

# Montana University System

## PROGRAM REVIEW

Institution: **Montana State University - Billings**

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Program Years: **2015-16**

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### List of the programs reviewed:

- Art Degrees/Options/Minors
  - Autobody Collision Repair and Refinishing Technology
  - Biology Degrees
  - Chemistry Degrees/Option/Minors
  - Computer Desktop and Network Support (CDNS)
  - Diesel Technology
  - Earth Science/Geography/Physics Minors
  - English Degree/Minor
  - History Degree/Minor
  - International Studies Minor
  - Mathematics/Computer Science/Statistics
  - Medical Coding
  - Music Degree/Options/Minor
  - Native American Studies Minor
  - Philosophy Minor
  - Political Science
  - Process Plant Technology
  - Psychology
  - Radiologic Technology AAS
  - Sociology
  - Spanish/Spanish Education
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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

See attached detailed individual Program review summaries.

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### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

See attached detailed individual Program review summaries.

**Montana University System**  
PROGRAM REVIEW

**Institution:** Montana State University Billings

**Program Years:** 2009-2016

**List of the programs reviewed:**

Bachelor of Fine Arts (BFA) Degree in Art

Bachelor of Arts (BA) Degree in Art

One Option: Teaching Licensure

Two Minors: Minor in Art, Teaching Minor in Art

**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Grow the Bachelor of Fine Arts (BFA) Degree in Art

Maintain the Bachelor of Arts (BA) Degree in Art

Maintain the One Option: Teaching Licensure

Maintain the Two Minors: Minor in Art, Teaching Minor in Art

**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- The Department of Art has maintained accreditation by the National Association of Schools of Art and Design (NASAD) since 1980; the last Self-Study and accreditation renewal occurred in 2012.
- The Department of Art contributes significantly to the undergraduate mission of the University by offering six courses in General Education in three separate categories. The Department also provides a course specifically for, and required by all, Elementary Education majors. The Department also offers courses that are restricted electives in four other programs, including Honors.
- The Bachelor of Fine Arts (BFA) degree in Art meets the needs of students wishing to pursue graduate work in fine arts. The addition of required courses in professional practices has made this degree more attractive to those wishing to pursue careers as independent artists or as art museum/gallery professionals.
- The implementation of the BFA degree in 2010 has had a major impact on the number of students graduating with the BA degree. The BA in Art must be retained, however, for those students who choose to minor in another discipline and for those who do not pass their BFA Portfolio and Transcript review but who want to continue in the BA in Art degree program. The BA and BFA degree programs in art utilize the same core art and art history courses, so there are no additional resources needed to keep the BA in place.
- Courses required in the two minors also serve other programs in the department. As they are not stand-alone minors, they do not require additional resources.
- The Visual Arts are essential in the areas of Civic Engagement and Community Enhancement under the University Strategic Plan. Gallery exhibitions, artist workshops and lectures draw community members.

Year	Majors (Fall)			Graduates		
	BFA	BA	BA Teaching Option	BFA	BA	BA Teaching Option
2015-2016	10	19	19	7	2	2
2014-2015	9	22	22	3	0	3
2013-2014	15	27	15	6	1	3
2012-2013	11	39	20	5	1	4
2011-2012	6	38	22	6	1	0
2010-2011	8	39	22	1	0	3
2009-2010	0	56	23	6	4	4

Year	Minors Enrollment (Fall)		Minors Completions	
	Art	Teaching Minor in Art	Art	Teaching Minor in Art
2015-2016	4	2	3	2
2014-2015	6	4	2	3
2013-2014	7	3	1	2
2012-2013	9	7	0	5
2011-2012	8	3	3	1
2010-2011	4	10	4	1
2009-2010	8	8	4	3
2008-2009	11	9	0	5

**Montana University System**  
**PROGRAM REVIEW**

Institution: City College at Montana State University Billings

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Program Years: AY 2009-10 through 2016-17

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**List of the programs reviewed:**

AAS/CAS Auto body Collision and Refinishing Technology

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**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

We would recommend to continue the program as currently established. Enrollment is low but Auto Body technicians are in demand. In the past year the program has reduced the instructors from 2 full-time instructors to 1 full-time instructor, and the degree has been adjusted to allow for the completion of the Associates degree with only one instructor. The Program Advisory board is extremely active and contributes to scholarships for students specifically enrolled in the Auto Body Degree. The Institution is currently advertising for a new Tenure-track instructor because the previous instructors retired in the past two years.

