing and in advance to the committee. The panel consisted of the working group that had prepared written recommendations to the committee:

Emily Lipp-Sirota	Economic Development Specialist, Montana Governor's Office
Roxanne Fahrenwald, M.D.	Director, Montana Family Medicine Residency
Marge Levine	Data and Information Manager, Montana Primary Care Association
Jay Erickson, M.D.	Assistant Dean, WWAMI Clinical Phase for Montana / University of Washington School of Medicine
Richard Brown	Sr. Vice President, MHA
Linda Hyman, PhD	Vice Provost, Health Science at MSU and Assistant Dean, WWAMI University Phase
Kristin Juliar	Director, Montana Office of Rural Health and Area Health Education Center

After the panel introduced themselves, David Gibson gave a brief summary of the recommendations.

Regent Foster noted that Sen. Stapleton would probably be proposing a medical school for Billings and that the WWAMI expansion would provide a good alternative to that initiative.

Regent Hamilton raised the question of whether expansion of WWAMI and the ongoing \$3.8 million was realistic given the comments of Budget Director David Ewer at the last BOR meeting. She felt that proposing such a costly expansion would hurt the Board's credibility with the Governor and the legislature. She also questioned whether the return to the state of WWAMI graduates justified an expansion of this size.

Regent Mercer commented that the regents should give the legislature the option of funding WWAMI and supported moving forward with the recommended 20 additional slots.

Regent Taylor noted the shortage of physicians in rural areas and the need to get more primary care physicians to these areas.

Regent Hamilton moved that the committee recommend the creation of 5 slots instead of 20, and that half the cost of these additional slots would be paid for with private matching funds. This motion was not passed (1-3).

Regent Taylor then moved adoption of the recommendations of the working group, with the one change of approving “up to” 20 WWAMI slots. This motion was passed (3-1, Regent Hamilton dissenting).

**Comprehensive Planning for Healthcare Worker Education:**

The committee convened a second panel to discuss the broader issue of healthcare worker shortages and education in all specialties. Members of this panel consisted of:

Marge Levine	Data and Information Manager, Montana Primary Care Association
Richard Brown	Sr. Vice President, MHA
Joan Miles	Director of the Department of Public Health and Human Services
Jo Ann Dotson	Department of Public Health and Human Services
Kristin Juliar	Director, Montana Office of Rural Health and Area Health Education Center

Dave Gibson gave an introduction on the purpose of the panel. He noted that the Primary Care Liaison Group (PCLG) has issued an update to the Martz Blue Ribbon Task Force Report and made recommendations in three areas:

- Developing an advisory group that could provide better communication between various groups in the state that work on healthcare related issues.
- Create a “data team” to coordinate data on healthcare issues and workforce.
- Develop a comprehensive plan for meeting the healthcare worker needs of the state.

Dave Gibson commented that he felt the recommendations of the PCLG were well thought-out and consistent with the healthcare system initiative that had been presented to the board in January.

Director Miles agreed that a comprehensive approach to healthcare issues and workforce was needed. She drew particular attention to the huge workforce shortages the state is facing in the future. She also wanted to make sure any comprehensive plan included dental and mental health care.

Kris Juliar gave a brief discussion of her background and what happened in Minnesota to address healthcare worker shortages during her tenure there.

After some discussion among the committee and the panel, Regent Foster asked the panel to draw to a close (due to time). Dave Gibson asked the board to approve the three recommendations: creation of an advisory board to develop a comprehensive plan and advise the board on healthcare education priorities; create a healthcare data team; and begin working on a comprehensive plan for healthcare education over the next decade.

The committee unanimously approved this recommendation.

### **Speech Pathology Programs**

UM Provost Lois Muir and Billings COT Dean John Cech (filling in for MSU-B Provost George White) gave an update on speech pathology program creation at UM and MSU-B. Provost Muir noted that it was a top priority to create a bachelors and masters program at UM in FY08. She discussed the results of a consulting report commissioned by UM that concluded there was great need for such a program in the state. Dean Cech noted that MSU-B wants to create a bachelors program and was engaging a consultant from Wyoming to evaluate this.

