LEVEL I MEMORANDUM

DATE: May 5, 2023

TO: Chief Academic Officers, Montana University System

FROM: Joe Thiel, Interim Deputy Commissioner for Academic, Research, and Student Affairs

RE: March, April 2023 Academic Items

Contained within this memorandum are Level I and Level II proposals submitted by the institutions of the Montana University System in March and April, 2023. These proposals include items for which approval authority has been designated by the Board of Regents to the individual institutions or the Commissioner of Higher Education. These Level I items are being sent to you for your review. If you have concerns about a particular proposal, you should share those concerns with your colleagues at that institution and try to come to some understanding. If you cannot resolve your concerns, raise them at the Chief Academic Officer's conference call on April 26th. Issues not resolved at that meeting should be submitted in writing to OCHE by the end of day on Wednesday, May 10th. You will be notified of approved proposals by May 12, 2023. The Board of Regents will be notified of the approved proposals at the May 2023 meeting of the Board.

LEVEL I ITEMS:

1. **Campus Approvals**
   University of Montana Missoula:
   - Notification of establishing a Certificate of Contemporary Art Ceramics
     Item #1001-LI0423
   - Notification of establishing a Museum Studies Certificate
     Item #1002-LI0423
   - Notification of placing the Missoula College Precision Machining CAS into Moratorium
     Item #1003-LI0423
   - Notification of placing the Missoula College Precision Machining CTS into Moratorium
     Item #1004-LI0423
   - Notification of establishing a Professional Certificate in Exercise is Medicine
     Item #1005-LI0423
   - Notification of placing the Bachelor of Science in Geography into moratorium
     Item #1005-LI0323
   - Request for authorization to consolidate the Master of Arts in Mathematics and the Master of Arts in Mathematics Education
     Item #1006-LI0323
   - Notification of Digital and Graphic Design Certificate Retitle
     Item #1016-LI0323
   - Notification of placing the Medical Anthropology option in the Anthropology BA into moratorium
     Item #1022-LI0323
   - Notification of establishing a Game Design Certificate
     Item #1023-LI0323
   - Notification of establishing a Web Design Certificate
     Item #1024-LI0323
   - Notification of Establishing an Interactive Art & Media Certificate
     Item #1025-LI0323
   - Notification of establishing a Creative Coding Certificate

Item #1026-LI0323
- Notification of establishing a Sound Design Certificate
  Item #1027-LI0323
- Notification of establishing a Sound Production Fundamentals Certificate
  Item #1028-LI0323

Montana Technological University:
- Notification of a Certificate in Foundations of Healthcare
  Item #1501-LI0323
- Notification of placing the Natural Resource Management option into moratorium
  Item #1502-LI0323

Montana State University Billings:
- Notification of intent to place the Earth Science Minor into Moratorium
  Item #2702-LI0223

2. **OCHE Approvals**
University of Montana Missoula:
- Request for Authorization to retitle the BFA in Media Arts with concentrations in Game Design and Interactive Media to BFA in Game Design and interactive Media
  Item #1006-LI0143
- Request for authorization to retitle transitional Doctor of Occupational Therapy (tOTD) to post-professional Doctor of Occupational Therapy (ppOTD)
  Item #1007-LI0423
- Request for authorization to retitle the BFA Degree in Theatre Concentration in Acting to BFA Degree in Theatre: Concentration in Acting for Film and Theatre
  Item #1017-Li0323
- Request for authorization to retitle the BFA in Media Arts – Audio & Media Design to BFA in Media Arts – Sound Design & Media Technology
  Item #1018-LI0323
- Request for authorization to retitle the BA in Anthropology: Linguistics to Bain Anthropology: Linguistic Anthropology
  Item #1019-LI0323
- Request for authorization to terminate the Environmental Studies Certificate in Community Agriculture
  Item #1020-LI0323
- Request for authorization to terminate the Medicinal Chemistry Graduate Program
  Item # 1021-LI0323
- Request for authorization to retitle the MS in Integrative Physiology – Generalist to MS in Integrative Physiology – Sport Performance
  Item #1029-LI0323

Montana Technological University:
- Request for authorization to retitle the existing BS in Mathematics to an option in Mathematics
  Item #1503-LI0323
- Request to retitle BS of Applied Health to BS in Exercise and Health Science
  Item #1503-LI0120

Montana State University Billings:
- Request for authorization to terminate the Bachelor of Arts in Music
  Item #2701-LI0223

LEVEL I MEMORANDUM

- Request for Authorization to add a 60 credit option in Master of Science in Psychology
  Item #2701-LI0323
- Request for Authorization to Terminate the School Counseling (K-12) Graduate Endorsement
  Item #2702-LI0223

LEVEL II Items:

The University of Montana Missoula:
- Bachelor of Science in Cybersecurity
  Item #1008-LII0323
- Request for authorization to terminate the Center for Ethics
  Item #1008-LII0423

Montana State University:
- Request for authorization to reorganize the Department of Health and Human Development
  Item #2001-LII0523

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1001-LI0423

ITEM TITLE – Notification of establishing a Certificate in Contemporary Art Ceramics.

Institution: **University of Montana – Missoula**
College of Arts and Media   CIP Code: **50.0711**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: The School of Visual and Media Arts is establishing a 12-credit Certificate in Contemporary Art Ceramics.

Why: We have received many inquiries regarding a ceramics minor. In the School of Visual and Media Arts, we currently offer a general Art Minor that gives students the option of taking 2 ceramics classes. However, we find that many students take substantially more than two ceramics classes and would like formal recognition for their education. In addition, this certificate would give students more credibility when pursuing opportunities in ceramics studios upon graduation.

Resources: No additional resources, classes, or faculty would be needed for this certificate. The Ceramics Department already offers all of the requirements for this certificate.

ATTACHMENTS
      None

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

_____ **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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

   1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

   2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

   3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

   4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1002-LI0423

ITEM TITLE – Notification of establishing a Museum Studies Certificate.

Institution: **University of Montana – Missoula**
College of the Arts and Media   CIP Code: **30.1401**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: Museum Studies Certificate in the SOVMA & MMAC: 2-semester, 12-credit course of study with five 2-credit seminars of ARTH 584 in the first 2 semesters and one 2-cr field project in the third semester; a low-residential hybrid model with in-person & synchronous online coursework and in-residence capstone at UM; seminars are 1-week intensives for museum professionals with lectures, discussions, and hands-on learning in a museum setting. Approximately thirty percent of students to be online at outset; market research to clarify that percentage. Students will conduct a field project during three semesters and present their results in the capstone.

Why: The certificate is geared primarily toward the working museum professionals seeking additional training. There is a need regionally and across the state for a degree that offers both theoretical and practical knowledge, as well as hands-on learning about museums in our present world. This certificate offers knowledge, skills, and experiential training in the growing career field of museums and galleries across the state and nation. There is presently no undergraduate major nor graduate degree in the state of Montana offering such instruction.

Resources: In order to successfully offer the certificate, the degree will need support for a minimum of five seminars taught as weekly intensives in the SOVMA. Participating faculty will be paid and some incidental expenses at host institutions will be covered. Some staff support will be needed to manage enrollments and course offerings. We plan to engage the SEP planning process to determine if the new certificate qualifies for support.

ATTACHMENTS
None

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_____ **A. Level I:**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

Campus Approvals

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

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1003-LI0423

ITEM TITLE – Notification of placing the Missoula College Precision Machining CAS into moratorium.

Institution: **University of Montana – Missoula**
Missoula College

CIP Code: **48.0501**

Program/Center/Institute Title: **Department of Industrial Technology**

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

Options: _____

Proposal Summary [360 words maximum]

What: Placing the Missoula College Precision Machining CAS in to temporary moratorium.

Why: This change will allow time to facilitate updated Industry Advisory Board input to evaluate, update, and restructure the existing curriculum, and to determine the most effective and efficient curriculum and delivery methods to better serve current industry and student needs.

Resources: None

ATTACHMENTS

Attachment #1 - Program Termination Form

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

_____ **A. Level I:**

Campus Approvals

__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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1004-LI0423

ITEM TITLE – Notification of placing the Missoula College Precision Machining CTS into moratorium.

Institution: **University of Montana – Missoula**
Missoula College

CIP Code: **48.0501**

Program/Center/Institute Title: **Department of Industrial Technology**

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

Options: _____

Proposal Summary [360 words maximum]

What: Placing the Missoula College Precision Machining CTS in to temporary moratorium.

Why: This change will allow time to facilitate updated Industry Advisory Board input to evaluate, update, and restructure the existing curriculum, and to determine the most effective and efficient curriculum and delivery methods to better serve current industry and student needs.

Resources: None

ATTACHMENTS
    Attachment #1 - Program Termination Form

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

_____   **A. Level I:**

Campus Approvals

  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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: **Precision Machining CTS**

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 14, 2022**

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

> **b.) Please describe any layoffs that will occur including the date expected?** One NTT adjunct faculty member has completed their current contract for AY21-22 and has been notified that an additional contract will not be offered for AY22-23.

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

   a.) **Internal Curriculum Committees**   X

   b.) **Faculty Senate**   X

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

   d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1005-LI0423

ITEM TITLE – Notification of establishing a Professional Certificate in Exercise is Medicine.

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

Program/Center/Institute Title: **School of Integrative Physiology and Athletic Training**

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

Options: _____

Proposal Summary [360 words maximum]

What: The School of Integrative Physiology and Athletic Training is establishing a Professional Certificate in Exercise is Medicine.

Why: This health, wellness, and fitness-related credential will help students recognize the world-wide initiative Exercise is Medicine, sponsored by the American College of Sports Medicine. Additionally, by completing this certificate program, students in health, allied health, and fitness/wellness programs will be more competitive for job placement upon graduation from this undergraduate degree program.

Resources: No additional resources are needed to implement this certificate.

ATTACHMENTS
None

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

_____ **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**

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ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

   1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

   2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

   3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

   4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1005-LI0323

ITEM TITLE – Notification of placing the Bachelor of Science in Geography into moratorium

WA Franke College of Forestry & Conservation

Institution: **University of Montana - Missoula**   CIP Code: **45.0701**

Program/Center/Institute Title: **Bachelor of Science in Geography**

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

Options: _____

Proposal Summary [360 words maximum]

What: To place the BS in Geography into moratorium for up to 3 years.

Why: We can no longer sustain the Geography BS given enrollment numbers, number of faculty, and number of courses that need to be staffed.

Resources: There are no additional resources needed. However, the FCFC is committed to helping all students within the program. Therefore, we will continue to offer a suite of Geography courses as needed to meet the needs of majors and to support our broader campus community. This includes introductory Geography courses (physical, human, world); GIS courses; planning courses; and courses focused on specialty areas that align with existing Geography faculty. Some of these courses will need to be taught by adjuncts, we have accounted for this within the FCFC budget.

ATTACHMENTS

Attachment #1-Program Termination Form

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

_____ **A. Level I:**

Campus Approvals

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana University System

PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: BS
    Geography

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**

    We will wait until this has been approved through Faculty Senate before we alert students. We know students are highly sensitive to interruptions and we would like to minimize any anxiety. We want to honor Faculty Senate processes as well before we notify students.

    Once approved, we will send an email to all the GPHY students (either from Dean or Program Director); we will make office hours available with all college leaders to discuss the decision with students; we will also have our Student Services staff ready to work on degree plans with each student.

    It is important to note that the FCFC recently placed our Resource Conservation and Environmental Science and Restoration degrees in moratorium. We feel comfortable with the types of questions that may arise and our staff leadership is well trained at working with all students in the array of complex situations theses changes may bring.

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

        We just admitted 4 new students in the BS program, with an estimated graduation date of 2026. Our total enrollment in GPHY BS is 26. Here is the breakdown by year- 3 Freshmen; 4 sophomores; 6 juniors; 13 seniors

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

We have identified critical courses over the next 3+ years that students will need for GPHY. We will continue to offer a suite of GPHY courses as they are critical for any college campus. These include introductory GPHY courses (human, physical, world); geographical information systems; planning; and specialty areas that align with existing faculty. We have also begun to identify substitutions for courses. The FCFC has several faculty who hold GPHY PhDs or similar and we are confident that we can continue to keep the Geography legacy throughout the FCFC.

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: _____

We have notified the existing GPHY faculty of the moratorium. They have been critical partners in developing pathways for GPHY students and courses in our other existing majors, most notably within our Environmental Science and Sustainability program.

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

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

a.) **Internal Curriculum Committees**   **x**

b.) **Faculty Senate**   **x**

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

    d.) Articulation Partners   **na**

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

The Geography faculty have been dedicated to undergraduate students for decades. They have worked tirelessly to keep their program forward moving. This moratorium is hard for all involved. The faculty have been graceful throughout the process.

Geography has been working closely with the Environmental Science and Sustainability degree to imbed courses within the concentrations. Conversations during AY 21-22 were positive and the ESS program faculty are committed to re-designing concentrations to amplify the Geography discipline. Other FCFC programs will also develop plans this fall to integrate Geography courses into their curriculum.

It is important to note that we will still continue to offer our GIS certificate. We will also continue to offer an MS in GPHY as there is a healthy number of students seeking an MS in this discipline.

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1016-LI0323

ITEM TITLE – Notification of Digital & Graphic Design Certificate Retitle

Institution: **University of Montana – Missoula**
College of Arts and Media

CIP Code: **50.0409**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: Retitle the "Digital Design Certificate" and the "Graphic Design Certificate" in the School of Visual and Media Arts to "Digital and Graphic Design Certificate".

Why: The School of Visual and Media Arts inadvertently has created two certificates "Digital Design" (https://catalog.umt.edu/colleges-schools-programs/arts-media/visual-media-arts/digitaldesign) and "Graphic Design" (https://catalog.umt.edu/colleges-schools-programs/arts-media/visual-media-arts/graphic-design), which are equivalent except for 1 core course requirement, and an elective requirement (Graphic Design requires 15 credits, of which 1 is an open elective). As such, we wish to collapse these duplicative certificates into a single certificate.

Resources: No resources are required to implement this requested title change.

ATTACHMENTS
None

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

_____ **A. Level I:**

Campus Approvals

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

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

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

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

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

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

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

_____ **B. Level II:**

_____ **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ **2. Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

_____ **3. Exceeding the 120-credit maximum for baccalaureate degrees** _Exception to policy 301.11_

_____ **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

_____ **5. Re-titling an academic, administrative, or research unit**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2032

ITEM 1022-LI0323

ITEM TITLE – Notification of placing the Medical Anthropology option in the Anthropology BA into moratorium.

Institution: **University of Montana – Missoula**
College of Humanities and Sciences   CIP Code: **45.0203**

Program/Center/Institute Title: **Department of Anthropology**

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

Options: _____

Proposal Summary [360 words maximum]

What: Place the Anthropology BA Option in Medical Anthropology into moratorium.

Why: Recent faculty losses by the Department of Anthropology have left us with nobody to teach many of the courses required by this option.

Resources: None

ATTACHMENTS
Attachment #1-Program Termination Form

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

_____ **A. Level I:**

Campus Approvals

___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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

   1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

   2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

   3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

   4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: **Anthropology BA Option in Medical Anthropology**

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: **X** N: ____

        There are no existing anthropology faculty who teach toward this option.

