

**Schedule of Events  
Board of Regents Meeting  
November, 2005**

**WEB PAGE ADDRESS: <https://mus.edu/board/>**

**WEDNESDAY, November 16, 2005**

- 10:00 –11:45 a.m.** Budget and Audit Oversight Committee meeting – Ballroom A – Strand Union Bldg
- 10:00 - 11:45 a.m.** Academic/Student Affairs Committee meeting – Ballroom D – Strand Union Bldg
- 11:45 – 2:00 p.m.** Board meets with Leadership Montana class at the Stadium Club for lunch and discussion of the MUS strategic plan priorities. *Regents will be transported by van to and from the Stadium Club*
- Noon** Lunch will be provided for Committee Meeting attendees when the Committees recess to meet with the Leadership Montana Class - Strand Union Rooms 275/276
- 2:30 – 4:30 p.m.** Budget and Audit Oversight Committee reconvenes – Ballroom A – Strand Union Bldg
- 2:30 – 4:30 p.m.** Academic/Student Affairs Committee reconvenes – Ballroom D – Strand Union Bldg
- 5:00 – 6:00 p.m.** Computer Training for Board of Regents on electronic Agendas – Dave Gibson - Ballroom A – Strand Union Bldg

**THURSDAY, November 17, 2005**

- 7:00 a.m.** Continental Breakfast for meeting participants—Strand Union Rooms 275/276
- 7:00 a.m.** Regents Breakfast with Faculty Senate Representatives - Ballroom D — Strand Union Bldg.
- 8:15 a.m. – 9:45 a.m.** Staff and Compensation Committee meeting – Ballroom A — Strand Union Bldg.
- 8:15 a.m. – 9:45 a.m.** Workforce Development Committee meeting – Ballroom D — Strand Union Bldg.
- 10:00 a.m.** Full Board Convenes– Ballroom A — Strand Union Bldg.
- Noon** Buffet Lunch for Meeting Participants – Strand Union Rooms 275/276
- Noon to 12:40 p.m.** MAS Luncheon with Regents, Commissioner, Presidents and Chancellors — Ballroom D — Strand Union Bldg.
- 12:45 p.m. – 1:25 p.m.** Regents meet with Classified Staff Representatives – Ballroom A – Strand Union Bldg
- 1:30 p.m.** Full Board Reconvenes– Ballroom A — Strand Union Bldg.
- 5:00 p.m.** Board Recesses
- 5:30 p.m.** Reception for all meeting participants – Museum of the Rockies
- 6:30 p.m.** Dinner for Regents, Commissioner Stearns, President Dennison, Chancellors, Deans Moe and Bingham, Community College Presidents and their guests at President Gamble’s Home, 16 Graf Street

**FRIDAY, November 18, 2005**

- 7:00 a.m.** Board breakfast with local civic and business leaders – Ballroom D — Strand Union Bldg.
- 7:00 a.m.** Continental Breakfast for meeting participants – Strand Union Rooms 275/276
- 8:45 a.m.** Full Board Reconvenes– Ballroom A — Strand Union Bldg.
- Noon – 1:00 p.m.** Buffet Lunch for Meeting Participants and recognition of Student Regent French for her service on the Board of Regents – Strand Union Rooms 275/276
- 3:00 p.m.** Meeting Adjourns
- 3:00 p.m.** Executive Session (If needed) – Strand Union Room 273

**Note:** **Available Thursday and Friday**  
Business Center – Ballroom B – Strand Union  
Hospitality Center – Ballroom C – Strand Union

# Agenda

## **BOARD OF REGENTS MEETING**

Full Board meeting beginning at 10:00 a.m. Thursday, and running till approximately 3:00 p.m., Friday.

*Ballroom A — Strand Union Bldg.*

Action may be taken on any item on the Agenda.  
(Public comment is welcome during the meeting.)

### **I. ROLL CALL**

Representing Governor Brian Schweitzer: Ms. Jan Lombardi, Education Advisor

### **II. APPROVAL OF MINUTES (Pg. 15)**

Minutes of the September 21-23, 2005 Regular Meeting in Billings, MT

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### **III. SYSTEM ISSUES**

- a. Discussion with representatives from Stanford Research Institute and Ligocyte about the Montana University System role in promoting economic growth.
  - b. Roundtable with local members of state legislature and representatives of Governor Schweitzer, Senator Baucus, senator Burns, Congressman Rehberg Discussion: what are the one or two major changes we would like to effect in Montana and how do we work together to achieve these goals?
  - c. Discuss and Prioritize Strategic Plan Action Items and Budget Initiatives
  - d. Set top priorities for the MUS 2010 strategic plan and expectations for when/how action plans will be developed
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### **IV. DISCUSSION WITH CAMPUS LEADERS** (President Geoff Gamble, Interim President Ralph Lenhart, Chancellor Ron Sexton, Dean Dan Bingham)

*Also see attached reports from all campuses*

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### **V. ADMINISTRATIVE/BUDGET ITEMS** (Pg. 9)

- a. Report from Administrative/Budget Committee – Regent Semmens  
*See Committee Agenda for issues and action items*
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### **VI. WORKFORCE DEVELOPMENT ITEMS** (Pg. 13)

- a. Report from Workforce Development Committee – Regent Foster  
*See Committee Agenda for issues and action items*
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### **VII. ACADEMIC/STUDENT AFFAIRS ITEMS** (Pg. Pg. 7)

- a. Report from Academic/Student Affairs Committee – Regent Hamilton  
*See Committee Agenda for issues and action items*
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### **VIII. STAFF AND COMPENSATION ITEMS** (Pg. 11)

- a. Report from Staff and Compensation Committee – Regent Mercer  
*See Committee Agenda for issues and action items*
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**IX. STUDENT REPORTS**

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**X. Public Comment**

*MCA 2-3-103. Public participation ...The agenda for a meeting, as defined in 2-3-202, must include an item allowing public comment on any public matter that is not on the agenda of the meeting and that is within the jurisdiction of the agency conducting the meeting. The agency may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter... Public matters do not include pending legal matters, private personnel issues or private student issues.*

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**XI. CONSENT AGENDA**

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**XII. PRESENTATIONS**

- a. Excellence in University System Citizenship Awards
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**XIII. CONTINUATION OF UNFINISHED ITEMS**

Note: Items not completed by the end of the meeting will be carried over to the next regularly scheduled meeting.

**XIV. Discussion and feedback** on new agenda and electronic distribution

**XV. BOARD ADJOURNS**

**XVI. EXECUTIVE SESSION** (if needed) — Strand Union Room 273

<p>The Board of Regents will make reasonable accommodations for known disabilities that may interfere with an individual's ability to participate. Persons requiring such accommodations should make their requests to the Office of the Commissioner of Higher Education as soon as possible before the meeting to allow adequate time for special arrangements. You may call or write to: ADA Coordinator, P. O. Box 203101, Helena MT 59620-3101, 406-444-6570, 1-800-253-4091 (TDD)</p>
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## **XI. CONSENT AGENDA**

### **Staff Items:**

- a. ITEM 129-1000-R1105 - Staff; The University of Montana-Missoula (pg. 33)
- b. ITEM 129-1500-R1105 - Staff; Montana Tech of The University of Montana (pg. 43)
- c. ITEM 129-1600-R1105 - Staff; The University of Montana-Western (pg. 45)
- d. ITEM 129-2000-R1105 - Staff; MSU-Bozeman (pg. 47)
- e. ITEM 129-2001-R1105 - Professor Emeritus of Education upon Kenneth Bruwelheide; MSU-Bozeman (pg. 55)
- f. ITEM 129-2002-R1105 - Professor Emeritus of Entomology upon Wendell Morrill; MSU-Bozeman (pg. 57)
- g. ITEM 129-2003-R1105 - Professor Emeritus of Education upon Gloria A. Gregg; MSU-Bozeman (pg. 59)
- h. ITEM 129-2004-R1105 - Professor Emeritus of Education upon Richard Horswill; MSU-Bozeman (pg. 61)
- i. ITEM 129-2300-R1105 - Staff; Ag Experiment Station (pg. 63)
- j. ITEM 129-2400-R1105 – Staff; Cooperative Extension Service (pg. 65)
- k. ITEM 129-2700-R1105 - Staff; MSU-Billings (pg. 67)
- l. ITEM 129-2701-R1105 - Professor Emeritus of Spanish upon Theodore Jensen; MSU-Billings (pg. 75)
- m. ITEM 129-2800-R1105 - Staff, MSU-Northern (pg. 77)
- n. ITEM 129-2850-R1105 - Staff; MSU-Great Falls College of Technology (pg. 79)

### **Labor Agreements/Other Items**

- a. ITEM 129-101-R1105 – Approval of Governor’s Appointment to the Motorcycle Safety Advisory Commission (pg. 81)
- b. ITEM 129-104-R1105 – Approval of Appointment to the Student Loan Advisory Council; Montana Guaranteed Student Loan Program - Bruce Marks (pg. 83)
- c. ITEM 129-105-R1105 – Approval of Governor’s Appointments to Local Executive Boards (pg. 89)
- d. ITEM 129-107-R1105 – Approval of Tentative Agreement with International Union of Operating Engineers; Bozeman Motor Pool (pg. 91)
- e. ITEM 129-110-R1105 – Approval of Tentative Agreement with AFSCME, MSU-Northern

### **Administrative/Budget Items**

- a. ITEM 129-1601-R1105 - Authorization to Expend up to \$120, 000 of Student Computer Fees; The University of Montana-Western (pg. 97)
- b. ITEM 129-2006-R1105 - Authorization to Expend Computer Fees; MSU-Bozeman (pg. 99)

## COMMITTEE MEETINGS

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### ACADEMIC/STUDENT AFFAIRS COMMITTEE MEETING

(**Committee Members:** Chair Regent Lynn Morrison-Hamilton, Regent Mike Foster, Regent Kala French and Regent Stephen Barrett)

**Ballroom D -- Strand Union Building  
Wednesday, November 16, 2005  
10:00 -11:45 a.m., 2:30 – 4:30 p.m.**

Note: The Board of Regents may take action on any item on the committee agendas.  
(Public comment is welcome during the meeting.)

- a. Roll Call
- b. Review and Adoption of Agenda
- c. Approval of minutes from the September 21, 2005, meeting of the Committee
- d. **Portion of the Meeting Devoted to Topics of Concern to Both Academic & Student Affairs Officers.**
  1. **Action: ITEM 129-109-R1105:** Writing Proficiency Policy – Roger Barber (pg. 74)
  2. Review of the transfer information on the Montana University System website - Roger Barber (pg. 77)
  3. Discussion of the “next steps” in the transfer arena
  4. Discussion of possible activities for the Academic & Student Affairs Committee
  5. Reports carried over from the September 2005 Committee Meeting – Roger Barber
    - College Preparatory Program Report (pg. 86)
    - Distance Learning Report (pg. 89)
    - Credit by Exam Report (pg. 93)
    - Diversity Report (pg. 102)
    - Quality Report (pg. 104)
- e. **Portion of the Meeting Devoted to Chief Academic Officers.**
  1. Level I memorandum – Roger Barber (pg. 122)
  2. Level II Items
    - Action: ITEM 128-2701-R0905:** Associate of Applied Science degree in Radiologic Technology, Montana State University-Billings College of Technology (pg. 200)
    - Action: ITEM 128-301-R0905:** Certificate program in Licensed Practical Nursing, Flathead Valley Community College (pg. 212)
  3. Report on the Montana State University Rural Nursing Partnership in North Central Montana – Rolf Groseth and Elizabeth Nichols
- f. **Portion of the Meeting Devoted to Chief Student Affairs Officers.**
  1. Continued discussion of textbook costs (pg. 252)
- g. Other business
- h. Public Comment
- i. Close: Review assignments, meeting schedule, meeting’s main points

## **BUDGET AND AUDIT OVERSIGHT COMMITTEE MEETING**

(Committee Members: Chair Regent Mark Semmens, Regent John Mercer, and Regent Lila Taylor)

**Ballroom A – Strand Union Building**  
**Wednesday, November 16, 2005**  
**10:00 – 11:45 a.m.**  
**2:30 – 4:30 p.m.**

Note: *The Board of Regents may take action on any item on the committee agendas.*  
(Public Comment is welcome during all meetings)

- a. Report from the Associate Commissioner for Fiscal Affairs – Robinson (pg. 313)
  1. Audit Reports
  2. Athletic Report (Action Item) (Pg. 315)
  3. Fall Enrollment Numbers and HB 2 Reversion Calculations (pg. 401)
  4. MSU-N Deficit Update (pg. 407)
  5. ITEM 129-102-R1105 – Approval of proposed Governor’s Postsecondary Scholarship Program Policies (pg. 409)
- b. ITEM 128-2702-R0905 - Authorization to Execute Purchase of Property; Montana State University-Billings (pg. 419)
- c. ITEM 129-2005-R1105 – Authorization to Renovate Portions of Cooley Lab; MSU-Bozeman (pg. 423)
- d. ITEM 129-2007-R1105 - Authorization to Renovate Portions of the Physical Plant’s Shop/Office Buildings; MSU-Bozeman (pg. 425)
- e. ITEM 129-2008-R1105 - Authorization to Negotiate a Site Lease Agreement with the USDA; MSU-Bozeman (pg. 427)
- f. ITEM 129-2801-R1105 - Authorization to Establish a Mandatory Lewistown Building Fee; MSU-Northern (pg. 429)
- g. ITEM 129-1602-R1105 - Grant of Easement to the City of Dillon for operation and maintenance of an existing sewer line and to create a public right-of-way providing access to persons whose properties front on Vigilante Drive on the north side of Vigilante Park; The University of Montana-Western.  
Grant of easement for emergency ingress and egress for two lots owned by National Affordable Housing Network (NAHN) to permit filing and amended subdivision plat.
- h. Biennial Budget Process Review – Update - Joehler
- i. Allocation Model Review – Update – Robinson/Duringer/Roloff
- j. Review of MSU Student presentation entitled “Funding Issues at MSU Bozeman – An Introduction” OCHE Response - Robinson
- k. Information Item: Review federal relations activities in the university system (Dan Dwyer – UM, and Tom McCoy – MSU)
- l. Budget Initiative Proposals
- m. **Public Comment**

## **STAFF AND COMPENSATION COMMITTEE MEETING**

(Committee Members: Chair Regent John Mercer, Regent Stephen Barrett, and Regent Mark Semmens)

**Ballroom A — Strand Union Bldg.**

**Thursday, November 17, 2005**

**8:15 a.m. – 9:45 a.m.**

Note: *The Board of Regents may take action on any item on the committee agendas.*  
(Public Comment is welcome during all meetings)

- a. Minutes of 9/21/05 committee meeting
- b. Discussion of draft guidelines for “Board of Regents employment contracts” and “Montana University System employment contracts.”
- c. Update on executive salary survey.
- d. ITEM 129-108-R1109 – Revision of Policy on Executive Compensation – Regent Semmens (pg. 431)
- e. Collective bargaining update.
- f. Other items
- g. Public Comment

## **WORKFORCE DEVELOPMENT COMMITTEE MEETING**

(Committee Members: Chair Regent Mike Foster, Regent Kala French, Regent Lynn Morrison-Hamilton, and Regent Lila Taylor)

**Ballroom D — Strand Union Bldg.  
Thursday, November 17, 2005  
8:15 – 9:45 a.m.**

Note: *The Board of Regents may take action on any item on the committee agendas.*  
(Public Comment is welcome during all meetings)

- a. Information Item: Establishing speech pathologist undergraduate and advanced degree programs.
- b. ITEM 128-106-R0905 – Charter to formalize the Two Year Council (pg. 283)
- c. Information Item: Establish committee priorities for workforce development based on BBER (Dr. Polzin) research
- d. Review options and establish priorities for physician training and rural location incentives/education.
- e. Public Comment



# MINUTES MINUTES

Montana Board of Regents of Higher Education

Regular Meeting

September 21-23, 2005

Montana State University – Billings  
1500 N. 30<sup>th</sup> Street  
Billings, MT 59101-0252

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**WEB PAGE ADDRESS: <http://www.montana.edu/wwwbor/>**

## BOARD OF REGENTS MEETING

**THURSDAY, September 22, 2005**

The full Board convened at 8:30 a.m.



### ROLL CALL

Roll Call indicated a quorum present

**Regents Present:** Stephen Barrett, Mike Foster Vice Chair, Lynn Hamilton, Kala French, John Mercer Chair, Mark Semmens, Lila Taylor, and Linda McCulloch ex officio. Also present was Commissioner Sheila M. Stearns.

**Regent Absent:** Governor Brian Schweitzer ex officio excused  
Representing Governor Brian Schweitzer: Ms. Jan Lombardi, Education Advisor

### APPROVAL OF MINUTES

-  Regent Foster moved **APPROVAL** of the Minutes of the **May 10, 2005** Special Meeting in Missoula, MT, the **May 18-20, 2005** Regular Meeting in Billings, MT, and the **July 14, 2005** Regular Meeting in Great Falls, MT
-  The Minutes were **APPROVED** unanimously on 7-0 vote.

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### SYSTEM ISSUES

- a. Roundtable with local members of state legislature and representatives of Governor Schweitzer, Senator Baucus, Senator Burns, Congressman Rehberg
    - Discuss/identify the most important issues, projects, or new ideas for Montana
- Sharon Pearson** with Senator Burns's office reported briefly on the appropriations bills. **Chair Mercer** asked Ms. Pearson to tell Senator Burns that the Board appreciates all he does, but they are really interested in an opportunity to meet with him as a Board. He also asked her to let him know that the Board and the Montana University System are ready to help him with any problems he may have. **Randy Vogel** with Representative Rehberg's office said the offer to help is greatly appreciated because the learning curve is steep with turnovers. Dustin Frost is a new member of their staff, and a recent graduate of UM-Missoula. **Mr. Vogel** indicated that Mr. Frost will work a lot with the campuses. They don't know what will happen in the near future following the hurricane problems. The House had passed all of the bills prior to their damage. **Chair Mercer** asked Mr. Vogel to invite Representative Rehberg to meet with the Board when he might be in the state. **Rep. Gary Branae**, a member of the standing committee for Education said he was encouraged by the emphasis being placed on two-year education. He indicated that when he was a school counselor one of the problems he had faced was convincing students of the importance of two-year education, and not just four year. **Rep. Branae** noted they need to change the mindset in the student community on the value of two-year education. There needs to be continued and improved collaboration with the PEPB to communicate it to the state. **Sharon Pearson** commented that Montana is in a unique position with three congressional people in perfect positions to help the state. Two are on Appropriations and the third is on Finance. She indicated this unique position may never happen again. **State Senator Bob Story** said that the Montana University System could be helpful in training legislators since the imposition of term limits brings about rapid turnover. He also said they could help with conflict resolution, and the current school funding issues. He noted that not having good data is a big problem, and that using a consultant to revise the allocation model without data would be a waste of time. **Senator Story** also suggested the Board monitor the interim committees and show up at the meetings to report on what has already been done by the university system. **Alan Peura**, Fiscal Analyst gave an update on quality schools and Shared Leadership in action. See his attached report.
- MUS coordination and assistance for these efforts

- Existing process for providing continuity and increased visibility for important initiatives
- Tracking short- and long-term progress (accountability) toward achieving shared goals

**Regent Semmens** recommended the system establish disciplined communication with a quarterly or monthly publication, which would be more than just a newsletter. He suggested highlighting major research projects, and sharing other information with policymakers, legislative staff and federal offices. **Regent Semmens** noted they needed feedback better to understand the mindset of families toward two-year education. **Commissioner Stearns** indicated it was an excellent idea, and said she has seen great publications from the campuses that are several pages long. She wondered if they were read or simply thrown away. She indicated they would follow up with the publication and would use interns to keep them up to date. **Regent Hamilton** recommended they look at other models, and perhaps could put it on-line and send links to interested parties. She suggested that the campuses could provide press releases for inclusion. **Regent Foster** indicated they needed more dialogue with the federal delegation and the Governor's office, and asked what could be done to help them work better together. **Melodee Hanes** requested that when the Montana University System prepares priorities to take to Washington DC, that they sit down with the state offices to discuss them first. The local offices can help with the collaboration. **Senator Story** said he hopes the offer of the Board to help will hold up, and wondered what the real motive was. **State Senator Kim Gillan** said the testimony was not as self-serving as she had expected. She would like to see the Board have more presence on taxation. Further, she hopes there will be a policy session on taxes before the next session. She also recommended sharing all information between each of the interim committees. **Mr. Evan Barrett** noted that on the idea of communication, they need to have people active in economic development tied in more with what is happening on the campuses in that area. The university system needs to be a source for businesses to find such things as SBI, companies located in different clusters, and other help. **Chair Mercer** said he hopes the university system is involved in the coal to liquid project in the state, and requested someone advise him on it. He invited the Governor to attend the meetings. Also, the university system needs to live within its means, and to help with tuition, they need to either grow the economy so there will be more taxes for the university system, or people will be living cheaper with higher wages. He wants to see the system set goals, such as doing away with poverty by the next census, and other ideas. Legislators can't do long term projects because of shortened terms, so they should tell the university system what they see as long-term goals, and let the system help them. **Mr. Evan Barrett** said the energy field needs long-term plans. He said that in forty years, the state coal reserves may be worth nothing. **Ms. Jan Lombardi** believes that reducing poverty should be one of the shared goals. **Senator Kim Gillan** indicated she believed that Montana has about a 91% high school graduation rate. The bar should be set higher with a certain percentage to have two or four year degrees. **Regent Barrett** suggested that one measurable goal would be the rank in family income. **Regent Hamilton** asked if the representatives had enough information from the Board. **Melodee Hanes** indicated she would be going to DC in one week, and would like to visit with someone from the system beforehand to get all the information she needed. **Senator Story** said that one difficult long-term goal would be to keep Montana graduates in Montana. He said that 60% or 70% of teachers are leaving the state. He did not know if it was due to a lack of jobs, or not enough pay. **Representative Branae** reminded the Board and system not to overlook their Congressional offices for access. They need assistance for access at the campuses. Chancellor Gilmore reported that Montana Tech will be sponsoring Representative Rehberg's Aerospace Summit.

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Following a 10-minute break, the Board reconvened at 10:15 a.m.

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b. Montana University System Technology Transfer (Dwyer/McCoy)

- Presentation on how technology transfer is accomplished in Montana
- Example of how university research and innovation supports state businesses and job creation

See the campus presentations attached.

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It was announced that Shannon Taylor is the new faculty representative, and Blake Rasmussen is the new MAS president.

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c. Presentation of results from the Montana business workforce survey and update on Montana economy (Polzin)

- Data and conclusions about types of jobs that are available in the State
- Discuss implications for our postsecondary education system in educating and training the State's workforce in the short- and long-term.

**Mr. Paul Polzin** made a presentation to the Board on types of jobs available in the state. (See attached presentation). Montana businesses had been reporting difficulties in recruiting, and dissatisfaction with worker skills. The presentation was based on a questionnaire prepared by the Bureau of Business and Economic Development who then performed interviews across the state. **Mr. Polzin** followed this report with another showing the impact of Hurricane Katrina on the Montana economy (see attached presentation).

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The Board recessed for lunch at noon, and reconvened at 1:10 p.m.

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d. Set top priorities for the MUS 2010 strategic plan and expectations for when/how action plans will be developed

**Dr. Cecelia Foxley** gave a brief overview of what had transpired so far in working on the Strategic Plan. The top priorities had been narrowed down, and it was expected that action plans would be developed by the November Board meeting.

 **Regent Hamilton moved ADOPTION** of the top three priorities as listed.

**Regent Foster** suggested challenging the system by identifying seven priorities and asking the campuses to come up with a plan for all seven. He believes the talent and ability are there and they should not restrict the priorities to three. **Regent Semmens** agreed with Regent Hamilton to work with the top three, but to continue to convey the importance of all items on the list. **Mr. Bill Muse** indicated there was a page break and on the following page were two more items that should be considered. There was considerable debate on what should actually be done at this time, without giving the impression that any item on the list was less important than the three that might be chosen. **Commissioner Stearns** indicated the item needed more staff work. They could structure it in time for the strategic planning meetings with campuses.

Regent Hamilton **WITHDREW** her motion.

#### **END SYSTEM ISSUES**

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**The Board took the following ADMINISTRATIVE BUDGET ITEM out of order**

r. **ITEM 128-2804-R0905** - Authorization to Acquire the former BLM Lewistown Field Office at Public Benefit Allowance Discount for Educational Purpose through the U.S. Department of Education; Montana State University-Northern

**Ms. Diane Oldenberg** and **Mr. Kevin Byerly** of Lewistown testified on behalf of this item. There was discussion of the building fee that was expected to cover O&M on the building, but which had been pulled at the start of the meeting. There was also some concern that the fee was so high.

Regent Semmens **MOVED APPROVAL** of Item r. with the condition that the Board subsequently will need to approve the O&M related fee at the November 16-18, 2005 meeting.

The motion was **APPROVED UNANIMOUSLY** on 7-0 vote with the noted condition.

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Following a 10-minute break, the Board reconvened at 2:30 p.m.

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**DISCUSSION WITH CAMPUS** Leaders (President George Dennison, Interim President Ralph Lenhart, Chancellor Ron Sexton, Dean Dan Bingham); Hurricane Katrina Campus Responses

Due to the tight schedule and heavy agenda, there was no discussion with the Campus CEOs.

#### **END DISCUSSION WITH CEOs**

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### **ACADEMIC/STUDENT AFFAIRS ITEMS**

(**Committee Members:** Regent Lynn Morrison-Hamilton Chair; Regent Mike Foster, Regent Kala French and Regent Steve Barrett.)

a. Discussion of textbook costs.

*There had been considerable discussion of this issue in the committee meeting. The campuses are working to move to electronic books, and course packs. They want to see a more systematic approach in Montana. Faculty representative **Shannon Taylor** said he will make the effort to raise awareness of the market on campus, as well as an awareness of the used book market, and to urge the bookstore managers to encourage the use of Amazon.Com and Half.Com. They will also encourage faculty to include the ISBN for each book on the syllabus.*

b. Follow-up on the mental health discussion from the March 2005 meeting.

*It was reported that these problems nationwide are greater in number than in the past, and part of the reason is better screening. The committee wants to continue the discussion.*

c. Possible discussion on the so-called Matrix 5.

*Since the current format is designed for K-12, it does not readily lend itself to the university system. **Deputy Commissioner Roger Barber** reported that a new format will be designed and they will return to the Board at a future meeting with a complete report.*

d. College Preparatory Program Report.

e. Distance Learning Report.

f. Credit by Exam Report.

g. Diversity Report.

h. Quality Report.

Items d. through h. were deferred to the November 16-18, 2005 meeting.

i. Discussion of the Writing Proficiency Project.

*The Committee recommended this item be brought to the Board for action at the November 16-18, 2005 meeting.*

**Superintendent McCulloch** indicated she had come prepared to speak to this item since it was on the Agenda, and she did not know if she was going to be able to attend the November meeting. She felt the Board should be aware of all sides of this issue. **Chair Mercer** indicated that until a new procedure is established, it would be best for her to bring her information to the Committee who would then give the best advice to the Regents at the full meeting. **Regent Semmens** indicated he would like to hear Superintendent McCulloch's testimony today in case she can't be at the November meeting. She noted that her letter had been handed around to the Regents, and it covered questions and concerns that needed to be addressed. She said there is more common ground than not. Her main issue is student achievement and the issue of barriers. If a test is used for placement, she has no problem, but if the test prevents entry into the university system, she does have a problem. **Ms. McCulloch** said the math proficiency test had been put into effect but she had no idea if it was making any difference or not. She believes that the writing proficiency test puts the cart before the horse. She said K-12 is guilty of losing writing

skills, and permitting it to happen. There is less formal writing since students use Blackberry, e-mail and other electronic formats. She indicated she would appreciate a concerted collaborative effort like the P-20 Committee to work on this skill. Further, she reported that fewer than 20% of American Indian students are passing the test. **Ms. McCulloch** indicated they didn't need more barriers in Montana, and there will always be students who are not prepared. However, she said it doesn't mean they won't be successful and productive in society. She urged the Board as they work on their strategic goals and objectives to include increased attainment. **Regent Hamilton** indicated they will continue to work with the P-20 committee on this issue.

j. Discussion of the admissions program at The University of Montana-Missoula.

k. Memorandum on grade point average values.

l. Memorandum on minimum grade policy and its implementation.

m. Report on the Montana State University Rural Nursing Partnership in North Central Montana.

n. Discussion of the transfer information on the Montana University System web site.

o. Discussion of "next steps" in the transfer arena.

p. Discussion of possible activities for the Academic & Student Affairs Committee.

q. Items k. through p. were deferred until the November 16-18, 2005 meeting

q. **ITEM 128-101-R0905:** An Assessment Plan for the Transfer Audit Policies.

r. **ITEM 128-102-R0905:** Revision of Board of Regents' Policy 209.2, Coordinator of Community Colleges.

Regent Hamilton **MOVED** approval of items q. and r.

The motion was **APPROVED** unanimously on 7-0 vote.

s. **ITEM 128-104-R0905:** Faculty Appeal

Regent Hamilton **MOVED** that the Board not hear this appeal, and to uphold the decision of the Commissioner.

The motion was **APPROVED** unanimously on 7-0 vote.

t. **ITEM 128-105-R0905:** Student Appeal

Regent Hamilton **MOVED** that the Board not hear this appeal, and to uphold the decision of the Commissioner.

The motion was **APPROVED** on 5-2 vote with Regents Foster and Mercer dissenting.

u. Level I memorandum.

**Deputy Commissioner Barber** noted a correction to one item in the Level I memorandum. Please see the MSU-Great Falls Lazarus item online.

#### Level II ACTION Items.

v. **ITEM 128-2003-R0705:** Pre-Medical Certificate, Montana State University-Bozeman.

w. **ITEM 128-2004-R0705:** Master of Science degree in Ecological and Environmental Statistics, Montana State University-Bozeman.

x. **ITEM 128-2005-R0705:** Humanities Institute, Montana State University-Bozeman.

y. **ITEM 128-2801-R0705:** Associate of Applied Science degree in Electrical Technology, Montana State University-Northern.

z. **ITEM 128-1001-R0705:** Minor in Central and Southwest Asian Studies, The University of Montana-Missoula.

aa. **ITEM 128-1002-R0705:** Paleontology Center on campus and field station in Glasgow area, The University of Montana-Missoula.

bb. **ITEM 128-1501-R0705:** Master of Science degree in Interdisciplinary Studies, Montana Tech of The University of Montana-Missoula.

cc. **ITEM 128-1505-R0705:** Revised mission statement, Montana Tech of The University of Montana.

dd. **ITEM 128-1506-R0705:** Conversion of option in Medical Assistant to an Associate of Applied Science degree in Medical Assistant, Montana Tech of The University of Montana.

Regent Hamilton moved **APPROVAL** of items v. through dd.

**Regent Foster** indicated he saw duplication in some of the proposed programs, and that there should be an explanation to the Board. He asked how many graduates it takes for a program to pay for itself, what the economic development impact was of each proposal, and if they were duplicative, he requested an explanation. **Regent Barrett** agreed completely, and believes the burden should be on those requesting the programs. **Regent Hamilton** noted there is a section in the form that speaks to other programs in the system. **Deputy Commissioner Barber** indicated the campuses are creative in defining the word duplication. **Regent Hamilton** said the campuses are good about working together. One problem is that the agendas are very heavy, and she fears they might be shortsighted in their discussions. **Chair Mercer** again issued a challenge to find a solution for wading through all these documents. He suggested possibly having graduate students review for duplication, but added they need to have the justification in writing. **Deputy Commissioner Barber** referred to page 258 in the materials, which displayed a clear description of the question. He said it could be expanded to include the issues of collaboration. **Regent Barrett** noted that without the necessary information, there is mission creep all around. He indicated that if the campuses don't complete all the information, they are not to bring the items to the Board. **Regent Hamilton** said the Board needs to take the responsibility to question duplications, and then their responsibility is not to approve the problem proposal. She said the campuses make good arguments, but the call is the Board's.

The motion was **APPROVED** unanimously on 7-0 vote.

ff. Letter from Montana State University-Billings concerning possible new nursing program in that city.

**Regent Barrett** indicated that the bottleneck in health care is the number of clinical slots available, not the number of programs available.

gg. Level II items on SUBMISSION at this meeting.

#### **END ACADEMIC / STUDENT AFFAIRS ITEMS**

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The issue of speech pathology was assigned to the Workforce Development Committee for research, and Tuition Policy was assigned to the Budget and Audit Oversight Committee for review.

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#### **WORKFORCE DEVELOPMENT ITEMS**

a. Update on workforce initiatives

**Associate Commissioner Dave Gibson** gave an overview of the progress on the initiatives.

b. **ITEM 128-106-R0905** – Charter to formalize the Two Year Council


*Item b. was deferred to the November 16-18, 2005 meeting to permit more work by staff.*

c. State Workforce Investment Board proposal discussion

d. Discuss results from state workforce survey

e. Update on 2-year Program public relations campaign

f. Review options for physician training and rural location

 Items c. through f. were discussed in Committee.

#### **END WORKFORCE DEVELOPMENT ITEMS**

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**Regent Mike Foster** indicated he will place the issues raised by the presentation from Paul Polzin on the November committee agenda and they will work to address them. He noted that Regent Hamilton had mentioned they now have the information from the business sector. They now need to focus on the government sector and asked that Paul Polzin follow through on it.

**Commissioner Stearns** introduced Mick Robinson, the new Associate Commissioner for Fiscal Affairs, and Harry Freebourn financial manager for OCHE. She thanked Pam Joehler for filling the Associate Commissioner position for the past five months. She also acknowledged the assistance provided by Mark Bruno from the Governor's office over the last several months.

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#### **ADMINISTRATIVE / BUDGET ITEMS**

a. **ITEM 128-112-R0905** – Revision to the Montana Family Education Savings Program

 Regent Semmens **MOVED APPROVAL** of Item a.

 The motion was **APPROVED** unanimously on 7-0 vote.

b. **ITEM 128-116-R0905** - Approval of Additional Investment Options for the Family Education Savings Program

 Regent Semmens **MOVED APPROVAL** of Item b.


 The motion was **APPROVED** unanimously on 7-0 vote.


c. Board of Regents **Biennial Budget Process**

No action was required on Item c.

d. **ITEM 128-113-R0905** - COE/Allocation Model Revision Study

*There was discussion of the desired scope of the revised allocation model, with reservations being voiced about including the structural issue. **Regent Semmens** said it was important to consider tuition and fees in the model, and the impact they will have on families. The impact must be understood, so they need to consider tuition and fee policy, the market rate for distance education, mandatory fees, and what goes into tuition. **Regent Hamilton** asked if it was typical not to include all sources of revenue in a business. **Regent Semmens** indicated they are trying to consider all sources. **Chair Mercer** noted that when the scope is broadened the issue becomes very complicated. The real issue is how the state dollars are divided. He believes the institutions receiving the money now are the best people to provide ideas on how it should be divided. He recommended that rather than having the Commissioner do this, he would like to see the eight units produce their ideas. **Chair Mercer** said he would like to see a simple model tied to base budgets. **Regent Semmens** asked if the scope should include state funds, tuition and fees, and Chair Mercer indicated yes.*

 Regent Semmens **MOVED APPROVAL** to authorize the Office of the Commissioner to put out an RFP for a consultant with the campuses to provide the funding in an amount up to \$30,000.

 The motion was **APPROVED** on 5-2 vote with Regents Foster and Mercer dissenting.

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Following a 10-minute break the Board reconvened at 4:30 p.m.

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**Regent Semmens** said the Board needed to give guidance to staff and the consultant on what they want to achieve. They will need to know if differential tuition, need based aid at the system level, base funding, incentives and rewards for behaviors aligned with strategic planning, and being enrollment driven are important.

**Commissioner Stearns** indicated there should be a preliminary list ready for the Campus Advisory Group meeting on October 20.

e. **ITEM 128-115-R0905** – Proposed Revision of Policy 407 - Approval of University System Employee Equity Interest and/or Business Participation.

 Regent Semmens **MOVED APPROVAL** of Item e.

 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote

- f. **ITEM 128-2002-R0905** - Authorization to Appoint Members to the Fire Services Training Advisory Council; Montana State University-Bozeman  
 Regent Semmens **MOVED APPROVAL** of Item f.  
**Regent Foster** asked what this item was all about. **President Gamble** indicated that by statute the Board appoints members to the Council every two years. **Regent Foster** asked if the Board was supposed to appoint members, why they did not see the applications. He asked how they could approve something they had not seen. **Chair Mercer** said Regent Foster could vote no today, and then examine if the members should be appointed by the Board, or if they could go to the next legislative session and change the statute.  
 The motion was **APPROVED** on 5-2 vote with Regents Foster and Taylor dissenting.
- g. **ITEM 128-2801-R0905** - Authorization to Name the “KNMC” Radio Station the Lisenby Studios; Montana State University-Northern  
 Regent Semmens **MOVED APPROVAL** of Item g.  
 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote.
- h. **ITEM 128-2802-R0905** - Authorization to Name the Lecture Hall in the new Applied Technology Center the Hensler Auditorium; Montana State University-Northern
- i. **ITEM 128-2803-R0905** - Authorization to Name the Oil Lab in the new Applied Technology Center the Kiewit Oil Laboratory; Montana State University-Northern  
 Regent Semmens **MOVED APPROVAL** of Items h. and i.  
 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote.
- j. **ITEM 128-1012-R0905** - Construct Executive Education Building; The University of Montana-Missoula  
 Regent Semmens **MOVED APPROVAL** of Item j. removing the words “unrestricted funds.”  
 The motion was **APPROVED UNANIMOUSLY** as amended on 7-0 vote.
- k. **ITEM 128-1009-R0905** - Planning for Addition to Education Building; The University of Montana-Missoula  
 Regent Semmens **MOVED APPROVAL** of Item k. removing the words “unrestricted funds.”  
 The motion was **APPROVED UNANIMOUSLY** as amended on 7-0 vote.
- l. **ITEM 128-2003-R0905** - Authorization to Construct a Parking Garage and Repair and Replace New & Existing Parking, Street and Access Facilities; Montana State University-Bozeman  
 Item l. was deferred to the November 16-18, 2005 meeting.
- m. **ITEM 128-2004-R0905** - Authorization to Construct a New Research Facility; Montana State University-Bozeman  
 Regent Semmens **MOVED APPROVAL** of Item m.  
 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote.
- n. **ITEM 128-1001-R0905** - Authorization to Repair/Replace the HVAC system in the Curry Health Service Building; The University of Montana-Missoula  
 Regent Semmens **MOVED APPROVAL** of Item n.  
 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote.
- o. **ITEM 128-2006-R0905** - Authorization to Utilize Short-Term Loans for the Continuation of a Multi-Year Information Technology Infrastructure Replacement Plan; Montana State University-Bozeman  
 Regent Semmens **MOVED APPROVAL** of Item o.  
 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote.
- p. **ITEM 128-2005-R0905** - Authorization Execute a Utility Easement with the City of Bozeman; Montana State University-Bozeman  
 Regent Semmens **MOVED APPROVAL** of Item p.  
 The motion was **APPROVED UNANIMOUSLY** on 7-0 vote.
- q. **ITEM 128-2702-R0905** - Authorization to Execute Purchase of Property; Montana State University-Billings  
 Due to the high cost of this 6.1 acre property at \$250,000 per acre, it was decided to present item q. as information only at this meeting. It will be brought back to the Board at the November 16-18, 2005 meeting.  
**Chair Mercer** asked Chancellor Sexton to report at the November meeting what he would be able to buy somewhere else for the same price, and why it was so critical to build next door at this price. He also wanted to know why they should spend this amount when they could purchase something bigger for less. **Chancellor Sexton** indicated he would also bring an aerial photo to the meeting to show what is happening at the west end of Billings.
- r. **ITEM 128-2804-R0905** - Authorization to Acquire the former BLM Lewistown Field Office at Public Benefit Allowance Discount for Educational Purpose through the U.S. Department of Education; Montana State University-Northern  
This item was completed earlier in the meeting.
- s. **ITEM 128-2853-R0905** - Authorization to Execute Purchase of Property from Great Falls School District; Montana State University-Great Falls, College of Technology  
 Regent Semmens **MOVED APPROVAL** of Item s.  
 The motion was **APPROVED** on 6-1 vote with Regent Hamilton dissenting.


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The meeting recessed at 5:15 p.m.

**FRIDAY, SEPTEMBER 23, 2005**

The meeting reconvened at 8:45 a.m.

**Mr. Dan Carter** announced that today was Native American Heritage Day in Montana.

 Chair Mercer asked that the Resolution on American Indian Heritage Day be **approved** and entered into the record.

 The motion was **APPROVED unanimously** on 7-0 vote.

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#### STUDENT REPORTS

See attached student reports

#### END STUDENT REPORTS


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#### ADMINISTRATIVE / BUDGET ITEMS continued

t. **ITEM 128-103-R0905** – FY06 Montana University System Operating Budgets

**Regent Semmens** indicated these were the same budgets which the Board had seen in May, with a weather normalization factor added to the utility surcharge at Bozeman. Additionally, the Office of the Commissioner of Higher Education will add an annual percentage change column to any budget tables in future Executive Summaries.


 Regent Semmens **MOVED APPROVAL** of Item t. with the noted amendment.

 The motion was **APPROVED unanimously** on 7-0 vote as amended.

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#### END ADMINISTRATIVE BUDGET ITEMS

**President Dennison** made a PowerPoint presentation on MPACT, and asked for approval of the Board to pursue a pilot program to help cut the costs for students. The other campus CEOs expressed interest in the project. **Regent French** said this program makes the difference to a student working 40 to 60 hours a week and having little time for academics, to be able to work 20 hours a week and concentrate on academics.

 Regent French **MOVED APPROVAL** for The University of Montana-Missoula to run MPACT as a pilot.

 The motion was **APPROVED unanimously** on 7-0 vote.

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Following a 10-minute break, the meeting reconvened at 10:45 a.m.

Although there was discussion of changing the dates of the March meeting by one day, it was decided to leave it as scheduled for March 1-3, 2006.

**Associate Commissioner Dave Gibson** presented an updated format for strategic planning, and noted the campuses should come to the November 16-18, 2005 meeting with their suggestions for action items. It was agreed by the CEOs that the November timetable was fine, and the priorities also were fine although they would not necessarily apply to every campus.

 Regent Barrett **MOVED approval** of the format and timeline.

 The motion was **APPROVED unanimously** on 7-0 vote.

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#### STAFF AND COMPENSATION ITEMS


a. Report on dependent fee waiver utilization

**Mr. Kevin McRae** gave a brief report on the partial dependent tuition fee waiver.

b. **ITEM 128-114-R0905** - Proposed Policy Setting Salaries for the Commissioner of Higher Education, Presidents and Chancellors

 Chair Mercer **MOVED approval** of item b.


There was a thorough discussion of the purpose, pros and cons of this item. Although there was disagreement on the approach to solving the problems, it was agreed that something needed to be done. **Chair Mercer** reminded the Board that they would be able to make changes to the policy in the future if it appears to be needed.

 The motion was **APPROVED** on a 4-3 roll call vote with Regents Hamilton, Semmens and Taylor dissenting.


c. **ITEM 127-126-R0505** - Amend policy 711.1 Employment Instruments; Professional and Administrative Employees

d. **ITEM 126-108-R0305** - Amend Policy 711.2 - Criteria for Board of Regents Contract; Non-faculty Personnel

e. **ITEM 126-109-R0305** - Salary Increases for Contract Administrators

 Items c., d., and e. were deferred to the November 16-18, 2005 meeting to allow time for additional work

f. Staff item reporting format

 It was agreed that the campuses will continue to use the current format for staff items until decisions have been made on the previous three items.

#### END STAFF AND COMPENSATION ITEMS

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## CONSENT AGENDA

### Staff Items:

- a. **ITEM 128-100-R0905** – Staff; Office Commissioner of Higher Education
- b. **ITEM 128-1000-R0905** – Staff; The University of Montana-Missoula
- c. **ITEM 128-1003-R0905** - Authorization to confer the Title of Executive Assistant to the President /University Executive Vice President Emeritus upon **Bob Frazier**; The University of Montana-Missoula
- d. **ITEM 128-1004-R0905** - Authorization to Confer the Title of Associate Professor Emeritus of Library Science upon **Christopher G. Mullin**; The University of Montana-Missoula
- e. **ITEM 128-1005-R0905** - Authorization to Confer the Title of Professor Emeritus of Business Administration upon **Maureen J. Fleming**; The University of Montana-Missoula
- f. **ITEM 128-1006-R0905** - Authorization to Confer the Title of Professor Emeritus of Biomedical and Pharmaceutical Sciences upon **Charles L. Eyer**; The University of Montana-Missoula
- g. **ITEM 128-1010-R0905** - Authorization to Confer the Title of Professor Emeritus of Music upon **Thomas Cook**; The University of Montana-Missoula
- h. **ITEM 128-1011-R0905** - Authorization to Confer the Title of Professor Emeritus of Music upon **Esther England**; The University of Montana-Missoula
- i. **ITEM 128-1500-R0905** – Staff; Montana Tech of The University of Montana
- j. **ITEM 128-1500A-R0905** – Staff; Montana Bureau of Mines and Geology
- k. **ITEM 128-1600-R0905** - Staff; The University of Montana-Western
- l. **ITEM 128-1900-R0905** – Staff; The University of Montana-Helena College of Technology
- m. **ITEM 128-2000-R0905** – Staff; Montana State University-Bozeman
- n. **ITEM 128-2001-R0905** - Authorization to Confer the Title of Professor Emeritus of Plant Pathology upon **Gary Strobel**; MSU-Bozeman
- o. **ITEM 128-2300-R0905** – Staff; Agriculture Experiment Stations
- p. **ITEM 128-2400-R0905** – Staff; Cooperative Extension Service
- q. **ITEM 128-2700-R0905** – Staff; Montana State University-Billings
- r. **ITEM 128-2800-R0905** – Staff; Montana State University-Northern
- s. **ITEM 128-2850-R0905** – Staff; Montana State University-Great Falls College of Technology

### Labor Agreements/Other Items

- a. **ITEM 128-107-R0905** – Approval of Tentative Agreement with **Montana Nurses Association**
- b. **ITEM 128-108-R0905** – Approval of Tentative Agreement with The **University of Montana-Western Faculty Association**
- c. **ITEM 128-109-R0905** – Approval of Tentative Agreement with **United Association of Plumbers and Pipefitters**
- d. **ITEM 128-110-R0905** – Approval of Tentative Agreement with **Montana State University-Billings Faculty Association**
- e. **ITEM 128-111-R0905** – Approval of Tentative Agreement with the **Laborers International Union**

### Administrative/Budget Items

- a. **ITEM 128-1002-R0905** - Student Computer Fee Expenditure; The University of Montana-Missoula
- b. **ITEM 128-2851-R0905** - Authorization to Expend Student Equipment Fees; Montana State University-Great Falls, College of Technology
- c. **ITEM 128-2852-R0905** - Authorization to Expend Computer Fees; Montana State University-Great Falls College of Technology

 Regent Barrett moved **APPROVAL** of the Consent Agenda.

 Motion **APPROVED unanimously** on 7-0 vote

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### PUBLIC COMMENT

**Ms. Ellen Swaney** presented the Regents with a list of Resolutions on behalf of Ms. Carol Juneau.

### END PUBLIC COMMENT

With no further business to come before the Board, the meeting adjourned at 11:55 a.m.

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Mailed to the Board of Regents on

Approved by the Board of Regents on

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Sherry Rosette  
Board Secretary

\_\_\_\_\_  
John A. Mercer  
Board Chair



## MINUTES OF THE COMMITTEE MEETINGS

WEDNESDAY, September 21, 2005

The Budget and Audit Oversight Committee convened at 10:35 a.m.

**Committee Members Present:** Regent Mark Semmens Chair, Regent John Mercer, and Regent Lila Taylor


**Others Present:** Agricultural Dean, Alan Peura, Bill Muse, Bob Durringer, Cathy Swift, Chancellor Alex Capdeville, Chancellor Frank Gilmore, Chancellor Ron Sexton, Chuck Jensen, Commissioner Sheila Stearns, Craig Roloff, Dan Bingham, Dan Carter, Darrel Hammon, Dave Gibson, Dean Mary Moe, Dick Storey, Harry Freebourn, Kevin McRae, Lynn Hamilton, Maggie Peterson, Mark Bruno, Mark Sheehan, Mary Ellen Baukol, Mick Robinson, Mike Foster, Pam Joehler, President Geoff Gamble, President George Dennison, President Jane Karas, Ralph Lenhart, Rolf Groseth, Susan Briggs, Terri Iverson, Theresa Branch, and Tom McCoy.

**Regent Semmens** introduced **Mick Robinson** the new Associate Commissioner for Fiscal Affairs

a. **ITEM 128-112-R0905** – Revision to the Montana Family Education Savings Program  
**Bruce White** and **George Schutzer** of Pacific Life joined the meeting via conference call to answer questions of the Board. **Peter Roberts**, of College Savings Bank, FESP's contracted manager attended in person. Karen Wing of the MGSPL has taken over from Rod Sundsted as OCHE's director of the FESP. In her absence, Pam Joehler introduced Peters, White and Schutzer, who explained the revisions to the board policy. The changes in policy are necessary to bring the program into compliance with changes in state law and federal SEC rules. The Board of Regents is now the trustee and administrator of the participating trusts, each of which corresponds to a "program," or savings account. The changes in the law increase the Board's potential liability and create the need for slightly different rules. The name of the trust must also be changed. New offering documents will be sent to the investors, who will be automatically changed over to the new trust. Pacific Life will clearly explain to account holders that the state has become the trustee. The changes unfortunately add a regulatory burden with no extra protection to the consumers.

 Regent Mercer **moved** the committee **recommend adoption** of item a.

b. **ITEM 128-116-R0905** - Approval of Additional Investment Options for the Family Education Savings Program

 Regent Mercer **moved** the committee **recommend adoption** of item b.

c. Board of Regents **Biennial Budget Process** Review

**Ms. Pam Joehler** indicated this report was in response to a request from the Board at the inception of the new process for feedback from the campuses on the benefits and difficulties they encountered. She explained that the campus concerns were highlighted along with proposals to address those concerns. There was a general feeling that more Board direction was needed. As listed in her report, she would like to have a working team made up of fiscal staff from the campuses and OCHE to pursue needed changes. She believes it would take about six months to complete. **Ms. Joehler** reported that one big item is the need for consistency in definitions, templates and the meaning of current level services. Also needed is a definition of what is included in the pay plan, what is meant by growth, and new initiatives, and these need to be system wide. There was general frustration at the campuses with the short turn-around times. She asked the Board members if they wanted her to pursue the work group and issues as outlined. **Chair Semmens** indicated he had hoped for this kind of feedback since the process is a substantive deviation from the prior method. He indicated the only issue that puzzled him was the notion that the approach should be strategic rather than numeric, since budgets are by nature numerical. Since this is a budget committee, it will be a numeric exercise. He also noted the complaint that there was too much detail required, and said that typically there is a fair amount of detail in budgets. **Bob Durringer** said the point was that nobody had a definitive list of what was to be included. **Chair Semmens** asked if they could include at the campus level a metric on management performance. **Regent Mercer** indicated the new process was an experiment and should be measured in a couple of ways. He believed it was more tolerated by the campuses than embraced. He is concerned that the process will erode back to where it was, but acknowledged that the new process still needs to be refined. Of all the attributes, in addition to the Board being more engaged and knowledgeable, it makes the campuses sell the budgets to the Board, before the Board tries to sell them to someone else. He feels the numbers are important because that is what people look at. **Regent Mercer** indicated further that the campuses must be prepared to go deeper into the numbers. He expressed concern about a working team of fiscal staff, believing that the group needs to include someone from outside the system such as a former legislator or a businessperson. In addition, **Chair Semmens** should be involved in it. **Regent Mercer** explained that they tried hard to change the process and format to make it understandable to outsiders, and expressed hope that whether the campuses were tolerating the process or not, they would continue down this path. He is open to changes, but not to the loss of the purpose of the current changes. **Chair Semmens** indicated he would be willing to have some involvement in the work group, but he would like more input from other constituents. **President Dennison** said that if they have a six-month process, they will miss the next legislative session. He believes sooner is better than later, and agreed that having an outside person involved is a positive move. **President Dennison** indicated they had included a

businessperson in putting their budget together, and that person had been a positive addition in terms of seeing things from another perspective. He noted that normally priorities were reviewed at the September meeting, with meetings before the November meeting to clarify them, and by the January meeting a preliminary budget was put together. **President Dennison** indicated he was fine with digging down in the numbers if the Board wanted that, but he was in favor of moving quickly since a huge project was waiting in the allocation model. **Chair Semmens** asked if staff could shorten the time frame for recommendations, and Pam Joehler indicated they could. **Chair Semmens** acknowledged that there is a lot on the plate for everyone over the next year. He requested feedback from the campuses, and asked if the right methodology was to start with the current level spending and then look at initiatives. **Regent Mercer** was concerned that the new process might be off track, and asked if they were missing a step at this meeting. **Ms. Joehler** indicated the campuses were supposed to bring preliminary initiatives which relate to the strategic plan for the next session. However, she had spoken with Chair Semmens who agreed they should wait a little while, and the lists will be brought to the November meeting. **Chair Semmens** indicated November might be a more appropriate time to present initiatives since they do the operating budgets at the September meeting. **Regent Mercer** stated the Board policy should be carried out, and if they were due at the September meeting, they should have been presented. He requested they stay on the new budgeting timetable, and if they fall behind, there should be a plan from the campuses tomorrow to catch up. However, he could see no reason to hold back on bringing new ideas to the Board.

d. **ITEM 128-113-R0905** - COE/Allocation Model Revision Study

**Ms. Pam Joehler** noted that her memo addressed three things - Study scope, Timeframe/Procedures, and Policy issues. The model allocates state funds only, which account for only 39% of the operating budgets. The Board had informally recognized that tuition should be a part of the allocation model. **Ms. Joehler** recommended obtaining an outside consultant to help staff through the process of rebuilding the model. This needs approval of the Board to proceed with the study, and to obtain a consultant's services, as well as identifying where the funding will be found. It will take at least two months to get the consultant, which means they won't be able to start until January 2006, or possibly summer. **Ms. Joehler** indicated there is a lot of concern about the breadth of the study. **Regent Mercer** said the concern is that this has been looming, and everyone hopes it continues to loom, but it must be done. He noted they needed something in the model beyond state funds. He recommended that rather than using an outside consultant, he would prefer to have the campuses present the best models they can develop, and whichever campus wins receives the funds that would have been paid to the consultant. The models would be submitted directly to OCHE with no review by the CEOs. The recommendations would be worked on by staff and the Budget committee. **Regent Mercer** wants to see an allocation model that establishes a system of survival of the fittest, which would justify the importance of a campus to students, taxpayers, and local residents. When a shortfall occurs, it would be up to the students, communities, or the legislature to decide whether they want to continue to fund that campus. **Regent Mercer** believes that is the direction they are going, and fears that if they play around with the allocation model it will simply mask the differences and eventually the entire system will collapse. **Chair Semmens** indicated they do need to look at the allocation model. It has been eleven years since it was set up, and it needs more than tweaking. He also believes that talking about survival leaves a bad impression. **Chair Semmens** didn't think the theory was to throw everything into a pool and then allocate it. However, he indicated they would be fooling themselves if they were to create the allocation model and then wait to see what happens to tuition at the campuses. He believes the Board must consider the resources available to certain campuses, and not to others. They must also consider tuition and fee policies when working on the allocation model, and he favored using an outside consultant. **Chair Semmens** indicated they can't help but get insular when working only on the inside. He believes the time frame is aggressive, but it is necessary to get it moving. He suggested they have key elements of the model at the May meeting, and they need to make a good faith effort to be ready for the FY08-09 budgets. If there are meaningful revisions, they will need to be phased in over a number of years due to the shock factor to students and families. **Regent Foster** indicated that one factor is the structure of the system, and it needs to be included in the analysis. **Ms. Joehler** said she envisioned two groups working. One would be a policy group with the Regents, legislators, budget office, and an external person that would work with the consultant on policy issues. The other would be a staff working-group with the consultant to do number crunching and research. **Chair Semmens** asked if there was other feedback, and Regent Mercer indicated he would like to hear from the CEOs, and then Mick Robinson and Sheila Stearns.

**Chancellor Gilmore** said he believes that Montana Tech could compete with anyone with the freedom to do so. However, the Board set the model but didn't follow it. Tuition at Montana Tech would have been about \$1000 a year more than anyone else in the state. Campuses are not free to go to the legislature and present their cases. He indicated he liked the idea of a prize, but believed the proposal would never be accepted, so he preferred to use a consultant.

**President Gamble** said the whole process had expanded.

**President Dennison** stated that the narrower the scope the better. If the structure of the system is to be reviewed, it should be done separately, as well as the financial aid. The Board has said they want to get to differential tuition. **President Dennison** said they will use whatever funds the state gives, allocate them around and then raise tuition to meet the needs. He said they need to know what the Board wants the state funds to do as

the foundation. He believes if they go to another approach, five years from now they will find that didn't work either. He asked what percent of the cost of education should be tuition.

**Chancellor Capdeville** indicated their concern is to know if the Board wants to set up base funding to sustain both Northern and Western. He also believes the model should deal with the entire system, instead of two models for the two sides of the system.

**Chancellor Sexton** recognized the tremendous change that has already taken place, and that there is still change ahead on how they will sustain education. With demographics, shifting priorities, and the federal level impact the model needs to change significantly. However, they need to have the tools to make it work. **Chancellor Sexton** indicated one hindrance in moving ahead is having policies that enable the campuses to be accountable, while they still don't have policies that reflect what makes different institutions compete. He said they can't have the same strategies for all campuses. He asked why there had to be a set non-resident tuition. **Chancellor Sexton** suggested the smaller campuses might look at non-residents differently than the main campuses to balance their funding.

**Dean Moe** asked that they take time to do it right. She said they need to give more attention to the interdependence of the campuses and how they help each other, as well as distance education, and the relationship with the other half of the system and K-12. **Dean Moe** would rather do a global look and make it meaningful, even if it takes longer.


**Dean Bingham** said this is a recurring conversation in other states. He has seen many consultants, and still individuals in the system will come up with the model. **Dean Bingham** believes there are people in the system who know what is happening in the country, and believes tapping that resource is important. He is concerned that it is a David and Goliath model. His campus is dependent on other campuses around the state. He is opposed to looking at every student as a revenue stream rather than someone looking for an education.

**Chancellor Storey** indicated he is worried about K-12. He also has had mixed experiences with consultants.

**Associate Commissioner for Fiscal Affairs Mick Robinson** noted that timing is the first priority since it is directly related to legislative funding. This is the only window of opportunity that exists to do some planning and change in the model. It is an aggressive timetable to be ready by May, but they might be able to do it in unison with the budget office. However, it could slip into fall. It will be necessary to narrow the spectrum and not include the structure, some of the terms and scopes, and some of the individual requests. **Mr. Robinson** indicated that he wants to approach it from the system perspective, with significant priorities being set by the Board. This meeting, with initiatives and the strategic planning process, are key to moving into developing the budget and the allocation model. A consultant would be very important to meet the tight time frame. Staff has the expertise to put into the process, but the consultant would move the process and refine the proposal for the Board. **Mr. Robinson** reiterated the need for a phase-in, as there may be significant changes in the model.

**Commissioner Stearns** said an intriguing notion would be to supplement the consultant with proposals from the campuses. It would give him a faster start. Although the different campuses might be a little biased, or leave something out, the Budget Committee would derive from the proposals the needs of the entire system. She said there are many resources on the campuses, and people are ready to start. These could be done on parallel tracks, with the campuses submitting with or without competition, then giving credit to the campuses for creativity. They should start immediately, and at the same time a consultant should be recruited. **Commissioner Stearns** believes this plan may scale back the time needed for the consultant.

**Chair Semmens** wondered what the function of the Board would be since input indicated the campuses wanted the Board to tell them what they want. He believes the Board should identify the problems, and the cost of the allocation. However, the ability to find solutions will be found with the bright people in the system. He told staff that rather than asking what he wanted, they should be telling him what he wants, such as a certain base level. He indicated that President Dennison made sense when he asked what they wanted to buy with the check the state writes. **Regent Hamilton** noted they had spent a considerable amount of time on economic development, and one of the best ways to make it work is to turn out well-educated students. She reminded the Board that about three years ago they had given guidelines to the campuses, with some flexibility, on tuition. In discussion with K-12, one of the broader policies was access to education, and it was recommended it should not be competition but a shared goal. It costs more in some places to provide education. **Regent Hamilton** said the Board needed to encourage more entrepreneurial ways to generate revenue, although some sites have greater opportunities to do that than others. She noted that when the Board first began discussing a change to the allocation model, the state was contributing a little over 50%, but now it is down to 39%. **Regent Foster** thought perhaps some revenues could be created from ideas similar to the contracts for athletics. On the structure issue, it struck him that if it is not included and they go down the road and find the model works well, they may then find that the structure is wrong and they will need to start again. **Chair Semmens** indicated it would be necessary to have any questions to the Board early on. He indicated differential tuition is important. In reference to the three areas of Ms. Joehler's memo the scope should not be too broad, the consultant will be discussed tomorrow, and on time and procedure, core issues should be resolved by the May, 2006 meeting.

 Item d. will be taken to the full Board.

The committee meeting adjourned for lunch at 12:00 p.m.

The committee meeting reconvened at 1:00 p.m.

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- e. **ITEM 128-115-R0905** – Proposed Revision of Policy 407 - Approval of University System Employee Equity Interest and/or Business Participation
  - f. **ITEM 128-2002-R0905** - Authorization to Appoint Members to the Fire Services Training Advisory Council; Montana State University-Bozeman
  - g. **ITEM 128-2801-R0905** - Authorization to Name the “KNMC” Radio Station the Lisenby Studios; Montana State University-Northern
  - h. **ITEM 128-2802-R0905** - Authorization to Name the Lecture Hall in the new Applied Technology Center the Hensler Auditorium; Montana State University-Northern
  - i. **ITEM 128-2803-R0905** - Authorization to Name the Oil Lab in the new Applied Technology Center the Kiewit Oil Laboratory; Montana State University-Northern
  - ☑ There were no questions on items e. through i.
  - j. **ITEM 128-1012-R0905** - Construct Executive Education Building; The University of Montana-Missoula
  - ☑ Item j. will be changed as follows and taken to the Board "Private donations ~~and unrestricted funds~~ will wholly fund this project."
  - k. **ITEM 128-1009-R0905** - Planning for Addition to Education Building; The University of Montana-Missoula
  - ☑ Item k. will be changed as follows and taken to the Board "Private donations ~~and unrestricted funds~~ will wholly fund this project."
  - ~~l. **ITEM 128-2003-R0905** - Authorization to Construct a Parking Garage and Repair and Replace New & Existing Parking, Street and Access Facilities; Montana State University-Bozeman~~
  - ☑ Item l. was pulled from the Agenda by President Gamble.
  - m. **ITEM 128-2004-R0905** - Authorization to Construct a New Research Facility; Montana State University-Bozeman

*It was noted that funding will be from non-state funds, indirects and endowment funds.*

- ☑ Item m. will be taken to the full Board.
- n. **ITEM 128-1001-R0905** - Authorization to Repair/Replace the HVAC system in the Curry Health Service Building; The University of Montana-Missoula
- o. **ITEM 128-2006-R0905** - Authorization to Utilize Short-Term Loans for the Continuation of a Multi-Year Information Technology Infrastructure Replacement Plan; Montana State University-Bozeman
- p. **ITEM 128-2005-R0905** - Authorization Execute a Utility Easement with the City of Bozeman; Montana State University-Bozeman
- q. **ITEM 128-2702-R0905** - Authorization to Execute Purchase of Property; Montana State University-Billings
- r. **ITEM 128-2804-R0905** - Authorization to Acquire the former BLM Lewistown Field Office at Public Benefit Allowance Discount for Educational Purpose through the U.S. Department of Education; Montana State University-Northern
- s. **ITEM 128-2853-R0905** - Authorization to Execute Purchase of Property from Great Falls School District; Montana State University-Great Falls, College of Technology
- ☑ Items n. through s. will be taken to the full Board
- t. **ITEM 128-103-R0905** – FY06 Montana University System Operating Budgets

**Mark Bruno** gave a brief overview of the operating budgets. **Chair Semmens** requested comment from MSU-Northern on their portion of the Negative Fund Balance, which he considered alarming. **Chancellor Capdeville** noted that \$300,000 was due to a decrease in enrollment last year. They ended the year with a deficit of \$599,000, and they did not eliminate O&M to relieve the deficit. They plan over the next two years to put \$150,000 per year into the deficit to correct it. **Chancellor Capdeville** reported they do not want to derail the goal of facing the O&M, which had historically balanced the budget by being postponed. He indicated that auxiliaries are also a historical problem and they continue to be a problem at Northern. Five years ago there were fewer than 9 students living on campus, and today there are more than 150. There are commitments from athletes, and across campus and all five floors in Morgan Hall are open following many years with three floors being closed. The campus is focusing on campus life to bring in more students. **Chancellor Capdeville** indicated they needed a certain number on campus to cover the auxiliaries, and they anticipate lowering that portion of the deficit by \$60,000 next year. **Regent Mercer** asked if there are other areas on campus that are covering for the deficits. **Chancellor Capdeville** indicated that with all the funds rolled together, that was true. He noted that when he arrived on campus, together with Chuck Jensen he discovered quite a bit of this problem in several accounts, and they have been straightforward in reporting them. **Regent Mercer** asked if these were real or perceived problems in the accounts, and if there is an indication of some serious financial problem for Northern. **Chancellor Capdeville** said they have made progress on their deficit funds. **Craig Roloff** said that in the case of the auxiliaries, Northern struggles with having inherited O&M problems that were never addressed. Something is always breaking down, which affects costs and the popularity of the residence halls. He noted that MSU-Bozeman has helped them several times, and they view these as serious problems that must be resolved. They will have a team meeting with members from Bozeman and Northern at the end of this meeting to discuss the next steps to be taken. **Chancellor Capdeville**


indicated they are trying to sustain the institution and now have students living on campus to cover the auxiliaries. Cutting programs will create a downward spiral. They have made significant strides in the deferred maintenance issues. **Chair Semmens** said he thought the Board had a policy requiring a deficit reduction plan be submitted with the deficit reports. He said the key is to develop achievable and effective plans to deal with the issues quickly. He believed the comfort level of the Board would be higher with that plan on hand. **Commissioner Stearns** reported that Pam Joehler did have the plan. She also concurred that this is a big problem and said that she and President Gamble have had numerous discussions on the problem.

On the issue of the utility surcharge, **Chair Semmens** noted a dramatic difference in cost increases between UM-Missoula and MSU-Bozeman. It was explained that underlying factors were the difference in square footage, and the greater number of cold days in Bozeman. **Craig Roloff** indicated a big difference was that in last year's budget they only showed the state funds that went to utilities, rather than all they expected from other sources. He noted there is a considerable sum in reserves earmarked for utilities. They gave up on that approach, and in this budget they have shown the total cost expected. Included is a 10% normalization factor since last winter was warmer than normal. **Regent Mercer** indicated the Board would like to have this information presented so that it makes more sense.

#### **END OF FISCAL YEAR REPORT ON THE BUDGET STATUS**

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**Mark Bruno** reported that the Governor's Budget Office wanted to know what is going on in the research component, but the report consists of only one line. They would like more detail. He asked if there was a true policy covering what comes before the Board for the budgets. **Pam Joehler** noted that the actual enrollment numbers will need to be watched closely. **Mick Robinson** told the Board he would look at additional ways to present the deficit fund report to make it more understandable, and will look at the items brought to the Board by his staff, and what is brought by the campuses. The campuses gave brief overviews of their own budgets.

 A correction was made to **Item 128-2000-R0905** increasing President Gamble's salary from \$144,486 to \$149,543.

The Committee adjourned at 4:10 p.m.

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#### DRAFT Minutes of The Academic & Student Affairs Committee

Regent Lynn Hamilton, chair of the Academic & Student Affairs Committee, called the meeting to order at 1:00 p.m. and introduced the other voting members of the committee, Regents French and Foster. Regent Barrett, the fourth member of the committee, was excused.

Regent Hamilton noted that this is an open meeting, invited everyone to join the Committee at the table, and asked everyone to feel free to make comments as the agenda proceeds. There is a time at the end of the meeting for public comment on non-agenda items, she said.

#### **Roll Call**

Regent Hamilton asked guests to identify themselves, and circulated a sign in sheet.

#### **REVIEW AND ADOPTION OF AGENDA.**

#### **APPROVAL OF MINUTES.**

**From the May 18, 2005 meeting of the Committee.**

Regent Foster moved to approve the minutes. Motion carried.

#### **III. PORTION OF THE MEETING DEVOTED TO CHIEF ACADEMIC OFFICERS.**

##### **A. Discussion of textbook costs, with special attention to strategies used by college bookstores to hold prices down.**

Bookstore managers and other staff from both UM and MSU campuses were in attendance. Some bookstores operate as separate 501(c)3 organizations and others are operated by the campuses. All face increasing textbook costs and all are trying to reduce those costs in a variety of ways. Some of the Increased costs are due to "bundling" (inclusion of software, online tutoring, test banks etc. with the books), as well as publishers' need to recoup all of their costs in the first two semesters after publication of a title.

Bryan Thornton, Bookstore manager at UM-Missoula, says they are exploring with publishers the idea of separating intellectual property from the actual textbook. Students would pay for the intellectual property when they register and could then choose the delivery system—the web, a memory stick etc. If the bookstore guaranteed the return on investment to the publisher, they could spread the costs over six semesters instead of two and students could share the costs more equitably.

Other ways that bookstores are trying to control costs is by asking publishers to sell the back stock of new books for used book prices ("new for used") and by aggressively competing for used books.

Mark Frisby, MSU-Bozeman Bookstore general manager, said that member stores of the Independent College Bookstore Association collaborate nationwide for used books and buybacks. The MSU-Bozeman Bookstore also discounts new books—their students pay less than any in the country—because as a 501(c)3 they have to

distribute their profits.

A question was raised regarding the use of course packs. Faculty enjoy the flexibility of choosing the best materials for their courses, and it used to be an inexpensive way of distributing a variety of material. However, since they replace textbooks, in recent years publishers have raised the royalties for materials used in course packs, increasing the price.

Another question was asked regarding whether there is a policy regarding faculty assigning their own texts for a course. There is no policy, but in practice, faculty don't accept royalties or other financial gain when they assign their own texts.

Regent French commented that UM-Missoula is the only campus in the country with links to the Amazon website, allowing students to compare prices. In fact, she said, some bookstores protect the ISBN number of textbooks to make it more difficult for students to comparison shop. Regent French asked about ways to help students identify ISBN numbers so that they can look for the best price for their textbooks. She also wondered if there should be a cap on the amount of money students are required to spend for textbooks per course. What can the bookstores do without having to set policy?

Bryan Thornton said that bookstore staff can help faculty by making sure that they are aware of price when selecting texts. Although price shouldn't be the determining factor, faculty should at least be aware of the cost to students. Jeni Luft from the Montana Tech bookstore said that sometimes they reduce the markup on the highest priced textbooks to make them more affordable.

The conversation regarding textbook costs will continue at the next meeting. Regent Hamilton encouraged students and Regents to send additional questions to Roger Barber. He will try to come to the November meeting with answers from the bookstore folks.

### ***B. Follow-Up on the mental health discussion from the March 2005 meeting.***

Jim Mitchell, director of student health services at MSU-Bozeman, and Dave Bell, director of student health services at UM-Missoula, were in attendance to discuss the increase in the number and severity of mental health issues on campuses system-wide.

Dave Bell sees this as a campus issue, not just a student problem or a health center problem. It impacts retention, residence hall life, and student performance and has the potential to create public relations and liability issues. UM-Missoula is increasing their recognition and referral educational efforts for parents and faculty, and expanding their psychiatric coverage.

Jim Mitchell said that counseling centers were originally established to provide counseling for "normal developmental issues" such as adjusting to independent living and career counseling. Now most of their resources are used to provide services to students with depression, post-traumatic stress disorder, eating disorders and other mental illnesses. They are also trying to "extend the safety net" by training people to recognize and refer, and they recently hired a .5 FTE staff psychiatrist to accommodate the increased need for services.

Regent Foster asked how the smaller campuses are providing these kinds of services. Small campuses work closely with the community mental health services to supplement what the campus staff can do, including awareness programs.

There was some discussion regarding the campuses' responsibility for providing reasonable accommodation under the Americans with Disabilities Act, and how that relates to students with a mental illness. Another issue is the impact campus policies regarding substance use/abuse have on mental health issues. Regent Hamilton would like to continue this discussion in the future.

### ***C. Possible Discussion on Matrix 5.***

Regent French asked to see the "holes" filled in by the November meeting. Roger said that the concern is that the matrix needs to be reworked to accommodate the realities of higher education. He hopes to present the revised matrix at the November meeting.

## ***Portion of the Meeting Devoted to Topics of Concern to Both Academic & Student Affairs Officers Reports***

1. College Preparatory Program Report
2. Distance Learning Report
3. Credit by Exam Report
4. Diversity Report
5. Quality Report

Items 1-5 were deferred to the November meeting.

## ***Informational Items***

### ***Discussion of the Writing Proficiency Project***

Jan Clinard gave a brief history of the project and distributed some additional materials. Kathy Holt, a member of the Writing Proficiency Steering Committee, and John Moore, Shepherd High School English teacher, spoke in favor of the Writing Proficiency Project, noting that it helps set clear expectations for students, parents, high school English teachers and college professors. Students need to be able to write to be successful in college, and the test can be used as an assessment tool that students can use to identify weaknesses as juniors and make improvements in the senior year, before starting college.

The proposed policy presents a number of ways for students to demonstrate proficiency, begins with a phase-in stage at less than proficient, allows for provisional admissions, and allows campuses to exempt up to 15% of first-time, full-time undergraduates for students with special talents, minorities and others who demonstrate special needs.

Bud Williams and Linda Peterson from the Office of Public Instruction were in attendance to present the Superintendent of Public Instruction's position statement in opposition to the adoption of a writing proficiency requirement for admission to Montana's four-year programs.

Regent Foster asked how the proposed writing proficiency requirement relates to two-year education. Roger responded that, similar to the mathematics proficiency requirement already in place, the writing proficiency requirement would apply only to four-year programs on MUS campuses.

Regent Hamilton said that it is important to respect the work of the Writing Proficiency Steering Committee, but that we must also be sensitive to concerns of the K-12 community. As a Board of Education, there needs to be a larger discussion about how to help students succeed in college and in the workplace. Comments and questions should be directed to Regent Hamilton or Dr. Clinard.

### **Discussion of the admissions program at UM-Missoula**

UM-Missoula has implemented an internal gating process to help direct students toward the area of most likely success. In Phase I of the program, the campus established "provisional admissions" under the 15% exemption rule. Now in Phase II, they are finding that students are less likely to succeed when they have been admitted on a provisional basis. Phase III, steering some students toward the College of Technology, will be implemented in Fall 2007. The final phase, Phase IV, is scheduled for implementation in Fall 2009, and will complete the move toward a more carefully selected student body in the four-year programs.

Provost Muir wanted the Board of Regents to be aware of the program because it redirects students who meet the criteria for admission to a four-year program if it is determined that the student has an increased chance of success at the College of Technology. She asked for the Regents' blessing on the program.

3. Memorandum on grade point average values
4. Memorandum on minimum grade policy and its implementation
5. Report on the MSU Rural Nursing Partnership in North Central Montana
6. Discussion of the transfer information on the MUS web site
7. Discussion of "next steps" in the transfer arena
8. Discussion of possible activities for the Academic & Student Affairs Committee

Items 3-8 were deferred to the November meeting.

### **Action Items**

1. **Action: ITEM 128-101-R0905, An Assessment Plan for the Transfer Audit Policies**

Regent French moved to forward this item to the full Board. Motion carried.

2. **Action: ITEM 128-102-R0905, Revision of Policy 209.2, Coordinator of Community Colleges**

Regent Foster moved to forward this item to the full Board. Motion carried.

3. **Action: ITEM 128-104-R0905, Faculty Appeal**

4. **Action: ITEM 128-105-R0905, Student Appeal**

It was moved and carried that items 3 and 4 be forwarded to the full Board.

### **PORTION OF THE MEETING DEVOTED TO TOPICS OF CONCERN TO ACADEMIC AFFAIRS OFFICERS.**

#### **Level I memorandum.**

MSU-Great Falls made a correction to the Lazarus Action on the Level I Memo, to read as follows:

MSU-Great Falls wishes to remove the moratorium it placed on its Physical Therapy Assistant Program in November of 2003. MSU-Great Falls placed the program in moratorium because the institution was unable to hire a Program Director that met the criteria stipulated by the program's accrediting agency the Commission on Accreditation in Physical Therapy Education (CAPTA). CAPTA has been consulted regarding the restoration of the program's accreditation upon receipt of a written request and payment of back fees.

#### **Level II Items**

1. **Action: ITEM 128-2003-R0705, Pre-Medical Certificate, MSU-Bozeman**
2. **Action: ITEM 128-2004-R0705, MS in Ecological and Environmental Statistics, MSU-Bozeman**
3. **Action: ITEM 128-2005-R0705, Humanities Institute, MSU-Bozeman**
4. **Action: ITEM 128-2801-R0705, A.A.S. in Electrical Technology, MSU-Northern**
5. **Action: ITEM 128-1001-R0705, Minor in Central and Southwest Asian Studies, UM-Missoula**
6. **Action: ITEM 128-1002-R0705, Paleontology Center on campus and field station is Glasgow area, UM-Missoula**
7. **Action: ITEM 128-1501-R0705, MS in Interdisciplinary Studies, Montana Tech**
8. **Action: ITEM 128-1505-R0705, Revised mission statement, Montana Tech**
9. **Action: ITEM 128-1506-R0705, Conversion of option in Medical Assistant to an AAS degree in**

### **Medical Assistant, Montana Tech**

Questions on items 3 and 6 were raised regarding duplicating programs. Provost Muir introduced Dr. George Stanley, proposed director of the new UM Paleontology Center. Dr. Stanley said the focus of the new center would be invertebrates and plants, not dinosaurs as at MSU-Bozeman. Provost Dooley said that MSU-Bozeman sees this as synergistic with their programs, not competitive or duplicative and supports the creation of the new Center.

Several people spoke in support of item 4, the A.A.S. in Electrical Technology at MSU-Northern, including several members of the business community.

Regent Foster moved to forward items 1-9 to the full Board. Motion carried.

### **Information Item**

#### **Letter from MSU-Billings concerning possible new nursing program**

This item will be carried forward to the November meeting.

#### **Level II items on submission at this meeting**

### **Other Business**

The deferred items will be carried forward to the November meeting.

### **Public Comment**

There was no additional public comment.

Adjourn

Regent French moved to adjourn at 4:00 p.m. Motion carried.

Submitted by Cathy Doyle

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## **Staff and Compensation Committee Minutes**

**Committee Members Present:** Chairman John Mercer, Regent Mark Semmens, and Regent Steve Barrett

**Also Present:** Commissioner Sheila Stearns, OCHE Staff Member Kathy Crego

The committee convened at approximately 5:10 p.m.

1. Minutes of 5/18/05 committee meeting

 The Minutes of the May 18, 2005 committee meeting were adopted as written.

2. Report on dependent fee waiver utilization

**Kevin McRae** gave an overview of the report, indicating the actual FY05 FTE was 127.4. They have budgeted for 157.5 FTE for FY06. There has been positive feedback on this program.

3. **ITEM 128-114-R0905** - Proposed Policy Setting Salaries for the Commissioner of Higher Education, Presidents and Chancellors

 Regent Mercer moved to recommend this item to the full Board.

**Chair Mercer** noted that the Board has a difficult and chronic problem when dealing with salary increases for the CEOs. He wants to correct the problem in the long term. **Regent Semmens** indicated he believed it was worthy of further consideration, but he didn't know if the referenced 85% was correct. He asked if there should be some consideration of the size and scope of each institution, or if one size did fit all. He also asked if the flat rate for the Chancellors should extend to the two deans. **Kathy Crego** noted they didn't look at positions below these since there have been other mechanisms with more flexibility for those positions as opposed to the Presidents and Chancellors. **Kevin McRae** indicated that he would guess the Presidents salaries are about 65% of the peer institutions, while the overall data for faculty of all ranks shows that MSU salaries are higher than those at UM, with UM running an average of 103% of Idaho State, 103% of South Dakota, 101% of North Dakota, and 84% of Wyoming. **Chair Mercer** noted that the current level for Chancellors is about 85% of the President's salaries. He said that later on they could see if the deans of the stand-alone units might be elevated to the level of Chancellor. The Commissioner as the top person should be making something more than the Presidents. **Chair Mercer** indicated he wasn't sure that it was easier to run a smaller institution in the system because they have greater challenges. It has become complex and time consuming for the Board to make decisions on salaries for the CEOs and Chair Mercer wants to change the process to something more direct and easier to understand. He indicated he would be willing to hear other suggestions. **Regent Semmens** indicated he was not ready to vote on this item. He was concerned about the perception that the Board was treating certain individuals materially different from others. **Chair Mercer** noted that he had raised this issue for the first time in May, and he believes that drawing the decision out would not be wise. If the citizens cannot pay the people who run the Montana University System the average of the states around Montana, it sends a strong signal that the Board is not doing their job to ensure they are providing the leadership the people deserve.