Regent Foster expressed disappointment that the two campuses were hiring two different consultants and that they did not appear to be working together. He also questioned whether two bachelors programs that had to feed into one masters program would be a good use of resources, since a masters degree was generally the minimum qualification to practice as a speech pathologist.

Regent Hamilton emphasized the need to include rural (particularly high-line) considerations in developing new speech pathology programs. She noted that the shortages were most acute in these areas and that any new programs needed to show how they would address the problems in these areas.

Regent Mercer emphasized the need to work together among the campuses.

The committee took no action but asked for both MSU-B and UM to work together on a plan for speech pathology education in the state.

### **Public Workforce Study**

Dave Gibson gave an update on the request of the committee in November to conduct a survey of the public sector workforce needs. He presented the board with a proposal from Dr. Gregg Davis from FVCC to conduct the study. He then asked the board to defer action until at least mid-summer to allow staff the time to focus on the healthcare recommendations before undertaking another study.

The committee took no action but agreed they would consider the issue at a later meeting.

**Other Items before the Committee:**

Dean Cech gave the committee an update on the Community Based Jobs Training Grants (awarded last year to MSU-B COT to develop construction trades programs across the state).

Dave Gibson noted that the committee's materials included a summary of what some other states are doing with regard to workforce training. This report was prepared at the request of the committee at their November meeting. Regent Foster thanked staff for the report and commented that compared with other states it appears Montana is doing at least as much as other states in addressing workforce needs.





Update  
May, 2006

Workforce Innovation for Regional  
Economic Development  
February 1, 2006 – January 31, 2009

# Role of the Office of the Commissioner of Higher Education- Workforce Development Unit

- Administer **\$1,189,569** of the WIRED funds per year for three years for program development and delivery to support the WIRED Project.

# Types of projects to be funded!

- Career Pathways in Manufacturing
- Cluster Hubs in functional areas
- Standardized curriculum
- Blended E-learning pathways models
- Complementary Career Cluster Curriculum
- Customized entrepreneurial education