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**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- City College at MSUB is the only Montana Post-Secondary Institution to offer this degree.
- The AAS degree is certified through the National Automotive Technician Education Foundation. This organization is the education branch of the Automotive Society of Engineers (ASE).
- Students take ASE certification exams while they are still students in order to enter the industry with certifications.
- The Certificates stack with the Associate Degree, therefore if a student isn't able to return for the second year, they can exit with a Certificate of Applied Science in either Refinishing or Collision Repair.
- Many students are members of the SkillsUSA student organization. Every year there is a state competition which includes technical and leadership skills. Students from the auto body technology program are consistently in the top spots at the state level with some advancing to the National Competition. One student placed 3<sup>rd</sup> in the Nation during the 2012 competition.
- High need for qualified graduates
- Active Program Advisory Board willing to contribute to helping the program grow.

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**PROGRAM REVIEW**

- The enrollment and graduation numbers are listed below. The placement rate of the graduates is usually 100%.

<b>Year</b>	<b>Pre-Majors/ Majors AAS CAS</b>	<b>Graduates (AAS/CAS)</b>	<b>Placement of Survey Respondents</b>	<b>Average Salary</b>
2015-16	16	6		
2014-15	12	1	NA	NA
2013-14	16	3	100%	\$28,000
2012-13	18	7	100%	\$33,500
2011-12	23	5	100%	NA
2010-11	33	10	90%	\$24,960
2009-10	25	4	100%	NA

**Montana University System**  
**PROGRAM REVIEW**

**Institution:** Montana State University Billings

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**Program Years:** 2009-2016

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**List of the programs reviewed:**

Bachelor of Arts Degree in Biology

Bachelor of Science Degree in Biology

3 Options in: Environmental Science (ES), Medical Laboratory Science (MLS), Biology Teaching Licensure

Two Minors: Biology, Teaching Minor in Biology

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**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Grow Bachelor of Science Degree in Biology: Medical Laboratory Science (MLS) option

Maintain: Bachelor of Arts, Bachelor of Science degree programs, the two Options (Environmental Science (ES) and Biology Teaching License) and the two Minors.

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**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- Strong major (B.S.) with an average of 138 majors and 16 graduates over seven years (options combined).
- Students engage in research projects with faculty at the cutting edge of biomedical research funded externally through programs such as Idea Network for Biomedical Research Excellence (INBRE), Center of Biomedical Research Excellence (COBRE), National Science Foundation, National Institute of Health, The MUS Research Initiative and MT Center for Commercialization & Research Technology (MT-CRT)
- Murdock Partners in Science program with local teachers on research projects.
- Central program in service to the General Education core, Education, Environmental Studies, Allied Health and the pre-professional programs.
- Continual assessment of the curriculum has resulted in program modification that insures its graduates have the breadth and depth they will need to succeed in advanced study.
- Faculty connected to several community advisory boards, outreach (regional Science Expo, Science Bowl and involvement with the Montana Academy of Sciences).
- High placement of graduates (over 90% in last seven years).
- Options in Environmental Science (ES) (program began in 2012) and Medical Laboratory

Science (MLS) will benefit students and increase professional opportunities.

- In response to Montana STEM taskforce finding on future science teacher needs, efforts are being made to increase interest in science teaching.

Year	Major BS	Major BA	Major ES	Major MLS	Major Teaching	Grads BS	Grads BA	Grads ES	Grads MLS
Fall 2016	97	4	9	21	1				
2015-2016	92	2	12	13	3	9	1	1	0
2014-2015	94	4	13	14	3	12	0	4	1
2013-2014	99	3	10	21	2	10	2	0	6
2012-2013	108	1	5	15	3	6	1	1	0
2011-2012	122	4	-	17	6	24	0	-	2
2010-2011	129	2	-	28	12	16	1	-	9
2009-2010	126	4	-	22	12	16	1	-	1

Year	Minor (Fall)	Biology	Minor Teaching (Fall)	Grads Biology	Minor	Grads Minor
Fall 2016		7	0			
2015-16		2	0	0		0
2014-15		5	0	3		0
2013-14		5	1	0		0
2012-13		4	1	0		1
2011-12		2	1	0		1
2010-11		1	0	0		0
2009-10		3	0	1		1

# Montana University System

## PROGRAM REVIEW

Institution: City College at Montana State University Billings

Program Years: 2009-2016

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### List of the programs reviewed:

Computer Desktop/Network Support

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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Retain program