4. Salary Issues

- a. **ITEM 127-126-R0505** - Amend policy 711.1 Employment Instruments; Professional and Administrative Employees
- b. **ITEM 126-108-R0305** - Amend Policy 711.2 - Criteria for Board of Regents Contract; Non-faculty Personnel

*Ms. Kathy Crego gave a brief history of these issues. The purpose of these two items is to bring consistency among all the campuses and to prevent problems. In reviewing these, it was asked what positions should actually be under the purview of the Board. The preferred option included levels down to the department directors, with other professional positions being placed on another type of mechanism for fairness and equity across the system, while leaving flexibility for the campuses to use letters of appointment, and redefining or creating any other university contract aside from the Regent's Contract. Ms. Crego indicated this would be a major change, as it would give control back to the campuses. This policy will set the base for what happens later. Mr. Kevin McRae said they could quickly assemble an advisory group on the concept of the new category. He suggested there could perhaps be UM contracts and MSU contracts. The advisory group can look at system-wide criteria to be included. Mr. McRae noted they could experiment for a biennium or two, and work out the final version of the policy. He told the Board that if they wanted to delegate the task, staff could report back to them at the November meeting, with some policy suggestions in March. Chair Mercer noted that with the stack of documents before the Board, it would not be a good use of their time, and it would make more sense to define a group that is manageable. He asked if the Board could still fire someone if they were not on a contract. Chief Legal Counsel Catherine Swift indicated that if the board delegates the authority to hire, generally the authority to fire would be expected to go with it, however the board determines the extent of the authority delegated and the board could retain the such authority as it wishes.*

- c. **ITEM 126-109-R0305** - Salary Increases for Contract Administrators

*The Extra Comp column will be removed before the new staff item format is adopted following the changes in contracts.*

5. Other items

- a. Staff item reporting format
- b. Collective bargaining update

The Staff and Compensation committee meeting adjourned at 5:07 p.m.

**END OF COMMITTEE MEETINGS**

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## ITEM 129-1000-R1105; Staff; The University of Montana - Missoula

November 16-18, 2005

NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Duce MS	Patricia	FR: Assistant Women's Basketball Coach, Intercollegiate Athletics <b>TO: (No Change)</b>	31,766	31,766	8,000 Est AT/D	9/29/2005	NT .50 CU .50 D	0.00%
Fanslow JD	Heidi	FR: Director, Admissions, School of Law <b>TO: (No Change)</b>	38,521	38,521	4,000 Act O/CU (Prep for Cmptition)	1/1/2006	NT CU	0.00%
Keller BS, CPA	Rosemary	FR: Associate Vice President of Administration and Finance <b>TO: (No Change)</b>	118,825		5,000 one-time	10/1/05 <b>M</b>	NT CU	0.00%
Koester	Otto	FR: Interim Grant Writing, Academic Affairs <b>TO: (No Change)</b>	52,000	52,000	3,000 AD/CU	8/15/2005 <b>SA</b>	NT .50 CU	0.00%
Muse MBA	A. William	FR: Executive Director, Office of Planning, Budgeting and Analysis <b>TO: (No Change)</b>	93,486	93,486	3,273 Act AT/CU	8/24/2005	NT CU	0.00%
Pengelly Drake	Laure	FR: Director of Advising and External Scholarships, Davidson Honors College <b>TO: (No Change)</b>	28,000	28,000	8,000 Act AT/CU	8/24/2005	NT .92 CU	0.00%
Mahlum BS	Brenda	FR: Director, Physical Training Clinic <b>TO: (No Change)</b>	51,877	51,877		8/1/2005 <b>CF</b>	NT FR: .50 D <b>TO: .75 D</b>	0.00%
Schwartz MPA	Julie	FR: Associate Director, Alumni Association <b>TO: (No Change)</b>	42,935		1,500 one-time	10/1/05 <b>M</b>	NT CU	0.00%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								

## ITEM 129-1000-R1105; Staff; The University of Montana - Missoula

NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Neu PhD	Clyde	FR: Director, Off-Campus MBA Program, Professor, Marketing and Management TO: (No Change)	95,753	95,753	3,000 AD/CU 1,640 Act (Acad Coord) 4,250 Act AT/CU	9/21/2005 11/1/2005	P CU	0.00%
<b>(C1) FACULTY; Professors</b>								
Arnold PhD	Nancy	FR: Associate Professor (Research) Sociology/Rural Institute TO: Professor (Research) Sociology/Rural Institute	65,391	70,391		10/1/2005 P	NT R FY	7.65%
Belsky PhD	Jill	FR: College of Forestry and Conservation TO: (No Change)	68,376	68,376	1,000 Act SR/R	8/1/2005	T CU	0.00%
Burfeind PhD	James	FR: Sociology TO: Chair, Sociology	62,668	62,668	3200 DC/CU	8/24/2005	T CU	0.00%
Doyle PhD	Daniel	FR: Chair, Sociology TO: Sociology	63,640	63,640	Remove DC	8/24/2005	T CU	0.00%
Gadbow MFA	Kathleen	FR: Associate Professor (Adjunct) Writing Lab Director, English TO: Professor (Adjunct), Writing Lab Director, English	48,816	53,816		10/1/2005 P	NT CU	10.24%
Kavanaugh PhD	Michael	FR: Neurophysiology, Pharmaceutical Sciences (Research) TO: (No Change)	70,898	70,898		8/24/2005 CF	P FR: .50 CU TO: .20 CU FR: .50 R TO: .80 R	0.00% 0.00%
Koester PhD	Lynne Sanford	FR: Psychology TO: (No Change)	82,652	82,652	2,000 Act SA/CU	7/1/2005	T CU	0.00%
Lockridge PhD	Kenneth	FR: History TO: (No Change)	92,831	92,831		8/24/2005 CF	T FR: 1.0 CU TO: .50 CU	0.00%

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## ITEM 129-1000-R1105; Staff; The University of Montana - Missoula

NAME							November 16-18, 2005	
Last	First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Minnick PhD	Michael	FR: Division of Biological Sciences TO: (No Change)	67,388	78,000		12/1/2005 R	T CU	15.75%
Queen PhD	Lloyd	FR: College of Forestry and Conservation TO: (No Change)	73,874	83,874		12/1/2005 R	T .61 CU .39 R	13.54%
Spores PhD	John	FR: Chair, Social Work TO: (No Change)	69,322	69,322	3,200 DC/CU 5,000 AD/CU	8/24/2005 SA	T CU	0.00%
Wakimoto PhD	Ronald	FR: Chair, College of Forestry and Conservation TO: (No Change)	65,579	65,579	4,002 Act SR/R	8/8/2005	T CU	0.00%
Whiddon EdD	Thomas	FR: Chair, Health and Human Performance TO: (No Change)	57,385	57,385	1,000 Act ST/CU	8/1/2005	T CU	0.00%
<b>(C2) FACULTY; Associate Professors</b>								
Coffin PhD	Douglas	FR: Pharmaceutical Sciences (Research) TO: (No Change)	64,459	64,459		10/1/2005 CF	T FR: .90 CU TO: 1.0 CU FR: .10 R TO: 0 R	0.00% 0.00%
Harris PhD	Kari Jo	FR: Pharmaceutical Sciences and Psychology (Research) TO: Associate Professor, College of Health Professions and Biomedical Sciences	77,625	77,625		8/24/2005	FR: NT R TO: P CU	0.00%
Kaufmann MA	Karen	FR: Drama/Dance TO: (No Change)	45,085	45,085	1,500 Act ST/CU	8/1/2005	T CU	0.00%
Kimball PhD	John	FR: Assistant Professor (Research), Flathead Lake Biological Station TO: Associate Professor (Research), Flathead Lake Biological Station	61,042	63,542		11/1/2005 P	NT R FY	4.10% 2.75%

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NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp SR/R	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Larson PhD	Gregory	FR: Communication Studies TO: (No Change)	49,593	49,593	2,368 Act SR/R	7/30/2005	P CU	0.00%
Lurie PhD	Diana	FR: School of Pharmacy and Allied Health Sciences TO: (No Change)	61,726 87,872	61,726 87,872		9/1/2005 CF	T FR: .66 CU TO: .49 CU FR: .34 R TO: .51 R	0.00%  0.00%
Spencer PhD	Dan	FR: Assistant Professor, Liberal Studies (Adjunct) TO: Associate Professor, Liberal Studies (Adjunct)	31,623	37,503		8/24/2005 P	NT CU	18.59%
Waltz PhD	Jennifer	FR: Psychology TO: (No Change)	71,886	71,886		8/24/2005 CF	T FR: .82 CU TO: .72 CU	0.00%
<b>(C3 ) FACULTY; Assistant Professors</b>								
Alix-Garcia PhD	Jennifer	FR: Instructor, Economics TO: Asst Professor, Economics	56,000	64,000		8/24/2005 D	P CU	14.29%
Beebe-Frankenberger PhD	Margaret	FR: Psychology TO: (No Change)	47,093	47,093 81,818	5,000 BB/CU	8/24/2005 New	P .90 CU .10 R	0.00%
Briknarova PhD	Klara	FR: Chemistry TO: (No Change)	48,000	48,000 79,920		11/1/2005 New	P .50 CU .50 R	0.00%
Cardozo-Pelaez PhD	Fernando	FR: Pharmaceutical Sciences TO: (No Change)	49,556	49,556 67,000		9/1/2005 New	P .50 CU .50 R	0.00%
Cummings PhD	Kelli	FR: Psychology TO: (No Change)	48,645	48,645 75,000		9/1/2005 New	P .80 CU .20 R	0.00%
Hart Paulson	Lucy	FR: Division of Educational Research and Service (Research) TO: (No Change)	58,090	60,123		10/1/2005 N	NT .75 R	3.50%

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## ITEM 129-1000-R1105; Staff; The University of Montana - Missoula

NAME							November 16-18, 2005	
Last	First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp SR/D	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Kamp PhD	Ulrich	FR: Assistant Professor, Geography TO: (No Change)	49,000	49,000	5,400 Act SR/D	7/26/2005	P CU	0.00%
Klene PhD	Anna	FR: Instructor, Geography TO: Assistant Professor, Geography	40,365	44,000		8/24/2005 D	P CU	9.01%
Levison BS	David	FR: Physical Therapy (Adjunct) TO: (No Change)	53,265	55,265		10/1/2005 M	NT CU	3.75%
O'Brien PhD	Sean	FR: Philosophy (Adjunct) TO: (No Change)	33,712	36,000		8/24/2005 CF	NT FR: .50 CU TO: 1.0 CU	6.79%
Ryan PhD	Kathleen	FR: English TO: (No Change)	52,000	52,000	6,000 Act SR/D	8/1/2005	P CU	0.00%
Williamson MA	James	FR: Mathematical Sciences (Visiting) TO: (No Change)	51,450	53,251		10/1/2005 N	NT R	3.50%
<b>(C4) FACULTY; Instructors</b>								
Gallagher MS	Tom	FR: Computer Technology, Level III TO: Chair, Applied Computing and Electronics, Level III, College of Technology	39,910	39,910	2,500 DC/CU	8/1/2005 SA	P CU	0.00%
Hill BS	Karen	FR: Chair, Applied Arts and Sciences, Level IV TO: (No Change)	48,560	48,560	3,500 DC 2,000 Act ST/CU	5/16/2005	T CU	0.00%
Micheletto MA	Vicki	FR: Chair, Business Technology, Level IV TO: (No Change)	49,097	49,097	3,500 DC 2,000 Act ST/CU	5/16/2005	T CU	0.00%
Rice MA	Steven	FR: Chair, Electronics Technology, Level IV TO: Electronics Technology, Level IV, College of Technology	49,664	49,664	FR: 1,600 DC TO: Remove DC	7/31/2005	T CU	0.00%

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NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	November 16-18, 2005
Last	First							
Schlieter MS	Joyce	FR: Mathematical Sciences (Adjunct) TO: (No Change)	29,338	30,365		10/1/2005 N	NT CU	3.50%
<b>(C5) FACULTY; Lecturers</b>								
Taylor JD	James	FR: Lecturer, School of Law (Visiting) TO: (No Change)	55,000	55,000	1,000 Act ST/CU	8/1/2005	NT CU	0.00%
<b>TOTALS AND AVERAGE INCREASE</b>				<b>3,328,409</b>				<b>12.36%</b>
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(C1) FACULTY; Professors</b>								
Barrett PhD	Marty	Computer Science (Visiting)		48,000		8/24/2005 New	NT .50 D .25 CU	
<b>(C2) FACULTY; Associate Professors</b>								
Andrews PhD	David	Physics and Astronomy (Adjunct)		46,575		8/24/2005 New	NT .52 CU	
<b>(C3) FACULTY; Assistant Professors</b>								
Geffen PhD	Joel	Native American Studies (Adjunct)		33,000		8/24/2005 New	NT CU	
George PhD	Kathleen	Biomedical and Pharmaceutical Sciences		45,500		8/24/2005 New	NT R	
Goodman MA	Henrietta	Continuing Education (Adjunct)		30,054		8/29/05 New	NT CU	
Mihalisin PhD	James	Mathematical Sciences (Adjunct)		36,000		8/24/2005 New	NT CU	
Miyashita PhD	Mizuki	Anthropology (Adjunct)		35,500	1,000 AD/CU	8/24/2005 New	NT CU	
Muste PhD	Christopher	Political Science (Visiting)		40,000		8/24/2005 New	NT .50 CU	
Ward PhD	Tony	Biomedical and Pharmaceutical Sciences (Research)		47,000		8/24/2005 New	NT R	

ITEM 129-1000-R1105; Staff; The University of Montana - Missoula				November 16-18, 2005				
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Wilson PhD	Machelle	Mathematical Sciences (Adjunct)		46,000		8/24/2005 New	NT CU	
Yilmaz PhD	Hale	History (Adjunct)		37,000		8/24/2005 New	NT CU	
<b>(C4) FACULTY; Instructors</b>								
Badery MA	Evelina	Modern and Classical Languages and Literatures		30,054		8/24/2005 New	NT CU	
Boller MA	Michelle	Business Technology, Level II, College of Technology (Adjunct)		30,054		8/29/2005 New	NT .76 CU	
Bradley MA	Sheila	Applied Arts and Sciences, Level II, College of Technology (Adjunct)		30,054		8/24/2005 New	NT .82. CU	
Broach MA	Joseph	Economics (Adjunct)		26,187		8/24/2005 New	NT CU	
Browning PhD	J. Robert	English (Visiting)		40,000		8/24/2005 New	NT CU	
Burleigh-Gilbert BSN	Debra	Health Sciences, Level I, College of Technology (Adjunct)		42,000		8/29/2005 New	NT CU	
Dare ABD	Alexa	Communication Studies (Adjunct)		30,000		8/25/2005 New	NT CU	
Davis MS	Heather	Division of Biological Sciences (Adjunct)		36,000		8/24/2005 New	NT CU	
Ellestad ABD	June	Sociology (Adjunct)		33,600		8/29/2005 New	NT .625 CU	
Haddouch MBA	Reda	Management (Adjunct), WEB Coordinator, School of Business		36,000		7/1/2005 New	NT CU	
Hass MA	Marcia	Modern and Classical Languages and Literatures (Adjunct)		30,778		8/24/2005 New	NT .93 CU	
Janjua ABD	M. Yasin	Economics (Adjunct)		35,000		8/25/2005 New	NT CU	
MacKenzie MS	Melissa	Foreign Languages & Literature (Adjunct)		26,187		8/24/2005 New	NT .93 CU	
Ostoyich PhD	Kevin	History (Adjunct)		32,000		8/24/2005 New	NT CU	NT .80 CU
Preston PhD	Ashley	Applied Arts and Sciences, Level II, College of Technology (Adjunct)		30,054		8/24/2005 New		



ITEM 129-1000-R1105; Staff; The University of Montana - Missoula				November 16-18, 2005				
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Last	First							
Reinholz AAS	Larry	Heavy Equipment Operations, Level I, College of Technology		21,948		8/24/2005 New	NT CU	
Schoen IMEd	Christopher	Health and Human Performance (Adjunct)		26,187		8/24/2005 New	NT .57 FTE	
Sloan PhD	Deborah	Applied Arts and Sciences, Level II, College of Technology	49,605	40,000		8/24/2005 Vice (Taylor)	P CU	-19.36%
Sukhiashvili	Maia	Modern and Classical Languages and Literatures (Visiting)		26,187		8/24/2005 New	NT .69 CU	
Takada-Amick MA	Hiroko	Modern and Classical Languages and Literatures (Adjunct)		35,000		8/24/2005 New	NT CU	
<b>(C5) FACULTY; Lecturers</b>								
Cao PhD	Zhen	Senior Lecturer, Modern and Classical Languages and Literatures		40,000		8/24/2005 New	NT .80 CU	
Murray PhD	Kevin	Division of Biological Sciences		41,000		8/24/2005 New	NT CU	
<b>(3) END OF EMPLOYMENT</b>								
<b>ACADEMIC AND NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Newton BS	Bryan	FR: Director, Grizzly Athletic Association, Intercollegiate Athletics				10/1/2005	NT	
<b>(A1) FACULTY; Professors</b>								
Lott EdD	Carolyn	Curriculum and Instruction				6/30/2006	T	
<b>(A3) FACULTY; Assistant Professors</b>								
Patel (Thuesen) PharmD	Amanda	Pharmacy Practice				8/23/2005	P	
<b>(A3) FACULTY; Instructors</b>								
Wangle MS	Jayleen	Applied Arts and Sciences, Level II, College of Technology				5/15/2004	P	
<b>(B) LEAVE OF ABSENCE</b>								

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Last	First							
<b>(B1) FACULTY</b>								
<b>Sobieszczayk PhD</b>	Teresa	Assistant Professor, Sociology				1/23/06-5/12/06	P	
<b>(C ) POST RETIREMENT CONTRACTS</b>								
<b>Foot PhD</b>	Thomas	Anthropology		18,166		8/24/2005	NT	.33 FTE
<p><b>SALARY CHANGE OR ADDITION LEGEND:</b>                      CF = Change in Funding and/or FTE                      CL = Converted from Classified or Letter of Appointment                      D = Completion of Degree                      E = Equity Adjustment Increase                      I = Inversion Increase Included                      L = Professional Licensure Award                      M = Merit Increase                      N = Normal Increase                      P = Promotion Increase                      R = Retention / Market Adjustment Increase                      RR = Responsibilities Reduced                      SA=Stipend Added                      1 = Plus Room and Board                      2 = Plus Housing Allowance                      3 = Plus Car Allowance</p> <p><b>FUNDING SOURCE LEGEND:</b>                      CU = Current unrestricted                      R = Restricted                      A = Auxilliary                      D = Designated                      O = Other</p> <p><b>TENURE LEGEND:</b>                      NT = Non-tenurable                      T = Tenured                      P = Probationary</p> <p><b>STIPEND LEGEND:</b>                      DC = Dept. Chair/Dean                      CC = Co-Chair                      BB = In lieu of Base Building                      AD=Administrative Duties</p> <p><b>EXTRA COMP LEGEND:</b>                      est = Estimated                      act = Actual                      GA = Grant administration                      ST = summer teaching                      SR = summer research                      AT = Additional AY teaching                      AR = Additional AY research                      SP = Speaking                      PM = Project management                      O = Other (must specify)</p>								

ITEM 129-1500-R1105; Staff; Montana Tech of The University of Montana

November 16 - 18, 2005

NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Tait BS	Chase	Asst. Men's BB Coach/JV BB Coach; Golf Coach	21,084	21,084	3,000 AD	8/1/05	NT CU .83	0.00%
			21,084	22,084		9/1/05 D	NT CU .83	4.74%
			22,084	22,856		10/1/05	NT CU .83	3.50%
<b>(B) FACULTY Assistant Professor</b>								
Parker PhD	Stephen	Chemistry & Geochemistry	42,285	45,285		8/18 - 5/17/2005 D	P CU	7.09%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>106,537</b>	<b>111,309</b>				<b>4.48%</b>
<b>(2) NEW POSITIONS &amp; REPLACEMENTS</b>								
<b>(A) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Harper Garlisch MS	Elizabeth	Reference Librarian/ Assistant Professor		36,500		9/6-12/31/05 1/1-6/30/06	CU.5 CU1.0 P	
<b>(B1) FACULTY Research</b>								
Cameron PhD	Doug	Research Professor		83,043		8/16/05 - 08/15/06	NT R	
Ganesan PhD	Kumar	Research Professor		97,567		8/16/05 - 08/15/06	NT R	
Jaansalu PhD	Kevin	Research Professor		61,563		8/16/05 - 08/15/06	NT R	
Mitman PhD	Grant	Research Professor		90,331		8/16/05 - 08/15/06	NT R	
North-Abbott MS	Mary	Research Professor		61,563		8/16/05 - 08/15/06	NT R	
Young PhD	Courtney	Research Professor		97,567		8/16/05 - 08/15/06	NT R	
<b>(B2) Assistant Professor</b>								

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November 16 - 18, 2005

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Last	First							
Downey PhD	Jerome	Metalurgical and Materials Engineering	(82,216)	55,000		1/1/06 (Twidwell)	P CU	

## (3) CORRECTIONS

## (A) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS

VanDaveer MS	Karen	Director of Nursing, Associate Professor, Health Sciences	83,714	70,856		10/1/05	T CU .92	-15.36%
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## (B) FACULTY

Ganesan PhD	Kumar	Dept Head, Environmental Engineering	70,206	72,663	2,500 DC	10/1/05	T CU	3.50%
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## Assistant Professor

Pedulla PhD	Marisa	Biological Sciences	46,575	45,000		10/1/05	P R	-3.38%
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## Instructor

Gentile MS	Andrew	Instructor; Lab Director, General Engineering	40,557	41,976		10/1/05	P CU	3.50%
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## SALARY CHANGE OR ADDITION LEGEND:

CF = Change in Funding and/or FTE

CL = Converted from Classified or Letter of Appointment

D = Completion of Degree

E = Equity Adjustment Increase

I = Inversion Increase Included

L = Professional Licensure Award

M = Merit Increase

N = Normal Increase

P = Promotion Increase

R = Retention / Market Adjustment Increase

RR = Responsibilities Reduced

SA=Stipend Added

1 = Plus Room and Board

2 = Plus Housing Allowance

3 = Plus Car Allowance

## FUNDING SOURCE

## LEGEND:

CU = Current unrestricted

R = Restricted

A = Auxiliary

D = Designated

O = Other

## TENURE LEGEND:

NT = Non-tenurable

T = Tenured

P = Probationary

## STIPEND LEGEND:

DC = Dept. Chair/Dean

CC = Co-Chair

BB = In lieu of Base Building

AD=Administrative Duties

## EXTRA COMP LEGEND:

est = Estimated

act = Actual

GA = Grant administration

ST = summer teaching

SR = summer research

AT = Additional AY teaching

AR = Additional AY research

SP = Speaking

PM = Project management

O = Other (must specify)

\* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.

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NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Durham M.Ed.	Mark S.	Men's Head Basketball Coach; Instructor Health & Human Performance; Golf Coach	38,083	39,416	3,500 JV BB Fr: 2,000 Golf Coach To: 4,500 Golf Coach E	10/1/2005 (Williams)	NT CU AY Stipend R 2,500 CU 2,000	3.50%
Murray Ph.D.	Eric	Fr: Dean of Students; Assistant Professor, Psychology; Disabilities Services Director TO: Dean of Students; Assistant Professor, Psychology; Disabilities Services Director; <b>Interim Director of Admissions</b>	51,706	53,516	2,400 AT (Est. for Yr) 4,500 AD		NT .95 A .05CU Stipend CU	3.50%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>89,789</b>	<b>92,932</b>				<b>3.50%</b>
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
Ord B.S.	Kent	Director of Marketing and University Relations (NEW)		54,000		9/26/2005 (NEW)	NT CU	
<b>(3) END OF EMPLOYMENT</b>								
<b>NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Williams M.A.	Arlene	Dean of Enrollment Management				10/31/2005	NT CU	
<b>(4) CORRECTION</b>								
<b>(A) FACULTY; Associate Professor</b>								

ITEM 129-1600-R1105; Staff; The University of Montana - Western			November 16-18, 2005					
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Basile M.B.A.	Shauna	Associate Professor, Business	44,500	46,391		10/1/2005	P CU FR: .50 FTE TO: .542 FTE AT (effective 8/1/2005)	4.25%
Morrow Ph.D.	Michael W.	Assistant Professor, Biology	43,028	45,000		10/1/2005 R	P .25 CU .75 F	4.58%
<b>SALARY CHANGE OR ADDITION LEGEND:</b>		<b>FUNDING SOURCE LEGEND:</b>		<b>TENURE LEGEND:</b>		<b>STIPEND LEGEND:</b>		<b>EXTRA COMP LEGEND:</b>
CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance		CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other		NT = Non-tenurable T = Tenured P = Probationary		DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)
* <b>NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>								

ITEM 129-2000-R1105; Staff Montana State University- Bozeman						November 16-18, 2005		
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Rehm A	Kimberly	FR: Budget/Fiscal Officer, Burns Telecom Center TO: Asst Dir Finance and Admin, Burns Telecom Center	42,900	60,000		8/26/05 P	CU, D, R	39.86%
Schmidt BS	Leslie	FR: Asst Vice Pres for Research, Grants & Contracts Admin TO: (No Change)	87,000	92,220		10/1/2005 R	CU	6.00%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Lamb EDD	Christine	FR: Assist Dean, College of Business TO: (no change)	64,890	64,890	5,000 one-time	10/1/05 M	NT, CU	0.00%
Raymond PHD	Bruce	FR: Assoc Dean, College of Business TO: (no change)	98,027	98,027	5,000 one-time	10/1/05 M	T, CU	0.00%
<b>(C) FACULTY; Professors</b>								
Babbitt PHD	William	FR: Professor, Physics TO: Univ Spon Rsch Appt Prof	69,199	110,720		9/1/05	T CU	60.00%
Babbitt PHD	William	FR: Univ Spon Rsch Appt Prof TO: (No Change)	110,720	114,214		10/1/05	T CU	3.16%
Brown PHD	Alanna	FR: Professor, English TO: (No Change)	70,324	77,357		8/16/05 Negot Salary Incr	T CU	10.00%
Hall EDD	William	FR: Professor, Education TO: (No Change)	67,436	69,246	8,000 AD	10/1/05	T CU	2.68%
Stewart PHD	Philip	FR: Interim Director, Ctr for Biofilm Eng TO: Director, Ctr for Biofilm Eng	81,005	100,000		8/16/05 P	T R	23.45%
Young PHD	Mark	FR: Professor, Plant Sciences TO: (No Change)	100,246	103,379	20,572 AD	10/1/05	T CU,R FY	3.13%
Young PHD	David	FR: Professor, Office of Rural Health TO: Research Prof/Ext Specialist, Nursing Departments	96,982	79,331		8/16/05	T CU,D	-18.20%

ITEM 129-2000-R1105; Staff Montana State University- Bozeman						November 16-18, 2005		
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(D) FACULTY; Associate Professors</b>								
<b>Lockhart BA</b>	Marilyn	FR: Associate Professor, Education TO: (No Change)	48,656	50,785	4,000 AD	10/1/05	T CU	4.37%
<b>Massey EDD</b>	Laura	FR: Associate Professor, Health & Human Development TO: (No Change)	50,957	52,676	6,000 AD	10/1/05	T CU	3.37%
<b>Thorngren PHD</b>	Jill	FR: Assist Professor, Health & Human Dev TO: Assoc Professor, Health & Human Dev	42,313	46,763	9,200 AD	10/1/05 P	T CU	10.52%
<b>(E) FACULTY; Assistant Professors</b>								
<b>Downey PHD</b>	Jayne	FR: Assistant Professor, Education TO: (No Change)	42,500	47,205	9,250 AD	10/1/05 M,E	P CU	11.07%
<b>(2) CORRECTIONS</b>								
<b>Amin</b>	Mohammad Ruhul	FR: Professor, Mech Engineering TO: (No Change)	72,759	76,482		10/1/05	T CU	5.12%
<b>Basye</b>	Brittany	FR: Head Women's Golf Coach, Bobcat Athletics TO: (No Change)	24,627	23,670		9/1/05	CU	-3.89%
<b>Beehler PHD</b>	Sharon	FR: Professor, English TO: (No Change)	53,647	60,970		10/1/05 M,E	T CU 0.5 FTE	13.65%
<b>Blank</b>	Cheryl	FR: Psychologist, Counseling Center TO: (No Change)	64,085	66,007		10/1/05	CU	3.00%
<b>Cairns</b>	Douglas	FR: Professor, Mech Engineering TO: (No Change)	82,872	85,541		10/1/05	T CU	3.22%
<b>Chen</b>	Shi-Jie	FR: Assistant Professor, Indust & Mgmt Engineering TO: (No Change)	60,418	62,327		10/1/05	P CU	3.16%
<b>Clemens PHD</b>	Robert	FR: Director, Education TO: (No Change)	60,535	62,351		10/1/05	CU	3.00%



NAME		ITEM 129-2000-R1105; Staff Montana State University- Bozeman							November 16-18, 2005	
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<b>Cole</b>	Michael	FR: Assistant Professor, Indust & Mgmt Engineering TO: (No Change)	60,500	62,279		10/1/05	P CU	2.94%		
<b>Conant</b>	Rhoby	FR: Professor, Mechanical Engineering TO: (No Change)	76,318	79,971		10/1/05	T CU	4.79%		
<b>Cundy</b>	Vic	FR: Professor, Mechanical Engineering TO: (No Change)	92,663	95,554		10/1/05	T CU	3.12%		
<b>Donahoe EDD</b>	Patrick	FR: Director, Counseling Center TO: (No Change)	51,978	53,537		10/1/05	P CU	3.00%		
<b>Fournier</b>	Christina	FR: Asst Director- External Operations, Athletics <b>TO: Director of Athletic Business Operations</b>	38,000	38,000		<b>9/1/05</b>	CU	0.00%		
<b>George</b>	Alan	FR: Associate Professor, Mech Engineering TO: (No Change)	58,901	61,858		10/1/05	T CU	5.02%		
<b>Knutson BA</b>	Larry	FR: Manager, Communications Services TO: (No Change)	43,692	45,003		10/1/05	D	3.00%		
<b>Larsen</b>	Ronald	FR: Interim Department Head, Chem Engineering <b>TO: Dept Head, Chem Engineering</b>	89,889	110,000	6,000 DC	10/1/05 P	T CU FY	22.37%		
<b>Miles EDD</b>	Eunice	FR: Psychologist, Counseling Center TO: (No Change)	46,550	47,947		10/1/05	T CU	3.00%		
<b>Mooney</b>	Edward	FR: Associate Professor, Indust & Mgmt Engineering TO: (No Change)	67,531	69,469		10/1/05	T CU	2.87%		
<b>Peterson</b>	Dean	FR: Assistant Professor, Civil Engineering TO: (No Change)	56,000	56,000		8/16/05	CU	0.00%		

NAME		ITEM 129-2000-R1105; Staff Montana State University- Bozeman						November 16-18, 2005	
Last	First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase	
Porter	Jennifer	FR: Director, Public Service Museum TO: (No Change)	39,135	46,000		10/1/05 E, M	R	17.54%	
Schillings	Paul	FR: Associate Professor, Mech Engineering TO: (No Change)	70,763	72,794		10/1/05	T CU	2.87%	
Schmalzbauer PHD	Leah	FR: Assistant Professor, Sociology TO: (No Change)	44,500	47,034		10/1/05	P CU	5.69%	
Schmidt MA	Carol	FR: Editor, Comm Services TO: (No Change)	39,461	40,645		10/1/05	CU	3.00%	
Snider	Ross	FR: Assoc Professor, Elect Engineering TO: (No Change)	61,400	66,012		8/16/05	P CU .18 FTE	7.51%	
Sobek	Durward	FR: Associate Professor, Indust & Mgmt Engineering TO: (No Change)	62,877	64,864		10/1/05	T CU	3.16%	
Taylor	Suzanne	FR: Dir of Publications & Graphics, Comm Services TO: (No Change)	50,500	52,017		10/1/05	CU	3.00%	
Vinogradov	Aleksandra	FR: Professor, Mech Engineering TO: (No Change)	73,150	75,250		10/1/05	T CU	2.87%	
Wanago	Josh	FR: Asst Director Athletics- Development TO: (No Change)	43,358	49,000		9/1/05 Increased Duties	CU	13.01%	
York	Brenda	FR: Director, Disability, Re-entry & Veterans TO: (No Change)	59,500	61,285		7/1/05	CU	3.00%	
			<b>TOTALS AND AVERAGE INCREASE</b>	<b>2,718,766</b>				<b>6.62%</b>	
<b>(3) NEW POSITIONS AND REPLACEMENTS</b>									
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>									
Barney	Jody	Subcontract Manager, Grants & Contracts Admin	37,500	45,000		9/1/05 (Cox)	CU,D	20.00%	
Erickson MA	Stephen	Director, Intramurals & Recreation	60,518	60,000		8/1/05 (Martin)	D	-0.86%	

ITEM 129-2000-R1105; Staff Montana State University- Bozeman							November 16-18, 2005		
NAME		First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
<b>Ruoff</b>		Dannielle	Director Ticket Sales/Promo, Athletics	46,040	32,000		7/1/05 (Baumann)	D 0.5 FTE	-30.50%
<b>Ruoff</b>		Dannielle	Head Spirit Squad Coach, Athletics		32,000		7/1/05 (New)	D 0.5 FTE	0.00%
<b>Teeple MA</b>		Amy	Counselor, Counseling Center	46,649	34,987		8/16/05 (Shulman)	CU	-25.00%
<b>Teeple MA</b>		Amy	Counselor, Counseling Center	34,987	36,036		10/1/05	CU	3.00%
<b>Visscher MD</b>		Timothy	Psychiatrist, Student Health Service		100,000		8/1/05 (New)	A 0.5 FTE	0.00%
<b>(B) FACULTY; Associate Professors</b>									
<b>Broderick</b>		Joan	Assoc Professor, Chemistry	83,237	152,000	USRA	8/16/05 (Amend)	D,R FY	82.61%
<b>Gardner</b>		Michael	Assoc Professor, Earth Sci		80,000		8/16/05 (New)	R	0.00%
<b>Peyton PHD</b>		Brent	Assoc Professor, Chem & Biol Eng		82,000		8/16/05 (New)	CU,R	0.00%
<b>Qiu PHD</b>		Jiong	Assoc Professor, Physics		54,000		9/1/05 (New)	CU	0.00%
<b>Sieloff PHD</b>		Christina	Assoc Professor, College of Nursing Billings	61,327	65,000		8/16/05 (Ballantyne)	CU	5.99%
<b>(C ) FACULTY; Assistant Professors</b>									
<b>Blatt PHD</b>		Ari	Assist Professor, Modern Languages & Lit	45,680	47,000		8/16/05 (Myers)	CU	2.89%
<b>Codd PHD</b>		Sarah	Assist Professor, Mech Eng	61,658	62,000		8/16/05 (Martindale)	CU	0.55%
<b>Colclough MSN</b>		Yoshiko	Assist Prof, Nursing Dept		51,000		8/16/05 (New)	NT CU	0.00%
<b>Cook BS</b>		Kevin	Assist Professor, Mech Eng		53,683		8/16/05 (New)	NT CU	0.00%
<b>Gee PHD</b>		Regina	Assistant Professor, Art		40,920		8/16/05 (New)	CU	0.00%
<b>Geyer PHD</b>		Lukas	Assist Professor, Mathematical Sci	55,332	50,000		8/16/05 (Bogar)	CU	-9.64%

NAME		ITEM 129-2000-R1105; Staff Montana State University- Bozeman						November 16-18, 2005
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Greenwood MS	Mark	Assistant Professor, Mathematical Sciences		51,000		8/16/05 (New)	CU	0.00%
Handley PHD	Ian	Assist Professor, Psychology		50,000		8/16/05 (New)	CU	0.00%
Intermann	Kristen	Assist Professor, History & Philosophy		43,000		8/16/05 (New)	CU	0.00%
Mian	AKM	Assist Professor, Mech Eng	74,531	63,500		8/16/05 (Reihman)	CU	-14.80%
Pond MS	William	Asst Prof - Landscape Design, Plant Sciences	65,411	50,000		8/16/05 (Pohl)	CU	-23.56%
Ruppel PHD	Kristin	Assist Professor, Ctr for Native Amer Studies		43,000		8/16/05 (New)	CU	0.00%
Sofie PHD	Stephen	Assist Professor, Mech Eng		67,000		8/16/05 (New)	R	0.00%
Thull MLS	James	Reference Librarian, Libraries	39,420	42,000		8/1/05 (Zanin-Yost)	CU FY	6.54%
Young PHD	Linda	Assist Professor, Political Sci		48,000		8/16/05 (New)	CU,R	0.00%
<b>(4) END OF EMPLOYMENT</b>								
Gibson PHD	Thomas	Treasurer, Admin & Finance				10/31/05	NT CU	
Harkin	Gary	Professor, Computer Sci				8/31/05	T CU	
<b>(5) POST RETIREMENT CONTRACTS</b>								
Bogar PHD	Gary	Professor Emeritus, Math Sci	61,962	63,203		10/1/05	NT CU, 0.33 FTE	2.00%
Henson PHD	Joan	Professor, Microbiology	65,924	84,892		10/1/05	T CU	28.77%

ITEM 129-2000-R1105; Staff Montana State University- Bozeman		November 16-18, 2005						
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Last	First							
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance		<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other	<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary	<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties	<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = P roject management O = Other (must specify)			
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>								

November 16-18, 2005

ITEM 129-2001-R1105

**Authorization to Confer the Title of Professor Emeritus of Education upon Kenneth L. Bruwelheide; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of Kenneth L. Bruwelheide from the faculty of Montana State University, the Board of Regents wishes to express its appreciation for his service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**

Kenneth (Ken) L. Bruwelheide was initially hired at MSU in 1976 as an Assistant Professor in the Department of Industrial Education. He received his M.S. Degree in Industrial Education from Florida State University in 1972 and an Ed.D. from Utah State University in 1976.

Ken's career at MSU can be summarized in terms of his commitment to the profession, teaching and advising students, and service to the community. His varied experiences reinforced his accomplishments. Former students readily testify as to the positive impact that Ken had on their academic and personal successes at MSU. He was awarded the meritorious Most Influential Educator Award in 2000, 2001, 2002, 2003, and 2005, recognized by students and colleagues.

Throughout his career Ken has been willing to engage in unique teaching and learning challenges to benefit his students. One example is the Electric Vehicle Project. From 2002 to 2005 Ken and a group of students engaged in a research project to build an electric vehicle that would perform as a prototype for alternative energy sources. This project was successfully completed and recognized locally and nationally. National attention to this project has accelerated over the past year.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon Kenneth L. Bruwelheide the rank of Professor Emeritus of Education at Montana State University and wishes him well for many years in the future.

November 16-18, 2005

ITEM 129-2002-R1105

**Authorization to Confer the Title of Professor Emeritus of Entomology upon Wendell Morrill; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of Wendell Morrill from the faculty of Montana State University the Board of Regents wishes to express its appreciation for his service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**

Dr. Wendell Morrill retired on June 30, 2005, after 26 years of performing research and teaching at Montana State University. His academic career began in 1973 as an assistant professor, and he came to Montana State University as a tenured associate professor in 1978. Throughout his career, he has demonstrated excellence in research, scholarship, teaching, and service.

His research and academic interests have centered on agricultural entomology, and in particular on the integration and conservation of natural enemies toward effective pest management in a variety of crops. He has contributed to records of new natural enemies for pests in several major crop systems. His research demonstrated the applicability of safer insecticidal seed treatments to manage wireworm and cutworm soil insect pests. Field entomological research was instrumental in supporting the registration of widely-adopted winter wheat varieties that are resistant to wheat stem sawfly-induced lodging. The elucidation of the role of the parasitoid *Bracon cephi* in co-suppressing wheat stem sawfly populations in combination with solid-stem winter wheat lines also originated in his program. More recently, he has focused on the co-development of integrated pest management for the wheat stem sawfly, centering on augmentative and conservation biological control. He has lectured on agricultural entomology and biological control at numerous national and international institutions. He has published 90 articles in scientific journals and authored a book and a number of book chapters on agricultural insect pests.

While serving at MSU, Dr. Morrill taught undergraduate students, graduate students and postdoctoral scientists in crop entomology and associated research approaches. In

**ITEM 129-2002-R1105 continued**

1988-1990, he was a visiting scientist and project leader for biological control and rice cropping systems at the prestigious International Rice Research Institute in the Philippines.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon Wendell Morrill the rank of Professor Emeritus of Entomology at Montana State University and wishes him well for many years in the future.



November 16-18, 2005

ITEM 129-2003-R1105

**Authorization to Confer the Title of Professor Emeritus of Education upon Gloria A. Gregg; Montana State University-Bozeman**

**THAT:**

Upon the occasion of the retirement of Gloria Gregg from the faculty of Montana State University, the Board of Regents wishes to express its appreciation for her service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**

Gloria A. Gregg began her career at MSU in 1976 as the Director of the Center for Community School Development. For the next 20 years Dr. Gregg worked with communities in Montana, traveling extensively promoting and enhancing community education and adult literacy.

She completed her Masters and Doctorate degrees in Educational Leadership at Western Michigan University and she was awarded the prestigious honor of Mott Fellow. Dr. Gregg extended her professional involvement in the rocky mountain region, national and international levels. She completed community development projects in Great Britain and in Africa.

Dr. Gregg was well respected for her teaching, research and advising skills. Many of her former students continue to praise her commitments to the teaching and learning process that they experienced at the graduate level.

Dr. Gregg was an active grant writer and secured funding from a variety of sources including the Department of Education, the C.S. Mott Foundation, the Kellogg Foundation, the Montana Office of Public Instruction, the Montana Department of Public Health and Human Services, and the National Institute of Adult Literacy.

From 1996 to 2001 Dr. Gregg served as Department Head of Education in the College of Education, Health and Human Development. She provided leadership to the department and the University during successful national and state accreditation visits.

For the past four years Dr. Gregg has been actively involved in several international projects through collaboration with

MSU's Office of International Programs. Of particular note are two projects; the creation of a graduate program in Educational Leadership in Moldova, and the creation of a social studies curriculum for the country of Azerbaijan.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon Gloria A. Gregg the rank of Professor Emeritus of Education at Montana State University and wishes her well for many years in the future.

November 16-18, 2005

**ITEM 129-2004-R1105      Authorization to Confer the Title of Professor Emeritus of Education upon Richard Horswill; Montana State University-Bozeman**

**THAT:**                                      Upon the occasion of the retirement of Richard Horswill from the faculty of Montana State University, the Board of Regents wishes to express its appreciation for his service to the University, the Montana University System, and the people of the State of Montana.

**EXPLANATION:**                        Richard (Dick) Horswill was initially hired at MSU in 1970 as an Assistant Professor in the Department of Counselor Education and Educational Psychology. He developed the counseling program to include academic integrated courses, supervised individual and group practicum and internship experiences.

Dick worked tirelessly to upgrade the counseling programs and facilities. His advocacy for adequate space to address the clinical needs of the graduate counseling students assisted in the creation of a counseling clinic that is used by members from the university and local community.

Of Dick's many accomplishments the most notable has been his direct impact on the preparation of school counselors in the state of Montana. Many of the current professionals that provide critical services to thousands of school children were educated under his leadership.

For these and other contributions, the Board of Regents of Higher Education is pleased to confer upon Richard Horswill the rank of Professor Emeritus of Education at Montana State University and wishes him well for many years in the future.

ITEM 129-2300-R1105; Staff Agricultural Experiment Station						November 16-18, 2005								
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase						
Last	First													
<b>(1) END OF EMPLOYMENT</b>														
<b>(A1) FACULTY; Associate Professors</b>														
McNew	Kevin	Agricultural Economics & Economics				12/1/05	T CU							
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other			<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary			<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties			<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)		
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>														

ITEM 129-2400-R1105; Staff Cooperative Extension Service						November 16-18, 2005		
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A ) FACULTY; Professors</b>								
Goetting	PHD	Marsha	FR: Professor, Agricultural Economics & Econo TO: (No Change)	83,415	87,055	10/1/2005 M	T CU FY	4.36%
<b>(B ) FACULTY; Assistant Professors</b>								
Griffith	MS	Duane	FR: Farm Management Specialist, Agricultural Economics & Econo TO: (No Change)	65,553	67,864	10/1/2005 M	T CU FY	3.53%
Phillips	MS	James	FR: County Agent, ES Agents TO: Central Regional Dept Head, ES Agents	65,966	75,000	9/15/05	T CU FY	13.69%
<b>TOTALS AND AVERAGE INCREASE</b>				<b>214,934</b>	<b>229,919</b>			<b>6.97%</b>
<b>(2) END OF EMPLOYMENT</b>								
<b>(A1) FACULTY; Professors</b>								
Johnson		James				9/2/2005	T CU	
<b>SALARY CHANGE OR ADDITION LEGEND:</b>			<b>FUNDING SOURCE LEGEND:</b>			<b>STIPEND LEGEND:</b>		
CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other			DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties		
<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)			<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary					
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>								

ITEM 129-2700-R1105; Staff Montana State University-Billings						November 16-18 2005		
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
<b>Andersen B.S.</b>	Shelly	Interim Director of Admissions, Interim Director New Student Services	46,000	47,610		10/1/05	NT CU	3.5%
<b>Anderson B.S., C.P.A.</b>	LeAnn	Director Financial Services	64,794	67,062		10/1/05	NT CU	3.5%
<b>Barber Ph.D.</b>	Michael	Chief Information Officer, Information Technology	87,498	90,560		10/1/05	NT D	3.5%
<b>Barfield M.A.</b>	Eakle	Director Facilities Services	81,010	83,845		10/1/05	NT CU	3.5%
<b>Benge Ph.D.</b>	Daniel	Director Upward Bound and Educational Talent Search	58,500	60,548		10/1/05	NT R	3.5%
<b>Braun M.Ed.</b>	Gwendolyn	Director Academic Support Center and Development Education	42,000	43,470	1,800 AT	10/1/05	NT 50% CU 50% D	3.5%
<b>Brown B.S.</b>	Christopher	Head Baseball Coach Intercollegiate Athletics	33,120	34,279		10/1/05	NT CU	3.5%
<b>Carse M.S.</b>	Craig	Head Men's Basketball Coach Intercollegiate Athletics	93,094	96,352		10/1/05	NT 67.6% CU 32.4% D CU	3.5%
<b>Carter B.A.</b>	Daniel	Director of Government Relations and Publications University Relations	60,500	62,618		10/1/05	NT CU	3.5%
<b>Collins B.S., C.P.A.</b>	Trudy	Budget Officer Budget Office	63,399	65,618		10/1/05	NT CU	3.5%

NAME		ITEM 129-2700-R1105; Staff Montana State University-Billings						November 16-18 2005	
Last	First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase	
Coppock B.A.	Dave	Head Cross Country Coach, Intercollegiate Athletics	29,620	30,657		10/1/05	NT CU .25 FTE	3.5%	
Cowen B.S.	Stephanie	Assistant Director of Admissions/COT College of Technology	30,500	31,568		10/1/05	NT CU	3.5%	
Granger	Marvin	Manager, KEMC Public Radio	47,749	49,420		10/1/05	NT CU	3.5%	
Gray Ph.D.	Gary	Athletic Director Intercollegiate Athletics	87,028	90,074		10/1/05	NT CU	3.5%	
Hagel B.S.	Barbara	Chief of Campus Police, Safety Officer Campus Safety and Security	45,927	47,534		10/1/05	NT CU	3.5%	
Hawkins B.S.	Melina	Director Financial Aid and Scholarships	53,988	55,878		10/1/05	NT CU	3.5%	
Iverson B.S., C.P.A.	Terrie	Administrative Vice Chancellor	100,271	103,780		10/1/05	NT CU	3.5%	
Jaynes M.S.	Mari	Manager, Technology Services and Support	44,500	46,058		10/1/05	NT CU	3.5%	
Kochner M.Ed.	Curt	Vice Chancellor for Student Affairs	98,250	101,689		10/1/05	NT CU	3.5%	
Lambert B.F.A.	Ronald	Director of Marketing	70,500	72,968		10/1/05	NT CU	3.50%	
Matavao B.S.	Paulasi	Head Women's Volleyball Coach, Intercollegiate Athletics	28,861	29,871		10/1/05	NT CU	3.5%	
McIsaac M.Ed.	Kathy	Director Student Involvement	37,500	38,813		10/1/05	NT A	3.5%	
McIsaac-Tracy M.Ed.	Jeannie	Director Student Life and Housing	58,500	60,548		10/1/05	NT A	3.5%	

NAME		ITEM 129-2700-R1105; Staff Montana State University-Billings						November 16-18 2005	
Last	First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase	
McNally B.S.	Daniel	Head Men's Soccer Coach Intercollegiate Athletics	32,000	33,120		10/1/05	NT CU	3.5%	
Miller M.S.	Tammi	FR: Academic Advisor TO: Director of COT Student Services and Associate Registrar	42,000	43,470		10/1/05	NT CU	3.5%	
Neison B.S.	Jeffrey	Head Women's Golf Coach Intercollegiate Athletics	30,000	31,050		10/1/05	NT CU .25 fte	3.5%	
Nielsen B.S., B.A.	Jim	Director Business Services	59,896	61,992		10/1/05	NT CU	3.5%	
O'Brien M.A.	Kathy Mosdal	Assistant Director Academic Support Center	33,500	34,673		10/1/05	NT 50% CU 50% D	3.5%	
Powers M.Ed.	Monica	Director Student Opportunity Services	42,500	43,988		10/1/05	NT R	3.5%	
Rea B.S., B.A.	Dennis	Director Book Depot and Satellite Enterprises	58,500	60,548		10/1/05	NT A	3.5%	
Reuss M.S.	Patricia	Director Career Services and Cooperative Education	52,561	54,401		10/1/05	NT CU	3.5%	
Rickard Ph.D.	Scott	Director Center for Applied Economic Research	73,300	75,866		10/1/05	NT CU	3.5%	
Schuld M.A.	Dennis	Coordinator Audio Visual Services	45,369	46,957		10/1/05	NT CU	3.5%	
Sexton Ph.D.	Ronald	Chancellor MSU-Billings	126,500	130,928		10/1/05	T CU	3.5%	
Simon B.S., M.S.	Janet	Director Human Resources	58,500	60,458		10/1/05	NT CU	3.3%	



NAME		ITEM 129-2700-R1105; Staff Montana State University-Billings							November 16-18 2005
Last	First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase	
Tooley B.S.B.A., C.P.A.	Elizabeth	Director of Administration Operations College of Technology	42,500	43,988		10/1/05	NT CU	3.5%	
Trentham M.E.	Donald	Head Women's Soccer Coach & Director of Soccer Programs Intercollegiate Athletics	36,500	37,778		10/1/05	NT CU	3.5%	
Van Atta B.A.	Shelley	Director University Relations	60,500	62,618		10/1/05	NT CU	3.5%	
Wham M.Ed.	Linda	Manager of Institutional Research	40,500	41,918		10/1/05	NT D	3.5%	
Woodin M.S.	Kevin	Head Women's Basketball Coach Intercollegiate Athletics	60,500	62,618		10/1/05	NT CU	3.5%	
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>									
Cech M.N.M.	John	Dean College of Technology no change	85,500	88,493		10/1/05	NT 90% CU 10% R	3.5%	
Howell M.L.S.	Jane	Director Library Services	68,636	71,038		10/1/05	NT CU	3.5%	
Khaleel Ph.D.	Tasneem	Interim Dean College of Arts and Sciences	85,500	88,493		10/1/05	T CU	3.5%	
Michels Ph.D.	Joseph	Dean College of Business	100,500	104,018		10/1/05	NT CU	3.5%	
<b>(C ) FACULTY; Professors</b>									
Butler Ph.D.	David	FR: Associate Professor and Co-Chair Biological & Physical Sciences TO: Associate Professor Biological and Physical Sciences	44,384	44,384		8/31/05	T CU	0.0%	

ITEM 129-2700-R1105; Staff Montana State University-Billings		November 16-18 2005						
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
Lord Ed.D.	Russell	FR: Professor Educational Theory and Practice, Health and Human Performance TO: Professor and Acting Dean, College of Allied Health Professions	60,051	60,051	2,350 AD	8/15/05-10/2/05	T CU	0.0%
Redinger Ph.D.	Matthew	FR: Associate Professor History, Native American Studies, Political Science, & Sociology TO: Associate Professor and Chair History	43,972	43,972	1800 DC	8/30/05	T CU	0.0%
Wiatr Ph.D.	Stanley	FR: Associate Professor and Co-Chair Biological & Physical Sciences TO: Associate Professor and Chair Biological and Physical Sciences	50,598	50,598	1800 DC	8/31/05	T CU	0.0%
<b>(C ) FACULTY, Instructors</b>								
Alexander B.S.	Duane	Instructor Auto Repair and Refinishing	37,240	38,543		8/23/05 P	T CU	3.5%
Gurchiek M.S.	David	Instructor Health Occupations	41,950	43,418		8/23/05 P	T CU	3.5%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>2,876,566</b>	<b>2,970,199</b>				<b>3.3%</b>
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								

ITEM 129-2700-R1105; Staff Montana State University-Billings							November 16-18 2005		
NAME		First	Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last									
Coleman	James	Head Men's Golf Coach Intercollegiate Athletics	30,000	32,000		9/12/05 .25 fte Burckley	NT CU	6.7%	
Love B.S.	Kami	Assistant Softball Coach Intercollegiate Athletics	32,000	32,000		9/7/2005 .50 McGary	NT CU	0.0%	
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>									
Garloff Ed.D.	David	Dean, College of Business	80,000	103,000		10/3/05 Carl Hanson	NT CU	28.8%	
McNally Ph.D.	Mary	FR: Professor Business Academic Programs TO: Acting Dean College of Business	68,419	68,419	7,000 Est AD	9/8/05	T CU	0.0%	
<b>(C ) FACULTY; Professors</b>									
Biggs M.B.A.	Trisha	Instructor Gen Ed/Related	36,938	38,090		10/1/05 Barbara Zuck	NT CU 0.5 FTE	3.1%	
Bummer C.	Albert	Instructor Diesel Technology	42,048	32,293		10/1/05 Tex Carpenter	P CU	-23.2%	
Mancuso M.B.A.	Natasha	Visiting Assistant Professor Business Academic Programs	42,990	44,495		10/1/2005	NT CU .875 FTE	3.5%	
Spangler B.S.	Michael	Instructor Diesel Technology	31,793	35,098		10/1/05 Albert Bummer	NT CU	10.4%	
Williams A.S.	Tucker	Instructor Heating, Ventilation and Air Conditioning	51,690	32,000	10,000 BB	10/1/05 J D Vezey	P CU	-38.1%	
<b>(3) END OF EMPLOYMENT</b>									
<b>NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>									
<b>(A1) FACULTY; Professors</b>									

ITEM 129-2700-R1105; Staff Montana State University-Billings					November 16-18 2005			
NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Jensen Ph.D.	Theodore	Professor, Modern Languages & Literatures				5/10/05	Retirement	
Williams A.S.	Tucker	Instructor Heating, Ventilation and Air Conditioning				12/21/05	Resignation	
<b>(B) LEAVES OF ABSENCE</b>								
<b>ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
<b>(C ) POST RETIREMENT CONTRACTS</b>								
Madden Ph.D.	George	Professor Educational Theory and Practice				Fall Semester 2005		
<b>4. CORRECTIONS</b>								
McGary B.S.	Sean	Interim Head Women's Softball Coach, Intercollegiate Athletics					NT CU 1.0 fte	
<b>SALARY CHANGE OR ADDITION LEGEND:</b> CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance		<b>FUNDING SOURCE LEGEND:</b> CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other	<b>TENURE LEGEND:</b> NT = Non-tenurable T = Tenured P = Probationary	<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties	<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AT = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)			
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>								

November 16-18, 2005

ITEM 129-2701-R1105

**Authorization to Confer The Title of Professor Emeritus of Spanish upon Professor Theodore Jensen; Montana State University – Billings**

**THAT:**

WHEREAS, Professor Jensen has completed a distinguished teaching career of 32 years, including 32 years at MSU-Billings, formerly Eastern Montana College;

WHEREAS, Professor Jensen has served his profession of Professor of Spanish in a variety of leadership roles at the national, state, and local levels as well as being a decorated war veteran;

WHEREAS, he served the college and his colleagues as a valuable representative of the university to the Latino community and served on a number of college committees;

WHEREAS he has devoted himself to the individual and conscientious instruction of a large number of students;

WHEREAS he has enriched the body of knowledge in his profession by important publications;

AND WHEREAS, MSU-Billings wishes to honor Professor Jensen for his outstanding service to education;

AND WHEREAS, Montana State University-Billings wishes to honor Professor Norton H. Moses for his outstanding service to education and to his discipline;

THEREFORE, the Board of Regents of Higher Education, on the recommendation of the Chancellor of Montana State University-Billings, confers upon Dr. Norton H. Moses the title of Professor of History Emeritus, with all the rights, privileges, and responsibilities pertaining thereto.

**ITEM 129-2800-R1105; Staff MSU-NORTHERN**

NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	November 16-18, 2005
Last	First							
<b>(1) CHANGES IN RANK/TENURE, SALARY, RESPONSIBILITY:</b>								
<b>(A) NON-ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Degele BS	Jason N.	FR: Acting Dir of Auxiliaries TO: Dir of Auxiliaries/ Bookstore Mgr	46,852	57,000		10/1/05 P	NT A	21.66%
<b>(B) ACADEMIC EXECUTIVES, ADMINISTRATORS &amp; PROFESSIONALS</b>								
Reifschneider Ph.D.	Carol A.	FR: Assoc Prof of Water Qual Tech/ Enviro Health TO: Assoc Prof of Water Qual Tech/Enviro Health & Dept Chair, Educ, Arts & Sci & Nursing	45,261	45,261	3500 DC	09/01/05	T CU	0.00%
<b>TOTALS AND AVERAGE INCREASE</b>			<b>92,113</b>	<b>102,261</b>				<b>11.02%</b>
<b>(2) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(A) FACULTY</b>								
Hembd M.Ed	Judy	Assistant Professor of Nursing	39,304	39,304		8/23/04 (McGuire)	P CU	0.00%
Williams M.Ed	Arlys	Assistant Professor of Nursing	39,304	39,304		8/24/04 (Smith)	P CU	0.00%
<b>SALARY CHANGE OR ADDITION LEGEND:</b>			<b>FUNDING SOURCE LEGEND:</b>			<b>TENURE LEGEND:</b>		
CF = Change in Funding and/or FTE CL = Converted from Classified or Letter of Appointment D = Completion of Degree E = Equity Adjustment Increase I = Inversion Increase Included L = Professional Licensure Award M = Merit Increase N = Normal Increase P = Promotion Increase R = Retention / Market Adjustment Increase RR = Responsibilities Reduced SA=Stipend Added 1 = Plus Room and Board 2 = Plus Housing Allowance 3 = Plus Car Allowance			CU = Current unrestricted R = Restricted A = Auxiliary D = Designated O = Other			NT = Non-tenurable T = Tenured P = Probationary		
<b>STIPEND LEGEND:</b> DC = Dept. Chair/Dean CC = Co-Chair BB = In lieu of Base Building AD=Administrative Duties			<b>EXTRA COMP LEGEND:</b> est = Estimated act = Actual GA = Grant administration ST = summer teaching SR = summer research AR = Additional AY teaching AR = Additional AY research SP = Speaking PM = Project management O = Other (must specify)					
<b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b>								

**ITEM 129-2850-R1105 Staff; MSU Great Falls College of Technology** **November 16-18 2005**

NAME		Position Title	Old Salary or (Salary Paid to Replaced Emp)	New Salary	Stipend or Extra Comp	Effective Date/ Reason for Change (Replaced)	Type of Appt/ Funding Source & FTE (1 FTE is assumed) FY assumed for admin & prof; AY assumed for faculty	% Increase
Last	First							
<b>(1) NEW POSITIONS AND REPLACEMENTS</b>								
<b>(A ) FACULTY; Professors</b>								
Haskins	Ryan	Director, Aviation Program	40,000	40,000		10/3/05	NT - FY 1.0 FTE CU	0.0%
<b>(2) END OF EMPLOYMENT</b>								
<b>(A) ACADEMIC AND NONACADEMIC EXECUTIVES, ADMINISTRATORS AND PROFESSIONALS</b>								
Bishop	Gary	Director, Aviation Program	46,000	46,000		10/14/05	NT - FY .50 FTE CU	
<p><b>SALARY CHANGE OR ADDITION LEGEND:</b>                      CF = Change in Funding and/or FTE                      CL = Converted from Classified or Letter of Appointment                      D = Completion of Degree                      E = Equity Adjustment Increase                      I = Inversion Increase Included                      L = Professional Licensure Award                      M = Merit Increase                      N = Normal Increase                      P = Promotion Increase                      R = Retention / Market Adjustment Increase                      RR = Responsibilities Reduced                      SA=Stipend Added                      1 = Plus Room and Board                      2 = Plus Housing Allowance                      3 = Plus Car Allowance</p> <p><b>FUNDING SOURCE LEGEND:</b>                      CU = Current unrestricted                      R = Restricted                      A = Auxiliary                      D = Designated                      O = Other</p> <p><b>TENURE LEGEND:</b>                      NT = Non-tenurable                      T = Tenured                      P = Probationary</p> <p><b>STIPEND LEGEND:</b>                      DC = Dept. Chair/Dean                      CC = Co-Chair                      BB = In lieu of Base Building                      AD=Administrative Duties</p> <p><b>EXTRA COMP LEGEND:</b>                      est = Estimated                      act = Actual                      GA = Grant administration                      ST = summer teaching                      SR = summer research                      AT = Additional AY teaching                      AR = Additional AY research                      SP = Speaking                      PM = Project management                      O = Other (must specify)</p>								
<p><b>* NOTE: Stipends/bonuses are not base building. They may be prorated throughout the year or awarded in one lump sum.</b></p>								

SR/LB?

OFFICE OF THE GOVERNOR  
STATE OF MONTANA

ITEM 129-101-R1105

BRIAN SCHWEITZER  
GOVERNOR



JOHN BOHLINGER  
LT. GOVERNOR

August 4, 2005

The Honorable Brad Johnson  
Secretary of State  
State Capitol  
Helena, Montana 59620

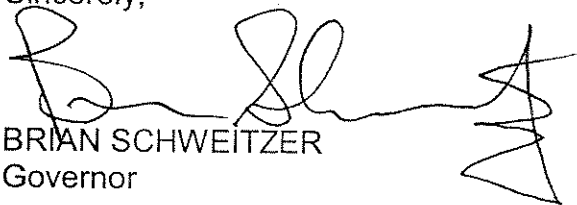
Dear Secretary of State Johnson:

Please be informed that effective immediately, I have appointed the following individuals to the Motorcycle Safety Advisory Commission, in accordance with 20-25-1004, Montana Code Annotated, under the Commissioner of Higher Education.

- Mr. Steve Hofland, 6041 Mount Vista Rd, Helena, MT 59602, is to serve a term ending July 1, 2009 and fulfills the qualifications for being a cycle group member. Steve Hofland succeeds Michele Hand.

If you need additional information, please call Patti Keebler, Appointments Coordinator, at extension 3862.

Sincerely,

  
BRIAN SCHWEITZER  
Governor

Copy to: Office of the Commissioner of Higher Education



November 16-18, 2005

ITEM 129-104-R1105

**Appointments to the Student Loan Advisory Council:  
Montana Guaranteed Student Loan Program.**

**THAT:**

The Board of Regents of Higher Education appoints the following nominees to a three year term beginning December 1, 2005 and ending November 30, 2008, to the Student Loan Advisory Council: Brandi Payne, Financial Aid Director, MSU Bozeman; Mike Richardson, Financial Aid Director, Montana Tech.

**EXPLANATION:**

Montana Code Annotated, 2-15-1520, requires that the Board of Regents appoint a Student Loan Advisory Council to work with the Montana Guaranteed Student Loan Program. The Council advises MGSLP on policies, rules, and procedures, and assures that students, schools, and lenders are adequately served.

**Brandi Payne** is a native of Florida, but moved to Montana about 12 years ago. A graduate of the University of Florida, Brandi has worked in the Montana State University Bozeman financial aid office since 1993. Brandi has served as Assistant Director, Associate Director, and is currently the Director of Financial Aid. When combined with her time working in the UF financial aid office, Brandi had over 20 years of financial aid experience.

**Mike Richardson** has been the Director of Financial Aid at Montana Tech for 16 years. Mike has a degree in Business Administration from the University of Montana. Mike is a long-standing member of the Montana Association of Student Financial Aid Administrators.

[These recommended appointments have been reviewed by the Commissioner and are recommended for approval by the Board of Regents]

## ITEM 129-104-R1105

### Student Loan Advisory Council - Membership List

Student Member - Megan Dumas  
311 S 16th Apt A  
Bozeman, MT 59715  
(406) 539-3583  
[runrgri@hotmail.com](mailto:runrgri@hotmail.com)  
Term Expires: 12-31-2005

Lender Member - D.W. Eiler  
Accounting Executive  
Wells Fargo EFS  
820 Petrified Tree Pass  
Billings, MT 59101  
(406) 896-9800  
FAX (406) 896-1148  
[dw.eiler@WellsFargoEFS.com](mailto:dw.eiler@WellsFargoEFS.com)  
Term Expires: 12-31-2005

Lender Member - Donna Johnson  
US Bank  
27353 480th Ave  
Harrisburg, SD 57032  
(605) 743-5544  
[donnajohnson@usbank.prserv.net](mailto:donnajohnson@usbank.prserv.net)  
Term Expires: 12/31/2006

Secondary Market - Lowell Wollitz  
Executive V.P./Chief Planning Officer  
Student Assistance Foundation of Montana  
PO Box 203101  
(406) 495-7601  
FAX (406) 495-7880  
[lwollitz@safmt.org](mailto:lwollitz@safmt.org)  
Term Expires: 12-31-2006

MGSLP  
PO Box 203101  
Helena, MT 59620-3101  
FAX (406) 444-1869

Non-voting advisor: Jessie Duffner  
Director of Financial Aid  
Miles Community College  
2715 Dickinson Street  
Miles City, MT 59301-4799  
(406) 234-3525  
FAX (406) 234-3599  
[dufnerj@milescc.edu](mailto:dufnerj@milescc.edu)

School Member - Janet Riis  
Financial Aid Office  
Carroll College  
1601 North Benton Ave  
Helena, MT 59625  
(406) 447-5427  
FAX (406) 447-4533  
[jriis@carroll.edu](mailto:jriis@carroll.edu)  
Term Expires: 12-31-2006

School Member - Brandi Payne - proposed  
Director of Financial Aid Services  
Montana State University-Bozeman  
PO Box 174160  
Bozeman, MT 59717-4160  
(406) 994-6597  
FAX (406) 994-6597  
[bpayne@montana.edu](mailto:bpayne@montana.edu)  
Term Expires: ?

**replaces Kris Dramstead**

School Member - Mike Richardson - proposed  
Financial Aid Director  
Montana Tech of the University of Montana  
1300 West Park Street  
Butte, MT 59701-8997  
(406) 496-4213  
FAX (406) 496-4334  
[mrichardson@po1.mtech.edu](mailto:mrichardson@po1.mtech.edu)  
Term Expires: ?

**replaces Mick Hanson**

OCHE/GSL - Ron Muffick                      Non-Voting  
MGSLP  
PO Box 203101  
Helena, MT 59620-3101  
(406) 444-0369  
FAX (406) 444-1869  
[rmuffick@mgsllp.state.mt.us](mailto:rmuffick@mgsllp.state.mt.us)  
STANDING TERM

## Montana Code Annotated 2005

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**2-15-1520. Student loan advisory council -- terms -- compensation.** (1) There is a student loan advisory council appointed by the board of regents.

(2) The council consists of eight members. Each member must be appointed for a term of 3 years.

(3) Appointments to the council must conform to the following requirements:

(a) One member must be a representative of a private eligible educational institution, as defined in [20-26-1101](#).

(b) Two members must be representatives of a public eligible educational institution, as defined in [20-26-1101](#).

(c) Two members must be representatives of approved lenders.

(d) One member must be a full-time student registered at an eligible educational institution, as defined in [20-26-1101](#).

(e) One member, nonvoting, must be a representative of the office of the commissioner of higher education.

(f) One member must be a representative of the nonprofit corporation designated by the governor as the sole and exclusive nonprofit corporation in the state to provide a student loan acquisition program.

(4) A presiding officer must be selected by the council from its membership at the first meeting of each fiscal year.

(5) Each member of the council is entitled to compensation and reimbursement for travel expenses as provided in [2-15-122\(5\)](#).

**History:** En. Sec. 1, Ch. 691, L. 1979; amd. Sec. 34, Ch. 658, L. 1987; amd. Sec. 1, Ch. 308, L. 1995; amd. Sec. 2, Ch. 243, L. 1997.

OFFICE OF THE GOVERNOR  
STATE OF MONTANA

BRIAN SCHWEITZER  
GOVERNOR



JOHN BOHLINGER  
LT. GOVERNOR

October 13, 2005

Board of Regents of Higher Education  
PO Box 203101  
Helena, MT 59620

RECEIVED

OCT 14 2005

Montana University System

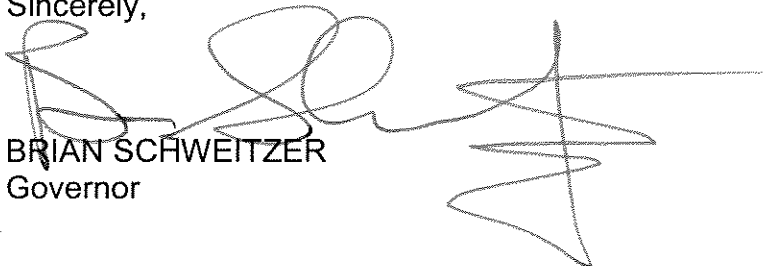
Dear Regents:

I respectfully submit for consideration and approval the following appointments to the respective executive boards in accordance with 20-25-303, Montana Code Annotated. All terms are through April 15, 2008, and all appointees are public representatives.

- **Montana State University:** Mr. Bill Bryan, 1220 S Tracy Ave, Bozeman, MT 59715. Bill Bryan succeeds Lee Oldenburger.
- **MSU-Billings:** Ms. Tazha Rukstad, 6940 Kirby Rd, Shepherd, MT 59079. Tazha Grantham succeeds Jeffery Oven.
- **MSU-Great Falls College of Technology:** Mr. Dave Warner, 321 8th Ave S, Great Falls, MT 59405. Dave Warner succeeds Jack King.
- **MSU-Northern Local Executive Board:** Ms. Pamela Hillery, 13 Spruce Dr, Havre, MT 59501. Pamela Hillery succeeds David Henry.
- **University of Montana:** Ms. Deborah Frandsen, 420 E Beckwith Ave, Missoula, MT 59801. Deborah Frandsen succeeds Colonel Sam Roberts.
- **UM-Helena College of Technology:** Mr. Ray Peck, 2412 Columbia Ave, Helena, MT 59601. Ray Peck succeeds Eric Schindler.
- **UM-Montana Tech:** Mr. Doug Peoples, 5 E Webster, Butte, MT 59701. Doug Peoples succeeds Dan Berube.
- **UM-Western:** Ms. Mary Ann Sharon, P.O. Box 325, Dillon, MT 59725. Mary Ann Sharon succeeds Mary Ellen Wilkerson.

If you need additional information, please call Patti Keebler, Appointments Coordinator, at extension 3862.

Sincerely,



BRIAN SCHWEITZER  
Governor

November 16-18, 2005

ITEM 129-107-R1105

**Approval of Tentative Agreement with International Union of Operating Engineers**

**THAT:**

The Montana Board of Regents of Higher Education approves the Tentative Agreement with International Union of Operating Engineers

**EXPLANATION:**

See attached memo to Board of Regents from Kevin McRae, Director of Labor Relations and Human Resources

**ATTACHMENTS:**

- a. Memo to Board of Regents from Kevin McRae
- b. Tentative Agreement with Operating Engineers

**ITEM 129-107-R1105**

**Summary of Tentative Agreement  
Between  
The International Union of Operating Engineers  
And  
Montana University System  
October 2005**

**(First contract covering a new bargaining unit of MSU Motor Pool employees)**

**1. GENERAL WAGES**

Pay increases of 3.5 percent and 4 percent in October 2005 and October 2006. Two dispatchers in the bargaining unit receive an additional 2 percent annually as equity adjustments reflecting job duties and responsibilities.

**2. LEAVE PROVISIONS**

Sick leave, annual leave, etc., in accordance with Board of Regents policies.

**3. INSURANCE COVERAGE**

The employer contribution to group health insurance benefits shall be made for full-time and permanent part-time employees working twenty (20) or more hours per week and who regularly work more than six (6) months per year. The employer contribution to health insurance for eligible employees shall be \$506 per month for the fiscal year ending June 30, 2006, and \$557 per month for the fiscal year ending June 30, 2007.

**4. TUITION WAIVER BENEFIT**

Tuition waivers for employees and dependents in accordance with Board of Regents policies.

**5. ARBITRATION**

Final and binding arbitration of grievances before a neutral arbitrator, costs shared equally between the parties.

**6. UNION SECURITY**

“Agency shop” provision requiring deduction of dues or representation fees from employee pay to be forwarded to the union.

**7. NO STRIKE**

Employees shall not engage in any strikes, slowdowns, or other work stoppages during the term of the agreement. There shall be no lockouts by the employer during the term of the agreement.

**8. TERM**

Contract expires June 30, 2007.

**ITEM 129-107-R1105**

**TO:** Montana Board of Regents

**FROM:** Kevin McRae, Director  
Labor Relations and Human Resources

**RE:** Approval of Tentative Agreement with International Union of Operating Engineers

**DATE:** November 16-18, 2005

---

Attached is a summary of the tentative agreement reached with the International Union of Operating Engineers. This bargaining unit consists of two dispatchers and one mechanic in the motor pool at Montana State University in Bozeman. The union-ratified tentative agreement is a first contract covering a new bargaining unit.

The agreement includes:

- Wage increases of 3.5 percent and 4.0 percent effective October 1, 2005, and October 1, 2006, respectively.
- Final and binding arbitration of grievances by a neutral party.
- Mandatory dues or representation fees deducted from employee pay and submitted to the union.
- No strike / no lockout during the term of the agreement.
- Term of the agreement expires June 30, 2007.

I recommend approval of the tentative agreement with the Operating Engineers.

November 16-18, 2005

ITEM 129-110-R1105

**Approval of Tentative Agreement with the American Federation of State, County and Municipal Employees covering classified employees at MSU-Northern**

**THAT:**

The Montana Board of Regents of Higher Education approves the tentative collective bargaining agreement with the classified employees at MSU-Northern, which are represented by the American Federation of State, County and Municipal Employees.

**EXPLANATION:**

See attached memo to Board of Regents from Kevin McRae, Director of Labor Relations and Human Resources

**ATTACHMENTS:**

- a. Memo to Board of Regents from Kevin McRae
- b. Tentative Agreement between the Board of Regents on behalf of MSU-Northern and AFSCME.



**ITEM 129-110-R1105**

**TO:** Montana Board of Regents

**FROM:** Kevin McRae, Director  
Labor Relations and Human Resources

**RE:** Approval of Tentative Agreement with AFSCME, MSU-Northern

**DATE:** November 16-18, 2005

---

Attached is a summary of the tentative agreement reached with classified employees at MSU-Northern, who are represented by the American Federation of State, County and Municipal Employees (AFSCME). The tentative agreement was ratified by members of the bargaining unit and includes modifications made to the prior agreement.

This bargaining unit consists of approximately 60 classified employees at MSU-Northern.

Changes include:

- Wage increases of 3.5% or \$1,005 annually, whichever is greater, effective October 1, 2005; and 4% or \$1,188 annually, whichever is greater, effective October 1, 2006.
- Continuation the Dependent Partial Tuition Waiver.
- Increased health insurance contributions in accordance with statute.

Other modifications were made for reasons for clarification and/or contract housekeeping.

I recommend approval of the tentative agreement with the American Federation of State and County Municipal Employees.

## **ITEM 129-110-R1105**

**Summary of Tentative Agreement  
Between the  
Montana University System  
And  
AFSCME  
For  
Classified employees at Montana State University – Northern  
Nov. 7, 2005**

### **Housekeeping items (editorial changes):**

- Article 1.1 Recognition – Addendum B
- Article 1.2 Student employees recognition – Addendum B
- Article 4 New Hires Information – Addendum B
- Article 6.1 Seniority Defined – Addendum B
- Article 6.2 Seniority Rights in Layoff – Addendum B
- Article 13.10 Modified Work Hours – Addendum C
- Addendum B – updated job titles – MUS Staff Compensation Plan
- Revise dates throughout agreement for 7-1-05 through 6-30-07 term.
- Article 12.1 Health Insurance – increase employer’s monthly contribution to \$506 and \$557 per employee each fiscal year. (The dollar amounts shall be listed in section 12.1.)

### **Other items:**

- 13.2 – replace the term “Montana University System Achievement Project” (MAP) with the term “Montana University System Staff Compensation Plan.”
- 13.4 – Add a sentence stating: “If an employee’s position is downgraded as a result of a non-disciplinary reclassification, the employee will not suffer a reduction in salary as long as the employee holds the position.”
- Addendum F – Move the language on “Labor Management Coordinating Committee” out of the addendum and into the body of the Collective Bargaining Agreement.
- 12.8 – New section containing the dependent partial tuition waiver.  
Permanent employees must be employed at least  $\frac{3}{4}$  time for five (5) or more consecutive years before being eligible for a dependent tuition waiver benefit. Employees who utilize the faculty and staff tuition waiver are not eligible for a dependent tuition waiver during the same academic term. Only one (1) dependent may utilize the dependent tuition waiver in an academic term. A dependent includes the employee’s spouse, and financially dependent children as defined by the Internal Revenue Code who are unmarried and under age 24. The tuition waiver benefit for dependents shall be for 50 percent of the residential tuition. In no case may registration, course fees or any other mandatory or miscellaneous fees be waived. Dependents may utilize the tuition waiver benefit to take courses at a college of technology or in any other two-year or certificate programs and to obtain a first baccalaureate degree at any unit of the university system. Dependents may not use the

tuition waiver benefit to attend law school or obtain a graduate degree. The tuition waiver does not apply to non-credit, continuing education or other self-supporting courses.

- 6.3 Posting vacancies – Add a provision stating: “If any current bargaining unit members make application for, and meet all of the minimum job requirements as determined by the search committee, the employee(s) shall be given an interview. An AFSCME appointed union representative shall be included on all AFSCME-represented classified staff search committees. In addition, all candidates will meet with an AFSCME representative during the interview process. AFSCME appointed union representatives shall receive release time for such meetings.”
- Contracting out services. Add a provision to the contract stating: “The contracting out of bargaining unit work shall comply with rights and protections afforded to employees and unions under the Montana Collective Bargaining Act, Title 39, Chapter 31, Montana Code Annotated. The Employer shall not substantially reduce the work hours of a bargaining unit member as a result of subcontracting bargaining unit work without fulfilling any collective bargaining obligations required by state law.”
- 6.2 Seniority rights in Layoff – Change the minimum layoff notice from the current 20 working days to a longer notice of 30 working days.
- Addendum A – wages. Effective October 1, 2005, all employees hired on or before September 30, 2005, shall receive a base pay raise of 3.5% or \$1,005 annually, whichever is greater. If the union ratifies the bargaining agreement by December 1, 2005, the pay raise shall be awarded retroactively to October 1, 2005. Effective October 1, 2006, all employees hired on or before Sept. 30, 2006, shall receive a base pay raise of 4% or \$1,188 annually, whichever is greater. The new minimum rate after application of these raises shall be \$8.25 per hour. Employees may be eligible for additional forms of compensation outlined in the MUS Staff Compensation Plan, including: lump sum bonuses; strategic pay; career ladder progression; in-range progression.
- Article 4. New hires information. Agree to union’s proposal (#4) of 4:45 p.m. on 11-7-05.
- Contracting out services. “The employer will notify the union as soon as they intend to undertake a study to contract out services that may effect the employment of members of the bargaining unit. It is the right of the bargaining unit to be able to submit to the employer any data, studies, expert testimony, and other such material that is relevant. The university and the union agree that LMC is the proper venue to discuss disagreements of contracted out services. The contracting out of bargaining unit work shall comply with rights and protections afforded to employees and unions under the Montana Collective Bargaining Act, Title 39, Chapter 31, Montana Code Annotated. The Employer shall not substantially reduce the work hours of a bargaining unit member as a result of subcontracting bargaining unit work without fulfilling any collective bargaining obligations required by state law.”
- Job titles. Addendum B job titles. Add job titles submitted by administration on 11-7-05 with additional sentence: “Generally included in the bargaining unit shall be non-managerial, non- information technology, non-supervisory positions on the MUS classified pay plan (subject to the terms of Article 1.1). If a dispute arises, the parties preserve their rights to the unit clarification process through the Board of Personnel Appeals.

- Management agrees to review the position classification for all positions in the bargaining unit and report the findings or outcomes to the Labor-Management Committee.
- Update the pay exception memorandums covering craft/trade positions and custodial positions, providing for: a 30-cent adjustment for craft/trade positions the first year of the contract retroactive to October 1, 2005, and; a 15-cent adjustment for custodians the first year of the contract, retroactive to October 1, 2005.