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

   a.) **Internal Curriculum Committees**   X

   b.) **Faculty Senate**   X

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

   d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1023-LI0323

ITEM TITLE – Notification of establishing a Game Design Certificate

Institution: **University of Montana – Missoula**
College of the Arts and Media   CIP Code: **50.0411**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request to create a "Game Design Certificate"

Why: This certificate will create a curricular pathway accessible to all students at the University of Montana which allows them to acquire skills, competencies, and theory in the area of game design. This intermediate certificate provides students with hard skills in the art and science of game design and development.

Resources: No new resources are needed to implement this certificate.

ATTACHMENTS
None

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

_____   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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

_____

OCHE Approvals

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

_____

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

_____

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

_____

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

_____

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

_____

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

_____

_____ **B. Level II:**

_____ 1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ 2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

_____ 3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

_____ 4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

_____ 5. **Re-titling an academic, administrative, or research unit**

_____

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1024-LI0323

ITEM TITLE – Notification of establishing a Web Design Certificate

Institution: **University of Montana – Missoula**
College of the Arts and Media   CIP Code: **11.0801**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request the creation of a "Web Design Certificate"

Why: This certificate will create a curricular pathway accessible to all students at the University of Montana which allows them to acquire skills, competencies, and theory in the area of web design. This certificate is also stackable within 2 curricular pathways in Media Arts, thereby creating credential opportunities throughout the degree for students of this major. This foundational certificate provides students with hard skills in design and web development.

Resources: No new resources are needed to implement this certificate.

ATTACHMENTS
None

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

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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

    1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

    3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

    4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1025-LI0323

ITEM TITLE – Notification of Establishing an Interactive Art & Media Certificate

Institution: **University of Montana – Missoula**
College of the Arts and Media   CIP Code: **50.0411**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request the creation of an "Interactive Art & Media Certificate".

Why: This intermediate-level certificate will create a curricular pathway accessible to all students at the University of Montana which allows them to acquire skills, competencies, and theory in the area of interactive art & media. This certificate is also stackable within 3 curricular pathways in Media Arts, thereby creating credential opportunities throughout the degree for students of this major. This intermediate certificate provides students with hard skills in coding, interactive theory and techniques, as well as immersive development as it relates to creative practices.

Resources: No new resources are needed to implement this certificate.

ATTACHMENTS
    None

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

_____   **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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

   1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

   2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

   3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

   4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1026-LI0323

ITEM TITLE – Notification of establishing a Creative Coding Certificate

Institution: **University of Montana – Missoula**
College of the Arts and Media   CIP Code: **50.0102**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request the creation of a Creative Coding Certificate

Why: This certificate will create a curricular pathway accessible to all students at the University of Montana which allows them to acquire skills, competencies, and theory in the area of creative coding. This certificate is also stackable within 3 curricular pathways in Media Arts, thereby creating credential opportunities throughout the degree for students of this major. This foundational certificate provides students with hard skills in coding as it is related to computer-mediated art and creative practices.

Resources: No new resources are needed to implement this certificate.

ATTACHMENTS
None

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

_____ **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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1027-LI0323

ITEM TITLE – Notification of establishing a Sound Design Certificate

University of Montana – Missoula
Institution: **College of the Arts and Media**   CIP Code: **50.0917**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request creation of a new advanced certificate in "sound design", which builds on the "Sound Production Fundamentals Certificate" of 12 credits.

Why: This certificate creates a stackable credential for students pursuing sound curricular pathways, and would be open to all students in the university community who have met the pre-requisites. This certificate is also stackable within the new Sound Design & Media Technology BFA, thereby creating credential opportunities throughout (and in this case in the latter years of the degree) for students of this major.

Resources: No new resources are needed to implement this certificate. It is built into the new Sound Design & Media Technology degree.

ATTACHMENTS
    None

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

_____   **A. Level I:**

    Campus Approvals

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

        1b. Withdrawing a postsecondary educational program from moratorium

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1028-LI0323

ITEM TITLE – Notification of establishing a Sound Production Fundamentals Certificate

Institution: **University of Montana – Missoula**
College of the Arts and Media   CIP Code: **15.0307**

Program/Center/Institute Title: **School of Visual and Media Art**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request the creation of a certificate of 12 credits titled" Sound Production Fundamentals".

Why: This certificate will create a curricular pathway accessible to all students at the University of Montana which allows them to acquire skills, competencies, and theory in the area of sound production. This certificate is also stackable within the new Sound Design & Media Technology BFA, thereby creating credential opportunities throughout (and in this case in the first year of study) for students of this major. These skills may lead to basic podcasting opportunities, the development of sound for various media, or the ability to produce and work with sound in music.

Resources: No new resources are needed to implement this certificate. It is built into the new Sound Design & Media Technology degree.

ATTACHMENTS
     None

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

_____ **A. Level I:**

   Campus Approvals

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

      1b. Withdrawing a postsecondary educational program from moratorium

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

3. **Exceeding the 120-credit maximum for baccalaureate degrees** *Exception to policy 301.11*

4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

MARCH/2023

ITEM 1501-LI0323

Notification of the revision of the Certificate in Foundations of Healthcare

Institution: **Highlands College/Montana Tech**   CIP Code: **513902**

Program/Center/Institute Title: **Foundations of Healthcare Certificate**

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

Options: _____

Proposal Summary [360 words maximum]

What: Notification of the revision of the 15 Credit Certified Nurse's Assistant Program Remove from Moratorium

Why: The creation of a Foundations of Healthcare Certificate as a school-to-work program addresses critical healthcare staffing needs in Butte and the surrounding communities. The 13-credit certificate will be offered in area high schools as part of the dual-enrollment program and will provide the ability for students to obtain their Certified Nurse's Assistant certification. Gaining CNA certification while in high school provides students the opportunity to work in healthcare settings as well as exposure to related career pathways affording them the ability the make informed decisions regarding their academic/career future. Financial support has been provided from outside partnerships in the form of student scholarships as well as faculty compensation.

Resources:

ATTACHMENTS
   Attachment #1 – Curriculum
   Attachment #2 - Syllabus

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

__x__ **A. Level I:**

   Campus Approvals

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

5. Re-titling an academic, administrative, or research unit

Foundations of Healthcare Certificate
Curriculum Sheet - NEW

Course Number	Title	Credits	Semester Completed
WRIT 101	College Writing I	3	
M 105 OR	Contemporary Math	3	
M 121 OR	College Algebra		
M 140	College Math for Healthcare		
NRSG 106	Nursing Assistant Course	4	
HTH 101	Opportunities in Health Professions	3	
	Total Certificate Program Credits	13	

MONTANA TECH
COURSE SYLLABUS
Fall 2023

Course Number: HTH 101   *Credits: 3*

Course Title: Opportunities in Health Professions

Instructor:
Email:
Office Phone:
Office Hours:

Prerequisites: None

Course Description: This course is designed for any student interesting in pursuing a career in healthcare. This course will introduce and explore the wide spectrum of health care occupations and will help prepare students for professional education and future careers in health care.

Course Outcomes: Upon completion of this course the student will have the necessary knowledge and skills that will allow them to pursue an education and career in the health care industry. Students will learn the roles and responsibilities of different members of the health care team.

Required Texts: NONE

Student Learning Objectives:

1. **Identify and reflect on personal skill sets and health career interests.**

2. **Describe different health careers including roles, responsibilities, and employment opportunities.**

3. **Explore educational requirements for different health careers.**

4. **Understand ways to research and pursue future career paths in health care using tools like the internet.**

5. **Utilize resources to research and gain in-depth knowledge of a health career of interest.**

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

Assignments

Assignments include a paper, questionnaire, survey, and participation in online discussions. Please refer to the course schedule and Moodle page for individual assignment details and specific due dates.

Discussion Boards - Topics for discussion boards are posted in each module. Each student is required to submit a response to the questions - as well as respond to at least ONE other student's post. Each discussion board is worth 20 points (See grading rubric for exact point breakdown). Each initial discussion post and the peer response post should be cited and referenced according to APA guidelines if you use a source. Initial responses must be at least **300** words in length and responses to other student's post must be at least **150** words in length. See discussion board rubric for grading criteria.

All initial posts to discussion boards are due the Sunday the first week of the module by 11:59 pm and peer responses are due the second week Sunday by 11:59 pm, except the first discussion board, which the initial post is due Thursday by 11:59 pm and response due Sunday at 11:59 pm.

VARK Questionnaire – Students will be required to complete the VARK questionnaire and submit results in Moodle, worth 20 points. **Results are due by Sunday at 11:59pm.**

MnCareers Interest Assessment - Students will be required to complete the MnCareers Interest Assessment and submit results in Moodle, worth 20 points. **Results are due by Sunday at 11:59pm.**

Paper - Students will be required to write one paper this semester. Paper must be at least **500** words in length and have at least two citations. Paper is **REQUIRED** be in APA format and will be worth 80 points. Please see the paper rubric for grading criteria. **Paper will be due by Sunday at 11:59pm.**

Late assignments will not be accepted.

All assignments must be submitted on Moodle. Emailed submissions will not be accepted.

Grading

Discussion Boards - 6 discussion boards	total 120 points
Assessments – 2 total	total 40 points
Paper – 1 paper	total 80 points
Total points awarded -	240 points

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

NOTE: Grades for this course are posted on Moodle *for your information only*. The grades for this course are weighted as outlined above and any changes or updates to Moodle may alter these calculations. Therefore, any course or section totals posted on Moodle are NOT official percentages. Official grades will be posted on Oredigger Web at the end of the semester. However, if you would like to know your official percentage, you can either calculate it yourself using the above weighted measures or you may contact me anytime to discuss official scores and what your grade in the course is.

Grading Scale:

A	92-100%	(91.5 – 100%)
A-	90-91%	(89.5 – 91.49%)
B+	87-89%	(86.5 – 89.49%)
B	84-86%	(83.5 – 86.49%)
B-	81-83%	(80.5 – 83.49%)
C+	78-80%	(77.5 – 80.49%)
D	70-77%	(69.5 - 77.49%)
F	0-69%	(0 - 69.49%)

Academic Integrity:
All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and must be reported to the Vice Chancellor for Academic Affairs Office. Please see MT Tech Academic Honest Policy in the Student Handbook for more information.

Disability Accommodation:
Montana Tech provides reasonable accommodations to students who are registered with Disability Services. If you have been diagnosed with or believe you may have a disability, contact Disability Services to discuss accommodations, access needs, and obtain an Accommodation Letter. You can reach the Disability Services Coordinator via email at sgoodell@mtech.edu, by phone at 406-496-4428, or in person in the Academic Center for Excellence (ACE) within the Student Success Center (SSC). All services are confidential. Once you have received your letter, please meet with me to discuss your access needs.

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

Tentative Course Schedule

Date	Student Learning Activities	Student Assessments
Week 1: August 22nd – August 28th Student learning objectives: 1, 2	**Discussion Board 1: Introduce yourself to your classmates and answer the following question: Why are you interested in pursuing a career in healthcare? Your initial post due by Thursday of this week. Response to at least ONE peer by Sunday of this week.**	**Discussion Board Participation:** initial post due by <mark>Thursday11:59PM</mark> of this week. Response to at least ONE peer by <mark>Sunday11:59PM</mark> of this week.
Week 2: August 29th – September 4th Student learning objectives: 1	There are <u>two parts</u> to this week's assignment: **VARK Questionnaire:** Complete the VARK Learning Styles Questionnaire to help you understand how you learn best; http://vark-learn.com/the-vark-questionnaire/ When you have completed the questionnaire, review your results. Submit your learning preference and your Visual, Aural, Read/Write, and Kinesthetic scores in the assignment in Moodle. **MnCareers Interest Assessment:** Complete the online assessment at https://www.minnstate.edu/careerexploration/planning tools/interest-assessment/interests.html to help you identify possible health care careers you would enjoy. Once you have completed the assessment, you will receive your results including scores in the different categories. Go to https://careerwise.minnstate.edu/careers/interestassessment.html and explore the health related careers in your highest matching category. Submit your highest matching interest category/career cluster and job(s) from that category that you think might be a good match for you in the assignment in Moodle.	**VARK** questionnaire and **MnCareers Interest** assessment due by <mark>Sunday11:59PM</mark> of this week.
Week 3-4: September 6th - September 18th Student learning objectives: 1, 2, 3, 4	**Discussion Board 2:** For this week's discussion, we are going to explore different career options in the health sciences. Explore the following link and select the "Health Sciences" dropdown to learn about careers that start with the letters A-G.	**Discussion Board Participation:** initial post due by <mark>Sunday 11:59PM</mark> of the 1st week. Response to at

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

	https://www.careeronestop.org/Videos/CareerVideos/career-videos.aspx?frd=true Please research and discuss one career that starts with the letter A-G. In your post include information on the occupation characteristics, primary job duties, employment opportunities, salary ranges, and educational requirements. Please feel free to use other references as well. A good website to explore is https://explorehealthcareers.org Include your source(s) in APA format in a Reference section at the end of your post.	least ONE peer by Sunday11:59PM of 2nd week.
Week 5-6: September 19th - October 2nd Student learning objectives: 1, 2, 3, 4	**Discussion Board 3:** For this week's discussion, we are going to continue to explore different career options in the health sciences. Explore the following link and select the "Health Sciences" dropdown to learn about careers that start with the letters H-N. https://www.careeronestop.org/Videos/CareerVideos/career-videos.aspx?frd=true Please research and discuss one career that starts with the letter H-N. In your post include information on the occupation characteristics, primary job duties, employment opportunities, salary ranges, and educational requirements. Please feel free to use other references as well. A good website to explore is https://explorehealthcareers.org Include your source(s) in APA format in a Reference section at the end of your post.	**Discussion Board Participation:** initial post due by Sunday 11:59PM of the 1st week. Response to at least ONE peer by Sunday11:59PM of 2nd week.
Week 7-8: October 3rd - October 16th Student learning objectives: 1, 2, 3, 4	**Discussion Board 4:** For this week's discussion, we are going to continue to explore different career options in the health sciences. Explore the following link and select the "Health Sciences" dropdown to learn about careers that start with the letters O-Pha. https://www.careeronestop.org/Videos/CareerVideos/career-videos.aspx?frd=true	**Discussion Board Participation:** initial post due by Sunday 11:59PM of the 1st week. Response to at least ONE peer by

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

	Please research and discuss one career that starts with the letter O-Pha. In your post include information on the occupation characteristics, primary job duties, employment opportunities, salary ranges, and educational requirements. Please feel free to use other references as well. A good website to explore is https://explorehealthcareers.org Include your source(s) in APA format in a Reference section at the end of your post.	
Week 9-10: October 17th - October 30th Student learning objectives: 1, 2, 3, 4	**Discussion Board 5:** For this week's discussion, we are going to continue to explore different career options in the health sciences. Explore the following link and select the "Health Sciences" dropdown to learn about careers that start with the letters Phl.-V. https://www.careeronestop.org/Videos/CareerVideos/carcer-videos.aspx?frd=true Please research and discuss one career that starts with the letter Phl.-V. In your post include information on the occupation characteristics, primary job duties, employment opportunities, salary ranges, and educational requirements. Please feel free to use other references as well. A good website to explore is https://explorehealthcareers.org Include your source(s) in APA format a Reference section at the end of your post.	**Discussion Board Participation:** initial post due by Sunday 11:59PM of the 1st week. Response to at least ONE peer by Sunday11:59PM of 2nd week.
Week 11-12: October 31st – November 13th Student learning objectives: 1, 2, 3	**Discussion Board 6:** Utilize the Montana Tech website (www.mtech.edu) to learn about degrees offered in the health professions. Explore entrance requirements for programs including pre-requisite courses. Review the courses needed to complete various degrees. Post the information you find in the discussion board about one degree.	**Discussion Board Participation:** initial post due by Sunday 11:59PM of the 1st week. Response to at least ONE peer by Sunday11:59PM of 2nd week.

