

## LEVEL I APPROVAL MEMORANDUM

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Compiled here is the Level I memorandum containing items approved since the November 17-18, 2016 Board of Regents Meeting. This memorandums from October, November, December and January contain items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. The items before you have been approved and are now being shared with you for your notification.

- [October 2016 Level I Memorandum](#)
- [November 2016 Level I Memorandum](#)
- [December 2016 Level I Memorandum](#)
- [January 2017 Level I Memorandum](#)

## LEVEL I APPROVAL MEMORANDUM

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**DATE:** November 1, 2016

**TO:** Chief Academic Officers, Montana University System

**FROM:** John Cech, Deputy Commissioner for Academic and Student Affairs

**RE:** October 2016 Level I Approvals

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Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in October 2016. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, raise them at the Level I Chief Academic Officer's conference call on November 15. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, November 18. You will be notified of approved proposals by November 22. The Board of Regents will be notified of the approved proposals at the March 2017 meeting of the Board.

### **Campus Approvals**

#### **Montana State University:**

- Notification of the placement of Professional Masters in Science and Engineering Management into moratorium  
[Item #173-2020-LI1016](#) | [Academic Proposal Request Form](#) | [Program Termination and Moratorium Form](#)

October 2016

ITEM 173-2020-LI1016

**Notification of the placement of Professional Masters in Science and Engineering Management into moratorium**

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**THAT**

Montana State University is notifying the Montana Board of Regents of its intent to place the Professional Masters in Science and Engineering Management into moratorium.

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**EXPLANATION**

The Professional Masters in Science and Engineering Management was first offered in the fall of 2012. During that time, enrollment has not met expectations. In the four years the program has been offered, we have had sixteen students graduate. We want to completely redesign the program, but it is very difficult to do so when students are in progress. We propose to cease admitting new students until we complete the redesign, hopefully within a year.

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**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination and Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-2020-LI1016 Submission Month or Meeting: October 2016

Institution: Montana State University CIP Code: 14.99

Program/Center/Institute Title: Professional Masters in Science and Engineering Management

Includes (please specify below): Online Offering X Options \_\_\_\_\_

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

X **A. Level I: (Notification)**

**Campus Approvals**

- X **1a. Placing a program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a program from moratorium**
- \_\_\_\_\_ **2. Adding, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Adding a BAS/AA/AS area of study**
- \_\_\_\_\_ **4. Offering an existing program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing program**
- \_\_\_\_\_ **6. Terminating an existing program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Adding a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Adding a temporary certificate or AAS degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Montana State University is notifying the Montana Board of Regents of its intent to place the Professional Masters in Science and Engineering Management into moratorium. The Professional Masters in Science and Engineering Management was first offered in the fall of 2012. During that time, enrollment has not met expectations. In the four years the program has been offered, we have had sixteen students graduate. We want to completely redesign the program, but it is very difficult to do so when students are in progress. We propose to cease admitting new students until we complete the redesign, hopefully within a year.

**Montana University System**  
**PROGRAM TERMINATION AND MORATORIUM FORM**

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

Program Title: Professional Masters in Science and Engineering Management

Program is being   x   Placed into moratorium        Terminated

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

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

b.) What is the expected graduation date of all students from the program? May 2017

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

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

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

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

**Montana University System**  
**PROGRAM TERMINATION AND MORATORIUM FORM**

N/A

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

a.) Internal Curriculum Committees                          X    

b.) Faculty Senate        NA    

c.) Program Public Advisory Committee                          NA    

d.) Articulation Partners        NA    

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

## LEVEL I APPROVAL MEMORANDUM

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**.DATE:** December 6, 2016

**TO:** Chief Academic Officers, Montana University System

**FROM:** John Cech, Deputy Commissioner for Academic and Student Affairs

**RE:** November 2016 Level I Approvals

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Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in November 2016. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, raise them at the Level I Chief Academic Officer's conference call on December 20. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, December 23. You will be notified of approved proposals by December 27. The Board of Regents will be notified of the approved proposals at the March 2017 meeting of the Board.

### 1. Campus Approvals

#### **Flathead Valley Community College:**

- Notification of the establishment of a C.T.S. in Geospatial Technology  
[Item #173-301-LI1116 | Academic Proposal Request Form](#)

#### **Miles Community College:**

- Notification of removal of C.A.S in Building Construction from moratorium  
[Item #173-401-LI1116 | Academic Proposal Request Form](#)

#### **University of Montana:**

- Notification of the online delivery of the B.A. in Art  
[Item #173-1001-LI1116 | Academic Proposal Request Form](#)
- Notification of the establishment of a Community Agriculture Certificate  
[Item #173-1002-LI1116 | Academic Proposal Request Form](#)
- Notification of the establishment of an Environmental Education Certificate  
[Item #173-1003-LI1116 | Academic Proposal Request Form | Attachment #1](#)
- Notification of the establishment of an Environmental Health Sciences Certificate  
[Item #173-1004-LI1116 | Academic Proposal Request Form | Attachment #1](#)
- Notification of the establishment of a Epidemiology Certificate  
[Item #173-1005-LI1116 | Academic Proposal Request Form | Attachment #1](#)
- Notification of the establishment of a Protected Area Management Certificate  
[Item #173-1006-LI1116 | Academic Proposal Request Form | Attachment #1](#)
- Notification of the establishment of the Medical Claims Service Specialist C.T.S., Missoula College  
[Item #173-1007-LI1116 | Academic Proposal Request Form | Attachment #1](#)
- Request for Authorization to place the A.A.S. in Practical Nursing into Moratorium, Missoula College



## LEVEL I APPROVAL MEMORANDUM

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Item #173-1014-LI1116 | Academic Proposal Request Form | Program Termination/Moratorium Form

### 2. OCHE Approvals

#### **Helena College:**

- Request for authorization to revise A.A.S. in Aviation Maintenance Technology  
[Item #173-1901-LI1116 | Academic Proposal Request Form](#)
- Request for authorization to establish two temporary C.A.S. degrees in Aviation Maintenance Technology  
[Item #173-1902-LI1116 | Academic Proposal Request Form](#)

#### **University of Montana:**

- Request for authorization to retitle the Management B.S. to Management and Entrepreneurship  
[Item #173-1008-LI1116 | Academic Proposal Request Form](#)
- Request for authorization to retitle the Sustainable Construction C.T.S. to Green Building, Missoula College  
[Item #173-1009-LI1116 | Academic Proposal Request Form](#)
- Request for authorization to retitle the Carpentry C.A.S. from Sustainable Construction Technology, Missoula College  
[Item #173-1010-LI1116 | Academic Proposal Request Form](#)
- Request for authorization to retitle the Parks, Tourism and Recreation Management M.S. from Recreation Management  
[Item #173-1011-LI1116 | Academic Proposal Request Form](#)
- Request for authorization to retitle the Lifestyle Intervention Health Certificate from Health Focused Lifestyle Intervention  
[Item #173-1012-LI1116 | Academic Proposal Request Form](#)
- Request for authorization to retitle the Interdisciplinary Studies Ph.D. from Individual Interdisciplinary  
[Item #173-1013-LI1116 | Academic Proposal Request Form](#)

November 2016

**ITEM 173-301-LI1116**

**Notification of the establishment of a C.T.S. in Geospatial Technology**

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**THAT**

Flathead Valley Community College is notifying the Montana Board of Regents of its intent to establish a 27-credit certificate of technical studies in Geospatial Technology.

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**EXPLANATION**

The US Department of Labor has identified the geospatial technology industry as a high growth industry for over a decade. Because the uses for geospatial technology are so widespread and diverse, the market is growing at an annual rate of almost 35 percent (Geospatial Information & Technology Association). Many geospatial programs are only accessible through advanced degrees, however, there is a need for geospatial competencies across disciplines and throughout organizational hierarchy. Providing access to geospatial technology education through a certificate program will help meet the increasing geospatial workforce demand (Urban and Regional Information Systems Association).

Generally speaking, there are two branches within the geospatial technology profession: those that are geospatial technology experts who obtain advance training/degrees; and those who need to use geospatial technology within a specific discipline (e.g. wildlife biology). This certificate program will serve to provide skillset development across multiple disciplines among existing students, recent graduates and working professionals who will benefit from such training.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-301-LI1116

Submission Month or Meeting: November 2016

Institution: Flathead Valley Community College

CIP Code: 29.0203

Program/Center/Institute Title: C.T.S. in Geospatial Technology

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

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

\_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**

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

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

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

**OCHE Approvals**

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

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

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

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

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

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

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Flathead Valley Community College intends to establish a 27-credit C.T.S. in Geospatial Technology.

The US Department of Labor has identified the geospatial technology industry as a high growth industry for over a decade. Because the uses for geospatial technology are so widespread and diverse, the market is growing at an annual rate of almost 35 percent (Geospatial Information & Technology Association). Many geospatial programs are only accessible through advanced degrees, however, there is a need for geospatial competencies across disciplines and throughout organizational hierarchy. Providing access to geospatial technology education through a certificate program will help meet the increasing geospatial workforce demand (Urban and Regional Information Systems Association).

Generally speaking, there are two branches within the geospatial technology profession: those that are geospatial technology experts who obtain advance training/degrees; and those who need to use geospatial technology within a specific discipline (e.g. wildlife biology). This certificate program will serve to provide skillset development across multiple disciplines among existing students, recent graduates and working professionals who will benefit from such training.

November 2016

**ITEM 173-401-LI1116**

**Notification of Removal of C.A.S. in Building Construction from Moratorium**

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**THAT**

Miles Community College notifies the Board of Regents of Higher Education of its request to remove its certificate of applied science in Building Construction from moratorium.

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**EXPLANATION**

MCC's Vice President of Academic Affairs has received training in competency-based approach from DACUM (Develop a Curriculum) and SCID (Systematic Curriculum and Instructional Design) via Ohio State University's CETE (Center on Education and Training for Employment). MCC can offer the C.A.S. in Building Construction using a competency-based approach in conjunction with the apprenticeship model that our partnership with an area construction company will allow students to work while enrolled in the C.A.S. Building Construction program.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-401-LI1116 Submission Month or Meeting: November 2016

Institution: Miles Community College CIP Code: 460201

Program/Center/Institute Title: C.A.S. in Building Construction

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

     **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- X 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Miles Community College requests that that the C.A.S. in Building Construction be re-activated in MCC's degree and program inventory. MCC's target is to re-activate the program in Fall 2017.

November 2016

**ITEM 173-1001-LI1116**

**Notification of the online delivery of the B.A. in Art—University of Montana-Missoula**

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**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the online delivery of the Art bachelor of arts.

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**EXPLANATION**

The School of Art has an established B.A. in Art. We propose an additional track via online delivery that would include new courses, but maintain shared learning outcomes and degree requirements (57 credits). The BA in Art continues to offer a broad-based degree that develops skills, techniques and content in visual art and design. Students will develop critical and creative thinking skills, cultivate an informed aesthetic, recognize patterns and connections in complex systems, and apply these abilities towards their vocational trajectory.

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**ATTACHMENTS**

Academic Request Form



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1001-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 50.07

Program/Center/Institute Title: B.A. Art, online delivery

Includes (please specify below): Online Offering X Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- X \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The School of Art has an established B.A. in Art. We propose an additional track via online delivery that would include new courses, but maintain shared learning outcomes and degree requirements (57 credits). The BA in Art continues to offer a broad-based degree that develops skills, techniques and content in visual art and design. Students will develop critical and creative thinking skills, cultivate an informed aesthetic, recognize patterns and connections in complex systems, and apply these abilities towards their vocational trajectory. The online delivery of this curriculum accomplishes several goals:

- facilitates, demonstrates and utilizes the connectivity of digital platforms in both delivery (online delivery) and in subject matter (courses in film editing, web design, graphic design and data arts)
- online delivery is critical outreach, making coursework and ultimately a degree more accessible to Montanans in rural communities, and beyond
- addresses a gap in MUS programming with a contemporary degree based in a hybrid curriculum of applied and visual arts with broad vocational applications
- establishes strong relationships between enrolled students and their communities through requirements to complete both an internship and a presentation (eg. exhibition, publication, data visualizations, websites, etc.) in their local community
- culminates in a multi-faceted capstone experience, integrating studio work, independent research, and a presentation of this capstone project to the community
- addition of new courses also provides opportunities for our existing in-person BA in Art students to sample from these same online-only courses to expand their skill-sets and vocational opportunities while they are enrolled at the Missoula campus

November 2016

**ITEM 173-1002-LI1116**

**Notification of the establishment of a Community Agriculture Certificate, University of Montana-Missoula.**

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**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the creation of a certificate in Community Agriculture.

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**EXPLANATION**

The Environmental Studies program proposes the creation of a 21-credit undergraduate Certificate in Community Agriculture, which will develop the skills to effectively participate in or manage farms that combine food production with a focus on economic, health, and/or social justice concerns. The certificate blends existing 300-400 level courses, direct oversight of student work, and off-campus, in-context, practical experience.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1002-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 01.999

Program/Center/Institute Title: Certificate in Community Agriculture

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Environmental Studies proposes the creation of a 21-credit undergraduate Certificate in Community Agriculture, which will develop the skills to effectively participate in or manage farms that combine food production with a focus on economic, health, and/or social justice concerns. The certificate blends existing 300-400 level courses, direct oversight of student work, and off-campus, in-context, practical experience.

Over the past decade, community agriculture programs – often located in towns or cities – have boomed in the United States, and there are an increasing number of jobs available in this field (e.g. <https://www.goodfoodjobs.com/>). “Community” in this case refers to a focus on social, health, and/or justice issues. As Community Agriculture projects have grown, so too has student interest in this work. The objective of the certificate program – to educate and train students to work in Community Agriculture – reflects both an expressed need and a lack of academic offerings nationally.

The success of Community Agriculture requires people trained in the agroecological realities of growing healthy food in non-traditional, sustainable agricultural contexts (such as urban areas). Successful community farmers also need, however, an understanding of and skills in community development, human behavior, and leadership, as well as a knowledge of the larger debates and issues facing the current agri-food system. This proposal relies primarily on existing courses and the award-winning, highly-successful PEAS Farm Supervised Internship.

The Certificate in Community Agriculture is consistent with the core mission of the Environmental Studies Program: to provide students with the literacy, skills, and commitment needed to foster a healthy natural environment and to create a more sustainable, equitable, and peaceful world. The certificate adds to UM’s identity as a leader in the area of sustainable, community-based food and farming systems, providing what we believe is a unique opportunity nationally.

November 2016

**ITEM 173-1003-LI1116**

**Notification of the establishment of an Environmental Education Certificate, University of Montana-Missoula.**

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**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the establishment of an Environmental Education certificate.

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**EXPLANATION**

The Environmental Education Certificate is a 12-credit, post-baccalaureate professional development program designed for those seeking the skills and knowledge to successfully implement environmental education programs and curriculum. The goals of the Environmental Education Certification Program are to increase environmental literacy, provide practice in environmental education teaching methods and foster community leadership. The program enhances the ability of educators and organizations to provide quality programs and resources, benefitting local communities while investing in the future of our local and global communities.

