

**L E V E L I
M E M O R A N D U M**

DATE: February 4, 2011

TO: Chief Academic Officers, Montana University System

FROM: Sylvia Moore, Deputy Commissioner for Academic & Student Affairs
John Cech, Deputy Commissioner for Two-Year and Community College Education

RE: Level I Approvals and Announcements

This memorandum is intended to inform you of the Level I changes in academic programs that have been approved in the Office of the Commissioner of Higher Education since the January 2011 meeting of the Board of Regents. It also includes announcements that may be of interest to the Board. Any comments regarding items below must be received by the Office of the Commissioner of Higher Education no later than **February 14, 2011**. If you have any questions, we would be happy to answer them with the help of our colleagues in academic affairs. Comments and questions should be directed to Summer Marston, Assistant to the Deputy Commissioners.

OCHE Approvals

The University of Montana-Missoula:

- Re-title A.A.S. in Computer Technology to Information Technology [ITEM #150-1004+R0311](#)
- Add a Minor in Dance with a Specialization in Education [ITEM #150-1005+R0311](#)
- Create an Option in Medical Anthropology for the B.A. in Anthropology [ITEM #150-1006+R0311](#)
- Re-title 2+2 Social Work Program with FVCC to School of Social Work BSW Distance Program [ITEM #150-1007+R0311](#)

Terminations and Moratoriums

Flathead Valley Community College:

- Marketing/Sales Certificate termination [ITEM #150-301+R0311](#)
- Customer Service Certificate moratorium [ITEM #150-302+R0311](#)

Campus Approval of Certificates

Montana State University-Bozeman:

- Graduate Certificate in College Teaching [ITEM #150-2005+R0311](#)
- Graduate Certificate within the Northern Plains Transition to Teaching Program (NPTT) [ITEM #150-2006+R0311](#)

Montana Tech of The University of Montana:

- Health Care Informatics Graduate Certificate Program [ITEM #150-1501+R0311](#)

The University of Montana-Missoula:

- Certificate in Accounting Information Systems [ITEM #150-1003+R0311](#)

Miles Community College:

- Certificate in Accounting [ITEM #150-401+R0311](#)

ITEM 150-1004+R0311

Re-title A.A.S. in Computer Technology to Information Technology

THAT

The Board of Regents of Higher Education authorizes The University of Montana–Missoula College of Technology to re-title the A.A.S. in Computer Technology to Information Technology.

EXPLANATION

The College of Technology’s department of Applied Computing and Electronics requests permission to rename its A.A.S. degree from Computer Technology to Information Technology.

The phrase Computer Technology originates from Microcomputer Technology, a now outdated term in the rapidly changing world of computing. The title “Information Technology” is widely used to describe the career field associated with graduates of the program.

The Association of Computing Machinery Two-Year Education Committee (ACMTYC) has produced Associate Degree curricula guidelines identifying five major computing disciplines: Computer Science, Computer Engineering, Software Engineering, Information Systems, and Information Technology. Of the five, the ACMTYC’s Information Technology discipline is the most closely related to the description and curricular content of the UM-COT Applied Associate of Science Degree in Computer Technology program.

ATTACHMENTS

Level I Request Form

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1004+R0311**

Meeting Date: **March 3-4, 2011**

Institution: **The University of Montana-Missoula
College of Technology**

CIP Code: **11.0103**

Program Title: **Re-title A.A.S. in Computer Technology to Information Technology**

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X A. Level I action requested (place an X for all that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Placement of program into moratorium via a Program Termination Checklist;
- 4. Adding new minors or certificates where there is a major;
- 5. Adding new minors or certificates where there is an option in a major;
- 6. Departmental mergers and name changes;
- 7. Program revisions; and
- 8. Distance or online delivery of previously authorized degree or certificate programs.

B. Level I with Level II documentation:

With Level II documentation circulated to all campus chief academic officers in advance, the Deputy Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Deputy Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Deputy Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1004+R0311**

Meeting Date: **March 3-4, 2011**

_____ colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*

___ 3. Consolidating existing programs and/or degrees.

___ C. Temporary Certificate or A.A.S. degree programs:

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Level I Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

___ D. Campus Certificates:

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

Specify Request:

The College of Technology's department of Applied Computing and Electronics requests permission to rename its A.A.S. degree from Computer Technology to Information Technology. The term Information Technology more accurately describes the program both in terms of the career field graduates enter and the corresponding curriculum guidelines of the Association of Computing Machinery Two-Year Education Committee (ACMTYC.)