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

Week 13-15: November 14th - December 4th Thanksgiving break Nov. 23rd-27th Student learning objectives: 1, 2, 3, 4, 5	Health Career Paper: Use the information you have learned during this course along with 2 professional sources to pick your top choice of a health care profession and write a minimum of 500 words essay discussing the role of the profession, primary job duties, personal skills and education needed, career pathways including salary, options for employment, and why you chose this profession. Remember to use references and cite your work in APA format.	Written Paper Due by Sunday11:59PM December 4th
Week 16: NO FINALS IN THIS CLASS BUT COURSE EVALUATIONS DUE BY DECEMBER 9th AT 11:59pm	Course Evaluations are available. Please take 10 minutes to complete. We take our evaluations seriously and you can help me improve the course with your feedback. These are submitted anonymously and I don't see the reports until after grades are due. Please know that these are so important, I will not post your grades until it is marked as complete for you. Again, thank you for your feedback and for a great semester.	

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

NRSG 291
Discussion Board Grading Rubric

Name:

Initial Response	Points Earned	Comments:
Content - did you answer the questions fully? Worth 5 points total – may earn partial points.		
Quality: Is it written in an easy to follow and structured way? Are there any grammatical or spelling errors? APA reference(s) included? - Worth 5 points – may earn partial points.		
Word count requirement Worth 5 points – NO partial points available.		
Total Initial Post Points	/15	
Peer Response	**Points Earned**	**Comments:**
Content – Did you contribute to the discussion by posing a question or adding new information? APA reference(s) included (if needed)? - Worth 3 points – may earn partial points.		
Word count requirement Worth 2 points. NO partial points available.		
Total Response Points	/5	

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

Assignment Total:	/20	

**Late initial posts will earn 0/15 and will not be graded. Late responses to peers will not be graded and will earn 0/5.

NRSG 291
Health Career Paper Grading Rubric

Name:

Assignment Component	Points Earned	Comments:
Content - did you answer the questions fully? • role of the profession • primary job duties • personal skills needed • education needed • career pathways including salary, options for employment • why you chose this profession Worth 60 points total – may earn partial points.		
Writing Quality. Worth 10 points. Includes but not limited to spelling, grammar, sentence and paragraph structure. May earn partial points.		
Word Count Requirement. Worth 5 points. Partial points are not available.		

This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

APA Format. Worth 5 points. May earn partial points.		
Total Points	**/80**	

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This syllabus is subject to revision at the instructor's discretion based on class needs and requirements

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

March/2023

ITEM 1502-LI0323

ITEM TITLE Natural Resource Management Option to Moratorium

Institution: **Montana Technological University**　　　　CIP Code: **52**

Program/Center/Institute Title: **BS Business and Information Technology**

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

Options:　Natural Resources Management (NRM)

Proposal Summary [360 words maximum]

What: Request to put the Natural Resources Option into Moratorium

Why: Student and market demand is weak for this option and the resources dedicated to it could be better utilized by the Department of Business to strengthen the options with high student and market demand and support other strategic department initiatives. We are averaging only 4 graduates per year in the program and of those that have graduated, we only know of 2 working as a Landman, which is the career path targeted by this option. Additionally, the macroeconomic trend is down for oil and gas development, which is what drives demand for oil and gas Landman.

Resources: None

ATTACHMENTS

Moratorium Form

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

__X__　**A.　Level I:**

Campus Approvals

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

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: **Montana Technological University – BS Business and Information Technology-Natural Resources Management Option**

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

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

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

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

      Spring 23, Fall 24, and Spring 24

   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: _____

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

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

    a.) Internal Curriculum Committees   X

    b.) Faculty Senate   X

    c.) Program Public Advisory Committee   NA

    d.) Articulation Partners   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

February 2023

ITEM 2702 L1-0223

ITEM TITLE : Notification of the intent to place the Earth Science Minor into Moratorium

Institution: **Montana State University Billings**   CIP Code: **400601**

Program/Center/Institute Title: Earth Science Minor

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

Options: _____

Proposal Summary [360 words maximum]

What: Montana State University Billings is notifying the Board of Regents of its intent to place the Earth Science Minor into moratorium.

Why: The Earth Science minor does not attract sufficient student demand and is not essential for students who are completing a science education degree.

Resources: We need no future resources. No faculty will be added or removed as a result of this process. We have a teach-out plan for the existing two students in the program that will allow them to complete the minor.

ATTACHMENTS
    Attachments: Program Moratorium Form

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

_____   **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**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1006-LI0323

ITEM TITLE – Request for authorization to consolidate the Master of Arts in Mathematics and the Master of Arts in Mathematics Education

Institution: **College of Humanities & Sciences**
University of Montana - Missoula   CIP Code: **27.0101**

Program/Center/Institute Title: **Department of Mathematical Sciences**

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

Options: _____

Proposal Summary [360 words maximum]

What: The math department requests to consolidate our two MA degrees into one offered degree. Currently we offer a "Mathematics MA" and a "Mathematics Education MA". These are referred to in our graduate guide as "MA Option 1" and "MA Option 2" respectively. We propose to consolidate these two MA programs into one "Mathematics MA" program. This means that we would add the option to concentrate in mathematics education to the "Mathematics MA" degree and no longer offer the "Mathematics Education MA" degree.

Why: So that students who previously completed the "Mathematics Education MA" degree will have the same requirements as the "Mathematics MA" degree with the added option to focus their MA on mathematics education. This also eliminates the requirement that students in the "Mathematics Education MA" degree have a teaching certificate.

Resources: None.

ATTACHMENTS
Attachment #1-Curriculum Proposal Form

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

_____ **A. Level I:**

Campus Approvals

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents

CURRICULUM PROPOSAL FORM

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

   The math department requests to consolidate our two MA degrees into one. Currently we offer a "Mathematics MA" and a "Mathematics Education MA". These are referred to in our graduate guide as "MA Option 1" and "MA Option 2" respectively. We propose to consolidate these two MA programs into one "Mathematics MA" program.

2. **Relation to institutional strategic goals.** Describe the nature and purpose of the new program in the context of the institution's mission and core themes. *[200 words]*

   The change is in keeping in line with UM offering graduate degrees in mathematics and mathematics education.

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

   As associate chair of the graduate program I (Kelly McKinnie) noticed that we were waiving the teaching certificate requirement for nearly all students in the Math Ed MA program. Upon talking with the Math Ed subgroup of faculty in our department we came to the conclusion that there is a need among our students for an MA program that focuses on math education for students without a teaching credential. These students will often go on and teach at a 2 or 4-year college. Together with the graduate committee in math we put together a proposal to consolidate the MA degrees into one degree in which students can focus on mathematics education or one of the traditional math areas.

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

   a. List the program requirements using the following table.

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

Montana Board of Regents
CURRICULUM PROPOSAL FORM

b. List the program learning outcomes for the proposed program. Use learner-centered statements that indicate what students will know, be able to do, and/or value or appreciate as a result of completing the program.

The program learning outcomes will not change.

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

We have 3-5 new students per year enroll in the MA in Math program. About half of these take courses in mathematics education. In the past 4 years I have waived the teacher certificate in the Math Ed Masters for all but one of these students. This change meets the needs for those students interested in teaching at 2 and 4-year colleges.

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

Institution Name	Degree	Program Title

a. If the proposed program substantially duplicates another program offered in the Montana University System, provide a rationale as to why any resulting duplication is a net benefit to the state and its citizens. *[200 words]*

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

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

Fall 2023 is when we would like to begin the consolidated MA in mathematics.

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

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Fall Headcount Enrollment					Graduates				
AY 2023-2024	AY 2024-2025	AY 2025-2026	AY 2026-2027		AY 2023-2024	AY 2024-2025	AY 2025-2026	AY 2026-2027	
4	4	4	4		0	4	4	4	

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

We typically admit 3-5 students into one of our MA programs per year. Since we are combining the two MA degrees into one, I have kept the above estimates at 4 per year. I put 0 as Year 1 graduates since it typically takes 2 years to complete the MA degree.

c. What is the initial capacity for the program?

With our reduced faculty numbers, I do not think we can handle more than 7/year new enrollees.

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

We will continue to evaluate our MA as we have evaluated the MAs in past years. If the needs of the math ed students who will be enrolled in the consolidated MA are not met we will reassess as a department.

a. Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program. When will assessment activities occur and at what frequency? *[150 words]*

Enrollment and graduation numbers are tracked on a yearly basis.

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

Graduation rates for MA students.

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

Since our MA program is so small and part of our larger PhD program, we have relied on the assessment cycle for the department. The associate chair of the graduate program will continue to track graduation rates and student success on a yearly basis.

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

NA

Montana Board of Regents
CURRICULUM PROPOSAL FORM

9. **Physical resources.**

    a. Describe the <u>existing</u> facilities, equipment, space, laboratory instruments, computer(s), or other physical equipment available to support the successful implementation of the program. What will be the impact on existing programs of increased use of physical resources by the proposed program? How will the increased use be accommodated? *[200 words]*

    > Classes are held in the math building. Graduate students have offices both in Math and in Corbin Hall. No increases in physical resources are needed as we are consolidating two MA degrees with no expectation in increase in size.

    b. List <u>needed</u> facilities, equipment, space, laboratory instruments, etc., that must be obtained to support the proposed program. (Enter the costs of those physical resources into the budget sheet.) How will the need for these additional resources be met? *[150 words]*

    > None.

10. **Personnel resources.**

    a. Describe the <u>existing</u> instructional, support, and administrative resources available to support the successful implementation of the program. What will be the impact on existing programs of increased use of existing personnel resources by the proposed program? How will quality and productivity of existing programs be maintained? *[200 words]*

    > The program will be continued to be supported by the administrative resources in the math department. No increases are needed.

    b. Identify <u>new</u> personnel that must be hired to support the proposed program. (Enter the costs of those personnel resources into the budget sheet.) What are the anticipated sources or plans to secure the needed qualified faculty and staff? *[150 words]*

    > None.

11. **Other resources.**

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

    > Yes.

    b. Do existing student services have the capacity to accommodate the proposed program? What are the implications of the new program on services for the rest of the student body? *[150 words]*

    > Yes.

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

Montana Board of Regents
CURRICULUM PROPOSAL FORM

None.

a. Please complete the following table of budget projections using the corresponding information from the fiscal analysis form for the first three years of operation of the new program.

	Year 1	Year 2	Year 3
Revenues			
Expenses			
Net Income/Deficit (revenues-expenses)			

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

There are no expenses associated with consolidating these two programs into one.

i. If funding is to come from the reallocation of existing state appropriated funds, please indicate the sources of the reallocation. What impact will the reallocation of funds in support of the program have on other programs? *[150 words]*

ii. If an increase in base funding is required to fund the program, indicate the amount of additional base funding and the fiscal year when the institution plans to include the base funding in the department's budget.

iii. If the funding is to come from one-time sources such as a donation, indicate the sources of other funding. What are the institution's plans for sustaining the program when that funding ends? *[150 words]*

iv. Describe the federal grant, other grant(s), special fee arrangements, or contract(s) that will be valid to fund the program. What does the institution propose to do with the program upon termination of those funds? *[150 words]*

13. Student fees. If the proposed program intends to impose new course, class, lab, or program fees, please list the type and amount of the fee.

14. Complete the fiscal analysis form.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Signature/Date

College or School Dean:

2/6/23

Chief Academic Officer:

Chief Executive Officer:

Flagship Provost*:

2/6/23

Flagship President*:

2/7/23

*Not applicable to the Community Colleges.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Appendix A – Proposed New Curriculum

Montana Board of Regents

ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1007-LI0423

ITEM TITLE – Request for authorization to retitle transitional Doctor of Occupational Therapy (tOTD) to post-professional Doctor of Occupational Therapy (ppOTD).

University of Montana – Missoula
Institution: **College of Health**   CIP Code: **51.2306**

Program/Center/Institute Title: **School of Speech, Language, Hearing and Occupational Sciences**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request to change the title of the transitional Doctor of Occupational Therapy (tOTD) to the post-professional Doctor of Occupational Therapy (ppOTD).

Why: This change is requested because the AOTA and profession of Occupational Therapy is moving away from using the term "transitional" and towards the term "post-professional" for programs that level practicing OTs up to new credentials.

Resources: Minor changes will need to be made to existing catalog language and other websites that describe the approved tOTD program.

ATTACHMENTS
     None

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

_____   **A. Level I:**

     Campus Approvals

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

          1b. Withdrawing a postsecondary educational program from moratorium

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

_____ B. **Level II:**

_____ 1. **Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

_____ 2. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Request to Plan Form)

_____ 3. **Exceeding the 120-credit maximum for baccalaureate degrees** _Exception to policy 301.11_

_____ 4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

_____ 5. **Re-titling an academic, administrative, or research unit**

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1017-LI0323

ITEM TITLE – Request for authorization to retitle the BFA Degree in Theatre: Concentration in Acting to BFA Degree in Theatre: Concentration in Acting for Film and Theatre

Institution: **University of Montana – Missoula**
College of Arts and Media   CIP Code: **50.0506**

Program/Center/Institute Title: **Department of Theatre and Dance**

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

Options: _____

Proposal Summary [360 words maximum]

What: We would like to change from a BFA Degree in Theatre: Concentration in Acting to a BFA Degree in Theatre: Concentration in Acting for Film and Theatre.

Why: This change will allow us to better reflect our course offerings and our recent development of student opportunities across theatre and media arts.

Resources: All courses are already offered; no additional courses will be required.

ATTACHMENTS
   None

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

_____   **A. Level I:**

   Campus Approvals

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

      1b. Withdrawing a postsecondary educational program from moratorium

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1018-LI0323

ITEM TITLE – Request for authorization to retitle the BFA in Media Arts - Audio & Media Design to BFA in Media Arts - Sound Design & Media Technology

University of Montana – Missoula	
Institution: **College of the Arts and Media**	CIP Code: **15.0307**

Program/Center/Institute Title: **Department of Media Arts**

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

Options: _____

Proposal Summary [360 words maximum]

What: We request permission to change the name of a recently approved new program from "Audio & Media Design" to "Sound Design & Media Technology".

Why: We submitted a request for a new BFA January 2022, which was approved (Item #1002-LII0522). See documents "1 Approval of April 2022 Academic Items with Audio and Media Design Level 2".

Simultaneously, market research was conducted through the Hanover Research firm. Findings suggested that a title containing "sound design" and the term "technology" best represented the type of program and served to best connect with potential students (see: "2 Benchmarking Analysis - Sonic Arts Naming Conventions").

As such we request approval to retitle this program "Sound Design & Media Technology".

Resources: None, we are just about to start a marketing campaign and will be welcoming our first students in the fall of 2023.

ATTACHMENTS
None

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

_____ **A. Level I:**

Campus Approvals

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1019-LI0323

ITEM TITLE – Request for authorization to retitle the BA in Anthropology: Linguistics to BA in Anthropology: Linguistic Anthropology

Institution:	**University of Montana – Missoula** **College of Humanities and Sciences**	CIP Code:	**45.0299**

Program/Center/Institute Title: **Department of Anthropology**

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

Options: _____

Proposal Summary [360 words maximum]

What: We are requesting a title change of an Option in the Anthropology BA: from LINGUISTICS to LINGUISTIC ANTHROPOLOGY.