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**ATTACHMENTS**

Academic Request Form  
Attachment #1-Curriculum

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1003-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 13.1338

Program/Center/Institute Title: Environmental Education certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

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

\_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

**OCHE Approvals**

\_\_\_\_\_ 5. Re-titling an existing postsecondary educational program

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

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

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

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

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

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Environmental Education Certificate is a 12-credit, post-baccalaureate professional development program designed for those seeking the skills and knowledge to successfully implement environmental education programs and curriculum. The certificate is grounded in the North American Association for Environmental Education's *Guidelines for the Preparation and Professional Development of Environmental Educators* and administered by the Phyllis J. Washington College of Education and Human Sciences and the Environmental Studies Program. The certificate can be completed as an emphasis in a Master Degree in Environmental Studies or the Department of Teaching and Learning. The goals of the Environmental Education certificate program are to increase environmental literacy, provide practice in environmental education teaching methods and foster community leadership. The program enhances the ability of educators and organizations to provide quality programs and resources, benefitting local communities while investing in the future of our local and global communities.

The field of Environmental/Conservation/Sustainable Education has been consistently popular and growing in both the formal and informal sector. In the formal K-12 school settings now 36% of the states either have required Environmental Education (EE) state standards or have specific learning outcomes in the statewide curriculum. The degree to which teachers have the training and skills to implement these standards and guidelines are highly variable. More and more teachers and schools are requesting access to curriculum and training in the field due to inadequate preparation or a response to ongoing environmental problems and how to address these in the school setting.

While the formal school setting is growing with regard to the interest and need for EE, the informal sectors (nonprofit organizations, nature centers and other environmental focused agencies) are increasingly realizing that along with trying to solve environmental problems it is vitally important to have educational programs that promote sustainable behaviors regarding their environmental focus.

This certification would provide a specific set of skills and knowledge that are aligned with national training guidelines in the field and tailored to the unique setting and strengths of the University of Montana.



## **Environmental Education Certificate Curriculum**

Four courses are proposed to satisfy the certificate program. Each of the four courses align with the *North American Association of Environmental Education* Guidelines for the Preparation and Professional Development of Environmental Educators. The four existing course are listed below:

### **1. Foundations in Environmental Education (ENST/C&I 521): 3 credits, offered autumn.**

This course provides students with an overview of a variety of effective curricula and models within Environmental Education, along with field trips and projects that will apply coursework to a real Environmental Education setting. Examples of projects completed in the past include developing an in-service workshop in environmental education for the Forestry Department involving ecosystem management, developing an educational trunk for the local Natural History Center, or the development of an interpretive trails and curriculum for K-12 student groups.

### **2. Supervision and Teaching Environmental Ed/Environmental Ed Curriculum/Program Development & Assessment (ENST/C&I 548): 3 credits, offered spring (prerequisite: ENST 521 or C&I 521)**

This course is aimed at environmental educators who will be responsible for developing and assessing curriculum and programming in formal and non-formal EE settings. Through discussions, applied research, and presentations, students will build knowledge and skills in curriculum development and assessment. Projects will include a formative curriculum evaluation and an opportunity to develop a curriculum, material, or program for an organization or school.

### **3. Teaching Environmental Science/Teaching Environmental Education Methods (ENST/C&I 525): 3 credits**

This course is designed to provide students with texts, discussion, and practice of various instructional strategies. Students will experience direct teaching in both the traditional and non-traditional classroom settings. Students will teach in groups of two with one student teaching while the other evaluates and/or videotapes the student. Each student will complete a minimum of three formal teaching experiences, complete a self-evaluation for each teaching experience, evaluate three other students teaching abilities, and present one of their teaching experiences to the class. In addition to teaching, students will be asked to complete two reviews of environmental education curriculum of their choosing.

### **4. Supervised Internships (ENST 590) 3 credits, offered Spring and Fall – Student work in school and/or nonprofit settings developing skills in program management, budget development and administration.**

#### **Admission Process:**

- 1) Successful admission into a Master's degree program in Teaching and Learning or Environmental Studies.
- 2) Completion of an interview based on previous professional experiences, educational background, GPA and professional goals.

**Completion Requirements:**

The following requirements must be completed to receive the certificate in Environmental Education. Completion of the 12-credit certificate sequence having a grade of B or better in all course work. In addition a written reflective essay must be completed and submitted that addresses how the candidate met the NAAEE Guideline criteria aligned with each course, field experiences and internship. This will be followed by an exit interview and based on the essay and interview candidate performance on each strand and element will be evaluated as unacceptable, acceptable and target level criteria established in the guidelines. To receive the certificate students must score at the acceptable or target level on all elements.

November 2016

**ITEM 173-1004-LI1116**

**Notification of the establishment of an Environmental Health Sciences Certificate, University of Montana-Missoula**

---

**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the establishment of an Environmental Health Sciences certificate.

---

**EXPLANATION**

The School of Public and Community Health Sciences created a 12-credit Certificate in Environmental Health Sciences. This proposed certificate program takes advantage of three online classes that are already offered in our School (PUBH 560, PUBH 510, and PUBH 596), while also incorporating a new online course in Indoor Air Quality (PUBH 595). This Certificate in Environmental Health Sciences also takes advantage of the research expertise and ongoing projects within the School of Public and Community Health Sciences that focus on examining the relationship between the environment and human health.

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**ATTACHMENTS**

Academic Request Form  
Attachment #1-Curriculum

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1004-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 51.2202

Program/Center/Institute Title: Environmental Health Sciences Certificate

Includes (please specify below): Online Offering X Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- X \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

The School of Public and Community Health Sciences proposes a 12-credit Certificate in Environmental Health Sciences. This proposed certificate program takes advantage of three online classes that are already offered by the School (PUBH 560, PUBH 510, and PUBH 596), while also incorporating a new online course in Indoor Air Quality (PUBH 595). This Certificate in Environmental Health Sciences also takes advantage of the research expertise and ongoing projects within the School of Public and Community Health Sciences that focus on examining the relationship between the environment and human health.

At the university level, the new online Certificate in Environmental Health Sciences builds upon several ongoing research projects and interests focused on the impact that environmental contaminants and other environmental issues (air pollution, soil pollution, water pollution, hazardous waste, climate change, etc.) have on human health – specifically the rural and underserved populations of our region.

## **Environmental Health Sciences Certificate Catalog Language**

### **School of Public and Community Health Sciences**

Accredited by the Council on Education for Public Health (CEPH) in 2012, the School of Public and Community Health Sciences is a multi-disciplinary program that offers the Master of Public Health (M.P.H.) degree and a graduate Certificate of Public Health (C.P.H.). The program is designed to prepare public health practitioners who will use global insight to improve the health of the people of Montana and other rural areas. Predominantly on-line, web-based instruction allows both traditional students and working professionals to pursue a degree or certificate.

For the specialized 12-credit Certificate in Environmental Health Sciences, students will take the following courses:

#### **PUBH 560. Environmental and Rural Health**

Credits: 3. Offered spring. Open to PUBH majors only. Relationship of people to their physical environment, how this relationship impacts health, and efforts to minimize negative health effects. Level: Graduate

#### **PUBH 510. Introduction to Epidemiology**

Credits: 3. Offered spring. Open to PUBH majors only. Principles and methods of epidemiologic investigation, descriptive and analytic epidemiology techniques, disease frequency, risk determination, study designs, causality, and validity. Level: Graduate

#### **PUBH 595. Indoor Air Quality**

Credits: 3. Offered intermittently. This course will focus on environmental problems and issues associated with our homes, office buildings, schools, and other non-industrial indoor environments. This course will also explore the nature and cause of indoor environmental health problems, and the measures used to investigate and control them. Level: Graduate

#### **PUBH 596. Independent Study in Environmental Health Sciences**

Credits: 3. Offered autumn and spring. Open to PUBH majors only. Prereq., admission to the M.P.H., program and consent of instructor. Supervised readings, research, or public health practice. Level: Graduate

November 2016

**ITEM 173-1005-LI1116**

**Notification of the establishment of a Epidemiology Certificate, University of Montana-Missoula.**

---

**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the establishment of an Epidemiology certificate.

---

**EXPLANATION**

Complementing our current Master of Public Health (42-credits) and Generalist Certificate of Public Health (12-credits) degree offerings, we are proposing a specialized Certificate in Epidemiology within the School of Public and Community Health Sciences that can be completed online. This 12-credit certificate takes advantage of our current online class offerings and increases our focus in one of the five topic areas of Public Health (epidemiology) identified by the Council on Education for Public Health, which accredits MPH and PhD programs in public health.

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**ATTACHMENTS**

Academic Request Form  
Attachment #1-Curriculum

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1005-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 51.2202

Program/Center/Institute Title: Epidemiology Certificate

Includes (please specify below): Online Offering X Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- X \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

Complementing our current Master of Public Health (42-credits) and Generalist Certificate of Public Health (12-credits) degree offerings, we are proposing a specialized Certificate in Epidemiology option within the School of Public and Community Health Sciences that can be completed online. This 12-credit Certificate option takes advantage of our current online class offerings, and increases our focus in one of the five topic areas of Public Health (epidemiology) identified by the Council on Education for Public Health, which accredits MPH and PhD programs in public health.<sup>1</sup>

This new certificate responds to workforce development needs in that it is graduate-level training that can augment an existing Public Health professional's skills while they are working, as well as provide a pathway into our Master of Public Health program. At the University-level, an addition of the new Certificate in Epidemiology is consistent with the mission of UM's new Health and Medicine (UMHM) program, which is organizing existing courses into new certificate and degree options that have high value to students. The new certificate also responds to the UM Academic Alignment and Innovation Program's (AAIP) call for growth in Public Health graduate programs. This new Certificate program also takes advantage of the professional expertise of core and teaching faculty within the School

## Epidemiology Certificate Catalog Language

### School of Public and Community Health Sciences

Accredited by the Council on Education for Public Health (CEPH) in 2012, the School of Public and Community Health Sciences is a multi-disciplinary program that offers the Master of Public Health (M.P.H.) degree and a graduate Certificate of Public Health (C.P.H.). The program is designed to prepare public health practitioners who will use global insight to improve the health of the people of Montana and other rural areas. Predominantly on-line, web-based instruction allows both traditional students and working professionals to pursue a degree or certificate.

For the specialized 12-credit Certificate in Epidemiology, students will take the following courses:

#### **PUBH 510. Introduction to Epidemiology**

Credits: 3. Offered spring. Open to PUBH majors only. Principles and methods of epidemiologic investigation, descriptive and analytic epidemiology techniques, disease frequency, risk determination, study designs, causality, and validity. Level: Graduate

#### **PUBH 511. History and Theory of Epidemiology**

Credits: 3. Offered autumn. Open to PUBH majors only. This graduate course covers the basic science of public health. Major schools of epidemiology from the Greek, Italian and English traditions will be compared and contrasted. Basic concepts and terminology will be introduced and major pandemics used to illustrate the evolution of the field. Level: Graduate

#### **PUBH 520. Fundamentals of Biostatistics**

Credits: 3. Offered autumn. Open to PUBH majors only. This course is designed for graduate students and practitioners in public health, biomedical sciences, and related fields. The course introduces basic vocabulary, concepts, and methods of biostatistics. The goal is to provide an introduction to how biostatistics works. Topics will include descriptive statistics, probability, random variables, probability distributions, statistical inference, chi-square analysis, linear regression, and correlation. Level: Graduate

#### **PUBH 595. Research Issues in Social Epidemiology**

Credits: 3. Offered intermittently. Open to PUBH majors only. The course will be focused on two major components – Issues in Historical Social Epidemiology and Current Issues in Social Epidemiology. A special focus linking the two components will be the descriptive and analytic epidemiology of influenza. Other topics will include examination of the impact of the British and French schools of public health on the concept of social justice in American public health. Level: Graduate

or

#### **PUBH 596. Independent Study in Epidemiology**

Credits: 3. Offered autumn and spring. Open to PUBH majors only. Prereq., admission to the M.P.H., program and consent of instructor. Supervised readings, research, or public health practice. Level: Graduate

November 2016

**ITEM 173-1006-LI1116**

**Notification of the establishment of a Protected Area Management Certificate, University of Montana-Missoula.**

---

**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the establishment of a Protected Area Management certificate.

---

**EXPLANATION**

The 15-credit graduate certificate will provide students and professionals with training and expertise in the key topics related to protected area management. Courses will be taught online in a distance education format and will cover the history and philosophy of the global protected area system, laws and policy, and international conventions. Detailed attention is paid to management planning, managing visitors and tourists, the ecological imperatives of protected areas, sustainability and community-based conservation.

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**ATTACHMENTS**

Academic Request Form  
Attachment #1-Curriculum

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1006-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 03.02

Program/Center/Institute Title: Protected Area Management Certificate

Includes (please specify below): Online Offering X Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- X \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

This 15-credit graduate certificate will provide students and professionals with training and expertise in the key topics related to protected area management. Courses will be taught online in a distance education format and will cover the history and philosophy of the global protected area system, laws and policy, and international conventions. Detailed attention is paid to management planning, managing visitors and tourists, the ecological imperatives of protected areas, sustainability and community-based conservation.

For several years now, protected area managers from around the world have been calling for increased course offerings and certificate programs that focus on protected area management. The W.A. Franke College of Forestry and Conservation, through the International Seminar on Protected Area Management (ISPAM) has partially filled this need. However, there continues to be a call by professionals for a certificate program in protected area management and this proposal seeks to meet the need for more in depth training in a range of topics related to protected areas and their planning and management. These professionals are located all over the world and thus cannot complete such training in person. Therefore, this certificate program is designed to be delivered entirely online via a distance education model. Upon completing the required coursework, students will be prepared for positions managing various protected areas all over the world. These include both public and private protected areas. In addition, PTRM graduate students enrolled in the MS in Recreation Management would also benefit from being able to obtain this certificate as part of their coursework towards a MS degree at UM. Finally, a graduate certificate in protected area management will improve on-the-ground planning and management of protected areas around the world.

To earn a Graduate Certificate in Protected Area Management, students must successfully complete the five courses listed below for a total of 15 credits:

Course	Credits
PTRM 525 Foundations of Protected Area Management	3
PTRM 526 Protected Area Planning in an Era of Turbulence and Complexity: Concepts and Principles	3
PTRM 528 Tourism and Protected Area Management: Striving for Sustainability	3
PTRM 527 Global Ecology, conservation and natural resource management in a Changing World	3
PTRM 529 Applied principles and concepts in protected area management	3

**Note:** Each graduate course requires student to submit original research paper.

November 2016

**ITEM 173-1007-LI1116**

**Notification of the establishment of the Medical Claims Service Specialist C.T.S., Missoula College-UM.**

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**THAT**

Missoula College-UM notifies the Montana Board of Regents of the establishment of the Medical Claims Service Specialist certificate of technical studies.

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**EXPLANATION**

This 19-credit certificate prepares students to provide quality service in medical claims and billing specialist positions that exist in insurance organizations and healthcare facilities. A person with a Medical Claims Service Specialist certificate would be responsible for verifying the accuracy and receipt of claims and the analysis of information for processing claims to promote accurate and prompt reimbursement. Additionally they must have excellent communication skills to work collaboratively with other team members and to ensure outstanding service to both customers and vendors.