November 16-18, 2005

**ITEM 129-1601-R1105**     **Authorization to Expend up to \$120,000 of Student Computer Fees; The University of Montana–Western**

**THAT:**                     The Board of Regents authorizes The University of Montana – Western to expend up to \$120,000 of Student Computer Fees for renewal and replacement of current computer labs and to purchase a print management solution.

**EXPLANATION:**                This expenditure will provide \$100,000 for updating two existing labs: the Office Simulation Center and a Mac lab in the Swysgood Technology Center. These computer labs are specified as the next progression in Western’s Renewal and Replacement Plan.

It will also provide \$20,000 for a Print Management System for Western’s students. The purpose of the Print Management System will be to ensure an equitable distribution of printing resources for all students at Western.

Board of Regents’ policy 940.23 requires Board approval of all purchases over \$25,000. The Student Computer Fee Committee, whose membership includes 50 percent students as required by Board Policy, endorses this request.

November 16-18, 2005

**ITEM 129-2006-R1105**      **Authorization to Expend Computer Fees; Montana State University-Bozeman**

**THAT:**                      The Board of Regents of Higher Education hereby authorizes Montana State University-Bozeman to expend Student Computer Fee funds for the following projects. The total cost of purchases is \$446,828.

**EXPLANATION:**            In accordance with Board of Regents Computer Fee Policy 940.23, Expenditure of Computer Fees for projects in excess of \$25,000 requires authorization by the Board of Regents. The proposed purchases include the following:

<b><u>College/Dept</u></b>	<b><u>Project</u></b>	<b><u>Amount</u></b>
Microbiology	Hardware	\$ 29,200
Chem. & Bio. Engr	Hardware	40,500
Mech. & Ind. Engr	Hardware/Software	56,000
Comp. Science	Maint/Replace Plan	70,000
Info. Tech. Center	Hardware	188,738
Info. Tech. Center	Maint. Consumables	<u>62,390</u>
	<b>Total:</b>	<b>\$446,828</b>

Allocations were based on unanimous recommendations by the Computer Allocation Committee. The Committee is comprised of faculty, students, and administrators.

November 16-18, 2005

ITEM 129-109-R1105

**A Policy on Writing Proficiency for the Montana University System**

**THAT:**

The Montana Board of Regents adopt a writing proficiency standard for four-year degree programs in the Montana University System. The proposed policy is attached to this item page.

**EXPLANATION:**

This policy is the culmination of a project that began in 1995, when the Montana Board of Regents decided that the Montana University System should “. . .adopt a uniform assessment tool to be used in determining if students or prospective students have the basic proficiencies in math and English to provide them a reasonable chance of success in postsecondary education.” In the intervening years, but especially since 2000, 21,518 students, 626 teachers and 115 Montana high schools have participated in the Writing Assessment Project that grew out of that 1995 decision.

In January 2004, the Board of Regents decided to postpone formal action on a writing proficiency standard until information could be collected on the writing samples that were being incorporated into the ACT and SAT tests. The Board asked that a proposed policy be developed during the 2005 -2006 time period, based on the data from the ACT/SAT writing samples.

This policy is being presented to satisfy that Board decision.

The proposed policy does not require a minimum writing proficiency score to be admitted to four-year degree programs in the Montana University System. Instead, it states that students who have the requisite writing proficiency score will be fully admitted to four-year degree programs in the System. Students who have not demonstrated their writing proficiency will be admitted provisionally to four-year degree programs until they can demonstrate the necessary writing skills for success in a baccalaureate degree.

The proposed policy also establishes a transition period, beginning in Fall 2007, when the writing proficiency standard will take effect. That transition period will continue for two years until the policy is fully implemented. The policy also sets out additional implementation and transitional activities for the Office of the Commissioner of Higher Education and the campuses of the Montana University System.

ITEM 129-109-R1105

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**

SUBJECT: ACADEMIC AFFAIRS

Policy 3xxxx – Writing Proficiency

***Effective***

**I. Proposed Board Policy:**

A. Any student seeking full admission to a four-year degree program at Montana State University- Bozeman, Montana State University-Billings, Montana State University-Northern, The University of Montana-Missoula, Montana Tech of The University of Montana, and The University of Montana-Western must satisfy a writing proficiency standard. That standard is as follows:

For Fall 2009 and the following years, students must earn a minimum score of:

- 7** on the Writing Subscore or an equivalent score on the Combined English/Writing section of the Optional Writing Test of the ACT; or
- 7** on the Essay or an equivalent score on the Writing Section of the SAT; or
- 3.5** on the Montana University System Writing Assessment; or
- 3** on the AP English Language or English Literature Examination.

B. The writing proficiency standard will be phased in, beginning in Fall 2007.

1. For Fall 2007, students must earn a minimum score of:

- 5** on the Writing Subscore or 16 on the Combined English/Writing section of the Optional Writing Test of the ACT; or
- 5** on the Essay or 390 on the Writing Section of the SAT; or
- 2.5** on the Montana University System Writing Assessment, or
- 3** on the AP English Language or English Literature Examination.

2. For Fall 2008, students must earn a minimum score of:

- 6** on the Writing Subscore or an equivalent score on the Combined English/Writing section of the Optional Writing Test of the ACT; or
- 6** on the Essay or an equivalent score on the Writing Section of the SAT; or
- 3** on the Montana University System Writing Assessment; or
- 3** on the AP English Language or English Literature Examination.

C. In lieu of the indicators set out in paragraphs A and B above, students may offer CLEP Subject Examinations in Composition if their scores on the examination meet or exceed the ACE Recommended Score for Awarding Credit of 50.

D. A student who has not yet demonstrated the ability to meet these standards may be admitted (without condition) to a two-year degree program or admitted provisionally to a four-year degree program on any campus of the Montana University System.

E. Before gaining full admission status to a four-year program, the student may prove that he/she has the appropriate proficiency in the following ways:

- 1. re-take one or more of the listed writing assessments to earn the required score;
- 2. earn a grade of C- or better in the composition course that is the prerequisite to the composition course that satisfies the general education program requirements described in Board Policy 301.10;



3. submit a letter to the admissions office documenting a disability that prevented him/her from adequately demonstrating proficiency in a test setting.

F. A student receiving a score of 5.5 or higher on the MUS Writing Assessment will be issued a certificate of merit from the Board of Regents for use in applying for college admissions or scholarships.

High schools throughout Montana will receive:

- certificates of appreciation from the Board of Regents for their partnership activities with the Montana University System on behalf of the Writing Assessment project;
- awards of merit from the Board of Regents for the exemplary performance earned by their students on the Writing Assessment project.

G. By Fall 2007, the Montana University System will:

1. determine how this policy should be applied to the groups of students exempted in Section H, based on the Montana Board of Regents' expectation that all students in four-year degree programs should satisfy a writing proficiency standard.
2. determine how this policy should impact the writing placement examinations on the campuses of the Montana University System, based on the Montana Board of Regents' expectation that students should not have to take multiple writing examinations as part of their initial matriculation in the System.

H. The following categories of students are exempt from the provisions of this policy:

1. non-traditional students (those who do not enter college for a period of at least three years from the date of high school graduation or from the date when they would have graduated from high school);
2. summer-only students; and
3. part-time students taking seven or fewer college-level semester credits.

**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** Transfer Information on the Montana University System Website  
**DATE:** November 16 – 18, 2005

I have attached some sample pages from the website entitled “Transfer Information in the Montana University System” to this memorandum. The website can be found at the following address:

<http://mus.montana.edu/transfer/index.htm>

A link is also displayed on the left-hand side of the front page for the Montana University System website, under the heading entitled “Student Information.”

Information is still being developed for the website, so some of the internal links do not work. But as that information is collected, primarily from the campuses, it will be included on the webpage.

Since the website is still a work in progress, your feedback and suggestions would be appreciated. It is particularly important that the information on the website is as understandable and accessible as possible. If there is information or explanations on the site that don't make sense, therefore, I would appreciate hearing about them. If there is additional information that should be included on the webpage, those omissions would also be important to know.

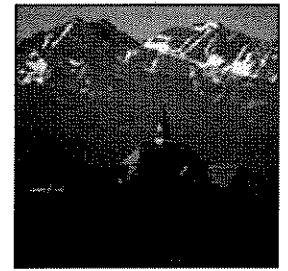
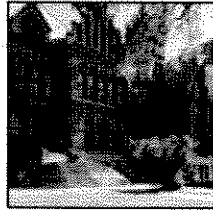
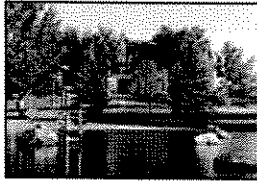
The campuses of the Montana University System are encouraged to create a prominent link to this information on their own web pages, so students can locate this information. Since the transfer website is still under development, and was only recently “activated,” that encouragement has been modest to this point.

If you have any questions, I would be happy to try and answer them.

# MONTANA UNIVERSITY SYSTEM

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OFFICE OF THE COMMISSIONER OF HIGHER EDUCATION ♦ 46 N. LAST CHANCE GULCH ♦ HELENA, MT 59620-3201 ♦ (406) 444-6570



## STUDENT INFORMATION

- Our Campuses
- Preparing for College
- Admissions
- Financial Aid
- Tuition & Fees
- Distance Learning
- Degree & Program Inventory
- Transferring in Montana
- Campus Directories
- Academic Calendar

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- Reports & Data
- Board of Regents
- Policies & Procedures
- Benefits & Insurance
- Employment
- Higher Education Resources
- Workforce Development

## SUGGESTION BOX

Do you have comments or suggestions regarding the management of the Montana University System?

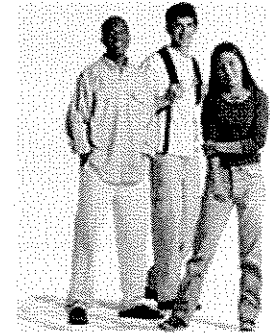
If so, voice them using the [online suggestion box](#).



## TRANSFER INFORMATION IN THE MONTANA UNIVERSITY SYSTEM

The decision to transfer to another college or university is never easy for students. That decision is complicated by all of the different rules and degree requirements on every campus. In order to reduce some of those problems, this website has been developed to assist students with the transfer process in the Montana University System. The website contains information on:

- **Policies** governing transfer in the Montana University System (MUS);
- Potential **difficulties** that might be encountered when transferring between campuses; and
- Some **suggestions** that might minimize those difficulties.



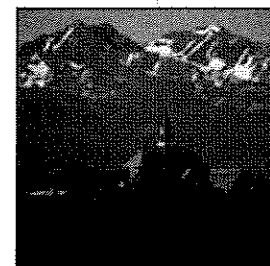
## More Information on Transfer Issues:

- [New Model Adopted for Licensed Practical Nursing \(LPN\) Programs](#)
- [December 2004 Montana University System Transfer of Credits Performance Audit \(presented to the 59th Legislature by the Legislative Audit Division\)](#)

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## SUGGESTION BOX

Do you have comments or suggestions regarding the management of the Montana University System?

If so, voice them using the [online suggestion box](#).



## MINIMUM GRADES

In May 2005 the Montana Board of Regents adopted [Policy 301.5.3](#) governing minimum grades. Students in the Montana University System must earn minimum grades in their coursework before those classes can be used for graduation. The minimum grade standards are as follows:

- For classes used to satisfy a prerequisite or required class in a student's major, minor, option or certificate, students must earn a C- or better;
- For classes used to satisfy a general education requirement, students must earn a C- or better;
- For classes used as free or elective credits, students must earn a D- or better. *(Free or elective credits are additional credits that a student must earn in order to have the required number of total credits for a two-year or four-year degree. They are classes that are not used to satisfy the requirements of a major, minor, option, certificate or general education program.)*

### Higher Grade Standards

The policy allows individual programs to establish minimum grade standards that are higher than the minimums set out above. Higher minimum grade standards may apply to some or all of the courses used to satisfy the pre-requisites or required classes in a major, minor, option or certificate program, or classes used to satisfy a general education program. More information about programs that have established higher grade standards, can be found [here](#).

### Who Do the New Minimum Grade Standards Apply To?

The new grade standards **do not** apply to students who were taking classes in the Montana University System before Fall Semester 2005. Those students were excluded, because it seemed unfair to change the minimum grade rule in the middle of their educational careers. That exclusion continues to follow students, even if they change campuses within the Montana University System. The grade standards established by the degree-awarding campus, prior to Fall Semester 2005, would apply to these students.

The new minimum grade standards **do apply** to students:



- [Transfer Policies](#)
- [Transfer Home](#)

### "Plus and Minus" Grading

All of the campuses that make up the Montana University System have adopted a grading system that includes pluses and minuses. This means that faculty system-wide now have the right to award letter grades that include a plus or a minus (i.e., B+, B and B-; or C+, C and C-). Students should be aware of the following details, however:

- faculty members are not required to attach a plus or minus to their letter grades. If they want to, they can. If they don't want to, they don't have to. That flexibility is based on the very important principle that faculty have the right to determine

- who are new to the Montana University System as of Fall Semester 2005;
- who are new transfer students from outside the Montana University System, as of Fall Semester 2005;
- who are readmitted students, based on campus rules, as of Fall Semester 2005.

grades in their classes, based on their evaluation of student work.

- the highest grade a student can earn is an A. An A+ grade is not possible.
- pluses and minuses will not be attached to an F. If a student has failed a class, the amount or degree of failure is unimportant.

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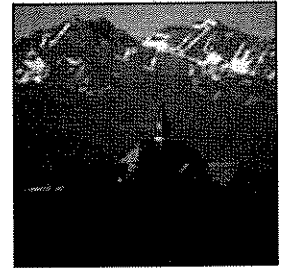
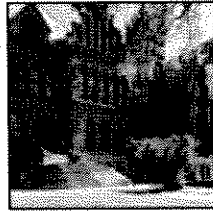
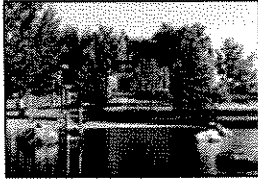
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# MONTANA UNIVERSITY SYSTEM

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OFFICE OF THE COMMISSIONER OF HIGHER EDUCATION ♦ 46 N. LAST CHANCE GULCH ♦ HELENA, MT 59620-3201 ♦ (406) 444-6570



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## POLICIES GOVERNING TRANSFERS IN THE MUS

The governing board of the Montana University System, known as the Board of Regents, adopted several policies in March and May 2005 that govern the transfer of credits, establish procedures for the analysis of transfer credits and create alternatives for the completion of general education requirements in four-year degree programs.

A brief summary of the policies is set out below, with links to more specific information about each policy. **This information is only a summary of the transfer policies. Please use the links to learn more detailed information about each policy.**

The relevant policies are:

- A ***System of Controls*** policy that establishes deadlines for evaluation of transfer credits, documentation of evaluation decisions, and centralization of all evaluation records.
- ***General Education Transfer*** policies that create three different opportunities for transfer students within the Montana University System to satisfy the freshman and sophomore-level requirements in a general education program. Those three options are:
  1. completion of all of the lower-division (100- and 200-level) coursework in a campus-specific general education program;
  2. completion of the Montana University System general education core, if the transfer student has successfully earned more than 20 credits in that core at the time of his/her transfer; and
  3. completion of an Associate of Arts or Associate of Science degree.
- An ***Outdated Coursework*** policy guaranteeing that coursework completed in the last five years will be reviewed for possible use in a student's specific program of study; and coursework completed in the last fifteen years will be reviewed for possible use in a student's general education program or as elective coursework. Campuses are also free to review and accept coursework older than the guarantee periods.
- A ***Minimum Course Grades*** policy that requires students to earn a C- or better in courses required for a



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## SYSTEM INFORMATION

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## SUGGESTION BOX

Do you have comments or suggestions regarding the management of the Montana University System?

If so, voice them using the online suggestion box.



major, minor, option or certificate; a C- or better in all general education courses; and a D- or better in elective courses.

- A ***Transfer of Credit*** policy that establishes an appeal process for students who want to question or review the decisions that have been made about their transfer credits.
  - A ***Single Admissions File*** policy that permits students already in the Montana University System to request that their admissions file information be sent to another unit of the System rather than creating an entirely new admissions file at the new campus.
  - An ***Undergraduate Degree Requirements: Associate Degrees*** policy that sets out the differences and expectations for an Associate of Applied Science degree, an Associate of Arts degree and an Associate of Science degree.
    - An Associate of Applied Science degree is ordinarily not a transferable degree and the coursework in that degree may not be accepted if a student decides to go on to a four-year program.
    - Associate of Arts and Associate of Science degrees are designed for transfer into four-year programs.
  - A statement on ***Demonstrating Math Proficiency*** for students transferring from two-year to four-year programs. There are four different ways for transfer students to demonstrate proficiency, including achieving satisfactory scores in selected coursework and testing.
- 

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## **Calculating the Students for The College Preparatory Program Report**

**Step 1:** Identify and include EVERY STUDENT who entered your institution for the first time during the reporting period. For this “iteration” of the report, the reporting period will be summer semester 2004, fall semester 2004 and spring semester 2005.

**Step 2:** SUBTRACT students who were admitted to an affiliated College of Technology. This step will only apply to The University of Montana-Missoula, Montana Tech of The University of Montana, and Montana State University-Billings.

**Explanation:** The College Preparatory Program is a requirement for admission to the four-year campuses. Therefore, it does not apply to the Colleges of Technology that are affiliated with one of the four-year institutions. The College Preparatory Program has absolutely nothing to do with two-year or four-year programs, however, so Montana State University-Bozeman, The University of Montana-Western and Montana State University-Northern should skip this step.

**Step 3:** SUBTRACT students who entered your institution with credits from another post-secondary institution.

**Explanation:** The College Preparatory Program policy only applies to *first-time* students. A first-time student is defined as “any entering freshman who has never attended any college or who entered with advanced standing credits (college credits earned before graduation from high school).”

**Step 4:** SUBTRACT students who only attended your institution during summer semester of the reporting period.

**Explanation:** Summer only students are excluded from the College Preparatory Program requirement, by Regent policy.

**Step 5:** SUBTRACT students who did not enter your institution for a period of at least three years from the date of their high school graduation or from the date when they would have graduated from high school.

**Explanation:** So-called “non-traditional students” are excluded from the College Preparatory Program requirement. Non-traditional students are defined, by Regent policy, as students who have been out of high school for at least three (3) years.

**Step 6:** SUBTRACT all out-of-state students.

**Explanation:** The purpose of this report is to “compare” the performance of students who completed the College Preparatory Program against students who were admitted to the Montana University System by exemption because they had not completed that Program. In establishing that exemption, Regent policy states that only in-state students should be included in the overall pool when determining the number of exemptions authorized at each institution.

**Step 7:** SUBTRACT students who are not full-time students. I.E., students who take “seven or fewer college-level semester credits.”



**Explanation:** Part-time students are excluded from the College Preparatory Program requirement, by Regent policy. Part-time students are defined as “students taking seven or fewer college-level semester credits.”

**Caution:** In order to be excluded from the Report entirely, students must have maintained their part-time status all during the reporting period. If any student becomes a full-time student during the reporting period, using the policy definition set out above, they should be included in the Report.

**Additional Caution:** Summer school may cause a particular problem with this calculation. Because most units of the Montana University System have accelerated or compressed sessions during summer school, it is possible for a student to accumulate more credits during the summer semester than they ordinarily might during the regular academic year. To assist with this section, therefore, the following operating rules should help:

- the entire summer session should be considered one (1) semester, regardless of how many sub-sessions it might be divided into. I.E., UM-Missoula’s two five-week sessions should be considered one semester. In calculating the part-time status of the student, that student’s total number of credits during the entire summer should be considered, rather than each, individual sub-session.
- because a student can accumulate more credits during the summer sub-sessions, their status as a part-time or full-time student should not be automatically determined by the summer session credit load. If a student exceeds the part-time definition above during the summer session, but remains a part-time student during the fall and spring semester, they should be classified as a part-time student for the entire reporting period. The summer school enrollment should not determine a student’s status for the entire year, under the guidelines of this report.
- because of the complexity of this particular step, it has been placed near the end of the report, to reduce the student pool as much as possible. If students should be removed for other reasons, that happens in previous steps. Step 8 is then applied to a smaller pool of students.

**Step 8:** SUBTRACT students who have been admitted to your institution under some kind of temporary admissions program or process.

**Explanation:** Most of the campuses have an “admissions program or admissions status” that permits students to enter the institution on a “temporary basis,” without going through the entire admissions process with its complexity of paperwork and documentation. That procedure is intended to assist students who just want to pick up a handful of courses, because they are interested in learning more about some particular subject, like an introductory water color course or astronomy or something that has always been an interest of theirs. On most of the campuses, students have to go through the regular admissions process with all of its paperwork, once they have accumulated a certain number of credits under this temporary status. Other campuses apparently permit students to continue under this program “indefinitely,” as long as they have no intention of ever working on a degree or credential of some kind. **Since these students have not been formally admitted to your institution, as matriculating students, they should be subtracted from the pool if they haven’t been eliminated by an earlier step in this formula.** This step has been placed at the end of the formula, because previous steps in this narrative have probably already erased them. But just in case a few hangers-on are still in the pool, they should be removed now.

**Step 9:** The total number of students remaining in your institution's pool, following **step 8**, will become the number reported in the first box, first row of the College Preparatory program report.

**Step 10:** IDENTIFY the number of students who were admitted to your institution under the 15% exemption created by Policy 301.1.

**Explanation:** Policy 301.1 authorizes each institution in the Montana University System “. . .to exempt up to 15% of first-time, full-time undergraduates for students with special talents, minorities and others who demonstrate special needs.” This exemption applies to three of the admissions expectations set out in Policy 301.1. I.E., a minimum ACT or SAT score, a minimum high school grade point average; and a minimum class standing. Since those students were admitted to your institution under a different exemption policy, they need to be identified at this point. They should not be excluded or subtracted from the overall pool, however, since they do not fall into any of the specific exclusions established in the College Preparatory Program policy.

**Step 11:** IDENTIFY the number of students who were admitted to your institution under the 5% exemption created by Policy 301.7, College Preparatory Program. That number will become the total number of students reported in the first box, second row of the College Preparatory Program report.

**Step 12:** The remainder of the report should be self-explanatory. The pool of students in **step 9** will be used to complete the second table in the report. The pool of students in **step 11** will be used to complete the third table in the report.

**Step 13:** The pool of students in both **step 9 and step 11** should be identified somehow, because the Montana Board of Regents has requested follow-up information on these students at the end of their first year of attendance in the Montana University System, and also in subsequent years. The number of subsequent years is still being discussed.

**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** The College Preparatory Program Report  
**DATE:** November 16 - 18, 2005

The College Preparatory Program Report is attached to this memorandum. This Report was originally included as part of the Board of Regents' agenda in September 2005, but had to be postponed because of the length of the Academic & Student Affairs Committee meeting. The Report is prepared, in response to Montana Board of Regents' Policy 301.7. That Policy says, in part:

To ensure reasonably smooth transition to full implementation of the College Preparatory Program, each of the six campuses of the Montana University System is granted discretionary exemptions for in-state applicants who have not completed the College Preparatory Program not to exceed 5 percent of the in-state enrollment of first-time, full-time first year students.

Institutions will be obligated to provide appropriate annual reports indicating numbers of students enrolled as exemptions and their academic progress in comparison to those students regularly admitted. . .

Hopefully, the Report is self-explanatory. The first table describes the "first-time, full-time" student pool, and the number of students in that pool who were admitted by exemption because they had not completed the College Preparatory Program in high school. The second table describes the academic performance of the "first-time, full-time" students, at the end of their first year of college; and the third table describes the academic performance of the students who were admitted by exemption at the end of their first year of college.

When the College Preparatory Program was adopted by the Montana Board of Regents, the Board assumed that students with more rigorous high school preparation would do better when they moved on to the Montana University System. The information in this Report supports that assumption, particularly for students who earned a grade point average above a 3.00 or below a 2.00. It also makes the case for giving some students a chance, even if they haven't completed a College Preparatory Program, although the use of discretionary exemptions will always be an imprecise process.

The Report is just a snapshot, because it only tracks one cohort of students and it only follows those students during their first year of academic work. The campuses have been asked to "identify" the students who are included in this Report, however, so their progress

can be monitored in subsequent years. That progress information will almost certainly be less than perfect, however, since it will not include students who continued their education by transferring to another postsecondary institution.

Most of you will recall that this Report has been especially difficult to prepare in the past, because of the number of exclusions and exceptions written into the College Preparatory Program Policy. The campuses made a good faith effort to submit valid information, but they often had innumerable questions about the data as it was being assembled. As a result, the Report usually generated more questions than answers when it was presented to the Board.

In an effort to insure that the campuses were at least reporting the same students, I developed a "formula" for the Report, with the help of colleagues at The University of Montana-Missoula especially. That 13-step formula is attached to the Report, and it illustrates both the complexity of assembling this kind of data and the complexity of the admissions standards that have been developed for the Montana University System over the years. Feedback on the formula was supportive. But it also generated additional questions, and the guidelines may be revised for future reports.

If you have any questions, I would be happy to try and answer them.

**Montana University System  
College Preparatory Program Exemptions (Policy 301.7)  
Academic Progress of Exempted In-State Students**

**ACADEMIC YEAR 2004-2005**

	<u>UM</u>	<u>TECH</u>	<u>UM-W</u>	<u>MSU</u>	<u>MSUN</u>	<u>MSUB</u>	<u>SYSTEM</u>
Total number of In-State First-Time, Full-Time, First-Year students <sup>a</sup> :	1306	239	182	1388	150	412	3677
# of In-state, First-time, Full-Time, First-Year Students Admitted Under the 5% College Prep Exemption Policy:	80	7	9	70	8	1	175
% of College Prep Exemptions of In-State, First-Time, Full-Time, First-Year Students:	6.1%	2.9%	4.9%	5.0%	5.3%	0.2%	4.8%

**Academic Progress <sup>b</sup>**

Distribution by College GPA of **ALL** In-State, First-time, Full-time, First Year Students

	<u>UM</u>	<u>TECH</u>	<u>UM-W</u>	<u>MSU</u>	<u>MSUN</u>	<u>MSUB</u>
% with 3.0 or greater:	42.8%	48.1%	38.0%	51.2%	37.3%	42.0%
% with 2.50 - 2.99:	18.2%	18.8%	18.4%	20.7%	20.0%	17.0%
% with 2.00 - 2.49:	13.8%	7.5%	13.8%	10.5%	12.0%	15.0%
% below 2.00:	23.6%	19.6%	14.9%	17.2%	28.0%	18.0%
% of All In-State, First-Time, Full-Time, First-Year Students with no reported GPA <sup>c</sup> :	1.5%	4.2%	14.9%	0.5%	2.7%	8.0%

**Academic Progress <sup>b</sup>**

Distribution by College GPA of In-State, First-Time, Full-time, First-Year Students **Receiving the Exemption**

	<u>UM</u>	<u>TECH</u>	<u>UM-W</u>	<u>MSU</u>	<u>MSUN</u>	<u>MSUB</u>
% with 3.0 or greater:	23.8%	30.0%	22.3%	25.7%	12.5%	100.0%
% with 2.50 - 2.99:	22.5%	40.0%	11.2%	22.9%	50.0%	0.0%
% with 2.00 - 2.49:	16.2%	0.0%	22.3%	10.0%	0.0%	0.0%
% below 2.00:	35.0%	30.0%	44.2%	38.6%	37.5%	0.0%
% of Exemptions with no reported GPA <sup>c</sup> :	2.5%	0.0%	0.0%	2.9%	0.0%	0.0%

<sup>a</sup> Based on admissions during the 2004-2005 Academic Year

<sup>b</sup> Overall GPA at the end of the reporting period

<sup>c</sup> No longer in attendance at the end of the reporting period

**Definitions**

**First-Time, First-Year:** An entering freshman who has never attended any college or who entered with advanced standing (college credits earned before graduation from high school).

**Full-Time:** A student taking eight or more credits in a semester.

**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** The Distance Education Report  
**DATE:** November 16 - 18, 2005

The annual report on distance education programs in the Montana University System is attached to this memorandum. The Report was originally included as part of the Board of Regents' agenda in September 2005, but had to be postponed because of the length of the Academic & Student Affairs Committee meeting.

Hopefully, the report is self-explanatory. To assist you in reading through the report, however, the following academic programs were made available in a distance or alternative delivery mode this past year:

- **Online or Internet Programs:**

- a certificate in K-12 school library media, from Montana State University-Bozeman;
- the Associate of Arts degree, from Montana State University-Great Falls College of Technology;
- a certificate in forensic studies from The University of Montana-Missoula;
- the Associate of Science degree in nursing, from Miles Community College; this program is also delivered, in part, by interactive television.

- **Offsite Programs:**

- the Associate of Applied Science degree in aviation, from Montana State University-Great Falls College of Technology; the program is delivered in Bozeman, Montana;
- the Bachelor of Arts degree in teacher education, with an endorsement in library/media, from The University of Montana-Western; the program is delivered in Missoula, Montana.

If you have any questions about this report, I'm sure my colleagues in academic affairs would be happy to assist me in answering those queries.

## Distance Education Degree Programs in the Montana University System 2005

DEGREE NAME	OPTION	D_ID	BEGIN DATE	DELIVERY	SITE(S)
<b>MONTANA STATE UNIVERSITY - BOZEMAN</b>					
Education	Curriculum & Instruction/Tech	M.Ed.	1995	Online (70%)	International
Education	Education Administration	M.Ed.	1999	Online (80%)	International
Health & Human Development	Family Financial Planning	MS	2001	Online	International
K-12 School Library Media	Certificate		2004	Online	International
Mathematics	Mathematics Education	MS	1996	Online	International
Nursing	Family Nurse Practitioner	MN	1994	O-S/ITV	Bozeman, Billings, Great Falls, Missoula
Nursing	Clinical Nurse Specialist	MN	2003	O-S/ITV	Helena
Science Education		MS	1997	Online (80%)	International
<b>MONTANA STATE UNIVERSITY - BILLINGS</b>					
Associate of Arts		AA	2000	Online	Universal Web Access
Bachelor of Applied Science		BAS	1998	Online	Universal Web Access
Communication Arts	Organizational Communication	BA	1998	Online	Universal Web Access
Communication Arts	Mass Communication	BA	1998	Online	Universal Web Access
Education	Elementary Education	BSED	2001	Online	Universal Web Access
Health Administration		BS	1998	Online	Universal Web Access
Health Administration		MHA	1998	Online	Universal Web Access
Liberal Studies		BS	1998	Online	Universal Web Access
Public Relations		BS	2002	Online	Universal Web Access
Public Relations		MS	2002	Online	Universal Web Access
Rehabilitation and Mental Health Counseling		MSRC	2002	Online	South Dakota
Special Education	Advanced Studies	MSSE	2001	Online	Montana and Wyoming
Special Education	Generalist	MSSE	2001	Online	Montana and Wyoming
Post Baccalaureate Teaching Certification		Certificate	2001	Online	Montana
Special Education Endorsement		Endorseme	2001	Online	MSU-Bozeman, Ft. Peck CC
OPI Special Education Endorsement		Endorseme	2001	Online	Universal Web Access
Teacher Certification Coursework		Certificate	2001	Online	Montana and Wyoming
<b>MSU - BILLINGS COLLEGE OF TECHNOLOGY</b>					
Accounting Assistant		Certificate	2003	Online	Universal Web Access
Accounting and Business Technology	Accounting Technology	AAS	2003	Online	Universal Web Access
Office Assistant		Certificate	2003	Online	Universal Web Access

## Distance Education Degree Programs in the Montana University System 2005

DEGREE NAME	OPTION	D_ID	BEGIN DATE	DELIVERY	SITE(S)
<b>MONTANA STATE UNIVERSITY - NORTHERN</b>					
Associate of Arts		AA	2003	O-S/ITV	Lewistown
Associate of Science		AS	1990	O-S/ITV/Tape	Great Falls
Business Technology		BS	1990	O-S/ITV/Tape	Great Falls, Wolf Point, Poplar
Computer Information Systems		AAS	1990	O-S/ITV	Great Falls
Counselor Education		M.Ed.	1980	O-S/ITV	Great Falls
Elementary Education		BSED	2001	O-S/ITV	Great Falls
Learning Development		MSED	1996	O-S	Browning
Nursing		ASN	1994	O-S/ITV	Great Falls, Lewistown
Nursing		BSN	1997	Online	Statewide
<b>MSU - GREAT FALLS COLLEGE OF TECHNOLOGY</b>					
Associate of Arts		AA	2004	Online	
Associate of Science		AS	2002	Online	
Aviation		AAS	2005	Offsite	Bozeman
Computer Information Technology	Networking Architecture	AAS	2000	O-S/Online/Mixed Mode	Bozeman
Computer Information Technology	Web Development	AAS	2003	O-S/Online/Mixed Mode	Bozeman
Computer Information Technology	Microcomputer Support	AAS	1997	O-S/Online/Mixed Mode	Bozeman
Health Information Coding Specialist		Certificate	2002	Online	
Medical Billing Assistant		Certificate	2003	Online	
Medical Transcription		Certificate	2000	Online	
Professional Communications		Endorseme <sup>e</sup>	2003	Online	
<b>THE UNIVERSITY OF MONTANA - MISSOULA</b>					
Business Administration		MBA	1988	Videoconference	Billings, Bozeman, Butte, Great Falls, Helena, Kalispell, Missoula
Curriculum and Instruction	Curriculum Studies	M.Ed.	1998	Onsite/Online	International
Educational Leadership		Ed.D.	1997	Videoconference/Onsite	Ft. Belknap, Great Falls, Missoula, Canada
Educational Leadership		M.Ed.	2001	Online	International
Forensic Studies		Certificate	2005	Online	International
Library Media	Curriculum Studies	Endorseme <sup>e</sup>	2002	Online	International
Pharmacy		Pharm D	1997	Online/Onsite	International
Public Administration		MPA	2002	Online	International
<b>THE UNIVERSITY OF MONTANA - MISSOULA COLLEGE OF TECHNOLOGY</b>					
Customer Relations		Certificate	2004	Online	International
Surgical Technology		AAS	2003	Online	Billings, Butte



## Distance Education Degree Programs in the Montana University System 2005

DEGREE NAME	OPTION	D_ID	BEGIN DATE	DELIVERY	SITE(S)
<b>MONTANA TECH OF THE UNIVERSITY OF MONTANA</b>					
Industrial Hygiene		MS	2003	Online	International
Project Engineering & Management		MS	1997	Online	International
Occupational Safety & Health	Applied Health Sciences	BS	1995	Online	International
<b>THE UNIVERSITY OF MONTANA - WESTERN</b>					
Child Development Associate		AAS	2000	Online	Missoula, Billings, Bozeman, Helena, Butte, Great Falls, Havre
Early Childhood Education		AAS	2000	Online	Missoula, Billings, Bozeman, Butte, Helena, Great Falls, Havre
Secondary Education		Certificate	2002	Onsite	Butte
Elementary Education		BS	1997	Onsite	Pablo
Library/Media Endorsement		BA	2003	Traditional	Missoula
<b>MILES COMMUNITY COLLEGE</b>					
Nursing		AS	2004	Online and ITV	Multiple

**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** The Credit by Examination Report  
**DATE:** November 16 - 18, 2005

The Credit by Examination Report is attached to this memorandum. The Report was originally included as part of the Board of Regents' agenda in September 2005, but had to be postponed because of the length of the Academic & Student Affairs Committee meeting. The Report has traditionally been prepared annually for the Montana Board of Regents, and included in the agenda at one of the fall meetings of the Board.

The Report is self-explanatory. It includes information from each of the campuses on the number of students, and number of credits earned by those students, in

- Advanced Placement (AP) classes;
- the College-Level Examination Program (CLEP);
- DANTES (Defense Activity for Nontraditional Education Support) program, administered by the United States Department of Defense; and
- course-specific challenge examinations developed by individual institutions.

All of the programs permit students to earn college-level credits without actually signing up for classes.

If you want to learn more about CLEP, the following website will be helpful:

<http://www.collegeboard.com/student/testing/clep/about.html>

If you want to learn more about DANTES, the following website will be helpful:

[http://www.dantes.doded.mil/dantes\\_web/danteshome.asp?Flag=True](http://www.dantes.doded.mil/dantes_web/danteshome.asp?Flag=True)

**Credit By Examination in the Montana University System**

**Comparison of FY 00 - FY 04**

Four-Year Campus	FY 2000		FY 2001		FY 2002		FY 2003		FY 2004	
	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits
MSU-Billings	139	402	291	927	335	990	269	780.5	299	897.5
MSU-Bozeman	274	2664	220	2181	247	3670	254	2377	263	2762
MSU-Northern	26	91	17	121	*	*	19	66	22	94
The U of M	288	1008	347	1221	385	1260	256	1845	285	2171
Montana Tech	42	202	60	261	36	139	63	298	34	78
UM-Western	11	41	31	104	13	73	4	24	8	64
<b>TOTAL</b>	<b>780</b>	<b>4408</b>	<b>966</b>	<b>4815</b>	<b>1016</b>	<b>6132</b>	<b>865</b>	<b>5390.5</b>	<b>911</b>	<b>6066.5</b>

Colleges of Technology	FY 2000		FY 2001		FY 2002		FY 2003		FY 2004	
	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits
Billings COT	19	52	108	242	90	209	77	167	47	159
Great Falls COT	54	165	84	249	70	271	19	149	31	118
Butte COT	38	97	69	198	66	233	13	52	15	41
Helena COT	83	238	208	508	150	402	13	80	11	56
Missoula COT	0	0	70	210	74	198	55	113	54	126
<b>TOTAL</b>	<b>194</b>	<b>552</b>	<b>539</b>	<b>1407</b>	<b>450</b>	<b>1313</b>	<b>177</b>	<b>561</b>	<b>158</b>	<b>500</b>

Community Colleges	FY 2000		FY 2001		FY 2002		FY 2003		FY 2004	
	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits	# of Students	# of Credits
Dawson CC	5	36	1	3	0	0	1	3	1	3
Flathead Valley CC	2	27	9	26	*	*	11	94	9	31
Miles CC	1	3	13	42	5	18	15	49	4	10
<b>TOTAL</b>	<b>8</b>	<b>66</b>	<b>23</b>	<b>71</b>	<b>5</b>	<b>18</b>	<b>27</b>	<b>146</b>	<b>14</b>	<b>44</b>

\* Data unavailable

# MONTANA UNIVERSITY SYSTEM DIVERSITY REPORT

## SEPTEMBER 2005

### Executive Summary

**PURPOSE OF THE STUDY:** This report is intended to provide data for the Montana Board of Regents to assess how well the campuses of the Montana University System (MUS) are responding to the Regents' mandate on minority and American Indian education as embodied in Policy 1902. The summary report provides an assessment for the MUS as a whole. Each campus has provided a report with considerably more detail and narrative regarding their diversity accomplishments. The individual campus reports are available on the Board of Regents web site at <http://mus.montana.edu/reports/diversity/index.htm>

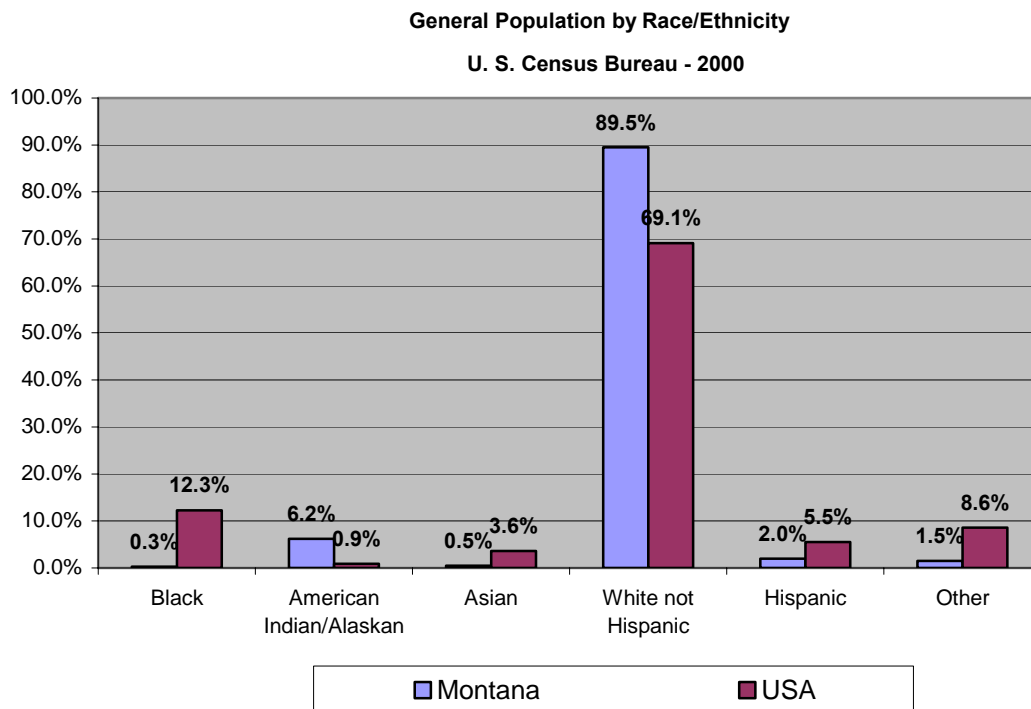
The data used in this summary report were obtained from the U.S. Department of Education Integrated Postsecondary Education Data System (IPEDS.) IPEDS is "a single, comprehensive system designed to encompass all institutions whose primary purpose is to provide postsecondary education." Each postsecondary education institution collects and submits their individual data into IPEDS.

This report provides Montana University System data pertaining to enrollment, degrees awarded, and numbers of faculty and staff—all categorized by ethnicity. It is important to note that how and if students or staff report their ethnicity is entirely at the individual's discretion. Therefore, the percentage of unknown as an ethnic category may be relatively high.

### ENROLLMENT MANAGEMENT

**POLICY 1902 GOAL 1:** To enroll and graduate American Indians and other minorities in proportion to their representation in the state's population. In measuring the outcome of this goal it is expected that the students would originate from the State of Montana and that the proportional representation would apply both at the undergraduate and graduate levels. Further, it is expected that the minority students would have comparable levels of achievement with non-minority students.

The 2000 Census report showed the following population distribution for Montana and for the USA.



Enrollments for the Montana University System reflect the following distribution:

Year	American Indian/ Alaska Native	Other Minority	White	Non-resident alien	Unknown	Total
2000	1,151 3.3%	924 2.7%	29,660 85.1%	819 2.3%	2,304 6.6%	34,858
2001	1,315 3.7%	973 2.7%	30,171 85.0%	734 2.1%	2,297 6.5%	35,490
2002	1,312 3.6%	1,058 2.9%	31,105 85.6%	706 1.9%	2,162 5.9%	36,343
2003	1,298 3.5%	1,128 3.0%	31,648 85.0%	669 1.8%	2,470 6.6%	37,213

Clearly the MUS has not achieved the goal of participation for American Indians in the same percentage as Montana’s population. However, even Montana’s majority ethnic category does not appear to be represented in proportion to the state’s population. The category “unknown” —individuals who do not wish to report their ethnicity—skews the results.

The category “non-resident alien” is defined by IPEDS as: A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

The good news is that as an ethnic group, American Indians and other minorities have made relatively large percentage increases in representation. From 1993 to 2003 and from 2000 to 2003, the percentage increases by ethnic category are:

Years Span	American Indian	Other Minority	White	Non-resident Alien	Unknown	Total Headcount
1993-2003	33.0%	74.6%	18.6%	-30.6%	-22.5%	14.6%
2000-2003	12.8%	22.1%	6.7%	-18.3%	7.2%	6.8%

The percentages of American Indian students and other minority students have increased more than the percentage increase of headcount enrollment, and considerably more (as a percentage) than white students.

Total higher education enrollment in Montana for Fall 2003, by ethnic group, is shown in the table below:

**HEADCOUNT ENROLLMENT  
MONTANA INSTITUTIONS OF HIGHER EDUCATION  
FALL 2003**

Institution Name	White non-Hispanic total	Black non-Hispanic total	Hispanic total	Asian or Pacific Islander total	American Indian Alaska Native total	Race/ethnicity unknown total	Nonresident alien total	TOTAL HEADCOUNT
PUBLIC MUS 4-YEAR CAMPUSES	28,853	156	487	345	1,135	2,242	665	33,883
PUBLIC MUS 2-YEAR CAMPUSES	2,795	29	75	36	163	228	4	3,330
MONTANA UNIVERSITY SYSTEM	31,648	185	562	381	1,298	2,470	669	37,213
PERCENTAGE OF HEADCOUNT ENROLLMENT MUS	85.0%	0.5%	1.5%	1.0%	3.5%	6.6%	1.8%	100.0%
PUBLIC COMMUNITY COLLEGES	2,749	15	37	22	79	419	6	3,327
PRIVATE 4-YEAR	2,437	27	66	31	143	352	94	3,150
TRIBAL COLLEGES	586	3	18	2	2,912	29	0	3,550
PERCENTAGE OF HEADCOUNT ENROLLMENT-TRIBALS	16.5%	0.1%	0.5%	0.1%	82.0%	0.8%	0.0%	100.0%
TOTAL ALL MONTANA HIGHER EDUCATION	37,420	230	683	436	4,432	3,270	769	47,240
PERCENTAGE OF HEADCOUNT ENROLLMENT-ALL	79.2%	0.5%	1.4%	0.9%	9.4%	6.9%	1.6%	100.0%

## COMPLETIONS

**Associates Degrees:** The combined percentage of Black, American Indian, Asian, and Hispanic that obtained associate degrees in the MUS for 2003-2004 were 7%. The number of American Indian / Alaskan Native students completing Associates Degree programs of study in the MUS reached the highest number and highest percentage (4.4%) since 1991-92, although the numbers and percentages varied widely from year to year and campus-to-campus. For example, in 2003-2004, over 7% (10 of 141) of the associate degrees awarded at MSU-Northern were to American Indians and at MSU-Billings campuses, 5.8% (10 of 171) of the associate degrees awarded were to Native American students.

Degree	Year	Non Resident Alien	Black	American Indian	Asian	Hispanic	Total Minority	White	Unknown	Total Completions
Associates	2000-2001	3	1	29	6	10	46	744	36	829.00
		0.4%	0.1%	3.5%	0.7%	1.2%	5.5%	89.7%	4.3%	
	2001-2002	2	2	23	6	13	44	766	57	869.00
		0.2%	0.2%	2.6%	0.7%	1.5%	5.1%	88.1%	6.6%	
	2002-2003	4	3	30	7	15	55	854	39	952.00
		0.4%	0.3%	3.2%	0.7%	1.6%	5.8%	89.7%	4.1%	
	2003-2004	3	2	43	9	15	69	845	58	975.00
		0.3%	0.2%	4.4%	0.9%	1.5%	7.1%	86.7%	5.9%	

**Bachelors Degrees:** Both the percentage and the total number of bachelors degrees awarded to American Indian students in 2003-2004 declined from the previous year. Individual campuses showed much better results—MSU-Billings awarded 7.35% (38 degrees) and MSU-Northern 9.7% (22 degrees.) Those two campuses account for 47% of the bachelors degrees awarded to Native American students in 2003-2004.

Degree	Year	Non Resident Alien	Black	American Indian	Asian	Hispanic	Total Minority	White	Unknown	Total Completions
Bachelors	2000-2001	113	12	112	45	44	213	3874	249	4,449.00
		2.5%	0.3%	2.5%	1.0%	1.0%	4.8%	87.1%	5.6%	
	2001-2002	111	16	124	31	53	224	4069	267	4,671.00
		2.4%	0.3%	2.7%	0.7%	1.1%	4.8%	87.1%	5.7%	
	2002-2003	103	18	139	38	47	242	4041	255	4,641.00
		2.2%	0.4%	3.0%	0.8%	1.0%	5.2%	87.1%	5.5%	
	2003-2004	99	15	127	48	47	237	4190	246	4,772.00
		2.1%	0.3%	2.7%	1.0%	1.0%	5.0%	87.8%	5.2%	

**Masters/Doctorates/First Professional Degrees:** Masters degrees, in particular, that were awarded to American Indian students and other minority students have increased significantly in the MUS.

Degree	Year	Non Resident Alien	Black	American Indian	Asian	Hispanic	Total Minority	White	Unknown	Total Completions
Masters/Doctorates / 1st Professional	2000-2001	59	0	26	3	3	32	644	97	832.00
		7.1%	0.0%	3.1%	0.4%	0.4%	3.8%	77.4%	11.7%	
	2001-2002	55	1	14	2	2	19	631	92	797.00
		6.9%	0.1%	1.8%	0.3%	0.3%	2.4%	79.2%	11.5%	
	2002-2003	54	2	19	8	8	37	632	124	847.00
		6.4%	0.2%	2.2%	0.9%	0.9%	4.4%	74.6%	14.6%	
	2003-2004	52	2	23	7	5	37	718	100	907.00
		5.7%	0.2%	2.5%	0.8%	0.6%	4.1%	79.2%	11.0%	

**FINANCIAL AID**

An important component of access to higher education for minorities is cost. A major vehicle for financial aid for American Indian students is the Montana University System’s Indian Fee Waiver. The Montana Board of Regents, in Policy 940.13, provides two major categories of fee waivers—mandatory and discretionary. Mandatory waivers are waivers named in 20-25-421, MCA that states, “The regents may prescribe tuition rates, matriculation charges, and incidental fees for students in institutions under their jurisdiction.” Discretionary waivers are categories determined by the Regents or by the institutions, such as faculty/staff waivers. Regents Policy 940.13 (and 20-25-421 MCA) sets the requirements for the Indian Student Fee Waiver:

Indian Student Fee Waiver. Registration and incidental fees shall be waived for any person of one-fourth (1/4) Indian blood or more. Such person must have been a bona fide resident of the State of Montana for at least one year prior to enrollment in the Montana University System and must demonstrate financial need. Each campus shall make rules governing the selection of these Indian students.

**Fee Waivers:** The following table shows both the full time equivalent (FTE) number of tuition waivers and the total dollar value of the waivers that were awarded to American Indian students in the Montana University System. The campuses of the MUS continue to provide over half of their mandatory waivers to American Indian students. In fact, some of the campuses are providing significantly more than 50% of their mandatory waivers in Indian Fee Waiver. For FY04 MSU-Billings provided 66%, MSU-Northern 90%, UM-Missoula 58%, and UM-Western 76% of their mandatory waivers.

Fiscal year	Data	Indian Fee Waivers	All Mandatory Fee Waivers	% Indian Waivers of All Mandatory Waivers
2000-2001	FTE Waivers	636.48	1217.8	49.2%
	Dollar Amount	1,415,523	2,551,311	48.5%
2001-2002	FTE Waivers	759.70	1202.1	50.6%
	Dollar Amount	1,905,630	2,608,068	50.1%
2002-2003	FTE Waivers	713.30	1196.3	53.2%
	Dollar Amount	2,081,746	2,703,601	52.4%
2003-2004	FTE Waivers	710.70	1311.4	57.9%
	Dollar Amount	2,161,420	3,282,827	58.0%

**Net Cost of Attendance:** For the July Board of Regents planning retreat, the campuses presented net cost of attendance data for the AY05 year for Montana resident undergraduate students. The cost of attendance includes an average cost, by category, for mandatory tuition and fees, housing dining, books, and miscellaneous expenses. The net cost of attendance is the cost of attendance less fee waivers, third party aid, institutional scholarships, and grant aid. Since the majority of Montana’s students attend the Bozeman and Missoula campuses, the data for those two institutions is presented below.

**The University of Montana - Missoula**

	Net Cost of Attendance - Resident Undergraduates (AY05)					
	Native					All Other
	<u>No Waiver</u>	<u>Americans</u>	<u>Veterans</u>	<u>Athletes</u>	<u>HS Honors</u>	<u>Waivers</u>
Headcount	3,344	181	5	82	83	170
Average Cost of Attendance	\$14,094	\$14,094	\$14,094	\$14,094	\$14,094	\$14,094
Less:						
Mandatory Fee Waivers	0	(3,379)	(2,913)	0	(3,257)	(1,698)
Discretionary Fee Waivers	0	0	0	(2,986)	0	(3,023)
Third Party Aid	(2,344)	(3,403)	(1,616)	(620)	(1,779)	(1,084)
Institutional Scholarships	(1,494)	(1,794)	0	(4,119)	(2,252)	(3,786)
Grant Aid	(2,977)	(3,571)	(3,567)	(2,283)	(3,005)	(2,517)
<b>Net Cost of Attendance</b>	<b>\$7,279</b>	<b>\$1,947</b>	<b>\$5,998</b>	<b>\$4,085</b>	<b>\$3,801</b>	<b>\$1,987</b>

**Montana State University - Bozeman**

	Net Cost of Attendance - Resident Undergraduates (AY05)					
	Native					All Other
	<u>No Waiver</u>	<u>Americans</u>	<u>Veterans</u>	<u>Athletes</u>	<u>HS Honors</u>	<u>Waivers</u>
Headcount	3,221	79	11	98	125	315
Average Cost of Attendance	\$13,490	\$13,490	\$13,490	\$13,490	\$13,490	\$13,490
Less:						
Mandatory Fee Waivers	0	-3,416	-3,038	0	-3,669	-1,768
Discretionary Fee Waivers	0	0	0	-3,336	0	-1,752
Third Party Aid	-1,245	-2,292	-1,630	-1,024	-2,132	-1,827
Institutional Scholarships	-861	-1,407	0	-4,019	-1,133	-2,176
Grant Aid	-1,939	-3,752	-3,736	-2,242	-2,216	-2,227
<b>Net Cost of Attendance</b>	<b>\$9,445</b>	<b>\$2,623</b>	<b>\$5,086</b>	<b>\$2,870</b>	<b>\$4,339</b>	<b>\$3,740</b>

Native American students *who qualify* for the waiver receive a substantial benefit. On average, those students also qualify for other forms of gift aid to supplement the waiver. Based on the headcount number of 1,298 in Fall 2003, and the calculated full-time equivalent fee waiver of 710.7 (which is based on full time students, not headcount) an estimated percentage of American Indian students who receive waivers are 55%.



**POLICY 1902 GOAL 2:** To increase the employment of American Indians and other underrepresented minorities in administrative, faculty and staff positions to achieve representation equal to that of the relevant labor force.

**Faculty:** IPEDS only requires that data be submitted for faculty and staff numbers every other year. Data is presented for faculty by category of tenured, tenure track, and adjunct.

Five of the American Indian tenured faculty in 2003 are at MSU-Bozeman, four at UM-Missoula, and one at UM-Western. That represents an increase of one faculty at Bozeman and two at Missoula.

MUS ALL FACULTY CATEGORIES						
	American Indian/ Alaska Native	Other Minority	White	Non-resident	Unknown	Total
2001	13	33	1602	18	11	1677
	0.8%	2.0%	95.5%	1.1%	0.7%	
2003	17	36	1534	21	23	1631
	1.0%	2.2%	94.1%	1.3%	1.4%	

While there was a net increase of one tenure-track faculty for the MUS, Bozeman and Missoula each reported two additional other minority tenure-track faculty. Please note that the number of “unknown” increased by 12.

**Staff:**

Year	Staff											
	Full Time						Part Time					
	American Indian/ Alaska Native	Other Minority	White	Non-resident	Unknown	Total	American Indian/ Alaska Native	Other Minority	White	Non-resident	Unknown	Total
2001	67	94	4679	57	34	4931	41	52	2093	142	18	2346
	1.4%	1.9%	94.9%	1.2%	0.7%		1.7%	2.2%	89.2%	6.1%	0.8%	
2002	73	113	4628	66	91	4971	40	44	2166	166	189	2605
	1.5%	2.3%	93.1%	1.3%	1.8%		1.5%	1.7%	83.1%	6.4%	7.3%	

MSU-Billings reported an increase of five full-time American Indian staff. Again, the percentage increase in the category “unknown” is much larger than any other reported category.

**POLICY 1902 GOAL 3:** To enhance the overall curriculum by infusion of content which enhances multicultural awareness and understanding.

Each of the Montana University System campuses completed Diversity Reports that detail the curriculum and training that addresses this goal. Please see the following sections in each campus's report:

- K.     **Diversity and Other Intercultural Training**  
Includes training to faculty, staff, and students on cultural diversity/sensitivity.
  
- L.     **Courses Promoting Diversity**  
List of courses that focused on cultural diversity, including enrollments.
  
- M.     **List of Agreements with Tribes or Tribal Colleges.**  
Includes Articulation agreements, contracts, courses and cooperative training, and grants and contracts.
  
- N.     **American Indian Languages Taught.**  
Includes lists of languages taught, credit offered for language proficiency, and credit by exam for Native Languages.
  
- O.     **Recruiting Indian Students into teacher prep programs.**  
Includes how American Indian students are recruited into teacher prep programs and teaching Degrees awarded to American Indian students.
  
- P.     **Campus Diversity Action Plans.**

**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** The Montana University System Diversity Report  
**DATE:** November 16 – 18, 2005

An executive summary of the Montana University System Diversity Report is attached to this memorandum. The summary was originally included as part of the Board of Regents' agenda in September 2005, but had to be postponed because of the length of the Academic & Student Affairs Committee meeting.

The Diversity Report is prepared in response to Montana Board of Regents' Policy 1902. The summary itself is based primarily on the goals that are stated in Regents' Policy 1902 as follows:

1. To enroll and graduate American Indians and other minorities in proportion to their representation in the state's population. In measuring the outcome of this goal, it is expected that the students would originate from the State of Montana and that the proportional representation would apply both at the undergraduate and graduate levels. Further, it is expected that the minority students would have comparable levels of achievement with non-minority students.
2. To increase the employment of American Indians and other underrepresented minorities in administrative, faculty and staff positions to achieve representation equal to that of the relevant labor force.
3. To enhance the overall curriculum by infusion of content which enhances multicultural awareness and understanding.

Again, the executive summary included with this memo focuses primarily on those important goals. It also includes information on American Indian fee waivers. The summary contains some historical information, so Board members can evaluate trends in achieving the stated goals.

Each of the campuses of the Montana University System submitted a more detailed report on American Indian and diversity information. Those detailed reports contained information on:

- A. Institutional Information.
- B. Policy and Structure.
- C. Enrollment by Ethnicity.
- D. Completions.
- E. Fee Waivers.
- F. Scholarships.
- G. Tenured Faculty.

- H. Tenure-Track Faculty.
- I. Adjunct Faculty.
- J. Staff.
- K. Training.
- L. Courses.
- M. Cooperative Agreements.
- N. Indian Languages.
- O. Teacher Education.
- P. Action Plans.

Previous diversity reports, prepared for the Montana Board of Regents, included that detailed information. This time, however, the staff in the Office of the Commissioner of Higher Education decided that a more concise and focused report might be more appropriate for the Regents' meeting. Therefore, the executive summary was prepared.

The individual campus reports, with their wealth of information, are available electronically if individual Regents or members of the Montana University System community wish to review them. Those reports can be found at the following address:

<http://mus.montana.edu/reports/diversity/index.htm>

That address also contains previous diversity reports, dating back to 2001. The information in those reports goes back 10 years, and includes a wealth of information regarding each campus and its efforts to accomplish its goals for multicultural diversity.

This format is a significant change for the diversity reports, and the staff in the Commissioner's office would appreciate your feedback and suggestions about whether it works and satisfies the needs of the Board of Regents. If it does not, we can always go back to the more extensive reports in future years; or we can prepare a more extensive executive summary for the Board's review.

If you have specific questions about the diversity report, or any of the campus information, I will attempt to answer those questions with the help of my colleagues from throughout the System.

**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** An Initial Attempt at Campus Quality Reports  
**DATE:** November 16 – 18, 2005

An initial, and very rough, draft of the Quality Reports for most of the campuses in the Montana University System is attached to this memorandum. The Reports were originally included as part of the Board of Regents' agenda in September 2005, but had to be postponed because of the length of the Academic & Student Affairs Committee meeting.

The Montana Board of Regents adopted a definition of a quality Montana University System at its September 2004 meeting. That definition reads as follows:

**A Quality Montana University System**

- prepares its students for successful lives as productive and engaged citizens;
- values excellent teaching, innovative scholarship and high standards of academic achievement;
- uses its fiscal resources in a responsible manner;
- is accessible and affordable;
- contributes to the diversity, economic development and unique lifestyle of Montana.

The Montana University System will monitor its success in meeting these expectations by using the following measures:

- 1) --number of graduates
  - percentage of graduates employed or continuing their education
  - employer satisfaction with graduates
  - average GPA and ACT score of entering students
  
  - student scholarship, using numbers of students who participate in research and activities similar to the ones listed under faculty scholarship
  - faculty scholarship, using numbers of articles, books, creative endeavors, competitive research grants, presentations, etc.
  - student honors, including national awards, licensure pass rates, etc.
- 2) --expenditures per FTE student
  - student/faculty ratio
  - number of courses and student credit hours (SCH) per faculty member
- 3) -- tuition as a percentage of median family income
  - percentage of students who receive financial aid/scholarships, and average amount
- 4) -- partnerships and outreach (a narrative from each campus)
  - number of students admitted, by residency and ethnicity
  - number of patents and technology transfer agreements

**Memorandum on the Quality Reports, cont.:**  
**Page 2**

As noted earlier, these reports are an initial, and very rough, compilation of the measures that were adopted by the Montana Board of Regents to monitor its success in meeting the quality definition. The reports are unedited, at this point, and the information has not been validated by the Office of the Commissioner of Higher Education. The information required for the reports was fairly easy to compile at the larger campuses, primarily because they have institutional research departments and professional staff who are hired to collect data. Some campuses have also been participating in national benchmark programs, so some of this information was already available at the institution.

For the smaller campuses, the task of collecting the quality measures is problematic. Any kind of research or data collection requests are usually referred to someone who also performs several other tasks for the institution, like a registrar or public information officer. Several of the quality measures would be considered new data, and the procedures for monitoring or collecting that information have to be established on the campuses. One campus, Montana State University-Northern, did not complete the information. The institutional research staff at The University of Montana-Missoula and Montana State University-Bozeman has pledged to assist their affiliated campuses in the collection of this quality information, but that assistance was not in place when this first experimental effort to create a report was initiated by the Office of the Commissioner of Higher Education.

The information is also presented on an individual campus basis. When the Quality Report was discussed at the Board of Regents' meeting in September 2004, the conversation leaned toward a System-wide report that totaled or averaged information from all of the campuses. Individual institutions would also be encouraged to collect and publish a Quality Report of their own. This first attempt at a Quality Report obviously does not follow that model, and that is one of the questions that should be discussed as part of this information item.

Since this is a first attempt to develop a report, based on the quality measures, your feedback and suggestions are welcome and would be appreciated. Some specific questions that you should consider include the following:

- Should we stick with the initial decision to prepare a System-wide report? Or does it make more sense to prepare individual campus reports, with some brief explanation of some of the measures, since not all of them apply to every campus equally?
- Is this first, very rough, attempt close to what you anticipated? Or do you have something else in mind?
- Should we continue with this particular effort, refining and presenting the information in a more understandable format? or are we so far off base that we should start over?
- How should this Report be used?

Laurie Neils in the Commissioner's office assumed primary responsibility for this project. I will obviously share your suggestions and feedback with her. Once we have a finished product that satisfies the Board's interests, we will share that document with all of you and post it on the Montana University System website.

I look forward to your suggestions.

**Board of Regents Quality Indicators  
Montana University System Campus, March 2005**

<b>MONTANA STATE UNIVERSITY - GREAT FALLS</b>		<b>COLLEGE OF TECHNOLOGY</b>				
<b>Fall Residency Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
Resident		1176	1292	1358	1454	1413
Non Resident		15	13	19	14	28
WUE						
<b>Total</b>		<b>1,191</b>	<b>1,305</b>	<b>1,377</b>	<b>1,468</b>	<b>1,446</b>
<b>Fall Diversity Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American		14	12	19	20	20
American Indian		68	83	78	95	71
Asian/Pacific Islander		18	15	12	21	20
Hispanic		12	16	24	28	21
White		861	1,006	1,124	1,182	1,170
Unknown		218	173	120	122	142
Non-resident Alien						2
<b>Total</b>		<b>1,191</b>	<b>1,305</b>	<b>1,377</b>	<b>1,468</b>	<b>1,446</b>
<b>Entering Freshmen Scores</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
GPA *						
ACT **						
<b>Student Scholarship</b>						<b>Fall 04</b>
UGs in Core Research Courses						
<b>Student Honors</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	
* We have open access and grade point doesn't determine entrance into our institution.						
** With open access to our institution these tests are not required.						
<b>Number of Graduates</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Specialized Endorsements		2	4	8	3	1
Certificate		27	29	31	62	36
Associate Degrees		110	90	127	131	140
<b>Total</b>	<b>0</b>	<b>139</b>	<b>123</b>	<b>166</b>	<b>196</b>	<b>177</b>
<b>Success of Graduates</b>				<b>2003</b>	<b>2004</b>	
Surveyed/Responded						
% Employed/Further Education						
<b>Employer Satisfaction</b>	<b>Excellent</b>	<b>Good</b>	<b>Average</b>	<b>Fair</b>	<b>Poor</b>	<b>Total</b>
<b>Tuition as % of Median Household Income</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04**</b>	
Montana Median Income	32,777	32,126	34,835	34,108	35,137	
Resident Tuition & Fees						
%	0.0%	0.0%	0.0%	0.0%	0.0%	
<b>**projected median</b>						
<b>Undergraduate Financial Aid</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	
Percent of UG on Financial Aid						
Avg. Full-Time UG Need Based						
<b>Student Faculty Ratio</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>

Teaching productivity			Fall 01	Fall 02	Fall 03	Fall 04

Student Credit Hours Taught per Faculty FTE  
 Relative to national mean  
 Course Sections Taught per Faculty FTE  
 Relative to national mean

Faculty Scholarship			2002	2003	2004	

Partnership and Outreach Narrative						

Patents/Technology Transfer	FY00	FY01	FY02	FY03	FY04	

Number of Patents Held  
 Number of License/Option Agreements Held  
 Research Expenditures

Expenditures	FY00	FY01	FY02	FY03	FY04	

Expend/Annual Student FTE  
 TOTAL EXPENDITURES

**Notes and Data Sources:**

**Fall Residency Headcount:** Grand Total All Students, Common Data Set, B1

**Fall Diversity Headcount:** Grand Total All Students, Common Data Set, B1

**Entering Freshmen Scores:** Total Entering Freshmen (full/part time) from Common Data Set, C1

**Student Scholarship:** Banner Enrollment Data

**Number of Graduates:** Common Data Set, B3

**Success of Graduates:** Graduates Survey

**Employer Satisfaction:** Employer survey/interview response from the annual Career Fair

**Tuition as % of Median Household Income:** <http://www.census.gov/hhes/income/histinc/h08.html>

**Undergrad. Financial Aid:** Common Data Set, H4 (percent), H2, K, full-time undergrad including freshmen.

**Student Faculty Ratio:** Common Data Set, I2

**Teaching productivity:** The Delaware Study of Instructional Cost and Productivity, average departmental score, average ratio of department to peer group

**Faculty Scholarship:** The Delaware Study of Faculty Out-of-Classroom Activity, average departmental score, average ratio of department to peer group

**Partnership and Outreach Narrative:** Vice President for Research, Extension

**Patents/Technology Transfer:** AUTM Reports, V. P. for Research, Creativity and Technology Transfer

**Expenditures:** Report CHExx1, Instruction (only) \$ divided by Total FY FTE Students



**Board of Regents Quality Indicators  
The University of Montana-Helena College of Technology, March 2005**

<b>Fall Residency Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
Resident			777	809	870	852
Non Resident			3	6	5	8
WUE			6	7	8	4
<b>Total</b>		<b>0</b>	<b>786</b>	<b>822</b>	<b>883</b>	<b>864</b>

<b>Fall Diversity Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American				2		2
American Indian				32	30	27
Asian/Pacific Islander				9	8	5
Hispanic				19	21	17
White				725	774	742
Unknown				35	50	71
Non-resident Alien				0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>822</b>	<b>883</b>	<b>864</b>

<b>Entering Freshmen Scores</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
GPA		did not track	did not track	did nto track	do not track	2.71
ACT		NA	NA	NA	NA	NA

<b>Success of Graduates</b>			<b>2003</b>	<b>2004</b>	
Surveyed/Responded			150/42	170/82	
% Employed/Further Education			95%	93%	

<b>Tuition as % of Median Household Income</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04**</b>
Montana Median Income	32,777	32,126	34,835	34,108	35,137
Resident Tuition & Fees	2,190	2,260	2,377	2,485	2,616
%	6.7%	7.0%	6.8%	7.3%	7.4%

**\*\*projected median**

<b>Student Faculty Ratio</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
				18:1	19:1	18:1

<b>Teaching productivity</b>		<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
Student Credit Hours Taught per Faculty FTE		264	269	257	232
Relative to national mean					
Course Sections Taught per Faculty FTE		6.47	7.7	6.89	5.96
Relative to national mean					

<b>Expenditures</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
Expend/Annual Student FTE	\$2,437	\$2,668	\$2,704	\$3,048	\$3,029
<b>TOTAL EXPENDITURES</b>	<b>1,715,417</b>	<b>\$1,934,471</b>	<b>\$1,989,889</b>	<b>\$2,252,324</b>	<b>\$2,268,492</b>

**Board of Regents Quality Indicators  
Montana State University-Bozeman, March 2005**

<b>Fall Residency Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
<i>Resident</i>		8671	8830	8961	9158	9049
<i>Non Resident</i>		2714	2458	2516	2487	2557
<i>WUE</i>		376	457	457	490	397
<b>Total</b>		<b>11,761</b>	<b>11,745</b>	<b>11,934</b>	<b>12,135</b>	<b>12,003</b>

<b>Fall Diversity Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American		38	34	49	47	60
American Indian		211	225	229	223	244
Asian/Pacific Islander		80	87	102	122	140
Hispanic		133	128	135	137	141
White		10,005	10,079	10,330	10,547	10550
Unknown		925	877	791	761	578
Non-resident Alien		369	315	298	298	290
<b>Total</b>		<b>11,761</b>	<b>11,745</b>	<b>11,934</b>	<b>12,135</b>	<b>12,003</b>

<b>Entering Freshmen Scores</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
GPA		3.30	3.28	3.29	3.31	3.31
ACT		23.10	22.90	23.10	23.10	23.20

<b>Student Scholarship</b>						<b>Fall 04</b>
UGs in Core Research Courses						640

<b>Student Honors</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	
Regents' Scholars in Entering Freshman Class						127
NCLEX-RN (Nursing) Exam Pass Rate (national rate)	94% (87%)	95% (88%)	93% (89%)	88% (85%)	92% (87%)	
Family Nurse Practitioner Certification Rate	100%	100%	100%	100%	100%	
CPA Exam Pass Rate (national rate)	65% (17%)	67% (18%)	85% (19%)	69% (20%)		
Fundamentals of Engineering Fall Exam Pass Rate (national rate)	88% (82%)	96% (79%)	94% (79%)	95% (80%)	88% (78%)	

<b>Number of Graduates</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	
Specialist	1	N/A	N/A	1	N/A	
Bachelors	1,712	1,672	1,828	1831	1,821	
Masters	315	327	320	307	375	
Doctorates	32	30	36	41	42	
<b>Total</b>	<b>2,060</b>	<b>2,029</b>	<b>2,184</b>	<b>2,180</b>	<b>2,238</b>	

<b>Success of Graduates</b>		<b>2003</b>	<b>2004</b>
Surveyed/Responded		2180/1336	2200/1530
% Employed/Further Education		88% coming soon	

<b>Employer Satisfaction</b>	<b>Excellent</b>	<b>Good</b>	<b>Average</b>	<b>Fair</b>	<b>Poor</b>	<b>Total</b>
Response from Employers at Career Fair 2004	32%	45%	21%	1%	1%	100%
Response from Employer Interview 2004	24%	52%	24%	0%	0%	100%

## Comments from Employers at Career Fair 2004:

"When a student comes out of Montana State University, they not only have the technical ability to perform well but also the work ethic to succeed", Clark Nuber CPAs & Consultants.

"We have found that MSU produces an excellent crop of graduates each and every year. These graduates not only possess the latest concepts, theories and practical applications, they also have an excellent work ethic and superb team skill.", Fluor Government Group.

"MSU consistently produces talented graduates with a strong work ethic and significant research and intern experience", ConocoPhillips.

Tuition as % of Median Household Income	FY00	FY01	FY02	FY03	FY04**
Montana Median Income	32,777	32,126	34,835	34,108	35,137
Resident Tuition & Fees	2,965	3,079	3,381	3,807	4,145
%	9.0%	9.6%	9.7%	11.2%	11.8%

\*\*projected median

Undergraduate Financial Aid	FY00	FY01	FY02	FY03	FY04
Percent of UG on Financial Aid	70	70	57	62	63
Avg. Full-Time UG Need Based	\$2,552.00	\$2,978.00	\$3,378.66	\$3,569.60	\$3,817.04

Student Faculty Ratio	Fall 00	Fall 01	Fall 02	Fall 03	Fall 04
	17:1	16:1	16:1	17:1	17:1

Teaching productivity	Fall 01	Fall 02	Fall 03	Fall 04
Student Credit Hours Taught per Faculty FTE	259	236		
Relative to national mean	139%	128%	avail 8/05	avail 8/06
Course Sections Taught per Faculty FTE	4.3	4.0		
Relative to national mean	155%	145%	avail 8/05	avail 8/06

Faculty Scholarship	2002	2003	2004
Refereed journal articles per T/TT faculty FTE	1.95		
Relative to national mean	182%	available 5/05	available 5/06
Books published with an academic press per T/TT faculty FTE	0.12		
Relative to national mean	201%	available 5/05(?)	available 5/06
Juried shows/performances/readings/exhibitions per T/TT faculty FTE	0.52		
Relative to national mean	99%	available 5/05(?)	available 5/06

### Partnership and Outreach Narrative

MSU has formed partnerships with more than 200 Montana companies. Business assistance includes TechLink, Montana Manufacturing Extension Center, Mil-Tech, College of Business Entrepreneurship Center, SBIR Assistance, and TechRanch. 58 of the FY04 tech transfer licenses are with Montana companies. In FY04 MSU faculty, staff, and students spent \$178 million in state. Outreach successes through the Extension service in FY04 include family and consumer sciences projects, agriculture partnerships, 4-H youth development programs, and community development.

Patents/Technology Transfer	FY00	FY01	FY02	FY03	FY04
Number of Patents Held	27	29	29	69	107
Number of License/Option Agreements Held	29	42	42	41	87
Research Expenditures	\$61,031,15	\$61,023,15	\$66,030,29	\$82,353,32	\$87,964,95
	0	5	1	3	8

Expenditures	FY00	FY01	FY02	FY03	FY04
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Expend/Annual Student FTE	4,087		4,313	4,561	4,749
TOTAL EXPENDITURES	38,807,674	40,244,811	42,516,122	43,013,285	45,044,704

**Notes and Data Sources:**

**Fall Residency Headcount:** Grand Total All Students, Common Data Set, B1

**Fall Diversity Headcount:** Grand Total All Students, Common Data Set, B1

**Entering Freshmen Scores:** Total Entering Freshmen (full/part time) from Common Data Set, C1

**Student Scholarship:** Banner Enrollment Data

**Number of Graduates:** Common Data Set, B3

**Success of Graduates:** Career Services "Success of Graduates" Survey

**Employer Satisfaction:** Employer survey/interview response from the annual MSU Career Fair

**Tuition as % of Median Household Income:** <http://www.census.gov/hhes/income/histinc/h08.html>

**Undergrad. Financial Aid:** Common Data Set, H4 (percent), H2, K, full-time undergrad including freshmen.

**Student Faculty Ratio:** Common Data Set, I2

**Teaching productivity:** The Delaware Study of Instructional Cost and Productivity, average departmental score, average ratio of department to peer group

**Faculty Scholarship:** The Delaware Study of Faculty Out-of-Classroom Activity, average departmental score, average ratio of department to peer group

**Partnership and Outreach Narrative:** Vice President for Research, Extension

**Patents/Technology Transfer:** AUTM Reports, V. P. for Research, Creativity and Technology Transfer at MSU-Bozeman

**Expenditures:** Report CHExx1, Instruction (only) \$ divided by Total FY FTE Students

**Board of Regents Quality Indicators  
Montana State University-Billings, June 2005**

<b>Fall Residency Headcount</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
<i>Resident</i>	4009	4031	4083	4345	4337
<i>Non Resident</i>	121	133	151	133	153
<i>WUE</i>	166	179	173	192	212
<b>Total</b>	<b>4,296</b>	<b>4,343</b>	<b>4,407</b>	<b>4,670</b>	<b>4,702</b>

<b>Fall Diversity Headcount</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American	20	25	24	23	30
American Indian	243	274	271	259	261
Asian/Pacific Islander	38	50	40	48	51
Hispanic	104	107	113	117	125
White	3,618	3,627	3,729	3,986	3,987
Unknown	251	229	203	210	213
Non-resident Alien	22	31	27	27	35
<b>Total</b>	<b>4,296</b>	<b>4,343</b>	<b>4,407</b>	<b>4,670</b>	<b>4,702</b>

<b>Entering Freshmen Scores</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
GPA	2.97	3.01	2.97	2.98	3.13
ACT	21.00	21.00	20.80	20.80	20.70

<b>Student Scholarship</b>	<b>Fall 04</b>
UGs in Core Research Courses	

<b>Student Honors</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>
Chancellor's Scholarship Recipients	--	--	--	4	4	4
Student Publications-College of Business	1	2	1	2	--	--
Teacher Certification # Students	147	130	140	129	138	--
University Honor Roll	--	885	944	882	988	953
University Honor's Program # Students	--	--	--	69	175	212

<b>Number of Graduates</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
Certificate	36	23	11	27	14
AA	130	145	135	142	171
Specialist	0	0	0	0	0
Bachelors	522	505	513	519	517
Masters	107	116	107	103	136
Doctorates	0	0	0	0	0
<b>Total</b>	<b>795</b>	<b>789</b>	<b>766</b>	<b>791</b>	<b>838</b>

<b>Success of Graduates</b>	<b>2003</b>	<b>2004</b>
Surveyed/Responded	519/391	514/415
% Employed/Further Education	92%	94%

<b>Employer Satisfaction</b>	<b>Excellent</b>	<b>Good</b>	<b>Average</b>	<b>Fair</b>	<b>Poor</b>	<b>Total</b>
Response from Employers at Career Fair 2004	17%	51%	29%	3%	0%	100%

Comments from Teacher Recruitment Interviews 2004:

"MSU-Billings candidates have always seemed to be very well prepared academically".

"MSU-Billings candidates are very well prepared; very well organized; very friendly-great candidates!"

"MSU-Billings students are eager to be hired; have great passion for teaching, their professors, their institution; good interview qualities-calm, open, honest."

"MSU-Billings students are confident in their grasp of discipline; have well thought-out responses and a nice appearance."