Why: To better reflect the content of the Option and to differentiate it from the Linguistics Minor (and Major), with which it is often confused.

Resources: None.

ATTACHMENTS
None

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

_____ **A. Level I:**

Campus Approvals

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

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

   1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

   2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

   3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

   4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

   5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1020-LI0323

ITEM TITLE – Request for authorization to terminate the Environmental Studies Certificate in Community Agriculture

Institution: **University of Montana – Missoula**
College of Humanities and Sciences   CIP Code: **01.0899**

Program/Center/Institute Title: **Department of Environmental Studies**

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

Options: _____

Proposal Summary [360 words maximum]

What: Environmental Studies wants to eliminate our certificate in community agriculture.

Why: This certificate requires completing a full season at the PEAS farm, as well as a full summer season at another community-based farm. We have had a couple of people compete it, and it was wonderful for them. But its popularity is low because it probably asks too much of students, especially in these economic times. We have created an alternative certificate that many of our students will be able to complete (Certificate in Sustainable Ag and Food Systems). We want to focus our efforts on this other certificate option instead.

Resources: None. Just a change to websites.

ATTACHMENTS
Attachment #1-Program Termination Form

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

_____   **A. Level I:**

Campus Approvals

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

5. Re-titling an academic, administrative, or research unit

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: Community Agriculture Certificate

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

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

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) **Internal Curriculum Committees**   X

    b.) **Faculty Senate**   X

    c.) **Program Public Advisory Committee**

    d.) **Articulation Partners**

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1021-LI0323

ITEM TITLE – Request for authorization to terminate the Medicinal Chemistry Graduate Program

Institution: **University of Montana - Missoula**   CIP Code: **51.2004**

Program/Center/Institute Title: **Biomedical and Pharmaceutical Sciences / Medicinal Chemistry Graduate Program**

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

Options: _____

Proposal Summary [360 words maximum]

What: Termination of the Medicinal Chemistry Graduate Program

Why: The Medicinal Chemistry graduate program has not recruited new students since 2016 due to a lack of faculty mentors to provide didactic instruction and laboratory training. The last students admitted to the program earned their PhDs in 2022.

Resources:

ATTACHMENTS

Attachment #1-Program Termination Form

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

_____ **A. Level I:**

Campus Approvals

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

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

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

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

Program Title: **Medicinal Chemistry Graduate Program**

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

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

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

    a.) **Internal Curriculum Committees**   X

    b.) **Faculty Senate**   X

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

    d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1029-LI0323

ITEM TITLE – Request for authorization to retitle the MS in Integrative Physiology – Generalist to MS in Integrative Physiology – Sport Performance.

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

Program/Center/Institute Title: **School of Integrative Physiology and Athletic Training**

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

Options: _____

Proposal Summary [360 words maximum]

What: We propose to change the MS in Integrative Physiology - Generalist to be MS in Integrative Physiology - Sport Performance.

Why: The term "Generalist" is a dated term that is not useful for recruiting students, nor for helping students seek employment at the end of their degree. Finally, we believe the concentration title "generalist" to be opaque, while "sport performance" is accurate to the scope and breadth of our students, to their future careers, and to the educational experience they receive in IPAT.

Resources: No additional resources are needed. All resources already exist in School of IPAT on the UM campus.

ATTACHMENTS
   None

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

_____ **A. Level I:**

   Campus Approvals

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

      1b. Withdrawing a postsecondary educational program from moratorium

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

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

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

OCHE Approvals

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

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March/2023

ITEM 1503-LI0323

Request for authorization to retitle the existing BS in Mathematics to an option in Mathematics

Institution: **Montana Tech**   CIP Code: **27**

Program/Center/Institute Title: **Mathematical Sciences**

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

Options: Applied Mathematics, Statistics

Proposal Summary [360 words maximum]

What: Request for authorization to retitle the existing BS in Mathematics to an option in Mathematics.

Why: The current degree has two existing options (one in Applied Mathematics and one is Statistics). Students would like to be able to get the existing BS in Mathematics along with the option in Statistics. However, there is no way for them to do that unless the existing BS in Mathematics is also an option.

Resources: The existing curriculum for the option will not be changed. No additional resources should be required.

ATTACHMENTS
Attachment #1 - Existing curriculum for the BS in mathematics
Attachment #2 - Memo detailing the change

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

X   A. Level I:

   Campus Approvals

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

   1b. Withdrawing a postsecondary educational program from moratorium

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    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)

_____

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

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

_____

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

_____

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

_____

_____ **B. Level II:**

_____   **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

_____

    3. Exceeding the 120-credit maximum for baccalaureate degrees _Exception to policy 301.11_

_____

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

_____

    5. Re-titling an academic, administrative, or research unit

_____

January 2020

ITEM 186-1503-LI0120

Request authorization to change the name of the B.S. in Applied Health to a B.S. in Exercise and Sports Science

---

THAT

Montana Technological University requests authorization from the Montana Board of Regents to rename the Bachelor of Science Program from Applied Health to Exercise and Sports Science.

EXPLANATION

As part of the program prioritization process, the B.S. Applied Health and Safety Science degree was recently moved from the Safety, Health, and Industrial Hygiene department in the School of Mines and Engineering to the Biological Sciences department in the College of Letters, Sciences and Professional Studies. We have found that the current programmatic emphasis on occupational health does not fit the college mission, resources, or align with student needs. Therefore, this program is currently being revised to align with meeting the professional needs of students along with reducing time to graduation; we are moving the majority of Occupational Safety and Health courses from the curriculum and reducing the number of credits for graduation from 128 to 120. In order to reflect the new program curriculum and provide an accurate and appropriate program name we are requesting the name change. We also anticipate that this name change will aid in recruiting students and provide a universal understanding of the degree for employers and graduate programs.

ATTACHMENTS

Proposal Request Form
Current Degree Requirements

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

ITEM **186-1503-LI0120**   Submission Month or Meeting: **January 2020**

Institution: **Montana Technological University**   CIP Code: **51.0001**

Program/Center/Institute Title: **Applied Health and Safety Science**

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/academicproposals.asp.

A. Level I:

Campus Approvals

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

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

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

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

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

OCHE Approvals

> **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. **Permanent authorization for a temporary C.A.S. or A.A.S degree program** (Curriculum Proposal and Completed Intent to Plan Form)

___ 3. **Exceeding the 120 credit maximum for baccalaureate degrees** *Exception to policy 301.11*

___ 4. **Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)

___ 5. **Re-titling an academic, administrative, or research unit**

Proposal Summary [360 words maximum]

What: Montana Technological University would like to rename the Bachelor of Science Program from Applied Health to Exercise and Sports Science.

Why: As part of the program prioritization process, the B.S. Applied Health and Safety Science degree was recently moved from the Safety, Health, and Industrial Hygiene department in the School of Mines and Engineering to the Biological Sciences department in the College of Letters, Sciences and Professional Studies. We have found that the current programmatic emphasis on occupational health does not fit the college mission, resources, or align with student needs. Therefore, this program is currently being revised to align with meeting the professional needs of students along with reducing time to graduation; we are moving the majority of Occupational Safety and Health courses from the curriculum and reducing the number of credits for graduation from 128 to 120. In order to reflect the new program curriculum and provide an accurate and appropriate program name we are requesting the name change. We also anticipate that this name change will aid in recruiting students and provide a universal understanding of the degree for employers and graduate programs.

Resources: No new resources are needed.

Relationship to similar MUS programs : N/A

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

February 2023

ITEM 2701 L1-0223

<u>*ITEM TITLE Request for Authorization to Terminate the Bachelor of Arts in Music*</u>

Institution: **Montana State University Billings**   CIP Code: **500901**

Program/Center/Institute Title: **Bachelor of Arts in Music**

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

Options: _____

Proposal Summary [360 words maximum]

What: Montana State University Billings requests authorization from the Montana Board of Regents to terminate the Bachelor of Arts in Music.

Why: This program was put in moratorium in 2019 and has not regained student interest. MSU Billings offers three other Bachelor of Arts degrees in Music: the Teaching Licensure Option, the Performance Option, and the Commercial Music Option. These options are better suited to meet the needs of our students than the general Bachelor of Arts degree.

Resources: none

ATTACHMENTS
Program Termination Form

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

A. Level I:

Campus Approvals

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

1b. Withdrawing a postsecondary educational program from moratorium

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

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

_____

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

_____

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

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

_____

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

_____

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

_____

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

_____

_____ **B. Level II:**

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

_____

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

_____

    3. Exceeding the 120-credit maximum for baccalaureate degrees _Exception to policy 301.11_

_____

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

_____

    5. Re-titling an academic, administrative, or research unit

_____

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

SUBMISSION March 2023

ITEM 2701 L1 0323

ITEM TITLE: Request for Authorization to add a 60 credit option in the Master of Science in Psychology 60-credit option

Institution: **Montana State University Billings**   CIP Code: _____

Program/Center/Institute Title: **Psychology Department** _____

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

Options: _____

Proposal Summary [360 words maximum]

What: Montana State University Billings requests authorization to add a 60-credit option in the Master of Science in Psychology.

Why: The Master of Science degree in Psychology is currently a 42-credit degree. We propose to retain that 42-credit option and, in addition, add an option for students who wish to complete a 60-credit degree. State boards require 60 credits for some licenses, and significant numbers of our students routinely request and take additional courses to meet the 60-credit requirement. The Psychology Department has always offered students the opportunity to take the extra credits beyond 42 to get to 60 credits, primarily through internships, and state boards have always accepted those degrees. However, students have had difficulties with receiving financial aid for those additional credits. Our financial aid office has informed us that, if there were a formal 60-credit option, those difficulties would be resolved.

Resources:

ATTACHMENTS
    Curriculum Proposal Form

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

__X__ **A. Level I:**

    Campus Approvals

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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*

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana Board of Regents
CURRICULUM PROPOSAL FORM

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

   Montana State University Billings requests permission to add a 60-credit option to the existing 42-credit option in our Master of Science degree in Psychology in order to satisfy some state licensing requirements for therapists. In the past, we have offered students the option to take up to 60 credits, primarily through additional internship credits, and licensing boards have accepted these credits, but students have run into difficulties with financial aid for the additional credits taken.

2. **Relation to institutional strategic goals.** Describe the nature and purpose of the new program in the context of the institution's mission and core themes. *[200 words]*

   The purpose of the additional option is to allow students to obtain a 60-credit Master of Science degree in Psychology and avoid financial aid difficulties. This serves our institutional mission of meeting student needs (Core Theme 1: Build educational programs to support student needs). In addition, it is aligned with our goal of partnering with and serving the community, as most of the additional credits being added are internship credits, and most of our students will do internships in our community (Core Theme 3: Strengthen relationships with the community to enhance partnership opportunities).

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

   The Psychology Department discussed this proposal with Psychology students, Dean of the College of Liberal Arts and Social Sciences, Director of Graduate Studies, and the Provost prior to beginning the formal process. The proposal was approved by the College Curriculum Committee, Graduate Committee, Academic Senate, and Provost.

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

   a. List the program requirements using the following table.

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

   b. List the program learning outcomes for the proposed program. Use learner-centered statements that indicate what students will know, be able to do, and/or value or appreciate as a result of completing the program.
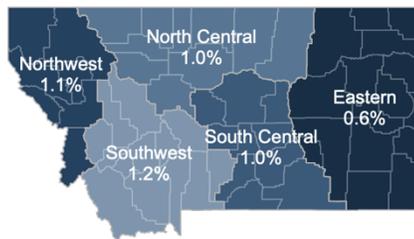
Montana Board of Regents
CURRICULUM PROPOSAL FORM

1. Analyze and evaluate research findings in Psychology.
2. Demonstrate knowledge of Psychology's foundational content domains.
3. Apply knowledge of Psychology in a professional setting.

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

The 60-credit option Master of Science in Psychology is proposed in response to student demand. Our existing option is a 42-credit degree, however, many students opt to take 60 credits in order to qualify for state licenses. The primary reason for this option is to avoid financial aid difficulties for students seeking a 60-credit degree. A significant fractions of our graduate students have sought 60-credit degrees because several licenses (e.g., Licensed Counselor) require them. According to the MT Department of Labor and Industry, one of the top jobs for projected growth among those requiring at least a Bachelor's degree is 'Substance abuse, behavioral disorder, and mental health counselors.' See below, Montana's Job Projections 2020-2030.

Use this tool to understand Montana's projected job growth.

North Central 1.0%
Northwest 1.1%
Eastern 0.6%
South Central 1.0%
Southwest 1.2%

Region
Statewide ▼

All or Top Jobs*
All Occupations ▼

Min. Education
(Multiple values) ▼

Minimum Training
(All) ▼

Occupation	Minimum Education	Minimum Training	Jobs Due to Growth	Jobs due to Transfers	Jobs due to Exits	Annual Openings	Average Wage
Registered Nurses	Bachelor's	None	161	239	311	711	$70,530
General and Operations Mana..	Bachelor's	None	94	364	137	595	$101,550
Substitute Teachers, Short-Ter..	Bachelor's	None	36	220	277	533	$22,500
Project Management Specialist..	Bachelor's	None	50	233	121	404	$64,600
Accountants and Auditors	Bachelor's	None	41	210	111	362	$68,560
Elementary School Teachers, ..	Bachelor's	None	46	158	145	349	$50,270
Coaches and Scouts	Bachelor's	None	29	129	102	260	$29,320
Secondary School Teachers, E..	Bachelor's	None	36	120	95	251	$52,680
Substance Abuse, Behavioral ..	Bachelor's	None	58	118	70	246	$40,860
Market Research Analysts and..	Bachelor's	None	44	115	42	201	$60,420
Medical and Health Services M..	Bachelor's	None	64	86	49	199	$100,790
Personal Service Managers; E..	Bachelor's	None	-28	138	86	196	$87,990
Software Developers and Soft..	Bachelor's	None	61	100	30	191	$93,570
Human Resources Specialists	Bachelor's	None	22	108	50	180	$58,740
Middle School Teachers, Exce..	Bachelor's	None	20	67	61	148	$55,240
Civil Engineers	Bachelor's	None	14	75	34	123	$79,920
Buyers and Purchasing Agents	Bachelor's	MT OJT	-5	82	44	121	$57,290
Child, Family, and School Soci..	Bachelor's	None	22	65	32	119	$41,550
Cost Estimators	Bachelor's	MT OJT	11	62	31	104	$58,540

STEM
(All) ▼

US Apprenticeable
(All) ▼

MT Apprenticeable
(All) ▼

2019 Wage
$22,500 — $216,420

Annual Growth
-3.36% — 3.92%

Sort Options

Sort Data by
| Jobs Due to Openings ▼ |

Key: PS ND = postsecondary, no degree, SC ND = some college, no degree, ST OJT = short-term on-the-job training, MT OJT = medium-term, LT OJT = long-term.
*Top Jobs are the 20 jobs in the state/region with the most job openings that require a certification or degree (including apprenticeship) and pay twice the federal poverty level for an individual ($25,520).

Montana Board of Regents
CURRICULUM PROPOSAL FORM

The addition of this 60-credit option will facilitate our students' ability to obtain jobs in these fields.

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

Institution Name	Degree	Program Title
MSU Billings	**MS Rehab**	
UM Missoula	**Psych PhD**	
MSU Bozeman	**Psych PhD**	

a. If the proposed program substantially duplicates another program offered in the Montana University System, provide a rationale as to why any resulting duplication is a net benefit to the state and its citizens. *[200 words]*

   This program does not duplicate any other existing MUS programs.