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**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- The Computer Desktop/Network Support (CDNS) Associate of Applied Science degree provides a well-rounded fundamental education in computer technology.
- This program is designed to provide a solid and well-rounded foundation for students whose career goals span a wide range of disciplines within the rapidly changing field of computer technologies including introduction to programming, server technologies, workstation technologies, hardware/software configuration, basic technical security, network/cloud storage, and soft communication skills for service desk environments.
- The CDNS Capstone course has been designed to develop advanced skills in one or more of these areas: server technologies, hardware/software configuration, basic technical security, network/cloud storage and soft communication skills for service desk environments. The capstone course's goal is to encourage students to develop advanced knowledge in a particular technical skill set and to have them further their education by pursuing a bachelor's degree and industry certifications.
- One of the program's highlights is the capstone course where the students develop an individual project centered around a technical area they are interested in learning more about. The project has a final presentation element that is designed to showcase the student's educational experience to the general public, the business community, and technical community.
- The program is designed to develop the student's problem solving skills and critical thinking skills. The knowledge learned in the classroom is then applied to practical, real world technical issues by working individually and collaboratively with other students.
- The program utilizes the traditional classrooms, virtual classrooms, virtual labs and practical labs. These delivery methods of instruction ensure a flexible and dynamic teaching environment. The program's learning environments meet the needs of the current student in a network/support environment and the current industry needs the students will serve and work in.



## Montana University System

### PROGRAM REVIEW

- The program has maintained a strong enrollment over the past seven years. The intended goal is to continue the strong enrollment and add more students to the degree every year. The growth goal will be achieved with a full time, tenured faculty member guiding the program who is adapting the program to the current technical industry trends.
- The program supports the two other CST degrees with courses that provide foundation course work. However, the skills learned in this program will still allow students to gain successful employment in the technical industry and give a foundational education that will prepare the student to advance towards a bachelor's degree and industry certifications.

<b>Year</b>	<b>Pre-Majors/ Majors AS/AAS</b>	<b>Graduates (AAS/CAS)</b>
<b>2014-15</b>	8	5
<b>2013-14</b>	10	4
<b>2012-13</b>	13	9
<b>2011-12</b>	21	9
<b>2010-11</b>	28	7
<b>2009-10</b>	24	1
<b>2008-09</b>	21	3

**Montana University System**  
**PROGRAM REVIEW**

**Institution:** Montana State University Billings

**Program Years:** 2009-2016

**List of the programs reviewed:**

Bachelor of Science Degree in Chemistry

Option: Teaching Licensure

Two minors: Minor in Chemistry and Teaching minor in Chemistry

**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Retain the Bachelor of Science Degree in Chemistry, Option in Teaching Licensure and the two Minors

**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- Though small, the Chemistry Program is central in service to the Biology major, General Education core, Education, Environmental Studies, Allied Health and the pre-professional programs.
- Students engage in research projects with faculty at the cutting edge of biomedical research funded externally through programs such as Idea Network for Biomedical Research Excellence (INBRE), Center of Biomedical Research Excellence (COBRE), National Science Foundation, National Institute of Health, The MUS Research Initiative and MT Center for Commercialization & Research Technology (MT-CRT)
- Continual assessment of the curriculum has resulted in program modification that insures its graduates have the breadth and depth they will need to succeed in advanced study.
- Faculty are deeply committed and connected to several community advisory boards, outreach (regional Science Expo, Science Bowl and involvement with the Montana Academy of Sciences).
- High placement of graduates (100%).
- In response to Montana STEM taskforce finding on future science teacher needs, efforts are being made to increase interest in science teaching.

Year	Majors BS (Fall)	Majors Teaching (Fall)	Graduates Major	Graduates Teaching	Minors (Fall)	Minors Teaching (Fall)	Graduates Minor	Graduates Teaching Minor
Fall 2016	14	1			5	0		
2015-16	10	1	2	0	4	0	3	0

<b>2014-15</b>	<b>14</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>2013-14</b>	<b>18</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>2012-13</b>	<b>12</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>2011-12</b>	<b>22</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>3</b>	<b>0</b>
<b>2010-11</b>	<b>22</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>4</b>	<b>0</b>
<b>2009-10</b>	<b>17</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>4</b>	<b>0</b>

# Montana University System

## PROGRAM REVIEW

Institution: City College at Montana State University Billings

Program Years: AY 2009-10 through 2016-17

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### List of the programs reviewed:

AAS/CAS Diesel Technology

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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

We would recommend to continue the program as established. Enrollment is steady and diesel technicians are in demand.