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**ATTACHMENTS**

Academic Request Form  
Attachment #1-Curriculum

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1007-LI1116 Submission Month or Meeting: November 2016

Institution: Missoula College-UM CIP Code: 51.0714

Program/Center/Institute Title: Medical Claims Specialist Certificate of Technical Studies

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

This 19-credit certificate prepares students to provide quality service in medical claims and billing specialist positions that exist in insurance organizations and healthcare facilities. A person with a Medical Claims Service Specialist certificate would be responsible for verifying the accuracy and receipt of claims and the analysis of information for processing claims to promote accurate and prompt reimbursement. Additionally they must have excellent communication skills to work collaboratively with other team members and to ensure outstanding service to both customers and vendors. The curriculum will focus on the following:

- Medical terminology and human biology
- Healthcare topics and procedures related to reimbursement methodologies
- Professional communication between, peers, vendors, management, and customers
- Exceptional customer service techniques

# MISSOULA COLLEGE

UNIVERSITY OF MONTANA

## Medical Information Technology Program

### Proposed Medical Claims Specialist

#### Course Listings and Descriptions

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		Credits
<b>CAPP 120</b>	<b>Introduction to Computers</b>	<b>3</b>

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*Introduction to computer terminology, hardware, and software, including wire/wireless communications and multimedia devices. Students utilize word processing, spread sheet, database, and presentation applications to create projects common to business and industry in a networked computing environment. Internet research, email usage, and keyboarding proficiency are integrated. Students may also challenge this course*

<b>AHMS 144</b>	<b>Medical Terminology</b>	<b>3</b>
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*Introduction to a medical word building system using Greek and Latin word roots, combining forms, suffixes, and prefixes.*

<b>BIOH 108</b>	<b>Basic Anatomy</b>	<b>3</b>
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*Structures of the human body and their basic functions.*

<b>AHMS 156</b>	<b>Medical Billing Fundamentals</b>	<b>3</b>
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*Prereq. or coreq., AHMS 220 or consent of instr. An introduction to insurance claim processing for the major medical insurance programs. Students will be provided with a basic knowledge of CPT and ICD-10 procedural and diagnostic coding. Emphasis on completing universal insurance forms to maximize reimbursement as well as trouble shoot denied or underpaid claims.*

<b>AHMS 108</b>	<b>Health Data Content and Structure</b>	<b>2</b>
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*In-depth study of origin, use, content and structure of health records; storage and retrieval systems; numbering and filing systems; documentation requirements; use and structure of health care data sets; and how these components relate to primary and secondary record systems.*

*Additional topics include gathering, compilation and computing of healthcare related statistics, use of research and statistical methods for developing healthcare data into information for various requesters.*

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**BMGT 245                      Customer Service Management                      4**

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*Designed to prepare employees and managers to meet customers' expectations. Review of customer service philosophy and techniques. Services marketing, quality issues, service design and delivery, customer interaction systems, complaint handling and service recovery, customer relationships, loyalty management, and operations are addressed.*

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**AHMS 252                      Computerized Medical Software Apps                      3**

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*Prereq., AHMS 156; prereq. or coreq. AHMS 220; or consent of instr. A medical package is used to enter and update patient data, enter charges, payments and adjustments, and generate management reports, insurance forms, and patient statements.*

December 2016

**ITEM 173-1014-LI1116**

**Request for Authorization to place the A.A.S. in Practical Nursing into Moratorium—Missoula College UM**

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**THAT**

The Board of Regents of Higher Education authorizes Missoula College-UM to place the associate of applied science in Practical Nursing into Moratorium.

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**EXPLANATION**

The proposed change is to place the Practical Nursing program, an Associate of Applied Science degree, into moratorium. Missoula College-UM will only offer the Registered Nursing program, an Associate of Science Nursing degree. Practical Nursing programs will be offered at regional colleges throughout the state of Montana. The Montana HealthCARE (Creating Access to Rural Education) Project and TAACCCT 4 grant approved these statewide changes to nursing curriculum.

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**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination/Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1014-LI1116 Submission Month or Meeting: November 2016

Institution: Missoula College-UM CIP Code: 51.39

Program/Center/Institute Title: Practical Nursing A.A.S.

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- x **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The proposed change is to place the Practical Nursing program, an Associate of Applied Science degree, into moratorium. Missoula College-UM will only offer the Registered Nursing program, an Associate of Science Nursing degree. Practical Nursing programs will be offered at regional colleges throughout the state of Montana.

The Montana HealthCARE (Creating Access to Rural Education) Project and TAACCCT 4 grant approved these statewide changes to nursing curriculum.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

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

Program Title:

Program is being   X   Placed into moratorium        Terminated

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

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

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

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

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

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

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





November 2016

**ITEM 173-1901-LI1116**

**Request for authorization to revise A.A.S. in Aviation Maintenance Technology; Helena College**

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**THAT**

Helena College University of Montana requests authorization from the Montana Board of Regents of Higher Education to revise the associate of applied science in Aviation Maintenance Technology.

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**EXPLANATION**

Helena College University of Montana began operations in 1939 when it first offered an aviation training program in conjunction with the military. This program has sustained over 75 years of growth and change and it is currently the only educational program in the State of Montana that prepares students to become licensed Airframe and Powerplant mechanics. This program's requirements and hours are strictly maintained by the Federal Aviation Administration (FAA) in accordance with rigorous FAA standards. The program at Helena College must provide high quality instruction and meet the demanding performance standards of the FAA in order to continue to operate. The current Aviation program was due for a thorough review and curriculum alignment to ensure that credit hours match the required classroom hours according to the FAA. Each course was reviewed and credit hours aligned with FAA requirements. These updates were approved by the Helena College Academic and Curriculum Standards Committee of Helena College and the Chief Academic Officer who recommended the changes for submission to the MUS Board of Regents.

Current students are able to obtain an A.A.S. degree upon completion of this program. Due to this review, the existing Aviation program is being adjusted to ensure alignment of Helena College credit hours with FAA-required classroom, laboratory, and lecture contact hours. This adjustment results in an increase from 80 to 96.25 credit hours. The A.A.S. in Aviation Maintenance will now be offered over five semesters (four regular semesters and one summer semester), making this a five-semester program still able to be completed in a two-year period. Therefore, Helena College is hereby submitting a Level I request for authorization to revise the A.A.S. in Aviation Maintenance Technology to address the increase in credit hours required by the FAA.

To better serve students and the aviation industry, Helena College plans to establish two C.A.S. credentials with a shared core curriculum, a C.A.S. in Aviation Airframe and a C.A.S. in Aviation Powerplant. The revised A.A.S. degree will remain as an option to the students, but the combination of these two stackable C.A.S. credentials with a minimal number of additional "related instruction" credits can result in the revised version of the existing A.A.S. in Aviation Maintenance Technology. In order to have the stackable C.A.S. degrees available to students preregistering for Fall 2017, Helena College is at this time also submitting a Level I request to establish two temporary C.A.S. degrees (See BOR Item 173-1902-LI1116), as well as an Intent to Plan which will be followed by submission of the Level II proposal for the two stackable C.A.S. credentials in March 2017.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1901-LI1116 Submission Month or Meeting: November 2016

Institution: Helena College CIP Code: 47.0607

Program/Center/Institute Title: A.A.S. in Aviation Maintenance Technology

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- x   9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Helena College University of Montana began operations in 1939 when it first offered an aviation training program in conjunction with the military. This program has sustained over 75 years of growth and change and it is currently the only educational program in the State of Montana that prepares students to become licensed Airframe and Powerplant mechanics. This program's requirements and hours are strictly maintained by the Federal Aviation Administration (FAA) in accordance with rigorous FAA standards. The program at Helena College must provide high quality instruction and meet the demanding performance standards of the FAA in order to continue to operate. The current Aviation program was due for a thorough review and curriculum alignment to ensure that credit hours match the required classroom hours according to the FAA. Each course was reviewed and credit hours aligned with FAA requirements. These updates were reviewed and approved by the Helena College Academic and Curriculum Standards Committee of Helena College and the Chief Academic Officer, who recommended the changes for submission to the MUS Board of Regents.

Current students are able to obtain an A.A.S. degree upon completion of this program. Due to this review, the existing Aviation program is being adjusted to ensure alignment of Helena College credit hours with FAA-required classroom, laboratory, and lecture contact hours. This adjustment results in an increase from 80 to 96.25 credit hours, and the A.A.S. in Aviation Maintenance will now be offered over five semesters (four regular semesters and one summer semester), making this a five-semester program still able to be completed in a two-year period. Therefore, Helena College is submitting a Level I request for authorization to revise the A.A.S. to address the increase in credit hours required by the FAA.

To better serve students and the aviation industry, two additional C.A.S. options with a shared core curriculum will also become available, a C.A.S. in Aviation Airframe and a C.A.S. in Aviation Powerplant. The revised A.A.S. degree will remain as an option to the students, but the combination of these two stackable C.A.S. credentials with a minimal number of additional "related instruction" credits can result in the A.A.S. in Aviation Maintenance Technology (the revised version of the existing degree option). In order to have the stackable C.A.S. degrees available to students preregistering for Fall 2017, Helena College is at this time also submitting a Level I request to establish two temporary C.A.S. degrees, as well as an Intent to Plan, and plans to submit the Level II proposal for the two stackable C.A.S. credentials in March 2017.

November 2016

**ITEM 173-1902-LI1116**

**Request for authorization to establish two temporary C.A.S. degrees in Aviation Maintenance Technology; Helena College**

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**THAT**

Helena College University of Montana requests authorization from the Montana Board of Regents of Higher Education to establish two temporary certificate of applied science degrees in Aviation Maintenance Technology, one in Aviation Airframe and one in Aviation Powerplant.

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**EXPLANATION**

Helena College University of Montana began operations in 1939 when it first offered an aviation training program in conjunction with the military. This program has sustained over 75 years of growth and change and it is currently the only educational program in the State of Montana that prepares students to become licensed Airframe and Powerplant mechanics. This program's requirements and hours are strictly maintained by the Federal Aviation Administration (FAA) in accordance with rigorous FAA standards. The program at Helena College must provide high quality instruction and meet the demanding performance standards of the FAA in order to continue to operate. The current Aviation program was due for a thorough review and curriculum alignment to ensure that credit hours match the required classroom hours according to the FAA. Each course was reviewed and credit hours aligned with FAA requirements. These updates were approved by the Helena College Academic and Curriculum Standards Committee of Helena College and the Chief Academic Officer who recommended the changes for submission to the MUS Board of Regents.

To better serve students and the aviation industry, Helena College plans to establish two additional C.A.S. credentials with a shared core curriculum, a C.A.S. in Aviation Airframe and a C.A.S. in Aviation Powerplant. The revised A.A.S. degree will remain as an option to the students, but the combination of these two stackable C.A.S. credentials with a minimal number of additional "related instruction" credits can result in the revised version of the existing A.A.S. in Aviation Maintenance Technology (see BOR Item 173-1902-LI1116). In order to have the stackable C.A.S. degrees available to students preregistering for Fall 2017, Helena College is hereby submitting this Level I request to establish two temporary C.A.S. degrees. At this time, Helena College is also submitting an Intent to Plan which will be followed by the submission of the Level II proposal for the two stackable C.A.S. credentials in March 2017.

Current students are able to obtain an A.A.S. degree upon completion of this program. Due to the review, the existing Aviation program is being adjusted to ensure alignment of Helena College credit hours with FAA-required classroom, laboratory, and lecture contact hours. This adjustment results in an increase. This adjustment results in an increase from 80 to 96.25 credit hours. The A.A.S. in Aviation Maintenance will now be offered over five semesters (four regular semesters and one summer semester), making this a five-semester program still able to be completed in a two-year period. Therefore, in addition to this item, Helena College is also submitting a Level I request for authorization to revise the A.A.S. to address the increase in credit hours required by the FAA.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1902-LI1116 Submission Month or Meeting: November 2016

Institution: Helena College CIP Code: 47.0607 / 47.0608

Program/Center/Institute Title: C.A.S. in Aviation Maintenance Technology (x2)

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- X **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

Helena College University of Montana began operations in 1939 when it first offered an aviation training program in conjunction with the military. This program has sustained over 75 years of growth and change and it is currently the only educational program in the State of Montana that prepares students to become licensed Airframe and Powerplant mechanics. This program's requirements and hours are strictly maintained by the Federal Aviation Administration (FAA) in accordance with rigorous FAA standards. The program at Helena College must provide high quality instruction and meet the demanding performance standards of the FAA in order to continue to operate. The current Aviation program was due for a thorough review and curriculum alignment to ensure that credit hours match the required classroom hours according to the FAA. Each course was reviewed and credit hours aligned with FAA requirements. These updates were approved by the Helena College Academic and Curriculum Standards Committee of Helena College and the Chief Academic Officer who recommended the changes for submission to the MUS Board of Regents.

To better serve students and the aviation industry, Helena College plans to establish two additional C.A.S. credentials with a shared core curriculum, a C.A.S. in Aviation Airframe (CIP 47.0607) and a C.A.S. in Aviation Powerplant (CIP 47.0608). The revised A.A.S. degree will remain as an option to the students, but the combination of these two stackable C.A.S. credentials with a minimal number of additional "related instruction" credits can result in the revised version of the existing A.A.S. in Aviation Maintenance Technology (see BOR Item 173-1902-LI1116). In order to have the stackable C.A.S. degrees available to students preregistering for Fall 2017, Helena College is hereby submitting this Level I request to establish two temporary C.A.S. degrees. At this time, Helena College is also submitting an Intent to Plan which will be followed by the submission of the Level II proposal for the two stackable C.A.S. credentials in March 2017.

Current students are able to obtain an A.A.S. degree upon completion of this program. Due to the review, the existing Aviation program is being adjusted to ensure alignment of Helena College credit hours with FAA-required classroom, laboratory, and lecture contact hours. This adjustment results in an increase in credit hours. This adjustment results in an increase from 80 to 96.25 credit hours. The A.A.S. in Aviation Maintenance will now be offered over five semesters (four regular semesters and one summer semester), making this a five-semester program still able to be completed in a two-year period. Therefore, in addition to this item, Helena College is also submitting a Level I request for authorization to revise the A.A.S. to address the increase in credit hours required by the FAA.

November 2016

**ITEM 173-1008-LI1116**

**Request for authorization to retitle the Management B.S. to Management and Entrepreneurship, University of Montana-Missoula.**

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**THAT**

The Board of Regents of Higher Education authorizes the University of Montana-Missoula to retitle the Management bachelor of science to Management and Entrepreneurship.

---

**EXPLANATION**

There are several reasons for this proposed change. 1) The Management major has offered entrepreneurship courses for many years and three of its six tenure-track faculty members specialize in entrepreneurship and two others have an interest in the topic and have taught related courses. Accordingly, students in the School of Business Administration (SoBA) interested in Entrepreneurship will likely choose Management as their major. 2) During the past academic year one of our Entrepreneurship classes (BMGT 448) has been made a required major course. We also offer several Advanced Entrepreneurship Seminars (BMGT 458) and a Certificate in Entrepreneurship. 3) The School of Business Administration hosts the Ruffatto Business Startup Challenge every spring as well as the Fall Startup Pitch Competition, major state-wide academic and student development events for which the Management major prepares students. 4) Entrepreneurship has become a topic of increasing importance for UM, as announced by President Engstrom during his address to UM last October. With the start of the Blackstone Launchpad, UM also has made investments in this topic area. Further, there is a fairly new Entrepreneurship student club on campus. 5) "Entrepreneurship" has become a separate major at numerous universities across the country as the subject has become increasingly prominent in our economy. We do not have the resources to offer a separate Entrepreneurship major, but at least anticipate offering additional related courses as possible.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1008-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 52.0703

Program/Center/Institute Title: Management and Entrepreneurship B.S.