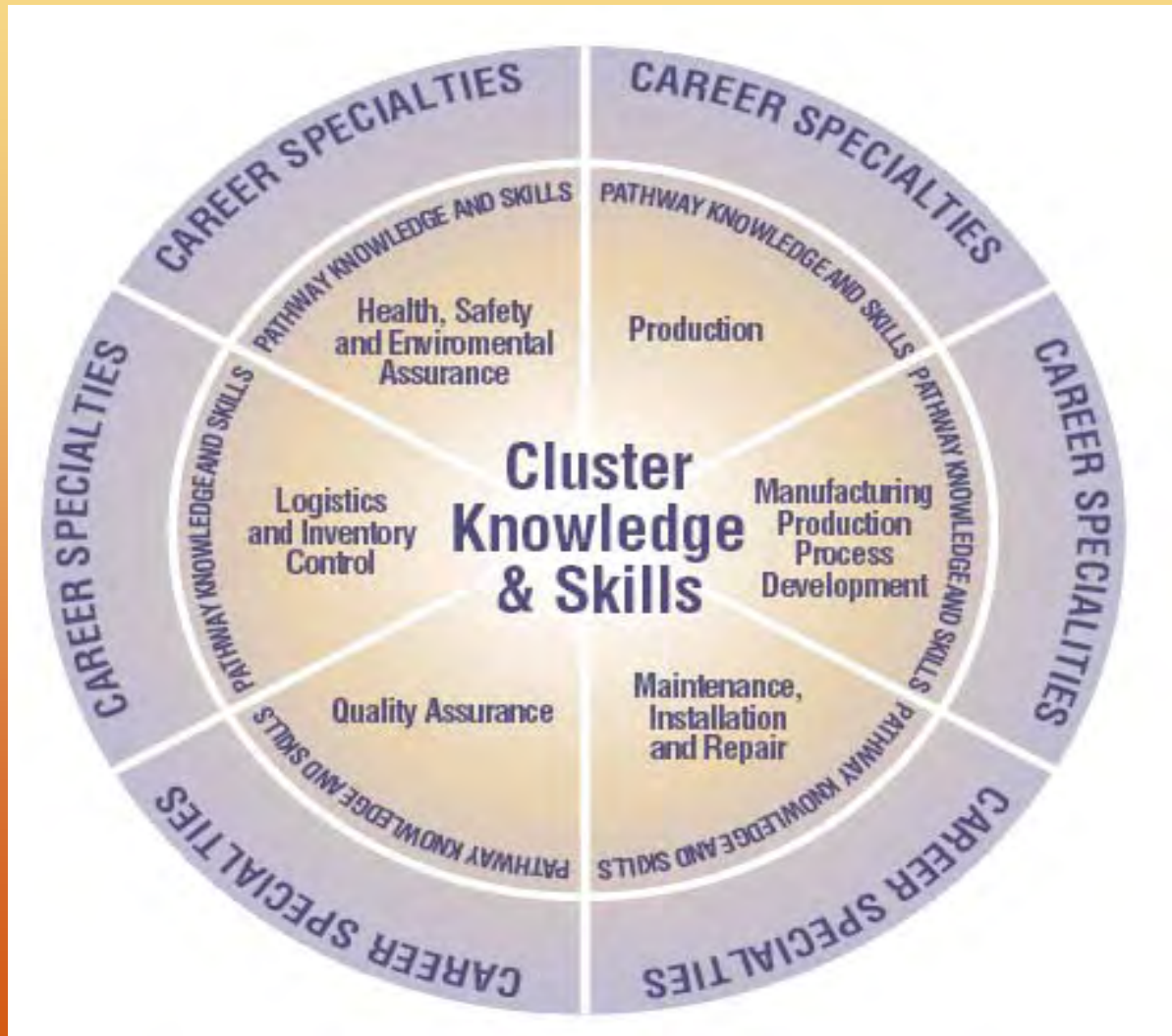
# Process for awarding funds!

- A competitive grant RFP process will be implemented
- A Grant Management Specialist position will oversee this process
- Each RFP will have a targeted focus and will be coordinated with the WIRED Executive Committee and Project Director

# Description of projects and types of partnerships required



# Manufacturing Career Clusters Model



# Cluster Hubs (Centers of Excellence)

- Survey industry needs for curriculum development
- Update skill standards
- Benchmark practices
- Collect information about cluster occupations and programs
- Clearinghouse for information
- Incubator for new businesses

# Issues and Challenges

- Prioritizing and Integrating projects with Department of Commerce
- Protecting Intellectual Property
- Designing RFP and process for awarding
- Knowledge transfer of customized training that is already happening
- Attracting venture capital
- Identifying technical assistance needs



# Partnerships to achieve goals of Projects

- K-12
- Four-year institutions
- State Agencies
- DOLI Apprenticeship
- WIA providers (Community-Based Organizations)
- Business and Industry



# Workforce Strategic Plan Items

## Key Decisions

The following goals and objectives concern issues generally discussed in the Workforce Committee. The current draft strategic plan describes these in some detail. In order to finalize the plan we would like some guidance on the intended approach or, in some cases, how we should proceed to set long-term goals.

Goal	Description	Critical Task for Committee Discussion
2.1.1	Increase employer satisfaction	Recommend how to set goals for 2010
2.1.2	Increase degrees/cert's in high-demand areas	Recommend how to set goals for 2007 & 2010
2.1.3	Increase job placement rates	Review plan & goals for 2006-2007
2.1.4	Grow 2-year degrees and certificates	Review plan & goals for 2006-2007

For easier reference, these sections of the draft strategic plan are excerpted on the following pages.