ITEM 150-1005+R0311

Minor in Dance with a Specialization in Education

THAT

The Board of Regents of Higher Education authorizes The University of Montana-Missoula to add a Minor in Dance with a Specialization in Education

EXPLANATION

The School of Theatre and Dance would like to create a Minor in Dance with a Specialization in Education. The new specialization will provide the knowledge and skills to teach dance effectively in K-12 Montana public schools. At this time, Montana has no teaching endorsement in Dance; but the minor will eventually be linked to a Permissive Special Competency Endorsement when approved by the Montana Board of Education. The School of Theatre and Dance is poised to offer this endorsement, drawing from courses already offered in the School. This proposal does not require any new faculty or course additions.

ATTACHMENTS

Level I Request Form

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1005+R0311**

Meeting Date: **March 3-4, 2011**

Institution: **The University of Montana-Missoula**

CIP Code: **50.0301**

Program Title: **Add Minor in Dance with a Specialization in Education**

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Item Number: **150-1005+R0311**

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Specify Request:

Over the past two years, the School of Theatre & Dance has discussed the initiation of a K-12 teaching endorsement in Dance with both the College of Education and Human Sciences and the Office of Public Instruction. Currently, 37 other U.S. states offer teaching endorsements in Dance, according to the National Dance Education Organization, but the State of Montana does not. Dance programs in Montana schools are often taught by visiting artists, but up to this point no formal training program for dance educators has been available. There is support from K-12 school principals and teachers to add a teacher competency in Dance, and the School of Theatre & Dance is poised to provide this service.

This new minor will eventually be linked to a Permissive Special Competency Endorsement when approved by the Montana Board of Education, and will thus provide the knowledge and skills to teach dance effectively in K-12 Montana public schools. The coursework is organized around five major areas and is similar to course requirements in place in other states: 1) Dance Elements and Technique, 2) Creating and Performing Dance, 3) Understanding of Dance and Culture, 4) Ability to Respond to and Analyze Dance, and provides grounding in 5) Curriculum Development and Unit Planning. The new specialization will draw from courses already offered in the School of Theatre & Dance and does not require any new faculty or course additions.

We are confident that this new Minor in Dance with a Specialization in Education will lead to highly effective dance teachers in Montana schools.

ITEM 150-1006+R0311

Medical Anthropology Option For B.A. In Anthropology

THAT

The Board of Regents of Higher Education authorizes The University of Montana-Missoula to create an Option in Medical Anthropology for the B.A. in Anthropology.

EXPLANATION

The Department of Anthropology at the University of Montana-Missoula requests approval to add a 12 credit option in medical anthropology to the general undergraduate B.A. degree program. Medical anthropology, the study of human health, the experience of illness, and the organization of health care across different cultures and societies, is one of the most active sub-areas in anthropology both domestically and in the international arena. Medical anthropologists examine issues that are theoretically relevant to the parent academic discipline and of pressing practical importance to the world today. This option will provide a core set of courses to students who wish to establish expertise in this area.

ATTACHMENTS

Level I Request Form
Curriculum Proposal
Attachment 1 – Course Requirements
Attachment 2 – Catalog Descriptions

Montana Board of Regents
LEVEL I REQUEST FORM

Item Number: **150-1006+R0311**

Meeting Date: **March 3-4, 2011**

Institution: **The University of Montana-Missoula**

CIP Code: **45.0202**

Program Title: **Medical Anthropology Option for B.A. in Anthropology**

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Specify Request:

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CURRICULUM PROPOSALS

1. Overview

Medical anthropology, the study of human health, the experience of illness, and the organization of health care across different cultures and societies, is one of the most active sub-areas in anthropology both domestically and in the international arena. The medical anthropology option will provide a core set of courses to students who wish to establish expertise in this area. In keeping with the initiatives outlined in former President Dennison's 2010 State of the University address, this option will advance one of this University's "niches", and draws strategically and cost effectively upon existing interest, need, and faculty strengths.

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

An option in medical anthropology will be added to the general undergraduate B.A. degree program in Anthropology. The 12-credit option will parallel current options in archaeology, cultural and ethnic diversity, forensic anthropology, and linguistic.

3. Need

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

There is currently no option in medical anthropology offered in the State of Montana for students interested in anthropological studies of health and disease. This is true even though medical anthropology is one of the fastest growing and practically relevant fields within the discipline. The Society for Medical Anthropology is the largest section in the American Anthropological Association, the principal organization of professional anthropologists in the world with in excess of 10,000 members. In addition, student interest in medical anthropology courses is strong and growing as evidenced by steady enrollments in courses with medical anthropology content and expressed interest in an undergraduate option by students and faculty alike. Existing departmental strengths in faculty expertise and existing course offerings place the University of Montana Anthropology program in a strong position to provide an undergraduate option in this area to meet this need.