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

   We discussed our proposal with the Psychology departments at MSU Bozeman and UM Missoula. We agreed to make sure our respective students were informed about each other's programs and to facilitate transfers.

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

   Students would be able to enroll in this program beginning in Fall 2023.

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

Fall Headcount Enrollment					Graduates				
AY 23	AY 24	AY 25	AY 26	AY 27	AY 23	AY 24	AY 25	AY 26	AY 27
6	6	6	6	6	3	3	3	3	3

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

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Currently, about half of our students take 60 credits, and we expect to have about 12 total students per year, based on the average of the last 10 years of enrollments. That suggests 6 students per year would be taking this option. As a two-year program, half of the students will graduate each year. Note that these projections do not assume any growth, but of course we hope and anticipate that including this option for students will promote growth.

c.   What is the initial capacity for the program?

The capacity of the whole program (existing 42-credit option plus new 60-credit option) is about 25 students per year, based on classroom size, current faculty, and logistics (i.e., the nature of the class, testing materials, etc.).

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

The program will be successful if a third or more of our students choose this option. If this does not happen, we will re-evaluate and adjust, depending on feedback we receive as to why students are not choosing this option.

a.   Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program. When will assessment activities occur and at what frequency? *[150 words]*

We have three learning outcomes. One will be evaluated each year, rotating through all three outcomes, at the end of the year.

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

Measures will include internship evaluations, theses, class projects, evaluation of in-class discussions, presentations, and assignments.

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

Assessments will be discussed at department meetings, and the university has a process for ensuring that we collect and present our findings. The Academic Program Review process will also provide a formal mechanism by which student learning and program quality will be reviewed and assessed.

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

There is a new American Psychological Association accreditation for Master's programs, and we do plan to evaluate whether we would be able to obtain this accreditation and, if so, to seek it.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

9. **Physical resources.**

   a. Describe the <u>existing</u> facilities, equipment, space, laboratory instruments, computer(s), or other physical equipment available to support the successful implementation of the program. What will be the impact on existing programs of increased use of physical resources by the proposed program? How will the increased use be accommodated? *[200 words]*

   Existing facilities are primarily several classrooms and lab/assessment spaces are on the 5th floor of the Liberal Arts building. There will be no increased use of facilities, because additional credits will be internships in the community.

   b. List <u>needed</u> facilities, equipment, space, laboratory instruments, etc., that must be obtained to support the proposed program. (Enter the costs of those physical resources into the budget sheet.) How will the need for these additional resources be met? *[150 words]*

   No additional facilities are needed.

10. **Personnel resources.**

    a. Describe the <u>existing</u> instructional, support, and administrative resources available to support the successful implementation of the program. What will be the impact on existing programs of increased use of existing personnel resources by the proposed program? How will quality and productivity of existing programs be maintained? *[200 words]*

    We currently have 4 full-time and one half-time faculty teaching in the program, and one shared program coordinator. There will be no increased use of these resources.

    b. Identify <u>new</u> personnel that must be hired to support the proposed program. (Enter the costs of those personnel resources into the budget sheet.) What are the anticipated sources or plans to secure the needed qualified faculty and staff? *[150 words]*

    No new personnel will be needed.

11. **Other resources.**

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

    Yes, existing resources are adequate.

    b. Do existing student services have the capacity to accommodate the proposed program? What are the implications of the new program on services for the rest of the student body? *[150 words]*

    Yes, existing student services are adequate, and there are no implications of the new program on services for the rest of the student body.

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

    There are no financial implications.

Montana Board of Regents
CURRICULUM PROPOSAL FORM

a. Please complete the following table of budget projections using the corresponding information from the fiscal analysis form for the first three years of operation of the new program.

	Year 1	Year 2	Year 3
Revenues			
Expenses			
Net Income/Deficit (revenues-expenses)			

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

None.

i. If funding is to come from the reallocation of existing state appropriated funds, please indicate the sources of the reallocation. What impact will the reallocation of funds in support of the program have on other programs? *[150 words]*

None.

ii. If an increase in base funding is required to fund the program, indicate the amount of additional base funding and the fiscal year when the institution plans to include the base funding in the department's budget.

None.

iii. If the funding is to come from one-time sources such as a donation, indicate the sources of other funding. What are the institution's plans for sustaining the program when that funding ends? *[150 words]*

None.

iv. Describe the federal grant, other grant(s), special fee arrangements, or contract(s) that will be valid to fund the program. What does the institution propose to do with the program upon termination of those funds? *[150 words]*

None.

13. **Student fees.** If the proposed program intends to impose new course, class, lab, or program fees, please list the type and amount of the fee.

None.

14. Complete the fiscal analysis form.

Not applicable

Montana Board of Regents
CURRICULUM PROPOSAL FORM

Signature/Date

College or School Dean:

Tami Haaland   3/1/2023

51B5AE87231A470...

Chief Academic Officer:

Sep Eskandari   3/2/2023

151D5B91B28F4B0...

Chief Executive Officer:

3/2/2023

BF3C54894E8F4C6...

Flagship Provost*:

Flagship President*:

*Not applicable to the Community Colleges.

Montana Board of Regents

Appendix A – Proposed New 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: **Earth Science minor**

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

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

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

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

        May 2024

    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/MORATORIUM FORM

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

    a.) **Internal Curriculum Committees**   Y

    b.) **Faculty Senate**   Y

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

    d.) **Articulation Partners**   NA

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

March 2023

ITEM 1008-LII0323

ITEM TITLE: Bachelor of Science in Cybersecurity

Institution: **University of Montana - Missoula**   CIP Code: **11.1003**

Program/Center/Institute Title: **Bachelor of Science in Cybersecurity**

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

Options: Concentrations in a Bachelor of Science in Cybersecurity

Proposal Summary [360 words maximum]

What: The University of Montana proposes a BS in Cybersecurity with concentrations. The first concentration of Information Systems & Technology curriculum is from the College of Business' MIS Department and Missoula College's Information Technology & Cybersecurity Department. Additional courses for this program will need to be developed at the 300 and 400 level (aligned with NSA/DHS knowledge units). Students will gain skills in programming, networking, analytics, statistics, cybersecurity management/operations, as well as policy, legal, ethics, and compliance issues. Graduates of this program will work as consultants, Chief Information Officers, or Chief Security Officers.

Why: There is significant workforce demand for cybersecurity skills in Montana, the region, and the nation. COB maintains robust relationships with technology implementation/advisory firms with cybersecurity practices that have stressed finding employees with skills in the cybersecurity information assurance area as one of their top priorities.

Resources: The program will hire a new tenure track position in MIS and an additional tenure track position to teach in the College of Business core. The MIS position will teach dedicated courses in the cybersecurity program and the other position will cover the increased sections in the COB core. Adjuncts will teach three of the upper-level cybersecurity core courses in COB, three Missoula College lower-level cybersecurity core courses, an additional section of CSCI215E Ethics in Computer Science at Missoula College, and an additional section of BGEN105S Introduction to Business.

ATTACHMENTS
   Attachment #1-Curriculum Proposal Form
   Attachment #2-Fiscal Analysis Form
   Attachment #3-Completed Request to Plan Form
   Attachment #4-List of required courses

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

A. Level I:

Campus Approvals

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

    1b. Withdrawing a postsecondary educational program from moratorium

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

  X   **1. Establishing a new postsecondary educational program** (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

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

   The University of Montana proposes a BS in Cybersecurity with concentrations. The first concentration of Information Systems & Technology curriculum is from the College of Business' Management Information Systems (MIS) Department and Missoula College's Information Technology & Cybersecurity Department. Additional courses will be developed, which will be aligned with knowledge units prescribed by the National Security Agency and Department of Homeland Security (NSA/DHS). Students will gain skills in programming, networking, analytics, statistics, cybersecurity management/operations as well as policy, legal, ethics, and compliance issues. Graduates will work as consultants, Chief Information Officers, or Chief Security Officers.

2. **Relation to institutional strategic goals.** Describe the nature and purpose of the new program in the context of the institution's mission and core themes. *[200 words]*

   The proposed degree responds to several of UM's Priority for Action (PFA) strategies. PFA #2-Objective 1: "Design academic structures and offerings that empower students and faculty as creators and problem solvers." This degree uses an interdisciplinary base to provide students with knowledge and skills to address one of today's most urgent technological issues. PFA #4-Objective 3: "Cultivate and nurture partnerships that foster talent, innovation, and prosperity." This degree responds directly to workforce needs at local, regional, state, and national levels.

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

   The College of Business, MIS Department worked with Missoula College's Information Technology Department on the request to plan. This proposal was developed jointly by Isho Tama-Sweet and Shawn Clouse from the MIS Department and Tom Gallagher and Victor Valgenti from Missoula College. It is anticipated that additional concentrations in cooperation with Computer Science and others will be proposed at a future date.

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

   a. List the program requirements using the following table.

	Credits
Credits in required courses offered by the department offering the program	54

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Credits in required courses offered by other departments	15
Credits in institutional general education curriculum	33
Credits of free electives	18
Total credits required to complete the program	120

b. List the program learning outcomes for the proposed program. Use learner-centered statements that indicate what students will know, be able to do, and/or value or appreciate as a result of completing the program.

> Increase student knowledge of cybersecurity and information technology concepts and how they impact organization strategy. Understand and analyze the ethical issues facing cybersecurity professionals and how they impact organizations. Communicate effectively orally and in writing to analyze & solve cybersecurity problems integrating interdisciplinary principles from IT, MIS, CS, and business to solve cybersecurity problems. Provide students with hands-on experiences working with IT and cybersecurity infrastructure. Test cybersecurity principles in a virtual lab or cyber range. Develop skills to identify, detect, protect, respond, and recover from cybersecurity events, and understand how cyber events impact organizations and customers.

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

> Student demand for cybersecurity degrees is high. A Hanover Research study for UM found that cybersecurity was the degree of most interest to military-affiliated students, with 28% indicating it was the degree they expected to study. Despite the growth in student demand, there is still a sizable gap between qualified graduates and the number of positions available. The workforce demand for cybersecurity skills is significant in Montana, the region, and the nation, with 33% job growth expected nationally over the next decade. President Biden announced to IT firm leaders that about ½ million cybersecurity jobs are unfilled in the U.S. The State of Montana has over 700 cyber workforce positions unfilled. This bachelor's degree will complement the AAS offered at Missoula College, and the cybersecurity management certificate offered by MIS. The College of Business maintains robust relationships with cybersecurity advisory firms that have stressed finding employees with skills in the cybersecurity information assurance area is their top priority. Currently, graduates of the MIS program are placed at a 94% rate, with starting salaries ranging from $60,000 to $85,000. The proposed bachelor's degree will help graduates be even more competitive in this high-demand market.

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

Institution Name	Degree	Program Title
Montana State University	MS	Master of Science in Cybersecurity
Gallatin College	AAS	Associate of Applied Science in Cybersecurity Information Assurance
Great Falls College	AAS	Associate of Applied Science in Cybersecurity
Montana Tech	BS	Cybersecurity & Network Administration
University of Montana	Graduate Certificate	Graduate Cybersecurity Management Certificate
University of Montana	Undergraduate Certificate	Undergraduate Cybersecurity Management Certificate
Missoula College	Certificate of Technical Skills	Certificate of Technical Studies in Cybersecurity

a. If the proposed program substantially duplicates another program offered in the Montana University System, provide a rationale as to why any resulting duplication is a net benefit to the state and its citizens. *[200 words]*

> The only other bachelor's degree in Cybersecurity is offered at Montana Tech online. Our degree will be delivered face-to-face. The College of Business has relationship with LMG Security, KPMG, PWC, Deloitte, and Moss Adams that hired students with the Cybersecurity Management Certificate. They have all expressed interest to hire students with a bachelor's degree in cybersecurity.

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

> This degree proposes to use the curriculum from Montana Tech for two courses. Those courses are ITS 318 Network Security and ITS 354 Advanced Linux. These courses are part of the MUS Common Course system.

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

> The program will begin fall semester of 2023 for all of the lower division courses. The upper division courses will start in year three of the program. The three courses that need to be

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developed are ITS 318 Network Security, ITS 354 Advanced Linux, and BMIS 494 Seminar (Cybersecurity Operations). The program also needs to go through the UM curriculum process to obtain the advanced writing designation for BMIS 494.

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

Fall Headcount Enrollment					Graduates				
AY23-24	AY24-25	AY25-26	AY26-27	AY27-28	AY23-24	AY24-25	AY25-26	AY26-27	AY27-28
10	27	50	68	81	0	0	5	12	19

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

> The enrollment projections assume 10 incoming students in Fall 2023, 20 incoming students in Fall 2024, and 30 incoming students per year after that. These projections expect some shifting of incoming students from MIS and CS to cybersecurity. Retention rates were estimated at 72.4% for the second year, 56.9% for the third year, 49.1% for the fourth and 20.9% for the fifth. Estimates were based on research from the University of Texas at San Antonio cyber program. The projections are conservative based on UTSA, which has a US Airforce base that provides a high percentage of students.

c. What is the initial capacity for the program?

> 30 students per year based on planned resources for faculty and adjuncts.

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

> Success is measured by enrollment of 30 students by year two and 40 students by year three. Graduation rates should be 80% of the students who start the program should finish. Postgraduate success should be 90% of graduate find relevant employment in cybersecurity. The success of the program will be evaluated by the COB, Missoula College and the UM administration. If the program is unsuccessful, it will be discontinued.

a. Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program. When will assessment activities occur and at what frequency? *[150 words]*

> Assessment will be conducted every two years and the report will be submitted to the UM Provost's Office. Skills are defined by cybersecurity professional on the MIS Advisory Board. The student teams complete a NIST cybersecurity audit for a non-profit. Teams write a report and present it. The written report & presentation are

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the assessment artifacts, which are assessed by a cohort of faculty using a rubric that defines success.

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

The direct measures are the final report and presentation that the cybersecurity student teams create for a non-profit. The indirect measures are employer surveys that are completed for all cybersecurity students that complete an internship. LMG Security, KPMG, PWC, Deloitte, and Moss Adams all offer cybersecurity internships. Another source of indirect measures is the assessment survey questions that all COB graduates complete.

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

Part of the assessment process requires department faculty to review the assessment findings and propose changes to the curriculum. These curriculum changes go through the College of Business and UM Faculty Senate curriculum processes.

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

The program aligns with DHS, Center of Academic Excellence Cyber Defense accreditations requirements. COB is accredited by the Association to Advance Collegiate Schools of Business every five years. It involves a self-report and an accreditation visit by a team of leaders from other AACSB schools.

9. **Physical resources.**

a. Describe the <u>existing</u> facilities, equipment, space, laboratory instruments, computer(s), or other physical equipment available to support the successful implementation of the program. What will be the impact on existing programs of increased use of physical resources by the proposed program? How will the increased use be accommodated? *[200 words]*

The Gallagher Business and the Missoula College buildings will be used for all of the technical courses. Both have dedicated networking labs, computer labs and classrooms with sufficient capacity to accommodate the students enrolled in the cybersecurity program. The courses will use virtual labs in the Cloud so students can safely experiment with malware and other security vulnerabilities. Missoula College also has a cyber range that will be used in the program. The College of Business has a laptop requirement for all students. Students can use their financial aid to purchase computers and the College of Business has established funding available for students that cannot afford a laptop.

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b. List <u>needed</u> facilities, equipment, space, laboratory instruments, etc., that must be obtained to support the proposed program. (Enter the costs of those physical resources into the budget sheet.) How will the need for these additional resources be met? *[150 words]*

No additional facilities or equipment resources are required.

