

LEVEL I APPROVAL MEMORANDUM

Compiled here is the Level I memorandum containing items approved since the September 2017 Board of Regents Meeting. This memorandum from August and September contains items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. The items before you have been approved and are now being shared with you for your notification.

- [August 2017 Level I Memorandum](#)
- [September 2017 Level I Memorandum](#)

LEVEL I APPROVAL MEMORANDUM

DATE: September 1, 2017

TO: Chief Academic Officers, Montana University System

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

RE: August 2017 Level I Approvals

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in August 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 September 19. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, September 22. You will be notified of approved proposals by September 26. The Board of Regents will be notified of the approved proposals at the November meeting of the Board.

1. OCHE Approvals

Montana Tech of the University of Montana:

- Request for authorization to rename the B.S. degree in Liberal Studies to a B.S. in Interdisciplinary Arts and Sciences
[Item # 176-1500-LI0917 | Academic Proposal Request Form](#)

August 2017

ITEM 176-1500-LI0917

Request for authorization to Rename the B.S. degree in Liberal Studies to a B.S. in Interdisciplinary Arts and Sciences

THAT

Montana Tech requests authorization from the Montana Board of Regents to rename the bachelor of science in Liberal Studies to Interdisciplinary Arts and Sciences.

EXPLANATION

The current curriculum in this bachelor of science program more closely resembles Interdisciplinary, Integrated, or Multidisciplinary degrees at other institutions. Additionally, like the Montana Tech campus, this degree has a strong focus on the Sciences and Mathematics; the current degree name, "Liberal Studies," does not contain this connotation. Montana Tech requests authorization from the Montana Board of Regents to make this change to Interdisciplinary Arts and Sciences.

ATTACHMENTS

Academic Proposal Request Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 176-1500-LI0917 Submission Month or Meeting: August 2017

Institution: Montana Tech CIP Code: 24.01

Program/Center/Institute Title: B.S. Interdisciplinary Arts and Sciences

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

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

x **A. Level I:**

Campus Approvals

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

OCHE Approvals

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

B. Level II:

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

Proposal Summary [360 words maximum]

What: Montana Tech requests authorization from the Montana Board of Regents to rename the bachelor of science in Liberal Studies to Interdisciplinary Arts and Sciences.

Why: Like the Montana Tech campus, the current Liberal Studies degree has a strong focus on the Sciences and Mathematics; the current degree name, "Liberal Studies," does not contain this connotation. Montana Tech requests authorization from the Montana Board of Regents to make this change to Interdisciplinary Arts and Sciences.

Resources: None

Relationship to similar MUS programs: The current curriculum in this bachelor of science program resembles Interdisciplinary, Integrated, or Multidisciplinary degrees at other institutions within the State of Montana and the region.

LEVEL I APPROVAL MEMORANDUM

DATE: September 27, 2017

TO: Chief Academic Officers, Montana University System

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

RE: September 2017 Level I Approvals

Contained within this memorandum are Level I proposals submitted by the institutions of the Montana University System in September 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 October 17. Issues not resolved at that meeting should be submitted in writing to OCHE by noon on Friday, October 19. You will be notified of approved proposals by October 24. The Board of Regents will be notified of the approved proposals at the November meeting of the Board.

1. Campus Approvals

Helena College University of Montana:

- Notification of Distance Delivery of Fire and Rescue Program to Park County
[Item # 176-1901-LI0917](#)
- Notification of Distance Delivery of various disciplines to the Townsend community
[Item # 176-1902-LI0917](#)

September 2017

ITEM 176-1901-LI0917

Notification of Distance Delivery of Fire and Rescue Program to Park County; Helena College

THAT

Helena College is partnering with Park County Rural Fire District #1 and the Livingston City Fire Department to offer fire and rescue programming to the Livingston area.

EXPLANATION

Through a unique partnership with the Park County Rural Fire District #1, and the Livingston City Fire Department, Helena College is offering instruction in Fire & Rescue courses to students in Park County. Eligible students receive tuition and living accommodations at the Park County Rural Fire Station in exchange for volunteering with Park County Rural Fire District #1. Instructional space and technical support are provided by Park County Rural Fire District #1, along with access to equipment, machinery, tools, and other materials. Helena College instructors teaching in Helena live-stream instruction to students in Livingston.

Helena College was approached by the Chief of the Park Country Rural Fire District #1 to provide the kind of education and training that otherwise were inaccessible to students in his community. The mission of Helena College is to provide access and support for students by meeting them where they are, and this provides a clear opportunity for us to serve the needs of the greater fire and rescue community in Montana.