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

The option in medical anthropology will affect students in several ways. In general, this option will provide interested students with a focused set of courses that will allow them to develop expertise on social and cultural aspects of health and disease. The proposed option also offers the opportunity to those seeking future careers in health-related fields (be they clinically or public health oriented) to achieve a credential that underscores their education regarding the social determinants of illness.

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

Based on current enrollment in existing options, comments from graduating senior assessments and enrollment in recent courses with medical anthropology content, we anticipate that approximately twenty students will enroll in the proposed option in medical anthropology. As of the spring semester of 2010, 101 students (out of over 300 total majors) take one or more of the four options which the Department offers in forensics, culture and ethnicity, archeology, and linguistics. Course enrollments in existing classes with medical anthropology content are consistently high. For example, ANTH 444 (ANTY 426) Culture, Health, and Healing, the Program's core medical anthropology course, regularly has enrollments above 20, and ANTH 343 (ANTY 333) Culture and Population draws between 40 and 50 students. This autumn semester (2010) ANTH 444 (ANTY 426) easily met its cap of 40 students. We also suspect that the numbers for the general option (some 200 students) are over-inflated as it appears that many students formally enroll in a specific option only towards the end of their undergraduate careers. An option in medical anthropology would attract some of these students. In addition, there is a growing

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CURRICULUM PROPOSALS

trend for students to complete multiple options, which will also expand the potential pool of enrollment for the proposed option.

4. Institutional and System Fit

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

There are no existing undergraduate programs that deal specifically with the social and cultural organization of health and illness in a cross-cultural perspective at the University of Montana. This is an important educational niche that needs to be addressed.

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

The proposed option in medical anthropology would require no changes in any existing programs at the University of Montana.

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

There are no other closely related programs (e.g., medical sociology, medical geography) at the institution.

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

The University of Montana-Missoula Mission Statement underscores a commitment to providing educational experiences in the liberal arts that serve to develop informed and engaged citizens of the state, nation and the world. This option will provide a set of courses which will provide an opportunity for students to develop an educational foundation related to some of the most pressing and relevant local and global issues we face as educated individuals and as a society – effectively understanding and addressing the social and cultural detriments of health and illness.

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

There are no options in medical anthropology offered in the entire MUS.

5. Program Details

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

The medical anthropology option will parallel our current options in archaeology, cultural and ethnic diversity, forensic anthropology, and linguistics. The major requires 36 credits, including 12 core offerings. Of the remaining 24 credits, two upper-division courses (6 credits) must be selected from a theory and methods sub-area in addition to six credits from three other sub-areas (Human Adaptation and Diversity, World Societies and Cultures, and Concepts and Issues) (see attachment 1). Students complete their degree requirements by choosing 12 other elective credits in anthropology or approved cognate courses. The courses making up the proposed medical anthropology option fall under two of the sub-areas:

Subarea II: Human Adaptation and Diversity

ANTH 343 (ANTY 333) Culture and Population

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CURRICULUM PROPOSALS

ANTH 388X (NASX 388) Native American Health and Healing
ANTH 418 (ANTY 418) Ecology and Genetic Variation in Human Populations
ANTH 444 (ANTY 426) Culture, Health, and Healing

Subarea IV: Concepts and Issues

ANTH 326 (ANTY 336) Religious Belief Systems
ANTH 422 (ANTY 422) Psychological Anthropology

Note: There is a course modification in process that when approved will add ANTY 435 Drugs Society and Culture to subarea IV. In addition, ANTY 326 Religious Belief Systems is included because it contains a substantial component on religious healing systems.

The catalog entry for the proposed option would read:

Medical Anthropology Option

For a degree in anthropology with an option in medical anthropology, the student must meet all the general requirements for the major and complete an additional 12 credits.

The student must take:

ANTY 426 Culture, Health and Healing

And any three classes from the following:

ANTY 333 Religious Belief Systems

ANTY 336 Culture and Population

NASX 388 Native American Health and Healing

ANTY 418 Ecology and Genetic Variation in Human Populations

ANTY 422 Psychological Anthropology

ANTY 435 Drugs, Society and Culture

Please see attachment 2 for catalog descriptions of these courses.

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

We would like to implement this option beginning in the autumn semester of 2011 and estimate that there will be approximately 20 students enrolled in it within a year (autumn 2012).

6. Resources

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

No additional faculty resources are needed -- we seek simply to organize and create a name for an option that includes courses that are currently offered within already existing resource parameters (e.g., classroom space).