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

There are several reasons for this proposed change:

- 1) The Management major has offered entrepreneurship courses for many years and three of its six tenure-track faculty members specialize in entrepreneurship and two others have an interest in the topic and have taught related courses. Accordingly, students in the School of Business Administration (SoBA) interested in Entrepreneurship will likely choose Management as their major.
- 2) During the past academic year one of our Entrepreneurship classes (BMGT 448) has been made a required major course. We also offer several Advanced Entrepreneurship Seminars (BMGT 458) and a Certificate in Entrepreneurship.
- 3) The School of Business Administration hosts the Ruffatto Business Startup Challenge every spring as well as the Fall Startup Pitch Competition, major state-wide academic and student development events for which the Management major prepares students.
- 4) Entrepreneurship has become a topic of increasing importance for UM, as announced by President Engstrom during his address to UM last October. With the start of the Blackstone Launchpad, UM also has made investments in this topic area. Further, there is a fairly new Entrepreneurship student club on campus.
- 5) "Entrepreneurship" has become a separate major at numerous universities across the country as the subject has become increasingly prominent in our economy. We do not have the resources to offer a separate Entrepreneurship major, but at least anticipate offering additional related courses as possible.

November 2016

**ITEM 173-1009-LI1116**

**Request for authorization to retitle the Sustainable Construction Certificate of Technical Studies to Green Building, Missoula College-UM.**

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**THAT**

The Board of Regents of Higher Education authorizes Missoula College-UM to retitle the Sustainable Construction certificate of technical studies to Green Building.

---

**EXPLANATION**

The Sustainable Construction C.T.S. was created and approved in Spring 2015 within the Carpentry program. This was prior to the application and approval for a name change of the "Carpentry" program to "Sustainable Construction Technology" in Spring 2016. Having a C.T.S. titled "Sustainable Construction" within an AAS program also titled "Sustainable Construction" is redundant and somewhat confusing to students. "Green Building" is a more suitable name and will help highlight the C.T.S. as an additional option within the curriculum.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1009-LI1116 Submission Month or Meeting: November 2016

Institution: Missoula College-UM CIP Code: 46.0415

Program/Center/Institute Title: Green Building C.T.S. retitled from Sustainable Construction

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Sustainable Construction C.T.S. was created and approved in spring 2015 within the Carpentry. This was prior to the application and approval for a name change of the "Carpentry" program to "Sustainable Construction Technology" in spring 2016. Having a C.T.S. titled "Sustainable Construction" within an A.A.S. program also titled "Sustainable Construction" is redundant and somewhat confusing to students. "Green Building" is a more suitable name and will help highlight the C.T.S. as an additional option within the curriculum.

November 2016

**ITEM 173-1010-LI1116**

**Request for authorization to retitle the Carpentry C.A.S. from Sustainable Construction Technology, Missoula College-UM.**

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**THAT**

The Board of Regents of Higher Education authorizes Missoula College-UM to retitle the Carpentry certificate of applied science from Sustainable Construction Technology.

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**EXPLANATION**

The Carpentry Program retitle from "Carpentry" to "Sustainable Construction Technology" was approved in spring 2016. The approval included a name change of both the A.A.S. degree in Carpentry as well as the C.A.S. in Carpentry. In order for clarity, we would like the A.A.S. and C.A.S. to have different names and are requesting to retitle the C.A.S. to Carpentry. This reflects the program curriculum and requires no changes to curriculum.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1010-LI1116 Submission Month or Meeting: November 2016

Institution: Missoula College-UM CIP Code: 46.0415

Program/Center/Institute Title: Carpentry C.A.S. retitle (from Sustainable Construction)

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Carpentry Program retitle from "Carpentry" to "Sustainable Construction Technology" was approved in spring 2016. The approval included a name change of both the A.A.S. degree in Carpentry as well as the C.A.S. in Carpentry. In order for clarity, we would like the A.A.S. and C.A.S. to have different names and are requesting to retitle the C.A.S. to Carpentry. This reflects the program curriculum and requires no changes to curriculum.

November 2016

**ITEM 173-1011-LI1116**

**Request for authorization to retitle the Parks, Tourism and Recreation Management M.S. from Recreation Management, University of Montana-Missoula.**

---

**THAT**

The Board of Regents of Higher Education authorizes the University of Montana-Missoula to retitle the Parks, Tourism and Recreation Management master of science from Recreation Management.

---

**EXPLANATION**

To more closely reflect the expertise of our faculty and to align with our undergraduate curriculum, we are proposing to change our existing M.S. in Recreation Management to an M.S. in Parks, Tourism and Recreation Management. We feel this change will better represent our faculty and help them recruit students to the program. The undergraduate degree offered is already titled Parks, Tourism and Recreation Management.

---

**ATTACHMENTS**

Academic Request Form



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1011-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 36

Program/Center/Institute Title: Parks, Tourism and Recreation Management M.S. retitling

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

To more closely reflect the expertise of our faculty and to align with our undergraduate curriculum, we are proposing to change our existing M.S. in Recreation Management to an M.S. in Parks, Tourism and Recreation Management. We feel this change will better represent our faculty and help them recruit students to the program. The undergraduate degree offered is already titled Parks, Tourism and Recreation Management.

November 2016

**ITEM 173-1012-LI1116**

**Request for authorization to retitle the Lifestyle Intervention Health Certificate from Health Focused Lifestyle Intervention, University of Montana-Missoula.**

---

**THAT**

The Board of Regents of Higher Education authorizes the University of Montana-Missoula to retitle the Lifestyle Intervention Health certificate from Health Focused Lifestyle Intervention.

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**EXPLANATION**

Retitling the certificate to Lifestyle Intervention Health more clearly identifies that the primary purpose of the post-graduate certificate program is to train students in Lifestyle Intervention for the purposes of improving population health.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1012-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 51.2308

Program/Center/Institute Title: Lifestyle Intervention Health Certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Retitling the certificate to Lifestyle Intervention Health more clearly identifies that the primary purpose of the post-graduate certificate program is to train students in Lifestyle Intervention for the purposes of improving population health.

November 2016

**ITEM 173-1013-LI1116**

**Request for authorization to retitle the Interdisciplinary Studies Ph.D. from Individual Interdisciplinary, University of Montana-Missoula.**

---

**THAT**

The Board of Regents of Higher Education authorizes the University of Montana-Missoula to retitle the Interdisciplinary Studies doctor of philosophy from Individual Interdisciplinary.

---

**EXPLANATION**

The Graduate School of the University of Montana currently offers a PhD in Individual Interdisciplinary Studies Program. This is a self-designed program where students bring forward a problem or series of problems to research and, working collaboratively with faculty, define and execute the research goals by designing a curriculum to acquire the skills and competencies needed to reach those goals. The strength of the degree is to provide opportunities for students to tailor their academic degree to their personal and professional needs through innovation and interdisciplinarity, engaging in research that directly addresses complex problem-based questions that cannot be addressed with traditional methods or by being discipline-bound.

The degree, however, provides a challenge for students regarding its title, which means that students need to carefully plan their career path and actively promote their degree with prospective employers. At the University of Montana, students are awarded a PhD in Individual Interdisciplinary. Such title is less engaging to employers and does not describe the degree acquired.

Upon research on current Interdisciplinary graduate programs nationwide, the findings are 9 out of 22 (41%) of Ph.D. degrees have its major as Interdisciplinary Studies, and only three degrees have an Individual Interdisciplinary major. (College Navigator at the National Center for Education Statistics, database generated on 1/11/2016.)

Therefore, the Graduate School requests that its current Individual Interdisciplinary (or Individual Interdisciplinary Studies Program) doctoral program be retitled to Interdisciplinary Studies in order to align with the national trend.

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**ATTACHMENTS**

Academic Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1013-LI1116 Submission Month or Meeting: November 2016

Institution: University of Montana-Missoula CIP Code: 30.00

Program/Center/Institute Title: Interdisciplinary Studies Ph.D. retitled from Individual Interdisciplinary Studies

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ **1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **1b. Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ **2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ **3. Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ **4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ **5. Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ **6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ **7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ **8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ **9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ **10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Graduate School of the University of Montana currently offers a PhD in Individual Interdisciplinary Studies Program (called IIP). This is a self-designed program where students bring forward a problem or series of problems to research and, working collaboratively with faculty, define and execute the research goals by designing a curriculum to acquire the skills and competencies needed to reach those goals. The strength of the degree is to provide opportunities for students to tailor their academic degree to their personal and professional needs through innovation and interdisciplinarity, engaging in research that directly addresses complex problem-based questions that cannot be addressed with traditional methods or by being discipline-bound.

The degree, however, provides a challenge for students regarding its title, which means that students need to carefully plan their career path and actively promote their degree with prospective employers. At the University of Montana, students are awarded a PhD in Individual Interdisciplinary. Such title is less engaging to employers and does not describe the degree acquired.

Upon research on current Interdisciplinary graduate programs nationwide, the findings are **9 out of 22 (41%)** of PhD degrees have its major as Interdisciplinary Studies, and only 3 degrees have the major as Individual Interdisciplinary. (College Navigator at the National Center for Education Statistics, database generated on 1/11/2016)

Therefore, the Graduate School requests that its current Individual Interdisciplinary (or Individual Interdisciplinary Studies Program) doctoral program be retitled to Interdisciplinary Studies in order to align with the national trend.



## LEVEL I APPROVAL MEMORANDUM

---

**DATE:** January 3, 2017

**TO:** Chief Academic Officers, Montana University System

**FROM:** John Cech, Deputy Commissioner for Academic and Student Affairs

**RE:** December 2016 Level I Approvals

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Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in December 2016. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, raise them at the Level I Chief Academic Officer's conference call on January 17. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, January 20. You will be notified of approved proposals by January 24. The Board of Regents will be notified of the approved proposals at the March 2017 meeting of the Board.

### 1. Campus Approvals

#### **University of Montana:**

- Notification of the establishment of an Environmental Ethics certificate  
[Item #173-1002-LI1216 | Academic Proposal Request Form](#)
- Notification of the establishment of a Public Health Administration certificate  
[Item #173-1003-LI1216 | Academic Proposal Request Form](#)
- Notification of the establishment of a Global Health certificate  
[Item #173-1004-LI1216 | Academic Proposal Request Form](#)

#### **Montana State University Billings:**

- Request authorization to rename the B.A. in Arts, Teaching Licensure Option to B.A. in Art Education: K-12  
[Item #173-2702-LI1216 | Academic Proposal Request Form](#)

#### **Great Falls College:**

- Notification of intent to place into moratorium the C.T.S. in Pharmacy Technician  
[Item #173-2902-LI1216 | Academic Proposal Request Form](#) | [Program Termination/Moratorium Form](#)

### 2. OCHE Approvals

#### **University of Montana:**

- Request for authorization to retitle the Liberal Studies program to Global Humanities and Religions  
[Item #173-1001-LI1216 | Academic Proposal Request Form](#)

#### **Montana State University:**

- Request for authorization to update the existing program within the B.A. in Political Science

## LEVEL I APPROVAL MEMORANDUM

---

[Item #173-2014-LI1216](#) | [Academic Proposal Request Form](#) | [Curriculum Proposal Form](#)

### **Montana State University Billings:**

- Request authorization to establish a B.S. in Health and Human Performance/M.S. in Athletic Training 3+2 option

[Item #173-2701-LI1216](#) | [Academic Proposal Request Form](#) | [Curriculum Proposal Form](#)

### **Great Falls College:**

- Request authorization to establish a C.A.S. in Pharmacy Technician

[Item #173-2901-LI1216](#) | [Academic Proposal Request Form](#) | [Curriculum Proposal Form](#)

December 2016

**ITEM 173-1002-LI1216**

**Notification of the establishment of an Environmental Ethics certificate—University of Montana-Missoula.**

---

**THAT**

The University of Montana notifies the Montana Board of Regents of the establishment of an Environmental Ethics certificate.

---

**EXPLANATION**

Careers and interest in environment-related fields continue to rise. The University of Montana has identified ecology and environment as one of its major areas of strength and focus. The department of philosophy already offers a Master's degree emphasis in environmental ethics. That program was recently recognized as a "distinctive regional program" by the Western Interstate Commission on Higher Education. This certificate is a way to take advantage of our departmental expertise in this area for the benefit of UM's undergraduate student population. We anticipate this certificate being a useful addition to the degree for students in a number of humanities fields (Philosophy, English, History, Religious Studies, Native American Studies) as well as for undergraduates in Forestry, Wildlife Biology, Political Science, Environmental Studies, Law and other natural resource-related fields.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1002-LI1216 Submission Month or Meeting: December 2016

Institution: University of Montana-Missoula CIP Code: 38.0101

Program/Center/Institute Title: Environmental Ethics Certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Careers and interest in environment-related fields continues to rise. The University of Montana has identified ecology and environment as one of its major areas of strength and focus. The department of philosophy already offers a Master's degree emphasis in environmental ethics. That program was recently recognized as a 'distinctive regional program' by the Western Interstate Commission on Higher Education. This certificate is a way to take advantage of our departmental expertise in this area for the benefit of UM's undergraduate student population. We anticipate this certificate being a useful addition to the degree for students in a number of humanities fields (Philosophy, English, History, Religious Studies, Native American Studies) as well as for undergraduates in Forestry, Wildlife Biology, Political Science, Environmental Studies, Law and other natural resource-related fields.

December 2016

**ITEM 173-1003-LI1216**

**Notification of the establishment of a Public Health Administration certificate—University of Montana-Missoula.**

---

**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the establishment of a Public Health Administration certificate.

---

**EXPLANATION**

The School of Public and Community Health Sciences currently offers a Generalist Certificate (12 credits) and a 42 credit Master of Public Health degree. We are proposing a specialized Certificate in Public Health Administration that can be completed entirely online. This certificate responds to workforce development needs in that it is graduate-level training that can augment an existing Public Health professional's skills while they are working, as well as provide a pathway into our Master of Public Health program. Throughout the United States, the public health sector is in dire need of highly-qualified specialists. For example, the Association of Schools of Public Health recently predicted a shortage of 250,000 professionals by 2020, equating to about one-third of the existing public health workforce in the US.

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**ATTACHMENTS**

Academic Proposal Request Form

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**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1003-LI1216 Submission Month or Meeting: December 2016

Institution: University of Montana-Missoula CIP Code: 51.2211

Program/Center/Institute Title: Public Health Administration Certificate

Includes (please specify below): Online Offering X Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- X \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The School of Public and Community Health Sciences currently offers a Generalist Certificate (12 credits) and a 42 credit Master of Public Health degree. We are proposing a specialized Certificate in Public Health Administration that can be completed entirely online. The proposed classes in this Certificate take advantage of those that are already offered within our School as well as by Political Science.

Throughout the United States, the public health sector is in dire need of highly-qualified specialists. For example, the Association of Schools of Public Health recently predicted a shortage of 250,000 professionals by 2020, equating to about one-third of the existing public health workforce in the US.<sup>1</sup> In Montana, we are seeing similar trends. A 2012 survey by the Montana Department of Public Health and Human Services found that over 50% of the lead local public health officials in Montana are planning to retire within 10 years (with approximately 35% retiring within 5 years). A 2013 survey completed by the National Association of County-City Health Officials showed that 25% of local health department top executives are 60 years of age and older. These statistics demonstrate the great need, both at the state and national level, for the development of new public health practitioners to replace the aging public health workforce.

This new Certificate in Public Health Administration responds to workforce development needs in that it is graduate-level training that can augment an existing Public Health professional's skills while they are working, as well as provide a pathway into our Master of Public Health program. This proposed Certificate in Public Health Administration will be housed at the University of Montana-Missoula within the School of Public and Community Health Sciences. This proposed Certificate is not offered elsewhere in the Montana University System.

<sup>1</sup>Johnson, T.D., 2008. Shortage of U.S. Public Health Workers Projected to Worsen: About 250,000 New Workers Needed, <http://www.medscape.com/viewarticle/573792>, website accessed April 27, 2016.