10. Personnel resources.

a. Describe the <u>existing</u> instructional, support, and administrative resources available to support the successful implementation of the program. What will be the impact on existing programs of increased use of existing personnel resources by the proposed program? How will quality and productivity of existing programs be maintained? *[200 words]*

The program will be supported by the faculty in MIS Department in the College of Business and the Missoula College's Information Technology and Cybersecurity Department. The Deans of the College of Business and Missoula College are committed to support this program. This program will add students to existing courses in both units as well as increase enrollments to general education courses and electives at UM.

b. Identify <u>new</u> personnel that must be hired to support the proposed program. (Enter the costs of those personnel resources into the budget sheet.) What are the anticipated sources or plans to secure the needed qualified faculty and staff? *[150 words]*

The program will hire a tenure track position in MIS and an additional tenure track to teach the increased sections in the COB core. The MIS position will teach dedicated courses in the cybersecurity degree. Adjuncts will teach three of the upper-level cybersecurity core courses in COB, three Missoula College lower-level cybersecurity core, an additional section of CSCI215E Ethics in Computer Science at Missoula College, and an additional section of BGEN105S Introduction to Business.

11. Other resources.

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

UM has sufficient library and information technology resources to support this program.

b. Do existing student services have the capacity to accommodate the proposed program? What are the implications of the new program on services for the rest of the student body? *[150 words]*

UM has capacity in existing student services to support this program. The College of Business has the Gianchetta Student Success Center (GSSC) which will provide

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academic advising services and career services to the students in the program. The
GSSC has sufficient staff to support this program.

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

> This program will recruit new students to UM and increase student credit hours. Many of
> the courses are already in curriculum in MIS and Missoula College's Information
> Technology & Cybersecurity Department.

a. Please complete the following table of budget projections using the corresponding information from the
fiscal analysis form for the first three years of operation of the new program.

	Year 1	Year 2	Year 3
Revenues	$120,480	$328,188	$604,448
Expenses	$31,500	$421,766	$452,871
Net Income/Deficit (revenues-expenses)	$88,980	($93,578)	$168,577

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

> There is projected net revenue in year one and a projected loss in year two. This
> program was designated for funding in the UM Strategic Enrollment Planning
> process. Provost Mahdavi is committed to make the investment necessary to
> implement this program separate from the existing budget allocation that the
> College of Business receives.

i. If funding is to come from the reallocation of existing state appropriated funds, please indicate the
sources of the reallocation. What impact will the reallocation of funds in support of the program
have on other programs? *[150 words]*

> This degree will not have any reallocated existing state funds

ii. If an increase in base funding is required to fund the program, indicate the amount of additional
base funding and the fiscal year when the institution plans to include the base funding in the
department's budget.

> The base budget increases are the following:
> FY23 - $31,500; FY24 - $421,766; FY25 - $435,871; FY26 - $460,542; & FY27 -
> $455,047. The operations funding includes marketing of $21,500/year,
> $10,000 recruiting, computer set-up ($3600), and faculty startup funds
> ($16,666 for FY24 to FY26). Faculty expenses are non-tenure track $151,000

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with benefits and two tenure track positions at $130,000/per year plus 35%
benefits starting in FY24. There is $10,500 for new course development.

   iii. If the funding is to come from one-time sources such as a donation, indicate the sources of other
funding. What are the institution's plans for sustaining the program when that funding ends? *[150
words]*

     This degree will not rely on one-time sources of funds.

   iv. Describe the federal grant, other grant(s), special fee arrangements, or contract(s) that will be valid
to fund the program. What does the institution propose to do with the program upon termination
of those funds? *[150 words]*

     The are many federal and state grants that are available to support the area
of cybersecurity. Grants will be pursued as they become available. This
proposal does not rely on federal and state grants.

13. **Student fees.** If the proposed program intends to impose new course, class, lab, or program fees, please list the
type and amount of the fee.

     The program does not intend to impose any new fees.

14. Complete the fiscal analysis form.

<u>Signature/Date</u>

College or School Dean:

Missoula College Dean:

Chief Academic Officer:

Chief Executive Officer:

Flagship Provost*:

Flagship President*:

*Not applicable to the Community Colleges.

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Appendix A – Proposed New Curriculum

UNIVERSITY OF MONTANA COLLEGE OF BUSINESS

Bachelor of Science in Cybersecurity: Information Systems & Technology
2021-2022 Major and General Education Requirements

All students must complete at least 120 semester credits including major, general education, and elective credits.
Unless a higher grade is specified, all major requirements, prerequisite, and general education courses must be completed with a C- or better.

MAJOR REQUIREMENTS

PRIMARY LOWER CORE (PLC)

Students must earn a C- or better in each PLC course and have a 2.0 PLC GPA and a minimum of 60 credits to be admitted to a business major.

Required Courses		Credits
WRIT 101	College Writing I	3
	Approved Math Course – see right column	3-4
	Approved Statistics Course – see right column for list	3-4
COMX 111A	Introduction to Public Speaking	3
CSCI 215E	Social & Ethical Issues in Computer Science	3
BGEN 105S	Intro to Business – Business Safari	3
SUBTOTAL		**18-20**

TECHNICAL LOWER CORE (TLC) ***

Students are advised to complete the TLC in the freshman/sophomore years.

Required Courses		Credits
ITS 150	Cisco Networking I	3
ITS 212	Network Operating Systems - Server	3
ITS 222	Enterprise Security	3
BMIS 270*	MIS Foundations for Business	3
BGEN 222	Bus. Models & Operations	3
ACTG 201*	Prin. of Financial ACTG (Prereq to ACTG 321)	3
		18

Elective Courses (Choose 1 course)		
SOCI 221	Criminal Justice System	3
ITS 152	Cisco Networking II	3
ITS 250	Cisco Networking III	3
ITS 165	Intro to Operating Systems	3
ITS 214	Network Operating Systems - Infrastructure	3
ITS 279	Cloud Systems	3
ITS 280	Computer Repair & Maintenance	3
MART 220	Creative Coding 2	3
		3
SUBTOTAL		**21**

UPPER CORE***

Required Courses		Credits
BMIS 326*	Introduction to Data Analysis	3
BGEN 361	Principles of Business Law	3
BGEN 341	People, Process, & Tech I	3
BGEN 342	People, Process, & Tech II	3
SUBTOTAL		**12**

CAPSTONE

Required Courses		Credits
BMIS 472	Advanced Network and Security Management	3

***Required: Senior (90+ credits) major in business status with all secondary lower core and upper-core classes completed with a "C-" or better. EITHER THE FIRST OR SECOND SEMESTER OF STUDENT'S SENIOR YEAR. **Capstone must be taken at UM.**

CYBERSECURITY MAJOR

Required Courses		Credits
ACTG 321*	Accounting Information Systems	3
ITS 318	Network Security	3
ITS 354	Advanced Linux	3
BMIS 494	Seminar (Cyber Operation/Advanced writing)	3
BMIS 365	Business Applications Development	3
BMIS 373	Bus. Systems Analysis and Design	3
BMIS 476/482*	Integrated Project Management	3
SUBTOTAL		**21**

Elective Courses Plus two (3 credits) of the following		Credits
BMIS 370	Managing Information & Data	3
BMIS 372	Info Infrastructures: Strategic Persp	3
BMIS 471	Network and Security Management	3

		Credits
BMIS 479	Introduction to Consulting	3
BMIS 498	IS Internship OR IS 495 Practicum	3
ITS 498	Internship	3
CSCI 340	Database	3
MART 441	Web Technologies	3

SUBTOTAL ... **3**
*Check back for prerequisites on all asterisked courses

TOTAL Required for MIS Major	**78 – 80**

GENERAL EDUCATION REQUIREMENTS

WRITING

A)	**Introductory writing course**	
	WRIT 101	3
B)	**Intermediate writing course**	
		3
C)	**Advanced writing course**	
	BMIS472 or ITS494	3

MATH: Choose one from the list below

M 115/121/151/162	3-4

SYMBOLIC SYSTEMS/FOR. LANGUAGE: Choose one from the list below

STAT 216/SOCI 202/PSYX 222/FORS 201	3-4

GROUPS

* Students must take at least three credits in each perspective.
* 6 credits are required in Natural Science including one lab.

* One course may meet two different group requirements. See Catalog.

EXPRESSIVE ARTS (A)	
COMX 111A	3
LITERARY AND ARTISTIC STUDIES (L)	
	3
HISTORICAL AND CULTURAL STUDIES (H)	
	3
SOCIAL SCIENCES (S)	
BGEN105S	3
ETHICS (E)	
CSCI215E	3
DEMOCRACY AND CITIZENSHIP (Y)	
	3
CULTURAL AND INTERNATIONAL DIVERSITY (X)	
	3
NATURAL SCIENCE (N) including one lab	
	3
	3

Additional requirements for all UM Business Students:

	At least 54 credits must be earned in Business classes. [ECNS Courses may count here.]
	At least 39 credits must be earned in upper-division courses.
	At least 120 credits are required to graduate.
	At least 30 credits of the last 45 credits must be taken at UM
	27 credits in business AND certain business classes must be

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taken at UM.

2.0 GPA overall at UM, in business, and in the major.

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ITS 318 3 credits
Network Security

Montana Tech of the University of Montana

Course Description:

This course will focus on the overall security processes with particular emphasis on skills in the following areas: Security policy design & management, Security technologies, products & solutions, Firewall and secure router design, installation, configuration, and maintenance. Studies include AAA implementation using routers and firewalls and VPN implementation using routers and firewalls.

Learning Outcomes:

- Describe security threats facing modern network infrastructures
- Secure Cisco routers and switches
- Describe AAA functionalities and implement AAA on Cisco routers using local router database and server-based ACS or ISE
- Mitigate threats to networks using ACLs and stateful firewalls
- Implement IPS and IDS to secure networks against evolving attacks
- Mitigate threats to email, web based and endpoints attacks and common Layer 2 attacks
- Secure communications to ensure integrity, authenticity and confidentiality
- Describe the purpose of VPNs, and implement Remote Access and Site-to-Site VPNs.
- Secure networks using the ASA.

ITS 354 3 credits
Advanced Linux

Montana Tech of the University of Montana

Course Description:

The main goal of this course is to provide you with a basic understanding of networking, specifically Linux networking and security. Students will be exposed to file sharing technologies such as the Network File System (NFS), samba, and the File Transfer Protocol (FTP). Finally, you will be introduced to network security, including concepts such as firewalls, encryption, and network intrusion detection. In order to reinforce the material, the course provides a range of laboratory and hands-on assignments that puts you in the role of a problem solver, requiring you to apply concepts presented in the chapters to situations that might occur in a real-life work environment.

Learning Outcomes:

Students will be proficient in the following areas:

- Design, install, and configure gateway and host firewalls.
- Integrating Linux environments with Microsoft Directory Services.
- Knowledge of DNS, DHCP, TCP/IP, SMB, HTTP, and NFS in a Linux environment.
- Linux Storage area network solutions.
- Linux file systems for Big Data.

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- File sharing protocols and how to secure access to resources in a Linux environment.

# Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS:	UM - Missoula
AWARD LEVEL:	UG
PROGRAM NAME:	Bachelor of Science in Cybersecurity
PROGRAM CODE:	

	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
ENROLLMENT PROJECTIONS					
Headcount					
annual unduplicated headcount of students with declared major or minor within the program	10	27	50	68	81
Credit Hours					
annual avg. credits hours earned per student in program related curriculum	24	24	24	24	24
Student FTE					
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	8	21.6	40	54.4	64.8
Completions					
Annual number of program completers	0	0	5	12	19

REVENUE	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
Tuition Revenue (net of waivers)	$57,455	$155,129	$287,275	$390,694	$465,386
Institutional Support	$63,025	$173,059	$317,173	$428,690	$506,888
Other Outside Funds (grants, gifts, etc.)					
Program Tuition/Fees					
Total Revenue	$120,480	$328,188	$604,448	$819,384	$972,274
Total Revenue per Student FTE	$15,060	$15,194	$15,111	$15,062	$15,004

EXPENDITURES		FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
Tenure Track Faculty	FTE		2.0	2.0	2.0	2.0
	Salary + Benefits		$351,000	$375,705	$372,376	$383,547
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE		1.0	1.0	2.0	2.0
	Salary + Benefits		$29,000	$22,000	$50,000	$50,000
Graduate Teaching Assistants	FTE					
	Salary + Benefits					
Staff	FTE					
	Salary + Benefits					
Total Faculty & Staff	FTE					
	Salary + Benefits		$380,000	$397,705	$422,376	$433,547

		FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
Operations (supplies, travel, rent, marketing,etc)		$31,500	$41,766	$38,166	$38,166	$21,500
Start-up Expenses (OTO)						
Total Expenses		$31,500	$421,766	$435,871	$460,542	$455,047

	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
Student FTE to Faculty (TT + NTT) Ratio	#DIV/0!	7.2	13.3	13.6	16.2
Net Income/Deficit (Revenue - Expenses)	$88,980	-$93,578	$168,577	$358,842	$517,227

The signature of the campus Chief Financial Officer signifies that he/she has reviewed and assessed the fiscal soundness of the proposal and provided his/her recommendations to the Chief Academic Officer as necessary.
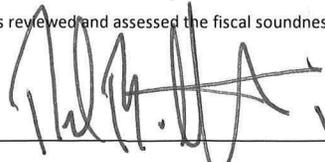
[signature] VPO$F 10-4-22

Campus Chief Financial Officer Signature

Chief Financial Officer Comments

Montana University System
REQUEST TO PLAN FORM

ITEM 197-1001-R1121   **November 2021**

Request for authorization to plan a Cybersecurity BS

Program/Center/Institute Title: **Cybersecurity BS**   Planned 6-digit CIP code: **11.1003**

Campus, School/Department: **University of Montana – Missoula, College of Business / Management Information Systems, Computer Science**   Expected Final Submission Date: **March 2022**

Contact Name/Info: **Klaus Uhlenbruck, Klaus.Uhlenbruck@umontana.edu**

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

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

   We are requesting to plan for a new bachelor's degree in Cybersecurity. COB currently offers a certificate in Cybersecurity Management and MC offers a Certificate of Technical Skills (CTS) in Cybersecurity and the Associate of Applied Science (AAS) degree in Information Technology with a concentration in Network Administration & Security. Cybersecurity has become a core concern across multiple curricular areas. Thus a need for such a degree at UM has become evident.

   The curriculum will likely build on the current curriculum in UM's Computer Science degree, the COB's degree in Management Information Systems (MIS), and coursework available through Missoula College's NSA/DHS recognized Center of Academic Excellence in Cyber Defense. Additional courses for this program will need to be developed at the 300 and 400 level. The degree will be aligned with the Knowledge Units prescribed by National Security Agency (NSA) and Department of Homeland Security (DHS). Based on the Association for Computing Machinery's "Cybersecurity Curricula 2017" guidelines for degree programs, the curriculum will also include courses from psychology, communications, management, leadership, ethics and the sciences.

   Students will gain skills in programming; networking technology & protocols; databases & analytics; probability & statistics; policy, legal, ethics, and compliance; cybersecurity fundamentals & practices, and cybersecurity management & planning. Students who earn the Cybersecurity degree will work for companies as consultants, Chief Information Officers, or Chief Security Officers focusing on the organization issues around cybersecurity.