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### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- The AAS degree is certified through the National Automotive Technician Education Foundation. This organization is the education branch of the Automotive Society of Engineers (ASE).
- Students take ASE certification exams while they are still students in order to enter the industry with certifications.
- The Certificate stacks with the Associate Degree, therefore if a student isn't able to return for the second year, they can exit with a Certificate of Applied Science.
- We have an articulation agreement with Montana State University Northern to allow the Associate of Applied Science Graduates to enter as a junior in the Diesel Technology Bachelor of Science program.
- Most students complete an internship which enhances the student's success with job placement and transition into the workforce.
- Many students are members of the SkillsUSA student organization. Every year there is a state competition which includes technical and leadership skills. Students from the diesel technology program are consistently in the top spots at the state level with some advancing to the National Competition.

**Montana University System**  
**PROGRAM REVIEW**

- The enrollment and graduation numbers have increased with the growth in this field.

<b>Year</b>	<b>Pre-Majors/ Majors AAS CAS</b>	<b>Graduates (AAS/CAS)</b>	<b>Placement of Survey Respondents</b>	<b>Average Salary</b>
2015-16	50	15	100%	\$39,072
2014-15	53	11	100%	\$50,000
2013-14	47	15	100%	\$38,438
2012-13	45	17	93%	\$39,629
2011-12	53	11	100%	NA
2010-11	29	7	100%	\$35,490
2009-10	22	6	100%	NA

**Montana University System**  
**PROGRAM REVIEW**

**Institution:** Montana State University Billings

**Program Years:** 2009-2016

**List of the programs reviewed:**

Minor and Teaching Minor in Earth Science (ES)

Minor and Teaching Minor in Geography (Geog)

Minor and Teaching Minor in Physics

**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Grow the Minor and teaching minors in Earth Science

Retain the Minors and teaching minors in Geography and Physics

**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- Free-standing minors of interdisciplinary importance in other areas of science.
- Students engage in research projects with faculty at the cutting edge of externally funded research programs.
- Murdock Partners in Science program with local teachers on research projects.
- Continual assessment of the curriculum has resulted in program modification that insures its graduates have the breadth and depth they will need to succeed in advanced study.
- Faculty are deeply committed and connected to several community advisory boards, outreach (regional Science Expo, Science Bowl and involvement with the Montana Academy of Sciences).
- Intend to grow Earth Science program, potentially introducing a 2-year “pre-geology” certificate that will allow our students to transfer to another institution to complete a B.S. in Geology. Alternatively, this certificate can serve as a “seamless” entry into our B.S. in Broadfield Science program for those wishing to complete a 4-year degree at MSUB.
- In response to Montana STEM taskforce finding on future science teacher needs, efforts are being made to increase interest in science teaching.

Year	Minor ES (Fall)	Minor ES Teaching (Fall)	Grads ES	Grads ES Teaching	Minor Geog (Fall)	Minor Geog. Teaching (Fall)	Grads Geog	Grads Geog. Teaching	Minor Physics (Fall)	Minor Physics Teaching (Fall)	Grads Physics	Grads Physics Teaching
Fall 2016	0	0			4	2			1	1		

2015-16	0	0	0	0	1	0	0	1	2	1	1	1
2014-15	1	2	2	2	1	0	1	0	3	2	1	0
2013-14	0	1	0	0	2	0	2	0	5	0	0	1
2012-13	0	0	0	0	1	0	1	1	3	0	0	0
2011-12	1	2	1	0	3	1	2	1	1	0	1	2
2010-11	1	2	0	0	3	1	2	1	0	2	1	0
2009-10	2	3	0	1	3	1	0	1	1	2	2	0

Institution: Montana State University Billings

Program Years: 2008-09 to 2014-15

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**List of the programs reviewed:**

English BA and English Teaching Major

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**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Maintain

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**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

**Majors in English or English Teaching range from approximately 60/40 to 50/50 split in recent years.**

- **The average number of majors over this span is 86 per year with approximately 14 majors graduating each year.**
- **Central program in service to the Academic Foundations core, Education, NAS, History, Environmental Studies, Art and the University Honors Program.**
- **Continual assessment of the curriculum has resulted in program modification that insures its graduates have the breadth and depth they will need to succeed in advanced study.**
- **Most daunting challenge is staffing. Reliance on part time for introductory level writing classes.**

Year	Majors	Graduates
2014-2015	68	10
2013-2014	80	15
2012-2013	79	12
2011-2012	87	12
2010-2011	91	17
2009-2010	110	17
2008-2009	87	14





Montana University System  
PROGRAM REVIEW

Institution: Montana State University Billings

Program Years: 2008-2015

List of the programs reviewed:

History and History Teaching Option

Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

The most recent campus-wide Academic Prioritization Plan (2014), recommended that the history program “grow.” In the spring of 2016 institutional research data indicated that the history program was the fastest growing major in the College of Arts and Sciences. Fall 2016 majors currently at 22, History Teaching, 48

Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

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Year	Majors (History/Hist Teaching)	Graduates
2014-2015	34/44	9/11
2013-2014	36/39	13/4
2012-2013	34/49	9/11
2011-2012	49/49	9/12
2010-2011	34/63	9/6
2009-2010	40/62	11/7
2008-2009	47/62	13/8

Montana University System  
PROGRAM REVIEW

Institution: Montana State University Billings

Program Years: 2008-09 to 2014-15

List of the programs reviewed:

International Studies Minor

Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Maintain

Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

1. This program allows study-abroad students to receive a minor for credits earned abroad in combination with their coursework at MSUB.
2. Given the increasing emphasis on globalization, this minor should be maintained.

Year	Minors	Graduates
2014-2015	3	2
2013-2014	4	0
2012-2013	2	2
2011-2012	5	1
2010-2011	5	3
2009-2010	3	0
2008-2009	?	6

**Montana University System**  
**PROGRAM REVIEW**

Institution: **Montana State University Billings, College of Arts and Sciences**

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Program Years: **2009-16**

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List of the programs reviewed:

**Bachelor of Science Degree in Mathematics**

**One Option in Teaching Licensure**

**Four Minors: Mathematics, Teaching, Computer Science, Statistics**

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Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

**Retain Bachelor of Science Degree in Mathematics, Option in Teaching Licensure and all four Minors.**

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Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- **Strong major with an average of 60% of students in Teaching Licensure Option.**
- **Strong placement of graduates (100% in 2009-16).**
- **Last program review resulted in curricular changes the campus believes will benefit students.**
- **Central program in service to the Academic Foundations, and the larger university community (several programs require statistics and calculus).**
- **An average of 42 majors and 7 graduates over the last seven years.**
- **Revised Math Major in Spring 2014.**
- **Revised Math Major, Option in Teaching Licensure in Spring 2014.**
- **Revised Statistics Minor in Fall 2015.**
- **Revised Math Teaching Minor in Spring 2016.**

**Montana University System**  
PROGRAM REVIEW

Year	Majors Math (Fall)	Majors Teaching (Fall)	Graduates Math	Graduates Teaching	Minor Math (Fall)	Minor Teaching (Fall)	Graduates Math Minor	Graduates Teaching Minor
2015-16	16	17	1	4	1	1	0	0
2014-15	24	19	3	7	2	3	2	0
2013-14	16	25	1	4	2	2	3	0
2012-13	14	27	0	3	1	2	1	0
2011-12	11	30	1	7	1	1	0	1
2010-11	18	30	3	6	1	4	1	2
2009-10	16	30	2	3	2	3	0	0

Year	Minor Statistics (Fall)	Graduates Statistics Minor	Minor Computer Science (Fall)	Graduates Computer Science Minor
2015-16	3	1	3	1
2014-15	0	0	4	0
2013-14	0	1	2	0
2012-13	0	0	2	0
2011-12	0	0	2	0
2010-11	0	0	0	0
2009-10	0	0	0	0

# Montana University System

## PROGRAM REVIEW

Institution: City College at Montana State University

Program Years: AY 2009-10 through AY 2016-17

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### List of the programs reviewed:

Medical Coding and Insurance Billing

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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Retain Program

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### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- The program has in-class, online and summer course offerings and it also can be completed 100% online. The plan of study utilizes dynamic course offerings to facilitate a shorter completion time and ensures a flexible but rigorous education experience for students.
- Expected job growth in the Medical Coding and Insurance billing field is expected to increase by 18.6% in Montana and 15% in the U.S over the next 8 years. This very rapid growth will provide career opportunities for our graduates.
- The program is career ordinated and students are expected to intern in the Medical Coding field. The internship provides students with practical work experiences and provides them opportunities to gain new skills and sharpened those obtained in their studies.
- Graduation rates have maintained steady and enrolment rates in the program have tracked consistently with the overall enrollment of the University.

Academic Year	Headcount	Graduates
2016-2017	42	TBD
2015-2016	23	12
2014-2015	30	13
2013-2014	29	12
2012-2013	41	13
2011-2012	38	15
2010-2011	30	9
2009-2010	30	10

**Montana University System**  
**PROGRAM REVIEW**

# Montana University System

## PROGRAM REVIEW

### Montana State University Billings College of Arts and Sciences

Program Years 2009-2016

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#### List of the programs reviewed:

Bachelor of Arts Degree in Music  
Three Options in Performance, Teaching Licensure, and Business  
One Minor: Minor in Music

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#### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Retain Bachelor of Arts Degree in Music, the three Options, and the Minor.