<b>Tuition as % of Median Household</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04**</b>
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<b>Income</b>						
Montana Median Income	32,777	32,126	34,835	34,108	35,137	
Resident Tuition & Fees	2,922	3,052	3,429	3,799	4,180	
%	8.9%	9.5%	9.8%	11.1%	11.9%	
<b>**projected median</b>						
<b>Undergraduate Financial Aid</b>						
	FY00	FY01	FY02	FY03	FY04	
Percent of UG on Financial Aid	67	68	64	65	67	
Avg. Full-Time UG Need Based	\$3,336.00	\$3,301.00	\$3,724.00	\$3,937.00	\$4,328.00	
<b>Student Faculty Ratio</b>						
		Fall 00	Fall 01	Fall 02	Fall 03	Fall 04
		18:1	18:1	18:1	20:1	18:1
<b>Teaching productivity</b>						
			Fall 01	Fall 02	Fall 03	Fall 04
Student Credit Hours Taught per Faculty FTE			286	274		
Relative to national mean			127%	119%	avail 8/05	avail 8/06
Course Sections Taught per Faculty FTE			3.9	4.3		
Relative to national mean			104%	110%	avail 8/05	avail 8/06
<b>Faculty Scholarship</b>						
			2002	2003	2004	
Montana State University-Billings did not participate in the Delaware Study of Faculty Out-of-Classroom Activity.						
<b>Partnership and Outreach Narrative</b>						
Various outreach programs include the Center for Applied Economic Research, Computer Assisted Telephone Interviewing Lab, Small Business Institute, Cisco Academy Training Center, Job Service State of Montana, Montana Business Incubator, Billings Economic Development Council, St. Vincent's Hospital, Deaconess Billings Clinic, ConocoPhillips, ExxonMobile, Wells Fargo, YMCA, Head Start, ACT Training Center, Billings Public Schools, Big Horn Teacher's Grant, Montana Center on Disabilities, Heartland Athletic Conference, Yellowstone Public Radio, United States Geological Survey Water Resources Division, and participation in Leadership Montana.						
<b>Patents/Technology Transfer</b>						
	FY00	FY01	FY02	FY03	FY04	
Number of Patents Held	NA	NA	NA	NA	NA	
Number of License/Option Agreements Held	NA	NA	NA	NA	NA	
Research Expenditures	\$214,224	\$233,246	\$484,157	\$601,452	\$528,701	
<b>Expenditures</b>						
	FY00	FY01	FY02	FY03	FY04	
Instructional Expend/Annual Student FTE	2,979	3,056	3,115	3,226	3,189	
TOTAL INSTRUCTIONAL EXPENDITURES	11,572,290	11,728,782	12,207,737	12,780,873	13,274,212	

**Notes and Data Sources:**

**Fall Residency Headcount:** Grand Total All Students, Common Data Set, B1

**Fall Diversity Headcount:** Grand Total All Students, Common Data Set, B1

**Entering Freshmen Scores:** Total Entering Freshmen (full/part time) from Common Data Set, C1

**Student Scholarship:** Banner Enrollment Data

**Number of Graduates:** Common Data Set, B3

**Success of Graduates:** Graduates Survey

**Employer Satisfaction:** Employer survey/interview response from the annual Career Fair

**Tuition as % of Median Household Income:** <http://www.census.gov/hhes/income/histinc/h08.html>

**Undergrad. Financial Aid:** Common Data Set, H4 (percent), H2, K, full-time undergrad including freshmen.

**Student Faculty Ratio:** Common Data Set, I2

**Teaching productivity:** The Delaware Study of Instructional Cost and Productivity, average departmental score, average ratio of department to peer group

**Faculty Scholarship:** The Delaware Study of Faculty Out-of-Classroom Activity, average departmental score, average ratio of department to peer group

**Partnership and Outreach Narrative:** Vice President for Research, Extension

**Patents/Technology Transfer:** AUTM Reports, V. P. for Research, Creativity and Technology Transfer

**Expenditures:** Report CHExx1, Instruction (only) \$ divided by Total FY FTE Students

**Board of Regents Quality Indicators**  
**Montana Tech of The University of Montana - March 2005**

<b>Fall Residency Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
<i>Resident</i>		1798	1814	1871	1984	1921
<i>Non Resident</i>		143	131	173	125	146
<i>WUE</i>		126	141	117	123	121
<b>Total</b>		<b>2,067</b>	<b>2,086</b>	<b>2,161</b>	<b>2,232</b>	<b>2,188</b>

<b>Fall Diversity Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American		5	5	4	6	7
American Indian		32	36	34	32	30
Asian/Pacific Islander		12	12	15	14	17
Hispanic		26	32	32	35	30
White		1798	1,752	1838	1,930	1857
Unknown		147	206	195	195	186
Non-resident Alien		47	43	42	20	61
<b>Total</b>		<b>2067</b>	<b>2,086</b>	<b>2161</b>	<b>2,232</b>	<b>2,188</b>

<b>Entering Freshmen Scores</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
GPA				3.16	3.21	3.19
ACT		23	22	22	23	22

<b>Student Scholarship</b>				<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
UGs in Undergraduate Research Program				25	50	56

<b>Student Honors</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	
Regents' Scholars in Entering Freshman Class	30	38.5	29.5	29.5	26.5	
NCLEX-RN (Nursing) Exam Pass Rate (national rate) Direct entry 2004		100% (88%)	87% (89%)	72.5% (85%)	89.1% (87%)	
Family Nurse Practitioner Certification Rate		86%	88%	94%		
Fundamentals of Engineering Fall Exam Pass Rate (national rate)		61% (79%)	62% (79%)	58% (80%)	53% (78%)	

<b>Number of Graduates</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	
Associates & Certificates	120	107	121	120	131	
Bachelors	241	241	243	238	269	
Masters	32	44	38	34	28	
Doctorates						
<b>Total</b>	<b>393</b>	<b>392</b>	<b>402</b>	<b>392</b>	<b>428</b>	

<b>Success of Graduates</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	
Surveyed/Responded	329/333	351/356	353/353	343/344		
% Employed/Further Education	94%	96%	97%	99%	coming soon	

<b>Tuition as % of Median Household Income</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04**</b>	
Montana Median Income	32,777	32,126	34,835	34,108	35,137	
Resident Tuition & Fees	2,978	3,123	3,635	3,994	4,375	
%	9.1%	9.7%	10.4%	11.7%	12.5%	
<b>**projected median</b>						



<b>Undergraduate Financial Aid</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	
Percent of UG on Financial Aid		55%	57%	61%	63%	
Avg. Full-Time UG Need Based		\$5,183	\$5,461	\$6,046	\$6,200	
<b>Student Faculty Ratio</b>						
		FY01	FY02	FY03	FY04	
		16.5:1	15.8:1	15.9:1	15.6:1	
<b>Teaching productivity</b>						
			Fall 01	Fall 02	Fall 03	
Student Credit Hours Taught per Faculty FTE			232.3	240.6	237.7	
Relative to national mean			125%	131%		
Course Sections Taught per Faculty FTE			6.5	6.1	6.5	
Relative to national mean			234%	221%		
<b>Faculty Scholarship</b>						
			2002	2003	2004	
Refereed publications per faculty FTE			0.66	0.64	0.75	
<b>Patents/Technology Transfer</b>						
	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	
Number of Patents Held	1	1	1	1	4	
Number of License/Option Agreements Held	2	2	2	2	2	
Research Expenditures	4,908,254	5,303,642	5,387,828	6,885,530	6,891,162	
<b>Expenditures</b>						
	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	
Expend/Annual Student FTE	4,208	4,195	4,585	4,841	4,897	
TOTAL EXPENDITURES	8,386,892	8,155,231	8,724,648	9,598,721	10,072,170	

**Expenditures:** Report CHExx1, Instruction (only) \$ divided by Total FY FTE Students

**Notes and Data Sources:**

**Fall Residency Headcount:** IPEDS

**Fall Diversity Headcount:** IPEDS

**Entering Freshmen Scores:** Admissions data

**Student Scholarship:** Banner Enrollment Data

**Number of Graduates:** Registrar

**Success of Graduates:** Career Services Placement Survey

**Tuition as % of Median Household Income:** <http://www.census.gov/hhes/income/histinc/h08.html>

**Undergrad. Financial Aid:** Common Data Set, H4 (percent), H2, K, full-time undergrad including freshmen.

**Student Faculty Ratio:** CHE103 FTE students/Contract faculty including summer

**Teaching productivity:** The Delaware Study of Instructional Cost and Productivity, average departmental score, average ratio of department to peer group

**Faculty Scholarship:** The Delaware Study of Faculty Out-of-Classroom Activity, average departmental score, average ratio of department to peer group

**Patents/Technology Transfer:** AUTM Reports, VCRGS

**Board of Regents Quality Indicators  
University of Montana-Missoula, March 2005**

<b>Fall Residency Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
<i>Resident</i>		8,879	9,211	9,635	10,054	10,163
<i>Nonresident</i>		3,115	3,089	3,053	2,813	2,882
<i>WUE</i>		419	368	340	485	513
<b>Total</b>		<b>12,413</b>	<b>12,668</b>	<b>13,028</b>	<b>13,352</b>	<b>13,558</b>

<b>Fall Diversity Headcount</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American		51	56	52	61	71
American Indian/Alaska Native		375	416	455	463	491
Asian/Pacific Islander		127	125	144	141	149
Hispanic		154	182	183	187	191
White		10,802	11,053	11,360	11,333	11,372
Unknown		514	498	517	869	951
Nonresident Alien		390	338	317	298	333
<b>Total</b>		<b>12,413</b>	<b>12,668</b>	<b>13,028</b>	<b>13,352</b>	<b>13,558</b>

<b>Entering Freshmen Scores</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
High School GPA		3.2	3.2	3.3	3.2	3.3
ACT		22.3	22.4	22.1	22.5	22.3

<b>Student Scholarship</b>		<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
Undergraduates in Honors Courses		699	656	820	886	1,028

<b>Student Honors</b>		<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
National Ranking-Graduate Students taking CPA Exam	1st of 69	12th of 55	12th of 58	9th of 78	not yet avail	
Montana Bar Exam Pass Rate	93%	93%	73%	76%	87%	
Pharmacy Licensure Pass Rate (national rate)	99% (87%)	100% (82%)	96% (88%)	90% (88%)	100% (89%)	
Physical Therapy Licensure Pass Rate (national rate)	na	na	98% (92%)	98% (76%)	98% (72%)	

<b>Number of Graduates</b>		<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
Certificates		101	90	70	64	37
Associate's Degrees		146	147	188	187	207
Bachelor's Degrees		1,665	1,684	1,752	1,690	1,808
Master's & Post-Master's Certificates		429	421	470	435	473
First Professional Degrees		70	83	121	118	134
Doctorates		33	26	37	33	38
<b>Total</b>		<b>2,444</b>	<b>2,451</b>	<b>2,638</b>	<b>2,527</b>	<b>2,697</b>

<b>Time to Degree</b>		<b>2004</b>
Average Undergraduate Time to Degree		4.88 Years

<b>Success of Graduates</b>		<b>2002</b>	<b>2003</b>	<b>2004</b>
Number Surveyed/Responded		2586/1319	2514/1263	2672/1405
% Employed/Further Education		75%/25%	71%/27%	80%/18%

<b>Employer Satisfaction</b>	
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Of the employers responding to the on-campus recruiting evaluation survey, 85% ranked UM-Missoula as "Good" or "Excellent" in the quality of its students.

Some quotes from the employer surveys collected at the annual Job Fair:

"...students were very engaged and qualified"

"... great program - good group of students!"

<b>Tuition as % of Median Household Income</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04**</b>
Montana Median Income	32,777	32,126	34,835	34,108	<b>35,505</b>
Resident Tuition & Fees	2,967	3,066	3,642	4,131	4,260
%	9.1%	9.5%	10.5%	12.1%	12.0%

**\*\*projected median**

<b>Undergraduate Financial Aid</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
Percent of Undergraduates on Financial Aid	68.3%	71.5%	75.8%	74.9%	77.0%
Avg. FT UG Need Based Gift Aid (recipients only)	\$2,568	\$2,871	\$3,236	\$2,981	\$3,504

<b>Student Faculty Ratio</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
	22:1	19:1	21:1	21:1	20:1

<b>Teaching productivity</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
Student Credit Hours Taught per Faculty FTE	245	270	248		
Relative to national mean	107%	126%	111%	avail 8/05	avail 8/06
Course Sections Taught per Faculty FTE	3.6	3.3	3.1		
Relative to national mean	129%	127%	115%	avail 8/05	avail 8/06

<b>Faculty Scholarship</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>
				available 5/06

### **Partnership and Outreach Narrative**

UM, in partnership with local economic development groups, has created the 32,000 sq. ft. Montana Technology Enterprise Center, which currently houses and provides logistical support for 18 technology-based companies. Many of these companies, and several more not housed in MonTEC, were started with technology from UM. UM's economic outreach has expanded from its NorCor project in the western part of the State, to reach 21 eastern Montana counties. Plans are underway, through UM's leadership, to create an economic "Hub" in eastern Montana to foster economic growth.

<b>Patents/Technology Transfer</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
U.S. Patents Held (number)	15	17	20	22	23
License/Option Agreements Held (number)	12	13	14	15	19
Research Expenditures	\$26,982,842	\$31,462,757	\$35,336,666	\$40,810,074	\$46,314,588
Sponsored Research Award Volume	\$39,100,000	\$48,200,000	\$50,200,000	\$60,900,000	\$65,700,000

<b>Expenditures</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
Expend/Annual Student FTE	\$3,904	\$3,912	\$4,077	\$4,425	\$4,432
TOTAL EXPENDITURES	\$44,075,409	\$44,481,724	\$47,437,382	\$52,308,554	\$53,246,330

### **Notes and Data Sources:**

**Fall Residency Headcount:** Regent's Enrollment Reports

**Fall Diversity Headcount:** Grand Total All Students, Common Data Set, B1

**Entering Freshmen Scores:** Total Entering Freshmen (full/part time) from Common Data Set, C1

**Student Scholarship:** School/Departmental Data

**Number of Graduates:** Common Data Set, B3

**Success of Graduates:** Graduate Survey

**Employer Satisfaction:** Surveys completed by businesses attending the annual Job Fair

**Tuition as % of Median Household Income:** <http://www.census.gov/hhes/income/histinc/h08.html>

**Undergrad. Financial Aid:** Common Data Set, H4 (percent), H2, K, full-time undergrad including freshmen.

**Student Faculty Ratio:** Common Data Set, I2

**3**

**Teaching productivity:** The Delaware Study of Instructional Cost and Productivity, average departmental score, average ratio of department to peer group

**Partnership and Outreach Narrative:** Vice President for Research & Development

**Patents/Technology Transfer:** AUTM Reports, Vice President for Research & Development

**Expenditures:** Report CHExx1, Instruction (only) \$ divided by Total FY FTE Students

**Board of Regents Quality Indicators  
The University of Montana -Western ----- April 2005**

<b>Fall Residency Headcount</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
Resident	998	1010	993	970	974
Non Resident	59	45	41	39	45
WUE	103	108	108	119	127
<b>Total</b>	<b>1,160</b>	<b>1,163</b>	<b>1,142</b>	<b>1,128</b>	<b>1,146</b>
<b>Fall Diversity Headcount</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
African American	8	5	5	9	4
American Indian	52	27	29	35	41
Asian/Pacific Islander	13	14	27	20	22
Hispanic	22	25	24	28	20
White	959	973	936	861	951
Unknown	102	117	115	172	102
Non-resident Alien	4	2	6	3	6
<b>Total</b>	<b>1,160</b>	<b>1,163</b>	<b>1,142</b>	<b>1,128</b>	<b>1,146</b>
<b>Entering Freshmen Scores</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>
GPA (high school)	2.99	3.02	2.95	2.99	2.98
ACT (all first-time students, FT & PT)	19.75	19.23	19.26	18.83	19.71
<b>Number of Graduates</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>
Associates	39	33	23	45	34
Bachelors	169	148	163	164	131
<b>Total</b>	<b>208</b>	<b>181</b>	<b>186</b>	<b>209</b>	<b>165</b>
<b>Success of Graduates</b>				<b>2003</b>	<b>2004</b>
Surveyed/Responded				48%	NA
% Employed/Further Education				93%	NA
<b>Tuition as % of Median Household Income</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04**</b>
Montana Median Income	32,777	32,126	34,835	34,108	35,137
Resident Tuition* & Fees	\$ 2,738	\$ 2,795	\$ 3,015	\$ 3,241	\$ 3,473
%	8.4%	8.7%	8.7%	9.5%	9.9%

\*average of lower & upper level resident rates

\*\*projected median

<b>Undergraduate Financial Aid</b>							
	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>		
Percent of UG on Financial Aid	75%	75%	76%	77%	78%		
Avg. Full-Time UG Need Based (funded)	\$3,430	\$3,381	\$3,267	\$3,099	\$3,156		
<b>Student Faculty Ratio</b>							
	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>		
	20:1	20:1	20:1	19:1	19:1		
<b>Teaching productivity</b>							
	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>			
Student Credit Hours Taught per Faculty FTE	253.72	251.47	250.13	251.87			
Relative to national mean							
Course Sections Taught per Faculty FTE	4.89	5.0	5.34	4.96			
Relative to national mean							
<b>Expenditures</b>							
	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>		
Expend/Annual Student (FY)FTE	\$3,185	\$3,511	\$3,575	\$3,661	\$3,624		
TOTAL (Instruction only) EXPENDITURES	\$3,273,776	\$3,557,013	\$3,563,761	\$3,679,107	\$3,863,262		

## MEMORANDUM

**DATE:** November 16-18, 2005  
**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**SUBJECT:** Level I Approvals and Announcements

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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 September 2005 meeting of the Board of Regents. It also includes announcements that may be of interest to the Board. If you have any questions, I would be happy to answer them with the help of my colleagues in academic affairs.

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

- **ITEM 129-1001+R1105:** The University of Montana-Missoula asked for permission to revise its Bachelor of Arts Education degree in Business and Information Technology Education. Students currently in that degree program complete a set of courses that is different from the requirements for a non-teaching degree in Information Systems. The proposed revision will eliminate the teaching major. Instead, students will complete the requirements for a Bachelor of Science degree in Business Administration with an Option in Information Systems, and also take the additional educational coursework necessary to be certified as a licensed teacher in Montana. The revision will bring the program into line with other secondary education majors that require students to complete the degree requirements specific to their major field, in this case Information Systems.
- **ITEM 129-1003+R1105:** The University of Montana also asked for permission to revise its teacher preparation programs in history, history/political science and comprehensive social science, using the same model and rationale described in the previous item. Instead of taking a separate, teacher education major in those discipline areas, teacher education students will complete the requirements for a Bachelor of Arts degree in history, for instance. They will also complete the necessary coursework in education that is required for teacher licensure and accreditation of teacher education programs in the State of Montana.
- **ITEM 129-1004+R1105:** The University of Montana-Missoula submitted a Level I request, with Level II documentation, asking permission to offer a new option in International Resource Management in the existing Master of Science degree in Resource Conservation. The College of Forestry and Conservation at The University of Montana-Missoula proposes an option in International Resource Conservation to provide opportunities for Masters-level graduate students to develop an integrated understanding of ecological and social aspects of international conservation, development and management, and to apply that knowledge through professional work in a foreign country. Request Summary Proposal  
Appendix

**Montana State University-Bozeman:**

- **ITEM 129-2010+R1105:** Montana State University-Bozeman requests approval to establish a minor in Electrical Engineering. The minor will be of interest primarily to Engineering majors who wish to increase the breadth of their preparation. Many students are already taking significant numbers of courses in these areas for this purpose. The minor would provide a way to formally acknowledge that practice. The minor will likely also serve students in other science fields and in mathematics.
- **ITEM 129-2011+R1105:** Montana State University-Bozeman requests approval to establish a minor in Computer Engineering. As with the minor in Electrical Engineering, this minor will be of interest primarily to Engineering majors already taking a significant number of courses in this area.
- **ITEM 129-2012+R1105:** Montana State University-Bozeman requests approval to eliminate the Justice Studies option within the Bachelor of Science in Sociology. Currently two options are offered within the BS in Sociology: the Justice Studies option and the Sociology option. The requirements for these two options substantially overlap and the two options do not provide distinct curricula. This notice of intent has been filed to satisfy the public notice requirements associated with the termination of a program of study in the Montana University System.
- Montana State University-Bozeman notified the Office of the Commissioner of Higher Education that it intends to "reactivate" its Minor in Computer Science. MSU-Bozeman has had authority to award the Minor for several years, but it has not actively promoted the credential. Students have expressed an interest in such a minor, however, particularly from majors within the College of Engineering. The minor is also expected to draw students from other science disciplines, and would be attractive to any student who would like to develop computer science skills to become more marketable upon graduation.

**Montana State University-Billings:**

- **ITEM 129-2704+R1105:** The Department of Health and Human Performance within the College of Allied Health Professions at Montana State University-Billings requests that the name of the Master of Science in Sport Management be changed to Master of Science in Sport, Recreation and Fitness Management. This change will allow students to expand their internship and occupational opportunities to encompass work with park and recreation departments, fitness facilities, golf and tennis clubs, outdoor recreation organizations and other similar settings. The current curriculum supports preparation for these opportunities and will be individualized for each student's area of interest through a personalized plan of study that is constructed with the assistance of graduate faculty in the Department of Health and Human Performance.
- **ITEM 129-2702+R1105:** Montana State University-Billings College of Technology requests approval to re-name the Associate of Applied Science in Computer Application Development to Associate of Applied Science in Computer Programming and Application



Development. This name change will better reflect the curriculum and competencies of the degree and will allow for more precise marketing in order to attract potential students.

- **ITEM 129-2703+R1105:** Montana State University-Billings College of Technology seeks approval from the Montana Board of Regents to offer an Associate of Applied Science degree in Construction Technology-Carpentry. The proposal is submitted as a Level I request, with Level II documentation, which permits campuses to offer the program on a two-year temporary basis. Summary Proposal Budget Attachment

The Carpentry program will provide graduates with skills required of a carpenter in a variety of building construction settings common in both rural and metropolitan areas. Students will earn a national certification after each level and the two year Associate of Applied Science degree. Upon successful completion of this program, students will be eligible for certification with the National Center for Construction Education and Research (NCCER) National Registry. Under procedures approved by the Montana Board of Regents, Associate of Applied Science and certificate programs ". . . offered . . . 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 . . ." may be submitted as Level I proposals.

- **ITEM 129-2705+R1105:** Montana State University-Billings College of Technology seeks approval from the Montana Board of Regents to offer a Medical Coding and Insurance Billing Certificate. The proposal is submitted as a Level I request, with Level II documentation, which permits campuses to offer the program on a two-year temporary basis.

The Medical Coding and Insurance Billing program is designed to provide a recommended curriculum through which students may earn a two-semester certificate. This new certificate will train students in the areas of medical procedure and diagnosis coding and will prepare the student for employment in either the inpatient or outpatient medical setting as an integral part of the healthcare team in a medical office, dental office, hospital, clinic, or independent billing company. Under procedures approved by the Montana Board of Regents, Associate of Applied Science and certificate programs ". . . offered . . . 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 . . ." may be submitted as Level I proposals. Summary Proposal Budget Attachment

### **Announcements:**

- The University of Montana-Missoula received notice this summer from the Northwest Commission on Colleges and Universities that its accreditation has been reaffirmed. The decision followed the regular five-year interim evaluation report and visit completed earlier in the year by the Commission. The University of Montana-Missoula has been asked to make a progress report on two recommendations contained in the Northwest Commission's follow-up evaluation document. That progress report is due in Spring 2008.
- Montana Tech of The University of Montana received notice this summer from the Northwest Commission on Colleges and Universities that its accreditation has been

reaffirmed. The decision followed the regular five-year interim evaluation report and visit completed earlier in the year by the Commission. The Northwest Commission had no recommendations to Montana Tech that require follow-up reports or visits.

- The University of Montana-Western received notice this summer from the Northwest Commission on Colleges and Universities that its accreditation has been reaffirmed. The decision followed the regular five-year interim evaluation report and visit completed earlier in the year by the Commission. That visit also included a review of four new degree programs. The University of Montana-Western has been asked to prepare a focused interim report and host a Commission representative in Spring 2007, based on one of the recommendations in the Northwest Commission's evaluation report.
- The University of Montana-Helena College of Technology received notice this summer from the Northwest Commission on Colleges and Universities that its accreditation has been reaffirmed. The decision followed the regular five-year interim evaluation report and visit completed earlier in the year by the Commission, along with several focused reviews involving specific academic programs and the collaborative partnership with Granite High School. The University of Montana-Helena College of Technology has been asked to prepare a progress report in the Spring of 2006 on one of the recommendations in the Northwest Commission's evaluation report. The institution is also expected to prepare an interim report and host a Commission representative on two other recommendations contained in the evaluation report. That visit will take place in Spring 2007.
- Montana State University-Great Falls College of Technology received notice this summer from the Northwest Commission on Colleges and Universities that its accreditation has been reaffirmed. The decision followed the full 10-year, comprehensive evaluation report and visit in Spring 2005. That visit also included review of two new degree programs at the Great Falls College of Technology. Montana State University-Great Falls College of Technology is expected to prepare a progress report in Fall 2006 on one of the recommendations in the Commission's evaluation report. The Northwest Commission has also requested a focused interim report and visit in Spring 2007 on four other recommendations included in the evaluation report that grew out of the accreditation visit. The Great Falls College of Technology received several commendations from the Commission, as part of the evaluation report. The commendations included special mention of the innovative distance-learning program at the College, efforts to enhance the institution's visibility and collaboration in the community and region, the "decidedly 'Student Centered Climate'" of the institution, the library staff, and ". . .the exemplary leadership of the dean and administration. . ."

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

Item No.: 129-1001+R1105 Date of Meeting: November 16-18, 2005  
Institution: The University of Montana-Missoula  
Program Title: Business and Information Technology Education

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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Departmental mergers and name changes;
- 5. Program revisions; and
- 6. Distance delivery of previously authorized degree programs.

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

**Specify Request:**

The University of Montana-Missoula seeks permission to revise the requirements for an Education major with an option in Business and Information Technology Education (BITE) to allow students pursuing licensure in the major teaching field to complete requirements for a B.S. in Business Administration with an Option in Information Systems, which will qualify as a single-field endorsement. This revision will eliminate the B.A.Ed. in Business and Information Technology, while bringing the program in line with other secondary education majors in which students complete degree requirements in their major field, and insuring that the program meets the requirements set by the State of Montana for accreditation of programs that license teachers in Business and Information Technology Education.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-1003+R1105	<b>Date of Meeting:</b>	November 16-18, 2005
<b>Institution:</b>	University of Montana-Missoula		
<b>Program Title:</b>	Teacher Preparation in History—Combined History/Political Science Major and Comprehensive Social Sciences Teaching Major		

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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

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

<b>Item No.: 129-1003+R1105</b>	<b>Institution: The University of Montana-Missoula</b>
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All other 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.

**Specify Request:**

The University of Montana-Missoula seeks permission to revise teacher preparation in history, the Combined History-Political Science major and the Comprehensive Social Science teaching major, by allowing students to complete all requirements for a B.A. This will insure that the program meets the requirements set by the State of Montana for accreditation of programs that license teachers.

November 16-18, 2005

**ITEM 128-1004+R0705**     **Approval of a Proposal to create an M.S. Option in International Resource Management, under the existing M.S. degree in Resource Conservation**

**THAT:**                     In accordance with Montana University System Policy, the Board of Regents of Higher Education authorizes The University of Montana-Missoula to create an M.S. Option in International Resource Management, under the existing M.S. degree in Resource Conservation.

**EXPLANATION:**         The College of Forestry and Conservation at The University of Montana—Missoula proposes an Option in International Resource Conservation to provide opportunities for Masters-level graduate students to develop an integrated understanding of ecological and social aspects of international conservation, development and management, and to apply that knowledge through professional work in a foreign country.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-1004+R1105	<b>Date of Meeting:</b>	November 16-18, 2005
<b>Institution:</b>	The University of Montana-Missoula		
<b>Program Title:</b>	M.S. Option in International Resource Management under existing M. S. Resource Conservation degree		

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**A. Level I action requested (check 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.

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

**B. Level I with Level II documentation:** With Level II documentation circulated to all campus chief academic officers in advance, the Commissioner or designee may propose additional items for inclusion in the Level I process. For these items to move forward, the Commissioner or designee must reach consensus with the chief academic officers. When consensus is not achieved, the 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 colleges or schools *with the exception of the five Colleges of Technology where changes require Board action;*
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<b>Item No.: 129-1004+R1105</b>	<b>Institution: The University of Montana-Missoula</b>
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All other 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.

**Specify Request:**

The University of Montana-Missoula seeks permission to offer a new Option in International Resource Management in the existing M.S. degree in Resource Conservation.

# MONTANA BOARD OF REGENTS

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

### ITEM 129-1004+R1105

**Institution:** The University of Montana--Missoula  
**Program Title:** M.S. Option in International Resource Management under existing M.S. Resource Conservation degree

1. How does this program advance the campus' academic mission and fit priorities?

This option contributes to the long-standing mission of The University of Montana to enhance international education and citizenship. The option will produce scholars and professionals in disciplines that focus on international resource management, development and conservation. The proposed option and curriculum have existed informally since 1993 during which time 32 students have completed the proposed course of study; 16 more are currently completing preliminary coursework or international assignments.

2. How does this program fit the Board of Regents' goals and objectives?

This option is consistent with Board of Regents goals A, C and D to provide a stimulating, responsive and effective environment for academic achievement and learning, to deliver higher education in an efficient and coordinated manner, and to be responsive to market, employment, and economic development needs.

3. How does this program support or advance Montana's needs and interests?

This option will attract a broad spectrum of students from around the country and provide the UM campus, community and region with significant international perspectives and expertise. Over the past five years 15-20 students have applied annually to pursue the proposed course of study; 3-5 have been accepted each year.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

The majority of students in this option will likely be out-of-state and thus cover the full cost of their studies while contributing to the local and regional economy. Graduates with this option have increased employment opportunities as evidenced by the success graduates of the proposed program have had over the past 10 years. A 2004 survey of IRM alumni found that all respondents (n = 26) had secured full-time, professional related employment.

5. What is the program's planned capacity?

• Break-even point?	3 FTE students
• Enrollments / year?	3 to 5
• Graduates / year?	3 to 5
• MT jobs / year?	1?

6. Resource Allocation:

• Total program budget?	\$ 0
• Faculty FTE?	0
• Staff FTE?	0

7. Does this program require new resources?  Yes  No

If yes, what is the amount? \$ \_\_\_\_\_

This option does not require any new faculty, courses, facilities or financial resources. Courses required for the proposed option are offered already on a regular basis. International field assignments are provided through the US Peace Corps, with which UM has had a Masters International MOU since 1991, or with private non-governmental organizations.

8. How will the campus fund the program?

This proposal provides formal recognition (i.e., an option) for what has existed informally for the past 12 years (since 1993). No additional funds are required.

9. If internal reallocation is necessary, name the sources.

No internal reallocation of resources or personnel is necessary.

**M.S. Option in International Resource Management  
(under existing M.S. degree in Resource Conservation)**

**I. Objectives and Need**

**1. Description of Program:** The College of Forestry and Conservation proposes an International Resource Management (IRM) option within the existing M.S. degree in Resource Conservation (either thesis or non-thesis professional paper options). The IRM option provides opportunities for M.S graduate students to develop an integrated understanding of ecological and social aspects of international conservation, development and management, and to apply that knowledge through professional work in a foreign country.

The proposed IRM option requires completion of two semesters of preparatory coursework (approximately 24 credits, including 14 required core course credits), followed by completion of an approved international field assignment that comprises the basis of the M.S. thesis or professional paper. As with all graduate programs in the College of Forestry and Conservation, a faculty member must be willing to serve as graduate committee chair prior to commencing IRM studies. The proposed option has operated informally since 1993 during which time 11 faculty members in the College have chaired IRM graduate committees.

Approximately 75% of the students who have pursued the proposed IRM option completed international assignments with the Peace Corps; the remainder worked with private, international non-governmental development or conservation organizations. Previous IRM students have worked on reforestation, community conservation, watershed management, agroforestry, reduced impact logging, protected area management, wildlife conservation and environmental education. Students have produced extension education materials, field guides and peer-reviewed journal articles based on their fieldwork. Examples of M.S. theses and professional papers can be viewed on the IRM webpage <http://www.forestry.umt.edu/students/services/PeaceCorps/>. To date, 32 students have completed the proposed IRM option, 11 are now on international assignments in South America, Africa or Asia, and 5 are on campus completing M.S. degrees or preliminary coursework.

**2. Documented Need for the Program:** The IRM program is well known nationally as evidenced by the 15-20 applications received annually (3-5 accepted) in each of the past five years to pursue the proposed course of study. In 2004, we surveyed all IRM alumni and students working abroad: 76% of respondents (n = 26) desired official recognition (i.e., on transcripts) of having completed IRM studies and of those 86% favored an IRM option (i.e., within the existing M.S. in Resource Conservation). The survey also indicated that IRM graduates had secured full-time, professional employment in either the public or private sectors. IRM graduates are employed currently with international non-governmental conservation and development organizations, as well as with the US National Park Service, US Forest Service, US Fish and Wildlife Service and the Bureau of Land Management. Five former IRM students are currently in Ph.D. programs.

**3. Additional Courses and Course Requirements:** The IRM option involves completion of an interdisciplinary core curriculum (14 credits), additional coursework in areas of academic and professional interest, and completion of an international assignment with the Peace Corps or a private conservation or development organization. Thus far, IRM students have worked in 24 countries around the world. The core curriculum includes coursework in ecology, research methods, sociology of environment and development, tropical ecosystems and management, and international resource management. All of the proposed courses are offered on a regular basis.

**Core curriculum:**

FOR 532: Forest Ecosystem Analysis or FOR 330: Forest Ecology (if no prior background in ecology) (3 credits)

Research Methods – any approved quantitative or qualitative graduate research methods course (most enroll in FOR 501: Research Methods) (3 credits)

FOR 495: Sociology of Environment and Development (proposed as a regular course) (3 credits)

FOR 582: Tropical Ecosystems and Management (3 credits)

FOR 571: International Resource Management (2 credits)

IRM students may pursue either the M.S. professional paper (36 credits) or M.S. thesis (30 credits) alternative in Resource Conservation. Students are required to complete two semesters of coursework prior to international fieldwork, and one semester afterwards to complete the professional paper or thesis. Academic credit will be granted for fieldwork (1 credit of FOR 697: Graduate Research/semester abroad).

**II Adequacy, Accreditation, and Assessment Issues****1. Adequacy of Present Faculty, Facilities, Equipment, and Library Holdings:**

All faculty teaching IRM courses are tenured and offer the proposed core courses on an annual basis. Stephen Siebert, Professor in the Dept. of Forest Management, will coordinate the option. He is also the UM campus Peace Corps faculty advisor and supervises the campus Peace Corps recruiter through an annual contract with the Peace Corps. No additional facilities or equipment are required for the proposed option and existing library resources are adequate (as long as students and faculty retain current access to electronic journals).

**2. Accreditation Status:** The proposed option is not accredited.

**3. Assessment Issues:** The proposed IRM option (specifically the curriculum, development of field assignments, faculty supervision and subsequent employment opportunities and experiences) will be assessed periodically by surveying alumni and students as was done in 2004. In addition, for the past six years, IRM coordinator Siebert has prepared a newsletter twice annually to maintain contact with alumni and to facilitate communication between IRM alumni and students on campus and those working internationally.

**III Impact on Faculty, Costs, Students, and Other Departments and Campuses**

**1. Additional Faculty Requirements:** No additional faculty members are required for the proposed option. Professor Siebert will continue to serve as IRM coordinator as he has since 1993.

**2. Impact on Facilities:** None.

**3. Cost Analysis:** No additional expenditures or revenues are expected (we anticipate maintaining current IRM enrollment and approximate in-state vs. out-of-state student mix).

**4. Enrollment Impact: Planned Student Enrollment:** We anticipate accepting and graduating 3-5 students annually as we have for the past five years.

**5. Relationship to Other Campus Programs:** Students completing the IRM option may take elective courses in a number of departments outside of the College of Forestry and Conservation, including: Division of Biological Sciences, Environmental Studies, Geography, Sociology, Anthropology and Political Science.

**6. Relationship to Other Institutions:** There is no option in International Resource Management currently offered within the Montana University system or at any of Montana's private or tribal colleges. The Peace Corps has Masters International agreements in natural resources and the environment with approximately 25 other colleges and universities around the country and some of these schools offer specialized degrees or options in international studies.

#### **IV Process Leading to Submission of Proposal**

This proposal has been reviewed and approved by the Departments of Forest Management, Society and Conservation, and Ecosystem and Conservation Sciences in the College of Forestry and Conservation, and by the Graduate Council of the Senate, the Dean of the School of Graduate Studies, the Provost and Vice President for Academic Affairs, and the Faculty Senate of The University of Montana.

**Appendix 1: IRM Graduates and M.S. Projects**

App, Brian. 2004. Rural Reforestation Projects in Touroua, Northern Cameroon.

Booth, Doug. 2001. The Golden Guipil: A Story of the Endangered Pokomchi Maya and the Golden-Cheeked Warbler (Guatemala).

Brown, Michele. 1998. Swidden Agriculture and an Intensified Rice Cultivation Program at Ranomafana National Park, Madagascar.

Calero, Colleen. 1998. The History and Importance of Guinea Pig Production for the Indigenous People of the Peruvian Andes.

Caniago, I. 1996. The Ecology, Use and Local Knowledge of Medicinal Plants in Nanga Juoi, Kalimantan, Indonesia.

Carey, Hal. 2004. [Analyzing Implementation of the Natural Forest Protection Plan in China's Southwestern Forest Management Region.](#)

Daly, Brian. 1999. A Guide to Important Forestry Tree Species Native to the Atlantic Slope of Costa Rica.

Egans, Tamara. 2003. The Price Beyond the Pump: Social, Economic and Environmental Effects of United States Oil Development in Ecuador.

Gritzner, Jason. 2003. Land Cover/Land Use Dynamics in the Taquina Watershed, Cochabamba, Bolivia: 1968-2001.

Guevara, M. 1999. The Abundance and Population Structure of Some Economically Important Trees of Piedras Blancas National Park, Costa Rica.

Herbeck, Journey. 2004. Cultivating Student Internal Locus of Control Using Participatory Rural Appraisal in Villa Santa, Honduras.

Heyn, Joslin. 2003. Migration and Development on Niue Island.

Hoffa, Erica. 1997. Early Dry Season Biomass Burning in the Dambo and Miombo of Zambia.

Horcher, Andy. 2000. Stand Dynamics of *Cinnamomum burmannii*, an Invasive Tree, in O'ahu, Hawaii.

Hoyt, Pelah. 2005. [Factors that Contribute to Cloud Forest Conservation in Southern Ecuador.](#)

Krueger, Werner. 2003. Effects of Future Crop Tree Flagging and Skid Trail Planning on Conventional Diameter-limit Logging in a Bolivian Tropical Forest.

Laughlin, Sarah. 2000. Avian Seed Dispersal of *Cinnamomum burmannii* in Nuuanu Valley, O'ahu, Hawaii and its Implications for Alien Species Invasion.

Lenches, Christine. 1998. Environmental Education in Hungary: Constraints and Limitations.

Maroney, Ryan. 2003. Argali (*Ovis ammon*) Conservation in Western Mongolia and the Altai-Sayan.

McCarthy, Shane. 1997. South American Camelids: A Sustainable Use Alternative for Pastoralists in the Paramo Grassland of Ecuador.

Mildenstein, Tammy. 2002. Habitat Selection of Endemic and Endangered Large Flying Foxes (*Pteropus vampyrus* and *Acerodon jubatus*) Using Radio Telemetry: Targeting Conservation Efforts in Subic Bay, Philippines.

Moler, Robert. 2003. PLANT: People Learning and Nurturing Trees.

Moline, Anna. 2001 Development of a School Gardening Environmental Education Curriculum for Rural Paraguayan Schools.

Olson, Mark. 2005. [Corn/Cattle/CARE: Farm Tree and Agroforestry Practices in Saraguro, Ecuador.](#)

Petersen, Monica. 1998. To “Be” or “Be Empowered” An Evaluation of an Agroforestry Project in El Salvador.

Ritchotte, George. 2003. Community Forest Management in Tsitongambarika Forest Reserve, Madagascar.

Sheffy, John. 2005. Participatory Forest Management in the Ghana-Togo Highlands.

Snyder, Jennifer. 2001. Working with Community-based Organizations to Develop Nature Tourism: A Case Study from the Tropical Lowlands of Bolivia.

Stier, Sam. 2003. Dietary Habits of Two Threatened Co-roosting Flying Foxes (Megachiroptera), Subic Bay, Philippines.

Tawes, Robert. 1998. An Evaluation of Rancher Interest and On-Farm Performance of Two Indigenous Tree Species (*Albizia guachapele* and *Samanea saman*) in Guanacaste, Costa Rica.

Vermilye, Karin. 2004. *Vitellaria paradoxa* and the Feasibility of a Shea Butter Project in Northern Cameroon.

Woitak, Dale. 2002. Fire in the Mountains: Campesino and Natural Resource Manager Perspectives on Agro-pastoral Burning and Forest Fires in Honduras.



# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-2010+R1105	<b>Date of Meeting:</b>	November 16-18, 2005
<b>Institution:</b>	Montana State University-Bozeman		
<b>Program Title:</b>	Minor in Electrical Engineering		

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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

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

<b>Item No.: 129-2010+R1105</b>	<b>Institution: MSU-Bozeman</b>
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**Specify Request:**

Montana State University—Bozeman is requesting approval to establish a minor in Electrical Engineering, an area in which there is an existing major in the Department of Electrical and Computer Engineering. (The department is also proposing a new minor in Computer Engineering to parallel the structure of its baccalaureate degrees.)

The minor will be of interest primarily to Engineering majors interested in increasing the breadth of their preparation and indeed, many students are already taking significant numbers of course in these areas for this purpose. The minor would provide better structure and a way of formally acknowledging this. The minor will likely also serve students in other science fields and in mathematics. Because of the existing interest in the courses including in the minor, the increased demand created by formally recognizing the minor is expected to be slight and easily managed within current resources.

The curriculum has been reviewed and approved by the Undergraduate Studies Committee—a university-wide faculty committee – and was forward to the chair of the Faculty Affairs sub-committee of Faculty Council with no objections. The proposed curriculum meets the Board of Regents requirements and Montana State University—Bozeman guidelines.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-2011+R1105	<b>Date of Meeting:</b>	November 16-18, 2005
<b>Institution:</b>	Montana State University-Bozeman		
<b>Program Title:</b>	Minor in Computer Engineering		

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.

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

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<b>Item No.: 129-2011+R1105</b>	<b>Institution: MSU-Bozeman</b>
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**Specify Request:**

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The curriculum has been reviewed and approved by the Undergraduate Studies Committee—a university-wide faculty committee – and was forward to the chair of the Faculty Affairs sub-committee of Faculty Council with no objections. The proposed curriculum meets the Board of Regents requirements and Montana State University—Bozeman guidelines.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-2012+R1105	<b>Date of Meeting:</b>	November 16-18, 2006
<b>Institution:</b>	Montana State University-Bozeman		
<b>Program Title:</b>	Elimination of the Justice Studies Option		

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.

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<b>Item No.: 129-2012+R1105</b>	<b>Institution: MSU-Bozeman</b>
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**Specify Request:**

Montana State University-Bozeman requests approval to eliminate the Justice Studies option within the Bachelor of Science in Sociology. Currently two options are offered within the BS in Sociology: the Justice Studies Option and the Sociology option. The requirements for these two options substantially overlap and the two options do not provide distinct curricula. This represents a consolidation of the current program in Sociology. All items in the program termination checklist have been addressed. The consolidated program will become effective with the 2006/07 academic year.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

Item No.: 129-2704+R1105 Date of Meeting: November 16-18, 2005  
Institution: Montana State University-Billings  
Program Title: Master of Science in Sport, Recreation and Fitness Management

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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Departmental mergers and name changes;
- 5. Program revisions; and
- 6. Distance delivery of previously authorized degree programs.

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

**Specify Request:**

The Department of Health and Human Performance within the College of Allied Health Professions at Montana State University - Billings requests that the name of the Master of Science in Sport Management be changed to Master of Science in Sport, Recreation and Fitness Management. This change will allow students to expand their internship and occupational opportunities to encompass work with park and recreation departments, fitness facilities, golf and tennis clubs, outdoor recreation organizations and other similar settings. The current curriculum supports preparation for these opportunities and will be individualized for each student's area of interest through a personalized plan of study that is constructed with the assistance of graduate faculty in the Department of Health and Human Performance.



# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-2702+1105	<b>Date of Meeting:</b>	November 16-18, 2005
<b>Institution:</b>	Montana State University-Billings College of Technology		
<b>Program Title:</b>	AAS in Computer Programming and Application Development		

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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

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

<b>Item No.: 129-2702+R1105</b>	<b>Institution: Montana State University-Billings College of Technology</b>
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All other 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.

Specify Request:

Montana State University-Billings College of Technology requests approval to re-name the Associate of Applied Science in Computer Application Development to Associate of Applied Science in Computer Programming and Application Development.

This name change will better reflect the curriculum and competencies of the degree and will allow for more precise marketing in order to attract potential students.

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

<b>Item No.:</b>	129-2703+R1105	<b>Date of Meeting:</b>	November 16-18, 2005
<b>Institution:</b>	Montana State University – Billings		
<b>Program Title:</b>	Construction Technology – Carpentry AAS		

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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Adding new minors or certificates where there is an option in a major;
- 5. Departmental mergers and name changes;
- 6. Program revisions; and
- 7. Distance delivery of previously authorized degree programs.

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

<b>Item No.: 129-2703+R1105</b>	<b>Institution: Montana State University Billings</b>
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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 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.

**Specify Request:**

Montana State University Billings College of Technology seeks approval from the Montana Board of Regents to offer a Construction Technology -- Carpentry AAS degree under the option to propose a Level I Temporary AAS for two years. Continuation of the program beyond the two years will be followed by the normal program approval process as a Level II Proposal.

This program will prepare the student with skills and knowledge for a career in residential or commercial construction. The program coursework will provide the student with a mix of technical education, general studies, theory and hands-on learning experiences. The student in this program progresses from basic skills to those required of a carpenter. General areas of study include building codes, blueprint reading and sketching, estimating, site layout, concrete, framing, interior and exterior finish, cabinet making and installation, and decks. The Carpentry AAS program will provide graduates with skills required of a carpenter in a variety of building construction settings common in both rural and metropolitan areas. Students will earn a national certification after each level and the two year Associate of Applied Science degree.

At the successful completion of this program, the student is eligible for certification with National Center for Construction Education and Research (NCCER) National Registry.

## **NEW ACADEMIC PROGRAM PROPOSAL SUMMARY**

### **ITEM 129-2703+R1105**

**Institution:** Montana State University – Billings

**Program Title:** Construction Technology – Carpentry AAS

#### **1. How does the program advance the campus' academic mission and fit priorities?**

The mission of the Montana State University-Billings College of Technology is to be the College of first choice, dedicated to the development of workforce capacity by providing top quality learning opportunities and services to meet a variety of career choices and customer needs by being responsive, flexible, and market-driven. Construction has been one of Montana's fastest growing industries, consistently outpacing the state's overall employment growth. The development of a Construction Technology -- Carpentry Program will provide significant opportunities for the COT to meet critical local and regional workforce training needs.

The Construction Technology-Carpentry Program will provide students with an opportunity to engage in both classroom work as well as application-based, hands-on learning. The program will be developed in accordance with the National Center for Construction and Education Research (NCCER) nationally accredited standards. This effort will be coordinated with the Montana Contractor's Association and local and regional industry. In addition, the MSU-Billings COT will be working with the UM-Missoula COT to develop a standardized NCCER based Carpentry program that is accredited by NCCER and that the program is fully articulated.

This proposal fits the MSU-B COT's mission very well, as it has been done to enable the College to be responsive to a significant workforce need.

#### **2. How does this program fit the Board of Regents' goals and objectives?**

The proposed Construction Technology - Carpentry AAS program will support: Goal B1, which is to identify or seek creative funding alternatives that will expand public and private colleges; Goal D1, 3, & 4 to offer programs and services consistent with the spectrum of higher education needs and opportunities for 2-year, 4-year and graduate and professional education; and Goal 4, to make the Montana University System more accessible and responsive to business, government and other constituencies.

The Montana Contractor's Association and Celebrate Billings an initiative of the Billings Gazette have committed \$50,000 to cover the start up costs for this program.

#### **3. How does this program support or advance Montana's needs and interests?**

The Construction Technology - Carpentry Program AAS degree supports the significant workforce training needs and employment sector of Montana which comprises 6.3% of the entire labor workforce (Montana Bureau of Labor and Statistics, "Montana Economy at a Glance," 2005). Most of the skilled blue-collar workers important to the construction industry fall in the category of "precision production, craft, and repair occupations" in the Census Bureau's occupational classification system. According to the "Montana Economy at a Glance" report, 12 percent of Montana's civilian labor force had an occupation in this category, compared with 11 percent nationally. Concern has been expressed about an impending shortage of these skilled workers. A recent article in the Fedgazette pointed out "states regularly project future employment levels, and projected demand for many skilled trade occupations... is expected to far outstrip supply."

#### **4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide)**

According to Montana Department of Labor occupational forecasts between 2002 and 2012, Montana is projected to need 4,100 carpenters, 2,260 general operations managers, 1,750 construction laborers, 1,290 first-line supervisors and managers of construction trades and extraction workers, 1,210 painters and construction maintenance personnel, 1,080 construction managers, and 820 electricians. In a presentation to the Montana Workforce Conference held in Great Falls, Montana, on June 22, 2005, Bryon Roberts, Executive Director of the Montana Building Industry in Helena, Montana noted that "the construction industry in Montana is larger than mining, larger than timber and larger than the entire manufacturing center," with an increase of 2,800 net jobs in 2004. On June 22, 2005, there were approximately 400 job openings in the construction trades in Montana which represents 12% of the 3,400 open jobs posted on the [www.jobs.mt.gov](http://www.jobs.mt.gov) website.

A well trained workforce is critical for Montana business and industries to meet their production schedules. In particular, the Montana construction industry has sorely felt the impact of the lack of trained workers in the construction industry and particularly in carpentry. Residential and commercial projects fall behind schedule resulting a negative economic impact. According to a report developed by Dr. Paul Pozin of the Bureau of Business and Economic Research at the University of Montana and presented to the Montana Board of Regents on September 22, 2005, 21.6% of all businesses surveyed in Montana stated they had a shortage with construction and health care topping the list.

The construction industry in Montana represents 5.8% of Montana's Gross State Product and the industry's contribution to the economy exceeded 1.48 billion dollars in 2003. In Yellowstone County alone, there were over 1,029 permits for single-family, multi-family and modular housing units issued in 2004. The U.S. Department of Labor reports 3,680 employees in the construction field, not counting those that are self-employed. Based on the median income of this population this represents over \$123 million in local wages. Pairing this with non-employers in the construction field (self-employed) which included an additional 1,274 workers, and an additional \$63 million in wages, there is an industry total of close to 5,000 workers generating \$186 million in wages in the local Yellowstone County area.

Two-Year Career Wages and Job Outlooks  
Construction Careers

Occupation	Mean Annual	Mean Hourly	Hourly Median <sup>1</sup>	Hour Median	Hourly Median <sup>2</sup>	Employment in 2000	Employment in 2004
Cabinetmakers & Bench Carpenters	\$24,760	\$11.91	\$9.72	\$11.41	\$14.00		
Carpenters	34,300	\$16.49	\$13.75	\$16.41	\$19.50	3980	4820
Heating, A/C, & Refrigeration Mechanic	33,860	\$16.28	\$10.72	\$15.88	\$21.09	220	520
Plumbers, Pipefitters & Steamfitters	44,580	\$21.43	\$17.47	\$23.16	\$25.90	680	1140
Structural Metal Fabricators & Fitters	26,550	\$12.76	\$9.83	\$12.55	\$15.54	100	330
Welders, Cutters, & Braziers	30,410	\$14.62	\$10.60	\$13.54	\$18.12	910	800
Architectural & Civil Drafters	33,700	\$16.20	\$13.69	\$15.85	\$18.32	220	340
Electrical & Electronics Drafters	43,830	\$21.07	\$16.56	\$20.07	\$25.10	100	n/a
Mechanical Drafters (CAD Drafters)	33,260	\$15.99	\$12.64	\$14.16	\$17.43	90	190
Drafters, All Other	39,950	\$19.21	\$14.31	\$16.84	\$22.16	n/a	n/a
Civil Engineering Technicians	33,390	\$16.05	\$12.39	\$16.53	\$19.74	370	520
Environmental Engineering Technicians	32,720	\$15.73	\$12.16	\$13.63	\$17.62	70	70

<sup>1</sup> Low End of Middle Range Wages

<sup>2</sup> High End of Middle Range Wages

**5. What is the program’s planned capacity?**

▪ Break-even point?	34.7 FTE students
▪ Enrollments/year	Year 1 10 Students Year 2 20 Students Year 3 25 Students Year 4 40 Students Year 5 40 Students
▪ Graduates/year?	20 - 25 ** It is important to note that many additional students will be trained via partnerships with local construction companies who may wish to enroll and pay for employees to enroll in the construction core classes. Those students will be encouraged to enroll for credit so they can be advised to pursue the AAS degree upon completion of the construction training.
▪ MT jobs/year	The Montana Bureau of Labor and Statistics reports an average of 620 carpentry job openings per year.

**6. Resource Allocation:**

▪ Total program budget	\$168,000
▪ Faculty FTE?	Years 1-3 1.0 FTE Permanent Faculty and 1.0 FTE in Part Time Faculty Years 4-5 2.0 FTE Permanent Faculty and 1.0 Part Time Faculty
▪ Staff FTE?	0

**7. Does this program require new resources?**       **Yes**       **No**

**If yes, what is the amount? \$168,000**

**8. How will the campus fund the program?**

Start up costs associated with the implementation of this program will be funded through a \$50,000 grant from the Montana Contractor’s Association and Celebrate Billings, a federal appropriation from the US Department of Education and a State OCHE grant for 2 year new program development. Additional funding will be received from external support by local and regional construction industries. Continuing costs will be funded by student enrollments.

**9. If internal reallocation is necessary, name the sources.**

Reallocation is not necessary.

**Institution:** Montana State University-Billings College of Technology  
**Program:** Associate of Applied Science in Construction Technology – Carpentry  
**Date:** November 16-18, 2005

## PROGRAM PROPOSAL

### Program Description

The Construction Technology - Carpentry Program prepares the student with skills and knowledge for a career in residential or commercial construction. The program coursework will provide the student with a mix of technical education, general studies, theory and hands-on learning experiences. The student in this program progresses from basic skills to those required of a carpenter. General areas of study include building codes, blueprint reading and sketching, estimating, site layout, concrete, framing, interior and exterior finish, cabinet making and installation, and decks. The Carpentry AAS program provides graduates with skills required of a carpenter in a variety of building construction settings common in both rural and metropolitan areas. Students will earn a national certification after each level and a one-year Certificate or a two year Associate of Applied Science degree.

At the successful completion of this program, the student is eligible for certification with National Center for Construction Education and Research (NCCER) National Registry.

#### A. Specify the objectives to be reached by the addition of this program.

For the student searching for a vital and meaningful profession in the Montana Construction Industry, the Construction Technology – Carpentry AAS provides an affordable, quality education. This challenging career provides a wide variety of opportunities and financial prospects.

The Construction Technology – Carpentry program is designed to meet the needs of the local, state and national demand for trained carpenters.

According to Montana Department of Labor occupational forecasts between 2002 and 2012, Montana is projected to need 4,100 carpenters, 2,260 general operations managers, 1,750 construction laborers, 1,290 first-line supervisors and managers of construction trades and extraction workers, 1,210 painters and construction maintenance personnel, 1,080 construction managers, and 820 electricians. In a presentation to the Montana Workforce Conference held in Great Falls, Montana, on June 22, 2005, Bryon Roberts, Executive Director of the Montana Building Industry in Helena, Montana noted that "the construction industry in Montana is larger than mining, larger than timber and larger than the entire manufacturing center," with an increase of 2,800 net jobs in 2004. On June 22, 2005, there were approximately 400 job openings in the construction trades in Montana which represents 12% of the 3,400 open jobs posted on the [www.jobs.mt.gov](http://www.jobs.mt.gov) website.

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A well trained workforce is critical for Montana business and industries to meet their production schedules. In particular, the Montana construction industry has sorely felt the impact of the lack of trained workers in the construction industry and particularly in carpentry. Residential and commercial projects fall behind schedule resulting a negative economic impact. According to a report developed by Dr. Paul Pozin of the Bureau of Business and Economic Research at the University of Montana and presented to the Montana Board of Regents on September 22, 2005, 21.6% of all businesses surveyed in Montana stated they had a shortage with construction and health care topping the list.

#### B. Specify in detail the present faculty, facilities and equipment and library holdings in support of this program and compare them to known or anticipated minimum standards for accreditation

##### Construction Technology-Carpentry Program Faculty

For the first three years, the faculty for this program consists of one full time program director with instructional responsibilities and Part Time faculty with specialization within their field. Enrollment in the program will increase the need for additional sections of General Education and TRID related courses. It is estimated that approximately 36 credits will be taught with Part Time Faculty equal to 1.0 FTE.



A portion of the program director faculty member’s salary will be covered by a \$50,000 grant from the Montana Contractor’s Association and Celebrate Billings during the first year of the program. After the first year, the director’s salary is paid by MSU-Billings College of Technology. After the third year, estimated enrollment will create a need for a second faculty member in the Construction Technology program.

**Faculty/Instructor Credentials**

Mr. John Culbertson, Director and faculty member of the Construction Technology – Carpentry Program, B.A., Management; M.A., Secondary Education; Journeyman Level Carpenter; and NCCER Certified

**Facilities**

Class room instruction is held on the College of Technology campus. Laboratory instruction will take place at the School District No. 2 Career Center located next to the COT. The Career Center will provide the lab facilities and the college will work with the Career Center to jointly maintain and procure additional tools.

**Equipment**

The lab component of the curriculum taught at the Career Center will include a wide variety of equipment usage including: table saws, jointers, portable power tools, and other stationary power equipment used in the field

**Library Holdings**

The students have access to the MSU-Billings main campus library and the College of Technology library. The MSU-Billings Cot Library will acquire access to data bases providing students with access to national, state and local building codes.

**Accreditation**

The National Center for Construction Education and Research (NCCER) National Registry and the Northwest Colleges and Universities is an approved body for program accreditation.

**C. Additional faculty requirements**

As the program is developed, there will be a need to identify some part-time industry faculty members, as well as, additional full time faculty members which will be contingent on funding and FTE growth.

**D. Increased costs**

**BUDGET ANALYSIS**

Proposed Program: Construction Technology-Carpentry										
Campus: MSU BILLINGS COLLEGE OF TECHNOLOGY										
	Year 1		Year 2		Year 3		Year 4		Year 5	
<b>Estimated ENROLLMENT</b>										
FTE Enrollment	10		20		25		40		40	
<b>Estimated Incremental REVENUE</b>										
Use of Current General Operating Funds										
State Funding - 2 Year New Program Development Funding	41,270		30,700							
State Funding for Enrollment Growth							47,200		47,200	
<b>Tuition Revenue</b>										
A. Gross Incremental Tuition Revenue	24,000		48,000		60,000		96,000		96,000	
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	24,000		48,000		60,000		96,000		96,000	
Program/Course Fees					5,000		8,000		8,000	
Resale of Construction Projects			12,500		12,500		18,750		18,750	
External Funds - Industry Grants	50,000		25,000		25,000		5,000		5,000	
Other Funds : Equipment and Building Fees			55,000		105,000		5,000		5,000	
<b>TOTAL Estimated Incremental Revenue</b>	115,270		171,200		207,500		179,950		179,950	
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>	<b>FTE</b>	<b>Cost</b>
Faculty (including Part Time Faculty)	1.28	58,770	2	79,700	2	81,500	3	137,500	3	137,500
Other Staff										
Operating Expenses	15,500		15,500		20,500		25,500		25,500	
Equipment			55,000		5,000		5,000		5,000	
Start-up Expenditures	41,000		21,000		100,000					
<b>TOTAL Estimated Incremental Expenditures</b>	115,270		171,200		207,000		168,000		168,000	
<b>Estimated Revenues Over/(Under) Expenditures</b>	0		0		500		11,950		11,950	

**Effects on enrollment**

Synergy exists between the Construction Technology – Carpentry program and other trade and industry related programs at the MSU-Billings COT. The COT Business and Industry Team Leader, faculty and program directors of related Trade and Industry Programs including Welding/Metal Fabrication and Heating, Ventilation and Air Conditioning will work with the Construction Technology – Carpentry faculty member/program director to schedule related courses.

**E. List the new courses this program will add to the curriculum and specify the requirements for the degree.**

The following is the curriculum for the Associate of Applied Science in Construction Technology -- Carpentry. The new courses added to the College of Technology include all classes with the CARP rubric. The other courses listed include courses already offered for the other COT certificates and degrees.

**Construction Technology – Carpentry**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>
CARP 110	Carpentry Core	2
CARP 120	Carpentry Level 1	4
CARP 130	Carpentry Level 2a	2
CARP 131	Carpentry Level 2b	3
CARP 150	Job Simulation 1	3
HVAC 110	Introduction to HVAC	4
MATH 122	College Mathematics for Technology	3
CMP 105	Introduction to Computers	3
TRID 190	Electricity 1	3
TRID 151	Welding	3
TRID 162	OSHA Rules and Regulations	1
METL 102	Blueprint Reading and Welding Symbols	3
<b>Year 1</b>		<b>33**</b>
CARP 210	Carpentry Level 3a	3
CARP 211	Carpentry Level 3b	4
CARP 220	Carpentry Level 4a	3
CARP 221	Carpentry Level 4b	3
CARP 250	Job Simulation 2	3
TRID 192	Electricity 2	3
ENGL 145	Technical Communication	3
TRID 150	Environmental and Shop Practices	2
PHYS 101	Earth, Air, Fire, and Water	3
COMT 109	Human Relations	3
CTBU 166	Principles of Applied Supervision	3
<b>Year 2</b>		<b>33</b>
<b>Total AAS Construction Technology – Carpentry:</b>		<b>66</b>

TRID = Trade and Industry Related Courses

**New Course Descriptions**

**CARP 110 Construction Core (2 cr.)** Introduces a basic understanding in safety, construction math, hand tools, power tools, blueprints, and basic rigging. Students are required to demonstrate their ability to safely use a variety of hand and power tools, read blueprints, demonstrate overhead crane hand signals, and rig loads in the laboratory. PREREQUISITES: None

**CARP 120 Carpentry Level 1 (4 cr.)** Introduces the carpentry trade, including history, career opportunities, and requirements. The course covers building materials, fasteners, adhesives, hand tools, and power tools. Students learn about and are required to build a small building with a floor, walls, ceiling, and roof. A window and an exterior door are also installed. COREQUISITE: CARP110

**CARP 130 Carpentry Level 2a (2 cr.)** Studies advanced blueprint reading, material estimating, site layout, measurement, and differential leveling. Concrete and reinforcing materials are studied, including volume estimates, concrete testing, reinforcing bars, and welded wire fabrics. Concrete forms are constructed, including continuous, pier, grade beam, slabs, and footings

PREREQUISITES: CARP110

**CARP 131 Carpentry Level 2b (3 cr.)** Studies and constructs wall, column, slab-and-beam, and stair forms. Form application and construction methods are demonstrated. Cutting, bending, splicing, and tying of reinforcing steel is required. Students learn methods for handling, placing, and finishing concrete. Manufactured forms are introduced for walls, columns, deck slabs, roof slabs, beams, and girders.

PREREQUISITES: CARP110 and CARP130

**CARP 150 Job Simulation 1 (3 cr.)** Provides university credit for work experience in the area of carpentry. This course is a construction site, working internship where the student applies the skills and knowledge learned in school to an actual building project.

PREREQUISITES: CARP110, CARP120, CARP130, and CARP131

**CARP 210 Carpentry Level 3a (3 cr.)** Exposes the student to sheathing, exterior siding, stairs and roofing. Sheathing and exterior siding are installed on the small building that was constructed in Carpentry. Various types of siding and gutters systems are studied. Roofing felt and shingles are installed on the small building. Roof venting requirements are presented. Insulation and vapor barriers are installed in the building. Stairs are constructed, and framing with metal studs is covered.

PREREQUISITES: CARP110 and CARP120

**CARP 211 Carpentry Level 3b (4 cr.)** Covers interior installations and furnishings. Drywall is installed and finished in the small building. Installation of wood and metal doors including frames, locksets, and closers are studied. Materials, layout and installation of suspended ceilings are demonstrated. Window, door, floor, and ceiling trim are installed on the building interior. Selection and installation of countertops, base cabinets, and wall cabinets is presented.

PREREQUISITES: CARP110 and CARP120

**CARP 220 Carpentry Level 4a (3 cr.)** Introduces students to trigonometric leveling which is used to layout foundations and to determine project elevations. Uses of lasers, transits, theodolites, and/or electronic distance measuring devices are demonstrated. Installation of standing seam, lap seam, and built-up roofing systems are studied. The course covers concrete, vinyl, wooden, tile, and carpeted floors as well as in-floor radiant heating. Paneling, wainscoting, movable partitions, curtain walls and fire-rated commercial wall construction are presented.

PREREQUISITES: CARP110 and CARP120

**CARP 221 Carpentry Level 4b (3 cr.)** Covers advanced stair systems and introduces the student to various construction equipment, such as forklifts, generators, compressors, trenchers, compactors, and loaders. Steel cutting and shielded metal arc welding are learned. Metal building construction is presented, including structural components, fastening methods, and assembly techniques. Project planning, scheduling, estimating, and management skills are studied.

PREREQUISITES: CARP110, CARP120, CARP210, and CARP211

**CARP 250 Job Simulation 2 (3 cr.)** Provides university credit for work experience in the area of carpentry. This course is a construction site, working internship where the student applies the skills and knowledge learned in school to an actual building project.

PREREQUISITES: CARP110, CARP120, CARP130, CARP131, CARP150, CARP210, CARP211, CARP220, and CARP221

**TRID 162 OSHA Rules and Regulations (1 cr.)** Studies the Occupational Safety and Health Administration rules and regulations that affect all construction industries.

**TRID 190 Electricity 1 (3 cr.)** Studies the electrical laws and principles pertaining to DC and AC circuits. Includes current, voltage, resistance, power, load, panels, feeders, lamps, motors, and fuses. Introduction to wiring methods and materials in conformance with the National Electric Code (NEC). Includes installation and replacement of light fixtures, heaters, GFCI = s, switches, receptacles, and electrical thermostats.

**TRID 192 Electricity 2 (3 cr.)** Continues studying electrical laws and principles pertaining to DC and AC circuits. Includes current, voltage, resistance, power, load, panels, feeders, lamps, motors, and fuses. Introduction to wiring methods and materials in conformance with the National Electric Code (NEC). Includes installation and replacement of light fixtures, heaters, GFCI = s, switches, receptacles, and electrical thermostats.

PREREQUISITES: TRID 190

**Interdepartmental implications**

Other department implications include the increased enrollment in the COT Trade and Industry (TRID) Courses and General Education courses included in the plan of study.

**F. Explain how the recommendation to submit this proposal to the B of R was made.**

In 2004, the MSU-Billings College of Technology was approached by several key construction industry leaders who made a compelling case for significant workforce training needs in the greater Billings region particularly in the building construction field. This group subsequently met with the dean and the Big Sky Economic Development Authority of Billings and the Celebrate Billings Education Committee to discuss the problem. Celebrate Billings is a local community development organization sponsored by the Billings Gazette, Saint Vincent Healthcare, Deaconess Billings Clinic, and MSU-Billings. Celebrate Billings identified this training need as one of their top priorities and presented the dean of the COT with a funding challenge which was to match a \$25,000 startup contribution from Celebrate Billings with industry. This match was later identified and fulfilled via a partnership with the Montana Contractor's Association.

ITEM 129-2703+R1105 Budget

BUDGET ANALYSIS										
Proposed Program: Construction Technology-Carpentry										
Campus: MSU BILLINGS COLLEGE OF TECHNOLOGY										
	Year 1	Year 2	Year 3	Year 4	Year 5					
Estimated ENROLLMENT										
FTE Enrollment	10	20	25	40	40					
Estimated Incremental REVENUE										
Use of Current General Operating Funds										
State Funding - 2 Year New Program Development Funding	41,270	30,700								
State Funding for Enrollment Growth Tuition Revenue				47,200	47,200					
A. Gross Incremental Tuition Revenue	24,000	48,000	60,000	96,000	96,000					
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B) Program/Course Fees	24,000	48,000	60,000	96,000	96,000					
Resale of Construction Projects		12,500	12,500	18,750	18,750					
External Funds - Industry Grants	50,000	25,000	25,000	5,000	5,000					
Other Funds : Equipment and Building Fees		55,000	105,000	5,000	5,000					
<b>TOTAL</b>	115,270	171,200	207,500	179,950	179,950					
Estimated Incremental Revenue										
Estimated Incremental EXPENDITURES										
Personal Services	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost
Faculty (including Part Time Faculty)	1.28	58,770	2	79,700	3	137,500	3	137,500	3	137,500
Other Staff										
Operating Expenses	15,500	15,500	20,500	25,500	25,500					
Equipment		55,000	5,000	5,000	5,000					
Start-up Expenditures	41,000	21,000	100,000	168,000	168,000					
<b>TOTAL</b>	115,270	171,200	207,000	168,000	168,000					
Estimated Incremental Expenditures										
Estimated Revenues	0	0	500	11,950	11,950					
Over/(Under) Expenditures										



June 17, 2005

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Reference: Letter of Commitment

Dear John,

As the lead economic development organization in Yellowstone County, the work of Big Sky Economic Development Authority relies on collaboration with Montana State University- Billings, and many other education, government and business entities.

We see the development of a skilled workforce to meet the needs of Yellowstone County employers as an important aspect of our mission.

Recognizing the rapid growth in residential and commercial construction in our area, and the resulting high demand for skilled labor, we support the creation of additional opportunities for training in the construction trades.

MSU-Billings and the College of Technology have been creative in identifying workforce needs and responding with credit and non-credit training opportunities. Big Sky Economic Development Authority through our Business Expansion and Retention (BEAR) Program is a proud and active partner in the creating of additional workforce training for the construction cluster. We will commit to helping provide financial assistance to local businesses that seek such training through our incumbent worker and BEAR scholarship resources.

We strongly support the MSU-Billings College of Technology as they seek funding through the Community-Based Job Training Grant. The outcome will be a direct response to industry need in the high-growth high-demand field of Construction Trades.

Sincerely,

Joseph P. McClure, Executive Director  
Big Sky Economic Development Authority



BILLINGS REGION  
Montana's Business Hub

[www.bigskyeda.org](http://www.bigskyeda.org)

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June 27, 2005

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear John,

The programs of Beartooth RC&D, a Certified Regional Development Corporation (CRDC), reach throughout a 5 county area in South Central Montana and depend heavily on the cooperation of others in striving to meet the economic and community development needs of the region's residents and businesses. We are grateful Montana State University-Billings is one of the partners in this mission.

The in-migration has significantly affected building inventory in Carbon, Stillwater, Sweet Grass and Yellowstone for both commercial and residential use. The remaining county, Big Horn, one of the most impoverished in the State, is currently undergoing a commercial growth spurt with the construction of a power plant and an ethanol plant.

A strong construction curriculum at MSU-Billings College of Technology is vital in providing adequate training to meet the every growing demand for competent workers to service the growth. The award of funding through the Community-Based Job Training Grant to MSU-B College of Technology to fuel this training program, could have an extensive affect on the Big Horn County labor pool since the Billings campus is within a reasonable commute distance to both Hardin and the Crow Indian Reservation, as well as many of the other communities in our region.

Beartooth RC&D Area strongly supports the Montana State University-Billings College of Technology as they seek to fund the construction trade program to further equip Montana citizens to build their lives as they build our business and residential facilities, through the Community-Based Job Training Grant.

Sincerely,

Betty J. Curry  
Community Relations/Brownfields Coordinator  
Beartooth Resource Conservation and Development Area, Inc.

Cc: Marvin Carter, Chairman of the Board

*Citizens Building Stronger Communities*

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Dear John,

On Behalf of Celebrate Billings which is a community development initiative of the Billings Gazette, Saint Vincent Healthcare, and Deaconess Billings Clinic, I am very happy to write this letter of support for your Montana BILT – Building Industry Labor Training proposal to the Department of Labor.

Celebrate Billings is acutely aware of the needs to provide a skilled workforce to meet the needs of Yellowstone County employers as an important aspect of our mission.

In fact the Education Committee of Celebrate Billings fully recognized this need and recommended that \$25,000 be awarded to the MSU-Billings College of Technology to leverage support for the development of a construction trades program at the college.

MSU-Billings and the College of Technology have been creative in identifying workforce needs and responding with credit and non-credit training opportunities. .

Celebrate Billings and the Billings Gazette strongly support the MSU-Billings College of Technology as they seek funding through the Community-Based Job Training Grant. The outcome will be a direct response to industry need in the high-growth high-demand field of Construction Trades.

Sincerely,

Michael Gulledge  
Publisher and Chair of Celebrate Billings





Montana

Department of Labor and Industry

Workforce Services Division

Governor Brian Schweitzer

**Billings Job Service Workforce Center**

2121 Rosebud Drive, Stop B

Billings, MT 59102-6274

(406) 652-3080

Fax (406) 652-0444

June 23, 2005

Dean John Cech  
MSU-Billings College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear Dean Cech,

As Manager of the Billings Job Service Workforce Center, this letter is provided in support of the grant application by MSU-Billings College of Technology to the U.S. Department of Labor for the development of a Regional Construction Trades Training Center. The Billings Job Service Workforce Center (BJSWC), within our mission and resources, will support the development and outcomes of this project by our endorsement and active participation.

The BJSWC offers Wagner/Peyser Services, Veterans' Employment and Training Services, Workforce Investment Act Title IB Adult Training Services and State of Montana Rapid Response Service for Dislocated Workers. Through our strong partnership with MSU-B COT we will assist in identifying individuals whose educational and career objectives will lead them to seek occupations through the Construction Trades Training Center and will identify employers who need the workforce skills the graduates of the Regional Construction Trades Training Center will possess.

The BJSWC is located inside the South Central JobLINC Center which houses 14 other agencies and organizations. The BJSWC provides information to and receives referral from those agencies and organizations and other South Central JobLINC Community Management Team partner agencies and organizations across Yellowstone County. The South Central JobLINC Center and the South Central JobLINC Community Management Team Partners, which MSUB-COT is a founding partner, will provide the COT with linkages to youth, unemployed, underemployed, incumbent workers and dislocated workers.

The Billings Job Service Workforce Center serves the universal customer base for labor exchange services including registration, resume and application assistance, career counseling and job matching. As part of the universal customer base, individuals seeking career



BOX 1728 HELENA MT 59624-1728 • PHONE (406) 444-4100  
FAX (406) 444-3037 • TDD (406) 444-0532



opportunities, change or enhancement can be identified and provided information on potential training in the construction trades.

A unique and exciting element of this project is the information sessions on construction trades that will be provided starting in 5<sup>th</sup> grade classes. The BJSWC will partner in providing this information to expand career options to our future workforce. In addition BJSWC will partner with MSUB-COT to provide workshops on construction trades careers at the annual Jobs Jamboree and other job fairs. Last year's Jobs Jamboree attracted over 1,500 job seekers and 100 employers.

I would like to commend MSU-Billings College of Technology commitment to Workforce and Economic Development in South Central Montana. The COT has been an active participant in the Business Expansion and Retention (BEAR) Program in partnership with the Billings Area Chamber of Commerce, NorthWestern Energy, Beartooth RC&D, Big Sky EDA, Big Sky EDC, Billings Job Service Workforce Center, Montana Manufacturing Extension Service, and the Montana Department of Commerce. The BEAR Program has interviewed over 130 Yellowstone County businesses and as a partner the COT has taken into consideration the information provided by those businesses on the workforce training needs of our community.

The COT has also established networks with the Montana Home Builders Association, Montana Contractors Association and individual contracting and home-building businesses. The BJSWC has partnered with the COT to add additional business partners to the network of construction employers to assist in the development of the knowledge base required in consideration of development of a Construction Trades Training Center.

As you know, staff from the BJSWC has participated in many of the meetings where the COT listened to the workforce needs of the construction industry. The COT has conducted extensive additional research in workforce needs of the construction industry in Montana. The demand for skilled and semi-skills workers in Montana and especially in Yellowstone County in commercial and residential construction is driven by the increasing business and private needs of our expanding population and actively growing business community. The growth of the recreational communities in the Montana is also putting increasing demands on the construction industry for additional skilled construction trades workers.

The workforce information gathered through these sources, partnerships and networks has led to the COT's decision to make the commitment to develop a Construction Trades Training Center to meet the workforce needs of Montana employers.

MSU-Billings COT's commitment to partnerships and cooperation is also reflected in the Community Colleges and Colleges of Technology who are working together to initiate the projects necessary to apply for and implement this grant application.

MSUB-COT is to be commended on the development of the industry connections, agency partnerships and educational linkages you have in place. Your commitment to ascertaining the workforce needs of Montana and working to develop the educational programs to meet those needs is outstanding.

P.O. BOX 728 HELENA M' 59624-728 • PHONE (406) 444-1361 • FAX (406) 444-1419 • TTD  
(406) 444-0532

The Billings Job Service Workforce Center will stand as a partner in development of the Regional Construction Trades Training Center to provide the skilled workforce needed by the construction industry in Montana.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thomas Frisby".

Thomas Frisby  
Manager



*South Central JobLINC Community Management Team (SCJ)*

C/O South Central JobLINC Center  
2121 Rosebud Drive, Stop B  
Billings, MT 59102-6274  
(406) 652-3080  
Fax (406) 652-0444

June 27, 2005

Dean John Cech  
MSU-Billings College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear Dean Cech,

As the Chair of the South Central JobLINC Community Management Team (SCJ), this letter is provided by the combined partners of the SCJ in support of the grant application by MSU-Billings College of Technology (MSUB-COT) to the U.S. Department of Labor for the development of a Regional Construction Trades Training Center. The Partners of the SCJ, within their individual mission and resources, will support the development and outcomes of this project by our endorsement and active participation.

The SCJ Partners are an integrated, demand drive workforce system in South Central Montana. The 36 partner agencies and organizations provide a broad range of workforce, educational, business, economic development and social services. MSUB-COT is an active and founding partner of the SCJ.

The SCJ partners will provide MSUB-COT with linkages to youth, unemployed, underemployed, incumbent workers and dislocated workers as potential students for the Construction Trades Training Center. Through our strong partnership with MSU-B COT we will assist in identifying individuals whose educational and career objectives will lead them to seek occupations through the Construction Trades Training Center and will identify employers who need the workforce skills the graduates of the Regional Construction Trades Training Center will possess.

We would like to commend MSU-Billings College of Technology commitment to Workforce and Economic Development in South Central Montana. The South Central JobLINC Community Management Team will stand as partners in development of the Regional Construction Trades Training Center to provide the skilled workforce needed by the construction industry in Montana.

Sincerely,

A handwritten signature in black ink that reads "Sara Fox". The signature is written in a cursive, flowing style.

Sara Fox  
Chair



June 10, 2005

Mr. John Cech  
Dean College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear Mr. Cech:

As John has outlined on his attached message, we hear this quite often across the country. There is a real shortage of qualified mechanics that are trained and skilled in the area of flooring installation. This shortage tends to be highlighted in the Summer season due to the high amount of Education works that needs to be completed. Shaw Industries has been successful in training a select few mechanics over the last several years, however, we cannot accommodate the masses and this issue needs to be addressed on a more global basis.

I know from my travels across the United States that this is a common issue that we are facing. I am aware of some markets where the flooring contractors have worked with some of the local Technical Colleges in order to offer more training in this area. As a manufacturer, Shaw realizes the importance of a skilled, professional installer and the need for more training in this area.

Hope this is helpful.

Brad Townsend  
VP Sales, Shaw Contract Group



**Mr. John Cech**  
**MSU-Billings College of Technology**  
**3803 Central Avenue**  
**Billings, Montana 59102**

**Dear John:**

***Thank you so much for the opportunity to discuss the current shortage of flooring installers in the commercial industry. As a flooring industry veteran of 24 years, I can't ever recall a time when finding good qualified installers WASN'T an issue.***

***There is a huge need to be filled and currently, very few programs nationwide exist to try to address the problem. There is no question that this is a viable profession for either men or women where the salaries can range from \$25,000.00 to \$100,000.00 annually. It is a good career choice with almost guaranteed employment!***

***Attracting and training future flooring installers is going to be a vital part of the success of both flooring manufacturers and flooring contractors in the future. As the nation's largest flooring cooperative, StarNet is constantly challenged with finding enough trained installers to get their work done on a timely basis. It is without a doubt, our largest issue and is a constant across the country with our 230 locations.***

***I commend you and Dave Kalberg, Manger for Commercial Operations at Pierce Flooring and Design for taking this important step in helping us solve the flooring installer shortage in the Montana marketplace.***

**Lori Dowling**  
**President & CEO**  
**StarNet Commercial Flooring Cooperative**



3936 Avenue B, Suite D  
Billings, MT 59102  
OFFICE 406-655-9455  
TOLL FREE 800-879-4983  
FAX 406-655-9459  
www.yellowstonegroup.com

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Reference: Letter of Commitment

Dear John,

As a member of the Montana Home Builders Association and Billings Association of Realtors, I'm very excited about the MSU-Billings College of Technology's plan to develop an educational pathway from industry demand-driven short-term training certificates to an Associate in Applied Science in Construction Technology. As you know from your presentation at the Home Builders Banquet and the Rotary Club, there is a very significant need that exists in the state of Montana and particularly in the greater Billings area.

I know the Home Builders Association will support these new programmatic efforts and I can assure you that MSU-Billings will have the support of the Billings Association of Realtors. Our region suffers from a lack of skilled trade workers, and particularly workers who understand modern materials and have the ability to work independently and think creatively.

Housing is a very key element to economic development. At this time we are building as many homes as possible with the skilled labor available. We need this education to assist economic development as well as assisting the citizens of Montana.

In addition, I serve on the Montana Job Training Partnership – Workforce Investment Board. Within my role as a Board Member I support the development of demand-driven programs that directly connect a highly trained workforce to business. It is with the integration and cooperation of these partnerships that we can move forward and address the challenges that we face to supply an educated workforce.

I stand ready to help you with the development of this program. In particular, I can provide an entrée to potential partners and industry sponsors for your new construction cluster.

Do not hesitate to contact me as soon as you receive confirmation regarding the award of this grant so we can get to work!

Sincerely,

  
H. Thomas Llewellyn



June 28, 2005

MSU-Billings College of Technology  
3803 Central Avenue  
Billings, MT 59102

John Cech

Construction Trade Training Program

Dear John:

It was a pleasure meeting with you and listening to your plans for different levels of training in the construction fields being developed by your organization. We at Hardy Construction Co. are extremely excited about this prospect and will support every effort made to produce qualified, skilled, trained carpenters and construction trade workers. Having been in the construction business for the past 52 years, Hardy Construction has seen the ups and downs in the labor market. I can tell you that the lack of skilled construction workers is the largest deterrent currently in our ability to expand our operations. The supply of skilled workmen has not kept pace with the economic growth that Billings and Montana have experienced over the past 10 to 12 years. The current labor pool of carpenters in the commercial construction field has not grown during this period of time. Hardy Construction and our competitors have had to hire unskilled, entry level positions, and train these workers ourselves in order to meet the demand.

As I indicated at a recent Big Sky EDA meeting Hardy Construction Co. would hire prospective employees who would carry a certificate indicating basic carpentry skills at a rate of pay higher than we currently offer. Our current situation is when a prospective employee walks in the door looking for work, skills are not known, skills are inadequate, or skills are exaggerated. We hire these potential employees at a lower rate of pay until their skills are determined and adjust accordingly. If there were a labor pool of skilled trained carpentry professionals our productivity would increase substantially.