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

   Enrollment of the cybersecurity management at COB and technical skills courses at MC is typically 20-30 undergraduates (plus some graduate students). This indicates significant interest in the topic on the part of

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students. Also, the MIS program has about 135 students enrolled. There are 190 undergraduate students in the CS majors.

Workforce demand for cyber security professionals is driven by financial considerations. For example, it is estimated that cyber crime costs the US economy more than 3.5 billion dollars in 2019. During a meeting with leaders of the largest IT firms, President Biden announced that about ½ million cybersecurity jobs are unfilled in the U.S. (https://www.wsj.com/articles/biden-to-hold-cybersecurity-summit-with-tech-giants-topbanks-energy-firms-11629882002). In the State of Montana over 700 cyber workforce positions remain unfilled (https://www.cyberseek.org/heatmap.html). Higher education consulting firms promised significant investments in cybersecurity, which can only lead to more demand. This demand is also reflected in related research studies, e.g. by Hanover Research.

The Cybersecurity degree addresses critical industry needs. MIS Advisory Board members, including representatives from KPMG, Microsoft, Washington Corporation, PwC, ATG, LumenAd, and LMG Security, stressed that finding employees with skills in the cybersecurity area is one of their top priorities. Organizations have immediate openings for undergraduate students with skills in cybersecurity. Currently, graduates of the MIS program are placed at a 94% rate, with some of the highest starting salaries across campus (offers exceeding $60,000 to $85,000 are not unusual). The proposed bachelor's degree will help graduates be even more competitive in this high-demand market

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

Cybersecurity is an interdisciplinary subject area. Many curriculum components already exist in Computer Science, MIS, and Missoula College IT Network Administration & Security. Classroom and computing facilities are in place on the UM Mountain and River Campuses. We will be requesting at least one TT faculty position. Some existing curriculum will need to be revised and additional curriculum will need to be created.

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

A collaboration would exist between the existing MC AAS degree program, Computer Science, and MIS. We seek to partner with other NSA/DHS CAE programs across our State and Region through articulations and course-sharing. MSU-Great Falls College is a designated CAE. We have identified Montana Tech as a potential collaborator as they have recently developed a BS degree in Cybersecurity and Network Administration.

In addition to the interdisciplinary collaboration taking place on the UM campus, we seek to collaborate with the National Security Agency (NSA) and Department of Homeland Security (DHS) in crafting a program of study which embraces the curriculum blueprint for National Centers of Excellence (CAE) in Cyber Defense. Missoula College (MC) is a Nationally recognized NSA/DHS Cyber Defense Center.

Local career opportunities will drive collaboration with the booming technology businesses in Missoula and across our State. For instance, the leading provider of cybersecurity in the Northwest, LMG Security, is located in Missoula. LMG's founders have served as instructors for related courses at COB. Technology careers have higher than average starting salaries and align with Governor Gianforte's Pro-Jobs, Pro-Growth plan to bring 10,000 jobs

Montana University System
REQUEST TO PLAN FORM

with annual salaries of $50,000-plus to Montana. The proposed program will create the human resource pool of talent needed to continue expansion of Montana's technology industry.

5) **Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.**

The proposed degree fits with PFA 2, Drive Excellent and Innovation in Teaching, Learning and Research, Objective 1, Foster and support innovation and improvement in teaching and learning, Strategy 1, Support Strategic Enrollment Plan through curricular innovations and new program development. The degree would also fit with PFA 4, Partner with Place, Objective 2, Cultivate and steward partnerships locally, statewide and globally to advance talent, innovation and prosperity, Strategy 3, Develop stronger ties with local, statewide and international government and industry partners, such as the firms listed above, local government agencies, etc.

Signature/Date

Chief Academic Officer:

Chief Research Officer*:

Chief Executive Officer:

Flagship Provost:**

Provost (Chief Academic Officer)	Status: *Approved*
Deadline: *No deadline*	

Flagship President:**

President (Chief Executive Officer)	Status: *Approved*
Deadline: *No deadline*	

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

APRIL 2023

ITEM 1008-LII0423

ITEM TITLE – Request for authorization to terminate the Center for Ethics.

Institution: **University of Montana – Missoula**   CIP Code: **38.0103**

Program/Center/Institute Title: **Center for Ethics**

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

Options: _____

Proposal Summary [360 words maximum]

What: Request to terminate the Center for Ethics.

Why: The Center for Ethics has not existed since 2016. However, the work continues under the auspices of the Mansfield Ethics and Public Affairs Program, and fulfills the same mission of conducting research and educational activities focusing on the relationship of values to institutions and public affairs. Our courses, seminars, lectures, and conferences examine the role that ethical values can and should play in public life, the moral quandaries faced by those who govern, including both philosophical and practical dimensions of political ethics, and the issues of leadership and character in public service.

Resources: None

ATTACHMENTS
Attachment #1 - Program Termination Form
Attachment #2 – Center/Institute Proposal Form
Attachment #3 – Request to Plan

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

_____ **A. Level I:**

Campus Approvals

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

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

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

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

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

OCHE Approvals

    5. Re-titling an existing postsecondary educational program

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

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

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

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

    4. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana University System
REQUEST TO PLAN FORM

ITEM 202-1002-0922   **September 2022**

Request for authorization to terminate the Center for Ethics

Program/Center/Institute Title: **Center for Ethics**   Planned 6-digit CIP code: **38.0103**

Campus, School/Department: **University of Montana, College of Humanities and Sciences / Manfield Center**   Expected Final Submission Date: **March 2023**

Contact Name/Info: **Randi Edwards (randi1.edwards@umontana.edu)**

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

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

   The Center for Ethics has not existed since 2016. However, the work continues under the auspices of the Mansfield Ethics and Public Affairs Program and fulfills the same mission of conducting research and educational activities focusing on the relationship of values to institutions and public affairs. Our courses, seminars, lectures, and conferences examine the role that ethical values can and should play in public life, the moral quandaries faced by those who govern, including both philosophical and practical dimensions of political ethics, and the issues of leadership and character in public service.

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

   The separate Center for Ethics has not existed since 2016. It was incorporated into the Mansfield Ethics and Public Affairs Program. We request the official closure of the Center for Ethics. The Mansfield Center for Ethics and Public Affairs is not planning a new center, only the closure of the defunct Center for Ethics is being requested.

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

   No resources are needed.

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

   N/A

Montana University System

5) **Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.**

   Our courses, seminars, lectures, and conferences examine the role that ethical values can and should play in public life, the moral quandaries faced by those who govern, including both philosophical and practical dimensions of political ethics, and the issues of leadership and character in public service.

Signature/Date
Chief Academic Officer:
Chief Research Officer*:
Chief Executive Officer:
Flagship Provost:**
Flagship President:**
*Center/Institute Proposal only **Not applicable to the Community Colleges.

Montana Board of Regents
RESEARCH CENTER AND INSTITUTE PROPOSAL FORM

Research Centers and Institutes differ from one another in focus, scope, and staffing, but each contributes in unique ways to the common goals of expanding knowledge, generating new discoveries and/or having a positive impact on society through informing policy and systemic change. Communities of researchers and staff in Research Centers and Institutes provide a stimulating environment that encourages early researchers and challenges experienced researchers. Research Centers and Institutes also contribute to the education and training of the researchers of the future by serving as learning environments for students. Interdisciplinary collaboration is promoted by Research Centers and Institutes both within the Institution and among MUS Institutions. Research Centers and Institutes do not provide didactic coursework, confer academic degrees or academic certificates or require accreditation by external accrediting bodies. Research Centers and Institutes frequently provide a portal for obtaining external funding in response to federal and/or state research priorities. As such, apparent duplication of mission between MUS research centers and institutes is not generally problematic as with academic programs due to the different sources of funding.

1. **State the proposed Institute/Center's name and purpose.**

    The Center for Ethics – elimination requested

2. **A comprehensive statement of the Institute/Center's mission and its relationship to the University mission.**

    The Center for Ethics has not existed since 2016. However, the work continues under the auspices of the Mansfield Ethics and Public Affairs Program and fulfills the same mission of conducting research and educational activities focusing on the relationship of values to institutions and public affairs. Our courses, seminars, lectures, and conferences examine the role that ethical values can and should play in public life, the moral quandaries faced by those who govern, including both philosophical and practical dimensions of political ethics, and the issues of leadership and character in public service.

    A. **State the Institute/Center's mission.**

    B. **Identify the Institute/Center's goals and objectives.**

    C. **What specific need is being responded to in developing the proposed Institute/Center?**

    D. **Describe how the Institute/Center benefits the department, college, or institution.**

    E. **Describe the Institute/Center's relationship to the University mission.**

Montana Board of Regents

RESEARCH CENTER AND INSTITUTE PROPOSAL FORM

3. Briefly describe the Institute/Center's anticipated activities.

    A. Identify faculty expertise available for participation in the Institute/Center's activities.

    B. Which departments on campus will be involved and how will the Institute/Center contribute to the academic programs of the institution?

4. Identify the organizational structure of the Institute/Center within the institution.

    A. Identify all agencies, organizations and/or institutions that will be involved.

    B. Identify advisory council information.

5. Identify first year and continuing finances necessary to support the Center/Institute, including the sources of funding.

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

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

6. Describe other similar Centers/Institutes or research capacities in the state and surrounding region.

    A. Describe the relationship between the proposed Center/Institute and any similar Centers/Institutes, programs, or research capacities within the Montana University System.

    B. In cases of substantial duplication, explain the rationale for the proposed Center/Institute.

Montana Board of Regents
RESEARCH CENTER AND INSTITUTE PROPOSAL FORM

7. **Assessment: How will the success of the center/institute be measured?**

8. **State the internal campus review and approval process which has occurred prior to submission to the Commissioner's Office. Indicate, where appropriate, involvement by faculty, students, community members, professional constituencies, etc.**

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: **Center for Ethics**

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

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

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

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

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

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

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

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

Montana University System
PROGRAM TERMINATION/MORATORIUM FORM

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

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

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

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

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

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

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

May 2023

ITEM 2001-LII0523

ITEM TITLE Request authorization to reorganize the Department of Health and Human Development

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

Program/Center/Institute
Title: **College of Education, Health & Human Development; Dept. of Health & Human Development**

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

Options: N/a

Proposal Summary [360 words maximum]

What: Reorganization of the Dept. of Health and Human Development into three separate Departments.

1. The Department of Food Systems, Nutrition & Kinesiology will include the following academic programs: Kinesiology (including the PhD in Exercise & Nutrition Sciences) , Health Enhancement K-12, Food & Nutrition, Sustainable Food and Bioenergy Systems, Hospitality Management and 1 minor in coaching. The nutrition and dietetics programs, both undergraduate and masters are accredited through the Accreditation Council for Education in Nutrition and Dietetics (ACEND). The Health Enhancement K-12 program is a teacher education program and is accredited through the Council for the Accreditation of Educator Preparation (CAEP). The department will be supported by a .5 FTE Dept. Head, a team of 3 administrative assistants shared with the other 2 departments-.

2. The Department of Human Development and Community Health will include the following academic programs: Human Development and Family Science, Early Childhood P-3, Community Health (including the Indigenous and Rural Health). The Family Consumer Science and Early Childhood P-3 academic programs are accredited by CAEP. The department will be supported with a .4 FTE department head and 3 administrative assistants.

3. The Department of Counseling includes academic programs in Marriage, Couple & Family Counseling, Mental Health Counseling, School Counseling and 2 graduate certificate programs in Addictions Counseling and Mental Health Support. All master's degree programs are accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP). CACREP accreditors expect to see counseling programs operating as independent academic departments due to the clinical nature of the degree. This department will be supported by a .3 FTE Dept. Head and a team of 3 administrative assistants shared with the other 2 units.

Why: The reorganization will result in a more manageable workload for department leaders and contribute to a more sustainable leadership model. The new organizational structure will facilitate improved curriculum management and increase the visibility of all programs for student recruitment purposes. The reorganization will also contribute to greater name recognition and identification for each new department and enhance both student and faculty

Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

recruitment and community partnerships and engagement. Because each proposed unit has unique accreditation requirements, the reorganization contributes to greater support from the unit leader to accommodate increasing accreditation demands. Finally, this change would benefit students by creating an organizational structure that increases clarity for advising and academic support.

Resources: One-time only funds will be allocated to assist with the transition from one to three departments, including support to update materials, for each new unit (website, letterhead, creating listservs, etc.). The only continuing funding necessary will include a 1.0 FTE for administrative staff salary. The cost of moving from 1 to 3 Department Heads will be cost neutral by combining current allocations for the existing Department Head and 4 Academic Coordinator positions. Any additional costs associated with this re-structuring will be covered through budget reallocations.

ATTACHMENTS
Attachments

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

A. Level I:

Campus Approvals

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)

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

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

B. Level II:

    1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Request to Plan Form)

    2. Permanent authorization for a temporary C.A.S. or A.A.S degree program (Curriculum Proposal and Completed Request to Plan Form)

    3. Exceeding the 120-credit maximum for baccalaureate degrees *Exception to policy 301.11*

X   **4. Forming, eliminating or consolidating an academic, administrative, or research unit** (Curriculum or Center/Institute Proposal and completed Request to Plan, except when eliminating or consolidating)

    5. Re-titling an academic, administrative, or research unit

Montana University System
REQUEST TO PLAN FORM

ITEM XXX-2001~~XXX~~-R~~X~~XXXX   **Meeting Date**

Item Name: Reorganization of the Department of Health and Human Development

Program/Center/Institute Title:	**Department of Food Systems, Nutrition & Kinesiology; Department of Human Development & Community Health; Department of Counseling**	Planned 6-digit CIP code:
Campus, School/Department:	**Montana State University – College of Health & Human Development**	Expected Final Submission Date: **Fall 2022**
Contact Name/Info:	**Rebecca Koltz, Dept. Head HHD**	

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

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

The Department of Health and Human Development in the College of Education, Health and Human Development will be reorganized into the following three departments:

A. Department of Food Systems, Nutrition & Kinesiology

The Department of Food Systems, Nutrition & Kinesiology would oversee 5 bachelor's degrees: Kinesiology, Health Enhancement K-12, Food & Nutrition, Sustainable Food and Bioenergy Systems, Hospitality Management and 1 minor in coaching; 3 master's degrees in Exercise & Nutrition Sciences, Sustainable Food Systems, Dietetic Systems Leadership and 1 doctoral degree in Exercise & Nutrition Sciences. The nutrition and dietetics programs, both undergraduate and masters, are accredited through the Accreditation Council for Education in Nutrition and Dietetics (ACEND). The health enhancement program is a teacher education program and is accredited through the Council for the Accreditation of Educator Preparation (CAEP) accreditation. The proposed department conducts outreach through the Food Product Development Lab, Team Nutrition, Towne's Harvest Garden, Buffalo Nations Food Systems Initiative, Food & Family Extension, and several kinesiology labs. The proposed department would include 15 tenure track faculty, 3 full time non-tenure track, 4 part-time non-tenure tracks, 3 outreach program directors. This department will be supported by a .5 FTE Department. Head, a team of 3 administrative assistants shared with the other 2 units and Advising Commons support.

B. Department of Human Development and Community Health

The Department of Human Development and Community Health would manage 3 bachelor's degrees in Community Health, Human Development and Family Sciences, Early Childhood P-3; 3 master's degrees in Community Health, Family & Consumer Sciences (FCS), and Family & Financial Planning, 1 doctorate degree in Indigenous & Rural Health, and 3 minors in FCS Teaching, Human Development, and Personal & Consumer Science, and 3 certificates: Gerontology, Life Scholars, and FCS Education.