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#### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- Effective and dynamic program with outstanding students.
- Strong placement of graduates, particularly with regard to education majors who are highly sought out.
- Integrated into university, community and its surrounding areas
- Faculty are deeply committed and connected to the community.
- Since the last program review the Music Business Option has been added, which has increased opportunities for students, as well as increasing the university's connection and involvement within the community.
- An average of 47 majors and 7 graduates over the seven year period, which is an increase since the last program review.
- The Department contributes significantly to the undergraduate mission of the University by offering Academic Foundations courses and Music Education courses that serve the Elementary/Special Education teaching majors.
- The Music program is accredited by the National Association of Schools of Music (NASM).

Year	Majors BA (Fall)	Majors Performance (Fall)	Majors Teaching (Fall)	Majors Business (Fall)	Graduates BA	Graduates Music Performance	Graduates Teaching	Graduates Business	Minor (Fall)	Graduates Minor
2009-10	5	14	17	0	0	4	4	0	6	2
2010-11	6	15	14	0	0	4	4	0	4	0
2011-12	6	18	22	0	0	2	2	0	2	2
2012-13	10	18	21	0	1	1	0	0	0	0
2013-14	16	21	24	0	1	7	3	0	0	0
2014-15	7	11	28	6	1	1	6	1	4	0



# Montana University System

## PROGRAM REVIEW

2015-16	4	15	22	9	0	2	2	2	3	1
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**Montana University System**  
**PROGRAM REVIEW**

Institution: MSU Billings

Program Years: 2008-2015

**List of the programs reviewed:**

Native American Studies

**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Maintain/grow

**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- Native American Studies is a crucial program since Montana requires Indian Education for All in the K-12 system. Students in the College of Education are required to take Native American Studies courses.
- Native American Studies is a popular field of study in Montana, with its relatively high Native American population.
- The program is undergoing revision to focus on contemporary issues facing Native people, with an emphasis on economic development in Indian country.

Year	Majors	Graduates
2014-2015	Fall /Spring 7	4
2013-2014	Fall /Spring 10	1
2012-2013	Fall /Spring 3	2
2011-2012	Fall /Spring 5	1
2010-2011	Fall /Spring 4	1
2009-2010	Fall /Spring 2	3
2008-2009	Fall /Spring 5	6



Institution: Montana State University Billings

Program Years: 2008-09 to 2014-15

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**List of the programs reviewed:**

Philosophy Minor

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**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Maintain

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**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

1. This program primarily serves general education needs. Courses fill completely each semester and students often sign up for waitlists.
2. The philosophy program provides courses required by other disciplines, including Environmental Studies, Women and Gender Studies, and the newly proposed B.S. in nursing.
3. The minor is especially helpful for students who plan to go into fields where ethics and analytical thinking are prevalent. The number of minors, however, is not an accurate reflection of the program (see 1 above). More recent enrollments are 3 (2015) and 4 (2016).

Year	Minors	Graduates
2014-2015	1	2
2013-2014	2	1
2012-2013	5	2
2011-2012	10	1
2010-2011	10	2
2009-2010	11	1
2008-2009	8	0



Institution: MSU Billings

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Program Years: 2008-2015

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**List of the programs reviewed:**

Political Science

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**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Maintain/grow

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**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

- Excellent choice of major for students interested in careers in public administration, politics, government and law.
- Prepares students for graduate and professional programs such as law school.
- Newly developed curriculum has the potential to attract additional students.
- Focus on student involvement in research (annual Montana Poll) provides students with experiential learning opportunities and is a best practice in undergraduate education.

Year	Majors	Graduates
2014-2015	Fall /Spring 22	2
2013-2014	Fall /Spring 18	7
2012-2013	Fall /Spring 17	6
2011-2012	Fall /Spring 29	9
2010-2011	Fall /Spring 34	4
2009-2010	Fall /Spring 25	4
2008-2009	Fall /Spring 17	2



# Montana University System

## PROGRAM REVIEW

Institution

: Montana State University Billings City College

Program Years: 2010-2016

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### List of the programs reviewed:

Associate of Applied Science Process Plant Technology

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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Retain the Associate of Applied Science Process Plant Technology program.