As it relates to ongoing training in the construction field, we currently have approximately 35 to 40 field employees with varying degrees of skill that would benefit greatly from the intermediately to advanced classroom work that you plan to offer. I, as an employer, would be willing to offer tuition assistance to my current employees for their educational pursuits in this field.



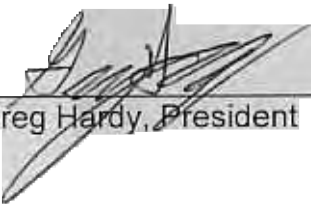


We face many difficulties and hurdles in this business; however, as I have indicated the lack of skilled tradesmen is the biggest hurdle we face currently and in the future. A six month certificate program is immediately needed to ensure to employers that potential employees are trained in the basic skills of construction, safety and other related matters. A two year construction degree is desperately needed to advance skill levels of current employees. With growth, the need for supervisory personnel increases proportionately. This program, from what was described, will give these candidates the basic and advanced skills required to supervise and manage projects for their employers.

Again, ~~Hardy Construction fully supports your efforts in developing these programs.~~ If there is any assistance I can give to you please do not hesitate to contact me.

Sincerely,

HARDY CONSTRUCTION CO.



Greg Hardy, President





June 29, 2005

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Reference: Letter of Commitment

Dear John,

As the Business Development Manager for both JTL Construction and Empire Sand & Gravel of Billings, I am excited about working with MSU-B College of Technology to develop and implement short-term training certificates and degree programs in the Construction Trades. I plan to assist COT faculty with the development of curriculum to ensure that training is applicable to the skills required in the construction business.

The construction industry is in crisis mode trying to find trained workers. Construction is the other nursing crisis – there is a strong correlation between what the nursing industry and the construction industry face as they try to find certified and trained workers/professionals. The demand far exceeds the supply.

I serve on many boards in the community, current member and Past President of the Home Builders Association of Billings, on the State Board of the Montana Building Industry Association, Chairman of the Development Process Advisory Review Board for the City of Billings, and as Chairman of the Career Center Committee for the HBA. In each setting the need for a skilled workforce is a primary concern. The career pathway that is started at the high school level needs to be continued at the post secondary level to guarantee that the pipeline of future workers is adequately prepared.

It is imperative that industry and education work together to develop a new generation of workers in the skilled trades. This need cannot be overstated. Every employer that I talk with and every presentation that I have listened to, point to the widening gap between the supply and demand of skilled workers. Most companies are allocating too much of their scarce resources on entry level on-the-job training that can be better accomplished prior to entering the workforce.

The economic growth of Montana relies heavily on the construction business and is therefore limited by the lack of skilled workers. If the supply of trained workers were increased the number of housing starts and commercial projects would begin to match the demand and needs of the community.

I applaud your response to addressing the critical industry needs and stand with you as you develop short-term training and associate degree programs in the Construction Trades.

Sincerely,

A handwritten signature in black ink that reads "Bob Glasgow". The signature is written in a cursive, flowing style.

Bob Glasgow  
Business Development Manager, JTL and Empire Sand & Gravel

# Billings Career Center

---

**Stan Barr Director**  
3723 Central Avenue  
Billings, MT 59102

655-3081  
FAX (406) 655-3096  
e-mail: [Barrs@billings.k12.mt.us](mailto:Barrs@billings.k12.mt.us)

May 23, 2005

Mr. John Cech, Dean  
Montana State University-Billings  
College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear John

The Billings Career Center is very excited about the MSU-Billings College of Technology's plan to create an Associate of Applied Science Degree in Construction Technology. Billings School District #2, in conjunction with the Billings Career Center, is looking forward to a partnership that will provide a very meaningful and worthwhile educational foundation for an industry that is in desperate need of skilled workers.

As stated by Brad Eldredge, Economist in the latest issue of the Montana Economy at a Glance: "No matter how one feels about recent population growth in Montana, it has been undeniably good for the state's construction industry. For the past several years, construction has been one of Montana's fastest growing industries, consistently outpacing the state's overall employment growth. With a projected average of 805 construction job openings per year through 2012, this growth is not expected to end anytime soon."

It is the intent of Billings School Dist #2 and the Billings Career Center to improve its program and work very closely with the College of Technology in a collaborative effort to meet the needs of this ever- growing industry. We are willing to serve on an Advisory Committee and work with the College of Technology faculty and administration to align your new program with ours at the Career Center.

I look forward to the opportunity to work with you and your faculty to make this program a success and provide meaningful opportunities for our students.

Sincerely



Stan Barr

**Mission Statement:** *The Billings Career Center prepares secondary students academically and socially for service in the community by providing a program that stresses work ethics, technological literacy, industry-driven skills, critical thought, effective communication, respect for diversity and equality, and the rights and responsibilities of citizenship*



*Access & Excellence*

**(406) 247-3015**

[www.msubitings.edu/col/techprep](http://www.msubitings.edu/col/techprep)  
[cwhite@msubitings.edu](mailto:cwhite@msubitings.edu)

June 30, 2005

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Reference: Letter of Support

Dear Dean Cech:

As director for the South Central Montana Tech Prep Consortium, I am committed to supporting the development of post-secondary educational programs in the construction trades. As you know, Tech Prep is an educational reform initiative that involves partnerships between high schools and colleges that offer two-year and technical programs of study. Tech Prep encourages students to plan, prepare and pursue a certificate or associate degree after high school graduation.

Tech Prep links high school and postsecondary programs of study by creating an opportunity for students to earn Tech Prep college credit for classes they take in high school. Tech Prep Articulation Agreements approved by faculty from participating high schools and colleges provide students with an opportunity to earn Tech Prep college credits.

Graduates from high schools participating in the Tech Prep program are eligible for Tech Prep credit if they earn a B or better grade, meet the Tech Prep Articulation criteria in the approved or "articulated" high school class(es) and enroll at a Tech Prep partner postsecondary institution within two years of high school graduation.

The construction trades are a high-growth, high-demand industry in Montana with a widening gap between the supply and demand for skilled workers.

This is our opportunity to increase the pipeline of workers beginning at the high school level into the construction trades. We will use the resources of our office to support and help develop those pathways for our students.

I look forward to working with you on this exciting opportunity.

Sincerely,

Cathey White, Director  
South Central Montana Tech Prep Consortium

*Your Community, Your College*



OFFICE OF THE GOVERNOR  
STATE OF MONTANA

BRIAN SCHWEITZER  
GOVERNOR



JOHN BOHLINGER  
LT. GOVERNOR

June 30, 2005

John Cech, Dean  
Montana State University Billings—College of Technology  
3803 Central Avenue  
Billings, MT 59102

I am pleased to provide this letter of support to MSU Billings—College of Technology for their Community-Based Job Training grant application through the U.S. Department of Labor, Employment and Training Administration. The intent of this project is to develop regional construction trades training centers based in two-year colleges.

This project is consistent with my vision to promote education and training opportunities that support a skilled workforce by investing the maximum resources available, and by increasing cooperation and communication among all entities. The project will enhance Montana's efforts to encourage and increase the relationship between the workforce system, apprenticeship and two-year education to encourage curriculum development and training in high growth, high demand occupations such as the construction trade.

I fully endorse the efforts of the of MSU Billings—College of Technology in designing a collaborative model that will result in increasing the much needed workforce capacity of Montana's construction industry.

Sincerely,

BRIAN SCHWEITZER  
Governor

**Denny Rehberg**  
State of Montana

Transportation and  
Infrastructure Committee  
Highways and Transit  
Aviation

**Congress of the United States**  
**House of Representatives**

Washington, DC 20515

June 30, 2005

**Agriculture Committee**  
Department Operations, Oversight,  
Nutrition and Forestry, *Vice Chairman*  
General Farm Commodities and  
Risk Management  
Specialty Crops and Foreign  
Agriculture Programs

**Resources Committee**  
Energy and Mineral Resources,  
*Vice Chairman*  
Forests and Forest Health

Kevin Brumback  
Grants Management Specialist  
Division of Federal Assistance  
Region IV  
U.S. Department of Labor/ETA  
525 Griffin Street Room 317  
Dallas, TX 75202

Dear Mr. Brumback:

I am writing to express my strong support of the MSU Billings College of Technology, in partnership with MSU-Northern, UM Tech COT, and UM COT Missoula in their efforts to secure a Community Based Job Training grant for a Construction Trades Technology Program.

It is of great importance to recognize that this partnership will provide adequate training to meet the growing demand for competent construction workers. If funded, students will receive the education and skills necessary for success and a prosperous future. The work force that this program will create will be an essential ingredient in the continued economic progress of the state of Montana.

Again, I strongly support this worthwhile project and their application for funds. I look forward to the benefits that rural residents have to gain from this project. Thank you, in advance, for giving this application every consideration for funding. Also, I ask that you keep my grants coordinator, Ruth Bond in my Billings District Office, informed of this application's progress.

Sincerely,

  
DENNY REHBERG  
Montana's Congressman

DRR:rb

516 Cannon House Office Building  
Washington, DC 20515  
(202) 225-3211

1231 Grand Avenue, Suite 1  
Billings, MT 69102  
(406) 258-1019  
Toll Free: 1-888-232-2626

950 North Montana Avenue  
Helena, MT 59601  
(406) 443-7878

218 East Main  
Suite B  
Missoula, MT 59802  
(406) 543-9550

105 Smelter Avenue, NE  
Suite 116  
Great Falls, MT 59404  
(406) 454-1066

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2005

CONGRESSMAN REHBERG

06/30/2005 14:18 FAX 406 258 4934



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

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2500 Broadway ♦ PO Box 203101 ♦ Helena, Montana 59620-3101  
(406)444-6570 ♦ FAX (406)444-1469

June 28, 2005

John Cech, Dean  
Montana State University Billings—College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear Dean Cech

As the Director of Workforce Development and Two-Year Education for the Montana University System as well as the State Director for Carl Perkins funding, I am pleased to provide this letter of support and commitment to MSU Billings College of Technology for their Community-Based Job Training grant application through the U.S. Department of Labor, Employment and Training Administration. Construction is the target industry of this project with a strategy for developing and implementing regional construction trades training centers in both the eastern and western regions of the state.

The Workforce Development Unit within the Office of the Commissioner of Higher Education will provide assistance to the project by working at the state level with the Montana Department of Labor and Industry Apprenticeship Training Unit, Montana Contractors Association, Montana Building Industry Association, Northwest Carpenters Association and the Governor's Office to assess all construction trades curricula to establish statewide standards for the industry. This effort includes the NCCER curriculum the project will use as a foundation. Also, I will commit my time to serve on the Advisory Council to bring a state level perspective to the project.

Additionally, developing career pathway models based upon career clusters is a priority for two-year education in Montana. These pathway models require coordination across the workforce system and educational levels as well as industry partnerships. This office will also provide technical assistance to the construction trades project related to pathways development to ensure continuity.

Sincerely,

A handwritten signature in black ink that reads "Arlene Parisot".

Arlene H. Parisot, Ed.D.  
Director Workforce Development and Two-Year Education

65) 708



## Montana Economic Developers Association

118 E. Seventh St.; Suite 2A Anaconda, MT 59711  
 ph: 406.563.5259 fx: 406.563.5476

June 30, 2005

Mr. John Cech, Dean  
 Montana State University – Billings  
 College of Technology  
 3803 Central Avenue  
 Billings, MT 59102

Dear Mr. Cech:

The Montana Economic Developers Association (MEDA) represents more than 200 economic development professionals that work throughout the State. Most of our members work for local economic development organizations that are supported by private sector businesses and local governmental entities. We all have different priorities, but we share a strong common interest: building a better economy for Montana citizens.

On behalf of MEDA, I am writing to express support for the Community-Based Job Training Grant Application you are submitting to the U.S. Department of Labor's Employment and Training Administration for the Building Industry Labor Training Program.

Our organization has long been aware of the critical need for workforce development and training in Montana. MEDA has also long been aware that if the workforce challenges facing Montana are to be addressed, it will involve strengthening current partnerships, forming new partnerships and pooling multiple program resources.

The unique partnership assembled for this application between the Montana University System, workforce investment agencies, economic development organizations and public school systems will no doubt be able to provide the private sector in Montana with the workers they need (particularly in the construction trades arena) to be successful and to grow.

Finally, MEDA realizes that a strong building industry, with all its various components, is essential to a more robust economy for our state. MEDA appreciates and strongly supports your effort to secure funding for this exciting project.

Sincerely,  
  
 Gloria O'Rourke  
 Secretary

JOIN US AT <http://www.medamembers.org>

BOARD OF DIRECTORS: DICK KING, PRESIDENT, MISSOULA \* RICK EDWARDS, VICE PRESIDENT, BUTTE \*  
 \* JONI STEWART, TREASURER, CUT BANK \* PAUL TUGG, PAST PRESIDENT, HAVRE \* GLORIA O'ROURKE, SECRETARY \*  
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 \* JIM SMITHAM, BUTTE \* JOE MCCLURE, BILLINGS \* ANNE BOOTHE, MALTA \* LARRY MILES, GLASGOW \*  
 \* JOE LITTLECOYOTE, LAME DEER \* SHELDON BARTEL, HELENA \* MIKE CARLSON, SIDNEY \* ANDY POOLE, HELENA \*  
 \* TRACEY JETTE, BOZEMAN \* ELIZABETH HARRIS, KAUSPELL \* CHERYL MACARTHUR, GREAT FALLS \*  
 \* JOHN KRAMER, GREAT FALLS \* KEN RICHARDSON, MISSOULA \*



DEPARTMENT OF LABOR AND INDUSTRY  
WORKFORCE SERVICES DIVISION  
APPRENTICESHIP & TRAINING PROGRAM



GOVERNOR BRIAN SCHWEITZER

PO BOX 1728

STATE OF MONTANA

(406) 444-3998

HELENA, MONTANA 59624-1728

June 27, 2005

John E. Cech, Dean  
College of Technology  
3803 Central Avenue  
Billings, Montana 59102

RE: Construction Trades Training Centers in Montana

Dear John,

I have been informed that MSU Billings College of Technology in partnership with MSU-Northern, UM Tech COT, and UM COT Missoula, will be seeking a grant to assist with the creation of short-term training, certificate programs, and an Associate of Applied Science (AAS) degree in Construction Trades Technology.

The partner institutions have informed me of their desire to establish a linkage and partnership with the Montana Apprenticeship and Training Program for technical assistance in curriculum and on-job-training. We will work together to establish a pathway from the institution to the apprenticeship programs. There are great advantages to have one collaborative/completely articulated program that works with and serves all facets of the construction industry with consistent competency based education and training in K12 through Higher Education in cooperation with Montana business and industry interests.

With the Montana Apprenticeship and Training Program's technical assistance into the curriculum, the proposed degrees by the partner institutions would greatly enhance the ability for those graduating students to receive apprenticeship credit and would provide them a higher level of employability due to Apprenticeship's recognition of their job ready skills and education.

As the Supervisor for the Montana Apprenticeship and Training Program, Montana Department of Labor and Industry, I totally support the partner institutions efforts and the direction of MSU-Billings College of Technology, as lead institution in this endeavor.

The Montana Apprenticeship and Training supports your proposal and you have our guarantee for any cooperation and technical assistance that we may lend, which will help with the success of this project.

My Best Wishes,

A handwritten signature in blue ink that reads "Mark S. Maki".

Mark S. Maki, Supervisor  
Apprenticeship and Training Program  
Montana Department of Labor and Industry



## Montana Contractors' Association

June 24, 2005

To: Whom it may concern,

The State of Montana and the nation face a shortage of skilled craft workers. Due to the vast economic development coupled with the aging workforce in Montana we do not have the skilled workers needed for the demand. On January 25, 2005 Montana Department of Labor and Industry revealed that construction lead all industry sectors in Montana by adding 1900 new jobs. This raises the industry to 23,400 construction workers in Montana. According to the Apprenticeship and Training Program Biennial Report for 2003 & 2004 there are approximately 975 registered apprentices in the construction industry. That's only approximately half of the 1900 jobs added last year. With the construction industry playing a vital role in the economic stability of Montana the educational and industrial fields must work together to resolve this shortage.

This will be a unique opportunity to prepare a new generation of highly skilled workers and will attract traditionally under-represented groups such as females, non-white and immigrant workers. Montana must provide this new generation with the educational facilities and curriculum to stay competitive with other states. This will provide Montana high school students the opportunity to be educated in Montana and stay in Montana after graduating from college.

Montana Contractor's Association recognizes the need to be proactive in addressing this need and fully supports the development of Regional Construction and Trades Training Centers at MSU-Billings College of Technology, MSU-Northern Havre; UM COT -Missoula and UM Tech COT- Butte.

Sincerely,

A handwritten signature in cursive script that reads 'Jerry Laughery'.

Jerry Laughery  
Montana Contractors' Association  
Education/ Training Director  
(406) 442-4162



A Chapter of the Associated General Contractors of America

## Montana Contractors' Association Inc.

Cary Hegreberg, Executive Director

### Memorandum of Agreement

Between The Montana Contractors' Association and  
Montana State University- Billings College of Technology

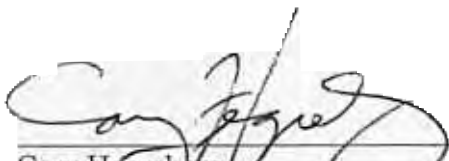
Subject: Carpentry Education

Date: May 11, 2005

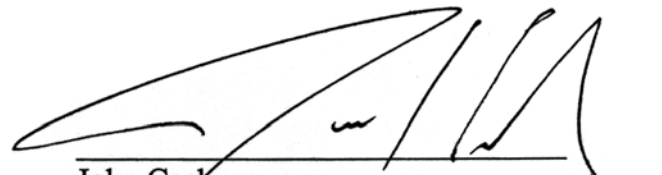
The Montana Contractors' Association and Montana State University- Billings College of Technology agree to work cooperatively to create a seamless training environment starting in high schools and moving in to the College of Technology. The College will use and integrate the National Center for Construction Education and Research (NCCER) national carpentry education curriculum model for the program. The College will establish the necessary liaison and program articulation necessary to implement the system within the University System and the School System.

The College will report to MCA on a regular basis to keep the Association apprised if the program's progress.

Based on the proposal presented to MCA, the MCA will provide \$25,000 funding for the program's initiation.



Cary Hegreberg  
Executive Director, MCA



John Cech  
Dean, MSU-Billings College of Technology

Telephone (406) 442-4162  
Fax phone (406) 449-3199  
Website: [www.mtagc.org](http://www.mtagc.org)



1717 11th Avenue  
Post Office Box 4519  
Helena, Montana 59604



Montana  
Building  
Industry  
Association

1717 Eleventh Avenue  
Helena, Montana 59601  
(406) 442-4479  
(406) 442-4483 Fax

June 30, 2005

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Reference: Letter of Commitment

Dear John,

The Montana Building Industry Association and the businesses that it represents recognize that the State of Montana and the nation face a shortage of skilled craft workers. Due to the vast economic development coupled with the aging workforce in Montana we do not have the skilled workers needed for the demand. Data from the Montana Department of Labor and Industry and regional associations reveal a widening gap between the supply and demand for skilled workers. With the construction industry playing a vital role in the economic stability of Montana the educational and industrial fields must work together to resolve this shortage.

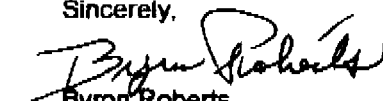
John, as you know the construction industry continues to be a significant force in the creation of good jobs in Montana but skilled workers are the greatest need in our industry today. We view this proposal as a unique opportunity to prepare a new generation of highly skilled workers and attract traditionally under-represented groups such as females, non-white and immigrant workers. Montana must provide this new generation with the educational facilities and curriculum to stay competitive with other states. This will provide Montana high school students the opportunity to be educated in Montana and stay in Montana after graduating from college.

It is through this partnership with Business & Industry, Education, Workforce Investment Agencies, and Economic Development that we can begin to increase the pipeline of workers ready to enter the construction trades.

Montana Building Industry Association recognizes the need to be proactive in addressing this critical shortage and fully supports the development of Regional Construction and Trades Training Centers at MSU-Billings College of Technology, MSU-Northern Havre; UM COT – Missoula and UM Tech COT- Butte. Our members will be encouraged to work with their local educational institution by serving on advisory boards, offering technical expertise, and contributing appropriate resources.

Montana's homebuilders look forward to working with you on this exciting opportunity.

Sincerely,

  
Byron Roberts  
Executive Director



Lisa Skriner  
Partnership & Strategic Alliances  
Montana State University Billings College of Technology  
Billings, Montana

*June 29, 2005*

## **RE: Construction Trades Program/ETA Grant Application**

There may well be no more powerful economic driver in many Montana communities including its largest cities than home building, commercial construction, and renovation/remodeling. USDOL's Bureau of Economic Analysis indicates the economic multiplier effect of a dollar spent on homebuilding can be **23:1** in the local economy, compared to a range of 2:1-8:1 for virtually all of our other economic activity. Beyond that immediate stimulus, building a home or commercial building adds to the property tax base of that community for 50-100+ years.

The wages paid in construction work in Montana are **better** than 50-66% of what other jobs are available, averaging in the \$12-18/hr. ranges, *as well as offering proven paths to entrepreneurship.*

It's also one of the very few family-wage opportunities that readily fits many small, rural communities, including those **devastated by thousands of lost logging and sawmill jobs** here as those are in scenic mountain communities where the construction of cabins and second homes becomes the primary economic engine.

Yet all of the firms I've met in the field have crippling shortages of semi-skilled and skilled construction tradesmen as well as trained job site foremen, estimators, and project managers.

This not only limits the firms' entrepreneurial potential and health, it also makes **affordable housing** extremely difficult to build because of the labor shortage and resultant focus on high-margin projects by those builders who can provide modest crews.

ETA Grants to develop and expand capacity for training underemployed adults in the construction trades to meet immediate local needs would be very powerful help, especially in a state **consistently ranked in the bottom 5 lowest wage states in America** (and generally #1 for holders of more than 2 jobs.) We're also among the worst in employee health coverage and because of the pressure of union labor in the construction trades (with excellent union health insurance coverage), even the small employers are forced to address this need to find and keep construction workers.

Al Jones  
Regional Development Officer for South Central Montana  
Business Resources Division, Regional Development Bureau  
MT Dept. of Commerce

**Home Office**  
Montana Manufacturing  
Extension Center  
Advanced Tech Park  
P.O. Box 174255  
Montana State University  
Bozeman, MT 59717-4255  
Phone: (800)MEP-4MFG  
(406)994-3812  
Fax: (406)994-3391  
E-mail: mmec@coe.montana.edu



**Manufacturing  
Field Offices**

**Billings**  
Dale Detrick  
Big Sky EDA  
222 North 32<sup>nd</sup> Street, Ste 200  
Billings, MT 59101  
Phone: (406)256-6871  
E-mail: ddetrick@coe.montana.edu

**Bozeman**  
Mark Shyne  
MMEC/UTAP  
315 Roberts Hall  
Montana State University  
Bozeman, MT 59717-3800  
Phone: (406)994-3813  
E-mail: marks@coe.montana.edu

Al Deibert  
MSU TechLink Center  
900 Technology Blvd. Ste. A  
Bozeman, MT 59718-6857  
Phone: (406)994-7732  
E-mail: aldeibert@coe.montana.edu

**Helena**  
Todd Daniels  
Montana Dept. of Commerce  
301 South Park, Rm 205  
Helena, MT 59601  
Phone: (406)841-2745  
E-mail: tdaniels@state.mt.us

**Missoula-Kalispell**  
Kreg Worrest  
School of Business Admin.  
Gallagher Building  
The University of Montana  
Missoula, MT 59812  
Phone: (406)243-6615  
E-mail: kreg@selway.umt.edu

Mr. John Cech, Dean  
Montana State University – Billings  
College of Technology  
3803 Central Ave.  
Billings, MT 59102

Reference: Letter of Commitment

Dear John,

The Montana Manufacturing Extension Center provides services and productivity consulting to companies large and small in Yellowstone County. Our work relies on collaboration with Montana State University- Billings, and many other education, government and business entities. We see the development of a skilled workforce to meet the needs of Yellowstone County employers as an important aspect of our mission.

Recognizing the rapid growth in residential and commercial construction in our area, and the resulting high demand for skilled labor, we support the creation of additional opportunities for training in the construction trades.

MSU-Billings and the College of Technology have been creative in identifying workforce needs and responding with credit and non-credit training opportunities. The Montana Manufacturing Extension Center through the local Business Expansion and Retention (BEAR) Program is a proud and active partner in the creating of additional workforce training for the construction cluster.

We strongly support the MSU-Billings College of Technology as they seek funding through the Community-Based Job Training Grant. The outcome will be a direct response to industry need in the high-growth high-demand field of Construction Trades.

Sincerely,

Dale Detrick  
Field Engineer  
Montana Manufacturing Extension Center

AN MSU  
COLLEGE OF ENGINEERING  
CENTER

*Industrial Extension Outreach  
from Montana State  
University-Bozeman*



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

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2500 Broadway ♦ PO Box 203101 ♦ Helena, Montana 59620-3101  
(406)444-6570 ♦ FAX (406)444-1469

June 28, 2005

John Cech, Dean  
Montana State University Billings—College of Technology  
3803 Central Avenue  
Billings, MT 59102

Dear Dean Cech

As the Coordinator for Tech Prep in Montana, I am pleased to provide this letter of support and commitment to MSU Billings College of Technology for their Community-Based Job Training grant application through the U.S. Department of Labor, Employment and Training Administration. Construction, as the target industry of this project, is vital to the expanding economy of Montana. The articulation processes within the structure of Tech Prep play an increasingly important role in strengthening seamless education within the building trades here in our state.

The Tech Prep Program within the Office of the Commissioner of Higher Education will provide assistance to this important project by working at the state level with the with the five Tech Prep Regions in Montana to enhance and increase building trades articulation throughout the state. Tech Prep is also in the unique position of bridging education between Montana's two-year colleges and Montana's secondary schools.

Additionally, developing career pathway models based upon career clusters is a priority for two-year education in Montana. These pathway models require coordination across the workforce system and educational levels as well as industry partnerships. This office will also provide technical assistance to the construction trades project related to pathways development to ensure continuity.

Sincerely,

George P. Burns  
Coordinator, Montana Tech Prep

# MONTANA BOARD OF REGENTS

## LEVEL I REQUEST FORM

Item No.: 129-2705+R1105 Date of Meeting: November 16-18, 2005  
Institution: Montana State University Billings College of Technology  
Program Title: Medical Coding and Insurance Billing 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.

**A. Level I action requested (check 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.

- 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. Adding new minors or certificates where there is a major;
- 4. Departmental mergers and name changes;
- 5. Program revisions; and
- 6. Distance delivery of previously authorized degree programs.

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

**Specify Request:**

Montana State University Billings College of Technology seeks Level I approval from the Montana Board of Regents to offer a Medical Coding and Insurance Billing Certificate under the option to propose a Level I Temporary Certificate for two years. Continuation of the program beyond the two years will be followed by the normal program approval process as a Level II Proposal. Level II documentation is included.

The Medical Coding and Insurance Billing program is designed to provide a recommended curriculum through which students may earn a two semester certificate. This new certificate will train students in the areas of medical procedure and diagnosis coding and to prepare the student for employment in either the inpatient or outpatient medical setting as an integral part of the healthcare team in a medical office, dental office, hospital, clinic, or independent billing company.

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

### ITEM 129-2705+R1105

**Institution:** Montana State University Billings College of Technology

**Program Title:** Medical Coding and Insurance Billing Certificate

1. How does this program advance the campus' academic mission and fit priorities?

The mission of Montana State University-Billings College of Technology is to be the College of first choice, dedicated to the development of workforce capacity by providing top quality learning opportunities and services to meet a variety of career choices and customer needs by being responsive, flexible, and market-driven.

The MSU-Billing College of Technology is committed to addressing the educational needs of individuals and business entities within the local area and the state. Health care has been identified as an area of critical need. Medical Coding and Insurance Billers are identified locally, statewide, and nationally as being in short supply now and with increasing demand anticipated. MSU-B COT was approached by the Billings medical community to develop and offer this program. Responsiveness and service to the community are central to the mission of the College of Technology.

#### Program Description:

The Medical Coding and Insurance Billing program is designed to provide a recommended curriculum through which students may earn a two semester certificate. This new certificate will educate students in the areas of medical procedure and diagnosis coding and to prepare the student for employment in either the inpatient or outpatient medical setting as an integral part of the healthcare team in a medical office, dental office, hospital, clinic, or independent billing company.

Medical coding is the transformation of handwritten or verbal descriptions of diseases, injuries and medical procedures into a numbered procedure code and/or numbered diagnosis code. The Medical Coding and Insurance Billing program prepares entry-level employees with the skills to analyze health records and assign the appropriate code to each diagnosis and procedure according to national and international guidelines. They perform research and rely on their knowledge of medical terminology, anatomy and disease processes to determine the correct codes and sequences. Students will learn to prepare various health claims forms required by the insurance industry using medical billing software. This involves practicing accurate interpretation of medical records, correctly documenting and coding information, and submission of forms to the insurance company for reimbursement. The emphasis is on the high level of responsibility required and the attention to detail and accuracy needed to be a competent medical biller. Instruction will include theory and practice to meet the competencies identified as necessary for entry-level employment.

Graduates from the Medical Coding and Insurance Billing Certificate program are qualified to sit for the American Academy of Professional Coders (AAPC) or American Health Information Management Association (AHIMA) National Coding exams to receive professional certifications. Graduates will fill a growing need in healthcare, now and in the future. Furthermore, this degree will give students an option to continue their education in the Medical Assistant AAS or Medical Office Assistant AAS plans of study. Students who first complete a Medical Coding and Insurance Billing Certificate can receive a Medical Assisting AAS degree by completing an additional two semesters of study at the College of Technology. Conversely, students who complete a Medical Assisting AAS degree can take six (6) additional credits and receive a Medical Coding and Insurance Billing Certificate.

The Program Director of the Medical Assisting AAS Program has been consulted and is in full support of this Certificate. Some of the proposed new courses in the Medical Coding and Insurance Billing Certificate will be implemented into the Medical Assisting AAS degree. Synergy exists with the Medical Coding and Insurance Billing Certificate program and the Medical Administrative Assistant AAS degree. As the COT Business Department revises their curriculum, faculty have indicated they will incorporate Medical Coding courses into the Medical Administrative Assistant AAS degree. This program also offers the opportunity for other trained health information management professionals to easily re-train for medical coding.

#### Curriculum:

The curriculum for this plan of study is a combination of the COT Health Occupations pre-requisite semester, existing courses and four new courses (12 credits) developed as program specific. It was developed by the College of Technology Medical Coding and Insurance Billing Program Development Committee members and through research of current successful programs and industry input. The proposed curriculum and plan of study would be as stated below:

REQUIRED COURSES		CREDITS
*CODE 110	CPT-4 Procedure Coding	3
*CODE 120	ICD-9 Diagnosis Coding	3
*CODE 140	Computerized Medical Billing	3
*CODE 150	Advanced Coding and Auditing	3
CMP 105	Introduction to Computers	3
ENGL 140	Business Writing	3
HLTH 100	Survey of Health Occupations	1
HLTH 101	Basic Anatomy	3
HLTH 150	Health Occupations Terminology	3
HLTH 255	Medical Law and Ethics	3
MATH 105	Algebra for College Students	3
TOTAL CREDITS		31

\* new courses

## 2. How does this program fit the Board of Regents' goals and objectives?

The Mission of the Montana University System is to serve students through the delivery of high quality, accessible postsecondary educational opportunities, while actively participating in the preservation and advancement of Montana's economy and society.

The MUS Goals are

- To provide a stimulating, responsive, and effective environment for student learning, student living, and academic achievement.
- To make a high quality, affordable higher education experience available to all qualified citizens who wish to further their education and training.
- To deliver higher education services in a manner that is efficient, coordinated, and highly accessible.
- To be responsive to market, employment, and economic development needs of the State and the nation.
- To improve the support for and understanding of the Montana University System as a leading contributor to the State's economic success and social and political well-being.

The Medical Coding and Insurance Billing Certificate provides accessible, affordable, efficient, and practical learning opportunities for individuals in Billings and Montana. Given the current economic climate affecting education, this program has potential for improving health care, local economy, and personal/professional growth in an educationally sound manner.

## 3. How does this program support or advance Montana's needs and interests?

The US Department of Labor, Bureau of Labor Statistics reports that employment of medical records and health information technicians is expected to grow much faster than the average for all occupations through 2012, due to rapid growth in the number of medical tests, treatments, and procedures that will be increasingly scrutinized by third-party payers, regulators, courts, and consumers. Although employment growth in hospitals will not keep pace with growth in other healthcare industries, many new jobs will nevertheless be created. The fastest employment growth and a majority of the new jobs are expected in offices of physicians, due to increasing demand for detailed records, especially in large group practices. Rapid growth also is expected in nursing care facilities, home healthcare services, and outpatient care centers. Additional job openings will result from the need to replace technicians who retire or leave the occupation permanently.  
<http://www.bls.gov/oco/ocos103.htm> (visited October 05, 2005).

According to employment projections from the America's Career Info Net, medical records and health information technicians are one of the ten fastest growing occupations in Montana. This program will respond to the shortage of qualified medical coders in the region. This program will respond to the shortage of qualified medical coders and medical insurance billers in Montana.

This program also offers the opportunity for other trained health information management professionals to easily re-train for medical coding and insurance billing. In addition, the College of Technology already has other healthcare programs in place that students may want to pursue after they receive their certificate in Medical Coding and Insurance Billing thus creating a career pathway. After successful implementation as a traditional program, this plan of study could also be offered online for rural and place-bound students.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

The shortage of qualified medical coders creates a regional need to offer this program. The Montana Department of Labor & Industry estimates that there were approximately 564 positions for Medical Records and Health Information Technicians in Montana in 2002 and by 2012 projects a 45.6% increase to 821 positions. This certificate will help fill the need for employment growth. Salaries for medical coding and insurance billing positions range between \$20,000 and \$35,000 per year. This certificate also offers current healthcare workers the option of upgrading their skills to enter a career pathway to higher paying positions. Because some medical coders and insurance billers are self-employed and work from the home, the online option which could be offered after the successful implementation of the traditional certificate would be an opportunity for rural and place-bound individuals to earn a certificate in medical coding and insurance billing.

5. What is the program’s planned capacity?

• Break-even point?	15.3 FTE students
• Enrollments / year?	Estimated: Year 1: 10 FTE Students Year 2: 20 FTE Students Year 3: 25 FTE Students Year 4: 30 FTE Students Year 5: 35 FTE Students
• Graduates / year?	Estimate 20-25 after Year 4
• MT jobs / year?	34 new jobs, but MT Department of Labor estimates a 46% increase in need due to retirements, attrition and industry growth.

6. Resource Allocation:

• Total program budget?	\$ Year 1 - \$40,267 & Year 2 - \$36,760 with .50 FTE Faculty Year 3 and beyond with 1.0 FTE Faculty \$50,414
• Faculty FTE?	Years 1 & 2 .50 FTE Year 3 and beyond 1.0 FTE
• Staff FTE?	0

7. Does this program require new resources?  Yes  No  
If yes, what is the amount? \$ After Year 2, 1.0 FTE Faculty Salary and Benefits \$48,914 and \$1,500 operating

8. How will the campus fund the program?

Start-up costs associated with the implementation of this program will be funded through a federal appropriation from the US Department of Education and a State OCHE grant for 2 year new program development. Continuing costs will be funded by student enrollments.

9. If internal reallocation is necessary, name the sources.

No reallocation is necessary.

Institution: **Montana State University-Billings College of Technology**  
Program: **Medical Coding and Insurance Billing Certificate**  
Date: **November 16-18, 2005**

## **PROGRAM PROPOSAL**

### **Program Description**

#### **A. Specify the objectives to be reached by the addition of this program.**

The Medical Coding and Insurance Billing program is designed to provide a recommended curriculum through which students may earn a two semester certificate. This new certificate will educate students in the areas of medical procedure and diagnosis coding and to prepare the student for employment in either the inpatient or outpatient medical setting as an integral part of the healthcare team in a medical office, dental office, hospital, clinic, or independent billing company.

Medical coding is the transformation of handwritten or verbal descriptions of diseases, injuries and medical procedures into a numbered procedure code and/or numbered diagnosis code. The Medical Coding and Insurance Billing program prepares entry-level employees with the skills to analyze health records and assign the appropriate code to each diagnosis and procedure according to national and international guidelines. They perform research and rely on their knowledge of medical terminology, anatomy and disease processes to determine the correct codes and sequences. Students will learn to prepare various health claims forms required by the insurance industry using medical billing software. This involves practicing accurate interpretation of medical records, correctly documenting and coding information, and submission of forms to the insurance company for reimbursement. The emphasis is on the high level of responsibility required and the attention to detail and accuracy needed to be a competent medical biller. Instruction will include theory and practice to meet the competencies identified as necessary for entry-level employment.

Graduates from the Medical Coding and Insurance Billing Certificate program are qualified to sit for the American Academy of Professional Coders (AAPC) or American Health Information Management Association (AHIMA) National Coding exams to receive professional certifications. Graduates will fill a growing need in healthcare, now and in the future. Furthermore, this degree will give students an option to continue their education in the Medical Assistant AAS or Medical Office Assistant AAS plans of study. Students who first complete a Medical Coding and Insurance Billing Certificate can receive a Medical Assisting AAS degree by completing an additional two semesters of study at the College of Technology. Conversely, students who complete a Medical Assisting AAS degree can take six (6) additional credits and receive a Medical Coding and Insurance Billing Certificate.

#### **B. Specify in detail the present faculty, facilities and equipment and library holdings in support of this program and compare them to known or anticipated minimum standards for accreditation**

##### **Medical Coding and Insurance Billing Program Faculty**

The faculty for this program will consist of one half time (.50 FTE) program director with instructional responsibilities for the first two years of the program. Once there are sufficient enrollment numbers to expand the program, the faculty position will be increased to 1.0 FTE.

##### **Faculty Credentials**

A new program faculty is to be hired. The program faculty will be required to possess national Medical Coding certification and coding experience.

##### **Facilities**

Class room instruction will be held on the College of Technology campus. Students will have access to the MSU Billings College of Technology lecture classrooms, computer labs, classroom medical reference and coding books, and online resources. A new building is scheduled completed on the MSU Billings College of Technology campus by Fall 2008. A portion of the space will be dedicated to health related classes; sufficient space capacity will exist for students enrolled in this new certificate.

##### **Library Holdings**

The students will have access to the Mansfield Medical Library at Saint Vincent Healthcare, the medical library at Deaconess Billings Clinic, the MSU-Billings main campus library and the College of Technology

library. Due to the donation of medical coding reference books, at this time a further increase in library holdings for this program has not been necessary.

**Accreditation of Program**

MSU Billings College of Technology will seek program accreditation from the American Health Information Management Association (AHIMA).

**C. Additional faculty requirements**

The faculty for this program will consist of one half time (.50 FTE) program director with instructional responsibilities for the first two years of the program. Once there are sufficient enrollment numbers to expand the program, the faculty position will be increased to 1.0 FTE. Salary is dependent upon education and experience and will follow the VTEM bargaining unit salary structure.

**D. Increased costs**

**BUDGET ANALYSIS**

Proposed Program: MEDICAL CODING AND INSURANCE BILLING CERTIFICATE										
Campus: MSU BILLINGS COLLEGE OF TECHNOLOGY										
	Year 1		Year 2		Year 3		Year 4		Year 5	
<b>Estimated ENROLLMENT</b>										
FTE Enrollment	10		20		25		30		30	
<b>Estimated Incremental REVENUE</b>										
Use of Current General Operating Funds										
State Funding - 2 Year New Program Development Funding	27,767		27,767							
State Funding for Enrollment Growth							47,200		47,200	
<b>Tuition Revenue</b>										
A. Gross Incremental Tuition Revenue	24,000		48,000		60,000		72,000		72,000	
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	24,000		48,000		60,000		72,000		72,000	
Program/Course Fees										
External Funds - Health Care New Program Development Federal Appropriation	12,500		8,300							
Other Funds (please specify)										
<b>TOTAL Estimated Incremental Revenue</b>	64,267		84,067		60,000		119,200		119,200	
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services										
Faculty	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost	FTE	Cost
Other Staff										
Operating Expenses	1,500		1,500		1,500		1,500		1,500	
Equipment										
Start-up Expenditures	11,000		6,800							
<b>TOTAL Estimated Incremental Expenditures</b>	40,267		36,067		50,414		50,414		50,414	
<b>Estimated Revenues Over/(Under) Expenditures</b>	24,000		48,000		9,586		68,786		68,786	

**E. Effects on enrollment**

Synergy exists between the Medical Coding and Insurance Billing Certificate program and the Medical Administrative Assistant AAS degree. As the COT Business Department revises their curriculum, faculty have indicated they will incorporate Medical Coding courses into the Medical Administrative Assistant AAS degree. This degree will give students an option to continue their education in the Medical Assistant AAS or Medical Office Assistant AAS plans of study. Students who first complete a Medical Coding and Insurance Billing Certificate can receive a Medical Assisting AAS degree by completing an additional two semesters of study at the College of Technology. Conversely, students who complete a Medical Assisting AAS degree can take six (6) additional credits and receive a Medical Coding and Insurance Billing Certificate.

The Program Director of the Medical Assisting AAS Program has been consulted and is in full support of this Certificate. Some of the proposed new courses in the Medical Coding and Insurance Billing Certificate will be implemented into the Medical Assisting AAS degree. This program also offers the opportunity for other trained health information management professionals to easily re-train for medical coding.

**F. List the new courses this program will add to the curriculum and specify the requirements for the degree.**

The Medical Coding and Insurance Billing program is designed to provide a recommended curriculum through which students may earn a two semester certificate. This certificate will educate students in the areas of medical procedure and diagnosis coding. In addition the certificate will prepare the student for employment either the inpatient or outpatient medical setting to work as an integral part of the healthcare team in a medical office, dental office, hospital, clinic, or independent billing company.

**New Courses:**

CODE 110	CPT-4 Procedure Coding	3
CODE 120	ICD-9 Diagnosis Coding	3
CODE 140	Computerized Medical Billing	3
CODE 150	Advanced Coding and Auditing	3

The 31 credit, two semester curriculum for this certificate plan of study is a combination of the COT Health Occupations pre-requisite semester, existing courses and four new Medical Coding and Insurance Billing courses (12 credits) developed as program specific. The curriculum was developed by the College of Technology Medical Coding and Insurance Billing Program Development Committee members and through research of current successful programs and industry input. The proposed curriculum and plan of study would be as stated below:

**Suggested Plan of Study for Medical Coding and Insurance Billing Certificate:**

<b><i>First Semester</i></b>			<b><i>Second Semester</i></b>		
HLTH 100	Survey of Health Occupations	1	*CODE 110	CPT-4 Procedure Coding	3
HLTH 101	Basic Anatomy	3	*CODE 120	ICD-9 Diagnosis Coding	3
HLTH 150	Health Occupations Terminology	3	*CODE 140	Computerized Medical Billing	3
ENGL 140	Business Writing	3	*CODE 150	Advanced Coding and Auditing	3
CMP 105	Introduction to Computers	3	HLTH 255	Medical Law and Ethics	3
MATH 105	Algebra for College Students	3			
<b>Semester Total</b>		<b>16</b>	<b>Semester Total</b>		<b>15</b>

**G. Interdepartmental implications**

Other department implications include the increased enrollment in the general education and other required courses (7 courses) by the students enrolled in the program.

**H. Explain how the recommendation to submit this proposal to the Board of Regents was made.**

In Spring of 2004, MSU-Billings College of Technology was contacted by healthcare providers in the Billings area with a request to provide Medical Coding and Insurance Billing educational opportunities. A College of Technology Medical Coding and Insurance Billing Program Development Committee made up of healthcare administrators and College of Technology faculty and administrators was formed to investigate the viability of this proposal. The Dean of the College of Technology brought the proposal to Celebrate Billings, a community based committee to support educational opportunities within the city. Celebrate Billings funded a survey of health care providers to get input as to the direction the educational proposal should go.

The College of Technology committee formed a subcommittee to create a proposed plan of study, a business plan, and a formal proposal which was submitted to the Provost. Approval was given by the Provost to move forward to create curriculum and a full program proposal. During Spring Semester 2005 and Fall Semester 2005 the curriculum is being proposed and routed through the University curriculum approval process.

Proposals for new curriculum begin at the faculty level (internal) and involve input from advisory committees (external) and/or accreditation agencies (external). In instances such as this where permanent faculty is not in place at the time of the proposal to create required documentation, the curriculum is developed by existing faculty, staff, advisory committee members and industry to create the initial submission. Documentation is then submitted to the appropriate Program Curriculum Committee for final review. The proposal is reviewed by the appropriate Department Chair, College Curriculum Committee, Dean of the College, MSU-Billings Undergraduate Curriculum Committee, Faculty Senate, Provost and finally the Chancellor

**APPENDIX**

A. Letters of Support

ITEM 129-2705+R1105 Budget

BUDGET ANALYSIS										
Proposed Program: MEDICAL CODING AND INSURANCE BILLING CERTIFICATE										
Campus: MSU BILLINGS COLLEGE OF TECHNOLOGY										
	Year 1	Year 2	Year 3	Year 4	Year 5					
Estimated ENROLLMENT										
FTE Enrollment	10	20	25	30	30					
Estimated Incremental REVENUE										
Use of Current General Operating Funds										
State Funding - 2 Year New Program Development Funding	27,767	27,767								
State Funding for Enrollment Growth				47,200	47,200					
Tuition Revenue										
A. Gross Incremental Tuition Revenue	24,000	48,000	60,000	72,000	72,000					
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	24,000	48,000	60,000	72,000	72,000					
Program/Course Fees										
External Funds - Health Care New Program Development Federal Appropriation	12,500	8,300								
Other Funds (please specify)										
<b>TOTAL Estimated Incremental Revenue</b>	64,267	84,067	60,000	119,200	119,200					
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services										
Faculty	FTE Cost	FTE Cost	FTE Cost	FTE Cost	FTE Cost					
	0.5 27,767	0.5 27,767	1 48,914	1 48,914	1 48,914					
Other Staff										
Operating Expenses	1,500	1,500	1,500	1,500	1,500					
Equipment										
Start-up Expenditures	11,000	6,800								
<b>TOTAL Estimated Incremental Expenditures</b>	40,267	36,067	50,414	50,414	50,414					
<b>Estimated Incremental Revenues Over/(Under) Expenditures</b>	24,000	48,000	9,586	68,786	68,786					



ITEM 129-2705+R1105 Budget



October 4, 2005

MSU-Billings  
College of Technology

Letter Of Support For The New Coding/Billing Program:

This facility strongly supports the addition of a new Coding/Billing Program at the College of Technology. Healthcare organizations such as ours are in great need of trained professionals in the field of coding and billing. Currently, there are few such individuals available in Montana. Time, money, and patient confidence are too often sacrificed due to the mishandling of insurance claims by uninformed personnel.

NRROC is currently looking for a trained individual for our billing/coding department. Unfortunately, among the many applicants, few, if any, are truly qualified.

An increase in the number of trained coding/billing personnel could do nothing but benefit Montana's healthcare institutions. Educated, well-trained individuals would allow organizations such as ours to lower administrative costs; receive timely, accurate payments from insurance companies; minimize training periods and improve patient confidence.

Thank you for taking this letter into consideration in your decision-making process.

Sincerely,



Christi Gessaman  
Patient Accounts Representative

NORTHERN ROCKIES RADIATION ONCOLOGY CENTER  
1041 North 29th Street • P.O. Box 369 • Billings, Montana 59103-0369  
Phone: (406) 248-2212 • Toll-Free: 1-800-358-8818 • Fax: (406) 237-0472 • [northernrockiescancer.org](http://northernrockiescancer.org)

*We compassionately provide quality radiation therapy. Pursuing with the regional community, we promote healing and improved quality of life for our patients, their families, and the general public.*

October 7, 2005



Board of Regents  
Montana State University-Billings  
College of Technology  
3803 Central Ave  
Billings, MT 59102

KENNETH A. BAILEY M.D.,P.C.  
Plastic, Reconstructive & Cosmetic Surgery  
Certified, American Board of Plastic Surgery

BILLINGS OTOLARYNGOLOGY, P.C.  
PAUL BYORTH M.D.  
Specializing in the Medical & Surgical  
Treatment of the Head & Neck  
Certified, American Board of Otolaryngology

To Whom It May Concern:

I would like you all to know that as a medical practice manager in Billings, I fully support a medical coding and billing certificate program. I see a need for well trained coders and billers locally and I could surmise statewide. I would assume the certificate program would also be utilized by those already employed in medical practices as medical billers as well as clerical staff wishing to move up in pay scale. With constant changes in Medicare regulations it would be a valuable commodity to have a local trustworthy resource.

Respectfully,

A handwritten signature in cursive script that reads 'Peter Byorth'.

Peter Byorth  
Business Manager  
Bailey & Byorth, LLC

CC: John Cech

Children's  
CLINIC



Gordon C. Coilett, M.D., FAAP  
Marian E. Kummer, M.D., FAAP  
Janis I. Langohr, M.D., FAAP  
Laura R. Nicholson, M.D., FAAP  
David D. Standish, M.D., FAAP  
Richard C. Stevens, M.D., FAAP  
Lionel E. Tapia, M.D., FAAP

October 4, 2005

To Whom It May Concern:

I am writing this letter in support of the implementation of a coding/billing program at MSU-Billings College of Technology. As an employer in the Billings area, I feel that there is a great need for employers to be able to hire people with this background. We receive applications from many people, but very few of them are qualified for a position of coding or billing. I feel that you would make the workforce much more marketable if you provide a program for coding and billing. Thank you.

Respectfully,

Rosalee K. Zeier  
Manager

September 21-23, 2005

ITEM 128-2701-R0905

**Approval to Establish an Associate of Applied Science Degree in Radiologic Technology; Montana State University-Billings College of Technology**

**THAT:**

Montana State University-Billings College of Technology seeks approval from the Montana Board of Regents to convert the currently approved Level I Associate of Applied Science Radiologic Technology to an approved Level II program.

**EXPLANATION:**

The development of the Radiologic Technology program is the result of a partnership with Saint Vincent Healthcare and Deaconess Billings Clinic of Billings, Montana. In Spring of 2003, MSU-Billings College of Technology was contacted by Saint Vincent Healthcare and Deaconess Billings Hospital with a proposal to shift the hospital based radiologic training program to an Associate of Applied Science degree offered at MSU Billings. In August 2003, the Board of Regents approved a Level I request by Montana State University-Billings College of Technology to offer an Associate of Applied Science in Radiologic Technology. After completing three semesters (Fall 2004, Spring 2005, and Summer 2006) of offering the Radiologic Technology program, the University is now requesting the program be considered for Level II approval.

The MSU-Billings College of Technology is committed to addressing the educational needs of individuals and business entities within the local area and the state. Health care has been identified as an area of critical need. Radiologic technologists are identified locally, statewide, and nationally as being in short supply now and with increasing demand anticipated as the field of radiology develop more diverse applications.

# MONTANA BOARD OF REGENTS

## LEVEL II REQUEST FORM

Item No.: 128-2701-R0905 Date of Meeting: September 21-23, 2005  
Institution: Montana State University Billings College of Technology  
Program Title: Associate of Applied Science in Radiologic Technology

Level II proposals require approval by the Board of Regents.

**Level II action requested (check all that apply):** Level II proposals entail substantive additions to, alterations in, or termination of programs, structures, or administrative or academic entities typically characterized by the (a) addition, reassignment, or elimination of personnel, facilities, or courses of instruction; (b) rearrangement of budgets, cost centers, funding sources; and (c) changes which by implication could impact other campuses within the Montana University System and community colleges. Board policy 303.1 indicates the curricular proposals in this category:

- 1. Change names of degrees (e.g. from B.A. to B.F.A.)
- 2. Implement a new minor where there is no major;
- 3. Establish new degrees and add majors to existing degrees;
- 4. Expand/extend approved mission; and
- 5. Any other changes in governance and organization as described in Board of Regents' Policy 218, such as formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory, or similar unit.

### **Specify Request:**

Montana State University-Billings College of Technology seeks approval from the Montana Board of Regents to convert the currently approved Level I Associate of Applied Science in Radiologic Technology to an approved Level II program.

**MONTANA BOARD OF REGENTS**

**NEW ACADEMIC PROGRAM PROPOSAL SUMMARY**

Institution: Montana State University-Billings College of Technology  
 Program: Associate of Applied Science in Radiologic Technology  
 Date: September 21-23, 2005

**1. How does this program advance the campus' academic mission and fit priorities?**

In August 2003, the Board of Regents approved a Level I request by Montana State University-Billings College of Technology to offer an Associate of Applied Science in Radiologic Technology. After completing three semesters (Fall 2004, Spring 2005, and Summer 2006) of offering the Radiologic Technology program, the University is now requesting the program be considered for Level II approval.

The mission of Montana State University-Billings College of Technology is to be the College of first choice, dedicated to the development of workforce capacity by providing top quality learning opportunities and services to meet a variety of career choices and customer needs by being responsive, flexible, and market-driven.

The MSU-Billing College of Technology is committed to addressing the educational needs of individuals and business entities within the local area and the state. Health care has been identified as an area of critical need. Radiologic technologists are identified locally, statewide, and nationally as being in short supply and with increasing demand anticipated as the field of radiology develops more diverse applications. The development of the COT Radiologic Technology program is the result of a partnership with Saint Vincent Healthcare and Deaconess Billings Clinic of Billings, Montana. Under this collaborative effort, the two hospitals are providing financial support for the Radiologic Technology program by providing and financing a clinical instructor at each hospital.

**2. How does this program fit the Board of Regents' goals and objectives?**

The mission of the Montana University System is to serve students through the delivery of high quality, accessible postsecondary educational opportunities, while actively participating in the preservation and advancement of Montana's economy and society.

The MUS Goals are

- To provide a stimulating, responsive, and effective environment for student learning, student living, and academic achievement.
- To make a high quality, affordable higher education experience available to all qualified citizens who wish to further their education and training.
- To deliver higher education services in a manner that is efficient, coordinated, and highly accessible.
- To be responsive to market, employment, and economic development needs of the State and the nation.
- To improve the support for and understanding of the Montana University System as a leading contributor to the State's economic success and social and political well-being.

The Radiologic Technology program provides accessible, affordable, efficient, and practical learning opportunities for individuals in Billings and Montana. Given the current economic climate affecting education, this program has potential for improving health care, local economy, and personal/professional growth in an educationally sound manner. Responsiveness and service to the community are central to the mission of the College of Technology. MSU-B COT was approached by Saint Vincent Healthcare and Deaconess Billings Hospital to develop and offer this program as a collaborative partnership between the

three entities. Both hospitals are funding full time clinical instructors and helping to fund the Program Director's salary.

**3. How does this program support or advance Montana's needs and interests?**

As the current labor pool ages and workers retire, Montana's radiology workforce needs will continue to increase. Healthcare and Social Services are projected to have the largest sector increase for Montana nonagricultural civilian payroll for 2003-2005 as per the Labor Day Report 2004. Radiologic Technology and Technician job growth is expected to increase from 710 in 2002 to 890 in 2012 for an increase of 26%. The average annual job openings in radiologic technology during this time period are projected at 30 positions per year. Due to the wage difference between Montana and other states, it has been very difficult for the healthcare community to recruit Radiologic Technologists from out of state.

The Radiologic Technology program at MSU-Billings College of Technology will increase pool of certified technologists and thereby assist in meeting the local, state and national shortage. Without an available resource pool of technologists to perform radiographic examinations, the resultant shortage of qualified radiologic technologist could have an adverse impact on the quality of healthcare in Montana.

State and National Trends				
Montana	Employment		Percent Change	Average Annual Job Openings
	2002	2012		
Radiologic Technologists and technicians	710	890	+26%	30
United States	Employment		Percent Change	Average Annual Job Openings
	2002	2012		
Radiologic Technologists and technicians	174,100	214,100	+23%	7,250

Source: U.S. Dept. of Labor, America's Career InfoNet: Occupation Profile

**4. How will this program contribute to economic development in Montana?**

The healthcare industry in Montana is one of the largest economic segments of the State of Montana. The major healthcare organizations in Yellowstone County who draw patients from Montana and Wyoming requested the development of this program in order to address the need to fill personnel shortages with trained individuals in this profession.

Once established, the Radiologic Technology program will have the potential to graduate 16 students per year for the healthcare industry at a salary range of approximately \$35,000 per year. The 16 graduates each year will be compensated approximately \$560,000 each yearly salary, which will have an effect on the local economy.

**5. What is the Program's planned capacity?**

Break-even point	14 FTE students
Enrollment / year	16
Graduates / year	15
MT jobs / year	The average annual job openings due to growth and net replacement are estimated at 30 openings per year.

\* Source: U.S. Dept. of Labor, America's Career InfoNet: Occupation Profile



**6. Resource Allocation**

Total program budget	\$78,811
Program Director/ Faculty FTE	1.0 FTE
Clinical Instructors hired and paid by Hospitals	2.0 FTE
Staff FTE	None

**7. Does this program require new resources?**

Personal Services and operating budgets have been allocated to this program. Grants have been written and received to help with start up costs and equipment.

**8. How will the campus fund the program?**

Funding for program costs will come from monetary assistance from our collaborative hospital partners, Current General Operating Funds, tuition revenue, student fees, state appropriations and grants.

MSU Billings College of Technology has been awarded the following grants that have helped to fund the start-up and initial years of the Radiologic Technology Program:

- FY 2004 & 2005 Department of Education Congressionally Directed Grant  
Healthcare Degree & Certificate Training Programs \$438,398
- 2 Year Ed Equipment Grant: HealthCare & Safety \$349,462
- Annual Industry Partner Financial Commitment from  
Saint Vincent Healthcare & Deaconess Billings Clinic and Hospital \$ 30,800

**9. If internal reallocation is necessary, name the sources.**

No reallocation is necessary.

Institution: Montana State University-Billings College of Technology  
Program: Associate of Applied Science in Radiologic Technology  
Date: September 21-23, 2005

## PROGRAM PROPOSAL

### Program Description

Radiologic Technology at MSU-Billings College of Technology is a two year Associate of Applied Science program. It is designed to provide the didactic and clinical training necessary for a graduate to pass the American Society of Radiologic Technologists national certification examination as well as provide the skills necessary to enter the work force as a Registered Radiologic Technologist (RT). These skills include general (skeletal) radiography as well as fluoroscopy, operating room, emergency room, trauma, pediatrics and geriatrics radiography. The radiology student is trained to use special equipment to create images of internal organs, tissues and bones. The radiographic images produced by the technologist are used by physicians to diagnose medical problems and diseases.

This radiologic technology program requires a semester of prerequisite work and spans four semesters and one summer session for a total of 72 credit hours. Completion of the pre-health core of courses qualifies a student to apply for entry into the Radiologic Technology program. The MSU-Billings College of Technology Radiologic Technology program is a competitive program. In order to be accepted into the clinical part of the program, students must successfully complete the required prerequisite semester, or approved equivalent, and submit the required application.

The selection process for admission into this program involves two phases. Phase One involves a point system that is used to select the 25 applicants that will progress to Phase Two of the selection process. Phase Two involves a personal interview with the Radiologic Technology Selection Committee. Sixteen students selected from Phase Two will become the new Radiologic Technology class.

This is a very rigorous program of study that follows the curriculum standards set by the American Society of Radiologic Technologist and recommended by the American Registry of Radiologic Technologists. Students average 40 contact hours per week in the classroom, lab and clinical work. Education content includes patient care, pathology, x-ray image critique, ethics, radiation physics, radiation protection, communication skill and computer skills. At the successful completion of this program, the student is eligible to sit for the American Registry of Radiologic Technologists national certification examination. MSU-Billings is accredited by the Northwest Commission on Colleges and Universities which the ARRT recognizes for radiology school accreditation.

#### **A. Specify the objectives to be reached by the addition of this program.**

For the student searching for a vital and meaningful profession, Radiologic Technology provides an affordable, quality education. This challenging profession provides a wide variety of opportunities and financial prospects.

The Radiologic Technology program is designed to meet the needs of the local, state and national demand for radiologic technologists. Due to the increasing number of imaging exams performed per year as well as retirement from the field, radiologic technologists are projected to be in increasing demand during the next ten years. Available and well trained healthcare workers are vital for maintaining the health of Montana's population.

For a number of years the healthcare facilities within this region have had significant problems filling vacant positions for technologists. The American Hospital Association reported the current hospital vacancy rate of radiologic technologists at 15.3% (17% in the west). The U.S. Department of Labor reported the United States will need 55,000 more technologists by 2008. This program is designed to provide quality, certified radiologic technologists to meet this current and projected shortage.

**B. Specify in detail the present faculty, facilities and equipment and library holdings in support of this program and compare them to known or anticipated minimum standards for accreditation**

**Radiologic Technology Program Faculty**

The faculty for this program consists of one full time program director with instructional responsibilities. The director's salary is paid by MSU-Billings College of Technology and the two main clinical sites, Saint Vincent Healthcare and Deaconess Billings Clinic and Hospital. Each of these hospitals has a full-time clinical instructor whose salary is paid by the respective hospital. The two clinical instructors, as well as the program, are under the direction of the program director. This collaborative effort by these hospitals and the MSU-Billings College of Technology has considerably reduced the cost of this program.

**Faculty and Clinical Instructor Credentials**

- Mr. Mick Ender, Director of Radiologic Technology, ARRT Registered Radiologic Technologist, Bachelors of Science in Education
- Mr. Jayme Wynegar, ARRT Registered Radiologic Technologist, Clinical Instructor, Deaconess Billings Clinic
- Mrs. Mary Bargstadt, ARRT Registered Radiologic Technologist, Clinical Instructor, Saint Vincent Healthcare

**Facilities**

Class room instruction is held on the College of Technology campus. Radiologic Technology labs and clinicals are held at each hospital. A laboratory is proposed to be added at the College of Technology campus with the newly approved and funded building expansion. Planning for the new building is to begin in the fall of 2005 with an estimated occupancy date of fall 2007.

**Equipment**

The clinical component of the curriculum taught at the hospitals has provided the equipment required for the program. Congressionally Directed Grants and a 2 Year Equipment State Grant has provided additional training aids (Radiographic Phantoms) for the clinical setting. Additional equipment to furnish a lab to be located on the College of Technology campus is being funded through a 2 Year Equipment State Grant.

**Library Holdings**

The students have access to the Mansfield Medical Library at Saint Vincent Healthcare, the medical library at Deaconess Billings Clinic, the MSU-Billings main campus library and the College of Technology library. At this time a further increase in library holdings for this program has not been necessary.

**Accreditation**

The American Registry of Radiologic Technologists (AART) recognizes the Northwest Colleges and Universities as an approved body for program accreditation.

**C. Additional faculty requirements**

A program director was hired by MSU Billings College of Technology  
Two Clinical Instructors were hired by the hospital partners

**D. Increased costs**

An estimate of the ongoing personal services and operating is \$80,016 which will be covered by the use of Current General Operating Funds, Tuition Revenue, and external support by the hospitals.

**E. Effects on enrollment**

Radiologic Technology, as of August 16, 2005, has 76 students enrolled in pre-Radiologic Technology. This number is expected to increase by the start of the fall semester. As this program requires "hand-on" learning, there are only sixteen clinical sites available per year for students who successfully complete the prerequisite semester and are admitted into the clinical part of the program. Fifteen students per year are expected to graduate from this program.

**F. List the new courses this program will add to the curriculum and specify the requirements for the degree.**

The following is the curriculum for the Associate of Applied Science in Radiologic Technology. The new courses added to the College of Technology include all classes with the RAD rubric. The other courses listed include courses already offered for the other Health Occupations certificates and degrees.

**Radiologic Technology Associate of Applied Science Degree  
Plan of Study (72 Credits)**

Prerequisite Semester	
HLTH 100 Survey of Health Occupations	1 cr
BIOL 113 Anatomy and Physiology I	3 cr
BIOL 114 Anatomy and Physiology I Lab	1 cr
HLTH 150 Health Occupations Terminology I	3 cr
ENGL 140 Business Writing or	3 cr
ENGL 145 Technical Communications	
CMP 105 Introduction to Computers	3 cr
MATH 141 Contemporary Math or	3 cr
STAT 141 Introduction to Statistics	
	Total 17 cr
First Semester (Fall Semester)	
BIOL 116 Human Anatomy and Physiology II	3 cr
BIOL 117 Human Anatomy and Physiology II Lab	1 cr
RAD 101 Radiologic Technology I	2 cr
RAD 102 Clinical Radiology I	5 cr
RAD 104 Principles of Radiographic Exposure	2 cr
	Total 13 cr
Second Semester (Spring Semester)	
RAD 110 Radiation Physics and Biological Principles	3 cr
RAD 151 Radiologic Technology II	3 cr
RAD 152 Clinical Radiology II	6 cr
	Total 12 cr
Summer Session	
RAD 181 Radiologic Technology III	2 cr
RAD 182 Clinical Radiology III	4 cr
	Total 6 cr
Third Semester (Fall Semester)	
RAD 201 Radiologic Technology IV	3 cr
RAD 202 Clinical Radiology IV	6 cr
CTCM 109 Human Relations	3 cr
	Total 12 cr
Fourth Semester (Spring Semester)	
HLTH 255 Med Law and Ethics	3 cr
RAD 251 Radiologic Technology V	2 cr

RAD 252 Clinical Radiology V	6 cr
RAD 271 Transition to Radiologic Technologist	<u>1 cr</u>
Total	12 cr

**G. Interdepartmental implications**

Other department implications include the increased enrollment in the prerequisite semester courses by the pre-Radiologic Technology students and general education courses by the students enrolled in the clinical portion of the program.

**H. Explain how the recommendation to submit this proposal to the B of R was made.**

In spring of 2003, MSU-B COT was contacted by Saint Vincent Healthcare and Deaconess Billings Hospital with a proposal to shift the hospital based radiologic training program to an Associate of Applied Science degree offered at MSU Billings. A committee made up of healthcare administrators and College of Technology faculty and administrators was formed to investigate the viability of this proposal. The committee formed a subcommittee to create a proposed plan of study, a business plan, and a formal proposal which was submitted to the Provost and Chancellor of MSU Billings as well as to the Administration of both Hospitals. Approval was given by the Provost to move forward to create curriculum and a full program proposal.

Curriculum was proposed and routed through the University curriculum approval process. Proposals for new curriculum begin at the faculty level (internal) and involve input from advisory committees (external) and/or accreditation agencies (external). In instances such as this where permanent faculty is not in place at the time of the proposal to create required documentation, the curriculum is developed by existing faculty, staff, advisory committee members and industry to create the initial submission. Documentation is then submitted to the appropriate Program Curriculum Committee for final review. The proposal is reviewed by the appropriate Department Chair, College Curriculum Committee, Dean of the College, MSU-Billings Undergraduate Curriculum Committee, Faculty Senate, Provost and finally the Chancellor

In August 2003, the Board of Regents approved a Level I request by Montana State University-Billings College of Technology (MSU-B COT) to offer an Associate of Applied Science in Radiologic Technology. A Memorandum of Understanding was signed by the Hospitals and the University. After completing three semesters (Fall 2004, Spring 2005, Summer 2005) of teaching the Radiologic Technology program, the University is now requesting the program be considered for Level II approval.

## APPENDIX

## A. Letters of Support

BUDGET ANALYSIS

Proposed Program:		Radiologic Technology (AAS)				
Campus: Montana State University-Billings College of Technology		Year 1 Actual	Year 2 Budgeted	Year 3 Budgeted	Year 4 Budgeted	Year 5 Budgeted
Estimated Enrollment		14	30	32	32	32
FTE Enrollment		14	30	32	32	32
Estimated Incremental Revenue						
Use of Current General Operating Funds		45,463	47,540	49,544	49,544	49,544
State Funds						
State Funding for Enrollment Growth						
Tuition Revenue						
A. Gross Incremental Tuition Revenue		16,304	36,000	39,552	39,552	39,552
B. Reductions to Incremental Tuition						
C. Net Applied Tuition Revenue (A-B)	→	16,304	36,000	39,552	39,552	39,552
Program Fees						
External Funds Hospital Funding		30,800	30,800	30,800	30,800	30,800
Other Funds:						
2 Year Equipment Grant – Radiographic Training Room			68,342			
Congressionally Directed Grant – 2 Radiographic Phantoms – one each year		10,469	10,469			
<b>TOTAL Estimated Revenue</b>		103,036	193,151	119,896	119,896	119,896
Estimated Incremental Expenditures						
Personal Services (including salary, benefits and insurance)		FTE 1.0 Cost 73,592	FTE 1.0 Cost 75,512	FTE 1.0 Cost 77,516	FTE 1.0 Cost 77,516	FTE 1.0 Cost 77,516
Operating Expenses		2,343	2,500	2,500	2,500	2,500
Equipment		10,469	78,811			
Start-up Expenditures		5,000				
<b>TOTAL Estimated Expenditures</b>		91,404	156,823	80,016	80,016	80,016
<b>Estimated Revenues Over/Under ( - ) Expenditures</b>		11,632	36,328	39,880	39,880	39,880



August 16, 2005

Mick Ender  
Program Director  
Radiologic Technology Program  
University of Montana-College of Technology  
Deaconess Billings Clinic

Dear Mick,

Thank you for rotating the new Radiology students through our Deaconess Billings Clinic Westend Branch. With family practice providers, Sameday Care, Occupational Health Medicine, and our Mammography satellite branch, the students have seen and performed a wide variety of Radiographic exams. We have been very impressed with the students' abilities and professionalism when handling the patients. They have been enthusiastic and very willing to learn. I am glad to see the student program re-activated with Deaconess Billings Clinic/ Hospital and associated through the college. I fully support your new program, believe it to be very thorough and the students have an opportunity to get a college degree.

Your new program will help fulfill the shortage of registered Radiologic Technologists and be a true asset to the community and the State of Montana.

Best of Luck,

*Linda Knutson, Rt.(R)(M)*

Linda Knutson RT ( R )( M )

**ITEM 128-2701-R0905 Letters of Support**



August 17, 2005

Board of Regents of Higher Education  
Montana University System  
2500 Broadway  
Helena MT 59620

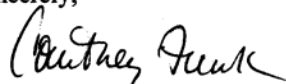
Dear Board of Regents:

The purpose of this letter is to express continuing support for the School of Radiography at Montana State University – Billings College of Technology. As the Director of Radiology at Deaconess Billings Clinic and a registered Radiologic Technologist I am acutely aware of the importance of supporting educational programs in the field of Radiologic Technology.

The demand for healthcare professionals such as Radiologic Technologists continues to increase nationally while a shortage of trained professionals and educational programs continues to plague healthcare institutions, especially in rural states such as Montana. Deaconess Billings Clinic was pleased to assist in the development of the program at MSU-B, COT and enjoys providing a clinical site for student training. We employ a full time clinical instructor and take our role in the student's education very seriously. Our staff participate with the COT in applicant screening, laboratory instruction, and other activities as needed by the program. Both hospitals continue to be committed to financially supporting the program as well.

I hope that as the program at COT grows that the Board of Regents of Higher Education will continue to support it and provide the necessary resources to insure its success and professional development of the field of Radiologic Technology.

Sincerely,



Courtney Funk, Director of Radiology  
Deaconess Billings Clinic  
(406) 657-4196

Cc: Mick Ender, Program Director, MSU-B COT School of Radiography  
Jayme Wynegar, Clinical Instructor, Deaconess Billings Clinic



September 21-23, 2005

ITEM: 128-301-R0905

**Authorization to Establish a Certificate Program in Practical Nursing; Flathead Valley Community College (FVCC)**

**THAT:**

Board of Regents of Higher Education authorizes Flathead Valley Community College to establish a certificate program in Practical Nursing

**EXPLANATION:**

Flathead Valley Community College seeks approval from the Montana Board of Regents for a Level II Certificate program in Practical Nursing. Students take a combination of lecture, lab and clinical courses that prepare them to work as licensed practical nurses (LPNs). LPNs in Montana earn an average annual income of \$25,450 with experienced LPNs earning up to \$34,000. Licensed practical nurse employment will increase in response to long-term care needs of an increasing elderly population and general growth of health care. FVCC's Practical Nursing program will prepare students to sit for licensure, address current health workforce supply challenges and establish a curriculum that provides opportunities for continued studies in nursing.

# MONTANA BOARD OF REGENTS

## LEVEL II REQUEST FORM

Item No.: 128-301-R0905 Date of Meeting: September 21- 23, 2005  
Institution: Flathead Valley Community College  
Program Title: Practical Nursing Program

Level II proposals require approval by the Board of Regents.

**Level II action requested (check all that apply):** Level II proposals entail substantive additions to, alterations in, or termination of programs, structures, or administrative or academic entities typically characterized by the (a) addition, reassignment, or elimination of personnel, facilities, or courses of instruction; (b) rearrangement of budgets, cost centers, funding sources; and (c) changes which by implication could impact other campuses within the Montana University System and community colleges. Board policy 303.1 indicates the curricular proposals in this category:

- 1. Change names of degrees (e.g. from B.A. to B.F.A.)
- 2. Implement a new minor where there is no major;
- 3. Establish new degrees and add majors to existing degrees;
- 4. Expand/extend approved mission; and
- 5. Any other changes in governance and organization as described in Board of Regents' Policy 218, such as formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory, or similar unit.

### **Specify Request:**

Flathead Valley Community College proposes creating a certificate program in Practical Nursing.

# MONTANA BOARD OF REGENTS

## NEW ACADEMIC PROGRAM PROPOSAL SUMMARY

### ITEM 128-301-R0905

**Institution:** Flathead Valley Community College (FVCC)

**Program Title:** Practical Nursing Certificate

#### 1. How does this program advance the campus' academic mission and fit priorities?

Flathead Valley Community College provides educational programs that prepare students for the workforce in response to the community's needs. In order to respond to requests from the medical community in the Flathead Valley, FVCC is proposing a Practical Nursing (PN) program that will partly address the local nursing shortage. This program will provide meaningful employment with liveable wages and excellent benefits for community residents.

#### 2. How does this program fit the Board of Regents' goals and objectives?

The PN program responds to the changing population, market and employment needs of the state and nation. Licensed practical nurse employment will increase in response to the long-term care needs of an increasing elderly population and the general growth of health care (U.S. Department of Labor). The demographics of Flathead and Lincoln Counties show a growing increase in the elderly population. In 2000, the Montana population of those 65 years and older was 13.4 percent (13.4%). In Flathead County, it was 13 percent (13%), while the national figure was 12.4 percent (12.4%). Montana has a higher growth rate than the national average of aging individuals as people choose to retire here. In addition, those aging residents who have moved away from the area are returning to be with family members (U.S. Census Bureau). This educational program will partner with the medical community to preserve and improve the economy of the Flathead Valley and Montana.

#### 3. How does this program support or advance Montana's needs and interests?

The Montana Hospital Association conducted a recent survey on healthcare worker needs in the state. Seventy-five percent (75%) of all Montana hospitals participated in the survey. The following data is from that report, which was presented to the Nursing Coordinating Group June 2004:

- Thirty-nine licensed practical nursing (LPN) positions were vacant, representing 5.7 percent (5.7%) of the budgeted LPN positions;
- The vacancy rate is significantly higher at so-called "critical access hospitals," which are the smaller, more rural facilities. At those facilities, the vacancy rate for LPNs is 9.7 percent (9.7%) and ;
- According to the respondents, they spent approximately \$27 million in the last year on "replacement strategies" such as overtime pay and travelers. That figure included all healthcare workers, but most of the money was spent on additional nursing staff.

The PN program will address some of these needs, thereby advancing health care and quality of life for Montana's citizens.

4. How will this program contribute to economic development in Montana? (Note projected annual economic impact both regionally and statewide.)

The Montana Department of Labor & Industry, Research & Analysis Bureau reports that out of the state's 20 top employers, six are hospitals. The Bureau predicts that Montana will employ 2,812 LPNs by the year 2010. Montana can keep up with the nursing demand by educating more nurses. Montana's Nursing Program Directors report that graduates are readily hired. Seventeen Flathead Valley area employers surveyed stated that they would hire LPNs. Employers stated that approximately 32 full-time LPNs will be needed in the next six to 12 months as of January 24, 2005. In Montana, licensed practical nurses average \$25,450 annually, plus benefits. Kalispell Regional Medical Center verified a beginning salary of \$23,000, with experienced LPNs earning \$34,000. Providing individuals with employment opportunities upon graduation contributes to the economic development of the state and region. In Montana, employment for licensed practical nurses is projected to grow faster than the statewide average for all occupations through 2012 (Montana Department of Labor & Industry - Research & Analysis Bureau).

The health care industry includes establishments ranging from small town private physician practices who each employ only one licensed practical nurse to nursing homes that provide the majority of jobs. Many health services establishments operate around the clock and need staffing at all hours. Shift work is common in LPN practice. The economic impact of Montana's health care industry shown in the tables below illustrates all sectors of the economy are interconnected, and the impacts are captured in multipliers, which are ratios used to calculate the estimated total economic effect for a variety of economic activities. The multipliers quantify the induced and indirect effects of the health care industry and add it to the known demand and supply side effects. According to 2001 data below, employment multipliers were generated for hospitals and nursing and residential care facilities in Montana:

Total Employment Impact of Montana's Hospitals:

Jobs from Hospitals	
Hospital employment	19,123 number of workers
Hospital multiplier	2.03 (in rural settings, the multiplier be lower than in rural areas)
Jobs created in other businesses	19,774
Total Jobs	38,897

Total Employment Impact of Montana's Nursing and Residential Care Facilities:

Jobs from nursing and residential care facilities	
Nursing and residential care facilities employment	9,704
Nursing and residential care facilities multiplier	1.36
Jobs created in other businesses	3,537
Total Jobs	13,241

Source: Research and Analysis Bureau, Montana Department of Labor and Industry, QCEW program

Summary

There is a shortage of LPNs statewide and regionally. In addition, there are limited numbers of instructors and directors for Practical Nursing programs, which could provide an opportunity for those who graduate from this Practical Nursing program to pursue further education and

consider teaching or directing. With Montana's aging population and rural setting, providing quality health care will continue to become an increasing problem. Without additional support to create solutions to nursing shortages, health care will increasingly become unavailable and unaffordable.

5. What is the program's planned capacity?

• Break-even point?	35 FTE students
• Enrollments / year?	35
• Graduates / year?	15
• MT jobs / year?	88 predicted by Montana Department of Labor & Industry - Research & Analysis Bureau; 102 jobs predicted by the Montana Hospital Association

6. Resource Allocation:

• Total program budget?	\$ See Appendix D - Budget
• Faculty FTE?	1.25
• Staff FTE?	.5

7. Does this program require new resources?  Yes  No

If yes, what is the amount? \$ 70,068 for program director and faculty salaries

8. How will the campus fund the program?

Costs will be funded by student enrollments and program fees.

9. If internal reallocation is necessary, name the sources.

N/A

## Program Description

### Overview

The Practical Nursing (PN) program of Flathead Valley Community College (FVCC) reflects the mission of the College in its educational efforts to respond to the needs of the students, the medical community and the residents of Montana. The proposed program results from vital partnerships within the community between FVCC and various health care facilities. Shared goals include community building, improving lives, affecting economies and preparing highly qualified professional licensed practical nurses to serve Montana residents.

According to the Montana Board of Nursing, licensed practical nurses (LPNs) work under the direction of a doctor or registered nurse. Most LPNs provide basic bedside care to patients. They take vital signs such as temperature, blood pressure, pulse, and respiration. They treat patients for bedsores, give alcohol rubs, and apply dressings. They apply hot water bottles and ice packs. LPNs observe patients and report any negative reactions to treatments or medications. They collect blood and other samples from patients for testing. In some work settings, they perform routine lab tests. LPNs feed patients and record their food and liquid intake and output. They also help patients with other personal care activities, such as bathing, dressing, or brushing their teeth.

Montana faces a lack of skilled LPNs to fill the many jobs available and to fill the projected openings in the next five years due to the increasing aging population, especially in the geographic area served by Flathead Valley Community College. FVCC will address this employer and health care need by educating individuals to become LPNs.

#### a. Objectives

The objectives of the FVCC Practical Nursing program are:

- Offer a Practical Nursing program that provides education that prepares students to sit for licensure;
- Address current health workforce supply challenges, such as the impending nursing shortage in Montana, by filling the need of health care facilities with entry-level nurses who will practice in supervised settings where policy and procedures guide practice; and
- Establish a curriculum that provides opportunities for continued studies in nursing.

The Flathead Valley Community College Practical Nursing program will be designed to prepare caring practical nurses who will positively influence the health and well-being of persons in the community they serve. The program will pursue its goal by maintaining sensitivity to the ongoing changes in the health care industry. Graduates who pass their licensure exam will perform services according to the rules that govern the Montana Board of Nursing found in the *Administrative Rules of Montana, Title 8, Chapter 32*.

The FVCC Practical Nursing program will be a certificate with a total of 50 credit hours, based on the courses proposed by the Licensed Practical Nursing (LPN) Transfer Taskforce. FVCC participated in the LPN Transfer Taskforce, which held weekly meetings in response to the recommendation by the Legislative Audit Division State of Montana that LPN programs have consistent standards for the number of credits required, type of degree awarded and program transfer agreements. The proposed FVCC PN program has considered information presented at these meetings in the development of the program.

The program is designed to prepare graduates to take the National Council of State Boards of Nursing's *National Council Licensure Examination for Practical/Vocational Nurse (NCLEX-PN)*. In addition, the program design will allow for students to transfer credits to other Montana Practical Nursing programs. Furthermore, students will have taken appropriate coursework empowering them to pursue additional educational goals as desired.