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

No additional resources are required. The option comprises existing, scheduled courses in existing classroom space. Library holdings in the subject area include the most important journals on the field, including Medical Anthropology Quarterly, Medical Anthropology, and American Anthropologist. A search of library holdings produced over 100 titles currently held by the Mansfield Library in medical

Montana Board of Regents
CURRICULUM PROPOSALS

anthropology.

7. Assessment

How will the success of the program be measured?

The success of the option will be measured by student enrollments and through the graduating senior assessment.

8. Process Leading to Submission

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

The idea to pursue the medical anthropology option emerged from a departmental faculty retreat in the fall of 2009 as part of a larger discussion concerning goals and aspirations related to the undergraduate curriculum and degree program. The interest in the option was a natural culmination of developments in the department over the last several years. The hire in 2006 of Gilbert Quintero (Ph.D. Arizona) solidified a cadre of faculty who teach the courses that will make up the medical anthropology option. These include Dr. Gregory R. Campbell (Ph.D. Oklahoma), Dr. Neyooxet Greymorning (Ph.D. Oklahoma), Dr. Kimber Haddix McKay (Ph.D. California – Davis), Dr. Noriko Seguchi (Ph.D. Michigan), and Dr. G.G. Weix, (Ph.D. Cornell). This proposal was reviewed and approved by the affected departments as follows:

Department Name: **Anthropology**

Date: **September 2010**

In addition the deans of the following Schools/Colleges reviewed and approved the proposal:

Dean of: **The College of Arts and Sciences**

Date: **September 2010**

Dean of: **Libraries**

Date: **September 2010**

The proposal was reviewed and approved by the **Faculty Senate at the University of Montana**

Date: **December 2010**

[No outside consultants were employed for the development of this proposal.]

Montana Board of Regents
ATTACHMENT 1 – COURSE REQUIREMENTS

Attachment 1: Course Requirements for Bachelor of Arts Degree in Anthropology
(Note: these are with the pre-Common Course Number System)

Lower-Division Core Courses, 12 Credits

ANTH 210N	Introduction to Physical Anthropology, 3 cr.
ANTH 220S	Comparative Social Organization, 3 cr.
ANTH 250S	Introduction to Archaeology, 3 cr.
LING 270S	Introduction to Linguistics, 3cr.

Subarea I: Theory and Methods, 6 Credits

Anthropological Theory:

ANTH 359	Seminars in Archaeology
ANTH 400	History of Anthropology
ANTH 404	Anthropological Museology
ANTH 410	Human Evolution
ANTH 415	The Emergence of Modern Humans
ANTH 430	Social Anthropology
ANTH 450	Archaeological Theory

Anthropological Methods:

ANTH 314	Principles of Forensic Anthropology
ANTH 401	Anthropological Data Analysis
ANTH 402	Advanced Anthropological Statistics
ANTH 412	Osteology
ANTH 413	Forensic and Mortuary Archaeology
ANTH 414	Human Identification
ANTH 416	Dental Anthropology
ANTH 431	Ethnographic Field Methods
ANTH 451	Cultural Resource Management
ANTH 452	Architecture of the Frontier West
ANTH 453	Cultural Resource Research Methods
ANTH 454	Lithic Technology
ANTH 455	Artifact Analysis
ANTH 456	Historic Sites Archaeology
ANTH 466	Archaeological Survey
ANTH 487	Anthropological Field Experience
LING 475	Linguistic Field Methods

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ATTACHMENT 1 – COURSE REQUIREMENTS

Subarea II, III, IV, 6 Credits from two areas

Subarea II: Human Adaptation and Diversity

ANTH 101H	Introduction to Anthropology
ANTH 102S	Race and Minorities
ANTH 201	Human Sexuality
ANTH 211N	Human Genetics
ANTH 310	Human Variation
ANTH 343	Culture and Population
ANTH 388X	Native American Health and Healing
ANTH 417	Adaptation and Nutritional Anthropology
ANTH 418	Ecology and Genetic Variation in Human Populations
ANTH 420	Human Behavioral Ecology
ANTH 444	Culture, Health, and Healing

Subarea III: World Societies and Cultures

ANTH 251H	Foundations of Civilization
ANTH 252H	Archaeological Wonders of the World
ANTH 323X	Native Peoples of Montana
ANTH 330X	Peoples and Cultures of the World
ANTH 351H	Archaeology of North America
ANTH 352X	Archaeology of Montana
ANTH 354H	Mesoamerican Prehistory
ANTH 357X	Archaeology of the Southwest
ANTH 457	Archaeology of the Pacific Northwest
ANTH 458	Archaeology of Hunter-Gatherers