December 2016

**ITEM 173-1004-LI1216**

**Notification of the establishment of a Global Health certificate—University of Montana-Missoula.**

---

**THAT**

The University of Montana-Missoula notifies the Montana Board of Regents of the establishment of a Global Health certificate.

---

**EXPLANATION**

The Global Health Certificate (housed within the School of Public and Community Health Sciences) will require 12 credits. This certificate will bring together faculty and courses from across the University in an integrated program that prepares students in the health sciences, public health, and the practical social and cultural dimensions of implementing health and wellbeing programs in disadvantaged contexts. Students will explore links with global health challenges and prospects from the perspective of diverse fields of graduate study. The proposed certificate will foster a unique learning environment built around international and interdisciplinary studies.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1004-LI1216 Submission Month or Meeting: December 2016

Institution: University of Montana-Missoula CIP Code: 51.2210

Program/Center/Institute Title: Global Health Certificate

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- x \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Global Health Certificate (housed within the School of Public and Community Health Sciences) will require 12 credits. This Certificate will bring together faculty and courses from across the university in an integrated program that prepares students in the health sciences, public health, and the practical social and cultural dimensions of implementing health and wellbeing programs in disadvantaged contexts. Students will explore links with global health challenges and prospects from the perspective of diverse fields of graduate study. The proposed certificate will foster a unique learning environment built around international and interdisciplinary studies.

This new Certificate in Global Health responds to the UM Academic Alignment and Innovation Program's (AAIP) call for growth in Public Health graduate programs. The proposed certificate program is consistent with our vision statement ("The University of Montana will lead as a globally focused public research university that serves the state, nation, and world"), our Strategic Plan (UM 2020: Building a University for the Global Century, particularly its four core values of leadership, diversity, engagement, and sustainability), and the new Health and Medicine initiative (UMHM).

There is currently a great need, both at the state and national level, for the development of new public health practitioners to replace the aging public health workforce. The Association of Schools of Public Health recently predicted a shortage of 250,000 professionals by 2020, equating to about one-third of the existing public health workforce in the US.<sup>1</sup> In Montana, we are seeing similar trends. A 2012 survey by the Montana Department of Public Health and Human Services found that over 50% of the lead local public health officials in Montana are planning to retire within 10 years (with approximately 35% retiring within 5 years). A 2013 survey completed by the National Association of County-City Health Officials showed that 25% of local health department top executives are 60 years of age and older.

This new Certificate responds to workforce development needs in that it is graduate-level training that can augment an existing Public Health professional's skills while they are working, as well as provide a pathway into our Master of Public Health program. This proposed Certificate in Global Health will be housed at the University of Montana-Missoula within the School of Public and Community Health Sciences. This proposed Certificate is not offered elsewhere in the Montana University System.

<sup>1</sup>Johnson, T.D., 2008. Shortage of U.S. Public Health Workers Projected to Worsen: About 250,000 New Workers Needed, <http://www.medscape.com/viewarticle/573792>, website accessed April 27, 2016.

December 2016

ITEM 173-2702-LI1216

**Request authorization to rename the B.A. in Arts, Teaching Licensure Option to B.A. in Art Education: K-12**

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**THAT**

Montana State University Billings, Department of Art requests authorization from the Montana Board of Regents to rename their bachelor of arts, major in Arts, Teaching Licensure option to bachelor of arts in Art Education: K-12.

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**EXPLANATION**

The Art Department is accredited by the National Association of Schools of Art and Design (NASAD). The most recent NASAD visitor's report recommended a change to the degree title. In order to maintain accreditation, the department must adhere to their recommendations. Altering the degree title to reflect the profession in to which the students will emerge will support the purpose and rigor through which the program is offered. The new title coincides with the work engaged throughout the students' time at MSU Billings, and, ultimately, promotes marketability of the art teacher candidate while also reflecting their professional focus, as well as encompassing the program's mission and purpose.

---

**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-2702-LI1216 Submission Month or Meeting: December 2016

Institution: Montana State University  
Billings CIP Code: 13.1302

Program/Center/Institute Title: B.A. in Art Education: K-12

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- x \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Art Department is accredited by the National Association of Schools of Art and Design (NASAD). The most recent NASAD visitor's report recommended a change to the degree title. In order to maintain accreditation, the department must adhere to their recommendations. Altering the degree title to reflect the profession in to which the students will emerge will support the purpose and rigor through which the program is offered. The new title coincides with the work engaged throughout the students' time at MSU Billings, and, ultimately, promotes marketability of the art teacher candidate while also reflecting their professional focus, as well as encompassing the program's mission and purpose.

December 2016

ITEM 173-2902-LI1216

**Notification of intent to place into moratorium the C.T.S. in Pharmacy Technician**

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**THAT**

Great Falls College Montana State University is notifying the Montana Board of Regents of its intent to place into moratorium the 28 credit certificate of technical studies in Pharmacy Technician.

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**EXPLANATION**

GFC MSU plans to terminate the Pharmacy Technician C.T.S. program and create a Pharmacy Technician C.A.S. program. The change is being sought for two primary reasons: to prepare for programmatic accreditation per standards and guidelines set by the American Society of Health-System Pharmacists (ASHP); and to address a request from our primary clinical partner Benefis Health System to produce higher quality graduates. The changes will increase clinical internship hours, and add a face-to-face lab component that will enable faculty to address professionalism, medication safety, and workplace customer service skills in a more effective manner.

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**ATTACHMENTS**

Academic Proposal Request Form  
Program Termination/Moratorium Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-2902-LI1216 Submission Month or Meeting: December 2016

Institution: Great Falls College Montana State University CIP Code: 51.0805

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

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- X 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

GFC MSU is notifying the Montana Board of Regents of its intent to place the current C.T.S. in Pharmacy Technician program into moratorium. The current Pharmacy Technician C.T.S. program will be revised to create a C.A.S. in Pharmacy Technician certificate. The changes are being sought for two primary reasons: to prepare for programmatic accreditation per standards and guidelines set by the American Society of Health-System Pharmacists (ASHP); and to address a request from our primary clinical partner Benefis Health System to produce higher quality graduates. The changes will increase clinical internship hours, and add a face-to-face lab component that will enable faculty to address professionalism, medication safety, and workplace customer service skills in a more effective manner. Currently, the Pharmacy Technician program is completely online except for the internship. Further, ASHP states that by 2020, Pharmacy Technician candidates must graduate from an accredited program in order to qualify for the Pharmacy Technician Certification Board (PTCB) national certification exam.

Additional changes include changing the program credential from a Certificate of Technical Studies to a Certificate of Applied Science. The C.A.S. program would be one semester of prerequisites and two semesters of program courses rather than the C.T.S. format of one semester prerequisites and one semester of program courses. Requested changes are consistent with accreditation standards and guidelines.

**Montana University System**  
**PROGRAM TERMINATION/MORATORIUM FORM**

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

Program Title: **C.T.S. in Pharmacy Technician**

Program is being  X  Placed into moratorium   Terminated

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

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

The current students will not be affected because they will graduate in May 2017. This is a one semester program. The credential is changing from a C.T.S. to a C.A.S.

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

May 2017.

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

All current students will complete before the changes in credential take effect.

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

The Pharmacy Technician program is not being phased out. The credential is changing from a C.T.S. to a C.A.S. effective in the 2017-2018 academic year.

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



December 2016

**ITEM 173-1001-LI1216**

**Request for authorization to retitle the Liberal Studies program to Global Humanities and Religions—University of Montana-Missoula.**

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**THAT**

The Board of Regents of Higher Education authorizes the University of Montana to retitle their Liberal Studies bachelor of arts, General Liberal Studies Option, and Liberal Studies Minor.

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**EXPLANATION**

The faculty members of the Liberal Studies program have unanimously decided to change the title of the B.A. to Global Humanities and Religions. This title accurately describes what the program does, as we teach a number of world religions, on the history of ideas in the West, on the intellectual traditions of Europe and America, and also on the literature, culture and thought of a number of Asian cultures. “Liberal Studies” is a term not understood by most students and their parents; the new title is much more likely to attract students to the program and the University. The General Liberal Studies option in the B.A. will change its name to Global Humanities. The name of the minor will also change from Liberal Studies to Global Humanities.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-1001-LI1216 Submission Month or Meeting: December 2016

Institution: University of Montana-Missoula CIP Code: 24.0103

Program/Center/Institute Title: Global Humanities and Religions program retitled from Liberal Studies

Includes (please specify below): Online Offering  Options General Liberal Studies retitled to Global Humanities & Religions

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

**A. Level I:**

**Campus Approvals**

- 1a. Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. Withdrawing a postsecondary educational program from moratorium**
- 2. Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. Establishing a B.A.S./A.A./A.S. area of study**
- 4. Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. Re-titling an existing postsecondary educational program**
- 6. Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

The faculty members of the Liberal Studies program have unanimously decided to change the title of the B.A. to Global Humanities and Religions. This title accurately describes what the program does, as we teach a number of world religions, on the history of ideas in the West, on the intellectual traditions of Europe and America, and also on the literature, culture and thought of a number of Asian cultures. "Liberal Studies" is a term not understood by most students and their parents; the new title is much more likely to attract students to the program and the University. The General Liberal Studies option will change its name to Global Humanities. The name of the minor will also change from Liberal Studies to Global Humanities.

December 2016

ITEM 173-2014-LI1216

**Request for authorization to update the existing program within the B.A. in Political Science**

---

**THAT**

Montana State University Bozeman is requesting authorization from the Montana Board of Regents to update the curriculum to strengthen the bachelor of arts in Political Science.

---

**EXPLANATION**

This significant curriculum update strengthens political science foundations and shifts to using electives rather than options to allow students to focus on a specific subdiscipline. With this curriculum update, four existing options within the BA in Political Science program will be eliminated. The options to be eliminated include:

- Political Institutions Option
  - International Relations Option
  - Policy and Analysis Option
  - Political Theory Option
- 

**ATTACHMENTS**

Academic Request Form  
Curriculum Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-2014-LI1216 Submission Month or Meeting: December 2016

Institution: Montana State University CIP Code: 45.1001

Program/Center/Institute Title: Bachelor of Arts in Political Science (significant update of an existing program)

Includes (please specify below): Online Offering \_\_\_\_\_ Options Four options are being eliminated leaving only the single major

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

X **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- X        9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

This significant curriculum update strengthens political science foundations and shifts to using electives rather than options to allow students to focus on a specific sub discipline. With this curriculum update, four existing options within the BA Political Science program will be eliminated. The options to be eliminated include:

- Political Institutions Option
- International Relations Option
- Policy and Analysis Option
- Political Theory Option

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**1. Overview**

- A. Provide a one paragraph description of the proposed program. Be specific about what degree, major, minor or option is sought.**

*Updating the curriculum for the degree: Bachelor of Arts in Political Science*

This bachelor degree (BA) in Political Science will develop knowledge of American political institutions, world politics, political theory, and public administration and policy. Students will take a lower division foundation block that covers the fields listed above while developing their skills in critical thinking, communication, and research methods. After completion of the five class foundation block, students can individualize their course of study while fulfilling their upper division coursework requirements and a research design class. As part of this curriculum update, four existing options will be eliminated. Students will enroll in the major and can individualize their degree through the choice of electives rather than options.

**2. Institutional and System Fit**

- A. What is the connection between the proposed program and existing programs at the institution?**

The proposed changes to the Political Science curriculum and degree requirements will not alter its connection to other programs. As discussed above, students seeking to take MSU Core will find offerings of the relevant courses unchanged. Education students will be able to take our newly designed 200 level Scope and Methods class.

- B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.**

No

- C. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).**

This is the only undergraduate degree offered in Political Science at MSU-Bozeman.

- D. How does the proposed program serve to advance the strategic goals of the institution?**

This curriculum will advance MSU goals by:

1. We have better articulated our goals for student learning and skill development, which will result in an improved process for assessment of student achievement;
2. The new curriculum will enhance student ability to complete their degree in four years;
3. Our curriculum already serves the strategic goals of the institution to develop active citizens and leaders and to have a multicultural and global perspective.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

- E. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.**

This proposal will not result in an additional program within the MUS, but is a re-structuring of an existing program.

**3. Program Details**

- A. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.**

Learning Outcomes

As the study of the authoritative allocation of values in the political domain, political science fosters an appreciation of engagement in democratic discourse and cultivates the knowledge and skills needed to address problems inherent to ever-changing political, economic, and social landscapes.

Graduates of the Department of Political Science will:

- Have a basic knowledge of American political institutions, world politics, political theory, and public administration and policy;
- Be able to recognize, evaluate, and use the basic normative, critical, empirical, and comparative modes of inquiry in addressing human issues; and
- Be able to formulate questions, construct logical arguments, use empirical and theoretical methods, and communicate effectively in written and spoken formats.

Proposed requirements for the Political Science major are:

Foundation Block

- |             |   |
|-------------|---|
| 1) PSCI 201 | New Scope and Methods (new course proposal under submission)            |
| 2) PSCI 210 | Introduction to American Government                                     |
| 3) PSCI 230 | Introduction to International Relations                                 |
| 4) PSCI 240 | Introduction to Public Administration and Policy                        |
| 5) PSCI 250 | Introduction to Political Theory (new course proposal under submission) |

Upper Division Requirements

- 6) PSCI 3xxR Research Design (new course proposal under submission)
- 7) 7 upper division Political Science courses (not including internship credits)

Total Credits Required: 12 classes x three credits= 36 credits, plus R (Research) course in the university core

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

<b>Program of Study for Political Science</b>	
<b>Year 1 (30 credits)</b>	
PSCI 201 Scope and Methods of Political Science (Fall only)	3
PSCI 210 Introduction to American Government	3
PSCI 230 Introduction to International Relations	3
PSCI 240 Public Administration and Policy (Spring only)	3
Core W	3
Core US	3
Core Q	3
Three additional Core classes	9
<b>Year 2 (30 credits)</b>	
PSCI 250 Introduction to Political Theory (fall only)	3
Three additional CORE classes	9
Two upper division PSCI courses	6
Remaining electives, minor, double major requirements	12
<b>Year 3 (30 credits)</b>	
PSCI 391R Research Methods in Political Science (satisfies MSU CORE R requirement)	3
Three upper division PSCI courses	9
Remaining electives, minor, double major requirements and/or PSCI 498 Internship	18
<b>Year 4 (30 credits)</b>	
Two PSCI upper division courses	6
Remaining electives, minor, double major requirements and/or PSCI 498 Internship	24
<b>Program Total Credits</b>	<b>120</b>

**B. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.**

- Submission of curriculum proposal and new courses in Fall 2016;
- Once approved, develop new materials for advising students; work with Degree Works to develop a template, update the Political Science webpage, work with appropriate units on campus to notify them of the changes including University Studies, closely related departments and the Department of Education.
- The new curriculum would be implemented in fall semester of 2017. The anticipated number of entering students is 40, given the trends in the KPI data for our program.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

- Current students would be able to choose which set of requirements they would prefer to graduate under.

**4. Need**

**A. To what specific need is the institution responding in developing the proposed program?**

We propose to offer a single Bachelor of Arts in Political Science and to eliminate the four options that currently exist in our degree program. This change will enable us to reallocate our resources to strengthen our lower division foundation block. Our foundation block will be strengthened by improving the development of skills and content knowledge through more careful sequencing of requirements, and to offer our "R" research methods/capstone requirement every semester, providing an enhanced experience for our undergraduates. This redesign of our curriculum follows extensive faculty deliberation, recommendations from external reviewers, a survey of our alumni, and a review of the literature on effective pedagogy in Political Science.