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### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- The Process Plant Technology program has earned a respected role in our community by providing a highly skilled workforce to local industry. This has resulted in a sustainable program where companies hire from the program due to the high quality of the workforce we develop. The demand for graduates creates demand from prospective students who see the program as a foundation to acquire the skills needed to secure some of the highest paying jobs in the state. Local oil refiners rely on the program for a significant percent of their hiring needs, and some even require a Process Plant Technology degree or five years of experience in the industry as a prerequisite for employment as an operator. We are even making inroads in placing students at sites that have traditionally hired solely based on nepotistic policies.
- Enrollment and graduation rates are stable with an average of 18.75 graduates per year over the last 8 years. Average enrollment over the same period is 68.0 reflecting majors and pre-majors in this two-year spring start program. This equates to an average of 22.7 students per class ( $68.0/3^1$ ) and an average graduation rate of about 82.6% on this approximate basis. These numbers reflect material growth in the program since the 2002-2009 program review where the average number of graduates was 10.7 per year.
- The program enjoys a high placement rate averaging 91% for the seven years from 2009 to 2015 based on Career Services surveys of every graduating class. Average salary for the same period is \$56,769 based on the survey. Average response rate for the surveys was 69% of graduates.
- The Process Plant Technology program has developed strong collaborative relationships with the industries we serve. These relationships include frequent meetings at City College and industrial sites to discuss how the program can best meet the needs of industry with feedback helping the program to evolve and remain current. It also includes service components where the program and its students participate in industry sponsored events such as the Phillips 66 Citizens Advisory Council and its yearly meet-in-the-park event. Our relations with industry have also fostered opportunities to develop Montana's existing workforce through activities such as training seminars where an in-state refiner sent its whole operations workforce to three-day training seminars hosted at City College in four separate cohorts.



## Montana University System

### PROGRAM REVIEW

- Program assessment is mature in the Process Plant Technology program and is recognized as one of the leaders in program assessment at the University.
- The program is continually improving and evolving to meet the needs of industry and education in the state. Examples include developing faculty with a range of new credentials including OSHA Authorized General Industry Trainer; NCCER Instructor Certification for Instrumentation, Pipeline Mechanical, and Core Curriculum; and Third Class Boiler Engineer certification enabling students to seek Montana Boiler Certification as part of curriculum boiler training.

Academic Year	Pre-Majors & Majors <sup>1</sup>	Graduates
2015-2016	65	16
2014-2015	60	17
2013-2014	61	14
2012-2013	56	22
2011-2012	71	34
2010-2011	78	18
2009-2010	89	11
2008-2009	64	18

<sup>1</sup> The Process Plant Technology program normally starts in the spring. The headcount number includes current first and second year students, and students who have declared Process Plant Technology as their major for the upcoming spring cohort. Many of these students start in the fall semester to get a head start on general education requirements.

# Montana University System

## PROGRAM REVIEW

Institution: **Montana State University Billings**

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Program Years: **2009-2016**

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### List of the programs reviewed:

Bachelor of Arts Degree in Psychology  
Bachelor of Science Degree in Psychology  
Two Minors: Psychology, Teaching Minor in Psychology  
Master of Science in Psychology

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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Retain Degree Programs (BA, BS, and MS)

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### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- Strong major with high-quality curriculum; excellent classroom and meaningful internship experiences. Extensive involvement in community mental health organizations.
- An average of 21 graduates and 139 majors over 7 years.
- Central in service to the Academic Foundations core, MSU Nursing Program, Education, Counseling and the MS in Health Administration.
- Continual assessment of the curriculum has resulted in program modification that insures its graduates have the breadth and depth they will need to succeed in advanced study.
- Faculty are deeply committed and connected to several community advisory boards.
- MS program modeled after two programs in California with similar student populations.
- An average of 16 MS students and 6 graduates over the seven years.
- High placement of graduates. More than 90% of MS students have been able to enter doctoral programs. MSUB graduates in nearly every major clinic in Billings in leadership positions.
- Minor in Psychology and the Teaching Minor do not utilize any additional resources.

## Montana University System

### PROGRAM REVIEW

Year	Student Majors (Fall)	Number of Graduates (BA/BS)	Students (MS)	Number of graduates (MS)
2015-16	125	28	15	5
2014-15	136	23	15	6
2013-14	162	25	17	11
2012-13	140	19	20	5
2011-12	140	15	18	7
2010-11	137	16	17	3
2009-10	133	19	10	4

#### Number of Psychology Minors

	2009	2010	2011	2012	2013	2014	2015	Total
Minors	12	13	8	8	12	14	12	79
Teaching Minor	4	4	2	2	1	2	2	17
<b>Total</b>	<b>16</b>	<b>17</b>	<b>10</b>	<b>10</b>	<b>13</b>	<b>16</b>	<b>14</b>	<b>96</b>

# Montana University System

## PROGRAM REVIEW

Institution: City College Montana State University Billings

Program Years: 2009-2016

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### List of the programs reviewed:

AAS Radiologic Technology

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### Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus.