Subarea IV: Concepts and Issues

ANTH 286N	Survey of Forensic Science
ANTH 311	Visual Anthropology of Primates
ANTH 326	Religious Belief Systems
ANTH 327	Anthropology of Gender
ANTH 328	Culture and Identity
ANTH 329	Social Change in Non-Western Societies
ANTH 340	Contemporary Issues of Southeast Asia
ANTH 341X	Contemporary Issues of Native Peoples
ANTH 385	E Indigenous Peoples and Global Development
ANTH 411	Primatology
ANTH 422	Psychological Anthropology
LING 470	Introduction to Linguistic Analysis
LING 473	Language and Culture
LING 474	Historical Linguistics
LING 476	Child Language Acquisition

Montana Board of Regents
ATTACHMENT 1 – COURSE REQUIREMENTS

LING 477	Bilingualism
LING 479	Pragmatics
LING 484	North American Indigenous Languages and Linguistics
LING 489	Morphology

Anthropology or cognate electives, 12 Credits

Montana Board of Regents
ATTACHMENT 2 – CATALOG DESCRIPTIONS

Attachment 2: Catalog Descriptions of Courses in the Medical Anthropology Option

ANTY 333 Culture and Population 3 cr. Offered autumn. The relationship between population processes and culture to the human condition; survey data, methodologies, theories of demographic and culture change.

ANTY 336 Religious Belief Systems 3 cr. Offered autumn odd-numbered years. Theories and practices concerning supernatural phenomena found among non-literate peoples throughout the world.

[Note: **ANTY 336** Religious Belief Systems contains a substantial component on religious healing systems.]

NASX 388 Native American Health and Healing 3 cr. Offered spring. Same as NAS 388X. Examination of traditional and contemporary uses of medicine in Native American societies. Issues discussed will be the current health status of American Indians, the relationship between medicine and culture, and introduction to various techniques for assessing health status of American Indian populations.

ANTY 418 Ecology and Genetic Variation in Human Populations 3 cr. Offered autumn even-numbered years. Prereq., ANTH 210N Human genetic variation examined from an ecological perspective. Emphasis on the role of infectious disease as a selective factor in human evolution and exploration of the implications of these associations for human genetic variation.

ANTY 422 Psychological Anthropology 3 cr. Offered autumn even-numbered years. Prereq., ANTH 220S or consent of instr. The study of socialization, personality, cognition, and mental health cross-culturally.

ANTY 426 Culture, Health and Healing 3 cr. Offered autumn. Cross-cultural comparisons of theories and concepts and health and illness. Examination of the impact of these concepts upon health practices and treatment of disease around the world.

ANTY 435 Drugs, Society and Culture 3 cr. Offered intermittently. Drug use in a cross-cultural perspective. The role of drugs in cultural expression and social interaction. Examination of the prehistory of drug use, drug use in traditional non-Western and Western societies, and drug use in the context of global sociocultural change.

ITEM 150-1007+R0311

Re-title 2+2 Social Work Program with Flathead Valley Community College to School of Social Work BSW Distance Program

THAT

The Board of Regents of Higher Education authorizes The University of Montana-Missoula to re-title the “2+2 Social Work Program with Flathead Valley Community College” to the “School of Social Work Bachelor’s of Social Work Distance Program.”

EXPLANATION

The Bachelor’s of Social Work program will be offered to students statewide, not just students at Flathead Valley Community College. The new name more accurately reflects the scope of the program.

ATTACHMENTS

Level I Request Form

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1007+R0311**

Meeting Date: **March 3-4, 2011**

Institution: **The University of Montana-Missoula**

CIP Code: **44.0701**

Program Title: **Re-title "2+2 Social Work Program with Flathead Valley Community College" to "School of Social Work BSW Distance Program"**

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner for Academic and Student Affairs, by no later than five weeks prior to the final posting date for the next scheduled meeting of the Board. The Deputy Commissioner will review the proposal and respond to the proposing campus with any questions or concerns within one week, allowing the proposing campus one week to respond before the Item is posted for the BOR scheduled meeting.

X A. Level I action requested (place an X for all that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Placement of program into moratorium via a Program Termination Checklist;
- 4. Adding new minors or certificates where there is a major;
- 5. Adding new minors or certificates where there is an option in a major;
- 6. Departmental mergers and name changes;
- 7. Program revisions; and
- 8. Distance or online delivery of previously authorized degree or certificate programs.

B. Level I with Level II documentation:

With Level II documentation circulated to all campus chief academic officers in advance, the Deputy Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Deputy Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Deputy Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1007+R0311**

Meeting Date: **March 3-4, 2011**

_____ colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*

___ 3. Consolidating existing programs and/or degrees.

___ C. Temporary Certificate or A.A.S. degree programs:

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Level I Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

___ D. Campus Certificates:

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

Specify Request:

The School of Social Work at The University of Montana–Missoula wishes to change the name of its baccalaureate social work program offered online from “2+2 Social Work Program with Flathead Valley Community College” to “School of Social Work Bachelor’s of Social Work Distance Program.” The reason for the requested change is that the program will be offered to students statewide, not just students at Flathead Valley Community College. The new name will more accurately reflect the scope of the program.