**B. How will students and any other affected constituencies be served by the proposed program?**

Entering Political Science students will be better served by this program:

1. The lower division foundation block will provide students with a more comprehensive introduction of the subfields of political science and will include requirements for lower division courses in political theory and public administration and policy;
2. The foundation has been redesigned to ensure reinforcement of key concepts and skills throughout the classes in the foundation block and to introduce a new scope and methods class at the 200 level;
3. Once students have completed the lower division foundation block they will have more flexibility in the choice of upper division classes. Many of our students either double major or have a minor. While the total number of credits required for our degree remains the same, students will be able to effectively individualize their major through greater choice at the upper division level;
4. Additionally, we have designed a new teaching schedule so that our students are less likely to face full classes in our foundation block, facilitating degree completion. Our new teaching schedule offers our capstone and methods class every semester, instead of just spring semester, which will be helpful to student planning and degree completion.
5. Students who have partially completed their Political Science degree will be able to choose between our current program, with its four concentrations, and the new curriculum.
6. The Political Science program also serves a large number of students fulfilling their MSU CORE, as we offer PSCI 210IS Introduction to American Government, and PSCI 230D Introduction to International Relations. These classes will continue to be offered every semester with the same caps and so students seeking to fulfill their CORE requirements will not be affected.
7. We are working with the Education Dept about the elimination of PSCI 214, which is one class education students can use to satisfy requirements for the Social Studies Broadfield or Government Minor. We are designing a new Scope and Methods Class at the 200 level that is likely to be acceptable to them as a replacement and have communicated with the department about this potential change.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**C. What is the anticipated demand for the program? How was this determined?**

We do not anticipate that this change in the structure of our degree and modifications to our curriculum will impact demand for our program. MSU's KPI data indicate that the number of majors in our program has increased 3% in the past decade and our student credit hours and undergraduate FTE figures are similarly stable.

**5. Process Leading to Submission**

**A. Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.**

Major Steps in Curriculum Assessment and Revision:

Fall 2014: Drs. Raile and Shanahan worked with students in our Masters of Public Administration Program, in the context of their methods class, to develop and refine a web based survey of Political Science alums of their assessment of the current curriculum. Their literature review of relevant pedagogy emphasized the importance of a strong foundation of lower division classes that are tightly integrated. Drawing on the literature review and preliminary interviews with faculty and students, the final survey was constructed. The final survey contained five categories of items: program structure, content/knowledge, skills, outcomes, and learning environment. These categories captured alumni assessment of our curriculum including how it has influenced their job satisfaction, professional skill attainment, and civic engagement. The results of this survey are discussed in the manuscript "Using Alumni Views to Connect the Past, Present, and Future in Political Science" currently under review by PS: Political Science and Politics, and this manuscript is attached to this submission.

March 2015: I identified two challenges in our self-study for an external program review and asked our reviewers for their input on the following challenges:

1. Difficulty hiring non-tenure-track faculty with appropriate expertise to teach upper division classes when our faculty are on sabbatical or bought out for special assignments;
2. Insufficient delineation of learning outcomes and course content between options so that one class can fulfill the requirement for two or sometimes three options;
3. Unequal interest by students in the four options, so that over half of our majors have an option in International Relations.

May 2015: External reviewers noted that offering four options with our limited resource base is unrealistic and supported simplification of our curriculum.

August 2015, Nov 2015, and May 2016: The faculty had three long meetings to discuss the curriculum and agreed on a final version in May. In between the November and May meeting the department head met with each faculty member individually to ensure that all voices were heard.

May and June 2016: The department head presented the proposed curriculum to CLS Dean Rae and Associate Dean Cherry, and then to three political science alums, for their feedback. All parties voiced support for adoption of this curriculum.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**6. Resources**

- A. Will additional faculty resources be required to implement this program? If yes, please describe the need and indicate the plan for meeting this need.**

No resources requested. This is an update of an existing program.

- B. Are other, additional resources required to ensure the success of the proposed program? If yes, please describe the need and indicate the plan for meeting this need.**

No resources requested.

**7. Assessment**

- A. How will the success of the program be measured?**

The faculty carefully considered our learning outcomes for this curriculum and these are included above. Our Assessment Committee is charged with developing a new assessment plan for this curriculum prior to its desired implementation date of Fall 2017.

December 2016

ITEM 173-2701-LI1216

**Request authorization to establish a B.S. in Health and Human Performance/M.S. in Athletic Training 3+2 option**

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**THAT**

Montana State University Billings requests authorization from the Montana Board of Regents to establish a Health and Human Performance and Athletic Training program to offer an internal 3+2 bachelor of science/master of science program.

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**EXPLANATION**

The proposed internal 3+2 between Health and Human Performance and Athletic Training Program (ATP) will allow students to obtain both a Bachelor's degree in HHP and Master's degree in Athletic Training (AT) within five years, which is extremely beneficial to the student both financially and time spent working towards a degree.

In this proposed track, students would be required to complete three years in the undergraduate HHP major obtaining general education requirements as well as prerequisite courses for the ATP. During the third year, the student would apply for acceptance into the ATP (February 1). If not accepted the student may reapply to the ATP and continue to work on coursework for their HHP degree. If accepted, the student would begin the ATP specific coursework in the beginning of their fourth year, with coursework beginning in June. Majority of the coursework during the fourth year will be athletic training specific and these courses will be used as upper level electives to fulfill the degree requirements for the HHP degree. After successful completion of the 4<sup>th</sup> year students will be eligible for graduation with their BS degree. Finally at the successful completion of the fifth year, students would be eligible for graduation with their MS degree as well as eligible to take the Board of Certification (BOC) examination.

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**ATTACHMENTS**

Academic Proposal Request Form  
Curriculum Proposal Form



**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-2701-LI1216 Submission Month or Meeting: December 2016

Institution: Montana State University  
Billings CIP Code: 51.0913

Program/Center/Institute Title: B.S. in Health and Human Performance/M.S. in Athletic Training 3+2 Option

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- \_\_\_\_\_ 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- x \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The proposed internal 3+2 between Health and Human Performance and Athletic Training Program (ATP) will allow students to obtain both a Bachelor's degree in HHP and Master's degree in Athletic Training (AT) within five years, which is extremely beneficial to the student both financially and time spent working towards a degree.

In this proposed track, students would be required to complete three years in the undergraduate HHP major obtaining general education requirements as well as prerequisite courses for the ATP. During the third year, the student would apply for acceptance into the ATP (February 1). If not accepted the student may reapply to the ATP and continue to work on coursework for their HHP degree. If accepted, the student would begin the ATP specific coursework in the beginning of their fourth year, with coursework beginning in June. Majority of the coursework during the fourth year will be athletic training specific and these courses will be used as upper level electives to fulfill the degree requirements for the HHP degree. After successful completion of the 4<sup>th</sup> year students will be eligible for graduation with their BS degree. Finally at the successful completion of the fifth year, students would be eligible for graduation with their MS degree as well as eligible to take the Board of Certification (BOC) examination.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**1. Overview**

**A. Provide a one paragraph description of the proposed program. Be specific about what degree, major, minor or option is sought.**

The proposed internal 3+2 between Health and Human Performance and Athletic Training Program (ATP) will allow students to obtain both a Bachelor's degree in HHP and Master's degree in Athletic Training (AT) within five years, which is extremely beneficial to the student both financially and time spent working towards a degree. In this proposed track, students would be required to complete three years in the undergraduate HHP major obtaining general education requirements as well as prerequisite courses for the ATP. During the third year, the student would apply for acceptance into the ATP (February 1). If not accepted the student may reapply to the ATP and continue to work on coursework for their HHP degree. If accepted, the student would begin the ATP specific coursework in the beginning of their fourth year, with coursework beginning in June. Majority of the coursework during the fourth year will be athletic training specific and these courses will be used as upper level electives to fulfill the degree requirements for the HHP degree. After successful completion of the 4<sup>th</sup> year students will be eligible for graduation with their BS degree. At the successful completion of the fifth year, students would be eligible for graduation with their MS degree as well as eligible to take the Board of Certification (BOC) exam.

**2. Institutional and System Fit**

**A. What is the connection between the proposed program and existing programs at the institution?**

This option demonstrates cooperation between Health and Human Performance and Athletic Training, as outlined above.

**B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.**

None

**C. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).**

Currently MSUB students who are interested in the Athletic Training Program must complete their bachelor's degree in HHP (4 years) and then apply to the Master's degree in Athletic Training (2 years). This proposed 3+2 option allows for a student to obtain both a bachelor's degree and master's in five years rather than the standard six years or 4+2 option.

**D. How does the proposed program serve to advance the strategic goals of the institution?**

This proposal enables students to coordinate their efforts to achieve both the requirements for an undergraduate degree and a master's degree, thereby working toward university goals of providing enhanced environments for learning, as articulated in Core Theme Two, and responding to professional needs in the community, as articulated in Core Theme Four.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**E. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.**

Currently, UM offers a 3+2 and 4+2 option within their Exercise Science and Athletic Training Programs. The Athletic Training Programs at UM and MSUB have had a collaborative relationship since 2012 and continue to work together to offer shared curriculum and clinical education experiences.

**3. Program Details**

**A. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.**

Requirements:

1. Students must complete the HHP degree requirements as indicated in the curriculum. Course substitutions are seldom permissible and can only be made upon mutual agreement by the Program Director of the MSU Billings Masters in Athletic Training program and the HHP Department Chair and/or Faculty Advisor.
2. Students in the HHP bachelor's degree entering the entry-level master's program in Athletic Training at MSU Billings must have a cumulative 3.0 GPA on a scale of 4.0 upon completion of their third year at MSUB.
3. Students will be required to take the Graduate Record Exam (GRE) or the Miller Analogies Test (MAT) before the beginning of their fourth year; scores must be on file with the MSU Billings Graduate Studies Office.
4. Students must successfully meet all the prerequisite courses, GPA and admission criteria (including observation hours, letters of recommendation, admission essay, interview).
5. Students who have been admitted and successfully completed the fourth year (summer, fall and spring semesters) they will then be eligible to apply for graduation MSUB with a bachelor's of science degree in Health and Human Performance.
6. Students who have been admitted and successfully completed the entire requirements of the ATP program at MSU Billings, would be eligible to apply for graduation with a master's of science degree in athletic training and would be eligible to sit for the BOC exam.

The transfer of credits earned prior to enrollment at MSUB will follow institutional recommendations.

**B. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.**

Because courses already exist in both the HHP and ATP, the implementation of the 3+2 option should be seamless. We would like to offer the 3+2 option beginning Fall of 2017.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**4. Need**

**A. To what specific need is the institution responding in developing the proposed program?**

With this option, we are allowing students to complete both a bachelor and master degree in five years, decreasing overall student loan debt as well as allowing quicker entry into the profession and workforce.

**B. How will students and any other affected constituencies be served by the proposed program?**

The students will be served by affording them the opportunity to earn both a bachelor's and master's degree in five years resulting in less student loan debt and quicker entry into the workforce

**C. What is the anticipated demand for the program? How was this determined?**

Our goal is to see an increased enrollment in both the HHP program and the Athletic Training Program as a result of this 3+2 pipeline. This will allow MSUB to recruit more students for both programs as it permits a seamless transition from bachelor to master degrees.

**5. Process Leading to Submission**

**A. Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.**

This option was initially proposed in Fall of 2013 and has been vetted by HHP and Athletic Training Program faculty as well as the Dean of College of Allied Health Professions throughout this time. The effects on accreditation have also been investigated. In fact, as a result of the mandate to move athletic training education to the master's level, the accrediting agency involved (the Commission on Accreditation of Athletic Training Education) has encouraged all CAATE accredited institutions to investigate options to deliver education in a variety of ways and timelines.

**6. Resources**

**A. Will additional faculty resources be required to implement this program? If yes, please describe the need and indicate the plan for meeting this need.**

No additional faculty resources are required to implement this option as all courses are currently staffed and funded by the HHP and Athletic Training Programs.

**B. Are other, additional resources required to ensure the success of the proposed program? If yes, please describe the need and indicate the plan for meeting this need: None**

**7. Assessment**

**A. How will the success of the program be measured?**

1. The number of students enrolled: Our goal is to have 10 students over the next three years choose the 3+2 option.
2. The number of students graduate: Our goals is to have 10 students over the next eight years graduate with the 3+2 option in HHP and Athletic Training.

December 2016

**ITEM 173-2901-LI1216**

**Request authorization to establish a C.A.S. in Pharmacy Technician**

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**THAT**

Great Falls College Montana State University is requesting authorization from the Montana Board of Regents to establish a 41 credit certificate of applied science in Pharmacy Technician.

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**EXPLANATION**

GFC MSU is requesting to terminate the Pharmacy Technician C.T.S. program and create a Pharmacy Technician C.A.S. program. The change is being sought for two primary reasons: to prepare for programmatic accreditation per standards and guidelines set by the American Society of Health-System Pharmacists (ASHP); and to address a request from our primary clinical partner Benefis Health System to produce higher quality graduates. The changes will increase clinical internship hours, and add a face-to-face lab component that will enable faculty to address professionalism, medication safety, and workplace customer service skills in a more effective manner.

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**ATTACHMENTS**

Academic Proposal Request Form  
Curriculum Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 173-2901-LI1216 Submission Month or Meeting: December 2016

Institution: Great Falls College Montana State University CIP Code: 51.0805

Program/Center/Institute Title: C.A.S. in Pharmacy Technician

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- X 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

- 1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
- 2. Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
- 3. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
- 4. Re-titling an academic, administrative, or research unit**

**Specify Request:**

GFC MSU is requesting authorization to revise the current Pharmacy Technician C.T.S. program. The changes are being sought for two primary reasons: to prepare for programmatic accreditation per standards and guidelines set by the American Society of Health-System Pharmacists (ASHP); and to address a request from our primary clinical partner Benefis Health System to produce higher quality graduates. The changes will increase clinical internship hours, and add a face-to-face lab component that will enable faculty to address professionalism, medication safety, and workplace customer service skills in a more effective manner. Currently, the Pharmacy Technician program is completely online except for the internship. Further, ASHP states that by 2020, Pharmacy Technician candidates must graduate from an accredited program in order to qualify for the Pharmacy Technician Certification Board (PTCB) national certification exam.

Changes to the existing curriculum would include: remove PHAR 112, AHMS 105, and PHL 221; add PHAR 104 Pharmacy Dispensing Lab (new course), PHAR 120 Medication Safety (new course), and BIOH 104 Basic Human Biology; revise PHAR 198 Internship to increase clinical hours. The current PHAR 198 Internship 4 credit course would be revised to become PHAR 198a and PHAR 198b at 4 credits each.

Additional changes include changing the program credential from a Certificate of Technical Studies to a Certificate of Applied Science. The C.A.S. program would be one semester of prerequisites and two semesters of program courses rather than the C.T.S. format of one semester prerequisites and one semester of program courses. Requested changes are consistent with accreditation standards and guidelines.



**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**1. Overview**

**A. Provide a one paragraph description of the proposed program. Be specific about what degree, major, minor or option is sought.**

We are proposing a Pharmacy Technician Certificate of Applied Science program. The C.A.S. program would be one semester of prerequisites and two semesters of program courses. The program will be seeking programmatic accreditation per standards and guidelines set by the American Society of Health-System Pharmacists (ASHP). Upon completion, students will qualify for the Pharmacy Technician Certification Board (PTCB) national certification exam.

**2. Institutional and System Fit**

**A. What is the connection between the proposed program and existing programs at the institution?**

The proposed program will replace the existing Pharmacy Technician Certificate of Technical Studies program.