The program's first semester will begin spring semester 2006. Twenty students will be admitted into the program third semester. After they complete the four-semester program of 50 credit hours, graduates will earn certificates in Practical Nursing and will obtain approval to take the licensure examination, National Council Licensure Examinations (NCLEX-PN).

Students graduating from the Practical Nursing program will be qualified and encouraged to resume their learning through employer continuing education programs. Other students, through faculty support, will desire to seek more advanced degrees. In addition, FVCC and the Practical Nursing program will be responsive to the community's economic and workforce training needs. There is a documented need (see letters of support in Appendix B) for a Practical Nursing program in the Valley. Because this program values the role of the licensed practical nurse in healthcare, FVCC believes the program will serve the needs of practical nursing education statewide. All policies of the Practical Nursing program will be congruent with FVCC policies and will include additional policies needed to meet specific health and licensure requirements.

#### b. Resources Including Faculty, Student, Facilities, Equipment and Library Holdings

### Faculty

The FVCC campus has doctorate-prepared faculty in the biology and chemistry departments, while other faculty who teach English, nutrition, math and psychology hold master degrees. Numerous faculty on the FVCC Kalispell and Lincoln County campuses will continue to be involved in instruction of the PN curriculum. Of the 50 total credit hours of instruction, 26 credits will be taught by qualified existing faculty in the appropriate areas. The remaining 24 credits will be taught by nursing faculty, which will include a director and part-time faculty.

FVCC has a pool of academically strong candidates for both Nursing program director and faculty positions. FVCC will hire a director who will work 50 percent (**50%**) in administration and 50 percent (**50%**) in teaching, serving on college committees and continued development of professional and educational expertise. In addition, part-time nursing faculty will be hired to teach in specialty areas of practice. Preceptors will be hired through the Kalispell Regional Medical Center's nursing staff (see Appendix B letter of support dated March 29, 2005 from Fran Laukaitis, Chief Nursing Officer, Kalispell Regional Medical Center). FVCC will follow the Montana Board of Nursing requirements for the use of preceptors in educational PN programs (ruling 8.32.1113). Classroom ratios will generally be 20:1 for all nursing didactic coursework and 10:1 for labs/clinicals. Preceptors will work with students on a one-to-one basis in the clinical setting.

### Student Resources

The following is a list of student support services already in place:

- Academic advisement/counseling;
- Personal adjustment counseling;
- Students with disabilities resource center;
- Grants for disadvantaged students;
- Financial aid;
- Work study;
- Career placement/testing; and
- Information technology with access to over 140 computers on the FVCC campus and five computers available at the Kalispell Regional Medical Center campus.

There is no anticipated increase in Student Services, Admissions, Financial Aid, Registration, Counseling or other student service areas. The current student service areas meet anticipated needs.

### Facilities

FVCC currently has clinical agreements with Kalispell Regional Medical Center, HealthCenter Northwest, and North Valley Hospital for educational programs in allied health professions. All three facilities have agreed to make their facilities available for PN student clinicals. The types of clinicals at these facilities would include: mental health, wellness and health promotion, medical/surgical, maternal child and geriatrics. See Appendix E for the PN Advisory Board Meeting minutes. In addition, Immanuel Lutheran Home has agreed to take students for a community geriatric clinical.

Clinicals will occur primarily during the summer months. This is a high volume time for KRMC due to the number of residents who return to the area for the summer and vacationers visiting the area. Utilizing the summer months for hospital and community clinicals will lessen the burden of preceptors, as the Salish Kootenai Community College and the Montana State University students utilize facilities during the fall and spring semesters. In addition, Chief Nursing Officer at KRMC, Fran Laukaitis, has proposed clinical time in the evenings to ensure that students receive the necessary skill development that a hospital setting offers. The prospective student survey results support student availability for classes, labs and clinicals in the evening. This evening experience would prepare students for working shifts that utilize the majority of LPN care. See letters of support for adequate clinicals in Appendix B.

St. John's Lutheran Hospital in Libby, Montana, also supports the PN program. There is a need for LPNs in the Libby community working in physicians' offices and nursing homes. St. John's will provide clinical experiences for students at the hospital where students may be involved in emergency and trauma medicine, general surgery, pediatrics/ OBGYN and general medicine.

FVCC has a contract with KRMC that provides lab, classroom and faculty office space for the FVCC Paramedicine, Radiological Technology and Surgical Technology programs. See a letter of support from Ted Hirsch, Chief Operations Officer at KRMC, and an architectural plan that shows the space

designated for the PN program in Appendix B. Space includes offices for the director, faculty, classroom and lab.

### Equipment

While students are taking coursework at the FVCC campus, they will have access to computer labs (over 140 computers). Additional computers are located in the FVCC library for student use. At KRMC during labs and clinicals, students will have access to five computers that have been purchased for this program. The FVCC campus is one mile from KRMC so students may continue to use the computer resources at the main campus. Classrooms at FVCC and at KRMC are equipped with PowerPoint capability, video players and overhead projectors. Video recorders have been purchased for the allied health programs to be used for student feedback instruction during the labs. These will be available to the PN program as well. PN lab equipment has been purchased by state funds appropriated for allied health and includes: two Compete Care Manikins and one Complete Keri Age-Generic Manikin. North Valley Hospital has committed to furnishing labs with additional nursing equipment such as hospital beds, wheelchairs and other items to simulate a patient room. See letter of support in Appendix B.

### Library

Project for Training for Health & Education Opportunity, a Department of Labor Employment and Training Administration grant, will fund \$3,000 for library resources that will include purchasing videos and books. In addition to the FVCC library, KRMC has an extensive library for current medical information, including subscriptions to the major nursing and medical professional journals. Students will have access to the KRMC library. In addition, the Montana State Library System will be accessible.

### **c. Additional Faculty Requirements as to Qualifications, Salary, and Recruitment**

Additional personnel required to operate and support the program include: program director, administrative support and part-time faculty.

#### Faculty Qualifications

The Nursing faculty that will be hired will meet the qualifications outlined by the Montana Board of Nursing. The program director (ruling 8.32.1110) qualifications include:

1. A current, unencumbered license to practice as a registered nurse in the state of Montana; and
2. A master's degree with a major in nursing or a minimum of a baccalaureate degree in nursing, supplemented by courses in curriculum development, principles and methods of teaching and measurement and evaluation.

Faculty qualifications according to the Montana Board of Nursing ruling 8.32.1113 include:

1. Holding a baccalaureate in nursing or a master's degree from a nationally accredited program supplemented by courses in curriculum development, principles and methods of teaching, measurement and evaluation;
2. Having at least two years' experience in registered nursing practice within the last five years; and
3. Holding a current, unencumbered license to practice professional nursing in the state of Montana.

These are the minimum director and faculty standards for PN accreditation based on the requirements of the Montana Board of Nursing. Educational Services at FVCC will provide administrative assistance to the PN program.

#### Salary

The director's salary range will be \$50,000 to \$55,000 for year one depending upon credentials and experience. The director's teaching load will consist of only one nursing course the first semester. Part-time faculty will not be hired until the program's second semester. Part-time faculty will be paid at the FVCC adjunct faculty pay rate. See Appendix D for the complete budget.

#### Recruitment



FVCC has received interest from a pool of academically strong candidates for both director and faculty positions.

**d. Budget information that describes estimated incremental revenues and expenditures for a three to five-year period and estimated student enrollments for the same period of time**

Revenues consist of the college general funds (which include tuition, state and local appropriations), laboratory fees and equipment fees. See Appendix D for the complete budget.

**e. Specify the number of students expected to graduate over a ten-year period**

About 30 to 35 students will enroll each spring, first semester of a four semester program, and begin the application process. Twenty students will be accepted into the program third semester. Due to attrition, approximately 15 students will continue into the final fourth semester and graduate. Total number of graduates estimated for the next ten years will be 150. Due to the current local, state, and national nursing shortage, it is anticipated that all graduates will be offered employment upon graduation for the foreseeable future.

The rate of attrition is based upon a phone conversation with Carol Gilbert, Deputy Director of the National League for Nursing Accrediting Commission (NLNAC). Gilbert reported on August 2, 2005, that the NLNAC is now examining national data collected on program attrition. She states that 75% retention rate is reasonable due to student maternal leave, financial problems or remedial learning problems.

**f. New courses this program will add to the curriculum and course requirements for the degree**

Numerous faculty on both the Kalispell and Libby campuses will be instructors for the PN curriculum. Of the 50 total credit hours of instruction, 26 credits will be taught by qualified existing faculty in the appropriate areas. The remaining 24 credits will be taught by nursing faculty, which will include a director and part-time faculty. Below is the proposed curriculum for the 50 Credit PN Certificate proposed by the Montana Board of Regents in collaboration with the directors of Montana Practical Nursing programs:

<b>Course</b>	<b>Credits*</b> Didactic/Clinical/Lab	<b>Course</b>	<b>Credits</b> Didactic/Clinical/Lab
<b>Semester One Spring</b>		<b>Semester Two Fall</b>	
Anatomy & Physiology I	3/0/1 = 4	Anatomy & Physiology II	3/0/1 = 4
Freshman English	3/0/0 = 3	College Algebra	3/0/0 = 3
Inorganic Chemistry w/lab	3/0/1 = 4	Nutrition	2/0/0 = 2
Introduction to Nursing	1/0/0 = 1	Developmental Psych	3/0/0 = 3
Total	10/0/2 = 12	Total	11/0/1 = 12
<b>Admission to Nursing Program required before taking Semester Three coursework.</b>			
<b>Semester Three Spring</b>		<b>Semester Four Summer</b>	
Pharmacology	3/0/0 = 3	Core Concepts of Adult Nursing (Med Surg I)	4/3/0 = 7
Fundamentals of Nursing	4/0/3 = 7	Core Concepts of Maternal/Child Nursing (OB/Peds I)	2/1/0 = 3
Gerontology	1/1/0 = 2	Nursing Care of Clients w/Alterations in Psychosocial Integrity	2/0/0 = 2
Total	8/1/3 = 12	Total	8/4/0 = 12
		Leadership Issues	1/1/0 = 2
		Total	9/5/0 = 14

\*Clinical credits are 3:1. Lab credits are 2:1.

**Total credits 50**

FVCC already offers the following courses:

- Anatomy & Physiology I 4 credit hours

- Anatomy & Physiology II 4 credit hours
- Freshman English 3 credit hours
- Inorganic Chemistry w/lab 4 credit hours
- College Algebra 4 credit hours (a special section for this program will be three credit hours to meet the transfer credit requirement)
- Nutrition 3 credit hours (a special section for this program will be two credit hours to meet the transfer credit requirement)
- Developmental Psychology 3 credit hours
- Pharmacology 3 credit hours

Prerequisite coursework will depend upon students' skill level determined by the Learning Resource Center. English and Math placement exams are required before students can register for any Math course or English Composition course.

The remaining courses (24 credit hours) will be taught by the Practical Nursing program director or faculty. These new courses include:

- Introduction to Nursing 1 credit hour
- Fundamentals of Nursing 7 credit hours
- Gerontology 2 credit hours
- Core Concepts of Adult Nursing 7 credit hours
- Core Concepts of Maternal/Child Nursing 3 credit hours
- Nursing Care of Clients w/Alterations in Psychosocial Integrity 2 credit hours
- Leadership Issues 2 credit hours

This sequential curriculum is based upon approval of the Montana Board of Nursing and will be further developed by the program director.

### **g. Inter-Departmental Implications of Additions to this Program**

Currently, all the non-nursing courses have the appropriate number of available faculty to offer the required courses. BIOL 261 and 262, *Anatomy and Physiology I & II*, will require an additional lecture section and an additional lab to accommodate the increased enrollment. Students located closer to the Lincoln County campus will be offered the option of accessibility through Interactive Television (ITV). Currently, the Lincoln County campus can offer freshman English, college algebra, nutrition, developmental psychology and pharmacology.

### **h. Need for the Program**

#### History

The recommendation to submit this proposal to the Board of Regents began with faculty and administrators partnering with nursing personnel at Kalispell Regional Medical Center. Later, FVCC conducted an Advisory Board Meeting November 11, 2004 (see minutes in Appendix E and a list of members). This meeting documented the need for a PN program, the availability of clinical opportunities for student learning, equipment and support of area nursing employers. The starting annual salary for beginning LPNs at KRMC was reported at \$23,000 plus benefits, and experienced LPNs earn \$34,000 plus benefits. It became clear that the PN program would provide residents with an affordable education and secure them a career that would pay a decent salary with excellent benefits. The PN program would also supply a skilled workforce that would hopefully increase the opportunity for greater health care excellence and quality of life.

Program preparation also included FVCC supporting Dr. Linda Hunt, Director of Training for Health and Education Opportunities, to attend the *Self-Study Forum 2005*, in Chicago, sponsored by the National League for Nursing Accrediting Commission, Inc. (NLNAC). Hunt learned the NLNAC'S standards and criteria that represent the best national thinking about how to demonstrate quality in a nursing program. During this meeting, Hunt met with other Montana Nursing program directors to discuss program development.

To document the student interest in a PN program, a telephone survey was completed in March 2005. The subject pool consisted of a random sampling of FVCC students who have taken nurse

assistant training. Sixty-six individuals were interviewed. Forty-four voiced interest in enrolling in a PN program with 38 stating strong interest. See Appendix C for Practical Nursing Survey.

In addition to the survey, a conversation with the Dr. Jean Shreffler-Grant, Campus Director of Montana State University-Bozeman, Missoula/Flathead Valley Campus Nursing Program, reported March 17, 2005 that the MSU program received 48 applicants for placement in the Kalispell program. This program has only eight openings per year. Although this is a baccalaureate degree program, clearly, there is student interest in nursing education for the Kalispell location. Shreffler-Grant also reported PN students statewide may not drop out at the PN level but continue their studies to receive credentials as registered nurses. This may contribute to a shortage of LPNs.

### Summary

- Fifty-eight percent (**58%**) of those surveyed reported that they would be strongly interested in applying to a PN program at FVCC, while 38 percent (**38%**) stated they are not interested.
- Students applying to the MSU nursing program may also apply to the proposed FVCC PN program.
- With the introduction of PN to RN programs statewide, there may be a future shortage of LPNs in Montana as students continue the extra two semesters for the RN associate degree.
- A shortage of LPNs in Montana may lead to more hiring of medical technicians who do not have the training to ensure public safety.
- It is estimated that 150 students will graduate over the next ten years.

### Workforce Supply

The nursing industry is rapidly aging. From 1996 to 2000, the national average age of a nurse increased from 44.5 years to 45.2 years, and working nurses increased from 42.5 to 43.3 years. Nationally in 1980, 52.9 percent (**52.9%**) of RNs were under the age of 40. By 2000, the percentage had dropped to 31.7 percent (**31.7%**). The change in the under 30 statistic is even more startling. In 1980, 25.1 percent (**25.1%**) of nurses nationally were under 30 years of age. In 2000, only 9.1 percent (**9.1%**) were under 30.

To see what role age plays in nursing education, the national survey compared average age by education level attained. When graduating from a diploma program, the average student was 30.8 years old; associate degree, 33.2 years; baccalaureate, 27.5 years; and all graduates were on average 30.5 years old. The average current age by type of nursing program completed showed that the average age for a diploma graduate is 48.33 years; associate degree graduates average 42.88 years; baccalaureate average 41.84 years; master's degree graduates average 46.69 years; and doctoral graduates average 53.38 years. This data illustrates that nurses are beginning their careers later in life; therefore, the range of their employment may be limited in years.

The Montana Hospital Association conducted a recent survey on healthcare worker needs in the state. Seventy-five percent (**75%**) of all Montana hospitals participated in the survey. The following data is from that report, which was presented to the Nursing Coordinating Group, June 2004:

- Thirty-nine licensed practical nursing (LPN) positions were vacant, representing 5.7 percent (**5.7%**) of the budgeted LPN positions;
- The vacancy rate is significantly higher at so-called "critical access hospitals," which are the smaller, more rural facilities. At those facilities, the vacancy rate for LPNs is 9.7 percent (**9.7%**) and ;
- According to the respondents, they spent approximately \$27 million in the last year on "replacement strategies," such as overtime pay and travelers. That figure included all healthcare workers, but most of the money was spent on additional nursing staff.

The study concluded that Montana will experience a need for more nurses, based on information provided by the Montana Department of Commerce. Montana employed 7,687 RN nurses in 2000. The Commerce Department predicts that Montana will employ 9,355 nurses by the year 2010. Another projection from the Montana Department of Commerce concludes that the state will have a need for 167 new nurses and 155 replacement nurses annually to keep up with the growth in health care services and the aging population of Montana's current nursing professionals. See Appendix A for national LPN practice analysis regarding employing facilities, employment setting characteristics and practice settings.

The changing demographics signal a need for more nurses to care for our aging population. According to a July 2001 report released by the Government Accounting Office, *Nursing Workforce: Emerging Nurse Shortages Due to Multiple Factors* (GAO-01-944), "A serious shortage of nurses is expected in the future as demographic pressures influence both supply and demand. The future demand

for nurses is expected to increase dramatically as the baby boomers reach their 60s, 70s, and beyond." (www.gao.gov).

As attested by a May 2001 report, *Who Will Care for Each of Us?: America's Coming Health Care Crisis*, released by the Nursing Institute at the University of Illinois College of Nursing, the ratio of potential caregivers to the people most likely to need care, the elderly population, will decrease by 40 percent (**40%**) between 2010 and 2030. Demographic changes may limit access to health care unless the number of nurses and other caregivers grows in proportion to the rising elderly population (www.kaisernetwork.org/healthcast/nursing/may01).

According to the Bureau of Labor Statistics report, *Occupational Employment Projections to 2008*, released in November 1999, employment of registered nurses is projected to grow by almost 22 percent (**22%**), with a projected need of 794,000 new RNs by 2008 (www.bls.gov). The need for RNs falls in the area of working with clients who are critically or acutely ill. These are the more involved cases of nursing care. Therefore, it is essential that the LPN workforce is increased to care for those clients who are in stable, but chronic conditions. By increasing the LPN workforce, RNs will be better utilized for the care of more seriously ill clients.

### Summary

- Employment of LPNs in nursing care facilities is expected to grow faster than the average. Such facilities will offer the most new jobs for LPNs as the number of aged and disabled persons in need of long-term care rises. In addition to caring for the elderly and the disabled, LPNs in nursing care facilities will care for the increasing number of patients who will have been discharged from the hospital, but have not recovered enough to return home (U.S. Dept of Labor).
- Employment of LPNs is expected to grow much faster than average in home health care services. This growth is in response to an increasing number of older persons with functional disabilities, consumer preference for care in the home and technological advances that make it possible to bring increasingly complex treatments into the home (U.S. Dept of Labor).
- Facilities in Flathead County that have advertised for LPNs are hiring RNs as a result of an LPN shortage in turn, contributing to the RN shortage. Having LPNs employed in their practice area would create better role delineation, placing RNs in areas where they are more suited in advanced patient care.
- The National Council of State Boards of Nursing, Inc., states that the greatest need for hiring LPNs exists in the hospital and long term care settings located in smaller communities with facilities containing less than 299 beds.
- Because nurses generally begin their careers later in life, their years of practicing may be limited. Yet, a PN educational program will provide the means for individuals to receive training for jobs that have a high demand, while other employment opportunities in the Valley may be limited.
- The LPN program will increase the workforce and the quality of life in the Flathead Valley where the starting annual salary for beginning LPNs at Kalispell Regional Medical Center was reported at \$23,000 plus benefits and experienced LPNs earn \$34,000 plus benefits.

### Workforce Hiring in Flathead Valley

The following data were collected from area facilities through telephone interviews regarding hiring full-time LPNs.

EMPLOYMENT OPPORTUNITIES		
EMPLOYER	LPN PREFERRED	NEEDED HIRES IN NEXT 6-12 MONTHS*
Drs. Higgs/Oerhtman	yes	1
Prestige Assistive Living	yes	1
Beehive Homes Assistive Living	yes	1
Kalispell Diagnostic	yes	1
Kalispell Orthopedics	yes	1 every 2 yrs
Riverside Assistive Living	yes	0
Northwest Women's Healthcare	yes	1
Glacier Medical Center	yes	1
Surgeons**	yes	0
RMHL***	yes	1

Kalispell OB/Gyn	yes	1
Lakeview Care	yes	2
Colonial Manor	yes	4-6
Immanuel Lutheran	yes	3-4
Evergreen Health & Rehab	yes	1-2
Family Health Care	yes	0
Heritage Place	yes	4-5
KRMC****	yes	10-15 first year; 4-5 each year thereafter

\*Starting January 24, 2005

\*\*Northwest Montana Surgical Associates

\*\*\*Rocky Mountain Heart & Lung

\*\*\*\* Kalispell Regional Medical Center

The following data were collected from PN programs in the state of Montana:

### PN GRADUATE AND EMPLOYMENT

Institution	Year	# of Graduates	# Employed in Major	% Employed in Major	% Employed outside Major	% Unemployed	% of GradsCont Edu**
MSU-Great Falls	2002-2003	16	12	75%	0	0	25% (RN)
COT-Butte	2004	5	5	100%	0	0	0
UM-Missoula	2004	30	25	83%	0	17%	0
UM-Helena	2004	25	25	100%	0	0	0
MSU-Billings	2004	43*	30*	70%	.02%*	.02%*	.05%*

\* Data not complete

\*\* Graduates continuing education

### Summary

- Eighteen area employers stated that they would hire LPNs.
- Approximately 32 full-time LPNs will be needed in the next six to 12 months as of January 24, 2005.
- The greatest need will be in geriatric care facilities, where LPNs are most likely to be employed in nursing homes or long-term care facilities.
- Appendix A provides data showing 29 percent (**29%**) of LPNs work in a rural employment setting, and the majority work in an area where the population is 5,000 to 19,999.
- The majority of graduates from Montana state PN programs are securing employment in practice nursing positions.

### Effects on Existing Programs in Montana

This feasibility study was mailed to all the nursing programs directors in Montana, including Carroll College and Salish Kootenai College the week of May 2, 2005. Hunt contacted Missoula College of Technology Program Director, Margaret Wafstet, by phone. Wafstet stated that the FVCC proposed program would not impact her PN program. FVCC is not utilizing clinical sites in Missoula. In addition, Missoula rarely receives student applications from the geographical region serving FVCC. Moreover, she reports that FVCC's proposal appropriately presents solutions that offer PN education resulting in graduates satisfying the needs of the medical community. See Appendix F for letter dated May 11, 2005.

Hunt spoke to Dr. Elizabeth G. Nichols, Dean and Professor of the College of Nursing at Montana State University at Bozeman on May 10, 2005. Nichols stated there is definitely a need for additional Licensed Practical Nurses. She reported if FVCC places students in clinicals during the summer, the Montana State University program will not be impacted (see letter of support in F). Jean Shreffler-Grant, Associate Professor and Missoula Campus Director for Montana State University (MSU) Nursing

program, agreed both programs could work together regarding availability of student clinical experiences in the Kalispell area (phone conversation May 17, 2005).

Jacque Dolberry, Director, Salish Kootenai College (SKC) Nursing program, expressed her support and stated that the FVCC Practical Nursing program would not have an impact on the SKC Nursing program.

### Board of Nursing Program Proposal

#### 8.32.801 Application for Initial Approval

(1) A statement of intent to establish a program in nursing was submitted and approved by the Montana Board of Nursing (MBON) September 2004. The present document is the feasibility study submitted to the MBON. This document will be formatted according to the guidelines established by the MBON.

#### (a) Data

##### Population Data

Flathead County includes the cities of Bigfork, Hungry Horse, Kalispell, Lakeside and Somers.

Population Estimates				
Area	2001 Estimate	2002 Estimate	2003 Estimate	
Montana	904,460	913,110	921,830	
Flathead County	76,270	77,660	79,220	
Population Growth				
	1990-2000	2000-2005	2000-2010	
Percentage	24%	7%	16%	
Population				
Total	1990	2000	2005	2010
Total	59,218	74,471	82,250	89,590
Population by 5 Age Groups				
	1990	2000	2005	2010
<18	16,749	18,603	21,326	22,341
18-34	12,521	12,728	13,381	15,266
35-54	17,122	25,277	25,688	25,896
55-74	9,665	12,535	13,572	16,479
75+	3,161	4,526	4,941	5,386
Percent <18	28%	25%	27%	26%
Percent 18-34	21%	17%	17%	18%
Percent 35-54	29%	34%	33%	30%
Percent 55-74	16%	17%	17%	19%
Percent 75+	5%	6%	6%	6%
Median Age	34.3	38.7	37.7	38.0

Source: Applied Geographic Solutions, Inc. (2000)

Lincoln County includes the cities of Eureka, Fortine, Libby and Troy.

Population 2003 estimate	18,835
Median Age	42.1 years
19 years and under	27.5 %
20 - 64 years	57.3 %
65 years and over	15.2 %

Source: U.S. Census Bureau

According to Report of Findings from the 2003 LPN/VN Practice Analysis published by the National Council of State Boards of Nursing, Inc., 72 percent (72%) of LPNs care for clients in the 65 to 85 age

range and 47 percent (**47%**) care for clients in the 31 to 64 age range. The results were from a survey where respondents could select more than one category.

### Summary

- LPN employment will increase in response to the long-term care needs of an increasing elderly population and the general growth of health care (U.S. Department of Labor). The demographics of Flathead and Lincoln Counties show a growing increase in the elderly population.
- In 2000, the Montana population of those 65 years and older was 13.4 percent (**13.4%**). In Flathead County, it was 13 percent (**13%**), while the national figure was 12.4 percent (**12.4%**). Montana has a higher growth rate than the national average of aging individuals as people choose to retire here. In addition, those aging residents who have moved away from the area are returning to be with family members (U.S. Census Bureau).
- Nationwide, LPNs care for those ranging in age from 31 to 85 years, which is the majority of the population in the Valley.

### Workforce Supply

The nursing industry is rapidly aging. From 1996 to 2000, the national average age of a nurse increased from 44.5 years to 45.2 years, working nurses increased from 42.5 to 43.3 years. Nationally in 1980, 52.9 percent (**52.9%**) of RNs were under the age of 40. By 2000, the percentage had dropped to 31.7 percent (**31.7%**). The change in the under 30 statistic is even more startling. In 1980, 25.1 percent (**25.1%**) of nurses nationally were under 30 years of age. In 2000, only 9.1 percent (**9.1%**) were under 30.

To see what role age plays in nursing education, the national survey compared average age by education level attained. When graduating from a diploma program, the average student was 30.8 years old; associate degree, 33.2 years; baccalaureate, 27.5 years; and all graduates were on average 30.5 years old. The average current age by type of nursing program completed showed that the average age for a diploma graduate is 48.33 years; associate degree graduates average 42.88 years; baccalaureate average 41.84 years; master's degree graduates average 46.69 years; and doctoral graduates average 53.38 years. This data illustrates that nurses are beginning their careers later in life, and therefore, the range of their employment may be limited in years.

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- According to the respondents, they spent approximately \$27 million in the last year on "replacement strategies" such as overtime pay and travelers. That figure included all healthcare workers, but most of the money was spent on additional nursing staff.

The study concluded that Montana will experience a need for more nurses, based on information provided by the Montana Department of Commerce. Montana employed 7,687 RN nurses in 2000. The Commerce Department predicts that Montana will employ 9,355 nurses by the year 2010. Another projection from the Montana Department of Commerce concludes that the state will have need for 167 new nurses and 155 replacement nurses annually to keep up with the growth in health care services and the aging population of Montana's current nursing professionals. See Appendix A for national LPN practice analysis regarding employing facilities, employment setting characteristics and practice settings.

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number of nurses and other caregivers grows in proportion to the rising elderly population ([www.kaisernetwork.org/healthcast/nursing/may01](http://www.kaisernetwork.org/healthcast/nursing/may01)).

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- Facilities in Flathead County that have advertised for LPNs are hiring RNs as a result of an LPN shortage, in turn contributing to the RN shortage. Having LPNs employed in their practice area would create better role delineation, placing RNs in areas where they are more suited in advanced patient care.
- The National Council of State Boards of Nursing, Inc., states that the greatest need for hiring LPNs exists in the hospital and long-term care settings located in smaller communities with facilities containing less than 299 beds.
- Because nurses generally begin their careers later in life, their years of practicing may be limited. Yet, a PN educational program will provide the means for individuals to receive training for jobs that have a high demand, while other employment opportunities in the Valley may be limited.
- The LPN program will increase the workforce and the quality of life in the Flathead Valley where the average salary is \$24,696, and the average LPN salary in Montana is higher at \$25,450 (MT DOL).

### Workforce Hiring in Flathead Valley

The following data were collected from area facilities through telephone interviews regarding hiring full-time LPNs.

EMPLOYMENT OPPORTUNITIES		
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Northwest Women's Healthcare	yes	1
Glacier Medical Center	yes	1
Surgeons**	yes	0
RMHL***	yes	1
Kalispell OB/Gyn	yes	1
Lakeview Care	yes	2
Colonial Manor	yes	4-6
Immanuel Lutheran	yes	3-4
Evergreen Health & Rehab	yes	1-2



Family Health Care	yes	0
Heritage Place	yes	4-5
KRMC****	yes	10-15 first year; 4-5 each year thereafter

\*Starting January 24, 2005

\*\*Northwest Montana Surgical Associates

\*\*\*Rocky Mountain Heart & Lung

\*\*\*\* Kalispell Regional Medical Center

The following data were collected from PN programs in the state of Montana:

### PN GRADUATE AND EMPLOYMENT

Institution	Year	# of Graduates	# Employed in Major	% Employed in Major	% Employed outside Major	% Unemployed	% of GradsCont Edu**
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COT-Butte	2004	5	5	100%	0	0	0
UM-Missoula	2004	30	25	83%	0	17%	0
UM-Helena	2004	25	25	100%	0	0	0
MSU-Billings	2004	43*	30*	70%	.02%*	.02%*	.05%*

\* Data not complete

\*\* Graduates continuing education

### Summary

- Seventeen area employers stated that they would hire LPNs.
- Approximately 32 full-time LPNs will be needed in the next six to 12 months as of January 24, 2005.
- The greatest need will be in geriatric care facilities where LPNs are most likely to be employed in nursing homes or long-term care facilities.
- Appendix A provides data showing 29 percent (**29%**) of LPNs work in a rural employment setting, and the majority work in an area where the population is between 5,000 to 19,999.
- The majority of graduates from Montana state PN programs are securing employment in practice nursing positions.

### **(b) Purpose and Classification of Program**

#### Overview

The Practical Nursing program, functioning within the general framework and policies of Flathead Valley Community College (FVCC), reflects the mission of the college in the program's philosophic statements regarding people and society, nursing and education. These reflect responsiveness to the educational needs of our students, the needs of the medical community and its residents, as well as the provision of service to Montana through the preparation of nurse practitioners.

Practical nurses provide care in diverse settings where policies and procedures are specified and guidance is available. Environment includes all physical, psychological, cultural and spiritual conditions affecting individuals and families. Unique responses by an individual or family to constant interaction with the environment result in varying degrees of health. A focus of nursing is to optimize the environment, in diverse health care settings, to assist the clients to meet their individualized basic needs.

Learning is a continuous process involving active participation by both faculty and students. The faculty facilitates this process by assessing student learning needs and providing appropriate guidance regarding academic progress. Each learning experience will be planned and organized to meet individual learning needs and achievement of identified learning objectives. In order to assist students to attain the necessary competencies, a variety of clinical environments will be selected.

#### Purpose

The purposes of the practical nursing program will be to prepare graduates with certificates for entry-level nursing practice in supervised settings where policy and procedures guide practice. Another purpose will be to provide a basis for continued studies in nursing.

The Flathead Valley Community College Practical Nursing program will be designed to prepare caring practical nurses who will positively influence the health and well-being of persons in the community they serve. The program will pursue its goal by maintaining sensitivity to the ongoing changes in the health care needs of people. Graduates who pass their licensure exam will perform services according to the rules that govern the Montana Board of Nursing found in the *Administrative Rules of Montana, Title 8, Chapter 32*.

### **Classification**

The FVCC Practical Nursing program will be a certificate with a total of 50 credit hours, based on the proposed courses by the LPN Transfer Taskforce. Linda Hunt participated in the LPN Transfer Taskforce, which held weekly meetings in response to the recommendation by the Legislative Audit Division State of Montana that LPN programs have consistent standards for the number of credits required, type of degree awarded and program transfer agreements. The proposed FVCC PN program has considered information presented at these meetings in the development of the curriculum.

The program is designed to prepare graduates to take the National Council of State Boards of Nursing's *National Council Licensure Examination for Practical/Vocational Nurse (NCLEX-PN)*. In addition, the program design will allow for students to transfer credits to other Montana Practical Nursing programs. Furthermore, students will have taken appropriate coursework empowering them to pursue educational goals as desired.

The program's first semester will begin spring semester. Twenty students will be admitted into the program third semester. After they complete the four-semester program of 50 credit hours, graduates will earn certificates in Practical Nursing and will obtain approval to take the licensure examination, National Council Licensure Examinations (NCLEX-PN).

Due to the rigor of this program, students will have scheduled appointments with a nursing faculty advisor to document mid-semester progress. Students in jeopardy of not making scholastic progress will be urged to seek necessary tutoring available through FVCC's Learning Resource Center.

The Practical Nursing program purpose, as stated above and the mission of FVCC reinforce and support one another. Both provide educational courses that prepare students for transfer to other postsecondary institutions for the workforce and for citizenship. Both increase lifelong learning opportunities for our students and our community. Students graduating from the Practical Nursing program will be qualified and encouraged to resume their learning through employer continuing education programs. Other students, through faculty support, will desire to seek more advanced degrees. In addition, FVCC and the Practical Nursing program will be responsive to the community's economic and workforce training needs. There is a documented need (see letters of support in Appendix B) for a Practical Nursing program in the Valley. Because this program values the role of the licensed practical nurse in healthcare, FVCC believes the program will serve the needs of practical nursing education statewide. All policies of the Practical Nursing program will be congruent with FVCC policies and will include additional policies needed to meet specific health and licensure requirements. This is similar to other allied health programs offered by FVCC.

### **(c) Availability of Qualified Faculty**

The FVCC campus has doctorate-prepared faculty in the biology and chemistry departments, while other faculty who teach English, nutrition, math and psychology hold master degrees. FVCC has a pool of academically strong candidates for both director and faculty positions. FVCC will hire a director who will work 50 percent in administration and 50 percent in teaching, serving on college committees and continued development of professional and educational expertise. In addition, a full-time nursing faculty member will be hired who will have a teaching load similar to other FVCC faculty. Furthermore, FVCC will hire a part-time faculty member to teach clinicals. Classroom ratios will generally be 20:1 for all nursing coursework and 10:1 for labs/clinicals. Twenty students will be admitted each year, which will allow for attrition. The following provides information on individuals who have expressed interest in working in varying capacities of this program. Their credentials are as follows:

- One candidate for the director's position was employed at Montana State University Billings College of Technology for eight years. During that time, she served as director of the health occupations department and taught LPN courses. While in the position, she was responsible for facilitating and participating in the development and revisions of the LPN curriculum. Currently, she is employed as the clinical educator for the medical, surgical and rehabilitation areas of Kalispell Regional Medical

Center. She has a Bachelor of Science in Nursing from Montana State University and has completed some course work in a Master of Nursing program. FVCC would support this person in her professional development as she completes her master's degree.

- A second candidate for the director position holds a Bachelor of Science in Nursing and a master's degree. Her teaching and practice expertise focuses on psychiatric nursing and management nursing. She is experienced in curriculum development and evaluation. She is knowledgeable in PN education and has experience in supervising LPNs in her practice.
- A candidate for faculty has a clinical background in obstetrics and gerontology. Her education includes a Bachelor of Science in Nursing and a Master of Science in Nursing Education.
- Another candidate has served as a practical nursing educator in the state of Oklahoma for 18 years. She has taught all aspects of PN education including pharmacology. She is licensed as a registered nurse in good standing in the state of Oklahoma and is in the process of renewing her Montana RN license. She is completing a Master of Science in Education. She is interested in part-time work as a preceptor and guest lecturer.
- A practicing RN has a baccalaureate degree. She has voiced interest in serving as an adjunct faculty member and precepting students during their clinicals. She supervises LPNs and has experience in medical-surgical and perinatal nursing and case management. She has experience as a preceptor and teaching students for work as an acute care nurse aide. Her past work shows responsibility for theory development, clinical supervision of students and program outcomes.

**(d) Budgeted faculty positions**

Numerous faculty on the FVCC campus will continue to be involved in instruction of the PN curriculum. Of the 50 total credit hours of instruction, 24 credits will be taught by qualified existing faculty in the appropriate areas. The remaining 26 credits will be taught by nursing faculty, which will include a director and part-time faculty.

**Proposed Curriculum**

<b>Course</b>	<b>Credits*</b> Didactic/Clinical/Lab	<b>Course</b>	<b>Credits</b> Didactic/Clinical/ Lab
<b>Semester One Spring</b>		<b>Semester Two Fall</b>	
Anatomy & Physiology I	3/0/1 = 4	Anatomy & Physiology II	3/0/1 = 4
Freshman English	3/0/0 = 3	College Algebra	3/0/0 = 3
Inorganic Chemistry w/lab	3/0/1 = 4	Nutrition	2/0/0 = 2
Introduction to Nursing	1/0/0 = 1	Developmental Psych	3/0/0 = 3
Total	10/0/2 = 12	Total	11/0/1 = 12
<b>Admission to Nursing Program required before taking Semester Three coursework.</b>			
<b>Semester Three Spring</b>		<b>Semester Four Summer</b>	
Pharmacology	3/0/0 = 3	Core Concepts of Adult Nursing (Med Surg I)	4/3/0 = 7
Fundamentals of Nursing	4/0/3 = 7	Core Concepts of Maternal/Child Nursing (OB/Peds I)	2/1/0 = 3
Gerontology	1/1/0 = 2	Nursing Care of Clients w/Alterations in Psychosocial Integrity	2/0/0 = 2
Total	8/1/3 = 12	Total	8/4/0 = 12
		Leadership Issues	1/1/0 = 2
		Total	9/5/0 = 14

\*Clinical credits are 3:1. Lab credits are 2:1.

Total Credits: 50

There is no anticipated increase in Student Services, Admissions, Financial Aid, Registration, Counseling or other student service areas. The current student service areas meet anticipated needs. Additional personnel required to operate and support the program include: program director, administrative support and part-time faculty. The Montana Board of Nursing specifies the requirement of a full-time director who shall devote a minimum of 50 percent (**50%**) time to administrative activities. Student-instructor ratios in the clinical and lab settings will not exceed 10 students to one instructor. Although the PN program will be located off campus, PN faculty will still participate in FVCC activities, such as serving on committees and governance of FVCC. Likewise, students in the program have opportunities to become active in FVCC activities and student governance. For example, FVCC sponsors a student run club, Scrub Club, open to all students in the allied health educational programs. This year the club sponsored a case study presentation entitled *Continuity of Care Depends on Teamwork* that included invited speakers from paramedicine, trauma care nursing, surgical technology and medical coding. See Appendix D for the proposed budget.

#### **(e) Availability of Adequate Clinical and Academic Facilities for the Program**

FVCC currently has clinical agreements with Kalispell Regional Medical Center (KRMC), HealthCenter Northwest, and North Valley Hospital for educational programs in allied health professions. All three facilities have agreed to make their facilities available for PN student clinicals. The types of clinicals at these facilities would include: mental health, wellness and health promotion, medical/surgical, maternal child and geriatrics (see Appendix E for the PN Advisory Board Meeting minutes). In addition, Immanuel Lutheran Home has agreed to take students for a community geriatric clinical.

Clinicals will occur primarily during the summer months. This is a high volume time for KRMC due to the number of residents who return to the area for the summer and vacationers visiting the area. Utilizing the summer months for hospital and community clinicals will lessen the burden of preceptors, as the Salish Kootenai Community College and the Montana State University students utilize facilities during the fall and spring semesters. In addition, Chief Nursing Officer at KRMC, Fran Laukaitis, has proposed clinical time in the evenings to ensure that students receive the necessary skill development that a hospital setting offers. Our prospective student needs assessment supports that students would be available for classes, labs and clinicals in the evening. This evening experience would prepare students for working shifts that utilizes the majority of LPN care. See letters of support for adequate clinicals in Appendix B.

Nursing Director, Jackie Hare, at St. John's Lutheran Hospital in Libby, Montana, also supports the PN program. She has stated that she would like residents in Libby to start with the PN degree and for those interested, to continue on to RN educational programs. St. John's Lutheran Hospital does not hire LPNs, but Hare states that there is a need for LPNs in the Libby community working in physicians' offices and nursing homes. She will provide clinical experiences for students at the hospital where students may be involved in emergency and trauma medicine, general surgery, pediatrics/ OBGYN and general medicine.

FVCC has a contract with KRMC that provides lab, classroom and faculty office space for the FVCC Paramedicine, Radiological Technology and Surgical Technology programs. See a letter of support from Ted Hirsch, Chief Operations Officer at KRMC and an architectural plan that shows the space designated for the PN program in Appendix B. Space includes offices for the director, faculty, classroom and lab. More space is available from the Surgical Technology program classroom.

#### **(f) Evidence of financial resources adequate for the planning, implementation and continuation of the program**

##### **Continuing Education**

FVCC supported Dr. Linda Hunt, Director of Training for Health and Education Opportunities, to attend the *Self-Study Forum 2005* in Chicago sponsored by the National League for Nursing Accrediting Commission, Inc. (NLNAC). Hunt learned the NLNAC'S standards and criteria that represent the best national thinking about how best to demonstrate quality in a nursing program.

The Montana Board of Nursing, on an annual basis requires evidence of professional development. This professional development is achieved through attendance at continuing education conferences, workshops and professional organization meetings. FVCC recognizes the need for faculty to raise their levels of expertise while fulfilling their continuing education requirements, thereby improving the quality of nursing instruction. The philosophy behind this purpose is based on the belief that continuing education is a lifetime commitment requiring knowledge of current trends and developments in science, technology and the economics of health care. Currently, full-time faculty are eligible from a pool of \$22,000 per year

for continuing education funds. Furthermore, Kalispell Regional Medical Center has offered continuing education for employees who may be instructors in the FVCC PN program (see Appendix B for a letter of support written by Fran Laukaitis, RN).

### **Student Resources**

The following is a list of student support services already in place:

- Academic advisement/counseling;
- Personal adjustment counseling;
- Students with disabilities resource center;
- Grants for disadvantaged students;
- Financial aid;
- Work study;
- Career placement/testing; and
- Information technology.

A childcare center is being planned for FVCC students and employees.

### **Facilities**

- Rent for faculty offices, classrooms and labs;
- Library;
- Computer laboratory;
- A/V department;
- Parking;
- Conference rooms; and
- Lab equipment purchased by state funds ear marked for allied health that includes: two Complete Care Manikins, one Complete Keri Age-Generic Manikin and other educational equipment totaling \$13,550.00.

Project for Training for Health & Education Opportunity, a Department of Labor Employment and Training Administration grant, will fund \$3,000 for library resources that will include purchasing videos and books. In addition to the FVCC library, KRMC has an extensive library for current medical information, including subscriptions to the major nursing and medical professional journals. Students will have access to the KRMC library. In addition, the Montana State Library System will be accessible.

While students are taking coursework at the FVCC campus, they will have access to computer labs (over 140 computers). Additional computers are located in the FVCC library for student use. At KRMC during labs and clinicals, students will have access to five computers that have been purchased for this program. The FVCC campus is one mile from KRMC, so students may continue to use the computer resources at the main campus. Classrooms at FVCC and at KRMC are equipped with PowerPoint capability, video players and overhead projectors. Video recorders have been purchased for the allied health programs to be used for student feedback instruction during the labs. These will be available to the PN program as well.

### **Travel**

The Practical Nursing Director and faculty will have adequate resources to support the following:

- Attending the Montana Board of Nursing Meetings when appropriate;
- Visiting clinical sites; and
- Attending other meetings related to the PN program.

See Appendix D for the proposed budget page.

### **(g) Anticipated Student Population**

A telephone survey was completed in March 2005. The subject pool consisted of a random sampling of FVCC students who have taken nurse assistant training. Sixty-six individuals were interviewed. Forty-four voiced interest in enrolling in a PN program with 38 stating strong interest. See Appendix C for Practical Nursing Survey.

In addition to the survey, a conversation with the Dr. Jean Shreffler-Grant, Campus Director of Montana State University-Bozeman, Missoula/Flathead Valley Campus Nursing Program, reported March 17, 2005 that the MSU program received 48 applicants for placement in the Kalispell program. This

program has only eight openings per year. Although this is a baccalaureate degree program, clearly, there is student interest in nursing education for the Kalispell location. Shreffler-Grant also reported PN students statewide may not drop out at the PN level but continue their studies to receive credentials as registered nurses. This may contribute to a shortage of LPNs.

FVCC plans to admit 20 students each year. It is anticipated that 10 to 15 students will rotate through clinicals during the last semester due to attrition and the need for some students to attend the program part-time or repeat a course such as *College Algebra* or *Human Anatomy and Physiology*.

About 30 to 35 students will enroll each spring, first semester of a four semester program and begin the application process. Twenty students will be accepted into the program third semester. Due to attrition, approximately 10 to 15 students will continue into the final fourth semester and graduate. Total number of graduates estimated for the next ten years will be 150. Due to the current local, state, and national nursing shortage, it is anticipated that all graduates will be offered employment upon graduation for the foreseeable future. The rate of attrition is based upon a phone conversation with Carol Gilbert, Deputy Director of the National League for Nursing Accrediting Commission (NLNAC). Gilbert reported on August 2, 2005, that the NLNAC is now examining national data collected on program attrition. She states that 75% retention rate is reasonable due to student maternal leave, financial problems or remedial learning problems. She stated that retention rates will be partly based on the level of admission criteria.

### Summary

- Fifty-eight percent (**58%**) of those surveyed reported that they would be strongly interested in applying to a PN program at FVCC, while 38 percent (**38%**) stated they are not interested.
- Students applying to the MSU nursing program may also apply to the proposed FVCC PN program.
- With the introduction of PN to RN programs statewide, there may be a future shortage of LPNs in Montana as students continue the extra two semesters for the RN associate degree.
- A shortage of LPNs in Montana may lead to more hiring of medical technicians who do not have the training to ensure public safety.
- It is estimated that 150 students will graduate over the next ten years.

### (h) Time Table

The following time table is tentative pending the decisions made by the Montana Board of Nursing and the Montana Board of Regents.

Activity	Date	Status
1) Submit letter of intent to the Montana Board of Nursing.	September 2004	Completed
2) Submit a program budget for review to FVCC Vice President.	October 2004	Completed
3) Hire Nurse Specialist to assist with feasibility study.	October 2004	Completed
4) Conduct an advisory board meeting.	Nov. 11, 2004	Completed
5) Attend Montana Board of Regents meeting in Helena.	Nov. 30, 2004	Completed
6) Attend Montana Board of Nursing meeting in Helena.	Jan. 18-20, 2005	Completed
7) Gather Data for the feasibility study, which includes: a. Provide population data from the last three years; Quantify workforce supply and demand data from last year; address total state resources and nursing education needs within the state b. Describe purpose and classification of program c. Document availability of qualified faculty d. Budgeted faculty positions e. Document availability of clinical sites, classroom and lab space f. Document evidence of financial resources g. Describe anticipated student populations h. Provide tentative time table	Draft to be submitted to Montana Nursing Program Directors May 2005	Completed

i. Provide evidence on how programs may affect other nursing programs; document support from other nursing education directors for program		
8) Submit Feasibility Study to Montana Board of Nursing.	August/ 2005	
9) Attend Montana Board of Nursing meeting in Polson.	July 20, 2005	Completed
10) Submit Board of Regents Level II report.	August 2005	
11) Start recruiting for Program Director.	October 2005	
12) Attend Montana Board of Nursing meeting in Helena – Nursing Feasibility Proposal reviewed.	Oct. 18-20, 2005	
13) Hire a Program Director (actual start date to be determined, with possible start-up work from remote location). Hire Faculty.	Winter 2006	
14) Submit a written proposed program plan.	Summer 2006	
15) Students may enroll in the first semester.	Spring 2006 or Fall 2006	
16) Students admitted to the program	Fall 2006 or Spring 2007	

#### (i) Effects on Existing Programs in Montana

This feasibility study was mailed to all the nursing programs directors in Montana, including Carroll College and Salish Kootenai College the week of May 2, 2005. Hunt contacted Missoula College of Technology Program Director, Margaret Wafstet, by phone. Wafstet stated that the FVCC proposed program would not impact her PN program. FVCC is not utilizing clinical sites in Missoula. In addition, Missoula rarely receives student applications from the geographical region serving FVCC. Moreover, she reports that FVCC's proposal appropriately presents solutions that offer PN education resulting in graduates satisfying the needs of the medical community. See Appendix F for letter dated May 11, 2005.

Hunt spoke to Dr. Elizabeth G. Nichols, Dean and Professor of the College of Nursing at Montana State University at Bozeman on May 10, 2005. Nichols stated there is definitely a need for additional Licensed Practical Nurses. She reported if FVCC places students in clinicals during the summer, then the Montana State University program will not be impacted (see letter of support in Appendix E). Jean Shreffler-Grant, Associate Professor and Missoula Campus Director for Montana State University (MSU) Nursing program, agreed both programs could work together regarding availability of student clinical experiences in the Kalispell area (phone conversation May 17, 2005).

Jacque Dolberry, Director, Salish Kootenai College (SKC) Nursing program, expressed her support and stated that the FVCC Practical Nursing program would not have an effect on the SKC Nursing program.

Additionally, Hunt spoke to Kathleen Wankel, Program Director at Miles Community College Division of Nursing and Health Occupations. She stated students from the FVCC area do not apply to her program. She also reported the clinical sites used by FVCC will not overlap with the sites Miles Community College uses. A phone conversation with Cheryl Alt, Program Director at Great Falls College of Technology, verified the same support for the FVCC program.

In summary, the proposed FVCC Practical Nursing program will not negatively affect existing nursing programs sharing the same clinical sites nor will it impact the student populations of existing programs.

BUDGET ANALYSIS

Proposed Program: Practical Nursing Certificate Program										
Campus: Flathead Valley Community College										
	Year 1		Year 2		Year 3		Year 4		Year 5	
<b>Estimated ENROLLMENT</b>										
FTE Enrollment	10		35		35					
<b>Estimated Incremental REVENUE</b>										
Use of Current General Operating Funds	\$ 31,316.00		\$ 31,316.00		\$ 31,316.00					
State Funding for Enrollment Growth										
Tuition Revenue										
A. Gross Incremental Tuition Revenue	\$		44,775.00		\$		46,125.00			
B. Reductions to Incremental Tuition										
C. Net Tuition Revenue (A-B)	-		44,775.00		46,125.00					
Program/Course Fees			2,450.00		2,450.00					
External Funds										
Other Funds (Equipment Fees)	9,500.00									
<b>TOTAL</b>	\$ 40,816.00		\$ 78,541.00		\$ 79,891.00					
<b>Estimated Incremental EXPENDITURES</b>										
Personal Services										
Faculty	0.5		1.25		1.25					
	\$ 31,316.00		\$ 70,068.00		\$ 71,220.00					
<b>Estimated Revenues</b>	\$		-		\$		1,323.00		\$	
<b>Over/(Under) Expenditures</b>										





## National LPN Practice Analysis

Table 1. Employing Facilities		
Type of Facility/Organization	2003 (n=1001) %	2000 (n=920) %
Hospital	42.4	34.4
Long-term care	44.5	48
Community-based care	10.3	15.7
Other	2.9	1.9

Table 2. Employment Setting Characteristics		
Setting Characteristic	2003 (n=1001) %	2000 (n=920) %
<b>Number of Hospital or Nursing Home Beds</b>		
Under 100 beds	25.3	29.7
100-299 beds	40.7	45.4
300-499 beds	10.7	10.8
500 or more beds	7.9	8.4
Don't know	3.4	5.6
Work in nonhospital or nursing home setting*	12	
<b>Location of Employment Setting</b>		
Urban/metropolitan area	40.9	43.2
Suburban	29.8	27.1
Rural	29.4	29.6
<b>Population of Employment Setting</b>		
Less than 5,000*	8.3	
5,000 to 19,999	19.1	20.8^
20,000 to 49,999	15.3	19.5
50,000 to 99,999	11.8	15.5
100,000 to 500,000	12.6	9.7
Greater than 500,000	7.8	10.3
Don't know	25.2	24.2

\*Category not on 2000 survey

^20.8% < 20,000

<b>Table 3. Practice Settings</b>		
<b>Practice Setting*</b>	<b>2003 (n=1001) %</b>	<b>2000 (n=920) %</b>
Critical care (e.g., ICU, Ccu, step-down units, pediatric/neonatal intensive care, emergency department, postanesthesia recovery, etc.)	6.7	4.5
Medical/Surgical unit of any of its subspecialties	29.7	23.3
Pediatrics or nursery	3.7	5.4
Labor and delivery	0.5	1
Postpartum unit	1.7	2.5
Psychiatry or any of its subspecialties	4.2	2.7
Operating room, including outpatient surgery and surgicenters	0.3	0.2
Nursing home, skilled or intermediate care	43.7	47.6
Other long-term care (e.g., residential care, developmental disability/mental retardatio care, etc.)	7.3	5.9
Rehabilitation	7.8	4.6
Subacute unit	2.5	3.4
Transitional care unit	2.5	1.4
Physician's/dentist's office	5	7
Occupational health	0.3	0.3
Outpatient clinic	1.5	2.5
Home health, including visiting nurse associations	3.4	4.5
Public Health	0.5	0.4
Students/school health	0.1	0.7
Hospice care	2.9	1.2
Prison	0.7	0.9
Other	3.8	4.9

\*Survey participants could select more than one setting to describe their practices



March 29, 2005

Jane Karas, PhD, President  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Karas:

I wholeheartedly support Flathead Valley Community College's (FVCC's) efforts to establish a Practical Nursing program. This educational program will safeguard our healthcare system by providing well-educated and trained licensed practical nurses (LPNs). These professionals are needed to care for our growing aging population in long term care, assistive living and mental health facilities. Filling these positions with LPNs will allow more registered nurses to care for our critically ill patients.

As you know, it has been my goal to partner with FVCC to establish this Practical Nursing program. By working together, we have started programs in Paramedicine, Radiological Services and Surgery Technology. I would continue to support FVCC by providing the Practical Nursing students with clinical experiences at KRMC.

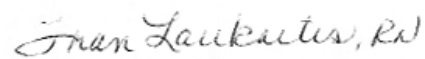
Students will have learning opportunities in the medicine, surgery, obstetrics and rehabilitation departments. In addition, students would be able to access clinical experiences for mental health training at Pathways Treatment Center, while long term care and geriatric clinicals may be provided at Brendan House Skilled Nursing facility. KRMC would provide excellent clinical experiences for FVCC practical nursing students. Further, I would collaborate to support our RN staff becoming preceptors.

We are currently providing clinical experiences for nursing students from Montana State University and Salish Kootenai. After attending the first FVCC advisory board meeting regarding the Practical Nursing program, it was determined that FVCC students would utilize our facilities during different semesters than the other schools and possibly during evening hours. Statistics show that LPNs commonly work evening and night shifts. Therefore, this clinical model would serve the students' education and not interfere with other educational institutions receiving clinical education at KRMC.

I believe we can work together to provide potential faculty with continuing education workshops as well as support faculty in their professional development as they complete graduate work.

I look forward to serving on the advisory board for this program. I hope to hear that the Montana board of Nursing and the Montana Board of Regents grant program approval. Please contact me at (406) 752-1724 for further discussion of my sincere support of the FVCC Practical Nursing program.

Very truly yours,



Fran Laukaitis, RN  
Chief Nursing Officer



March 28, 2005

Jane Karas, PhD  
President  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Karas:

As the Human Resources Director at Northwest Healthcare, I enthusiastically support your efforts to start a Practical Nursing program. Healthcare continues to be challenged by a national nursing shortage.

The Flathead Valley is the perfect location for hiring LPNs. The majority of newly licensed practical nurses work in long-term care facilities or hospitals of 299 beds or less. This proposed program is highly welcomed as the Flathead Valley's population ages and will demand nurses to care for clients with stable, chronic illnesses.

Furthermore, this educational program will improve the employment opportunities for those living in this area and statewide. As an employer, I value the work of the practical nurse and understand how critical these professionals are to the healthcare system. I look forward to the partnership this program brings between Flathead Valley Community College and Northwest Healthcare. This partnership continues to assist us in providing a workforce that contributes to our staffing needs.

Please contact me at (406) 751-1760 when I can be of further assistance as you move forward with developing the Practical Nursing program.

Sincerely,

A handwritten signature in cursive script that reads "Pat Wilson".

Pat Wilson, RN, MN, PHR  
Director, Human Resources



April 26, 2005

Jane Karas, PhD  
President  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Karas,

It is my pleasure to write this letter of support for the Flathead Valley Community College proposed Practical Nursing program. As a member of the advisory board, I am aware of the consensus regarding the need for such a program given the nursing shortage facing not only this county, but also the nation. It was thought that a program of this type would provide individuals an avenue into the nursing profession while addressing the current shortage of LPNs in long-term care and assistive living settings.

In addition, North Valley Hospital is willing to contribute equipment such as beds and wheelchairs to the student lab. When possible, North Valley Hospital is willing to provide clinical experience for the students as well. I would encourage FVCC to also look at funding additional clinical faculty for clinical sites as hospital resources for clinical oversight is at a minimum.

I look forward to the future success of this program. Please feel free to contact me at 863-3554 for further discussion or questions.

Sincerely,

Maura Fields, RN  
Assistant Administrator/Clinical Operations

**ST. JOHN'S**  
LUTHERAN HOSPITAL  
Excellent Healthcare Close To Home

April 29, 2005

Jane Karas, PhD  
President  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Karas:

I am the Director of Nursing at St. John's Lutheran Hospital in Libby. I have been in contact with Linda Hunt regarding the feasibility of offering an LPN program at Flathead Valley Community College (FVCC). I am very excited about this proposal!

I have staff that would love to be able to advance their careers at a local college. Most are mothers raising small children. They are unable to attend college in another town given the constraints of work and raising families. A program at the FVCC Libby Campus will allow these people to advance their careers while continuing to work and care for families.

Additionally, it is estimated that approximately 30% of each year's high school graduating class goes on to some kind of formal post-secondary education which does not require a four-year degree. This program would certainly attract a portion of those graduates, enabling them to affordably attend school close to home and keeping the education dollars in our community.

We have a great need for nursing personnel in our community. The proposal clearly shows that LPN's are most utilized in smaller facilities, rural areas, and with elderly populations, and we definitely meet all these criteria. St John's is a 25-bed critical access hospital, ninety miles from any larger hospitals. We also have Home Health, Libby Care Center (nursing home), multiple clinics in both Libby and Troy, and Public Health, all of which use LPN's and RN's.

There is a steady increase of retirees moving to our area. This adds to our already large and increasing population of elderly, with a number of these having specialized needs from asbestosis. Having the ability to offer an LPN program in our community will help us plan ahead to meet these needs.

We offer a wide range of clinic services at St. John's including med/surg, CCU, general surgery, OB, ER, chemotherapy, a sleep center, and a walk-in clinic. As such, we will be able to provide excellent clinical experiences and will be happy to do so.

I have concentrated on the benefits to our community, but obviously the benefits of this program would extend to our entire region and to the nursing profession as a whole. I strongly recommend this program to help our community and to provide a better future for our population.

Sincerely,



Jackie Hare, RNC  
Director of Nursing Services

---

350 Louisiana Avenue • Libby, Montana 59923  
(406) 293-0100 • FAX (406) 293-7931 • www.sjlh.com





We find a way.



To:  
Dr. Jane Karas  
777 Grandview Drive  
Kalispell, MT 59901

From:  
Kris Carlson, MBA, RN  
1117 South Main Street  
Kalispell, MT 59901  
406.755.4968

RE: Letter of support for LPN program at FVCC

Dear Jane,

This letter is written in support of the proposed Licensed Practical Nursing (LPN) program proposed by Flathead Valley Community College (FVCC). Our community is dependent on the needed professional, licensed clinicians for the healthcare of our area.

My business, Intrepid USA Healthcare Services, utilizes the *products* of such educational programs in many areas of our state. We provide in-home care, private duty nursing services, home health care, hospice services, and medical temporary staffing, for which all programs utilize LPN levels of training, as well as other medically trained personnel.

There are many alarming statistics depicting the needs for more educated healthcare persons. Montana's demographics are changing, as we are seeing more of the older populations. Many of Montana's nurses are of retirement age in the next few years. We look to the colleges to meet the needs within Montana.

Our company extends the welcome opportunity of providing many clinical sites for nursing students in home based care and hospice. Additionally, as the clinical coordinator of the Touch of Grace free medical clinic, we could provide community health nursing opportunities for students.

If you have thoughts or questions you would like to share, please do not hesitate to contact me. I do wish the best in this endeavor for our community and state.

Sincerely,

A handwritten signature in black ink that reads "Kris Carlson". The signature is fluid and cursive.

Kris Carlson, MBA, RN  
Intrepid USA Healthcare Services  
Grace Hospice Project  
Touch of Grace Medical Clinic





March 28, 2005

Jane Karas, PhD  
President  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Karas:

This letter supports the continued affiliation between Flathead Valley Community College (FVCC) and Kalispell Regional Medical Center (KRMC). Because KRMC and FVCC have worked together to provide space and equipment for the Paramedicine, Surgical Technology and Radiological Technology programs, we have FVCC graduates who are now employed at KRMC.

KRMC continues assisting these programs and strongly supports FVCC starting a Practical Nursing program that will be located at KRMC. Dr. Linda Hunt, Director of Training for Health and Education Opportunity, and I have discussed available space for the Practical Nursing program's classrooms, lab, and faculty office space. Please see the attached diagram, which illustrates this space. KRMC is committed to providing this space to support this valuable program.

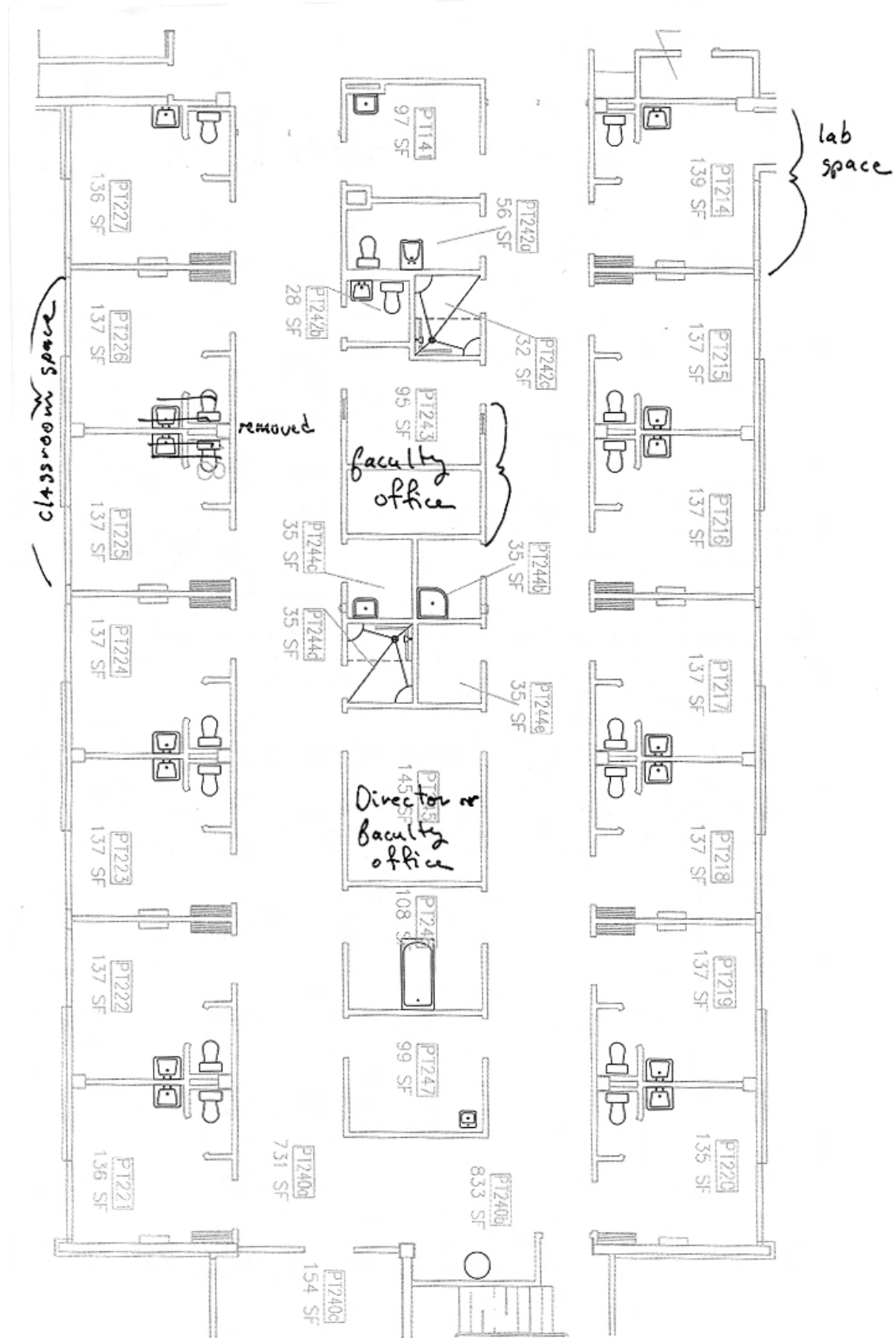
I urge the Montana Board of Nursing and the Montana Board of Regents to approve this joint venture of healthcare education between FVCC and KRMC. I look forward to hear that this program will begin in 2006.

If I can be of further help answering questions regarding KRMC's commitment to providing space for this program, please contact me at 406 752-1724. On behalf of KRMC, we look forward to our future working relationship with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Ted W. Hirsch".

Ted W. Hirsch  
Chief Operating Officer



## Practical Nursing Survey

“Flathead Valley Community College (FVCC) is researching the possibility of offering a Practical Nursing Program that would enable individuals to take the licensing exam and become Licensed Practical Nurses (LPN). Please answer these survey questions so that FVCC can document public interest in this program.”

### 1. Are you currently working in a health care field?

- |        |    |
|--------|----|
| a. Yes | 28 |
| b. No  | 38 |

### 2. If yes, what is your title?

- |                           |    |
|---------------------------|----|
| a. CNA                    | 19 |
| b. Hospital Volunteer     | 2  |
| c. Nursing Home Attendant | 1  |
| d. Dietary Aide           | 1  |
| e. Home Health Attendant  | 5  |

### 3. What is your interest in becoming a LPN though FVCC?

- |                                                         |    |
|---------------------------------------------------------|----|
| a. I am strongly interested and would pursue applying   | 38 |
| b. I am interested but would not be able to apply now.  | 6  |
| c. I am not sure what my interest is at this time.      | 8  |
| d. I am not interested in becoming an LPN through FVCC. | 25 |

### 4. If you are interested in becoming an LPN, would you prefer

- |                                      |    |
|--------------------------------------|----|
| a. Full-time enrollment in a program | 23 |
| b. Part-time enrollment in a program | 19 |

### 5. Would you be able to attend classes and clinicals?

- |                          |    |
|--------------------------|----|
| a. Anytime               | 19 |
| b. Only days             | 15 |
| c. Only evenings         | 9  |
| d. Only weekends         | 0  |
| e. Other: Please explain | 1  |

### 6. Would you be able to attend the program during the summer?

- |        |    |
|--------|----|
| a. Yes | 40 |
| b. No  | 4  |

**Any other comments that would be helpful as we design this program to meet your needs, please explain.**

- Great idea
- Expects it to be a very successful opportunity of FVCC and the surrounding communities
- Would need help with financial aid
- Flexibility for class times – work around work schedules/families
- Would like to see a lot of hands-on learning/experience
- If prerequisites are met, can they move through the program at an accelerated pace?
- Would like information on transferring courses already taken
- Possible transfers to other schools to pick up their RN degrees instead
- Would GPAs be the main requirement for selection process?
- Would like to see more CNA courses offered/developed

**Flathead Valley Community College (FVCC) Practical Nursing Program  
Advisory Board Meeting  
November 11, 2004**

Present: Jacque Dolberry, Maura Fields, Linda Hunt, Fran Laukaitis, Patti Shea, Jean Shreffler-Grant & Marlene Stoltz

The meeting began at 1:30 pm.

Budget for the Program

***Director's Salary***

There was a general discussion of the budget. It was advised that a Program Director **with no experience** would start at approximately \$40,000 for a 10 month contract. Therefore, the budget showing top salary of \$45,760 would be most accurate as the board stated that FVCC would want to hire someone with experience working in a higher education program. Board members believed that more than 10 students could be admitted due to attrition.

***Space & Equipment***

Fran Laukaitis, CNO of Kalispell Regional Medical Center (KRMC), offered space for two hospital rooms that could be utilized for lab space. Maura Fields director of nursing at North Valley Hospital (NVH) offered hospital beds and other equipment for the labs.

***Other Budgetary Items***

It was advised that the budget needs to include attending an accreditation workshop. Jacque Dolberry, director of the Salish Kootenai Nursing program, advised that if the director had to teach 50% of time and effort, than someone else should be responsible for writing the self-study and accreditation issues in subsequent years. It was also advised that the first two years of the program would require more than \$2,000 in travel expenses.

**Timeline for Program**

Timeline was reviewed with no added comments.

**Certificate Program**

All members believed the two track model was the best. It allows those who want to continue their professional credentials to do so without repeating coursework. Everyone agreed FVCC needs to offer a 200 level semester course in human anatomy and physiology covering knowledge specific to the allied health professions. Admitting CNAs was viewed favorably, since they already are familiar with the nursing profession

and healthcare environments. Fran Laukaitis stated that several CNAs at KRMC have voiced interest in this proposed PN program.

### **Schedule of Program**

Fran Laukaitis voiced support for an evening program. This would serve CNAs who are currently working and need to continue working while in the program. Evening shifts at KRMC would provide appropriate learning experiences. Others stated that evening classes may provide availability of adjunct faculty. Some clinicals would have to be during the day and possibly weekends to capture all necessary populations and skill development.

### **Clinicals**

There was a lengthy discussion on availability of student clinical opportunities. Maura Fields stated that NVH could be a clinical site if a FVCC faculty member provided onsite supervision and professional socialization between the RN and the PN student. NVH does not hire LPNs. Therefore, the role delineation of LPN to RN would not be available unless FVCC provided this mentoring onsite. Numerous clinical sites were brought forth. Patti Shea, an LPN from Brendan House, suggested home health and hospice care. Linda Hunt, Director of Project THEO, recorded the list of suggested sites.

### **Board Members**

Linda Hunt asked if the board needed a physician as a member. Fran Laukaitis suggested that a physician from the KRMC hospital list would be an advocate for students. She pointed out that Dr. Dykstra, who serves on the Surgical Technology program advisory board, has successfully advocated to fellow surgeons that students be allowed to observe and scrub in for surgeries. It was agreed that once the program is approved and students are admitted that a physician would serve on the board.

The meeting adjourned at 3:30 pm.

### **Advisory Board Members**

**Jacque Dolberry, RN, MS, Director of Nursing Program Salish Kootenai College**

**Maura Fields, RN, Director of Nursing North Valley Hospital**

**Fran Laukaitis, RN, Chief Nursing Officer Kalispell Regional Medical Center**

**Shelley Shea, LPN**

**Jean Shreffler-Grant, PhD, RN, Associate Professor & Campus Director Montana State University**

**Marlene Stoltz, Director of Admissions, Flathead Valley Community College**



College of Technology  
The University of Montana  
909 South Avenue West  
Missoula, Montana 59801-7910

Phone: (406) 243-7811  
FAX: (406) 243-7899

May 11, 2005

Jane Karas, PhD  
President  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Karas:

This letter supports Flathead Valley Community College's (FVCC's) proposal to establish a Practical Nursing program. The five current Practical Nursing programs are undergoing changes that may result in fewer graduates, at a time when a shortage of nurses appears imminent. The addition of ten more licensed practitioners will not completely solve that shortage, but it is a positive effort. In addition, only a small number of graduates from the University of Montana-Missoula, College of Technology program have sought employment in northwest Montana, leaving the Flathead Valley employers without ready access to a pool of Licensed Practical Nurses (LPNs).

This proposed program does not appear to negatively impact the nursing programs in Missoula. There is no proposal to utilize clinical sites in Missoula, which is already a congested clinical area. There appears to be a pool of individuals interested in being faculty members, which also does no harm to current programs by attempting to entice faculty to leave and come to FVCC.

The FVCC proposal is presented as an effort to allow employers access to a pool of LPNs which then allows the Registered Nurses in the community to function in the most appropriate roles for their licensure level. The proposal recognizes the need to prepare graduates for entry level nursing practice, at the same time as there is a need to prepare those graduates to continue their education if they choose. This is consistent with the curriculum revisions being proposed by the five current practical nursing programs.

This proposal is solidly in line with activities in nursing education state-wide. It recognizes a need in the area, and very appropriately presents solutions. It does not appear to negatively impact other programs. I would encourage the Montana Board of Nursing and the Montana Board of Regents to grant approval to this program.

Sincerely,

Margaret Wafstet, MN, RN  
Practical Nursing Program Director  
College of Technology

MW:su



**TO:** Montana Board of Regents  
**FROM:** Roger Barber, Deputy Commissioner for Academic & Student Affairs  
**RE:** A Possible Resolution on Textbook Costs  
**DATE:** November 16 – 18, 2005

At the request of Regent Lynn Hamilton, chair of the Academic & Student Affairs Committee of the Montana Board of Regents, I drafted the attached resolution.

The resolution is based on suggestions from Regent Hamilton, and is intended to serve as a follow-up to the extensive discussion of textbook costs at the September 2005 meeting of the Academic & Student Affairs Committee. Regent Hamilton thought it was important to take some action, based on that discussion, and the resolution is intended to serve as a device to determine what additional action is appropriate.

**Draft Draft Draft Draft Draft Draft Draft Draft Draft**

**Resolution on  
TEXTBOOKS**

For Possible Consideration by the Montana Board of Regents

In order to assist students with the significant increase in textbook costs, the Montana Board of Regents adopts the following resolution that:

- encourages bookstore managers throughout the Montana University System to work together to share “best practices” and provide students with the information and tools to make good purchasing decisions;
- encourages the campuses of the Montana University System to explore incentives that reward faculty for early textbook adoption and penalize them for late adoption; the incentives should include a process to provide faculty with more information on textbook prices, market resale projections, and substantive content differences and suggested alternative texts if available;
- supports the efforts of bookstore managers and their professional organizations to encourage publishers to “debundle” textbook-related materials, to produce new editions only when necessary, to fully disclose the percentage of new material in new editions, and to move forward on intellectual property discussions;
- recommends that at least one copy of every required textbook be put on reserve in the campus library;
- recommends that student governments consider including, in their faculty evaluations, questions about the use and value of required textbooks, if that information is not already collected.

In addition, the Montana Board of Regents should consider the importance and need for system-wide policies concerning textbooks. Two possible policies include:

- the disclosure and publication of all ISBN numbers for required textbooks;
- adoption of a policy governing faculty authors who require their textbooks or other personally-created materials in their classes.

**Draft Draft Draft Draft Draft Draft Draft Draft Draft**



**College of Nursing**

<b>Main Campus</b> Sherrick Hall P.O. Box 173560 Bozeman, MT 59717-3560 Phone (406) 994-3783 Fax (406) 994-6020	<b>Billings Campus</b> 1500 University Drive MSU-Billings Campus Box 574 Billings, MT 59101 Phone (406) 657-2912 Fax (406) 657-1715	<b>Great Falls Campus</b> 400 15th Ave. South, Suite 106 Great Falls, MT 59405 Phone (406) 771-4450 Fax (406) 771-4449	<b>Missoula Campus MB2961</b> 32 Campus Drive #7416 Missoula, MT 59812-7416 Phone (406) 243-6515 Fax (406) 243-5745
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***Making Montana healthier through excellence in Nursing Education.***

May 10, 2005

Linda Hunt, PhD, OTR  
Director, Training for Health and Education Opportunities  
Flathead Valley Community College  
777 Grandview Drive  
Kalispell, MT 59901

Dear Dr. Hunt:

Thank you for sharing the study conducted by Flathead Valley Community College to determine the feasibility of establishing a Practical Nursing Program. There is definitely a need for additional Licensed Practical Nurses. The program, as you describe it, should not impact our ability to continue with the Montana State University-Bozeman offerings in the Kalispell area. The clinical areas of greatest concern are the specialty areas of pediatrics, obstetrics and psychiatric nursing. If you place your students in these settings in the summer, we should not be in competition.

Sincerely,

A handwritten signature in cursive script, appearing to read "E. Nichols".

Elizabeth G. Nichols, DNS, RN, FAAN  
Dean and Professor



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

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46 N Last Chance Gulch ♦ PO Box 203201 ♦ Helena, Montana 59620-3201  
(406)444-6570 ♦ FAX (406)444-1469

**TO:** Members of the Budget and Audit Oversight Committee  
**FROM:** Mick Robinson  
**DATE:** November 1, 2005  
**SUBJECT:** Report from the Associate Commissioner for Fiscal Affairs

Beginning with the November 2005 Board of Regents meeting, I am proposing, as an agenda item for the Budget and Audit Oversight Committee meeting, a short report from the Associate Commissioner for Fiscal Affairs. My intent is to include within the report all items, of a non-controversial nature, that can be dealt with in an expeditious manner. Consultation with the Chair of the Committee will take place prior to finalizing the report.

I would anticipate making a very few comments regarding each item. These items will have been reviewed thoroughly by OCHE staff and recommended for adoption by the Board, if such an action is necessary. Obviously, Board members are free to ask questions and/or ask for further comment, if they so desire.

**Report of the Associate Commissioner for Fiscal Affairs – November 16, 2005**

1. Audit Reports received:
  - University Procard Use 15P-02 (Performance Audit) – one recommendation
  - University of Montana 05-12 (Financial-Related) – two recommendations
  - Montana State University 05-13 (Financial-Related) – one recommendation
2. Montana University System – Athletic Reports – Action Item: Move the Athletic Reports to the January Board of Regents meeting in future years.
3. Fall Enrollment Numbers, Estimated Revenue Shortfalls & Estimated General Fund Reversion
4. Deficit Reduction Report – MSUN
5. Governor's Scholarship Program – ITEM 129-102-R1105 – Approval of the proposed Governor's Postsecondary Scholarship Program Policies

I would appreciate your feedback regarding the inclusion and exclusion of items. I in no way want to hinder discussion, but rather save the limited time of the committee members for more appropriate discussion items.



**MONTANA UNIVERSITY SYSTEM**  
**Office of the Commissioner of Higher Education**

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2500 Broadway ♦ PO Box 203101 ♦ Helena, Montana 59620-3101 ♦ (406)444-6570 ♦ FAX (406)444-1469

**MEMORANDUM**

**TO:** The Board of Regents

**FROM:** Pam Joehler  
Director of Budget and Accounting

**DATE:** November 1, 2005

**RE:** Montana University System – Athletic Reports

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Enclosed are the FY05 Montana University System (MUS) reports related to intercollegiate athletics (ICA). The following system-wide summaries are included:

- ❑ Intercollegiate athletics revenue and expenditures by sport,
- ❑ Intercollegiate athletics revenue and expenditures by campus,
- ❑ Athletics financial aid expenditures, by campus
- ❑ Student athlete information, including participation by Sport, graduation rates, and grade point averages.

In addition, each campus provided details of its ICA activity and those reports are included with this memo as well.

**FISCAL YEAR 2005 SUMMARY**

The collective financial resources from all sources committed for athletics in the MUS is significant: \$32.2 million in revenue and \$29.3 million in expenditures, for a one-year, non-cumulative operating surplus for fiscal year 2005 of \$2.9 million.

System-wide, financial operating results were reported mixed, but an improvement over last year: two campuses, MSU-Northern and Montana Tech, reported small operating losses from all sources in fiscal 2005, while the remaining four campuses reported operating surpluses from all sources.

Of the \$32.2 million in total revenue, \$13.2 million, or 41 percent, came from direct institutional support, including state appropriated funds for fee waivers and current operations of the athletics department, transfers or allocations made in support of athletics. The second largest revenue source was from ticket sales, which accounted for \$5.4 million in revenue, or 17 percent of total

revenue. Other significant revenue sources include student fees and contributions, which collectively added \$4.7 million, or almost 15 percent to total revenue.

On the expenditure side, Coaching and support staff salaries and benefits was the largest expense with \$8.5 million of the \$29.3 million in expenditures, approximately 29 percent of total expenditures. Athletics Student Aid was a close second with \$7.7 million, about 26 percent of total expenditures. Other significant expenditures included team travel and direct facilities, maintenance, and rental, which collectively required \$5.2 million, or 18 percent of total expenditures.

Football brought in the most revenue and required most resources (\$8.8 million) in fiscal year 2005, however, that sport made money on the system level. Men's and Women's Basketball were other significant sports, together costing about \$5.8 million, and yielding An operating deficit in fiscal year 2005. All Other Sports, as a group, also realized an operating deficit on the system level in fiscal year 2005.

*External Revenue and Expenditures* – The \$2.7 million of Total Revenues over Total Expenditures at the University of Montana is largely driven by external funds that are not controlled by the University. These external funds include contributions made to the University of Montana Foundation and Scholarship Association that are restricted for specific athletic program purposes, such as scholarships. In addition, some of the external revenue that was collected in FY05 is scholarship association dues and is intended for athletes' scholarships in FY06.