ITEM 150-301+R0311

Marketing/Sales Certificate

THAT

Flathead Valley Community College Board of Trustees has voted to terminate the locally approved Marketing/Sales Certificate.

EXPLANATION

As result of program review, the FVCC Curriculum Committee has recommended the deletion of the 16-credit Marketing/Sales Certificate.

ITEM 150-302+R0311

Customer Service Certificate

THAT

Flathead Valley Community College Board of Trustees has voted to place the locally approved Customer Service Certificate on moratorium.

EXPLANATION

As a result of program review, the FVCC Curriculum Committee has recommended moratorium for the 16-credit Customer Service Certificate.

ITEM 150-2005+R0311

Graduate Certificate in College Teaching

THAT

The Board of Regents of Higher Education authorizes Montana State University-Bozeman to establish a Graduate Certificate in College Teaching.

EXPLANATION

The Adult and Higher Education Program is a Graduate Program offering masters and doctoral degrees. Areas of emphasis in the current program include Academics, Higher Education Administration, Student Affairs, and Adult Education. The program currently offers courses related to college and other postsecondary teaching such as College Teaching, Adult Teaching and Learning, College Curriculum, Post-secondary Distance Education, and College Students. The program is designed with the working adult in mind, with classes offered evenings, week-ends, and many classes on-line or partially on-line. This 12 credit Certificate in College Teaching will develop and promote exemplary teaching among graduate students, aspiring faculty, and current faculty wanting to enhance their teaching skills. Individuals completing this certificate will be more competitive in the job market as instructors and faculty members at colleges and universities.

CIP Code: 13.0101

ITEM 150-2006+R0311

Graduate Certificate within the Northern Plains Transition to Teaching Program (NPTT)

THAT

The Board of Regents of Higher Education authorizes Montana State University-Bozeman to establish a Graduate Certificate within the Northern Plains Transition to Teaching Program (NPTT)

EXPLANATION

The Northern Plains Transition to Teaching Program (NPTT) is a graduate level teacher preparation and licensure program delivered entirely online. It was developed in 2003 under U.S. Dept of Education grant funding to serve the rural population of Montana, Wyoming, and South Dakota. The NPTT program is administratively housed in the College of Education, Health and Human Development. Students in the NPTT program may seek certification only, or they may complete additional coursework and program requirements to include the certification process within a masters degree (M.Ed.) in Curriculum & Instruction. We are seeking administrative recognition (graduate certification status) of the "certification only" program so that it too will benefit from regular DGE procedures, and students will benefit from having their program completion recognized on their transcripts. This is a 24 credit certificate program.

CIP Code: 13.0101

ITEM 150-1501+R0311

Health Care Informatics Graduate Certificate Program at Montana Tech

THAT

The Montana Board of Regents recognizes the establishment of a Healthcare Informatics (HCI) Graduate Certificate Program (CIP Code: 11.1000) at Montana Tech. The program involves creating a two-track, 15 credit graduate certificate.

EXPLANATION

The HCI graduate certificate is designed to provide additional skills necessary in health care and will prepare professionals such as information technologists, computer scientists or health care professionals in advanced skills required for leadership in health care informatics and will build on their current bachelor's degrees. Funding from the Health Resources and Services Administration has been allocated to develop the program, which includes funding for course development and tuition assistance and scholarships for the first year of the program.

ATTACHMENTS

Level I Request Form

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1501+R0311**

Meeting Date: **March 3-4, 2011**

Institution: **Montana Tech of the UM**

CIP Code: **11.1000**

Program Title: **Health Care Informatics Graduate Certificate Program**

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner for Academic and Student Affairs, by no later than five weeks prior to the final posting date for the next scheduled meeting of the Board. The Deputy Commissioner will review the proposal and respond to the proposing campus with any questions or concerns within one week, allowing the proposing campus one week to respond before the Item is posted for the BOR scheduled meeting.

A. Level I action requested (place an X for all that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Placement of program into moratorium via a Program Termination Checklist;
- 4. Adding new minors or certificates where there is a major;
- 5. Adding new minors or certificates where there is an option in a major;
- 6. Departmental mergers and name changes;
- 7. Program revisions; and
- 8. Distance or online delivery of previously authorized degree or certificate programs.