## 2.1.1 Increase employer satisfaction with graduates.

Table 2.1.1

### Montana Business Recruiting and Worker Preparation Survey, 2005

Workforce Indicators	2005	2010 (goals)
Percent of businesses statewide stating they are very likely to use customized, non-degree training provided by MUS institutions.	5%	
Percent of businesses indicating they had some or a great deal of contact with the 2-year college in their area.	34%	
Percent of businesses indicating that the two 2-year college in their community was doing a good or excellent job.	59%	
Percent of businesses indicating that the two 2-year college in their community was responsive.	33%	

source: UM Bureau of Business & Economic Research, Montana Business Recruiting Survey

## 2.1.2 Increase degrees and certificates awarded in high-demand occupational fields.

Table 2.1.2

### MUS Degrees Awarded in Healthcare

Degrees	1994-95	1999-00	2004-05	2006-07 (est.)	2009-10 (goals)
2-year degrees & certificates	288	313	482		
4-year degrees & above	337	278	327		
Total	625	591	809		

source: IPEDS Completions Survey healthcare equals CIP code 51.00  
note: data include community colleges

The Board of Regents has identified healthcare and construction occupations as the top priorities for training workers in high-demand occupations.

Measuring healthcare certificates and degrees is relatively straightforward and done consistently across campuses. Historical data are available and a reasonable proxy for overall level of training provided by the MUS for this industry. The Board of Regents has recently convened a Healthcare Task Force to evaluate and prioritize efforts to increase the number of healthcare workers in the state. This task force will work through 2006-2007 to help the Board set goals for the number and type of healthcare workers the MUS should produce to meet the needs of the state in the next decade.

Construction trades education is not easily measured for two principle reasons. First, many workers receive training which does not necessarily lead to a formal certificate or degree. Second, the definition of what types of programs are categorized as construction-trades related is not well developed and consistently applied across the MUS. Historical data is therefore not readily available in a useable form. Much better data, by occupation, must be developed before meaningful baseline information or goals can be determined.

#### Goals for 2006-2007:

- Develop, with the support of the Healthcare Advisory Group, goals for healthcare worker training for 2007-2010; and

### 2.1.3 Increase job placement rates.

OCHE is working to establish a systematic mechanism for tracking students from college to Montana's workforce through a linkage of postsecondary data to the unemployment insurance wage database. Under the guidelines of the Family Educational and Privacy Rights Act (FERPA), numerous states have set precedent in successfully developing student tracking systems between multiple state agencies for the purpose of evaluating and improving programs.

OCHE currently receives a match of 2-year program completers with workforce records for the purpose of measuring Carl D. Perkins performance indicators. These data yield useful information, however the effort must be expanded to include students completing programs at all levels throughout the MUS.

In order to build a comprehensive picture, it is essential to develop a statewide tracking system capable of following cohorts of students from high school, through college, and into the workforce.

Currently, data sources and opportunities exist that could allow for the exchange of student and workforce information between the Office of Public Instruction (OPI), Montana University System (MUS), and the Department of Labor. Each entity is responsible for a critical portion of the information needed to track students:

- OPI is establishing a statewide data system capable of providing extracts of recent high school graduates;
- MUS administers a centralized student data warehouse that provides postsecondary enrollment tracking; and
- The Montana Department of Labor & Industry stores employment records that identify entry into Montana's workforce.

Given these existing data sources and opportunities for sharing information, it is critical that these three state agencies work together to exchange the necessary data to develop a tracking system capable of providing a comprehensive view of students' progression and entry into the workforce.