The unique partnership allows students in Livingston to access instruction already being provided in Helena, thereby minimizing the cost to the College. Minimal additional costs include occasional travel to Livingston to support the IT infrastructure, as well as minimal compensation for staff to assist students in Livingston with particular practical tasks. Otherwise, the costs of this program are borne by the community partners, or are folded into the ongoing regular costs of the program in Helena. This is a unique program within the state and supports the stated BOR objectives to deliver instruction to rural Montana.

ATTACHMENTS

Academic Program Request Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 176-1901-LI0917 Submission Month or Meeting: September 2017

Institution: Helena College CIP Code: 43.0203

Program/Center/Institute Title: Fire and Rescue

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>.

 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**

Proposal Summary [360 words maximum]

Through a unique partnership with the Park County Rural Fire District #1, and the Livingston City Fire Department, Helena College is offering instruction in Fire & Rescue courses to students in Park County. Eligible students receive tuition and living accommodations at the Park County Rural Fire Station in exchange for volunteering with Park County Rural Fire District #1. Instructional space and technical support are provided by Park County Rural Fire District #1, along with access to equipment, machinery, tools, and other materials. Helena College instructors teaching in Helena live-stream instruction to students in Livingston.

Helena College was approached by the Chief of the Park Country Rural Fire District #1 to provide the kind of education and training that otherwise were inaccessible to students in his community. The mission of Helena College is to provide access and support for students by meeting them where they are, and this provides a clear opportunity for us to serve the needs of the greater fire and rescue community in Montana.

The unique partnership allows students in Livingston to access instruction already being provided in Helena, thereby minimizing the cost to the College. Minimal additional costs include occasional travel to Livingston to support the IT infrastructure, as well as minimal compensation for staff to assist students in Livingston with particular practical tasks. Otherwise, the costs of this program are borne by the community partners, or are folded into the ongoing regular costs of the program in Helena.

This is a unique program within the state and supports the stated BOR objectives to deliver instruction to rural Montana.

September 2017

ITEM 176-1902-LI0917

Notification of Distance Delivery of various disciplines to the Townsend community; Helena College

THAT

Helena College is partnering with Townsend School District #1 to provide postsecondary opportunities to the Townsend area.

EXPLANATION

Helena College has been invited by the School Board of Townsend, Montana, to provide college instruction in several carefully selected disciplines to members of the Townsend Community. The School Board has offered to provide instructional space in the High School in Townsend during off-peak times (evenings and weekends) so that Townsend residents might access Helena College courses without the need to travel the long distance into Helena.

Many Townsend residents are Helena College students, so this partnership represents the opportunity to make instruction more accessible to them. Moreover, it is believed that additional Townsend residents will take courses through Helena College if only those courses could be taught locally, rather than in Helena. This partnership represents substantive collaboration between the Townsend School Board and Superintendent, as well as the Montana Business Assistance Connection (MBAC) executive staff and senior leadership at Helena College.

With the Townsend School Board generously providing instructional space, the only additional resources required will be the salary costs for the adjunct instructors to be hired by Helena College. Those costs are already part of the operating budget of the College.

This arrangement is an excellent example of community engagement and partnership, as is common throughout the MUS.

ATTACHMENTS

Academic Proposal Request Form

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM 176-1902-LI0917 Submission Month or Meeting: September 2017

Institution: Helena College CIP Code: _____

Program/Center/Institute Title: General Education

Includes (please specify below): Online Offering _____ Options Hybrid/Online or Face-to-Face as needed in Townsend, MT

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**
- 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**

Proposal Summary [360 words maximum]

Helena College has been invited by the School Board of Townsend, Montana, to provide college instruction in several carefully selected disciplines to members of the Townsend Community. The School Board has offered to provide instructional space in the High School in Townsend during off-peak times (evenings and weekends) so that Townsend residents might access Helena College courses without the need to travel the long distance into Helena.

Many Townsend residents are Helena College students, so this partnership represents the opportunity to make instruction more accessible to them. Moreover, it is believed that additional Townsend residents will take courses through Helena College if only those courses could be taught locally, rather than in Helena. This partnership represents substantive collaboration between the Townsend School Board and Superintendent, as well as the Montana Business Assistance Connection (MBAC) executive staff and senior leadership at Helena College.

With the Townsend School Board generously providing instructional space, the only additional resources required will be the salary costs for the adjunct instructors to be hired by Helena College. Those costs are already part of the operating budget of the College.

This arrangement is an excellent example of community engagement and partnership, as is common throughout the MUS.