B. Level I with Level II documentation:

With Level II documentation circulated to all campus chief academic officers in advance, the Deputy Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Deputy Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Deputy Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1501+R0311**

Meeting Date: **March 3-4, 2011**

_____ colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*

___ 3. Consolidating existing programs and/or degrees.

___ C. Temporary Certificate or A.A.S. degree programs:

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Level I Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

X D. Campus Certificates:

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

Specify Request:

Establish a Healthcare Informatics Graduate Certificate Program (CIP Code: 11.1000). The program involves creating a two-track 15 Credit graduate certificate. Montana Tech's Graduate Council, Curriculum Review Committee, and faculty have approved the HCI Graduate Certificate Program. The HCI graduate certificate is designed to provide additional skills necessary in health care and will prepare professionals such as information technologists, computer scientists or health care professionals in advanced skills required for leadership in health care informatics and will build on their current bachelors' degrees. Health care informatics or health information technology is not currently listed at the federal or state level as a separate occupation. However, significant growth is expected in the field due to recent government initiatives such as the HITECH act. For instance, the state of Montana is expected to increase in the area of medical records and health information technicians from 869 jobs in 2008 to 1,026 in 2018. Increases are projected in similar job categories such as health technologists (Montana Department of Labor and Industry, 2008). Further, among the fastest growing industries include health care and information services (U. S. Department of Labor, Employment, and Training Administration, 2010).

Graduates of Montana Tech's HCI program as well as health care leaders have made repeated requests to develop a graduate degree in HCI. Additionally, funding from the Health Resources and Services Administration have been allocated to develop the program, which includes funding for course development and tuition assistance and scholarships for the first year of the program.

ITEM 150-1003+R0311

Certificate in Accounting Information Systems

THAT

The Board of Regents of Higher Education authorizes The University of Montana-Missoula to establish a Certificate in Accounting Information Systems

EXPLANATION

UM-Missoula proposes to add a Certificate in Accounting Information Systems to its Accounting and Management Information Systems programs. The Accounting Information Systems (AIS) certificate prepares students for careers that bridge accounting and management information systems, such as consulting, internal audit, external audit, or other positions where more than a basic knowledge of either accounting or MIS is necessary, in response to recent student and employer interest in such a curriculum. This 25-credit certificate would utilize existing course offerings in Accounting and Management Information Systems, but would be available to any undergraduate business major.

ATTACHMENTS

Level I Request Form

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1003+R0311**

Meeting Date: **March 3-4, 2011**

Institution: **The University of Montana-Missoula**

CIP Code: **52.1201**

Program Title: **Certificate in Accounting Information Systems**

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner for Academic and Student Affairs, by no later than five weeks prior to the final posting date for the next scheduled meeting of the Board. The Deputy Commissioner will review the proposal and respond to the proposing campus with any questions or concerns within one week, allowing the proposing campus one week to respond before the Item is posted for the BOR scheduled meeting.

A. Level I action requested (place an X for all that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site.

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Placement of program into moratorium via a Program Termination Checklist;
- 4. Adding new minors or certificates where there is a major;
- 5. Adding new minors or certificates where there is an option in a major;
- 6. Departmental mergers and name changes;
- 7. Program revisions; and
- 8. Distance or online delivery of previously authorized degree or certificate programs.

B. Level I with Level II documentation:

With Level II documentation circulated to all campus chief academic officers in advance, the Deputy Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Deputy Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Deputy Commissioner or designee will move the item to the Level II review process.

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-1003+R0311**

Meeting Date: **March 3-4, 2011**

_____ colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*

___ 3. Consolidating existing programs and/or degrees.

___ C. Temporary Certificate or A.A.S. degree programs:

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

All other Level I Certificate or Associate Degree programs may be placed on submission at any Board of Regents meeting. They will be placed on action agendas at subsequent meetings. All campuses agree to insure that all other campuses receive program information well in advance of submission.

X D. Campus Certificates:

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

Specify Request:

The School of Business Administration seeks approval to offer a 25-credit Certificate in Accounting Information Systems. In recent years, both student and employer interest in such a certificate has grown in areas where more than a basic knowledge of Accounting and MIS is required, such as consulting, internal audit, and external audit. While most appropriate for a student majoring in accounting or MIS, this certificate will be available to any undergraduate business major, and will also prepare students to take the Certified Information Systems Auditor (CISA) exam with minor self-study. An electronic survey of Accounting and MIS majors in Spring 2010 demonstrated a high level of interest in the certificate.

ITEM 150-401+R0311

Accounting Certificate – Miles Community College

THAT

Miles Community College is requesting that the 28-credit Accounting Certificate approved by the Academic Standards and Curriculum Committee be placed on their degree inventory.