## 2.1.4 Grow enrollment, for certificates and degrees, in 2-year programs.

Table 2.1.4

### Associate Degrees Conferred (Associate of Arts, Associate of Science, & Associate of Applied Science) 1999-00 to 2004-05

Institutional Type	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	2006-07 (est.)	2009-10 (goal)
Colleges of Technology	632	674	687	764	800	772		
Community Colleges	450	392	408	448	511	523		
Integrated 2-year Programs*	153	145	148	188	175	166		
Total	1235	1211	1243	1400	1486	1461		
% Change (annual)		-2%	3%	13%	6%	-2%		

\*UM-Western & MSU-Northern  
source: IPEDS Completions Survey



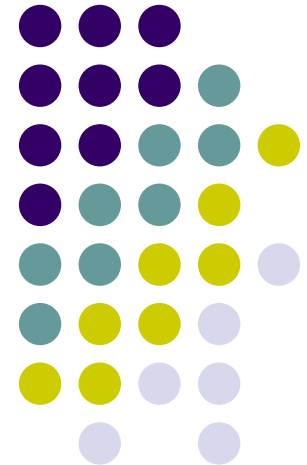




MSU-Billings College of Technology, UM-Missoula  
College of Technology, MT Tech College of  
Technology, MSU-Northern

# Montana BILT

## Construction Technology



# Montana BILT - Construction



## Overview of funding

- US Dept of Labor: Employment and Training Administration – Community-Based Job Training Grant – Montana BILT \$1,980,042

## Leveraged Resources:

- Celebrate Billings \$25,000
- Montana Contractors Association \$35,000
- Norco Welding \$48,000
- Lincoln Welding \$21,000

# Partner Institutions

- MSU-Billings COT



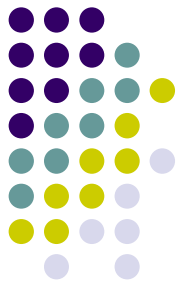
- UM - Missoula COT



- MT Tech - COT



- MSU - Northern





# Affiliated Institutions

- Miles Community College
- UM-Helena COT
- MSU-Great Falls COT
- Flathead Valley Community College

# State/Local Advisory Committees



- Representatives from Partner Institutions
- MT Commission of Higher Education – Workforce Development Director
- Montana Contractors Association/Montana Homebuilders
- Workforce Agencies
- State Agencies including Apprenticeships
- Economic Development Agencies
- Carpenter Unions
- Business and Industry



# Montana BILT Goals

1. Statewide common core curriculum for Carpentry utilizing NCCER (National Center for Construction Education and Research)
  - a. All schools have either approved or are in the process of approving curriculum
  - b. Similar plans of study
  - c. Similar articulation with secondary schools

# Montana BILT Goals



2. Define and use a common language
3. Clear articulation with apprenticeship programs
4. Transfer articulation between Montana Institutions  
(Secondary/Post-Secondary/Apprentice)
5. Development of “Construction Cluster” website

# Montana BILT Goals



6. Data collection
  - a. Financial Data
  - b. Program Data
    - i. Classes/Events
    - ii. Enrollments/Retention/Completion
    - iii. Certifications/Degrees
    - iv. Job Placement/Wage Data



# Montana BILT Goals



7. Develop Sustainability Plan
8. Develop strong partnerships regionally & statewide
9. Improve math skills and basic competency of income construction students



# Montana BILT Goals

10. Statewide recruitment of students in construction
11. Participate in Community Building Activities
  - a. Habitat for Humanity
  - b. Salvation Army
  - c. Local High School Building Projects



# Montana BILT Goals

12. Seek opportunities to leverage funds with Montana WIRED grant

13. Expand outreach to K-12

- a. Summer Experiences for students
- b. Outreach workshops for students and parents
- c. Outreach workshops for K-12 teachers and school counselors

# Montana BILT Goals



14. Develop additional construction programs at each institution based on local area needs
  - a. Butte – Historic Preservation
  - b. Havre – Plumbing and Electrical
  - c. Missoula – Heavy Equipment
  - d. Billings – Concrete Institute (American Concrete Institute Certification)



# Montana BILT – Winter 2006

Billings – Open House at Pierce Flooring  
MSU-B COT/Pierce Flooring/School District 2  
Jan. 17, 2006