**B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.**

The existing Pharmacy Technician Certificate of Technical Studies program will be placed into moratorium.

**C. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).**

The Pharmacy Technician C.A.S. program will incorporate changes consistent with accreditation standards and guidelines. Upon completion, students will qualify for the Pharmacy Technician Certification Board (PTCB) national certification exam. The current C.T.S. program does not meet American Society of Health-System Pharmacists (ASHP) accreditation standards.

**D. How does the proposed program serve to advance the strategic goals of the institution?**

The Pharmacy Technician C.A.S. program will help to advance the College's strategic goal of Academic Workforce Development: Provide health sciences, trades, business and computer degrees and certificates that lead to meaningful employment.

**E. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.**

GFC MSU currently is one of only two institutions in the state that provides Pharmacy Technician education. We are not adding an additional program; rather, we are changing the curriculum and credential of an existing program.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**3. Program Details**

- A. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.**

**Pharmacy Technician Program**

***Certificate of Applied Science***

Program Director: Pamela Christianson

*This program is offered online (except for On-Site Clinical and Pharm Dispensing Lab course)*

Program Application (Fall 2017 application available spring 2017)

Gainful employment Program Information (link here) <http://207.196.130.246/catalog/Programs/GE/GE%2013-14%20updated/PHA/Gedt.html>

The Great Falls College MSU Pharmacy Technician Programs prepares students for entry-level positions in hospital, retail, and other types of pharmacies. The two semester program includes didactic, simulated, and internship opportunities. Students are required to rotate to experiential sites and some may be outside of the Great Falls area. Transportation and housing are the student's responsibility.

The Pharmacy Technician Program is a fall entry program. Applicants to the pharmacy technician program must complete the program specific application packet which can be obtained on the Great Falls College MSU webpage. The application deadlines can also be found on the Great Falls College MSU webpage. Generally, applications to the program are due April 1 during the spring semester prior to the fall semester start. Documentation of required pre-requisites must be included in the application packet. Students must complete the following pre-requisite courses prior to enrollment in the Pharmacy Technician Program. These courses include Introduction to Computers, College Writing I, and Intermediate Algebra and take one of the following courses Intro to Interpersonal Communication, Introduction to Psychology, or Introduction to Sociology.

The Great Falls College MSU Pharmacy Tech Program is a limited enrollment program, accepting 23 students each year. Interested students are urged to contact the Program Director or the Advising & Career Center Advisors for student advising specific to program admission requirements and criteria for program acceptance. Students must complete the fall PHAR classes with a C- or higher to proceed to the spring semester. If a student does not pass the required courses with a C- or better, he/she will not be able to continue in the program and will need to apply for readmission into the program the following year. A student may take any required course a maximum of two (2 times).

Once students are accepted into the program, all students are expected to register with the State of Montana as Pharmacy Technicians-in-Training. The link to the application is: [http://bsd.dli.mt.gov/license/bsd\\_boards/pha\\_board/pdf/pharmacy\\_tech\\_training\\_app.pdf](http://bsd.dli.mt.gov/license/bsd_boards/pha_board/pdf/pharmacy_tech_training_app.pdf)

Students who successfully complete the program are awarded a Certificate of Applied Science and are well prepared for and encouraged to sit for the national certification exam such as offered through the Pharmacy Technician Certification Board (PTCB). Graduate students of the program will have the skills and knowledge required for an entry-level pharmacy technician position.

Background checks: Being convicted of a crime (misdemeanor or felony) could leave an individual ineligible for participation in the certifying test and/or becoming registered in Montana as a certified pharmacy technician.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

Background check and drug screening are required prior to internships. Please contact PTCB (Pharmacy Technician Certification Board), [www.ptcb.org](http://www.ptcb.org), and the Montana State Board of Pharmacy ([http://bsd.dli.mt.gov/license/bsd\\_boards/pha\\_board/board\\_page.asp](http://bsd.dli.mt.gov/license/bsd_boards/pha_board/board_page.asp)) if this is a potential problem.

**General Education Prerequisite Requirements**

**GFC MSU ADDITIONAL GRADUATION REQUIREMENT**

Course	Course Number	Name of Course	Credits
CAPP	120	Intro To Computers	3
WRIT	101**	College Writing	3
M	095**	Intermediate Algebra or higher	3-4
COMX	115	Intro to Interpersonal Communication <b>OR</b>	
PSYX	100	Introduction to Psychology <b>OR</b>	
SOCI	101	Introduction to Sociology	3
Minimum Grade Requirement: C-		<b>Total Credits Required</b>	<b>12-13</b>
<b>COURSE NO TITLE CREDITS</b>			
<b>GRAD/SEM</b>			
COLS	103	Becoming a Successful Student	1

**Apply to Program:**

**Program Course Requirements after Formal Acceptance.**

<b>Fall</b>			
Course	Course Number	Name of Course	Credits
PHAR	100	Intro To Pharmacy Practice for Tech.	3
PHAR	101	Calculation for Pharm Tech.	3
HTH	180	Pharmacology	1
PHAR	104	Pharm Dispensing Lab	4
BIOH	104**	Basic Human Biology	4
<b>Term Credits</b>			<b>15</b>

<b>Spring</b>			
Course	Course Number	Name of Course	Credits
PHAR	198a*	Internship-Retail/80 hours	4
PHAR	198b*	Internship-Hospital /Other 80 hours	4
PHAR	120*	Medication Safety	3
AHMS	144	Medical Terminology	3
<b>Term Credits</b>			<b>14</b>

**Total Program Credits: 41-42**

**New Pharmacy Technician Outcomes**

1. Describe the use of current technology in the healthcare environment to ensure the safety and accuracy of medication dispensing
2. Compare and contrast the roles of pharmacists and pharmacy technicians in ensuring pharmacy department compliance with professional standards and relevant legal, regulatory, formulary, contractual, and safety requirements.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

3. Practice as a qualified, licensed pharmacy technician working with pharmacists to provide medication and other healthcare products to patients.
4. Demonstrate positive work ethic, professionalism, and appropriate interpersonal skills whether in a hospital, clinical, or retail setting.
5. Demonstrate knowledge of medical terminology, pharmacy calculations, ethics, pharmacology, and healthcare delivery methods pertaining to pharmacy law, practice, and calculations.

**B. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.**

Effective date for the planned changes is fall semester 2017. The program enrollment maximum capacity will be 23 students. The first intake of students under the revised curriculum will be fall 2017.

**4. Need**

**A. To what specific need is the institution responding in developing the proposed program?**

GFC MSU is requesting to revise the current Pharmacy Technician C.T.S. program. The changes are being sought for two primary reasons: to prepare for programmatic accreditation per standards and guidelines set by the American Society of Health-System Pharmacists (ASHP); and to address a request from our primary clinical partner Benefis Health System to produce higher quality graduates. The changes will increase clinical internship hours, and add a face-to-face lab component that will enable faculty to address professionalism, medication safety, and workplace customer service skills in a more effective manner. Currently, the Pharmacy Technician program is completely online except for the internship. Further, ASHP states that by 2020, Pharmacy Technician candidates must graduate from an accredited program in order to qualify for the Pharmacy Technician Certification Board (PTCB) national certification exam.

**B. How will students and any other affected constituencies be served by the proposed program?**

Students who successfully complete the program are awarded a Certificate of Applied Science and are well prepared for and encouraged to sit for the national certification exam offered through the Pharmacy Technician Certification Board (PTCB). Graduate students of the program will have the skills and knowledge necessary for an entry-level pharmacy technician position.

**C. What is the anticipated demand for the program? How was this determined?**

Job Opportunities: About 72 percent of pharmacy technicians work in retail pharmacies that are independently owned or part of a drugstore chain, grocery store, department store, or mass retailer. The other 18 percent are employed in hospitals, and a small proportion work in mail-order and Internet pharmacies, offices of physicians, pharmaceutical wholesalers, and the federal government.

The U.S. Bureau of Labor and Statistics predicts the employment of pharmacy technicians to increase by 20 percent from 2012 to 2022, which is much faster than the average for all occupations. The 2012 median hourly wage is \$14.10/hr. with a median annual salary of \$29,320.

Economic Modeling Specialist International lists the median hourly wage for pharmacy technicians in Cascade County as \$15.75 with a median annual salary of \$33,000. Cascade County expects to see an

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

increase of nearly 8% in positions over the next 4 years with nearly 16% of current pharmacy techs expected to retire.

**5. Process Leading to Submission**

**A. Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.**

Timeline for Goal Accomplishment

Year One Goals: (2015-2016)

- Estimate cost of equipment and supplies for program laboratories.
- Notify Clinical rotation sites of upcoming changes.
- Change curriculum, courses, and add courses to meet ASHP program accreditation standards.
- Mainly Research equipment, supplies, lab room, textbooks, etc....
- Increase Advisory Board Meetings to twice a year

Strategies to Meet Goals:

- Research medical supply companies, seek donations
- Send notice to clinical sites of upcoming changes to hours
- Look at different publishers, local colleges offer, etc.....
- Set up advisory board meeting for Fall

Year Two Goals: (2016-2017)

- Finalize curriculum and degree
- Get final approval from Advisory Board Members (April 22, 2015; October 28, 2015).
- Get approval from Curriculum Committee (December 2015) and Board of Regents.
- Add additional adjunct instructor to the program (lab coordinator)
- Increase program enrollment (Enrollment cap of 23)
- Apply for accreditation

Strategies to Meet Goals:

- Fill out forms and obtain signatures needed to move the program into accreditation
- Use focused newspaper and other advertising sources to increase awareness of the program in the local community.
- Meet with advisory board members (spring and fall)
- Present information to Curriculum Committee during their meeting times (2x)
- Send in application to ASHP for accreditation site visit.

Year Three Goals: (2017-2018)

- Prepare the program for accreditation site visit
- Develop program review criterion.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

Strategies to Meet Goals:

- Put together all information and forms, finalize site visit scheduled
- Discuss review with advisory board and through assessments.

**6. Resources**

**A. Will additional faculty resources be required to implement this program? If yes, please describe the need and indicate the plan for meeting this need.**

The proposed program will need an additional adjunct instructor to teach the face-to-face lab component. Benefis has promised to supply the qualified personnel to meet this need.

**B. Are other, additional resources required to ensure the success of the proposed program? If yes, please describe the need and indicate the plan for meeting this need.**

The proposed program will require physical space for the lab location. There is an available surgical lab space that can be easily converted to the pharmacy lab space needed. Benefis will be donating pharmacy lab equipment including a hood they no longer need after a recent remodel. Some minimal equipment and supplies will need to be purchased. Student lab fees will be requested to cover supplies.

**7. Assessment**

**A. How will the success of the program be measured?**

Students will complete the C.A.S. program, graduate with a Certificate of Applied Science, and subsequently pass the Pharmacy Technician Certification Board (PTCB) national certification exam

## LEVEL I APPROVAL MEMORANDUM

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**DATE:** February 7, 2017

**TO:** Chief Academic Officers, Montana University System

**FROM:** John Cech, Deputy Commissioner for Academic and Student Affairs

**RE:** January 2017 Level I Approvals

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Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System or Community Colleges in January 2017. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, raise them at the Level I Chief Academic Officer's conference call on February 21, 2017. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, February 24. You will be notified of approved proposals by February 28<sup>th</sup>. The Board of Regents will be notified of the approved proposals at the March 2017 meeting of the Board.

### 1. Campus Approvals

#### **Dawson Community College:**

- Notification of the establishment of a C.T.S in Corrosion Technology Tier I, Tier II, Tier III and Tier IV.  
[Item # 174-200-LI0117 | Academic Proposal Request Form](#)

#### **Montana State University Billings**

- Notification of the establishment of a C.T.S. in Craft Brewing and Fermentation  
[Item # 174-2721-LI0117 | Academic Proposal Request Form](#)

### 2. OCHE Approvals

#### **Dawson Community College:**

- Request for authorization to establish temporary C.A.S. degree in Corrosion Technology  
[Item # 174-201-LI0117 | Academic Proposal Request Form | Attachment 1](#)

#### **Montana state University Billings**

- Request for authorization to offer a minor in Outdoor Adventure Leadership  
[Item # 174-2722-LI0117 | Academic Proposal Request Form | Curriculum](#)

**January 2017**

**ITEM 174-200-LI0117**

Notification of the establishment of a C.T.S in Corrosion Technology Tier I, Tier II, Tier III and Tier IV.

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**THAT**

Dawson Community College is notifying the Montana Board of Regents of its intent to establish certificates of technical studies into the Corrosion Technology Program after all semesters; Corrosion Technology Tier I, Tier II, Tier III and Tier IV.

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**EXPLANATION**

Adding a C.T.S. after each semester will allow students to earn formal recognition of their successful studies and skills. This will allow for a more skilled workforce and can be used to let employers know the individual has successfully completed the semesters' work.

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**ATTACHMENTS**

Academic Proposal Request Form



Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

ITEM 174-200-LI0117 Submission Month or Meeting: January 2017

Institution: Dawson Community College CIP Code: 15.0699

Program/Center/Institute Title: C.T.S. in Corrosion Technology Tier I, Tier II, Tier III and Tier IV.

Includes (please specify below): Online Offering  Options \_\_\_\_\_

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

X **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 1b. **Withdrawing a postsecondary educational program from moratorium**
- X 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- \_\_\_\_\_ 3. **Establishing a B.A.S./A.A./A.S. area of study**
- \_\_\_\_\_ 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- \_\_\_\_\_ 5. **Re-titling an existing postsecondary educational program**
- \_\_\_\_\_ 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- \_\_\_\_\_ 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- \_\_\_\_\_ 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- \_\_\_\_\_ 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- \_\_\_\_\_ 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

Adding a C.T.S. after each semester will allow students to earn formal recognition of their successful studies and skills. This will allow for a more skilled workforce and can be used to let employers know the individual has successfully completed the semesters' work.

January 2017

**ITEM 174-2721-LI0117**

**Notification of the establishment of a C.T.S. in Craft Brewing and Fermentation**

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**THAT**

**Montana State University Billings wishes to notify the Board of Regents of the Montana University System of the establishment of a certificate of technical studies in Craft Brewing and Fermentation.**

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**EXPLANATION**

In response to increasing community interest in and demand for technical, scientific, and business training in craft brewing and fermentation, Montana State University Billings is establishing a certificate of technical studies in Craft Brewing and Fermentation. This is an interdisciplinary program provided by faculty from Chemistry, Biology, Process Plant Technology, and Business. The certificate is designed for people to go into professional work in a brewery, winery, or distillery.

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**ATTACHMENTS**

Academic Proposal Request Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 174-2721-LI0117 Submission Month or Meeting: January 2017

Institution: Montana State University  
Billings CIP Code: 01.1002

Program/Center/Institute Title: C.T.S in Craft Brewing and Fermentation

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

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

\_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

**OCHE Approvals**

\_\_\_\_\_ 5. Re-titling an existing postsecondary educational program

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

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

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

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

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

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

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

**Specify Request:**

In response to increasing community interest in and demand for technical, scientific, and business training in craft brewing and fermentation, Montana State University Billings is establishing a certificate of technical studies in Craft Brewing and Fermentation. This is an interdisciplinary program provided by faculty from Chemistry, Biology, Process Plant Technology, and Business. The certificate is designed for people to go into professional work in a brewery, winery, or distillery.