External Revenues and Expenditures is an area in the financial summary that may be impacted by differing business practices among the campuses and/or differing interpretation of where to report external support. We will continue to work with the campuses so future reports to the Regents are more consistently reported.

## **STUDENT ATHLETES**

Nearly 1,500 athletes participated in 21 intercollegiate sports in 2004-05<sup>1</sup>. Approximately 63 percent of the athletes are male and 61 percent of the athletes are Montana residents.

At all campuses, graduation rates of student athletes (overall) exceed graduation rates of the general student population (overall). Academic performance in school improved from last year, with four campuses reporting student athletes with higher grade point averages than the general student population.

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<sup>1</sup> Duplicated count. Some athletes participate in more than one sport. Not all campuses provided an unduplicated count of athletes.

**THE MONTANA UNIVERSITY SYSTEM  
INTERCOLLEGIATE ATHLETICS**

**STATEMENT OF REVENUES AND EXPENDITURES, BY CAMPUS  
FOR THE YEAR ENDED JUNE 30, 2005 (unaudited)**

Ln	Item	MSU BOZEMAN	MSU BILLINGS	MSU NORTHERN	UM MISSOULA	MT TECH OF UM	UM WESTERN	TOTAL FY2005
<b>REVENUE</b>								
1	Ticket Sales	\$ 1,249,577	\$ 52,512	\$ 21,189	\$ 4,034,371	\$ 18,709	\$ 14,457	\$ 5,390,815
2	Student Fees	\$ 1,086,900	\$ 309,628	\$ 39,461	\$ 677,373	\$ 111,703	\$ 52,921	\$ 2,277,986
3	Guarantees	\$ 251,000	\$ 15,900	\$ 7,002	\$ 94,500	\$ 64,777	\$ 36,200	\$ 469,379
4	Contributions (Sch. 1)	\$ 778,111	\$ 234,348	\$ 165,274	\$ 1,199,590	\$ 7,626	\$ 60,147	\$ 2,445,096
5	Third-Party Support	\$ -	\$ -	\$ -	\$ 353,442	\$ 10,845	\$ -	\$ 364,287
6	Direct State or Other Government Support	\$ -	\$ -	\$ 752,712	\$ 40,000	\$ -	\$ -	\$ 792,712
7	Direct Institutional Support (Sch. 2)	\$ 4,886,775	\$ 1,486,739	\$ 466,069	\$ 3,791,685	\$ 914,989	\$ 845,530	\$ 12,391,787
8	Indirect Facilities and Administrative Support	\$ 120,000	\$ -	\$ -	\$ 210,274	\$ -	\$ -	\$ 330,274
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 433,817	\$ 53,824	\$ 519	\$ 874,746	\$ 7,036	\$ -	\$ 1,369,943
10	Broadcast Television, Radio and Internet Rights	\$ 26,214	\$ -	\$ -	\$ 80,312	\$ -	\$ -	\$ 106,526
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 73,308	\$ 8,469	\$ -	\$ 199,991	\$ -	\$ 14,655	\$ 296,423
12	Royalties, Advertisements and Sponsorships	\$ 915,769	\$ 123,106	\$ 30,472	\$ 615,567	\$ -	\$ -	\$ 1,684,914
13	Sports-Camp Revenues	\$ 266,251	\$ 51,400	\$ 32,130	\$ 44,629	\$ 72,492	\$ 66,657	\$ 533,558
14	Endowment and Investment Income	\$ 5,338	\$ -	\$ -	\$ 3,164	\$ -	\$ -	\$ 8,502
15	Other	\$ 247,862	\$ 2,875	\$ 121	\$ 233,613	\$ -	\$ 520	\$ 484,990
16	<b>Total Institutional Revenue</b>	\$ 10,340,923	\$ 2,338,801	\$ 1,514,950	\$ 12,453,255	\$ 1,208,177	\$ 1,091,087	\$ 28,947,193
16a	<b>Total External Revenue (Sch 3)</b>	\$ 197,938	\$ 16,720	\$ -	\$ 2,887,278	\$ 95,082	\$ 67,494	\$ 3,264,512
16b	<b>TOTAL REVENUE</b>	\$ 10,538,861	\$ 2,355,521	\$ 1,514,950	\$ 15,340,533	\$ 1,303,259	\$ 1,158,581	\$ 32,211,705
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 2,972,995	\$ 726,689	\$ 612,710	\$ 2,446,194	\$ 491,395	\$ 452,118	\$ 7,702,102
18	Guarantees	\$ 158,573	\$ 35,825	\$ 6,930	\$ 243,187	\$ 63,798	\$ 1,000	\$ 509,312
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 1,792,757	\$ 495,379	\$ 297,157	\$ 1,615,230	\$ 246,991	\$ 256,835	\$ 4,704,350
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ 307,892	\$ -	\$ -	\$ 307,892
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 1,333,595	\$ 320,651	\$ 118,835	\$ 1,565,218	\$ 53,239	\$ 47,468	\$ 3,439,007
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ 45,550	\$ -	\$ -	\$ 45,550
23	Severance Payments	\$ 61,208	\$ 12,973	\$ -	\$ 41,287	\$ 6,273	\$ -	\$ 121,740
24	Recruiting	\$ 272,127	\$ 19,733	\$ 29,033	\$ 166,628	\$ 2,432	\$ 3,229	\$ 493,182
25	Team Travel	\$ 754,533	\$ 363,429	\$ 171,214	\$ 810,121	\$ 139,981	\$ 152,059	\$ 2,391,337
26	Equipment, Uniforms and Supplies	\$ 279,323	\$ 25,252	\$ 79,133	\$ 228,064	\$ 67,688	\$ 66,248	\$ 745,709
27	Game Expenses	\$ 202,205	\$ 40,717	\$ 16,102	\$ 1,229,813	\$ 22,358	\$ 29,337	\$ 1,540,532
28	Fund Raising, Marketing and Promotion	\$ 209,254	\$ 73,852	\$ 12,837	\$ 39,300	\$ -	\$ 8,686	\$ 343,928
29	Sports Camp Expenses	\$ 117,150	\$ -	\$ 15,125	\$ 24,912	\$ 65,914	\$ 28,940	\$ 252,041
30	Direct Facilities, Maintenance, and Rental	\$ 958,040	\$ 19,106	\$ 12,424	\$ 1,847,480	\$ 4,561	\$ 1,175	\$ 2,842,786
31	<b>Spirit Groups</b>	\$ 102,737	\$ 45,590	\$ -	\$ 76,024	\$ -	\$ -	\$ 224,351
32	Indirect Facilities and Administrative Support	\$ 120,000	\$ -	\$ -	\$ 210,274	\$ -	\$ -	\$ 330,274
33	Medical Expenses and Medical Insurance	\$ 168,970	\$ 69,883	\$ 74,299	\$ 176,657	\$ 54,019	\$ 8,312	\$ 552,139
34	Memberships and Dues	\$ 43,254	\$ 8,400	\$ 6,490	\$ 45,896	\$ 840	\$ 10,050	\$ 114,930
35	Other Operating Expenses	\$ 515,880	\$ 80,752	\$ 66,034	\$ 617,961	\$ (9,433)	\$ 23,487	\$ 1,294,680
36	<b>Total Institutional Operating Expenses</b>	\$ 10,062,600	\$ 2,338,231	\$ 1,518,323	\$ 11,737,689	\$ 1,210,057	\$ 1,088,944	\$ 27,955,843
36a	<b>Total External Operating Expenses (Sch 3)</b>	\$ 197,938	\$ 16,720	\$ -	\$ 949,470	\$ 95,082	\$ 67,494	\$ 1,326,704
36b	<b>TOTAL EXPENSES</b>	\$ 10,260,537	\$ 2,354,951	\$ 1,518,323	\$ 12,687,159	\$ 1,305,139	\$ 1,156,438	\$ 29,282,547
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ 278,323	\$ 570	\$ (3,374)	\$ 715,567	\$ (1,880)	\$ 2,143	\$ 991,350
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ 278,323	\$ 570	\$ (3,374)	\$ 2,653,374	\$ (1,880)	\$ 2,143	\$ 2,929,157

**MONTANA UNIVERSITY SYSTEM**  
**INTERCOLLEGIATE ATHLETICS, SUMMARY BY SPORT**  
**FOR THE YEAR ENDING JUNE 30, 2005 (unaudited)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales	\$ 4,281,736	\$ 616,820	\$ 353,637	\$ 36,746	\$ 101,878	\$ 5,390,816	\$ 5,122,306
2	Student Fees	\$ 499,899	\$ 179,512	\$ 169,009	\$ 647,142	\$ 782,425	\$ 2,277,986	\$ 2,531,078
3	Guarantees	\$ 231,000	\$ 225,222	\$ 4,200	\$ 8,957	\$ -	\$ 469,379	\$ 786,430
4	Contributions (Sch. 1)	\$ 839,130	\$ 256,209	\$ 241,720	\$ 759,483	\$ 348,554	\$ 2,445,096	\$ 2,445,305
5	Third-Party Support	\$ 123,687	\$ 80,300	\$ 80,650	\$ 34,100	\$ 45,550	\$ 364,287	\$ 381,630
6	Direct State or Other Government Support	\$ 176,538	\$ 88,240	\$ 90,265	\$ 224,421	\$ 213,249	\$ 792,712	\$ 762,274
7	Direct Institutional Support (Sch. 2)	\$ 2,663,783	\$ 1,201,419	\$ 1,188,203	\$ 3,259,745	\$ 4,078,638	\$ 12,391,787	\$ 13,112,479
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ 330,274	\$ 330,274	\$ 333,357
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 486,489	\$ 243,037	\$ 117,055	\$ 221,341	\$ 302,021	\$ 1,369,943	\$ 797,853
10	Broadcast Television, Radio and Internet Rights	\$ 64,862	\$ 7,000	\$ 8,450	\$ -	\$ 26,214	\$ 106,526	\$ 73,600
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 165,437	\$ 26,175	\$ 15,920	\$ 5,913	\$ 82,979	\$ 296,423	\$ 276,126
12	Royalties, Advertisements and Sponsorships	\$ 127,525	\$ 106,518	\$ 77,209	\$ 55,518	\$ 1,318,143	\$ 1,684,914	\$ 1,418,378
13	Sports-Camp Revenues	\$ 127,361	\$ 66,625	\$ 49,271	\$ 202,039	\$ 88,262	\$ 533,558	\$ 505,653
14	Endowment and Investment Income	\$ -	\$ -	\$ 50	\$ 5,338	\$ 3,114	\$ 8,502	\$ 2,410
15	Other	\$ 190,630	\$ 4,716	\$ 4,543	\$ 21,384	\$ 263,717	\$ 484,990	\$ 222,414
16	<b>Total Institutional Revenue</b>	\$ 9,978,076	\$ 3,101,792	\$ 2,400,182	\$ 5,482,127	\$ 7,985,016	\$ 28,947,195	\$ 28,771,293
16a	<b>Total External Revenue (Sch 3)</b>	\$ 454,791	\$ 165,969	\$ 70,268	\$ 139,977	\$ 2,433,507	\$ 3,264,512	\$ 3,014,872
16b	<b>TOTAL REVENUE</b>	\$ 10,432,867	\$ 3,267,761	\$ 2,470,450	\$ 5,622,104	\$ 10,418,523	\$ 32,211,706	\$ 31,786,165
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 2,709,217	\$ 933,833	\$ 800,673	\$ 3,107,958	\$ 150,422	\$ 7,702,102	\$ 8,536,849
18	Guarantees	\$ 264,500	\$ 173,032	\$ 37,223	\$ 16,932	\$ 17,625	\$ 509,312	\$ 476,920
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 1,528,847	\$ 788,104	\$ 695,115	\$ 1,568,828	\$ 123,456	\$ 4,704,350	\$ 4,803,016
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ 117,692	\$ 77,550	\$ 79,550	\$ 33,100	\$ -	\$ 307,892	\$ 317,550
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 82,318	\$ 37,722	\$ 33,052	\$ 48,352	\$ 3,237,562	\$ 3,439,007	\$ 3,614,164
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ 45,550	\$ 45,550	\$ 47,450
23	Severance Payments	\$ 21,969	\$ 738	\$ 56,977	\$ 11,202	\$ 30,855	\$ 121,740	\$ -
24	Recruiting	\$ 198,103	\$ 126,648	\$ 53,865	\$ 91,589	\$ 22,978	\$ 493,182	\$ 525,976
25	Team Travel	\$ 557,832	\$ 399,418	\$ 366,118	\$ 1,052,859	\$ 15,110	\$ 2,391,337	\$ 2,667,546
26	Equipment, Uniforms and Supplies	\$ 300,246	\$ 62,363	\$ 54,684	\$ 190,848	\$ 137,568	\$ 745,709	\$ 793,139
27	Game Expenses	\$ 799,619	\$ 287,052	\$ 306,220	\$ 103,312	\$ 44,329	\$ 1,540,532	\$ 948,235
28	Fund Raising, Marketing and Promotion	\$ 22,116	\$ 9,041	\$ 13,927	\$ 4,771	\$ 294,073	\$ 343,928	\$ 168,405
29	Sports Camp Expenses	\$ 55,908	\$ 33,757	\$ 25,180	\$ 108,255	\$ 28,940	\$ 252,040	\$ 418,927
30	Direct Facilities, Maintenance, and Rental	\$ 1,586,672	\$ 3,966	\$ 1,436	\$ 26,487	\$ 1,224,226	\$ 2,842,786	\$ 1,605,094
31	Spirit Groups	\$ 26,650	\$ 4,200	\$ 4,400	\$ -	\$ 189,101	\$ 224,351	\$ 41,000
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ 330,274	\$ 330,274	\$ 360,578
33	Medical Expenses and Medical Insurance	\$ 33,550	\$ 8,188	\$ 4,681	\$ 10,050	\$ 495,670	\$ 552,139	\$ 588,432
34	Memberships and Dues	\$ 2,805	\$ 3,115	\$ 1,910	\$ 8,241	\$ 98,859	\$ 114,930	\$ 104,494
35	Other Operating Expenses	\$ 176,241	\$ 76,411	\$ 64,397	\$ 125,787	\$ 851,844	\$ 1,294,680	\$ 1,734,038
36	<b>Total Institutional Operating Expenses</b>	\$ 8,484,284	\$ 3,025,139	\$ 2,599,408	\$ 6,508,570	\$ 7,338,442	\$ 27,955,844	\$ 27,751,812
36a	<b>Total External Operating Expenses (Sch 3)</b>	\$ 328,308	\$ 97,578	\$ 48,522	\$ 120,643	\$ 731,652	\$ 1,326,704	\$ 1,075,622
36b	<b>TOTAL EXPENSES</b>	\$ 8,812,593	\$ 3,122,717	\$ 2,647,931	\$ 6,629,213	\$ 8,070,094	\$ 29,282,548	\$ 28,827,434
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ 1,493,792	\$ 76,653	\$ (199,226)	\$ (1,026,443)	\$ 646,574	\$ 991,351	\$ 1,019,480
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ 1,620,274	\$ 145,044	\$ (177,480)	\$ (1,007,109)	\$ 2,348,429	\$ 2,929,158	\$ 2,958,730



**MONTANA UNIVERSITY SYSTEM  
INTERCOLLEGIATE ATHLETICS, SUMMARY BY SPORT  
FOR THE YEAR ENDING JUNE 30, 2005 (unaudited)**

Ln	Item	TOTAL OTHER SPORTS	MEN'S GOLF	MEN'S TENNIS	MEN'S TRACK	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK
<b>REVENUE</b>									
1	Ticket Sales	\$ 36,746	\$ -	\$ -	\$ 854	\$ -	\$ -	\$ 6,289	\$ 854
2	Student Fees	\$ 647,142	\$ 13,462	\$ 28,840	\$ 90,413	\$ 30,251	\$ 57,680	\$ 23,667	\$ 123,579
3	Guarantees	\$ 8,957	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 4,500	\$ -
4	Contributions (Sch. 1)	\$ 759,483	\$ 4,500	\$ 41,990	\$ 117,008	\$ 65,484	\$ 82,480	\$ 56,587	\$ 162,616
5	Third-Party Support	\$ 34,100	\$ 500	\$ 3,875	\$ 1,550	\$ 3,100	\$ 3,875	\$ 8,050	\$ 1,550
6	Direct State or Other Government Support	\$ 224,421	\$ -	\$ -	\$ -	\$ 14,898	\$ -	\$ -	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 3,259,745	\$ 77,123	\$ 215,084	\$ 257,055	\$ 169,559	\$ 288,678	\$ 361,093	\$ 338,650
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 221,341	\$ -	\$ 9,208	\$ 32,589	\$ 18,811	\$ 22,791	\$ -	\$ 48,905
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 5,913	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 135	\$ -
12	Royalties, Advertisements and Sponsorships	\$ 55,518	\$ -	\$ 170	\$ 6,650	\$ 731	\$ 40	\$ 2,634	\$ 6,695
13	Sports-Camp Revenues	\$ 202,039	\$ -	\$ 36,971	\$ 5,718	\$ -	\$ 36,971	\$ 49,629	\$ 5,718
14	Endowment and Investment Income	\$ 5,338	\$ -	\$ -	\$ -	\$ 2,555	\$ 2,783	\$ -	\$ -
15	Other	\$ 21,384	\$ -	\$ -	\$ 533	\$ 1,152	\$ 15	\$ 15,568	\$ 471
16	<b>Total Institutional Revenue</b>	<b>\$ 5,482,127</b>	<b>\$ 96,085</b>	<b>\$ 336,138</b>	<b>\$ 512,369</b>	<b>\$ 307,042</b>	<b>\$ 495,312</b>	<b>\$ 528,152</b>	<b>\$ 689,037</b>
16a	<b>Total External Revenue (Sch 3)</b>	<b>\$ 139,977</b>	<b>\$ 3,221</b>	<b>\$ 2,919</b>	<b>\$ 9,912</b>	<b>\$ 26,962</b>	<b>\$ 3,259</b>	<b>\$ 21,069</b>	<b>\$ 10,692</b>
16b	<b>TOTAL REVENUE</b>	<b>\$ 5,622,104</b>	<b>\$ 99,306</b>	<b>\$ 339,057</b>	<b>\$ 522,281</b>	<b>\$ 334,004</b>	<b>\$ 498,571</b>	<b>\$ 549,221</b>	<b>\$ 699,729</b>
<b>EXPENSES</b>									
17	Athletics Student Aid	\$ 3,107,958	\$ 42,470	\$ 200,610	\$ 311,031	\$ 203,418	\$ 328,739	\$ 261,464	\$ 466,911
18	Guarantees	\$ 16,932	\$ 500	\$ -	\$ 452	\$ 500	\$ -	\$ 4,237	\$ 452
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 1,568,828	\$ 9,675	\$ 109,499	\$ 142,366	\$ 75,451	\$ 90,564	\$ 208,471	\$ 142,361
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ 33,100	\$ -	\$ 3,875	\$ 1,550	\$ 2,600	\$ 3,875	\$ 8,050	\$ 1,550
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 48,352	\$ -	\$ 8,022	\$ 383	\$ -	\$ 7,986	\$ 19,286	\$ 375
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Severance Payments	\$ 11,202	\$ 945	\$ -	\$ 543	\$ -	\$ -	\$ -	\$ 543
24	Recruiting	\$ 91,589	\$ 30	\$ 1,662	\$ 16,018	\$ 2,348	\$ 2,354	\$ 20,956	\$ 14,454
25	Team Travel	\$ 1,052,859	\$ 30,932	\$ 77,864	\$ 130,520	\$ 104,259	\$ 63,906	\$ 91,621	\$ 120,711
26	Equipment, Uniforms and Supplies	\$ 190,848	\$ 2,946	\$ 13,833	\$ 21,054	\$ 20,118	\$ 11,808	\$ 21,550	\$ 20,303
27	Game Expenses	\$ 103,312	\$ 5,882	\$ 2,301	\$ 5,038	\$ 2,777	\$ 1,428	\$ 16,839	\$ 4,911
28	Fund Raising, Marketing and Promotion	\$ 4,771	\$ 1,000	\$ 276	\$ -	\$ 108	\$ 264	\$ 57	\$ -
29	Sports Camp Expenses	\$ 108,255	\$ -	\$ 20,059	\$ 4,845	\$ -	\$ 20,059	\$ 24,912	\$ 4,845
30	Direct Facilities, Maintenance, and Rental	\$ 26,487	\$ -	\$ 2,534	\$ 5,240	\$ 327	\$ 1,644	\$ 5,847	\$ 5,123
31	Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	Medical Expenses and Medical Insurance	\$ 10,050	\$ 1,953	\$ 126	\$ 208	\$ 1,980	\$ 160	\$ 682	\$ 236
34	Memberships and Dues	\$ 8,241	\$ 105	\$ 550	\$ 938	\$ 321	\$ 490	\$ 550	\$ 658
35	Other Operating Expenses	\$ 125,787	\$ (353)	\$ 4,796	\$ 20,935	\$ 3,211	\$ 3,270	\$ 19,133	\$ 19,478
36	<b>Total Institutional Operating Expenses</b>	<b>\$ 6,508,570</b>	<b>\$ 96,085</b>	<b>\$ 446,005</b>	<b>\$ 661,121</b>	<b>\$ 417,420</b>	<b>\$ 536,548</b>	<b>\$ 703,656</b>	<b>\$ 802,911</b>
36a	<b>Total External Operating Expenses (Sch 3)</b>	<b>\$ 120,643</b>	<b>\$ 3,221</b>	<b>\$ 1,791</b>	<b>\$ 7,591</b>	<b>\$ 21,292</b>	<b>\$ 2,131</b>	<b>\$ 18,115</b>	<b>\$ 8,371</b>
36b	<b>TOTAL EXPENSES</b>	<b>\$ 6,629,213</b>	<b>\$ 99,306</b>	<b>\$ 447,796</b>	<b>\$ 668,712</b>	<b>\$ 438,712</b>	<b>\$ 538,679</b>	<b>\$ 721,770</b>	<b>\$ 811,282</b>
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		<b>\$ (1,026,443)</b>	<b>\$ -</b>	<b>\$ (109,867)</b>	<b>\$ (148,753)</b>	<b>\$ (110,378)</b>	<b>\$ (41,236)</b>	<b>\$ (175,504)</b>	<b>\$ (113,874)</b>
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		<b>\$ (1,007,109)</b>	<b>\$ -</b>	<b>\$ (108,739)</b>	<b>\$ (146,431)</b>	<b>\$ (104,708)</b>	<b>\$ (40,108)</b>	<b>\$ (172,549)</b>	<b>\$ (111,553)</b>

**MONTANA UNIVERSITY SYSTEM  
INTERCOLLEGIATE ATHLETICS, SUMMARY BY SPORT  
FOR THE YEAR ENDING JUNE 30, 2005 (unaudited)**

Ln	Item	WOMEN'S	
		VOLLEYBALL	ALL OTHERS
<b>REVENUE</b>			
1	Ticket Sales	\$ 23,532	\$ 5,218
2	Student Fees	\$ 136,734	\$ 142,517
3	Guarantees	\$ 2,557	\$ 900
4	Contributions (Sch. 1)	\$ 135,052	\$ 93,765
5	Third-Party Support	\$ 11,600	\$ -
6	Direct State or Other Government Support	\$ 73,618	\$ 135,904
7	Direct Institutional Support (Sch. 2)	\$ 788,756	\$ 763,747
8	Indirect Facilities and Administrative Support	\$ -	\$ -
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 52,179	\$ 36,857
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 2,558	\$ 3,220
12	Royalties, Advertisements and Sponsorships	\$ 33,542	\$ 5,057
13	Sports-Camp Revenues	\$ 49,444	\$ 17,590
14	Endowment and Investment Income	\$ -	\$ -
15	Other	\$ 126	\$ 3,518
16	<b>Total Institutional Revenue</b>	<b>\$ 1,309,698</b>	<b>\$ 1,208,293</b>
16a	<b>Total External Revenue (Sch 3)</b>	<b>\$ 24,920</b>	<b>\$ 37,023</b>
16b	<b>TOTAL REVENUE</b>	<b>\$ 1,334,619</b>	<b>\$ 1,245,316</b>
<b>EXPENSES</b>			
17	Athletics Student Aid	\$ 685,902	\$ 607,412
18	Guarantees	\$ 7,711	\$ 3,080
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 443,755	\$ 346,686
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ 11,600	\$ -
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 6,876	\$ 5,424
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -
23	Severance Payments	\$ 5,429	\$ 3,742
24	Recruiting	\$ 27,921	\$ 5,845
25	Team Travel	\$ 217,764	\$ 215,282
26	Equipment, Uniforms and Supplies	\$ 40,824	\$ 38,411
27	Game Expenses	\$ 48,430	\$ 15,705
28	Fund Raising, Marketing and Promotion	\$ 1,842	\$ 1,224
29	Sports Camp Expenses	\$ 26,875	\$ 6,661
30	Direct Facilities, Maintenance, and Rental	\$ 1,207	\$ 4,565
31	Spirit Groups	\$ -	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -
33	Medical Expenses and Medical Insurance	\$ 4,016	\$ 689
34	Memberships and Dues	\$ 2,185	\$ 2,445
35	Other Operating Expenses	\$ 33,901	\$ 21,415
36	<b>Total Institutional Operating Expenses</b>	<b>\$ 1,566,239</b>	<b>\$ 1,278,584</b>
36a	<b>Total External Operating Expenses (Sch 3)</b>	<b>\$ 21,109</b>	<b>\$ 37,023</b>
36b	<b>TOTAL EXPENSES</b>	<b>\$ 1,587,348</b>	<b>\$ 1,315,607</b>
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		<b>\$ (256,541)</b>	<b>\$ (70,291)</b>
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		<b>\$ (252,729)</b>	<b>\$ (70,291)</b>

**THE MONTANA UNIVERSITY SYSTEM  
INTERCOLLEGIATE ATHLETICS**

**STUDENT ATHLETE SUMMARY INFORMATION  
2004-05**

**THE MONTANA UNIVERSITY SYSTEM  
STUDENT ATHLETE INFORMATION SUMMARY  
2004 - 2005**

<b>Participation by Sport</b>	<b>Women Resident</b>	<b>Women Nonres</b>	<b>Men Resident</b>	<b>Men Nonres</b>	<b>Total</b>
EQUESTRIAN TEAM	10	6	3	0	19
FOOTBALL	0	0	315	193	508
MEN'S BASEBALL	0	0	5	11	16
MEN'S BB	0	0	57	39	96
MEN'S GOLF	0	0	19	7	26
MEN'S SKI	0	0	2	8	10
MEN'S SOCCER	0	0	6	15	21
MEN'S TENNIS	0	0	10	20	30
MEN'S TRACK	0	0	92	31	123
MEN'S WRESTLING	0	0	15	22	37
MEN'S XCOUNTRY	0	0	23	13	36
RODEO	20	5	23	7	55
WOMEN'S BB	71	29	0	0	100
WOMEN'S GOLF	30	5	0	0	35
WOMEN'S SKI	24	3	0	0	27
WOMEN'S SOCCER	14	33	0	0	47
WOMEN'S SOFTBALL	12	7	0	0	19
WOMEN'S TENNIS	7	24	0	0	31
WOMEN'S TRACK'	79	49	0	0	128
WOMEN'S VB	49	33	0	0	82
WOMEN'S XCOUNTRY	24	14	0	0	38
<b>TOTAL PARTICIPANTS<sup>1</sup></b>	<b>340</b>	<b>208</b>	<b>570</b>	<b>366</b>	<b>1484</b>

<sup>1</sup>Athletes that participate in more than one sport are duplicated in this table.

<b>Total by Gender</b>	<b>Number</b>	<b>% of Total</b>
No. and % Women	548	37%
No. and % Men	936	63%
Total Participants	1484	100%

<b>Total by Residency</b>	<b>Number</b>	<b>% of Total</b>
No. and % Residents	910	61%
No. and % Non-residents	574	39%
Total Participants	1484	100%

<b>Graduation Rates</b>	<b>Athletes Exceed General Student Population?</b>	<b>GPA'S</b>	<b>Athletes Exceed General Student Population?</b>
MSU-Bozeman	YES	MSU-Bozeman	YES
MSU-Billings	YES	MSU-Billings	YES
MSU-Northern	YES	MSU-Northern	NO
UM-Missoula	YES	UM-Missoula	YES
Montana Tech	YES	Montana Tech	YES
UM-Western	YES	UM-Western	NO

MONTANA UNIVERSITY SYSTEM  
INTERCOLLEGIATE ATHLETICS

MONTANA UNIVERSITY SYSTEM INTERCOLLEGIATE ATHLETICS ATHLETICS FINANCIAL AID SUMMARY AS OF JUNE 30, 2005 (unaudited)										
CAMPUS	FEE WAIVERS			Nonresident Waivers			OTHER FINANCIAL AID			GRAND TOTALS
	Resident Waivers		Total	Nonresident Waivers		Total	Women	Men	Total	
	Women	Men		Women	Men					
MSU-BOZEMAN <sup>1</sup>	244,981	412,660	689,377	464,800	743,959	1,208,759	381,593	615,522	1,074,859	2,972,995
MSU-BILLINGS	101,063	34,187	135,250	195,855	161,613	357,468	134,050	97,421	231,471	724,189
MSU-NORTHERN	88,025	186,698	274,724	89,841	101,504	191,345	42,339	104,302	146,641	612,710
UM-MISSOULA	95,836	177,856	273,692	504,736	640,385	1,145,121	422,386	602,526	1,024,912	2,443,725
MT TECH OF UM	94,926	291,379	386,305	37,747	56,498	94,245	-	-	0	480,550
UM-WESTERN	72,163	117,773	189,936	72,172	100,114	172,286	34,332	55,564	89,896	452,118
<b>TOTAL FINANCIAL AID</b>	<b>\$696,994</b>	<b>\$1,220,554</b>	<b>\$1,949,284</b>	<b>\$1,365,152</b>	<b>\$1,804,072</b>	<b>\$3,169,224</b>	<b>\$1,014,699</b>	<b>\$1,475,335</b>	<b>\$2,567,778</b>	<b>\$ 7,686,286</b>

<sup>1</sup> Bozeman totals include "Other" fee waivers and financial aid not reported by gender (\$109,480).

## **EXECUTIVE SUMMARY**

### **Montana State University – Bozeman**

### **Athletics Department – FY 2005**

MSU-Bozeman participates at the NCAA Division I level in all sports except Football, which participates in Division I-AA. Regionally, MSU-Bozeman is a member of the Big Sky Conference with the following institutions: Eastern Washington, Portland State, Sacramento State, Northern Arizona, University of Montana, Idaho State and Weber State.

The required minimum number of sports for this level of NCAA participation is 14. MSU-Bozeman meets this required minimum with 15 sports.

The MSU-Bozeman Athletics mission is consistent with that of the University, with the emphasis always on the “student” portion of Student-Athlete. The focus is to achieve success by providing a positive student experience as well as athletic experience, and at the same time produce a competitive athletic program. Athletics’ expectations are to maintain the current graduation rates and, at the same time, to produce increasingly-competitive athletic teams. This requires commitment from coaches, administrative staff, student-athletes and the University as a whole. Plans to reach these expectations include emphasis on the learning center, increased outreach to the student body and University Administration, as well as continual monitoring of fiscal affairs.

#### **Academic success of student-athletes**

Our primary goal is the education and academic success of student-athletes. MSU has a commitment to its student-athletes and their matriculation toward a degree. This commitment helps MSU to be in the forefront of the NCAA’s shifting focus towards graduation rates and retention of student-athletes, as demonstrated through bylaw changes the NCAA has recently enacted.

MSU student-athletes continue to achieve on the playing fields and in the classroom at an even higher success rate than the general student populace. These achievements are measured by their grade point average and graduation rates.

Montana State University won the Big Sky Conference's ultimate prize last spring, capturing the 2005 Sterling Bank Big Sky Conference President's Cup as the league's top school in academic and athletic performance over the previous academic year. The school's outstanding effort over the past year is punctuated by...

- \* Montana State's Big Sky Conference Championships in men's tennis and men's outdoor track and field
- \* Bobcat Athletics' second Big Sky Conference Men's All-Sports Trophy in the past three years
- \* A 3.08 cumulative grade point average posted by the school's nearly 300 student-athletes, the ninth consecutive semester with a GPA over 3.0
- \* MSU's standing as one of only three Big Sky schools to ever finish in the top three in the President's Cup standings

Montana State produced an ESPN The Magazine CoSIDA Academic All-America this spring, men's tennis star Marek Gebicki, and in the past five years has produced three NCAA Post-Graduate Scholarship winners, Four First Team Academic All-Americans in football alone, and NCAA Today's Top VIII and Academic All-America of the Year honoree Ryan Johnson, a

football standout. MSU has long stood as an example of success on producing success both in the classroom and on the field of competition.

Student-athletes are active in outreach programs such as Reading in Schools, Big Brother/Big Sisters and Eagle Mount. The Student-Athlete Advisory Committee is in the process of developing a Sportsmanship project to present in area elementary schools, as well as at Bozeman High School. This project has received positive support from the school principals and will include representatives from each sport.

## **Challenges**

FY 05 began with an operating deficit of \$406,000. During FY 05 that deficit decreased by approximately \$278,000, resulting with an operating deficit of \$128,000 MSU is committed to achieving financial stability within Athletics for the benefit of everyone involved or associated with the institution, community and state. Many different areas can take responsibility for the financial success of FY 05; the coaches and staff for maintaining and controlling expenses, additional revenues generated and the University for support and guidance.

As we continue to follow the June 04 plan we are committed to achieve financial stability for athletics. We continue with the original assumptions of the plan.

Certain assumptions include ticket sales levels for football, men's basketball, women's basketball and volleyball; increased giving to the scholarship association; increased corporate giving; staggered ticket price increases; changes in the giving and benefit levels; and increased University support. Student-athlete success in the classroom and team success on the playing fields can have a positive or negative effect on this plan, the effects of which can not be predicted with complete precision.

(June 04 Plan)

An evaluation of the current fiscal plan's assumptions show that we will exceed revenue projections for Football ticket sales, corporate sponsorships are on track and Athletic Scholarship Association giving is up at this time. Basketball season ticket sales are underway.

Each year, a minimum of 81% of the department's expenses are committed at the commencement of the fiscal year. This includes scholarships, compensation, and debt service. In addition, team travel and officials' fees are pre-determined when game schedules are set in the spring. Flexibility in adjusting expenses in response to revenue fluctuations, therefore, is minimal.

(June 04 Plan)

Based on an examination of the first quarter expenses in FY 2006 Athletics is meeting expectations.

The MSU Athletics budget has several stress points. The primary stress points are medical costs; fuel cost associated with travel, summer school scholarships; and debt service. To help to monitor the budget, a committee of the Vice President for Finance and Administration, Controller, Vice President for Student Affairs, Athletics Director and the Director of Athletic Business Operations meet bi-weekly to examine current and projected financial status of Athletics.

**MONTANA UNIVERSITY SYSTEM**  
**Montana State University - Bozeman**  
**ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales	\$ 870,734	\$ 221,681	\$ 39,051	\$ 16,234	\$ 101,878	\$ 1,249,577	\$ 1,364,424
2	Student Fees	\$ 432,381	\$ 93,729	\$ 93,729	\$ 467,061	\$ -	\$ 1,086,900	\$ 1,234,301
3	Guarantees	\$ 160,000	\$ 90,000	\$ -	\$ 1,000	\$ -	\$ 251,000	\$ 259,430
4	Contributions (Sch. 1)	\$ 326,426	\$ 64,704	\$ 52,431	\$ 262,030	\$ 72,521	\$ 778,111	\$ 802,000
5	Third-Party Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 917,597	\$ 249,842	\$ 243,006	\$ 885,999	\$ 2,590,331	\$ 4,886,775	\$ 4,960,101
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 120,000	\$ 120,000
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 137,048	\$ 55,218	\$ 37,361	\$ 196,219	\$ 7,972	\$ 433,817	\$ 359,181
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ 26,214	\$ 26,214	\$ 15,000
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 36,356	\$ 16,408	\$ 5,297	\$ 2,363	\$ 12,884	\$ 73,308	\$ 80,834
12	Royalties, Advertisements and Sponsorships	\$ 100,298	\$ 85,764	\$ 63,338	\$ 38,523	\$ 627,846	\$ 915,769	\$ 610,121
13	Sports-Camp Revenues	\$ 62,449	\$ 38,857	\$ 30,480	\$ 123,860	\$ 10,605	\$ 266,251	\$ 291,000
14	Endowment and Investment Income	\$ -	\$ -	\$ -	\$ 5,338	\$ -	\$ 5,338	\$ -
15	Other	\$ 5,666	\$ -	\$ 50	\$ 5,697	\$ 236,449	\$ 247,862	\$ 129,513
16	<b>Total Institutional Revenue</b>	\$ 3,048,956	\$ 916,203	\$ 564,743	\$ 2,004,323	\$ 3,806,700	\$ 10,340,924	\$ 10,225,905
16a	<b>Total External Revenue (Sch 3)</b>	\$ 82,212	\$ 27,172	\$ 3,964	\$ 30,480	\$ 54,110	\$ 197,938	\$ -
16b	<b>TOTAL REVENUE</b>	\$ 3,131,168	\$ 943,375	\$ 568,707	\$ 2,034,802	\$ 3,860,810	\$ 10,538,861	\$ 10,225,905
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 1,189,558	\$ 301,931	\$ 228,447	\$ 1,143,579	\$ 109,481	\$ 2,972,995	\$ 3,318,969
18	Guarantees	\$ 87,000	\$ 55,212	\$ 9,273	\$ 7,088	\$ -	\$ 158,573	\$ 231,680
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 655,852	\$ 279,523	\$ 211,928	\$ 532,709	\$ 112,746	\$ 1,792,757	\$ 1,776,910
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 22,984	\$ 1,702	\$ 1,382	\$ 18,435	\$ 1,289,092	\$ 1,333,595	\$ 1,473,531
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Severance Payments	\$ 3,757	\$ -	\$ 47,302	\$ 5,429	\$ 4,720	\$ 61,208	\$ -
24	Recruiting	\$ 129,089	\$ 56,352	\$ 34,228	\$ 39,480	\$ 12,978	\$ 272,127	\$ 291,686
25	Team Travel	\$ 188,321	\$ 109,755	\$ 68,729	\$ 383,550	\$ 4,177	\$ 754,533	\$ 783,989
26	Equipment, Uniforms and Supplies	\$ 158,052	\$ 15,956	\$ 22,326	\$ 76,777	\$ 6,211	\$ 279,323	\$ 285,043
27	Game Expenses	\$ 40,200	\$ 56,288	\$ 50,000	\$ 18,771	\$ 36,945	\$ 202,205	\$ 217,303
28	Fund Raising, Marketing and Promotion	\$ -	\$ -	\$ -	\$ -	\$ 209,254	\$ 209,254	\$ 30,580
29	Sports Camp Expenses	\$ (3,171)	\$ 26,143	\$ 20,088	\$ 74,089	\$ -	\$ 117,150	\$ 291,000
30	Direct Facilities, Maintenance, and Rental	\$ 684,262	\$ 531	\$ 25	\$ 3,155	\$ 270,067	\$ 958,040	\$ 118,789
31	Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ 102,737	\$ 102,737	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 120,000	\$ 147,221
33	Medical Expenses and Medical Insurance	\$ -	\$ -	\$ -	\$ -	\$ 168,970	\$ 168,970	\$ 151,424
34	Memberships and Dues	\$ 1,180	\$ 1,365	\$ 590	\$ 4,646	\$ 35,473	\$ 43,254	\$ 42,713
35	Other Operating Expenses	\$ 48,350	\$ 24,901	\$ 25,617	\$ 58,042	\$ 358,970	\$ 515,880	\$ 956,184
36	<b>Total Institutional Operating Expenses</b>	\$ 3,205,434	\$ 929,660	\$ 719,935	\$ 2,365,750	\$ 2,841,822	\$ 10,062,600	\$ 10,117,022
37A	<b>Total External Operating Expenses (Sch 3)</b>	\$ 82,212	\$ 27,172	\$ 3,964	\$ 30,480	\$ 54,110	\$ 197,938	\$ -
37B	<b>TOTAL EXPENSES</b>	\$ 3,287,645	\$ 956,831	\$ 723,899	\$ 2,396,230	\$ 2,895,933	\$ 10,260,537	\$ 10,117,022
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ (156,477)	\$ (13,457)	\$ (155,192)	\$ (361,427)	\$ 964,877	\$ 278,324	\$ 108,883
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ (156,477)	\$ (13,457)	\$ (155,192)	\$ (361,427)	\$ 964,877	\$ 278,324	\$ 108,883

**MONTANA UNIVERSITY SYSTEM**  
**Montana State University - Bozeman**  
**ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	TOTAL OTHER SPORTS	MEN'S TENNIS	MEN'S TRACK	MEN'S SKI	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SKI	WOMEN'S TRACK	WOMEN'S VOLLEYBALL
<b>REVENUE</b>										
1	Ticket Sales	\$ 16,234	\$ -	\$ 854	\$ -	\$ -	\$ -	\$ -	\$ 854	\$ 14,526
2	Student Fees	\$ 467,061	\$ 28,840	\$ 90,413	\$ 13,411	\$ 26,893	\$ 57,680	\$ 46,937	\$ 123,579	\$ 79,309
3	Guarantees	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
4	Contributions (Sch. 1)	\$ 262,030	\$ 16,133	\$ 50,576	\$ 7,502	\$ 15,069	\$ 32,265	\$ 26,256	\$ 69,128	\$ 45,101
5	Third-Party Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 885,999	\$ 56,191	\$ 117,269	\$ 47,150	\$ 60,520	\$ 128,847	\$ 127,330	\$ 177,567	\$ 171,125
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 196,219	\$ 9,208	\$ 28,632	\$ 5,981	\$ 18,811	\$ 22,791	\$ 22,006	\$ 48,905	\$ 39,884
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 2,363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,363
12	Royalties, Advertisements and Sponsorships	\$ 38,523	\$ 130	\$ 3,747	\$ 214	\$ 731	\$ -	\$ 214	\$ 3,910	\$ 29,577
13	Sports-Camp Revenues	\$ 123,860	\$ 34,721	\$ 5,718	\$ -	\$ -	\$ 34,721	\$ -	\$ 5,718	\$ 42,983
14	Endowment and Investment Income	\$ 5,338	\$ -	\$ -	\$ -	\$ 2,555	\$ 2,783	\$ -	\$ -	\$ -
15	Other	\$ 5,697	\$ -	\$ 478	\$ 263	\$ 1,152	\$ 15	\$ 3,254	\$ 416	\$ 120
16	<b>Total Institutional Revenue</b>	\$ 2,004,324	\$ 145,222	\$ 297,686	\$ 74,519	\$ 125,731	\$ 279,102	\$ 225,996	\$ 430,077	\$ 425,989
16a	<b>Total External Revenue (Sch 3)</b>	\$ 30,480	\$ 1,575	\$ 4,842	\$ 17	\$ 8,474	\$ 1,990	\$ 1,499	\$ 5,622	\$ 6,462
16b	<b>TOTAL REVENUE</b>	\$ 2,034,803	\$ 146,797	\$ 302,527	\$ 74,536	\$ 134,205	\$ 281,091	\$ 227,495	\$ 435,699	\$ 432,451
<b>EXPENSES</b>										
17	Athletics Student Aid	\$ 1,143,579	\$ 79,489	\$ 157,632	\$ 43,531	\$ 78,335	\$ 176,104	\$ 134,759	\$ 264,641	\$ 209,088
18	Guarantees	\$ 7,088	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,088
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 532,709	\$ 47,605	\$ 73,365	\$ 58,646	\$ 25,047	\$ 28,671	\$ 65,800	\$ 73,362	\$ 160,214
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 18,435	\$ 7,970	\$ 342	\$ -	\$ -	\$ 7,970	\$ -	\$ 342	\$ 1,812
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Severance Payments	\$ 5,429	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,429
24	Recruiting	\$ 39,480	\$ 931	\$ 10,248	\$ 80	\$ 2,348	\$ 314	\$ 915	\$ 7,891	\$ 16,753
25	Team Travel	\$ 383,550	\$ 39,415	\$ 81,801	\$ 16,898	\$ 38,461	\$ 28,608	\$ 25,146	\$ 79,957	\$ 73,265
26	Equipment, Uniforms and Supplies	\$ 76,777	\$ 6,240	\$ 15,517	\$ 3,818	\$ 9,969	\$ 4,874	\$ 8,070	\$ 15,470	\$ 12,819
27	Game Expenses	\$ 18,771	\$ 581	\$ 1,610	\$ -	\$ 300	\$ 475	\$ -	\$ 1,605	\$ 14,200
28	Fund Raising, Marketing and Promotion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sports Camp Expenses	\$ 74,089	\$ 20,059	\$ 4,845	\$ -	\$ -	\$ 20,059	\$ -	\$ 4,845	\$ 24,282
30	Direct Facilities, Maintenance, and Rental	\$ 3,155	\$ -	\$ 586	\$ 698	\$ -	\$ 140	\$ 799	\$ 586	\$ 346
31	Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	Medical Expenses and Medical Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
34	Memberships and Dues	\$ 4,646	\$ 305	\$ 463	\$ 1,019	\$ 106	\$ 245	\$ 1,316	\$ 483	\$ 710
35	Other Operating Expenses	\$ 58,042	\$ 2,290	\$ 12,729	\$ 1,617	\$ 2,461	\$ 1,352	\$ 6,557	\$ 12,141	\$ 18,897
36	<b>Total Institutional Operating Expenses</b>	\$ 2,365,750	\$ 204,883	\$ 359,137	\$ 126,306	\$ 157,027	\$ 268,810	\$ 243,363	\$ 461,322	\$ 544,901
37A	<b>Total External Operating Expenses (Sch 3)</b>	\$ 30,480	\$ 1,575	\$ 4,842	\$ 17	\$ 8,474	\$ 1,990	\$ 1,499	\$ 5,622	\$ 6,462
37B	<b>TOTAL EXPENSES</b>	\$ 2,396,230	\$ 206,459	\$ 363,979	\$ 126,322	\$ 165,501	\$ 270,800	\$ 244,863	\$ 466,943	\$ 551,363
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ (361,426)	\$ (59,661)	\$ (61,451)	\$ (51,786)	\$ (31,296)	\$ 10,291	\$ (17,367)	\$ (31,244)	\$ (118,911)
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ (361,426)	\$ (59,661)	\$ (61,451)	\$ (51,786)	\$ (31,296)	\$ 10,291	\$ (17,367)	\$ (31,244)	\$ (118,911)



**FOOTNOTES TO STATEMENT OF REVENUES AND EXPENSES:**

**MONTANA UNIVERSITY SYSTEM**  
**Montana State University - Bozeman**  
**ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006	TOTAL OTHER SPORTS
<b>Supplemental Schedule 1</b>								
<b>Contributions</b>								
Tradeouts				\$ -		\$ -		\$ -
Athletic Scholarship Association	\$ 241,869	\$ 52,431	\$ 52,431	\$ 261,294		\$ 608,025	\$ 684,000	\$ 261,294
Foundation	\$ 25			\$ -		\$ 25		\$ -
Other - List:				\$ -		\$ -		\$ -
Misc Restricted Gifts				\$ 736	\$ 72,521	\$ 73,257		\$ 736
Booster Team Clubs	\$ 84,532	\$ 12,273		\$ -		\$ 96,805	\$ 118,000	\$ -
				\$ -		\$ -		\$ -
<b>Total Contributions</b>	<b>\$ 326,426</b>	<b>\$ 64,704</b>	<b>\$ 52,431</b>	<b>\$ 262,030</b>	<b>\$ 72,521</b>	<b>\$ 778,111</b>	<b>\$ 802,000</b>	<b>\$ 262,030</b>

**Supplemental Schedule 2**  
**Direct Institutional Support**

State Appropriated Fee Waivers - Athletes	\$ 782,749	\$ 192,705	\$ 136,008	\$ 754,941		\$ 1,866,403	\$ 2,038,447	\$ 754,941
State Appropriated Fee Waivers - Others				\$ -	\$ 31,737	\$ 31,737		\$ -
State Appropriated Other:	\$ -	\$ -	\$ 49,945	\$ -	\$ -	\$ 49,945	\$ 2,921,654	\$ -
Salaries/Compensation				\$ -	\$ 2,122,540	\$ 2,122,540		\$ -
Benefits	\$ 134,848	\$ 57,137	\$ 57,053	\$ 131,058	\$ 318,656	\$ 698,752		\$ 131,058
Transfers In - List Fund:				\$ -		\$ -		\$ -
Fund #439356/Index#439301				\$ -	\$ 9,452	\$ 9,452		\$ -
Fund #439356/Index#439326				\$ -	\$ 34,310	\$ 34,310		\$ -
Fund #439356/Index#439344				\$ -	\$ 73,636	\$ 73,636		\$ -
				\$ -		\$ -		\$ -
<b>Total Direct Institutional Support</b>	<b>\$ 917,597</b>	<b>\$ 249,842</b>	<b>\$ 243,006</b>	<b>\$ 885,999</b>	<b>\$ 2,590,331</b>	<b>\$ 4,886,775</b>	<b>\$ 4,960,101</b>	<b>\$ 885,999</b>

**Supplemental Schedule 3**  
**Schedule of External Revenue and Expense\***

<u>Revenue Sources (List)</u>								
Booster Coaches Accounts	\$ 46,547	\$ 14,537	\$ 392	\$ 21,095	\$ 20,302	\$ 102,873		\$ 21,095
Other-list				\$ -		\$ -		\$ -
Paid by ASA for Work Study					\$ 4,182	\$ 4,182		
Transfer from ASA Acct for Skybox					\$ 5,000	\$ 5,000		
Courtesy Cars	\$ 34,748	\$ 12,570	\$ 2,516	\$ 6,899	\$ 15,508	\$ 72,242		\$ 6,899
Booster Trade	\$ 916	\$ 65	\$ 1,057	\$ 2,485	\$ 9,118	\$ 13,641		\$ 2,485
<b>Total External Revenue</b>	<b>\$ 82,212</b>	<b>\$ 27,172</b>	<b>\$ 3,964</b>	<b>\$ 30,480</b>	<b>\$ 54,110</b>	<b>\$ 197,938</b>	<b>\$ -</b>	<b>\$ 30,480</b>

<u>Expenditures</u>								
Coaches Other Compensation and Benefits				\$ -		\$ -		\$ -
Support Staff/Administrative								
Salaries Other Compensation and Benefits				\$ -		\$ -		\$ -
Other-list				\$ -	\$ 9,182	\$ 9,182		\$ -
Booster Coaches Accounts	\$ 46,547	\$ 14,537	\$ 392	\$ 21,095	\$ 20,302	\$ 102,873		\$ 21,095
Courtesy Cars	\$ 34,748	\$ 12,570	\$ 2,516	\$ 6,899	\$ 15,508	\$ 72,242		\$ 6,899
Booster Trade	\$ 916	\$ 65	\$ 1,057	\$ 2,485	\$ 9,118	\$ 13,641		\$ 2,485
<b>Total External Expenses</b>	<b>\$ 82,212</b>	<b>\$ 27,172</b>	<b>\$ 3,964</b>	<b>\$ 30,480</b>	<b>\$ 54,110</b>	<b>\$ 197,938</b>	<b>\$ -</b>	<b>\$ 30,480</b>

**MONTANA UNIVERSITY SYSTEM**  
**Montana State University - Bozeman**  
**ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	MEN'S TENNIS	MEN'S TRACK	MEN'S SKI	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SKI	WOMEN'S TRACK	WOMEN'S VOLLEYBALL
<b>Supplemental Schedule 1</b>								
<b>Contributions</b>								
Tradeouts								
Athletic Scholarship Association Foundation	\$ 16,133	\$ 50,576	\$ 7,502	\$ 15,069	\$ 32,265	\$ 26,256	\$ 69,128	\$ 44,365
Other - List:								
Misc Restricted Gifts							\$ 736	
Booster Team Clubs								
<b>Total Contributions</b>	<b>\$ 16,133</b>	<b>\$ 50,576</b>	<b>\$ 7,502</b>	<b>\$ 15,069</b>	<b>\$ 32,265</b>	<b>\$ 26,256</b>	<b>\$ 69,128</b>	<b>\$ 45,101</b>

**Supplemental Schedule 2**  
**Direct Institutional Support**

State Appropriated Fee Waivers - Athletes	\$ 48,037	\$ 100,288	\$ 32,840	\$ 52,714	\$ 120,376	\$ 105,865	\$ 160,586	\$ 134,235
State Appropriated Fee Waivers - Others								
State Appropriated Other:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries/Compensation								
Benefits	\$ 8,154	\$ 16,981	\$ 14,310	\$ 7,806	\$ 8,471	\$ 21,465	\$ 16,981	\$ 36,890
Transfers In - List Fund:								
Fund #439356/Index#439301								
Fund #439356/Index#439326								
Fund #439356/Index#439344								
<b>Total Direct Institutional Support</b>	<b>\$ 56,191</b>	<b>\$ 117,269</b>	<b>\$ 47,150</b>	<b>\$ 60,520</b>	<b>\$ 128,847</b>	<b>\$ 127,330</b>	<b>\$ 177,567</b>	<b>\$ 171,125</b>

**Supplemental Schedule 3**  
**Schedule of External Revenue and Expense\***

<b>Revenue Sources (List)</b>								
Booster Coaches Accounts	\$ 1,537	\$ 3,136	\$ -	\$ 7,857	\$ 1,990	\$ 1,482	\$ 3,717	\$ 1,375
Other-list								
Paid by ASA for Work Study								
Transfer from ASA Acct for Skybox								
Courtesy Cars	\$ -	\$ 959	\$ -	\$ 431	\$ -	\$ -	\$ 959	\$ 4,551
Booster Trade	\$ 38	\$ 746	\$ 17	\$ 187	\$ -	\$ 17	\$ 945	\$ 536
<b>Total External Revenue</b>	<b>\$ 1,575</b>	<b>\$ 4,842</b>	<b>\$ 17</b>	<b>\$ 8,474</b>	<b>\$ 1,990</b>	<b>\$ 1,499</b>	<b>\$ 5,622</b>	<b>\$ 6,462</b>
<b>Expenditures</b>								
Coaches Other Compensation and Benefits								
Support Staff/Administrative								
Salaries Other Compensation and Benefits								
Other-list								
Booster Coaches Accounts	\$ 1,537	\$ 3,136	\$ -	\$ 7,857	\$ 1,990	\$ 1,482	\$ 3,717	\$ 1,375
Courtesy Cars	\$ -	\$ 959	\$ -	\$ 431	\$ -	\$ -	\$ 959	\$ 4,551
Booster Trade	\$ 38	\$ 746	\$ 17	\$ 187	\$ -	\$ 17	\$ 945	\$ 536
<b>Total External Expenses</b>	<b>\$ 1,575</b>	<b>\$ 4,842</b>	<b>\$ 17</b>	<b>\$ 8,474</b>	<b>\$ 1,990</b>	<b>\$ 1,499</b>	<b>\$ 5,622</b>	<b>\$ 6,462</b>

MONTANA UNIVERSITY SYSTEM  
 Montana State University - Bozeman  
 ATHLETIC DEPARTMENT

Supplemental Schedule 4  
 Fund Balance Summary-Institutional Funds Only

Item	CURRENT UNRESTRICTED OPERATING #4S2001	GENERAL BENEFIT FUND #411201	FEE WAIVER ALLOCATION & USED CUF	FOUNDATION \$ TRANSFERRED FOR SCHOLARSHIPS	DESIGNATED FUND #439356	DESIGNATED FUND #439357	DESIGNATED FUND #439940	RESTRICTED GIFT FUND #423990	PLEDGED ATHLETIC EVENT PLANT FUND #495255	G & C FUND #426568	OTHER FUNDS-INDIRECT INSTITUTIONAL SUPPORT	TOTAL
<b>FISCAL 2005 ACTUAL (unaudited)</b>												
Revenue/Transfers In	\$ 2,172,485	\$ 698,751	\$ 1,898,141	\$ 5,338	\$ 4,587,211	\$ 257,782	\$ 138,913	\$ 26,058	\$ 630,000	\$ 4,182	\$ 120,000	\$ 10,538,861
Expenditures/Transfers Out	\$ 2,100,705	\$ 698,751	\$ 1,898,141	\$ 5,338	\$ 4,400,381	\$ 254,617	\$ 127,364	\$ 21,058	\$ 630,000	\$ 4,182	\$ 120,000	\$ 10,260,537
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	\$ 71,780	\$ -	\$ -	\$ -	\$ 186,830	\$ 3,164	\$ 11,550	\$ 5,000	\$ -	\$ -	\$ -	\$ 278,324
<b>BEGINNING FUND BALANCE</b>	\$ (496,780)	\$ -	\$ -	\$ -	\$ 66,070	\$ -	\$ 24,414	\$ -	\$ -	\$ -	\$ -	\$ (406,296)
<b>ENDING FUND BALANCE</b>	\$ (425,000)	\$ -	\$ -	\$ -	\$ 252,900	\$ 3,164	\$ 35,964	\$ 5,000	\$ -	\$ -	\$ -	\$ (127,972)
<b>FISCAL 2006 BUDGETED</b>												
Revenue/Transfers In	\$ 2,221,654	\$ 700,000	\$ 2,038,463	\$ -	\$ 4,639,822	\$ 265,303	\$ 100,650	\$ -	\$ 630,000	\$ 26,577	\$ 120,000	\$ 10,742,469
Expenditures/Transfers Out	\$ 2,183,499	\$ 700,000	\$ 2,038,463	\$ -	\$ 4,535,101	\$ 265,303	\$ 41,922	\$ 5,000	\$ 630,000	\$ 26,577	\$ 147,221	\$ 10,573,087
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	\$ 38,155	\$ -	\$ -	\$ -	\$ 104,721	\$ -	\$ 58,728	\$ (5,000)	\$ -	\$ -	\$ (27,221)	\$ 169,383
<b>BEGINNING FUND BALANCE</b>	\$ (425,000)	\$ -	\$ -	\$ -	\$ 252,900	\$ 3,164	\$ 35,964	\$ 5,000	\$ -	\$ -	\$ -	\$ (127,972)
<b>ENDING FUND BALANCE</b>	\$ (386,845)	\$ -	\$ -	\$ -	\$ 357,621	\$ 3,164	\$ 94,692	\$ -	\$ -	\$ -	\$ (27,221)	\$ 41,410

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BOZEMAN  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF PARTICIPATION BY SPORT  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	Unduplicated Count of Participants			Participants of Second or Third Sport		
	Women	Men	Total	Women	Men	Total
Basketball	13	14	27	0	0	0
Football	0	92	92	0	3	3
Golf	5	0	5	0	0	0
Skiing	27	10	37	0	0	0
Tennis	11	6	17	0	0	0
Cross Country	9	9	18	17	12	29
Indoor Track & Field	41	26	67	49	31	80
Outdoor Track & Field	43	38	81	47	33	80
Volleyball	14	0	14	0	0	0
<b>Totals</b>	<b>163</b>	<b>195</b>	<b>358</b>	<b>113</b>	<b>79</b>	<b>192</b>

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BOZEMAN  
INTERCOLLEGIATE ATHLETICS**

**GRADUATION RATES (six-year rate based on freshmen entering in 1998)**

	Women	Men	Total
<b>TOTAL STUDENT POPULATION*</b>	49.60%	45.20%	47.20%
<b>ALL ATHLETES</b>	78.30%	53.80%	65.30%

\*Total entering freshmen Fall 1998 was 1,889 (847 women, 1,042 men). Within 6 years, 891 graduated (420 women, 471 men)

\*Total entering ATHLETE freshmen Fall 1998 was 49 (23 women, 26 men). Within 6 years, 32 graduated (18 women, 14 men)

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BOZEMAN  
INTERCOLLEGIATE ATHLETICS  
2005 SPRING SEMESTER GPA**

SPORT	TEAM GPA	# On President's List 4.00 GPA	# All A's & A-'s	# On Deans List (includes A's & A-'s) (3.50 - 3.99)	3.00-3.49	Total 3.00 GPA and above
<b>Men's Basketball</b> 12 on roster	2.24	0	0	0	2	2
<b>Football</b> 78 on roster	2.55	1	1	11	12	24
<b>Men's Tennis</b> 7 on roster	3.39	3	0	1	2	6
<b>Men's Track</b> 33 on roster	2.82	1	0	3	9	13
<b>Women's Basketball</b> 11 on roster	3.62	0	2	6	4	10
<b>Women's Golf</b> 6 on roster	3.19	0	0	2	3	5
<b>Women's Volleyball</b> 13 on roster	3.15	0	3	5	4	9
<b>Men's Cross Country</b> 8 on roster	3.21	2	0	2	2	6
<b>Women's Cross Country</b> 10 on roster	3.27	1	1	2	4	7
<b>Women's Skiing</b> 22 on roster	3.48	6	2	9	4	19
<b>Women's Track</b> 35 on roster	3.17	6	1	11	6	23
<b>Women's Tennis</b> 11 on roster	2.76	0	0	3	1	4
<b>Men's Skiing</b> 13 on roster	2.96	1	1	3	2	6
<b>Spirit Squad</b> 16 on roster	3.33	0	0	5	9	14
<b>*275 TOTAL</b>	<b>*3.08 AVERAGE GPA</b>	<b>*21 TOTAL</b>	<b>*11 TOTAL</b>	<b>*63 TOTAL</b>	<b>*64 TOTAL</b>	<b>*148 TOTAL (64%)</b>

**\*ANY STUDENT/ATHLETE WHO COMPETES IN MORE THAN ONE SPORT IS ONLY COUNTED ONCE IN THESE TOTALS**

Average GPA for full time undergraduate MSU students (8,282 total students) for Spring 2005 was 2.86

**MONTANA UNIVERSITY SYSTEM**  
**MONTANA STATE UNIVERSITY - BOZEMAN**  
**INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF FINANCIAL AID DOLLARS**  
**FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	FEE WAIVERS										TOTAL
	Resident Waivers			Non Resident Waivers			Other Financial Aid			Total	
	Women	Men	Total	Women	Men	Total	Women	Men	Total		
Basketball	46,706	54,745	101,451	89,301	137,960	227,261	92,440	109,226	201,666	530,378	
Football	0	257,615	257,615	0	525,135	525,135	0	406,808	406,808	1,189,558	
Golf	17,209	0	17,209	35,505	0	35,505	25,621	0	25,621	78,335	
Skiing	28,964	18,570	47,534	76,901	14,270	91,171	28,894	10,691	39,585	178,290	
Tennis	30,960	19,496	50,456	89,416	28,540	117,956	55,728	31,453	87,181	255,593	
Track & Cross Country	83,288	62,234	145,522	77,297	38,054	115,351	104,056	57,344	161,400	422,273	
Volleyball	37,854	0	37,854	96,380	0	96,380	74,854	0	74,854	209,088	
Other/Non-sport			31,736						77,744	109,480	
<b>TOTAL FINANCIAL AID</b>	<b>\$244,981</b>	<b>\$412,660</b>	<b>\$689,377</b>	<b>\$464,800</b>	<b>\$743,959</b>	<b>\$1,208,759</b>	<b>\$381,593</b>	<b>\$615,522</b>	<b>\$1,074,859</b>	<b>\$2,972,995</b>	

**MONTANA STATE UNIVERSITY-BILLINGS  
INTERCOLLEGIATE ATHLETICS REPORT**

**October, 2005**

**EXECUTIVE SUMMARY**

The mission of the Department of Intercollegiate Athletics at Montana State University-Billings is to facilitate positive and successful academic and athletic experiences for each student-athlete within the framework of NCAA and Heartland Conference rules; state, university, and departmental policies and procedures; and fiscal integrity.

The Yellowjacket Athletics program at MSU-Billings exists primarily for the benefit of the student-athletes involved in the program. The program is built on strong, sound philosophical and educational principles. More specifically, the program is guided by a well-established operational taxonomy related to the physical domain, the psychomotor domain, the cognitive domain, and the affective domain of each student-athlete. Within the physical domain, the Yellowjacket Athletics program provides opportunities for student-athletes to enhance their strength, endurance, and other physiological capacities through the medium of physical conditioning and fitness development. Within the psychomotor domain, the athletic program enables student-athletes to enhance their neuromuscular development through advanced skill acquisition and execution. Within the cognitive domain, the program provides opportunities for student-athletes to enhance their intellectual development with respect to athletics as well as academic achievement. Finally, within the affective domain, the Yellowjacket Athletics program enables student-athletes to develop personally, socially, and emotionally through a variety of experiences associated with teamwork, goal setting, overcoming adversity, honesty, ethics, sportsmanship, self-esteem, etc., under the expert leadership of dedicated coaches/mentors.

At this time, we sponsor 6 men's sports and 7 women's sports at the NCAA Division II level. These 13 sports provide opportunities for national championship participation for 105 male student-athletes and 88 female student-athletes, for a total of 193 student-athletes, plus a co-educational competitive cheer team. Our vision is to meet the significant, identified needs, interests, and abilities of MSU-Billings undergraduate students. This semester, we added men's baseball, causing our men's student-athlete number to go up significantly (approximately 50). Even our women's numbers went up slightly this year. Our vision is to offer even more sports for both men and women so that more students at MSU-Billings can receive the benefits of intercollegiate athletic competition.

Our vision is to operate our athletic program with sound fiscal integrity and a balanced budget. Although part of our vision is to add new sports to our athletic program, we do not strive to do this at the financial expense of our existing sports. We desire to add sports as our financial stability and additional revenue sources increase. In fact, our vision is to strengthen the financial stability of our existing sports as we add new sports. Our program must always function within a balanced budget. Our vision is to operate our athletic program with continued or increased support from state appropriations, student athletic fees, booster club contributions, and expanded non-state revenues. To accomplish this effectively, we must develop an expanded network of financial support among sport advisory committees/coaches' clubs (boosters); student-athletes'



parents and other relatives; faculty, staff, and students; corporate sponsors; and other constituencies.

Our vision is for each student-athlete to graduate in four years, unless specific conditions and carefully planned decisions make that impractical in some situations (e.g., “red shirting”, credits lost with junior college transferring, double majors, etc.). Our goal is for student-athletes to attend MSU-Billings to obtain a high quality university education. While they are here, they have the tremendous opportunity to develop and enjoy their athletic talents by learning from and being mentored by outstanding coaches. We expect our coaches to be the student-athletes’ main academic mentors. In fact, our coaching staff is the critical component in determining the concentration of development in the physical, psychomotor, cognitive, and affective domains. Our coaches and the rest of the Yellowjacket Athletics staff play critically important roles in our advancement toward our vision. In fact, it is extremely important for everyone associated with Yellowjacket Athletics to work together very closely for us to be effective.

Each student-athlete has an academic major from one of our various Colleges. Each academic College has a desire to grow by increasing student FTEs/student credit hour productivity. We in Yellowjacket Athletics are sincerely interested in helping our university increase its student credit hour productivity by expanding our current team roster sizes by an additional 47 FTEs (i.e., 47 students taking 15 credits fall and spring semesters) over the next two academic years with the current level of athletic aid available. That is to say, our goal is to expand team roster sizes by increasing the number of non-scholarship student-athletes on our current teams.

The Yellowjacket Athletics program has existed since the beginning of our university in 1927. We look forward to many more years of providing leadership to our fine student-athletes in the areas of academic and athletic achievement.

**MONTANA UNIVERSITY SYSTEM**  
**MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales		\$ 33,018	\$ 11,837	\$ 7,657		\$ 52,512	\$ 62,500
2	Student Fees		55,751	45,574	123,994	84,309	\$ 309,628	\$ 330,700
3	Guarantees		15,000		900		\$ 15,900	
4	Contributions (Sch. 1)		21,792	15,461	27,624	169,471	\$ 234,348	\$ 259,800
5	Third-Party Support				-		\$ -	
6	Direct State or Other Government Support				-		\$ -	
7	Direct Institutional Support (Sch. 2)		238,520	234,620	783,326	230,273	\$ 1,486,739	\$ 1,614,695
8	Indirect Facilities and Administrative Support				-		\$ -	
9	NCAA/Conference Distributions Including All Tournament Revenues		16,194	4,200	20,646	12,784	\$ 53,824	\$ 30,000
10	Broadcast Television, Radio and Internet Rights				-		\$ -	
11	Program Sales, Concessions, Novelty Sales and Parking		1,682		3,550	3,237	\$ 8,469	\$ 18,600
12	Royalties, Advertisements and Sponsorships		4,500	1,000	2,000	115,606	\$ 123,106	\$ 130,000
13	Sports-Camp Revenues		17,000	6,000	17,400	11,000	\$ 51,400	\$ 40,000
14	Endowment and Investment Income				-		\$ -	
15	Other				1,696	1,179	\$ 2,875	
16	<b>Total Institutional Revenue</b>		\$ 403,457	\$ 318,692	\$ 988,793	\$ 627,859	\$ 2,338,801	\$ 2,486,295
16a	<b>Total External Revenue (Sch 3)</b>		\$ 1,830	\$ 6,260	\$ 2,289	\$ 6,341	\$ 16,720	\$ 16,000
16b	<b>TOTAL REVENUE</b>		\$ 405,287	\$ 324,952	\$ 991,082	\$ 634,200	\$ 2,355,521	\$ 2,502,295
<b>EXPENSES</b>								
17	Athletics Student Aid		\$ 166,455	\$ 130,281	\$ 427,453	\$ 2,500	\$ 726,689	\$ 810,629
18	Guarantees		14,500	1,500	2,200	17,625	\$ 35,825	\$ 36,800
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities		128,240	94,861	272,278		\$ 495,379	\$ 591,572
20	Coaching Other Compensation and Benefits Paid by a Third Party				-		\$ -	
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities		5,058	1,604	2,460	311,529	\$ 320,651	\$ 319,924
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party				-		\$ -	
23	Severance Payments		738	3,402	4,687	4,146	\$ 12,973	
24	Recruiting		3,043	1,952	4,738	10,000	\$ 19,733	\$ 16,900
25	Team Travel		68,746	71,107	223,576		\$ 363,429	\$ 428,000
26	Equipment, Uniforms and Supplies		4,535	3,182	17,535		\$ 25,252	\$ 35,000
27	Game Expenses		8,258	6,213	20,306	5,940	\$ 40,717	\$ 23,000
28	Fund Raising, Marketing and Promotion		620	669	1,020	71,543	\$ 73,852	\$ 82,500
29	Sports Camp Expenses				-		\$ -	
30	Direct Facilities, Maintenance, and Rental				528	18,578	\$ 19,106	\$ 12,500
31	Spirit Groups				-	45,590	\$ 45,590	\$ 9,700
32	Indirect Facilities and Administrative Support				-		\$ -	
33	Medical Expenses and Medical Insurance		723	677	504	67,979	\$ 69,883	\$ 61,000
34	Memberships and Dues				-	8,400	\$ 8,400	
35	Other Operating Expenses		2,541	3,244	8,065	66,902	\$ 80,752	\$ 57,200
36	<b>Total Institutional Operating Expenses</b>		\$ 403,457	\$ 318,692	\$ 985,350	\$ 630,732	\$ 2,338,231	\$ 2,484,725
36a	<b>Total External Operating Expenses (Sch 3)</b>		\$ 1,830	\$ 6,260	\$ 2,289	\$ 6,341	\$ 16,720	\$ 16,000
36b	<b>TOTAL EXPENSES</b>		\$ 405,287	\$ 324,952	\$ 987,639	\$ 637,073	\$ 2,354,951	\$ 2,500,725
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>			\$ -	\$ -	\$ 3,443	\$ (2,873)	\$ 570	\$ 1,570
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>			\$ -	\$ -	\$ 3,443	\$ (2,873)	\$ 570	\$ 1,570

**MONTANA UNIVERSITY SYSTEM**  
**MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	TOTAL OTHER SPORTS	MEN'S TENNIS	MEN'S SOCCER	MEN'S CROSS COUNTRY	MEN'S GOLF	MEN'S BASEBALL	WOMEN'S GOLF	WOMEN'S TENNIS
<b>REVENUE</b>									
1	Ticket Sales	\$ 7,657		\$ 1,113					
2	Student Fees	\$ 123,994		34,672	2,429	12,025		1,920	
3	Guarantees	\$ 900		900					
4	Contributions (Sch. 1)	\$ 27,624	4,054	1,929	1,070	4,500	1,000	4,244	2,761
5	Third-Party Support	\$ -							
6	Direct State or Other Government Support	\$ -							
7	Direct Institutional Support (Sch. 2)	\$ 783,326	84,405	83,601	16,066	51,866	15,060	37,981	57,418
8	Indirect Facilities and Administrative Support	\$ -							
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 20,646							
10	Broadcast Television, Radio and Internet Rights	\$ -							
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 3,550					1,000		
12	Royalties, Advertisements and Sponsorships	\$ 2,000					1,000		
13	Sports-Camp Revenues	\$ 17,400	2,250						2,250
14	Endowment and Investment Income	\$ -							
15	Other	\$ 1,696							
16	<b>Total Institutional Revenue</b>	\$ 988,793	\$ 90,709	\$ 122,215	\$ 19,565	\$ 68,391	\$ 18,060	\$ 44,145	\$ 62,429
16a	<b>Total External Revenue (Sch 3)</b>	\$ 2,289	\$ 87	\$ 284	\$ -	\$ 15	\$ 1	\$ 14	\$ 12
16b	<b>TOTAL REVENUE</b>	\$ 991,082	\$ 90,796	\$ 122,499	\$ 19,565	\$ 68,406	\$ 18,061	\$ 44,159	\$ 62,441
<b>EXPENSES</b>									
17	Athletics Student Aid	\$ 427,453	\$ 52,344	\$ 45,122	\$ 8,418	\$ 20,883		\$ 15,712	\$ 29,805
18	Guarantees	\$ 2,200							
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 272,278	20,397	37,762	3,992	8,516	13,621	4,758	20,396
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -							
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 2,460		541					
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -							
23	Severance Payments	\$ 4,687		3,742		945			
24	Recruiting	\$ 4,738		530		30	728		
25	Team Travel	\$ 223,576	15,246	30,280	5,578	29,340		19,257	11,335
26	Equipment, Uniforms and Supplies	\$ 17,535	748	1,520	1,259	1,192	528	1,676	564
27	Game Expenses	\$ 20,306		1,993	68	5,882		2,303	
28	Fund Raising, Marketing and Promotion	\$ 1,020				1,000			
29	Sports Camp Expenses	\$ -							
30	Direct Facilities, Maintenance, and Rental	\$ 528							
31	Spirit Groups	\$ -							
32	Indirect Facilities and Administrative Support	\$ -							
33	Medical Expenses and Medical Insurance	\$ 504	126						126
34	Memberships and Dues	\$ -							
35	Other Operating Expenses	\$ 8,065	911	725	250	603	677	439	203
36	<b>Total Institutional Operating Expenses</b>	\$ 985,350	\$ 89,772	\$ 122,215	\$ 19,565	\$ 68,391	\$ 15,554	\$ 44,145	\$ 62,429
36a	<b>Total External Operating Expenses (Sch 3)</b>	\$ 2,289	\$ 87	\$ 284	\$ -	\$ 15	\$ 1	\$ 14	\$ 12
36b	<b>TOTAL EXPENSES</b>	\$ 987,639	\$ 89,859	\$ 122,499	\$ 19,565	\$ 68,406	\$ 15,555	\$ 44,159	\$ 62,441
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ 3,443	\$ 937	\$ -	\$ -	\$ -	\$ 2,506	\$ -	\$ -
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ 3,443	\$ 937	\$ -	\$ -	\$ -	\$ 2,506	\$ -	\$ -

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	WOMEN'S SOCCER	WOMEN'S CROSS COUNTRY	WOMEN'S SOFTBALL	WOMEN'S VOLLEYBALL
<b>REVENUE</b>					
1	Ticket Sales	\$ 2,619		\$ 2,231	\$ 1,694
2	Student Fees	23,667	553	24,271	24,457
3	Guarantees				
4	Contributions (Sch. 1)	3,116	1,070	2,743	1,137
5	Third-Party Support				
6	Direct State or Other Government Support				
7	Direct Institutional Support (Sch. 2)	109,809	27,254	158,501	141,365
8	Indirect Facilities and Administrative Support				
9	NCAA/Conference Distributions Including All Tournament Revenues			8,351	12,295
10	Broadcast Television, Radio and Internet Rights				
11	Program Sales, Concessions, Novelty Sales and Parking	135		2,220	195
12	Royalties, Advertisements and Sponsorships			1,000	
13	Sports-Camp Revenues	5,000		7,000	900
14	Endowment and Investment Income				
15	Other	1,696			
16	<b>Total Institutional Revenue</b>	<b>\$ 146,042</b>	<b>\$ 28,877</b>	<b>\$ 206,317</b>	<b>\$ 182,043</b>
16a	<b>Total External Revenue (Sch 3)</b>	<b>\$ 1,558</b>	<b>\$ 9</b>	<b>\$ 304</b>	<b>\$ 5</b>
16b	<b>TOTAL REVENUE</b>	<b>\$ 147,600</b>	<b>\$ 28,886</b>	<b>\$ 206,621</b>	<b>\$ 182,048</b>
<b>EXPENSES</b>					
17	Athletics Student Aid	\$ 54,380	\$ 18,097	\$ 78,004	\$ 104,688
18	Guarantees			2,200	
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	54,980	3,992	63,626	40,238
20	Coaching Other Compensation and Benefits Paid by a Third Party				
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	1,009		910	
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party				
23	Severance Payments				
24	Recruiting	1,981	26	896	547
25	Team Travel	27,697	5,578	48,794	30,471
26	Equipment, Uniforms and Supplies	1,551	883	6,733	881
27	Game Expenses	2,631	68	3,361	4,000
28	Fund Raising, Marketing and Promotion	20			
29	Sports Camp Expenses				
30	Direct Facilities, Maintenance, and Rental				528
31	Spirit Groups				
32	Indirect Facilities and Administrative Support				
33	Medical Expenses and Medical Insurance			126	126
34	Memberships and Dues				
35	Other Operating Expenses	1,793	233	1,667	564
36	<b>Total Institutional Operating Expenses</b>	<b>\$ 146,042</b>	<b>\$ 28,877</b>	<b>\$ 206,317</b>	<b>\$ 182,043</b>
36a	<b>Total External Operating Expenses (Sch 3)</b>	<b>\$ 1,558</b>	<b>\$ 9</b>	<b>\$ 304</b>	<b>\$ 5</b>
36b	<b>TOTAL EXPENSES</b>	<b>\$ 147,600</b>	<b>\$ 28,886</b>	<b>\$ 206,621</b>	<b>\$ 182,048</b>
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FOOTNOTES TO STATEMENT OF REVENUES AND EXPENSES:**

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON- PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>Supplemental Schedule 1</b>							
<b>Contributions</b>							
Tradeouts		5,334	5,867	7,734	155,055	\$ 173,990	\$ 179,800
Athletic Scholarship Association				-		\$ -	-
Foundation		13,673	5,874	6,282		\$ 25,829	\$ 25,000
Other - List:				-		\$ -	-
Fundraising Events		2,785	3,720	13,608	14,416	\$ 34,529	\$ 55,000
				-		\$ -	-
				-		\$ -	-
Total Contributions	\$ -	\$ 21,792	\$ 15,461	\$ 27,624	\$ 169,471	\$ 234,348	\$ 259,800
<b>Supplemental Schedule 2</b>							
<b>Direct Institutional Support</b>							
State Appropriated: Fee Waivers		104,999	68,662	319,057		\$ 492,718	\$ 607,558
State Appropriated: Other		133,521	165,958	464,269	205,273	\$ 969,021	\$ 982,137
Transfers In - List Fund:				-		\$ -	-
Vending					25,000	\$ 25,000	\$ 25,000
				-		\$ -	-
Other - List:				-		\$ -	-
				-		\$ -	-
				-		\$ -	-
Total Direct Institutional Support	\$ -	\$ 238,520	\$ 234,620	\$ 783,326	\$ 230,273	\$ 1,486,739	\$ 1,614,695
<b>Supplemental Schedule 3</b>							
<b>Schedule of External Revenue and Expense*</b>							
<u>Revenue Sources (List)</u>							
Booster Clubs						\$ -	-
Other-list				-		\$ -	-
MSU-B Foundation		1,830	6,260	2,289	6,341	\$ 16,720	\$ 16,000
				-		\$ -	-
Total External Revenue	\$ -	\$ 1,830	\$ 6,260	\$ 2,289	\$ 6,341	\$ 16,720	\$ 16,000
<u>Expenditures</u>							
Coaches Other Compensation and Benefits			3,000	-		\$ 3,000	-
Support Staff/Administrative Salaries Other				-		\$ -	-
Compensation and Benefits				-		\$ -	-
Other-list				-		\$ -	-
General Expense		575	2,553	1,668	4,329	\$ 9,125	\$ 11,000
Admin Fee		1,255	707	621	2,012	\$ 4,595	\$ 5,000
Total External Expenses	\$ -	\$ 1,830	\$ 6,260	\$ 2,289	\$ 6,341	\$ 16,720	\$ 16,000

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	TOTAL OTHER SPORTS	MEN'S TENNIS	MEN'S SOCCER	MEN'S CROSS COUNTRY	MEN'S GOLF	MEN'S BASEBALL	WOMEN'S GOLF	WOMEN'S TENNIS
<b>Supplemental Schedule 1 Contributions</b>								
Tradeouts	\$ 7,734	533	1,600				534	533
Athletic Scholarship Association	\$ -							
Foundation	\$ 6,282	2,128	134		1,006		277	1,485
Other - List:	\$ -							
Fundraising Events	\$ 13,608	1,393	195	1,070	3,494	1,000	3,433	743
	\$ -							
	\$ -							
Total Contributions	<u>\$ 27,624</u>	<u>\$ 4,054</u>	<u>\$ 1,929</u>	<u>\$ 1,070</u>	<u>\$ 4,500</u>	<u>\$ 1,000</u>	<u>\$ 4,244</u>	<u>\$ 2,761</u>

**Supplemental Schedule 2  
Direct Institutional Support**

State Appropriated: Fee Waivers	\$ 319,057	50,620	21,237	5,413	13,531		11,727	27,114
State Appropriated: Other	\$ 464,269	33,785	62,364	10,653	38,335	15,060	26,254	30,304
Transfers In - List Fund:	\$ -							
Vending	\$ -							
	\$ -							
Other - List:	\$ -							
	\$ -							
	\$ -							
Total Direct Institutional Support	<u>\$ 783,326</u>	<u>\$ 84,405</u>	<u>\$ 83,601</u>	<u>\$ 16,066</u>	<u>\$ 51,866</u>	<u>\$ 15,060</u>	<u>\$ 37,981</u>	<u>\$ 57,418</u>

**Supplemental Schedule 3  
Schedule of External Revenue and  
Expense\***

Revenue Sources (List)

Booster Clubs	\$ -							
Other-list	\$ -							
MSU-B Foundation	\$ 2,289	87	284	-	15	1	14	12
	\$ -							
Total External Revenue	<u>\$ 2,289</u>	<u>\$ 87</u>	<u>\$ 284</u>	<u>\$ -</u>	<u>\$ 15</u>	<u>\$ 1</u>	<u>\$ 14</u>	<u>\$ 12</u>

Expenditures

Coaches Other Compensation and Benefits	\$ -							
Support Staff/Administrative Salaries Other	\$ -							
Compensation and Benefits	\$ -							
Other-list	\$ -							
General Expense	\$ 1,668		259					
Admin Fee	\$ 621	87	25		15	1	14	12
Total External Expenses	<u>\$ 2,289</u>	<u>\$ 87</u>	<u>\$ 284</u>	<u>\$ -</u>	<u>\$ 15</u>	<u>\$ 1</u>	<u>\$ 14</u>	<u>\$ 12</u>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	WOMEN'S SOCCER	WOMEN'S CROSS COUNTRY	WOMEN'S SOFTBALL	WOMEN'S VOLLEYBALL
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**Supplemental Schedule 1  
Contributions**

Tradeouts	2,134		1,333	1,067
Athletic Scholarship Association Foundation	407		775	70
Other - List: Fundraising Events	575	1,070	635	
<b>Total Contributions</b>	<b>\$ 3,116</b>	<b>\$ 1,070</b>	<b>\$ 2,743</b>	<b>\$ 1,137</b>

**Supplemental Schedule 2  
Direct Institutional Support**

State Appropriated: Fee Waivers	31,599	16,592	62,130	79,094
State Appropriated: Other	78,210	10,662	96,371	62,271
Transfers In - List Fund: Vending				
Other - List:				
<b>Total Direct Institutional Support</b>	<b>\$ 109,809</b>	<b>\$ 27,254</b>	<b>\$ 158,501</b>	<b>\$ 141,365</b>

**Supplemental Schedule 3  
Schedule of External Revenue and  
Expense\***

Revenue Sources (List)

Booster Clubs				
Other-list MSU-B Foundation	1,558	9	304	5
<b>Total External Revenue</b>	<b>\$ 1,558</b>	<b>\$ 9</b>	<b>\$ 304</b>	<b>\$ 5</b>

Expenditures

Coaches Other Compensation and Benefits				
Support Staff/Administrative Salaries Other Compensation and Benefits				
Other-list General Expense	1,373		36	
Admin Fee	185	9	268	5
<b>Total External Expenses</b>	<b>\$ 1,558</b>	<b>\$ 9</b>	<b>\$ 304</b>	<b>\$ 5</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.