Maintain the current program but seek programmatic Joint Review Accreditation in Radiologic Technology (JRCERT) in the next two years.

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### Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

The radiologic technology program has maintained a strong enrollment since its inception in 2004. For students accepted into the program, the total program retention rate is 95% to date. Respondents to our Career Services Survey were placed in employment or continued radiology education 78% to date. The graduate first-time pass rate on the national certification examination (American Registry of Radiologic Technologists-ARRT (R) is 94% to date. This is a competitive program that is limited by the number of clinical positions available at St. Vincent's Healthcare and Billings Clinic. The MSU Billings City College review process requires an internal annual report and five years of program self-study data. Through the program process, program faculty are asked to suggest new programmatic changes or adjustments with accompanying rationale. An analysis of the data and reports are sent to the Associate Dean and Dean for review. Program faculty, along with members of the Program Advisory Board are also asked to formulate both short term and long term goals for the program. Alumni and employer evaluations are also part of the evaluation process.

#### Fall Data

<u>Rad Tech</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
<u>Pre</u>	<u>88</u>	<u>97</u>	<u>61</u>	<u>68</u>	<u>59</u>	<u>57</u>	<u>65</u>	<u>Unavailable</u>
<u>Majors</u>	<u>17</u>	<u>17</u>	<u>26</u>	<u>24</u>	<u>24</u>	<u>25</u>	<u>20</u>	<u>Unavailable</u>

#### Spring Data

<u>Rad Tech</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
<u>Pre</u>	<u>73</u>	<u>84</u>	<u>78</u>	<u>60</u>	<u>70</u>	<u>63</u>	<u>58</u>	<u>59</u>

# Montana University System

## PROGRAM REVIEW

<u>Majors</u>	<u>29</u>	<u>16</u>	<u>29</u>	<u>24</u>	<u>23</u>	<u>24</u>	<u>24</u>	<u>21</u>
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### Completion Data: Radiologic Technology Program:

<u>Rad Tech</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
<u>Graduates</u>	<u>14</u>	<u>14</u>	<u>14</u>	<u>11</u>	<u>12</u>	<u>11</u>	<u>12</u>	<u>11</u>

Montana University System  
PROGRAM REVIEW

Institution: MSU Billings

Program Years: 2008-2015

List of the programs reviewed:

Sociology

Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:

Maintain

Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.

- Ideal undergraduate program for students considering careers in social services, social work, counseling and other support professionals.
- Prepares students for graduate work in sociology, counseling and social work.
- Complementary second major for students pursuing a BS in Criminal Justice.

Year	Majors	Graduates
2014-2015	Fall /Spring 19	1
2013-2014	Fall /Spring 28	10
2012-2013	Fall /Spring 31	7
2011-2012	Fall /Spring 41	1
2010-2011	Fall /Spring 39	5
2009-2010	Fall /Spring 34	5
2008-2009	Fall /Spring 35	10

**Montana University System**  
**PROGRAM REVIEW**

Institution: Montana State University Billings

Program Years: 2008-09 through 2014-15

**List of the programs reviewed:**

Spanish and Spanish Education

**Decision(s) concerning the future of the program(s), based on the program review criteria established at the campus:**

Maintain

**Rationale or justification for the decision based on the program review process established at the campus. Include graduation numbers and student majors for each of the last seven (7) years for every program under review.**

**Spanish is the only foreign language major offered by MSU Billings. Though modest in its size, Spanish has maintained a fairly consistent number of majors and a steady graduation rate.**

- **Central to serving the foreign language needs of several academic majors, Spanish Minor, the Teaching Minor and the Minor in International Studies.**
- **Faculty involved actively in the growing Hispanic community through outreach activities, often with the Montana Migrant Council.**
- **Continual assessment of the curriculum has resulted in program modification that insures its graduates have the breadth and depth they will need to succeed in advanced study.**

Year	Majors	Graduates
2014-2015	17	7
2013-2014	17	3
2012-2013	21	5
2011-2012	21	5
2010-2011	39	9
2009-2010	32	3
2008-2009	18	6