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The department would house the 2 CAEP-accredited teacher education programs – Family Consumer Science and Early Childhood P-3. The department would conduct outreach through the Early Childhood Project, Child Development Center, and Extension (Health, Wellness and Gerontology.) This proposed department would include 14 tenure track faculty, 5 part-time non-tenure track, and 3 program directors.   This department will be supported with a .4 FTE Department Head and 3 administrative assistants and Advising Commons support.

C. Department of Counseling

The Department of Counseling would offer 3 master's degrees including an MS in Marriage, Couples & Family Counseling (60 credits), MS in Mental Health Counseling, (60 Credits), MEd in School Counseling (60 credits), along with 2 graduate certificate programs in Addictions Counseling (30 credits) and Mental Health Support (15 credits). The master's degree programs are all accredited by the Council for the Accreditation of Counseling and Related Educational Programs (CACREP). This department would conduct outreach in Rural Mental Health Preparation, Practice Pathway (RMHP3), Human Development Clinic and the Big Sky Human Development Clinic. The proposed department would include 5 tenure track faculty, 2 full time NTT's (who act as program directors) and 4 part-time NTT's. This department will be supported by a .3 FTE Department. Head and a team of 3 administrative assistants shared with the other 2 units.

2) **Describe the need for the program/center/institute. Specifically, how the program/center/institute meets current student, state, and workforce demands. (Please cite sources).** This request does not require the creation of new degree programs, rather it is a reorganization of the programs currently managed under the Department of Health and Human Development. The reorganization supports a more manageable workload for unit leaders contributing to a sustainable leadership model and improved curricular oversight. The new organizational structure will facilitate improved curriculum management and increase the visibility of all affected programs for student recruitment purposes. The reorganization will also contribute to greater name recognition and identification for each new unit and enhance both student and faculty recruitment and community partnerships and engagement. Because each proposed unit has unique accreditation requirements, the reorganization contributes to greater support from the unit leader to accommodate increasing accreditation demands. Finally, this change would benefit students by creating an organizational structure that increases clarity for advising and academic support.

3) **Describe any significant new resources (financial, staff, facility, new curricula) needed to launch and sustain the program/center/institute.** One-time only funds will be allocated to assist with the transition from one to three departments, including support to update materials, for each new unit (website, letterhead, creating listservs, etc.). The only continuing funding necessary will include a 1.0 FTE for administrative staff salary. The cost of moving from 1 to 3 Department Heads will be cost neutral by combining current allocations for the existing Department Head and 4 Academic Coordinator positions. Any other costs associated with this re-structuring will be covered through budget reallocations.

4) **Describe any efforts or opportunities you have identified for collaboration either within the institution or between MUS institutions (i.e. articulation, course-sharing, research collaboration).** Not applicable.

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Collaborations will be strengthened through this proposed reorganization. More streamlined departments will make it easier to identify areas for curriculum sharing and community/research collaborations.

5) **Describe how the program/center/institute fits with the institutional mission, strategic plan, existing institutional program array, and academic priorities as described in the most recent Academic Priorities and Planning Statement.**

This reorganization aligns with several priorities identified in the MSU Academic Priority and Planning Statement:
Intentional Focus 1: The reorganization into 3 units will support "increased access for underrepresented populations" (Goal 1.1) through greater visibility of the available academic programs within MSU. Additionally, curricular alignment within these units will increase the likelihood of increased "high impact teaching and learning practices" (Goal 1.3).

Intentional Focus 2: The reorganization will support MSU to reach its goal of enhancing "the significance and impact of scholarship." Greater alignment and clarity of each unit's goals and offerings allows for greater and more beneficial interdisciplinary scholarship. Smaller, more aligned curricular units will enhance interdisciplinary scholarship by creating more streamlined units.

Intentional Focus 3: This reorganization will support MSU to "Expand mutually beneficial and responsive engagement for the advancement of Montana" by improving the visibility of the programs through greater name recognition embedded in the title of each new department. We hope that this will increase collaborations through greater visibility.

References:

Montana State University Office of Planning and Analysis, KPI's https://www.montana.edu/opa/kpi/index.html

Signature/Date
Chief Academic Officer:
Chief Research Officer*:
Chief Executive Officer:

Montana University System
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Flagship Provost**:
Flagship President**:
*Center/Institute Proposal only **Not applicable to the Community Colleges.

Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS:	Bozeman
AWARD LEVEL:	Food Systems, Nutrition & Kinesiology
PROGRAM NAME:	UG/Grad Programs
PROGRAM CODE:	ReOrg

		Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
ENROLLMENT PROJECTIONS							
Headcount							
annual unduplicated headcount of students with declared major or minor within the program		-	-	-	-	-	-
Credit Hours							
annual avg. credits hours earned per student in program related curriculum		-	-	-	-	-	-
Student FTE							
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24		504	519	529	544	554	572
Completions							
Annual number of program completers		120	126	130	132	136	139

REVENUE							
Tuition Revenue (net of waivers)		$5,098,186	$5,354,916	$5,567,255	$5,839,619	$6,065,905	$6,388,252
Institutional Support							
Other Outside Funds (grants, gifts, etc.)		$590,000	$590,000	$590,000	$590,000	$590,000	$590,000
Program Tuition/Fees		$210,000	$210,000	$210,000	$210,000	$210,000	$210,000
Total Revenue		**$5,898,186**	**$6,154,916**	**$6,367,255**	**$6,639,619**	**$6,865,905**	**$7,188,252**
Total Revenue per Student FTE		**$11,703**	**$11,859**	**$12,036**	**$12,205**	**$12,393**	**$12,567**

EXPENDITURES							
Tenure Track Faculty	FTE	15.0	15.0	15.0	15.0	15.0	15.0
	Salary + Benefits	$1,578,695	$1,578,695	$1,578,695	$1,578,695	$1,578,695	$1,578,695
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE	8.5	8.5	8.5	8.5	8.5	8.5
	Salary + Benefits	$612,903	$612,903	$612,903	$612,903	$612,903	$612,903
Graduate Teaching Assistants	FTE	13.3	13.3	13.3	13.3	13.3	13.3
	Salary + Benefits	$218,414	$218,414	$218,414	$218,414	$218,414	$218,414
Staff	FTE	5.3	5.3	5.3	5.3	5.3	5.3
	Salary + Benefits	$474,421	$474,421	$474,421	$474,421	$474,421	$474,421
Total Faculty & Staff	FTE	**42.0**	**42.0**	**42.0**	**42.0**	**42.0**	**42.0**
	Salary + Benefits	**$2,884,434**	**$2,884,434**	**$2,884,434**	**$2,884,434**	**$2,884,434**	**$2,884,434**

Operations (supplies, travel, rent, etc)		$542,411	$542,411	$542,411	$542,411	$542,411	$542,411
Start-up Expenses (OTO)							
Grad Tuition Waivers		$213,683	$213,683	$213,683	$213,683	$213,683	$213,683
Total Expenses		**$3,640,528**	**$3,640,528**	**$3,640,528**	**$3,640,528**	**$3,640,528**	**$3,640,528**

Student FTE to Faculty (TT + NTT) Ratio		21.4	22.1	22.5	23.1	23.6	24.3
Net Income/Deficit (Revenue - Expenses)		**$2,257,658**	**$2,514,388**	**$2,726,728**	**$2,999,092**	**$3,225,377**	**$3,547,724**

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

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Campus Chief Financial Officer Signature

Chief Financial Officer Comments

This is a reorg of the HHD department - not all fields on this form are applicable, as mutiple programs roll up to this department
Anticipating growth with reorg shown in student FTE (headcount and credit hours not included as this is a reorg of multiple programs):
Assumes capacity in current teaching FTcurrent teaching FTE
Hospitality Management - 50 currently enrolled - 50 more FTE by year 5, SFBS: Current enrollment, growth by 10, Phd
Exercise Nutrition: 4 to 12 enrolled
Completers assumes .25% of estimated total enrolled in the prior year graduates
*Hospitality, MDI and ACT courses are alos shifting under this department
NOTE: Completion of the fiscal form does not guarantee funding for described expenses. The request for additional funding should be included in standard campus processes for investments in new programs if internal funding, within unit, cannot be reallocated.

Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS:	Bozeman
AWARD LEVEL:	Human Development & Community Health
PROGRAM NAME:	UG/Grad Programs
PROGRAM CODE:	ReOrg

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
ENROLLMENT PROJECTIONS						
Headcount						
annual unduplicated headcount of students with declared major or minor within the program	-	-	-	-	-	-
Credit Hours						
annual avg. credits hours earned per student in program related curriculum	-	-	-	-	-	-
Student FTE						
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	409	419	429	439	449	459
Completions						
Annual number of program completers	90	102	105	107	110	112

REVENUE

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Tuition Revenue (net of waivers)	$4,137,218	$4,323,140	$4,514,844	$4,712,487	$4,916,230	$5,126,237
Institutional Support						
Other Outside Funds (grants, gifts, etc.)	$115,000	$115,000	$115,000	$115,000	$115,000	$115,000
Program Tuition/Fees	$565,000	$565,000	$565,000	$565,000	$565,000	$565,000
Total Revenue	**$4,817,218**	**$5,003,140**	**$5,194,844**	**$5,392,487**	**$5,596,230**	**$5,806,237**
Total Revenue per Student FTE	**$11,778**	**$11,941**	**$12,109**	**$12,284**	**$12,464**	**$12,650**

EXPENDITURES

		Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Tenure Track Faculty	FTE	14.0	14.0	14.0	14.0	14.0	14.0
	Salary + Benefits	$993,907	$993,907	$993,907	$993,907	$993,907	$993,907
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE	3.8	3.8	3.8	3.8	3.8	3.8
	Salary + Benefits	$264,459	$264,459	$264,459	$264,459	$264,459	$264,459
Graduate Teaching Assistants	FTE	3.8	3.8	3.8	3.8	3.8	3.8
	Salary + Benefits	$51,350	$51,350	$51,350	$51,350	$51,350	$51,350
Staff	FTE	3.0	3.0	3.0	3.0	3.0	3.0
	Salary + Benefits	$243,000	$243,000	$243,000	$243,000	$243,000	$243,000
Total Faculty & Staff	**FTE**	**24.5**	**24.5**	**24.5**	**24.5**	**24.5**	**24.5**
	Salary + Benefits	**$1,552,716**	**$1,552,716**	**$1,552,716**	**$1,552,716**	**$1,552,716**	**$1,552,716**

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Operations (supplies, travel, rent, etc)	$247,931	$247,931	$247,931	$247,931	$247,931	$247,931
Start-up Expenses (OTO)						
Grad Tuition Waivers	$71,228	$71,228	$71,228	$71,228	$71,228	$71,228
Total Expenses	**$1,871,875**	**$1,871,875**	**$1,871,875**	**$1,871,875**	**$1,871,875**	**$1,871,875**

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Student FTE to Faculty (TT + NTT) Ratio	23.0	23.6	24.1	24.7	25.3	25.8
Net Income/Deficit (Revenue - Expenses)	**$2,945,344**	**$3,131,265**	**$3,322,969**	**$3,520,612**	**$3,724,355**	**$3,934,362**

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

Campus Chief Financial Officer Signature

Chief Financial Officer Comments

This is a reorg of the HHD department - not all fields on this form are applicable, as mutiple programs roll up to this department

Anticipating growth with reorg shown in student FTE (headcount and credit hours not included as this is a reorg of multiple programs):

Assumes capacity in current teaching FTcurrent teaching FTE

Projecting 50 FTE growth over the next 5 years across HDFS, Community Health and P3

Completors assumes .25% of estimated total enrolled in the prior year graduates

*GPIDEA will be shifting under this department

NOTE: Completion of the fiscal form does not guarantee funding for described expenses. The request for additional funding should be included in standard campus processes for investments in new programs if internal funding, within unit, cannot be reallocated.

Academic Degree Program Proposal - Fiscal Analysis Form

CAMPUS:	Bozeman
AWARD LEVEL:	Counseling
PROGRAM NAME:	Grad Program
PROGRAM CODE:	ReOrg

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
ENROLLMENT PROJECTIONS						
Headcount						
annual unduplicated headcount of students with declared major or minor within the program	-	-	-	-	-	-
Credit Hours						
annual avg. credits hours earned per student in program related curriculum	-	-	-	-	-	-
Student FTE						
Undergrad: (Headcount x CH)/30 Graduate: (Headcount x CH)/24	78	89	100	111	117	126
Completions						
Annual number of program completers	46	50	52	57	60	65

REVENUE	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Tuition Revenue (net of waivers)	$958,077	$1,115,055	$1,277,928	$1,446,870	$1,555,581	$1,708,746
Institutional Support						
Other Outside Funds (grants, gifts, etc.)	$46,000	$46,000	$46,000	$46,000	$46,000	$46,000
Program Tuition/Fees	$2,800	$2,800	$2,800	$2,800	$2,800	$2,800
Total Revenue	**$1,006,877**	**$1,163,855**	**$1,326,728**	**$1,495,670**	**$1,604,381**	**$1,757,546**
Total Revenue per Student FTE	**$12,909**	**$13,077**	**$13,267**	**$13,475**	**$13,713**	**$13,949**

EXPENDITURES		Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Tenure Track Faculty	FTE	5.0	5.0	5.0	5.0	5.0	5.0
	Salary + Benefits	$621,313	$621,313	$621,313	$621,313	$621,313	$621,313
Non-tenure Track Faculty *Includes Adjunct Instructors	FTE	1.3	1.3	1.3	1.3	1.3	1.3
	Salary + Benefits	$110,554	$110,554	$110,554	$110,554	$110,554	$110,554
Graduate Teaching Assistants	FTE	3.0	3.0	3.0	3.0	3.0	3.0
	Salary + Benefits	$48,158	$48,158	$48,158	$48,158	$48,158	$48,158
Staff	FTE	1.0	1.0	1.0	1.0	1.0	1.0
	Salary + Benefits	$78,350	$78,350	$78,350	$78,350	$78,350	$78,350
Total Faculty & Staff	FTE	**10.3**	**10.3**	**10.3**	**10.3**	**10.3**	**10.3**
	Salary + Benefits	**$858,376**	**$858,376**	**$858,376**	**$858,376**	**$858,376**	**$858,376**

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Operations (supplies, travel, rent, etc)	$87,981	$87,981	$87,981	$87,981	$87,981	$87,981
Start-up Expenses (OTO)						
Grad Tuition Waivers	$53,421	$53,421	$53,421	$53,421	$53,421	$53,421
Total Expenses	**$999,778**	**$999,778**	**$999,778**	**$999,778**	**$999,778**	**$999,778**

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Student FTE to Faculty (TT + NTT) Ratio	12.4	14.1	15.9	17.6	18.6	20.0
Net Income/Deficit (Revenue - Expenses)	**$7,100**	**$164,077**	**$326,950**	**$495,892**	**$604,603**	**$757,768**

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

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Campus Chief Financial Officer Signature

Chief Financial Officer Comments

This is a reorg of the HHD department - not all fields on this form are applicable, as mutiple programs roll up to this department

Anticipating growth with reorg shown in student FTE (headcount and credit hours not included as this is a reorg of multiple programs): Assumes capacity in current teaching FTE

Master program currently at 52 , assumes increase to 60 by year 5, addictions currently around 20 assumes increase to 40 in year 5, mental health currently around 10 enrolled assumes increase to 30 in year 5.

*Addictions, HHD Clinic and Big Sky Clinic will be shifting under this department

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