EXPLANATION

This is the first step in a career pathway in the accounting field. All courses offered are also required or elective courses in the Small Business Management track.

After approval of this certificate, it is the intention of the College to create an AS with an emphasis in Accounting to offer a career ladder for students. The AS degree will seamlessly transfer into a 2+2 arrangement with other colleges in the MUS system that offer a BS in Accounting.

ATTACHMENTS

Level I Request Form

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-401+R0311**

Meeting Date: **March 3 & 4, 2011**

Institution: **Miles Community College**

CIP Code: **52.0302**

Program Title: **Accounting Certificate**

Level I proposals are those that may be approved by the Commissioner of Higher Education or the Commissioner's designee. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board. The institution must file the request with the Office of the Commissioner of Higher Education by means of a memo to the Deputy Commissioner for Academic and Student Affairs, by no later than five weeks prior to the final posting date for the next scheduled meeting of the Board. The Deputy Commissioner will review the proposal and respond to the proposing campus with any questions or concerns within one week, allowing the proposing campus one week to respond before the Item is posted for the BOR scheduled meeting.

A. Level I (place an X for all that apply):

Level I proposals include campus initiatives typically characterized by (a) minimal costs; (b) clear adherence to approved campus mission; and (c) the absence of significant programmatic impact on other institutions within the Montana University System and Community Colleges. For Level I actions on degree programs or certificates, the process must begin when the proposing campus posts its intent on the MUS academic planning web site. **Submit with completed Curriculum Proposals Form.**

- 1. Re-titling existing majors, minors, options and certificates; (e.g. from B.S. in Mechanized Agriculture to B.S. in Agricultural Operations Technology);
- 2. Eliminating existing majors, minors, options and certificates via a Program Termination Checklist;
- 3. Placement of program into moratorium via a Program Termination Checklist;
- 4. Adding new minors or certificates where there is a major;
- 5. Adding new minors or certificates where there is an option in a major;
- 6. Departmental mergers and name changes;
- 7. Program revisions; and
- 8. Distance or online delivery of previously authorized degree or certificate programs.

B. Level I with Level II documentation:

With Level II documentation circulated to all campus chief academic officers in advance, the Deputy Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Deputy Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the Deputy Commissioner or designee will move the item to the Level II review process. **Submit with completed Curriculum Proposals Form.**

- 1. Options within an existing major or degree;
- 2. Eliminating organizational units within larger institutions such as departments, divisions and

Montana Board of Regents

LEVEL I REQUEST FORM

Item Number: **150-401+R0311**

Meeting Date: **March 3 & 4, 2011**

_____ colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*

___ 3. Consolidating existing programs and/or degrees.

C. Temporary Certificate or A.A.S. degree programs

Certificate or Associate of Applied Science Degree Programs may be submitted as Level I proposals, with memo and backup documentation, when they are offered in cooperation with and /or at the request of private or public sector partners and the decision point to offer the program is not consistent with the regular Board of Regents program approval process. Level I approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the normal program approval process as Level II Proposals.

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X D. Campus Certificates

Although certificate programs of 29 credits or fewer may be implemented by the individual campuses without approval by the board of regents, those certificates do need to be reported to the office of the commissioner of higher education and listed on the Montana University System's official degree and program inventory. These Level I proposals will be listed as information items at the next regular meeting of the board.

Specify Request:

Miles Community College is giving notification of the creation of a 28-credit Accounting Certificate. This certificate is designed for persons seeking employment in entry-level bookkeeping or accounting positions. Upon completion of the program, students will interpret and explain financial statements, utilize accounting software to make business decisions and complete payroll taxes and prepare records and reports.

Miles Community College offers all classes in the degree program in other business programs such as Small Business Management. Therefore, other students, in addition to those in the Accounting Certificate enroll in the courses listed in this scope and sequence. This is the beginning of a career pathway to an Associate's degree in accounting to be developed in partnership with other campuses in the MUS system.

Montana Board of Regents
LEVEL I REQUEST FORM

Item Number: **150-401+R0311**

Meeting Date: **March 3 & 4, 2011**

ACCOUNTING CERTIFICATE							
FALL SEMESTER			Cr.	SPRING SEMESTER			Cr.
ACTG 201	Principles of Financial Accounting	4	ACTG 202	Principles of Managerial Accounting	4		
WRIT 122	Intro to Business Writing	3	ACTG 205	Computerized Accounting	3		
M 108	Business Math	3	CAPP 151	MS Office	3		
CA 102	Human Relations	2	ACTG 180	Payroll Accounting	3		
CAPP 120	Intro to Computers	3					
	Total Credits	15		Total Credits	13		

Total Credit Hours in Program—28