January 2017

**ITEM 174-201-LI0117**

Request for authorization to establish temporary C.A.S. degree in Corrosion Technology

---

**THAT**

Dawson Community College requests authorization from the Montana Board of Regents to establish a temporary certificate of applied science in Corrosion Technology

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**EXPLANATION**

The Corrosion Technology program proposes the creation of a 30-credit certificate of applied science in Corrosion Technology, which will allow for a more skilled workforce by developing communication, critical thinking and entry-level technical skills and allow students to earn formal recognition of those studies and skills.

After discussion with the Corrosion Technology Advisory Committee, other industry professionals and researching job postings, it has been determined that there is potential for entry-level careers and interest in students after the first year of academic studies. This potential will be furthered by partnering with NACE to offer certification training. Members of the advisory committee have stated if a student has a NACE certification, they will be more employable. There has also been an increase in corrosion related jobs in Eastern Montana.

In addition to this, NACE did an economic impact study and the global cost of corrosion is estimated to be \$2.5 trillion. By using available corrosion control practices, it is estimated that savings between 15 and 35 percent of the cost of corrosion could be realized (between \$375 and \$875 billion). They have found that in the next decade a significant transition and turnover in knowledge will occur in the corrosion community. An age distribution of NACE membership indicated that only approximately 20 percent of the membership is 40 years or younger and almost 50 percent are 51 and older. (In comparison, other aging workforce studies have estimated that approximately 25 percent of the total workforce in the U.S. is over 50 years).

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**ATTACHMENTS**

Academic Proposal Request Form  
Attachment #1 - Corrosion Technology CAS Curriculum

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 174-201-LI0117 Submission Month or Meeting: January 2017

Institution: Dawson Community College CIP Code: 15.0699

Program/Center/Institute Title: C.A.S. – Corrosion Technology

Includes (please specify below): Online Offering  Options \_\_\_\_\_

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

     **A. Level I:**

**Campus Approvals**

- 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
- 1b. **Withdrawing a postsecondary educational program from moratorium**
- 2. **Establishing, re-titling, terminating or revising a campus certificate of 29 credits or less**
- 3. **Establishing a B.A.S./A.A./A.S. area of study**
- 4. **Offering an existing postsecondary educational program via distance or online delivery**

**OCHE Approvals**

- 5. **Re-titling an existing postsecondary educational program**
- 6. **Terminating an existing postsecondary educational program** (Program Termination and Moratorium Form)
- 7. **Consolidating existing postsecondary educational programs** (Curriculum Proposal Form)
- 8. **Establishing a new minor where there is a major or an option in a major** (Curriculum Proposal Form)
- 9. **Revising a postsecondary educational program** (Curriculum Proposal Form)
- X 10. **Establishing a temporary C.A.S. or A.A.S. degree program** *Approval limited to 2 years*

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

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2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
3. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The Corrosion Technology program proposes the creation of a 30-credit certificate of applied science in Corrosion Technology, which will allow for a more skilled workforce by developing communication, critical thinking and entry-level technical skills and allow students to earn formal recognition of those studies and skills.

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Dawson Community College  
Certificate of Applied Science Corrosion Technology Curriculum

This one-year Certificate of Applied Science prepares students for entry-level employment as a Corrosion Technician in the fields of manufacturing, oil & gas, government, pipeline maintenance and general corrosion management. Students will learn in state-of-the-art industry labs and classroom settings using industry recognized equipment while preparing to sit for NACE certification exams.

**First Year, First Semester**

Course		Semester Hours
CORR 101	Safety	1
CORR 102	Intro to Corrosion	3
CORR 103	DC Circuits	3
WRIT 101	College Writing	3
CORR 104	Coatings & Linings	3
CAPP 131	MS Office	3
		16

**First Year, Second Semester**

Course		Semester Hours
CORR 105	Electricity & Electrical Reactions	3
CORR 106	Cathodic Protection	4
CORR 107	Corrosion Technology	4
M 111	Technical Math	3
		14

**Total 30 Semester Hours**

**CORR 101 SAFETY – 1 CREDIT**

Provides safety orientation including the role of OSHA in job-site safety, OSHA policies, procedures and standards, construction safety and health (29 CFR 1926), safety protocols, safe use of hand and power tools, and locating equipment, recognition and correction of hazardous conditions, the and use of personal protective equipment.

**CORR 102 INTRO TO CORROSION – 3 CREDITS**

Introduces the fundamentals of corrosion including causes of common corrosion problems, environments in which corrosion occurs, methods for controlling corrosion, corrosion testing and monitoring, and the type of work performed by a corrosion technician.

**CORR 103 DC CIRCUITS – 3 CREDITS**

Introduces the terms, concepts and theories of basic electricity specific to DC (Direct Current). Focuses on the fundamentals of direct current, electrical safety, application of electrical laws, methods for basic circuit analysis, functions of devices using DC current, and the use of measuring devices.

**CORR 104 COATINGS & LININGS – 3 CREDITS**

Addresses the science, types, application, use and management of industrial coatings and linings in combating corrosion. Emphasis is on coating selection, surface preparation, corrosion protection and containment for pipelines.

**CORR 105 ELECTRICITY AND ELECTRICAL REACTIONS – 3 CREDITS**

Introduces the terms, concepts and theories of basic electricity specific to AC (Alternating Current). Focus is on AC reactive components, AC power, AC generators, voltage regulators, AC motors, transformers, test instruments and measuring devices, and electrical distribution systems.

**CORR 106 CATHODIC PROTECTION – 4 CREDITS**

Provides a comprehensive study of corrosion control, testing techniques and criteria, coatings, survey methods, data analysis and regulatory compliance for pipelines and underground storage tanks utilizing impressed and galvanic cathodic protection systems.

**CORR 107 CORROSION TECHNOLOGY – 4 CREDITS**

Utilizes a case study approach for analyzing corrosion failures. Explores the basics of corrosion, cost of corrosion, forms of corrosion, types of industries, materials of construction (MOC), techniques for assessing the extent of corrosion, diagnostic analysis procedures, and remedial actions.

January 2017

**ITEM 174-2722-LI0117**

**Request for authorization to offer a minor in Outdoor Adventure Leadership**

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**THAT**

Montana State University Billings seeks authorization by the Board of Regents of the Montana University System to offer a Minor in Outdoor Adventure Leadership.

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**EXPLANATION**

The minor in Outdoor Adventure Leadership provides a base knowledge focusing on the fundamentals of living in and interacting with the wilderness environment. It will also provide the requisite first aid competencies, ethical and legal background, and technical skills to effectively develop programs and lead others in a wilderness setting. The minor in OAL is designed to enhance the preparation of individuals wishing to serve as adventure educators (non-endorsement) within a K-12 setting, outdoor behavioral healthcare/adventure therapists, and anyone else who will be leading others in a wilderness setting.

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**ATTACHMENTS**

Academic Proposal Request Form  
Curriculum Proposal Form

**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

ITEM 174-2722-LI0117 Submission Month or Meeting: January 2017

Institution: Montana State University  
Billings CIP Code: 31.0601

Program/Center/Institute Title: Minor in Outdoor Adventure Leadership

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

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

x **A. Level I:**

**Campus Approvals**

- \_\_\_\_\_ 1a. **Placing a postsecondary educational program into moratorium** (Program Termination and Moratorium Form)
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**OCHE Approvals**

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**Montana Board of Regents**  
**ACADEMIC PROPOSAL REQUEST FORM**

**B. Level II:**

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Intent to Plan Form)
2. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*
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4. **Re-titling an academic, administrative, or research unit**

**Specify Request:**

The minor in Outdoor Adventure Leadership provides a base knowledge focusing on the fundamentals of living in and interacting with the wilderness environment. It will also provide the requisite first aid competencies, ethical and legal background, and technical skills to effectively develop programs and lead others in a wilderness setting. The minor in OAL is designed to enhance the preparation of individuals wishing to serve as adventure educators (non-endorsement) within a K-12 setting, outdoor behavioral healthcare/adventure therapists, and anyone else who will be leading others in a wilderness setting.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**1. Overview**

**A. Provide a one paragraph description of the proposed program. Be specific about what degree, major, minor or option is sought.**

The minor in Outdoor Adventure Leadership provides a base knowledge focusing on the fundamentals of living in and interacting with the wilderness environment. It will also provide the requisite first aid competencies, ethical and legal background, and technical skills to effectively develop programs and lead others in a wilderness setting. The minor in OAL is designed to enhance the preparation of individuals wishing to serve as adventure educators (non-endorsement) within a K-12 setting, in outdoor psychiatric rehabilitation, and anyone else who will be leading others in a wilderness setting.

**2. Institutional and System Fit**

**A. What is the connection between the proposed program and existing programs at the institution?**

Many majors on campus have a complementary minor. The Outdoor Adventure Leadership minor would utilize classes already offered by the OAL major, providing students from a wide variety of majors at MSU Billings an opportunity to avail themselves of a minor program that combines Recreation and Skills courses, Emergency Preparedness, Leadership, and professional backgrounds leading to marketable skills and a credential that will expand professional opportunities upon graduation.

**B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.**

None. The only anticipated changes will be in advising students.

**C. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).**

The minor provides some of the background previously available only to majors in the Outdoor Adventure Leadership program. A minor in OAL will enhance the preparation of individuals wishing to serve as adventure educators (non-endorsement) within a K-12 setting, in outdoor psychiatric rehabilitation, and anyone else who will be leading others in a wilderness setting.

**D. How does the proposed program serve to advance the strategic goals of the institution?**

In meeting MSUB's Core Theme Two – Providing an Environment for Learning – this minor will increase the work-study, internships, and other employment opportunities for MSUB students. Student will have opportunities through MSUB Recreation working at the climbing wall and challenge courses.

**E. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.**

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

Outdoor Adventure Leadership is a specialized program that is not reflected elsewhere on campus or in the state. Therefore, there are no similar programs in the Montana University System.

### 3. Program Details

- A. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.**

The Minor in Outdoor Adventure Leadership consists of twenty-four credits, including twelve credits of required courses, an array of restricted electives, and four credits of skills or rescue-based courses. At least nine credits must be at the 300-level or higher. Please see the Advising Worksheet and Suggested Plan of Study for a detailed description of the program, attached.

- B. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.**

Following approval through the University, the Montana Board of Regents, and the Northwest Commission on Colleges and Universities, students will be able to declare the minor and begin incorporating the coursework into their studies beginning in Fall 2017.

### 4. Need

- A. To what specific need is the institution responding in developing the proposed program?**

The proposed minor program responds to student demand in response to inquiries about opportunities for other programs of study within the College of Allied Health Professions. The proposed program is intended to provide coursework in leadership, organization, and skills development that will provide career and professional opportunities for its graduates.

- B. How will students and any other affected constituencies be served by the proposed program?**

Students will have the option to further their understanding of outdoor leadership while enhancing their academic portfolio. A minor in the field of OAL could be very attractive to future employers.

- C. What is the anticipated demand for the program? How was this determined?**

Students within the College of Allied Health Professions were polled as to their interest in a minor in Outdoor Adventure Leadership (OAL). There were asked two questions; 1) What is the likelihood that you would add the OAL minor to your academic program now? 2) If this minor was available when you started your current academic program what is the likelihood that you would have taken the OAL minor? Twenty students indicated they would be likely to add the OAL minor to their program of study and 26 students indicated they were likely to have added the minor if it had been available to them.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

**5. Process Leading to Submission**

**A. Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.**

Following a survey of students in the College of Allied Health Professions (CAHP), as well as other students who seek an opportunity to add OAL to their resumes, faculty members in CAHP, Department of Health and Human Performance determined which courses and mix of leadership and skill-attainment courses were the best mix for the program. The proposed program received approval at the departmental level, the CAHP Curriculum Council, University Curriculum Council, and ultimately, the Academic Senate (Senate Minutes: <http://www.msubillings.edu/senate/asminutes/2016-2017/AS%20minutes11-10-16.pdf> ).

**6. Resources**

**A. Will additional faculty resources be required to implement this program? If yes, please describe the need and indicate the plan for meeting this need.**

None. This will require only modifications to advising worksheets to implement this change.

**B. Are other, additional resources required to ensure the success of the proposed program? If yes, please describe the need and indicate the plan for meeting this need.**

None.

**7. Assessment**

**A. How will the success of the program be measured?**

It is anticipated that success will be measured by tracking enrollment in the minor and conducting graduate surveys.



**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

Transfer Institutions:

**ADVISING WORKSHEET**  
**MINOR IN OUTDOOR ADVENTURE LEADERSHIP**  
**GENERAL BULLETIN 2015-2017**

Montana State University Billings  
Advising Center  
Phone: 406- 657-2240  
Fax: 406- 657-2280  
advising@msubillings.edu  
www.msubillings.edu/advise/

Name \_\_\_\_\_

Student ID# \_\_\_\_\_

Course		Credits	Grade	Semester	Equivalent
Required Courses:					
REC 110	Environment/Leave No Trace	2		F	
REC 120	Fundamentals of Backcountry Travel	2		S	
REC 200	Foundations of Outdoor Adventure Leadership	3		F	
REC 310	Adventure Leadership	3		F	
REC 466	Ethical, & Legal Aspects in OAL	2		F	
Choose one:					
ECP 120	Emergency First Responder (front country)	3		F/S	
ECP 312	Wilderness Medicine (back country)	4		S	
Choose one:					
REC 306	Outdoor Living Skills	3		F	
REC 308	Winter Outdoor Living Skills	2		S	
Choose one:					
REC 411	Techniques of Guiding and Instructing	3		F	
REC 470	Adventure Program Planning and Development	3		S	

**Skills Areas: In consultation with your OAL advisor choose 4 courses from the list below.**Choose at least 4 skills/rescue **courses**, in at least 2 different disciplines (e.g., climbing, fly fishing, skiing, etc.), from the following.

Skills Areas Level I: REC 119, 122, 123, 125, 130, 150, 155, 160, 178, 181, 255, 277, 275, 287

Skills Areas Level II: REC 182, 185, 187, 220, 225, 230, 257, 260, 276, 278, 288, 389, 480

Rescue Skills: REC 356, 357, 358, 359

Note: All prerequisites must be met; see Course Catalogue for descriptions.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

Course	Credits	Grade	Semester	Equivalent
			F/S	
			F/S	
			F/S	
			F/S	

**MINOR IN OUTDOOR ADVENTURE LEADERSHIP**

Categories	Credits	Earned
<b>Minor Requirements</b>	<b>20</b>	_____
<b>Skills Areas Requirement</b>	<b>4</b>	_____
<b>Total</b>	<b>24</b>	_____

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It is the student's responsibility to know and meet the requirements for graduation.  
 A C- must be maintained in all Minor Courses.

**Montana Board of Regents**  
**CURRICULUM PROPOSAL FORM**

SUGGESTED PLAN OF STUDY  
MINOR IN OUTDOOR ADVENTURE LEADERSHIP

First Year	Fall	Spring
REC 110 Environment/Leave No Trace	2	
REC 200 Foundations of Outdoor Adventure Leadership	3	
REC 120 Fundamentals of Backcountry Travel		2
Skill (Fall or Spring)		1
Second Year		
REC 310 Adventure Leadership	3	
REC 306 Outdoor Living Skills or REC 308 Winter Outdoor Living Skills	3	2
Skill (Fall or Spring)	1	
Third Year		
REC 466 Ethical / Legal Aspects in OAL	2	
ECP 120 Emergency First Responder (Fall or Spring) Or ECP 312 Wilderness Medicine (Spring only & every other year)	3	4
Skill (Fall or Spring)		1
REC 411 Techniques of Guiding and Instructing or REC 470 Adventure Program Planning and Development	3	3
Skill (Fall or Spring)	1	