# Montana BILT – Winter 2006

## Billings – Flooring Class Spring 2006





# Montana BILT – Spring 2006

## Billings – Flooring Class Final Project



# Montana BILT

## Butte – Plaster Class Spring 2006







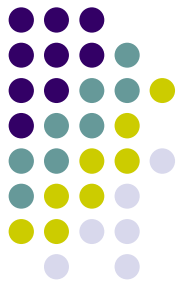
# Montana BILT

## Butte – Stonework Class Spring 2006



# Montana BILT

## Missoula – Carpentry Class Spring 2006



5/19/2006

615

18



# Montana BILT

## Missoula – Carpentry Class Spring 2006



5/19/2006

616

19



# Montana BILT

Havre – Plumbing Spring 2006



May 31-June 2, 2006

ITEM 131-102-R0506

**Notification of extension of the Carl D. Perkins State Plan [Perkins III] for program year eight.**

**THAT:**

**The Board of Regents as the eligible agency for the Carl D. Perkins funds is notified that the Perkins III State Plan has been extended for year eight.**

**EXPLANATION:**

**This notification is supported by the following:**

The Carl D. Perkins Vocational and Technical Education Act of 1998 (Perkins III) authorized appropriations only through the end of Fiscal Year (FY) 2003. For FY 2004, in the absence of Congressional action to reauthorize Perkins III, section 422 (a) of the General Education Provisions Act (GEPA) automatically extended the law for one additional year and the Office of Vocational and Adult Education (OVAE) approved state plan extensions and revisions, including adjusted performance levels for program year six, beginning July 1, 2004. Instead of acting to reauthorize Perkins III last year, Congress continued funding for Perkins III in the FY 2005 appropriations act [Public Law 108-447]. Congress has once again extended Perkins III for an additional year, providing funding for Perkins III for FY 2006. Funds for use in program year eight will become available to states on an advance-funded basis, beginning July 1, 2006.

The State Director of Carl D. Perkins funds submitted to the U.S. Department of Education, OVAE a letter requesting extension and updated budget. No revisions to the state plan were made.

Supporting documentation includes: letter of request and Perkins III Program Year 8 Budget Format



**ITEM 131-102-R0506**

**PERKINS III PROGRAM YEAR 8 BUDGET FORMAT**

(For Federal FY 2006 Funds to Become Available Beginning on July 1, 2006)

**Title I—Assistance to States**

<i>Local Formula Distribution (not less than 85%)</i>	
Secondary Programs (65% of Title I Grant)	<u>\$ 2,713,557</u>
Postsecondary Programs (35% of Title I grant)	<u>\$ 1,461,146</u>
<b>Subtotal</b>	<u>\$ 4,174,703</u>
<i>Reserve (not more than 10% of Title I grant; if applicable)</i>	
Secondary Programs (___% of Title I Grant)	<u>\$ _____</u>
Postsecondary Programs (___% of Title I grant)	<u>\$ _____</u>
<b>Subtotal</b>	<u>\$ 463,856</u>
<i>Leadership (not more than 10%)</i>	<u>\$ 545,713</u>
Nontraditional Training and Employment (\$80,000 )	
Corrections or Institutions (\$27,286 )	
<i>State Administration (up to 5% of Title I grant)</i>	<u>\$ 272,856</u>
<i>State Match (from non-federal funds)*</i>	<u>\$ 275,633</u>
<b>Total: State Grant</b>	<u>\$5,457,128</u>
(based on FY07 allocations)	

**Title II---Tech Prep Education**

<i>Tech-Prep funds for Consortia</i>	<u>\$ 459,934</u>
<i>Number of Consortia</i> <u>  5  </u>	
<i>Method of Distribution (check one):</i>	
<u>  X  </u> Formula	
_____ Competitive	
<i>Tech-Prep Administration</i>	<u>\$ 34,619</u>
<b>Total: Tech-Prep Grant</b>	<u>\$ 494,553</u>

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\* The eligible agency must provide non-federal funds for state administration of the Perkins III, Title I grant in an amount not less than the amount it provided in the preceding year.