**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY - BILLINGS ATHLETIC DEPARTMENT**

**Supplemental Schedule 4  
Fund Balance Summary-Institutional Funds Only**

Item	CURRENT UNRESTRICTED OPERATING	DESIGNATED FUND	RESTRICTED FUND	AUXILIARY FUND	PLANT FUND	OTHER FUND	TOTAL
<b>FISCAL 2005 ACTUAL (unaudited)</b>							
Revenue/Transfers In	\$ 1,461,739	\$ 877,062					\$ 2,338,801
Expenditures/Transfers Out	1,461,739	876,492					2,338,231
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 570</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 570</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ 18,178</b>					
<b>ENDING FUND BALANCE</b>		<b>\$ 18,748</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>FISCAL 2006 BUDGETED</b>							
Revenue/Transfers In	\$ 1,589,695	\$ 896,600					\$ 2,486,295
Expenditures/Transfers Out	1,589,695	895,030					2,484,725
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 1,570</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,570</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ 18,748</b>					
<b>ENDING FUND BALANCE</b>		<b>\$ 20,318</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

**MONTANA STATE UNIVERSITY - BILLINGS  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF PARTICIPATION BY SPORT  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	Unduplicated Count of Participants					Participants of Second or Third Sport		
	Women Resident	Women Nonres	Men Resident	Men Nonres	Total	Women	Men	Total
Basketball	7	5	5	10	27	1		1
Soccer	8	13	6	15	42	2	1	3
Softball	12	7			19			
Tennis	3	7	8	4	22	2	1	3
Cross Country	9	1	4	1	15			
Volleyball	5	6			11	1		1
Golf	6	0	7	2	15			
<b>Total Participants</b>	<b>50</b>	<b>39</b>	<b>30</b>	<b>32</b>	<b>151</b>	<b>6</b>	<b>2</b>	<b>8</b>
Unduplicated Count of Participants	47	39	29	32	147			

**MONTANA STATE UNIVERSITY - BILLINGS  
INTERCOLLEGIATE ATHLETICS**

**GRADUATION RATES**

	Women	Men	Total
<b>TOTAL STUDENT POPULATION</b>	30.2%	19.2%	25.8%
<b>ALL ATHLETES</b>	36.4%	33.3%	35.3%

Data represents the % of entering Freshman from AY 1997-1998 who graduated by FY 2002-2003.

**MONTANA STATE UNIVERSITY - BILLINGS  
INTERCOLLEGIATE ATHLETICS**

**GRADE POINT AVERAGE COMPARISON  
Academic Year 2005**

	<b>Overall GPA</b>	<b># Students</b>	<b>Resident GPA</b>	<b># Resident Students</b>	<b>Nonres GPA</b>	<b># Nonres Students</b>
All Campus Degree Seeking Undergraduates	<b>2.91</b>	3139	<b>2.89</b>	2872	<b>3.06</b>	267
Men's Basketball	<b>3.02</b>	14	<b>2.99</b>	4	<b>3.03</b>	10
Men's Soccer	<b>3.09</b>	20	<b>3.27</b>	5	<b>3.03</b>	15
Men's Tennis	<b>2.79</b>	10	<b>2.86</b>	6	<b>2.70</b>	4
Men's Cross Country	<b>3.39</b>	5	<b>3.62</b>	4	<b>2.45</b>	1
Men's Golf	<b>2.69</b>	9	<b>2.63</b>	7	<b>2.91</b>	2
Women's Volleyball	<b>3.26</b>	10	<b>3.60</b>	4	<b>3.04</b>	6
Women's Basketball	<b>3.24</b>	12	<b>3.28</b>	7	<b>3.17</b>	5
Women's Soccer	<b>3.29</b>	18	<b>3.30</b>	5	<b>3.28</b>	13
Women's Softball	<b>3.36</b>	19	<b>3.38</b>	12	<b>3.32</b>	7
Women's Tennis	<b>3.47</b>	10	<b>3.36</b>	3	<b>3.52</b>	7
Women's Cross Country	<b>3.74</b>	10	<b>3.71</b>	9	<b>4.00</b>	1
Women's Golf	<b>3.42</b>	6	<b>3.42</b>	6	--	0

The number of student athletes included in the GPA calculation may be different from the number of student athletics listed as participants due to specific NCAA requirements as to how to count participants.

**MONTANA STATE UNIVERSITY - BILLINGS  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF FINANCIAL AID DOLLARS  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport	FEE WAIVERS						Other Financial Aid			TOTAL
	Resident Waivers			Non Resident Waivers			Women	Men	Total	
	Women	Men	Total	Women	Men	Total				
Basketball	\$ 21,890	\$ 7,697	\$ 29,587	\$ 46,771	\$ 97,302	\$ 144,073	\$ 61,619	\$ 61,456	\$ 123,075	296,735
Soccer	16,358	3,698	20,056	15,241	17,540	32,781	22,781	23,884	46,665	99,502
Softball	21,830		21,830	40,300		40,300	15,874		15,874	78,004
Tennis	3,728	3,848	7,576	23,386	46,771	70,157	2,691	1,724	4,415	82,148
Cross Country	16,593	5,413	22,006			-	1,505	3,005	4,510	26,516
Volleyball	8,937		8,937	70,157		70,157	25,594		25,594	104,688
Golf	11,727	13,531	25,258			-	3,986	7,352	11,338	36,596
<b>TOTAL FINANCIAL AID</b>	<b>\$101,063</b>	<b>\$34,187</b>	<b>\$135,250</b>	<b>\$195,855</b>	<b>\$161,613</b>	<b>\$357,468</b>	<b>\$134,050</b>	<b>\$97,421</b>	<b>\$231,471</b>	<b>\$724,189</b>

## **EXECUTIVE SUMMARY**

### **Montana State University – Northern**

Montana State University – Northern participates in both the National Association of Intercollegiate Athletics (NAIA) and the National Intercollegiate Rodeo Association (NIRA). As a member of the NAIA, Northern participates in the Frontier Conference along with Montana Tech of the University of Montana, Carroll College, University of Great Falls, Rocky Mountain College, Lewis-Clark State College and Westminster College. The Rodeo Program is a member of the Big Sky Region along with Chief Dull Knife College, Dawson Community College, Little Big Horn College, Miles Community College, Montana State University, Northwest Community College, University of Montana, and the University of Montana-Western.

The NAIA does not require a minimum number of athletic programs to be eligible for participation. Consequently, Montana State University-Northern has chosen to participate in men's football, women's volleyball, women's golf, and men's and women's basketball. The NIRA governs the men's and women's rodeo teams.

Northern's FY05 total athletic revenues, including sports camps, were \$1,514,950 and the estimated revenues for FY06 are \$1,583,274. The FY05 expenditures, including sports camps were \$1,518,323 thus leaving an operating loss for FY05 of \$3,374. The estimated expenditures for FY06 are \$1,579,892

Northern's Athletic Programs serve a total of 191 unduplicated student athletes including 36 women and 155 men. The graduation rates and GPA's are attached.

The financial restructuring to allow dorm waivers for MSUN S/A's has been a boost to both recruiting and on campus living, and with our competitive success in Fall '05 that trend will continue. Also, a well defined external campaign for increased exposure and funding will be initiated this spring ('06). Identifying, securing and sustaining increased revenues (non-state) are the main financial focus for the department.

Emerging issues would include deferred maintenance for the Athletics/PE Facility and the need for more space in the Armory Gym. Maintenance to upgrade the heating/cooling system and general space for lockers, meeting rooms, training rooms, and other peripheral support for students and athletes is necessary.

Athletics is aware of the need to operate in a financially prudent manner and is focused on increasing revenue sources to adhere to this plan. Particular areas identified for expansion are increased ticket sales, corporate sponsors, and initiating a general booster club. Expenditure budgets will evolve to be "baseline" in nature to meet the requirements of student-athlete welfare and being competitive in the Frontier Conference.

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY-NORTHERN ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales	\$ 9,255	\$ 4,425	\$ 4,425	\$ 3,084		\$ 21,189	\$ 25,000
2	Student Fees *1	\$ 19,461	\$ 3,000	\$ 3,000	\$ 14,000		\$ 39,461	\$ 36,000
3	Guarantees		\$ 6,802	\$ 200	\$ -		\$ 7,002	\$ 5,000
4	Contributions (Sch. 1)	\$ 77,468	\$ 21,494	\$ 29,642	\$ 31,509	\$ 5,162	\$ 165,274	\$ 171,000
5	Third-Party Support				\$ -		\$ -	
6	Direct State or Other Government Support	\$ 176,538	\$ 88,240	\$ 90,265	\$ 224,421	\$ 173,249	\$ 752,712	\$ 762,274
7	Direct Institutional Support (Sch. 2)	\$ 108,277	\$ 79,756	\$ 79,990	\$ 185,096	\$ 12,949	\$ 466,069	\$ 500,000
8	Indirect Facilities and Administrative Support				\$ -		\$ -	
9	NCAA/Conference Distributions Including All Tournament Revenues				\$ 519		\$ 519	
10	Broadcast Television, Radio and Internet Rights				\$ -		\$ -	
11	Program Sales, Concessions, Novelty Sales and Parking				\$ -		\$ -	
12	Royalties, Advertisements and Sponsorships	\$ 4,901	\$ 9,613	\$ 10,149	\$ 4,345	\$ 1,465	\$ 30,472	\$ 50,000
13	Sports-Camp Revenues	\$ 4,400	\$ 7,950	\$ 8,210	\$ 11,570		\$ 32,130	\$ 34,000
14	Endowment and Investment Income				\$ -		\$ -	
15	Other		\$ 112		\$ 9		\$ 121	
16	<b>Total Institutional Revenue</b>	\$ 400,301	\$ 221,391	\$ 225,881	\$ 474,552	\$ 192,826	\$ 1,514,950	\$ 1,583,274
16a	<b>Total External Revenue (Sch 3)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16b	<b>TOTAL REVENUE</b>	\$ 400,301	\$ 221,391	\$ 225,881	\$ 474,552	\$ 192,826	\$ 1,514,950	\$ 1,583,274
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 159,084	\$ 100,761	\$ 94,954	\$ 244,962	\$ 12,949	\$ 612,710	\$ 575,000
18	Guarantees		\$ 4,500	\$ 1,450	\$ 980		\$ 6,930	\$ 10,000
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 117,310	\$ 46,077	\$ 44,113	\$ 89,657		\$ 297,157	\$ 295,024
20	Coaching Other Compensation and Benefits Paid by a Third Party				\$ -		\$ -	
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 6,075	\$ 10,761	\$ 8,942	\$ 8,977	\$ 84,081	\$ 118,835	\$ 131,145
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party				\$ -		\$ -	
23	Severance Payments				\$ -		\$ -	
24	Recruiting	\$ 12,234	\$ 3,188	\$ 8,602	\$ 5,008		\$ 29,033	\$ 35,000
25	Team Travel	\$ 29,165	\$ 27,856	\$ 42,420	\$ 71,772		\$ 171,214	\$ 185,000
26	Equipment, Uniforms and Supplies	\$ 32,616	\$ 11,620	\$ 9,085	\$ 22,212	\$ 3,600	\$ 79,133	\$ 90,000
27	Game Expenses	\$ 4,186	\$ 4,800	\$ 3,616	\$ 3,500		\$ 16,102	\$ 17,450
28	Fund Raising, Marketing and Promotion	\$ 4,354	\$ 2,994	\$ 3,369	\$ 2,120		\$ 12,837	\$ 30,000
29	Sports Camp Expenses	\$ 1,101	\$ 4,864	\$ 2,499	\$ 6,661	\$ -	\$ 15,125	\$ 15,000
30	Direct Facilities, Maintenance, and Rental	\$ 9,323			\$ 3,101		\$ 12,424	\$ 15,000
31	Spirit Groups				\$ -		\$ -	
32	Indirect Facilities and Administrative Support				\$ -		\$ -	
33	Medical Expenses and Medical Insurance				\$ -	\$ 74,299	\$ 74,299	\$ 105,000
34	Memberships and Dues	\$ 540	\$ 160	\$ 90	\$ 200	\$ 5,500	\$ 6,490	\$ 6,273
35	Other Operating Expenses	\$ 22,553	\$ 6,562	\$ 7,523	\$ 16,653	\$ 12,742	\$ 66,034	\$ 70,000
36	<b>Total Institutional Operating Expenses</b>	\$ 398,541	\$ 224,143	\$ 226,664	\$ 475,804	\$ 193,171	\$ 1,518,323	\$ 1,579,892
36a	<b>Total External Operating Expenses (Sch 3)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36b	<b>TOTAL EXPENSES</b>	\$ 398,541	\$ 224,143	\$ 226,664	\$ 475,804	\$ 193,171	\$ 1,518,323	\$ 1,579,892
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>								
		\$ 1,760	\$ (2,752)	\$ (783)	\$ (1,253)	\$ (346)	\$ (3,374)	\$ 3,382
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>								
		\$ 1,760	\$ (2,752)	\$ (783)	\$ (1,253)	\$ (346)	\$ (3,374)	\$ 3,382

**MONTANA UNIVERSITY SYSTEM**  
**MONTANA STATE UNIVERSITY-NORTHERN ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	TOTAL OTHER SPORTS	MEN'S WRESTLING	WOMEN'S VOLLEYBALL	WOMEN'S GOLF	RODEO
<b>REVENUE</b>						
1	Ticket Sales	\$ 3,084	\$ 1,874	\$ 1,210		
2	Student Fees *1	\$ 14,000	\$ 7,000	\$ 7,000		
3	Guarantees	\$ -				
4	Contributions (Sch. 1)	\$ 31,509	\$ 9,645	\$ 10,850	\$ 8,834	\$ 2,179
5	Third-Party Support	\$ -				
6	Direct State or Other Government Support	\$ 224,421	\$ 120,185	\$ 73,618	\$ 14,898	\$ 15,719
7	Direct Institutional Support (Sch. 2)	\$ 185,096	\$ 88,253	\$ 66,435	\$ 6,234	\$ 24,174
8	Indirect Facilities and Administrative Support	\$ -				
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 519	\$ 519			
10	Broadcast Television, Radio and Internet Rights	\$ -				
11	Program Sales, Concessions, Novelty Sales and Parking	\$ -				
12	Royalties, Advertisements and Sponsorships	\$ 4,345	\$ 2,629	\$ 1,716		
13	Sports-Camp Revenues	\$ 11,570	\$ 10,590	\$ 980		
14	Endowment and Investment Income	\$ -				
15	Other	\$ 9	\$ 2	\$ 6		
16	<b>Total Institutional Revenue</b>	<b>\$ 474,552</b>	<b>\$ 240,697</b>	<b>\$ 161,815</b>	<b>\$ 29,967</b>	<b>\$ 42,072</b>
16a	<b>Total External Revenue (Sch 3)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
16b	<b>TOTAL REVENUE</b>	<b>\$ 474,552</b>	<b>\$ 240,697</b>	<b>\$ 161,815</b>	<b>\$ 29,967</b>	<b>\$ 42,072</b>
<b>EXPENSES</b>						
17	Athletics Student Aid	\$ 244,962	\$ 119,719	\$ 86,055	\$ 11,374	\$ 27,814
18	Guarantees	\$ 980	\$ 880	\$ 100		
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 89,657	\$ 51,961	\$ 28,070	\$ 4,027	\$ 5,599
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -				
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 8,977	\$ 3,973	\$ 5,004		
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -				
23	Severance Payments	\$ -				
24	Recruiting	\$ 5,008	\$ 2,669	\$ 2,339		
25	Team Travel	\$ 71,772	\$ 36,249	\$ 19,652	\$ 7,719	\$ 8,153
26	Equipment, Uniforms and Supplies	\$ 22,212	\$ 8,006	\$ 9,589	\$ 4,110	\$ 507
27	Game Expenses	\$ 3,500	\$ 900	\$ 2,600		
28	Fund Raising, Marketing and Promotion	\$ 2,120	\$ 1,211	\$ 909		
29	Sports Camp Expenses	\$ 6,661	\$ 6,661	\$ -	\$ -	\$ -
30	Direct Facilities, Maintenance, and Rental	\$ 3,101	\$ 3,068	\$ 33		
31	Spirit Groups	\$ -				
32	Indirect Facilities and Administrative Support	\$ -				
33	Medical Expenses and Medical Insurance	\$ -				
34	Memberships and Dues	\$ 200	\$ 60	\$ 140	\$ -	\$ -
35	Other Operating Expenses	\$ 16,653	\$ 9,321	\$ 7,331		
36	<b>Total Institutional Operating Expenses</b>	<b>\$ 475,804</b>	<b>\$ 244,679</b>	<b>\$ 161,823</b>	<b>\$ 27,230</b>	<b>\$ 42,072</b>
36a	<b>Total External Operating Expenses (Sch 3)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
36b	<b>TOTAL EXPENSES</b>	<b>\$ 475,804</b>	<b>\$ 244,679</b>	<b>\$ 161,823</b>	<b>\$ 27,230</b>	<b>\$ 42,072</b>
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		<b>\$ (1,253)</b>	<b>\$ (3,981)</b>	<b>\$ (8)</b>	<b>\$ 2,737</b>	<b>\$ -</b>
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		<b>\$ (1,253)</b>	<b>\$ (3,981)</b>	<b>\$ (8)</b>	<b>\$ 2,737</b>	<b>\$ -</b>

**FOOTNOTES TO STATEMENT OF REVENUES AND EXPENSES:**

\*1 Student Athletic Fee is allocated to the sports based on the number of participants



**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY-NORTHERN ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON- PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>Supplemental Schedule 1</b>							
<b>Contributions</b>							
Tradeouts				\$ -		\$ -	
Athletic Scholarship Association	\$ 21,036	\$ 15,290	\$ 13,771	\$ 23,900		\$ 73,997	
Foundation	\$ 56,431	\$ 4,515	\$ 14,182	\$ 6,679	\$ 5,162	\$ 86,968	
Other - List: Concessions		\$ 1,689	\$ 1,689	\$ 930		\$ 4,308	
				\$ -		\$ -	
				\$ -		\$ -	
				\$ -		\$ -	
<b>Total Contributions</b>	<b>\$ 77,468</b>	<b>\$ 21,494</b>	<b>\$ 29,642</b>	<b>\$ 31,509</b>	<b>\$ 5,162</b>	<b>\$ 165,274</b>	<b>\$ -</b>
<b>Supplemental Schedule 2</b>							
<b>Direct Institutional Support</b>							
Tuition & Fee Waivers	\$ 108,277	\$ 79,756	\$ 79,990	\$ 185,096	\$ 12,949	\$ 466,069	
Transfers In - List Fund:				\$ -		\$ -	
				\$ -		\$ -	
				\$ -		\$ -	
Other - List:				\$ -		\$ -	
				\$ -		\$ -	
				\$ -		\$ -	
<b>Total Direct Institutional Support</b>	<b>\$ 108,277</b>	<b>\$ 79,756</b>	<b>\$ 79,990</b>	<b>\$ 185,096</b>	<b>\$ 12,949</b>	<b>\$ 466,069</b>	<b>\$ -</b>
<b>Supplemental Schedule 3</b>							
<b>Schedule of External Revenue and Expense*</b>							
<u>Revenue Sources (List)</u>							
Booster Clubs						\$ -	
Other-list				\$ -		\$ -	
				\$ -		\$ -	
<b>Total External Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>							
Coaches Other Compensation and Benefits				\$ -		\$ -	
Support Staff/Administrative							
Salaries Other Compensation and Benefits				\$ -		\$ -	
Other-list				\$ -		\$ -	
				\$ -		\$ -	
				\$ -		\$ -	
<b>Total External Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY-NORTHERN ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	TOTAL OTHER SPORTS	MEN'S WRESTLING	WOMEN'S VOLLEYBALL	WOMEN'S GOLF	RODEO
<b>Supplemental Schedule 1 Contributions</b>					
Tradeouts	\$ -				
Athletic Scholarship Association	\$ 23,900	\$ 7,900	\$ 10,400	\$ 3,550	\$ 2,050
Foundation	\$ 6,679	\$ 1,265	\$ -	\$ 5,284	\$ 129
Other - List: Concessions	\$ 930	\$ 480	\$ 450		
	\$ -				
	\$ -				
	\$ -				
<b>Total Contributions</b>	<b>\$ 31,509</b>	<b>\$ 9,645</b>	<b>\$ 10,850</b>	<b>\$ 8,834</b>	<b>\$ 2,179</b>

**Supplemental Schedule 2  
Direct Institutional Support**

Tuition & Fee Waivers	\$ 185,096	\$ 88,253	\$ 66,435	\$ 6,234	\$ 24,174
Transfers In - List Fund:	\$ -				
	\$ -				
	\$ -				
Other - List:	\$ -				
	\$ -				
	\$ -				
<b>Total Direct Institutional Support</b>	<b>\$ 185,096</b>	<b>\$ 88,253</b>	<b>\$ 66,435</b>	<b>\$ 6,234</b>	<b>\$ 24,174</b>

**Supplemental Schedule 3  
Schedule of External Revenue  
and Expense\***

Revenue Sources (List)

Booster Clubs	\$ -				
Other-list	\$ -				
	\$ -				
	\$ -				
<b>Total External Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditures

Coaches Other Compensation and Benefits	\$ -				
Support Staff/Administrative					
Salaries Other Compensation and Benefits	\$ -				
Other-list	\$ -				
	\$ -				
	\$ -				
<b>Total External Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY-NORTHERN ATHLETIC DEPARTMENT**

**Supplemental Schedule 4  
Fund Balance Summary-Institutional Funds Only**

Item	CURRENT UNRESTRICTED OPERATING	DESIGNATED FUND	RESTRICTED FUND	AUXILIARY FUND	PLANT FUND	OTHER FUND	TOTAL
<b>FISCAL 2005 ACTUAL (unaudited)</b>							
Revenue/Transfers In	\$ 1,146,138	\$ 68,290	\$ 73,997	\$ 104,773		\$ 121,751	\$ 1,514,950
Expenditures/Transfers Out	\$ 1,146,138	\$ 68,172	\$ 73,997	\$ 109,085		\$ 120,932	\$ 1,518,324
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 118</b>	<b>\$ -</b>	<b>\$ (4,312)</b>	<b>\$ -</b>	<b>\$ 819</b>	<b>\$ (3,374)</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,211</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>ENDING FUND BALANCE</b>		<b>\$ 118</b>	<b>\$ -</b>	<b>\$ 1,899</b>	<b>\$ -</b>	<b>\$ 819</b>	
<b>FISCAL 2006 BUDGETED</b>							
Revenue/Transfers In	\$ 1,213,274	\$ 66,000	\$ 70,000	\$ 109,000		\$ 125,000	\$ 1,583,274
Expenditures/Transfers Out	\$ 1,213,274	\$ 66,118	\$ 70,000	\$ 105,000		\$ 125,500	\$ 1,579,892
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ (118)</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ (500)</b>	<b>\$ 3,382</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ 118</b>	<b>\$ -</b>	<b>\$ 1,899</b>	<b>\$ -</b>	<b>\$ 819</b>	
<b>ENDING FUND BALANCE</b>		<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ 5,899</b>	<b>\$ -</b>	<b>\$ 319</b>	

PARTICIPANTS BY SPORT					
Residency	Sport	Unduplicated Count of Participants			Participar
		Women	Men	Total	Women
In State	Football		79	79	
	Mens Basketball		9	9	
	Womens Basketball	13		13	
	Wrestling		15	15	
	Volleyball	10		10	
	Golf	5		5	
	Rodeo	6	10	16	
Out of State	Football		12	12	
	Mens Basketball		10	10	
	Womens Basketball	7		7	
	Wrestling		22	22	
	Volleyball	7		7	
	Golf				
	Rodeo				

COHORT GRADUATION RATES			
	Women	Men	Total
<b>TOTAL STUDENT</b>	24%	36%	31%
<b>In State</b>	22%	35%	30%
<b>Out of State</b>	75%	67%	70%
<b>ATHLETES</b>	42%	38%	39%
<b>In State</b>	25%	36%	34%
<b>Out of State</b>	75%	100%	80%

GRADE POINT AVERAGE			
	Women	Men	Total
<b>TOTAL STUDENT</b>	3.14	3.01	3.08
<b>In State</b>	3.14	3.03	3.09
<b>Out of State</b>	3.21	2.81	2.94
<b>ATHLETES</b>	3.16	2.75	2.86
<b>In State</b>	3.13	2.82	2.90
<b>Out of State</b>	3.21	2.55	2.74

nts of Second or Third Sport	
Men	Total
2	2
1	1
1	1

MONTANA UNIVERSITY SYSTEM  
MONTANA STATE UNIVERSITY-NORTHERN ATHLETIC DEPARTMENT

SCHEDULE OF FINANCIAL AID DOLLARS  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)

List by Sport:	FEE WAIVERS						Other Financial Aid			Total
	Resident Waivers			Non Resident Waivers			Women	Men	Total	
	Women	Men	Total	Women	Men	Total				
Football	2,107	83,678	85,785	6,464	16,029	22,492		50,806	50,806	159,084
Mens Basketball		35,684	35,684		44,072	44,072		21,005	21,005	100,761
Womens Basketball	34,937	2,156	37,093	42,897		42,897	14,964		14,964	94,954
Wrestling		46,850	46,850		41,403	41,403		31,466	31,466	119,719
Volleyball	25,954		25,954	40,481		40,481	19,620		19,620	86,055
Golf	6,234		6,234			-	5,140		5,140	11,374
Rodeo	6,363	17,810	24,174			-	2,615	1,025	3,640	27,814
General	12,429	520	12,949			-			-	12,949
<b>TOTAL FINANCIAL AID</b>	<b>\$88,025</b>	<b>\$186,698</b>	<b>\$274,724</b>	<b>\$89,841</b>	<b>\$101,504</b>	<b>\$191,345</b>	<b>\$42,339</b>	<b>\$104,302</b>	<b>\$146,641</b>	<b>\$612,710</b>

**EXECUTIVE SUMMARY**  
**THE UNIVERSITY OF MONTANA – MISSOULA**

The University of Montana - Missoula participates in the National Collegiate Athletic Association (NCAA). As a member of the NCAA, UM participates through the Big Sky Conference along with Montana State, Idaho State, Eastern Washington, Portland State University, Sacramento State, Weber State, University of Northern Colorado and Weber State.

UM currently sponsors 14 intercollegiate sports programs: men's football, men's and women's basketball, women's volleyball, women's golf, women's soccer, men's and women's tennis, men's and women's cross country, men's and women's indoor track and men's and women's outdoor track.

UM's FY05 athletics revenue from all University funds, The University of Montana Foundation and the Grizzly Scholarship Association was \$15,340,533. Athletic expenditures in FY05 from all sources were \$12,687,159. The Department of Intercollegiate Athletics made payments totaling \$395,000 against their FY04 deficit. The estimated revenue for FY06 is \$14,994,635. The expenditure estimation is at \$12,156,137. The Department of Intercollegiate Athletics anticipates being able to reduce the deficit beyond the scheduled amount for FY06.

The University of Montana – Missoula's athletic programs consist of 325 unduplicated student athletes that include 115 women and 210 men. The six-year graduation rate for the total UM student population for first-time freshmen entering in the fall of 1999 was 45% with rate among men at 41% and the rate among women at 48%. The graduation rate for student athletes during that same period was 70%, with men at 69% and 71% for women.

The institutional cumulative grade point average was 2.87. While the student-athlete cumulative grade point average was 2.94. Per individual sport the grade point averages were as follows: Football (2.81); Men's Basketball (2.58); Men's Tennis (2.95); Men's Cross Country (2.81); Men's Track (2.85); Women's Volleyball (3.08); Women's Basketball (3.20); Women's Soccer (2.93); Women's Tennis (3.16); Women's Cross Country (3.35); Women's Track (3.19); Women's Golf (3.34).

**MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA-MISSOULA ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales	\$ 3,381,935	\$ 352,596	\$ 292,902	\$ 6,938	\$ -	\$ 4,034,371	\$ 3,624,982
2	Student Fees	\$ -	\$ -	\$ -	\$ -	\$ 677,373	\$ 677,373	\$ 760,057
3	Guarantees	\$ -	\$ 90,000	\$ -	\$ 4,500	\$ -	\$ 94,500	\$ 482,000
4	Contributions (Sch. 1)	\$ 426,657	\$ 140,504	\$ 136,560	\$ 397,949	\$ 97,919	\$ 1,199,590	\$ 1,142,505
5	Third-Party Support	\$ 117,692	\$ 77,550	\$ 79,550	\$ 33,100	\$ 45,550	\$ 353,442	\$ 365,000
6	Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 962,756	\$ 362,327	\$ 353,312	\$ 982,453	\$ 1,130,837	\$ 3,791,685	\$ 4,165,602
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ 210,274	\$ 210,274	\$ 213,357
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 342,405	\$ 171,625	\$ 75,495	\$ 3,957	\$ 281,265	\$ 874,746	\$ 408,672
10	Broadcast Television, Radio and Internet Rights	\$ 64,862	\$ 7,000	\$ 8,450	\$ -	\$ -	\$ 80,312	\$ 58,600
11	Program Sales, Concessions, Novelty Sales and Parking	\$ 129,080	\$ 8,085	\$ 10,623	\$ -	\$ 52,203	\$ 199,991	\$ 160,292
12	Royalties, Advertisements and Sponsorships	\$ 22,326	\$ 6,642	\$ 2,722	\$ 10,651	\$ 573,226	\$ 615,567	\$ 628,257
13	Sports-Camp Revenues	\$ -	\$ -	\$ -	\$ 44,629	\$ -	\$ 44,629	\$ -
14	Endowment and Investment Income	\$ -	\$ -	\$ 50	\$ -	\$ 3,114	\$ 3,164	\$ 2,410
15	Other	\$ 184,964	\$ 4,604	\$ 4,493	\$ 13,982	\$ 25,569	\$ 233,613	\$ 92,901
16	<b>Total Institutional Revenue</b>	\$ 5,632,677	\$ 1,220,932	\$ 964,158	\$ 1,498,160	\$ 3,137,329	\$ 12,453,255	\$ 12,104,635
16a	<b>Total External Revenue (Sch 3)</b>	\$ 319,648	\$ 114,481	\$ 43,142	\$ 51,864	\$ 2,358,144	\$ 2,887,278	\$ 2,890,000
16b	<b>TOTAL REVENUE</b>	\$ 5,952,325	\$ 1,335,413	\$ 1,007,299	\$ 1,550,024	\$ 5,495,472	\$ 15,340,533	\$ 14,994,635
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 965,634	\$ 222,068	\$ 218,701	\$ 1,024,708	\$ 15,083	\$ 2,446,194	\$ 2,761,950
18	Guarantees	\$ 130,000	\$ 84,766	\$ 23,000	\$ 5,421	\$ -	\$ 243,187	\$ 184,640
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 550,277	\$ 256,026	\$ 259,998	\$ 548,929	\$ -	\$ 1,615,230	\$ 1,630,000
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ 117,692	\$ 77,550	\$ 79,550	\$ 33,100	\$ -	\$ 307,892	\$ 317,550
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 53,259	\$ 20,201	\$ 21,125	\$ 18,480	\$ 1,452,153	\$ 1,565,218	\$ 1,580,000
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ 45,550	\$ 45,550	\$ 47,450
23	Severance Payments	\$ 18,212	\$ -	\$ -	\$ 1,086	\$ 21,989	\$ 41,287	\$ -
24	Recruiting	\$ 54,970	\$ 60,690	\$ 8,606	\$ 42,362	\$ -	\$ 166,628	\$ 176,429
25	Team Travel	\$ 271,276	\$ 132,414	\$ 113,329	\$ 292,172	\$ 930	\$ 810,121	\$ 985,780
26	Equipment, Uniforms and Supplies	\$ 45,474	\$ 13,046	\$ 6,472	\$ 53,542	\$ 109,530	\$ 228,064	\$ 271,811
27	Game Expenses	\$ 744,489	\$ 203,727	\$ 234,800	\$ 45,353	\$ 1,443	\$ 1,229,813	\$ 640,182
28	Fund Raising, Marketing and Promotion	\$ 17,729	\$ 4,831	\$ 9,307	\$ 1,533	\$ 5,900	\$ 39,300	\$ 17,300
29	Sports Camp Expenses	\$ -	\$ -	\$ -	\$ 24,912	\$ -	\$ 24,912	\$ -
30	Direct Facilities, Maintenance, and Rental	\$ 888,317	\$ 3,425	\$ 1,411	\$ 19,703	\$ 934,625	\$ 1,847,480	\$ 1,457,305
31	Spirit Groups	\$ 26,650	\$ 4,200	\$ 4,400	\$ -	\$ 40,774	\$ 76,024	\$ 31,300
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ 210,274	\$ 210,274	\$ 213,357
33	Medical Expenses and Medical Insurance	\$ 3,678	\$ 414	\$ 336	\$ 1,409	\$ 170,820	\$ 176,657	\$ 210,896
34	Memberships and Dues	\$ 985	\$ 1,240	\$ 1,230	\$ 2,945	\$ 39,496	\$ 45,896	\$ 45,508
35	Other Operating Expenses	\$ 98,048	\$ 45,699	\$ 25,320	\$ 52,641	\$ 396,254	\$ 617,961	\$ 633,929
36	<b>Total Institutional Operating Expenses</b>	\$ 3,986,690	\$ 1,130,297	\$ 1,007,584	\$ 2,168,297	\$ 3,444,821	\$ 11,737,689	\$ 11,205,387
37A	<b>Total External Operating Expenses (Sch 3)</b>	\$ 193,166	\$ 46,090	\$ 21,396	\$ 32,530	\$ 656,289	\$ 949,470	\$ 950,750
37B	<b>TOTAL EXPENSES</b>	\$ 4,179,856	\$ 1,176,386	\$ 1,028,980	\$ 2,200,827	\$ 4,101,110	\$ 12,687,159	\$ 12,156,137
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ 1,645,987	\$ 90,636	\$ (43,426)	\$ (670,137)	\$ (307,492)	\$ 715,567	\$ 899,248
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ 1,772,469	\$ 159,027	\$ (21,680)	\$ (650,803)	\$ 1,394,362	\$ 2,653,374	\$ 2,838,498



**MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA-MISSOULA ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	TOTAL OTHER SPORTS	MEN'S TENNIS	MEN'S TRACK	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK	WOMEN'S VOLLEYBALL
<b>REVENUE</b>									
1	Ticket Sales	\$ 6,938	\$ -	\$ -	\$ -	\$ -	\$ 3,670	\$ -	\$ 3,269
2	Student Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Guarantees	\$ 4,500	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ -
4	Contributions (Sch. 1)	\$ 397,949	\$ 21,803	\$ 66,432	\$ 37,337	\$ 47,454	\$ 53,471	\$ 93,488	\$ 77,963
5	Third-Party Support	\$ 33,100	\$ 3,875	\$ 1,550	\$ 2,600	\$ 3,875	\$ 8,050	\$ 1,550	\$ 11,600
6	Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 982,453	\$ 74,488	\$ 139,786	\$ 53,096	\$ 102,413	\$ 251,284	\$ 161,083	\$ 200,303
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	NCAA/Conference Distributions Including All Tournament Revenues	\$ 3,957	\$ -	\$ 3,957	\$ -	\$ -	\$ -	\$ -	\$ -
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Program Sales, Concessions, Novelty Sales and Parking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Royalties, Advertisements and Sponsorships	\$ 10,651	\$ 40	\$ 2,903	\$ -	\$ 40	\$ 2,634	\$ 2,785	\$ 2,249
13	Sports-Camp Revenues	\$ 44,629	\$ -	\$ -	\$ -	\$ -	\$ 44,629	\$ -	\$ -
14	Endowment and Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Other	\$ 13,982	\$ -	\$ 55	\$ -	\$ -	\$ 13,872	\$ 55	\$ -
16	<b>Total Institutional Revenue</b>	\$ 1,498,160	\$ 100,207	\$ 214,683	\$ 93,033	\$ 153,782	\$ 382,110	\$ 258,961	\$ 295,384
16a	<b>Total External Revenue (Sch 3)</b>	\$ 51,864	\$ 1,257	\$ 5,070	\$ 15,268	\$ 1,257	\$ 19,511	\$ 5,070	\$ 4,430
16b	<b>TOTAL REVENUE</b>	\$ 1,550,024	\$ 101,464	\$ 219,753	\$ 108,301	\$ 155,039	\$ 401,621	\$ 264,031	\$ 299,814
<b>EXPENSES</b>									
17	Athletics Student Aid	\$ 1,024,708	\$ 68,777	\$ 153,399	\$ 89,938	\$ 122,830	\$ 207,084	\$ 202,270	\$ 180,410
18	Guarantees	\$ 5,421	\$ -	\$ 452	\$ -	\$ -	\$ 4,237	\$ 452	\$ 280
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 548,929	\$ 41,497	\$ 69,001	\$ 40,461	\$ 41,497	\$ 153,491	\$ 68,999	\$ 133,983
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ 33,100	\$ 3,875	\$ 1,550	\$ 2,600	\$ 3,875	\$ 8,050	\$ 1,550	\$ 11,600
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 18,480	\$ 52	\$ 41	\$ -	\$ 16	\$ 18,277	\$ 34	\$ 60
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Severance Payments	\$ 1,086	\$ -	\$ 543	\$ -	\$ -	\$ -	\$ 543	\$ -
24	Recruiting	\$ 42,362	\$ 731	\$ 5,770	\$ -	\$ 2,041	\$ 18,975	\$ 6,564	\$ 8,282
25	Team Travel	\$ 292,172	\$ 23,203	\$ 48,719	\$ 37,230	\$ 23,963	\$ 63,924	\$ 40,754	\$ 54,379
26	Equipment, Uniforms and Supplies	\$ 53,542	\$ 6,845	\$ 5,537	\$ 2,609	\$ 6,370	\$ 19,999	\$ 4,833	\$ 7,348
27	Game Expenses	\$ 45,353	\$ 1,720	\$ 3,428	\$ 174	\$ 953	\$ 14,208	\$ 3,306	\$ 21,564
28	Fund Raising, Marketing and Promotion	\$ 1,533	\$ 276	\$ -	\$ 108	\$ 264	\$ 37	\$ -	\$ 848
29	Sports Camp Expenses	\$ 24,912	\$ -	\$ -	\$ -	\$ -	\$ 24,912	\$ -	\$ -
30	Direct Facilities, Maintenance, and Rental	\$ 19,703	\$ 2,534	\$ 4,654	\$ 327	\$ 1,504	\$ 5,847	\$ 4,536	\$ 300
31	Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	Medical Expenses and Medical Insurance	\$ 1,409	\$ -	\$ 208	\$ 27	\$ 34	\$ 682	\$ 236	\$ 222
34	Memberships and Dues	\$ 2,945	\$ 245	\$ 475	\$ 110	\$ 245	\$ 550	\$ 175	\$ 1,145
35	Other Operating Expenses	\$ 52,641	\$ 1,595	\$ 8,207	\$ 1,267	\$ 1,716	\$ 17,340	\$ 7,337	\$ 15,179
36	<b>Total Institutional Operating Expenses</b>	\$ 2,168,297	\$ 151,350	\$ 301,984	\$ 174,852	\$ 205,309	\$ 557,614	\$ 341,589	\$ 435,600
37A	<b>Total External Operating Expenses (Sch 3)</b>	\$ 32,530	\$ 129	\$ 2,749	\$ 9,598	\$ 129	\$ 16,557	\$ 2,749	\$ 618
37B	<b>TOTAL EXPENSES</b>	\$ 2,200,827	\$ 151,479	\$ 304,733	\$ 184,450	\$ 205,438	\$ 574,170	\$ 344,338	\$ 436,218
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ (670,137)	\$ (51,143)	\$ (87,301)	\$ (81,819)	\$ (51,527)	\$ (175,504)	\$ (82,629)	\$ (140,215)
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ (650,803)	\$ (50,015)	\$ (84,980)	\$ (76,149)	\$ (50,399)	\$ (172,549)	\$ (80,307)	\$ (136,404)

**FOOTNOTES TO STATEMENT OF REVENUES AND EXPENSES:**

1. Allocations to the Marching Band were expensed to line 31 Spirit Groups vice as a reduction to revenue
2. Allocations to Athletics Deficit were expensed to line 30 Direct Maintenance vice as a reduction to revenue.
3. Transfers to the Plant Fund were not expensed
4. Net Revenue from ticket sales to the NCAA Football playoffs, the Big Sky Conference Men's Basketball Tournament and the Big Sky Conference Women's Basketball Tournament are recorded in line 9 NCAA and Conference Distributions as per NCAA Audit guidelines. The Budget does not anticipate these post-season events.
5. Expenses from the NCAA Football playoffs, the Big Sky Conference Men's Basketball Tournament and the Big Sky Conference Women's Basketball Tournament are recorded in line 27 Game Expenses. The Budget does not anticipate these post-season events.
6. Indirect Facilities & Administrative Support is for centrally funded bond payments on Washington Grizzly Stadium bonds.

**MONTANA UNIVERSITY SYSTEM**  
(Insert Campus Name) ATHLETIC DEPARTMENT

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	MEN'S			WOMEN'S		OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006	TOTAL OTHER SPORTS
	FOOTBALL	BASKETBALL	BASKETBALL							
<b>Supplemental Schedule 1</b>										
<b>Contributions</b>										
Tradeouts						\$ -		\$ -		\$ -
Athletic Scholarship Association	\$ 377,889	\$ 90,120	\$ 96,994	\$ 376,619	\$ 77,378	\$ 1,019,000	\$ 1,010,755	\$ 376,619		\$ 376,619
Foundation	\$ 48,769	\$ 50,384	\$ 39,566	\$ 21,330	\$ 20,541	\$ 180,590	\$ 131,750	\$ 21,330		\$ 21,330
Other - List:				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
<b>Total Contributions</b>	<b>\$ 426,657</b>	<b>\$ 140,504</b>	<b>\$ 136,560</b>	<b>\$ 397,949</b>	<b>\$ 97,919</b>	<b>\$ 1,199,590</b>	<b>\$ 1,142,505</b>	<b>\$ 397,949</b>		<b>\$ 397,949</b>
<b>Supplemental Schedule 2</b>										
<b>Direct Institutional Support</b>										
Tuition & Fee Waivers	\$ 568,694	\$ 107,873	\$ 100,975	\$ 624,977	\$ 16,296	\$ 1,418,815	\$ 1,550,517	\$ 624,977		\$ 624,977
Transfers In - List Fund:				\$ -		\$ -		\$ -		\$ -
311001	\$ 379,386	\$ 251,359	\$ 248,614	\$ 355,359	\$ 960,025	\$ 2,194,743	\$ 2,436,785	\$ 355,359		\$ 355,359
372227	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ -		\$ -
311001	\$ -	\$ -	\$ -	\$ -	\$ 31,800	\$ 31,800	\$ 31,800	\$ -		\$ -
Other - List:				\$ -		\$ -		\$ -		\$ -
Work-Study	\$ 14,676	\$ 3,094	\$ 3,723	\$ 2,117	\$ 22,715	\$ 46,326	\$ 46,500	\$ 2,117		\$ 2,117
				\$ -		\$ -		\$ -		\$ -
<b>Total Direct Institutional Support</b>	<b>\$ 962,756</b>	<b>\$ 362,327</b>	<b>\$ 353,312</b>	<b>\$ 982,453</b>	<b>\$ 1,130,837</b>	<b>\$ 3,791,685</b>	<b>\$ 4,165,602</b>	<b>\$ 982,453</b>		<b>\$ 982,453</b>
<b>Supplemental Schedule 3</b>										
<b>Schedule of External Revenue and Expense*</b>										
<u>Revenue Sources (List)</u>										
Booster Clubs & Foundation				\$ -		\$ -		\$ -		\$ -
1 Ticket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
2 Student Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
3 Guarantees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
4 Contributions	\$ 299,190	\$ 103,332	\$ 24,851	\$ 56,842	\$ 2,216,305	\$ 2,700,520	\$ 2,700,000	\$ 56,842		\$ 56,842
5 Third Party Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
6 Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
7 Direct Institutional Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
8 Indirect Facilities & Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
9 NCAA/Conference Distributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
10 Broadcast, Television, Radio, and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
11 Program Sales, Concessions, Novelty Sales, & Parking	\$ 162	\$ -	\$ -	\$ -	\$ 66	\$ 228	\$ -	\$ -		\$ -
12 Royalties, Advertisements, & Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ 24,538	\$ 24,538	\$ 25,000	\$ -		\$ -
13 Sports Camp Revenues	\$ -	\$ -	\$ -	\$ -	\$ 2,600	\$ 2,600	\$ -	\$ -		\$ -
14 Endowment & Investment Income	\$ 20,296	\$ 6,978	\$ 7,428	\$ 1,072	\$ 119,086	\$ 154,859	\$ 160,000	\$ 1,072		\$ 1,072
15 Other revenues	\$ -	\$ 4,171	\$ 10,863	\$ (6,050)	\$ (4,451)	\$ 4,533	\$ 5,000	\$ (6,050)		\$ (6,050)
Other-list				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
<b>Total External Revenue</b>	<b>\$ 319,648</b>	<b>\$ 114,481</b>	<b>\$ 43,142</b>	<b>\$ 51,864</b>	<b>\$ 2,358,144</b>	<b>\$ 2,887,278</b>	<b>\$ 2,890,000</b>	<b>\$ 51,864</b>		<b>\$ 51,864</b>
<u>Expenditures</u>										
17 Athletics Student Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
18 Guarantees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
19 Coaching Salaries, Benefits, & Bonuses - University & Related Entities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
20 Coaching Other Compensation & Benefits - Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
21 Support Staff/Administrative Salaries, Benefits, & Bonuses - University	\$ 2,000	\$ -	\$ -	\$ -	\$ 76,635	\$ 78,635	\$ 80,000	\$ -		\$ -
22 Support Staff/Administrative Other Compensation and Benefits - Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
23 Severance Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
24 Recruiting	\$ 221	\$ 9,101	\$ -	\$ -	\$ -	\$ 9,322	\$ 10,000	\$ -		\$ -
25 Team Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
26 Equipment, Uniforms, and Supplies	\$ 79,806	\$ 6,878	\$ 8,734	\$ 23,900	\$ 3,811	\$ 123,130	\$ 120,000	\$ 23,900		\$ 23,900
27 Game Expenses	\$ -	\$ -	\$ -	\$ 2,945	\$ -	\$ 2,945	\$ 3,250	\$ 2,945		\$ 2,945
28 Fund Raising, Marketing, & Promotion	\$ 52,529	\$ 22,697	\$ 3,211	\$ 2,686	\$ 219,647	\$ 300,771	\$ 300,000	\$ 2,686		\$ 2,686
29 Sport Camp Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
30 Direct Facilities, Maintenance, & Rental	\$ 31,418	\$ 3,142	\$ 5,181	\$ 300	\$ 192,538	\$ 232,579	\$ 235,000	\$ 300		\$ 300
31 Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ 34,935	\$ 34,935	\$ 35,000	\$ -		\$ -
32 Indirect Facilities & Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
33 Medical Expenses and Medical Insurance	\$ -	\$ -	\$ -	\$ 62	\$ 9,700	\$ 9,762	\$ 10,000	\$ 62		\$ 62
34 Memberships and Dues	\$ 6,704	\$ -	\$ -	\$ -	\$ 500	\$ 7,204	\$ 7,500	\$ -		\$ -
35 Other Expenses	\$ 20,488	\$ 4,271	\$ 4,270	\$ 2,636	\$ 118,523	\$ 150,188	\$ 150,000	\$ 2,636		\$ 2,636
Other-list				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
<b>Total External Expenses</b>	<b>\$ 193,166</b>	<b>\$ 46,090</b>	<b>\$ 21,396</b>	<b>\$ 32,530</b>	<b>\$ 656,289</b>	<b>\$ 949,470</b>	<b>\$ 950,750</b>	<b>\$ 32,530</b>		<b>\$ 32,530</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM**  
(Insert Campus Name) ATHLETIC DEPARTMENT

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	MEN'S TENNIS	MEN'S TRACK	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK	WOMEN'S VOLLEYBALL
<b>Supplemental Schedule 1</b>							
<b>Contributions</b>							
Tradeouts							
Athletic Scholarship Association	\$ 21,803	\$ 66,315	\$ 36,842	\$ 41,696	\$ 47,270	\$ 91,988	\$ 70,705
Foundation	\$ -	\$ 118	\$ 495	\$ 5,758	\$ 6,202	\$ 1,500	\$ 7,258
Other - List:							
<b>Total Contributions</b>	<b>\$ 21,803</b>	<b>\$ 66,432</b>	<b>\$ 37,337</b>	<b>\$ 47,454</b>	<b>\$ 53,471</b>	<b>\$ 93,488</b>	<b>\$ 77,963</b>
<b>Supplemental Schedule 2</b>							
<b>Direct Institutional Support</b>							
Tuition & Fee Waivers	\$ 46,974	\$ 86,185	\$ 53,096	\$ 74,921	\$ 154,413	\$ 107,569	\$ 101,818
Transfers In - List Fund:							
311001	\$ 27,480	\$ 53,456	\$ -	\$ 27,480	\$ 96,015	\$ 53,456	\$ 97,471
372227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
311001							
Other - List:							
Work-Study	\$ 35	\$ 145	\$ -	\$ 11	\$ 855	\$ 57	\$ 1,014
<b>Total Direct Institutional Support</b>	<b>\$ 74,488</b>	<b>\$ 139,786</b>	<b>\$ 53,096</b>	<b>\$ 102,413</b>	<b>\$ 251,284</b>	<b>\$ 161,083</b>	<b>\$ 200,303</b>
<b>Supplemental Schedule 3</b>							
<b>Schedule of External Revenue and Expense*</b>							
<u>Revenue Sources (List)</u>							
Booster Clubs & Foundation							
1 Ticket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Student Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 Guarantees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 Contributions	\$ 1,257	\$ 4,802	\$ 15,328	\$ 1,257	\$ 18,916	\$ 4,802	\$ 10,480
5 Third Party Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 Direct Institutional Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 Indirect Facilities & Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 NCAA/Conference Distributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10 Broadcast, Television, Radio, and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11 Program Sales, Concessions, Novelty Sales, & Parking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12 Royalties, Advertisements, & Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13 Sports Camp Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14 Endowment & Investment Income	\$ -	\$ 269	\$ (60)	\$ -	\$ 595	\$ 269	\$ -
15 Other revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,050)
Other-list							
<b>Total External Revenue</b>	<b>\$ 1,257</b>	<b>\$ 5,070</b>	<b>\$ 15,268</b>	<b>\$ 1,257</b>	<b>\$ 19,511</b>	<b>\$ 5,070</b>	<b>\$ 4,430</b>
<u>Expenditures</u>							
17 Athletics Student Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 Guarantees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19 Coaching Salaries, Benefits, & Bonuses - University & Related Entities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 Coaching Other Compensation & Benefits - Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21 Support Staff/Administrative Salaries, Benefits, & Bonuses - University	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22 Support Staff/Administrative Other Compensation and Benefits - Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23 Severance Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24 Recruiting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 Team Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 Equipment, Uniforms, and Supplies	\$ -	\$ 2,266	\$ 5,397	\$ -	\$ 13,562	\$ 2,266	\$ 409
27 Game Expenses	\$ -	\$ -	\$ 2,945	\$ -	\$ -	\$ -	\$ -
28 Fund Raising, Marketing, & Promotion	\$ -	\$ 130	\$ 803	\$ -	\$ 1,623	\$ 130	\$ -
29 Sport Camp Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30 Direct Facilities, Maintenance, & Rental	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -
31 Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32 Indirect Facilities & Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33 Medical Expenses and Medical Insurance	\$ 31	\$ -	\$ -	\$ 31	\$ -	\$ -	\$ -
34 Memberships and Dues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
35 Other Expenses	\$ 98	\$ 353	\$ 453	\$ 98	\$ 1,071	\$ 353	\$ 210
Other-list							
<b>Total External Expenses</b>	<b>\$ 129</b>	<b>\$ 2,749</b>	<b>\$ 9,598</b>	<b>\$ 129</b>	<b>\$ 16,557</b>	<b>\$ 2,749</b>	<b>\$ 618</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM**  
**(Insert Campus Name) ATHLETIC DEPARTMENT**

**Supplemental Schedule 4**  
**Fund Balance Summary-Institutional Funds Only**

Item	CURRENT UNRESTRICTED OPERATING	DESIGNATED FUND	RESTRICTED FUND	AUXILIARY FUND	PLANT FUND	OTHER FUND	TOTAL
<b>FISCAL 2005 ACTUAL (unaudited)</b>							
Revenue/Transfers In	\$ 3,901,959	\$ 6,370,335	\$ 1,181,498	\$ 113,932	\$ 317,000	\$ 395,722	\$ 12,280,446
Expenditures/Transfers Out	\$ 3,901,959	\$ 5,907,509	\$ 1,058,139	\$ 113,979	\$ -	\$ 258,211	\$ 11,239,797
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 462,826</b>	<b>\$ 123,359</b>	<b>\$ (47)</b>	<b>\$ 317,000</b>	<b>\$ 137,511</b>	<b>\$ 1,040,649</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ (946,890)</b>	<b>\$ (12,102)</b>	<b>\$ 2,970</b>	<b>\$ -</b>	<b>\$ 9,084</b>	
<b>ENDING FUND BALANCE</b>		<b>\$ (484,064)</b>	<b>\$ 111,257</b>	<b>\$ 2,923</b>	<b>\$ 317,000</b>	<b>\$ 146,595</b>	
<b>FISCAL 2006 BUDGETED</b>							
Revenue/Transfers In	\$ 3,614,730	\$ 6,115,899	\$ 1,169,505	\$ 117,181	\$ (317,000)	\$ -	\$ 10,700,315
Expenditures/Transfers Out	\$ 3,614,730	\$ 5,678,726	\$ 1,211,433	\$ 114,243		\$ -	\$ 10,619,132
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 437,173</b>	<b>\$ (41,928)</b>	<b>\$ 2,938</b>	<b>\$ (317,000)</b>	<b>\$ -</b>	<b>\$ 81,183</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ (484,064)</b>	<b>\$ 111,257</b>	<b>\$ 2,923</b>	<b>\$ 317,000</b>	<b>\$ 146,595</b>	
<b>ENDING FUND BALANCE</b>		<b>\$ (46,891)</b>	<b>\$ 69,329</b>	<b>\$ 5,861</b>	<b>\$ -</b>	<b>\$ 146,595</b>	

**THE UNIVERSITY OF MONTANA-MISSOULA  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF PARTICIPATION BY SPORT  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	Unduplicated Count of Participants			Participants of Second or Third Sport		
	Women	Men	Total	Women	Men	Total
Basketball	17	16	33	1	0	1
Soccer	26		26	1		1
Football		121	121		3	3
Tennis	9	11	20	0	0	
Cross Country	19	22	41	16	17	33
Volleyball	11		11	0		0
Golf	8		8	0		0
Track, Indoor	42	58	100	42	57	99
Track, Outdoor	43	59	102	43	58	101
<b>Total Participants</b>	<b>175</b>	<b>287</b>	<b>462</b>	<b>103</b>	<b>135</b>	<b>238</b>
<b>Unduplicated Count of Participants</b>	<b>115</b>	<b>210</b>	<b>325</b>			

Resident vs Non-Resident	# Resident	# Non-Resident
Men's Basketball	5	11
Women's Basketball	13	4
Soccer	6	20
Football	62	59
Men's Tennis	2	9
Women's Tennis	2	7
Men's Cross Country	14	8
Women's Cross Country	11	8
Volleyball	8	3
Men's Track	43	16
Women's Track	21	22
Golf	2	6

THE UNIVERSITY OF MONTANA-MISSOULA  
INTERCOLLEGIATE ATHLETICS

GRADUATION RATES

	Women	Men	Total
TOTAL STUDENT POPULATION	48.00%	41.00%	45.00%
ALL ATHLETES	71.00%	69.00%	70.00%

Data represents the % of **entering Freshman** from AY 1997-1998 who graduated by FY 2002-2003.

**THE UNIVERSITY OF MONTANA-MISSOULA  
INTERCOLLEGIATE ATHLETICS**

**CUMULATIVE GRADE POINT AVERAGE COMPARISON  
FOR SPRING SEMESTER 2005**

	<b>CUM GPA</b>
All Campus Undergraduates	2.87
Football	2.81
Men's Basketball	2.58
Men's Tennis	2.95
Men's Cross Country	2.81
Men's Track	2.85
Women's Volleyball	3.08
Women's Basketball	3.20
Women's Soccer	2.93
Women's Tennis	3.16
Women's Cross Country	3.35
Women's Track	3.19
Women's Golf	3.34

Weighted Average for All Athletes 2.94

Resident GPA 2.91

Non-Resident GPA 2.95



**MONTANA UNIVERSITY SYSTEM CAMPUS UNIVERSITY OF MONTANA-MISSOULA  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF FINANCIAL AID DOLLARS  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	FEE WAIVERS						OTHER FINANCIAL AID			GRAND TOTALS
	Resident Waivers			Nonresident Waivers			Women	Men	Total	
	Women	Men	Total	Women	Men	Total				
Football		126,941	126,941		441,753	441,753		388,661	388,661	957,356
Basketball	33,851	6,321	40,172	67,124	101,552	168,676	113,918	113,180	227,098	435,946
Volleyball	9,371		9,371	92,447		92,447	76,963		76,963	178,782
Track	28,371	35,578	63,949	79,198	50,606	129,805	91,988	66,315	158,303	352,057
Golf	7,460		7,460	45,636		45,636	36,842		36,842	89,938
Tennis	30	500	530	74,891	46,474	121,365	47,454	21,803	69,257	191,152
Soccer	8,973		8,973	145,440		145,440	52,221		52,221	206,634
General Athletics	7,780	8,516	16,296	0	0	0	3,000	12,567	15,567	31,863
<b>TOTAL FINANCIAL AID</b>	<b>\$95,836</b>	<b>\$177,857</b>	<b>\$273,693</b>	<b>\$504,737</b>	<b>\$640,385</b>	<b>\$1,145,122</b>	<b>\$422,386</b>	<b>\$602,526</b>	<b>\$1,024,912</b>	<b>2,443,727</b>

**EXECUTIVE SUMMARY**  
**Montana Tech of The University of Montana Tech**

Montana Tech of The University of Montana participates in NAIA athletic programs. The Frontier Conference, of which Montana Tech is a member, also includes The University of Montana-Western, Carroll College, University of Great Falls, MSU-Northern, Rocky Mountain College, Louis-Clark State College, and Westminster College.

NAIA does not require a minimum number of sports to be eligible to participate; therefore, Montana Tech has limited women's sports to volleyball, basketball, and golf and men's sports to football, basketball and golf.

Montana Tech's FY05 total athletic revenues, including sports camps, were \$1,292,766 and the estimated revenues for FY06 are \$1,334,830. The FY05 expenditures, including sports camps, were \$1,284,856 thus leaving an excess of \$7,921. The estimated expenditures for FY06 are \$1,342,274 and include spending the excess from FY05.

The athletic programs at Montana Tech serve a total of 184 students including 38 women and 146 men. The six-year graduation rate for first-time freshman entering in 1998 is 47.64%. The graduation rate for athletes determined in the same manner as for all first-time freshmen is 63%.

The athletic budget at Montana Tech supports .35 FTE administrative support, .53 FTE trainer, .46 FTE student employees and 5.46 FTE head coaches and assistant coaches. All the full-time coaches teach or perform other duties on a part-time basis. The salaries attributable to athletics range from a \$2,000 stipend to \$41,160 for the athletic portion of the salary paid to the Head Football Coach.

**MONTANA UNIVERSITY SYSTEM**  
 (Insert Campus Name) ATHLETIC DEPARTMENT

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales	\$ 11,691	\$ 2,809	\$ 2,809	\$ 1,400	\$ -	\$ 18,709	\$ 19,000
2	Student Fees	\$ 32,171	\$ 19,089	\$ 18,800	\$ 20,900	\$ 20,743	\$ 111,703	\$ 115,620
3	Guarantees	\$ 47,500	\$ 14,420	\$ 1,500	\$ 1,357	\$ -	\$ 64,777	\$ 13,800
4	Contributions (Sch. 1)	\$ -	\$ -	\$ 7,626	\$ -	\$ -	\$ 7,626	\$ -
5	Third-Party Support	\$ 5,995	\$ 2,750	\$ 1,100	\$ 1,000	\$ -	\$ 10,845	\$ 16,630
6	Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 399,387	\$ 146,394	\$ 143,550	\$ 154,589	\$ 71,069	\$ 914,989	\$ 976,888
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	NAIA/Conference Distributions Including All Tournament Revenues	\$ 7,036	\$ -	\$ -	\$ -	\$ -	\$ 7,036	\$ -
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Program Sales, Concessions, Novelty Sales and Parking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Royalties, Advertisements and Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Sports-Camp Revenues	\$ 60,512	\$ 2,818	\$ 4,581	\$ 4,581	\$ -	\$ 72,492	\$ 70,653
14	Endowment and Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	<b>Total Institutional Revenue</b>	\$ 564,292	\$ 188,280	\$ 179,966	\$ 183,827	\$ 91,812	\$ 1,208,177	\$ 1,212,591
16a	<b>Total External Revenue (Sch 3)</b>	\$ 38,612	\$ 13,394	\$ 13,360	\$ 19,904	\$ 9,812	\$ 95,082	\$ 108,872
16b	<b>TOTAL REVENUE</b>	\$ 602,904	\$ 201,674	\$ 193,326	\$ 203,731	\$ 101,624	\$ 1,303,259	\$ 1,321,463
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 259,913	\$ 75,622	\$ 72,020	\$ 83,840	\$ -	\$ 491,395	\$ 561,725
18	Guarantees	\$ 47,500	\$ 13,555	\$ 1,500	\$ 1,243	\$ -	\$ 63,798	\$ 13,800
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 86,417	\$ 51,576	\$ 44,404	\$ 53,884	\$ 10,710	\$ 246,991	\$ 255,173
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ -	\$ -	\$ -	\$ -	\$ 53,239	\$ 53,239	\$ 54,127
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Severance Payments	\$ -	\$ -	\$ 6,273	\$ -	\$ -	\$ 6,273	\$ -
24	Recruiting	\$ 1,231	\$ 1,062	\$ 139	\$ -	\$ -	\$ 2,432	\$ 2,500
25	Team Travel	\$ 39,556	\$ 22,592	\$ 34,752	\$ 33,078	\$ 10,003	\$ 139,981	\$ 133,039
26	Equipment, Uniforms and Supplies	\$ 37,238	\$ 11,120	\$ 6,772	\$ 7,704	\$ 4,854	\$ 67,688	\$ 46,149
27	Game Expenses	\$ 6,610	\$ 8,494	\$ 5,208	\$ 2,047	\$ -	\$ 22,358	\$ 23,000
28	Fund Raising, Marketing and Promotion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sports Camp Expenses	\$ 57,978	\$ 2,750	\$ 2,593	\$ 2,593	\$ -	\$ 65,914	\$ 77,118
30	Direct Facilities, Maintenance, and Rental	\$ 3,605	\$ -	\$ -	\$ -	\$ 956	\$ 4,561	\$ 1,500
31	Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	Medical Expenses and Medical Insurance	\$ 29,347	\$ 7,051	\$ 3,668	\$ 7,574	\$ 6,378	\$ 54,019	\$ 49,612
34	Memberships and Dues	\$ -	\$ 350	\$ -	\$ 400	\$ 90	\$ 840	\$ -
35	Other Operating Expenses	\$ (7,637)	\$ (6,826)	\$ 648	\$ (10,638)	\$ 15,019	\$ (9,433)	\$ (11,000)
36	<b>Total Institutional Operating Expenses</b>	\$ 561,758	\$ 187,346	\$ 177,978	\$ 181,725	\$ 101,250	\$ 1,210,057	\$ 1,206,743
37A	<b>Total External Operating Expenses (Sch 3)</b>	\$ 38,612	\$ 13,394	\$ 13,360	\$ 19,904	\$ 9,812	\$ 95,082	\$ 108,872
37B	<b>TOTAL EXPENSES</b>	\$ 600,370	\$ 200,740	\$ 191,338	\$ 201,629	\$ 111,062	\$ 1,305,139	\$ 1,315,615
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		\$ 2,534	\$ 934	\$ 1,988	\$ 2,102	\$ (9,438)	\$ (1,880)	\$ 5,848
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		\$ 2,534	\$ 934	\$ 1,988	\$ 2,102	\$ (9,438)	\$ (1,880)	\$ 5,848

**MONTANA UNIVERSITY SYSTEM**  
 (Insert Campus Name) ATHLETIC DEPARTMENT

**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Ln	Item	TOTAL OTHER SPORTS	MEN'S TENNIS	MEN'S GOLF	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK	WOMEN'S VOLLEYBALL
<b>REVENUE</b>									
1	Ticket Sales	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400
2	Student Fees	\$ 20,900	\$ -	\$ 1,437	\$ 1,438	\$ -	\$ -	\$ -	\$ 18,025
3	Guarantees	\$ 1,357	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ 357
4	Contributions (Sch. 1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Third-Party Support	\$ 1,000	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -
6	Direct State or Other Government Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Direct Institutional Support (Sch. 2)	\$ 154,589	\$ -	\$ 25,257	\$ 11,728	\$ -	\$ -	\$ -	\$ 117,604
8	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	NAAIA/Conference Distributions Including All Tournament Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	Broadcast Television, Radio and Internet Rights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Program Sales, Concessions, Novelty Sales and Parking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12	Royalties, Advertisements and Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Sports-Camp Revenues	\$ 4,581	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,581
14	Endowment and Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	<b>Total Institutional Revenue</b>	<b>\$ 183,827</b>	<b>\$ -</b>	<b>\$ 27,694</b>	<b>\$ 14,166</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 141,967</b>
16a	<b>Total External Revenue (Sch 3)</b>	<b>\$ 19,904</b>	<b>\$ -</b>	<b>\$ 3,206</b>	<b>\$ 3,206</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,492</b>
16b	<b>TOTAL REVENUE</b>	<b>\$ 203,731</b>	<b>\$ -</b>	<b>\$ 30,900</b>	<b>\$ 17,372</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 155,459</b>
<b>EXPENSES</b>									
17	Athletics Student Aid	\$ 83,840	\$ -	\$ 21,587	\$ 8,059	\$ -	\$ -	\$ -	\$ 54,194
18	Guarantees	\$ 1,243	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ 243
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 53,884	\$ -	\$ 1,159	\$ 1,159	\$ -	\$ -	\$ -	\$ 51,566
20	Coaching Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Severance Payments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	Recruiting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Team Travel	\$ 33,078	\$ -	\$ 1,592	\$ 1,592	\$ -	\$ -	\$ -	\$ 29,894
26	Equipment, Uniforms and Supplies	\$ 7,704	\$ -	\$ 1,754	\$ 1,754	\$ -	\$ -	\$ -	\$ 4,196
27	Game Expenses	\$ 2,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,047
28	Fund Raising, Marketing and Promotion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
29	Sports Camp Expenses	\$ 2,593	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,593
30	Direct Facilities, Maintenance, and Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31	Spirit Groups	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	Indirect Facilities and Administrative Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	Medical Expenses and Medical Insurance	\$ 7,574	\$ -	\$ 1,953	\$ 1,953	\$ -	\$ -	\$ -	\$ 3,668
34	Memberships and Dues	\$ 400	\$ -	\$ 105	\$ 105	\$ -	\$ -	\$ -	\$ 190
35	Other Operating Expenses	\$ (10,638)	\$ -	\$ (956)	\$ (956)	\$ -	\$ -	\$ -	\$ (8,726)
36	<b>Total Institutional Operating Expenses</b>	<b>\$ 181,725</b>	<b>\$ -</b>	<b>\$ 27,694</b>	<b>\$ 14,166</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 139,865</b>
37A	<b>Total External Operating Expenses (Sch 3)</b>	<b>\$ 19,904</b>	<b>\$ -</b>	<b>\$ 3,206</b>	<b>\$ 3,206</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,492</b>
37B	<b>TOTAL EXPENSES</b>	<b>\$ 201,629</b>	<b>\$ -</b>	<b>\$ 30,900</b>	<b>\$ 17,372</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 153,357</b>
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		<b>\$ 2,102</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,102</b>
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		<b>\$ 2,102</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,102</b>

**FOOTNOTES TO STATEMENT OF REVENUES AND EXPENSES:**

Expenses in FY05 exceed revenue earned in FY05, however there was excess revenue from FY04 which was expended during FY05 to cover playoff expenses

Beginning balances for sports camps are not reflected on the income statement

Men's Bball includes Men's JV Bball

Our Golf team is a coed team thus revenues and expenses were split 50/50

Insurance is allocated to each sport based on number of participants

Basketball gate receipts are split 50/50 between mens and womens

Student fees are allocated proportionately based on state appropriated funding

Extra compensation and overtime for regular employees in BFB051, BMB051, BJV051, BWB051, and BWV051 are included in game day expenses. Employees are paid for selling tickets, keeping score, and running the clock.

FY06 fee waivers and scholarships are budgeted in FY06 based on tuition increases and available scholarship funds.

FY06 guarantees are budgeted based on contracts signed by each team.

**MONTANA UNIVERSITY SYSTEM**  
**(Insert Campus Name) ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON- PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>Supplemental Schedule 1</b>							
<b>Contributions</b>							
Tradeouts				\$	-	\$	-
Athletic Scholarship Association Foundation				\$	-	\$	-
Other - List:				\$	-	\$	-
Sarsfield Tournament			\$ 7,626	\$	-	\$	7,626
				\$	-	\$	-
				\$	-	\$	-
<b>Total Contributions</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,626</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,626</b>	<b>\$ -</b>

**Supplemental Schedule 2**  
**Direct Institutional Support**

Tuition & Fee Waivers	\$ 253,918	\$ 72,872	\$ 70,920	\$ 82,840	\$ -	\$ 480,550	\$ 545,095
Transfers In - List Fund:				\$ -		\$ -	
Ticket Sales				\$ -		\$ -	
Student Fees				\$ -		\$ -	
Other - List:				\$ -		\$ -	
State Appropriated Operations	\$ 145,469	\$ 73,522	\$ 72,630	\$ 71,749	\$ 71,069	\$ 434,439	\$ 431,793
				\$ -		\$ -	
<b>Total Direct Institutional Support</b>	<b>\$ 399,387</b>	<b>\$ 146,394</b>	<b>\$ 143,550</b>	<b>\$ 154,589</b>	<b>\$ 71,069</b>	<b>\$ 914,989</b>	<b>\$ 976,888</b>

**Supplemental Schedule 3**  
**Schedule of External Revenue  
and Expense\***

<u>Revenue Sources (List)</u>							
Booster Clubs	\$ 38,612	\$ 13,394	\$ 13,360	\$ 19,904	\$ 9,812	\$ 95,082	\$ 108,872
Other-list				\$ -		\$ -	
				\$ -		\$ -	
<b>Total External Revenue</b>	<b>\$ 38,612</b>	<b>\$ 13,394</b>	<b>\$ 13,360</b>	<b>\$ 19,904</b>	<b>\$ 9,812</b>	<b>\$ 95,082</b>	<b>\$ 108,872</b>

Expenditures

Coaches Other Compensation and Benefits	\$ 3,250	\$ 2,500	\$ 2,500	\$ 6,500	\$ -	\$ 14,750	\$ 28,550
Support Staff/Administrative Salaries Other Compensation and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other-list	\$ 35,362	\$ 10,894	\$ 10,860	\$ 13,404	\$ 9,812	\$ 80,332	\$ 80,322
				\$ -		\$ -	
				\$ -		\$ -	
<b>Total External Expenses</b>	<b>\$ 38,612</b>	<b>\$ 13,394</b>	<b>\$ 13,360</b>	<b>\$ 19,904</b>	<b>\$ 9,812</b>	<b>\$ 95,082</b>	<b>\$ 108,872</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM**  
**(Insert Campus Name) ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	TOTAL OTHER SPORTS	MEN'S TENNIS	MEN'S GOLF	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK
<b>Supplemental Schedule 1</b>							
<b>Contributions</b>							
Tradeouts	\$ -						
Athletic Scholarship Association Foundation	\$ -				\$ -		
Other - List:	\$ -						
Sarsfield Tournament	\$ -						
	\$ -						
	\$ -						
<b>Total Contributions</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Supplemental Schedule 2</b>							
<b>Direct Institutional Support</b>							
Tuition & Fee Waivers	\$ 82,840	\$ -	\$ 21,087	\$ 7,559	\$ -	\$ -	\$ -
Transfers In - List Fund:	\$ -						
Ticket Sales	\$ -						
Student Fees	\$ -						
Other - List:	\$ -						
State Appropriated Operations	\$ 71,749	\$ -	\$ 4,170	\$ 4,169	\$ -	\$ -	\$ -
	\$ -						
<b>Total Direct Institutional Support</b>	<b>\$ 154,589</b>	<b>\$ -</b>	<b>\$ 25,257</b>	<b>\$ 11,728</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Supplemental Schedule 3</b>							
<b>Schedule of External Revenue and Expense*</b>							
<u>Revenue Sources (List)</u>							
Booster Clubs	\$ 19,904		\$ 3,206	\$ 3,206			
Other-list	\$ -						
	\$ -						
<b>Total External Revenue</b>	<b>\$ 19,904</b>	<b>\$ -</b>	<b>\$ 3,206</b>	<b>\$ 3,206</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<u>Expenditures</u>							
Coaches Other Compensation and Benefits	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Support Staff/Administrative Salaries Other Compensation and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other-list	\$ 13,404	\$ -	\$ 3,206	\$ 3,206	\$ -	\$ -	\$ -
	\$ -						
	\$ -						
<b>Total External Expenses</b>	<b>\$ 19,904</b>	<b>\$ -</b>	<b>\$ 3,206</b>	<b>\$ 3,206</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

**MONTANA UNIVERSITY SYSTEM**  
**(Insert Campus Name) ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES**  
**FOR THE YEAR ENDED JUNE 30, 2005 (UNAUDITED)**

Item	WOMEN'S VOLLEYBALL
------	-----------------------

**Supplemental Schedule 1**  
**Contributions**

Tradeouts	
Athletic Scholarship Association Foundation	\$ -
Other - List:	
Sarsfield Tournament	
Total Contributions	\$ -

**Supplemental Schedule 2**  
**Direct Institutional Support**

Tuition & Fee Waivers	\$ 54,194
Transfers In - List Fund:	
Ticket Sales	
Student Fees	
Other - List:	
State Appropriated Operations	\$ 63,410
Total Direct Institutional Support	\$ 117,604

**Supplemental Schedule 3**  
**Schedule of External Revenue and Expense\***

<u>Revenue Sources (List)</u>	
Booster Clubs	\$ 13,492
Other-list	
Total External Revenue	\$ 13,492

<u>Expenditures</u>	
Coaches Other Compensation and Benefits	\$ 6,500
Support Staff/Administrative Salaries Other Compensation and Benefits	\$ -
Other-list	\$ 6,992
Total External Expenses	\$ 13,492

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.



**MONTANA UNIVERSITY SYSTEM**  
 (Insert Campus Name) ATHLETIC DEPARTMENT

**Supplemental Schedule 4**  
**Fund Balance Summary-Institutional Funds Only**

Item	CURRENT UNRESTRICTED OPERATING	DESIGNATED FUND	RESTRICTED FUND	AUXILIARY FUND	PLANT FUND	OTHER FUND	TOTAL
<b>FISCAL 2005 ACTUAL (unaudited)</b>							
Revenue/Transfers In	\$ 914,989	\$ 282,343	\$ 10,845		\$ -		\$ 1,208,177
Expenditures/Transfers Out	\$ 914,989	\$ 284,223	\$ 10,845		\$ -		\$ 1,210,057
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	\$ -	\$ (1,880)	\$ -	\$ -	\$ -	\$ -	\$ (1,880)
<b>BEGINNING FUND BALANCE</b>		\$ 16,149	\$ -	\$ -			
<b>ENDING FUND BALANCE</b>		\$ 14,269	\$ -	\$ -	\$ -	\$ -	
<b>FISCAL 2006 BUDGETED</b>							
Revenue/Transfers In	\$ 976,888	\$ 219,073	\$ 16,630		\$ -		\$ 1,212,591
Expenditures/Transfers Out	\$ 976,888	\$ 213,225	\$ 16,630		\$ -		\$ 1,206,743
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	\$ -	\$ 5,848	\$ -	\$ -	\$ -	\$ -	\$ 5,848
<b>BEGINNING FUND BALANCE</b>		\$ 14,269	\$ -	\$ -	\$ -	\$ -	
<b>ENDING FUND BALANCE</b>		\$ 20,117	\$ -	\$ -	\$ -	\$ -	

**Montana Tech of The University of Montana  
INTERCOLLEGIATE ATHLETICS**

**GRADE POINT AVERAGE COMPARISON  
FOR SPRING SEMESTER 2005**

	<b>GPA</b>
*All Campus Undergraduates	2.88
*Football	2.83
*Men's Basketball (includes JV)	2.87
*Men's Golf	2.98
*Women's Volleyball	3.06
*Women's Basketball	3.33
*Women's Golf	2.90

	<b>Resident</b>	<b>Non Resident</b>	<b>WUE</b>
**All Students	2.89	2.94	2.70
**Football	2.90	2.37	2.89
**Men's Basketball	2.89	3.62	2.20
**Women's Basketball	3.35	3.18	3.33
**Volleyball	3.11	2.00	3.45
**Golf - Men's	2.88	2.55	3.49
**Golf - Women's	2.90	3.04	2.60

\* Based on six year graduation rate for first time freshman entering in the Fall 1998

\*\* All undergraduate degree seeking students enrolled during Spring 2005

Montana Tech of The University of Montana  
 Student Participation by Sport

2005-2006	Resident	Non Resident	Total Participation
Participation	140	40	180
Football	89	22	111
Men's Basketball	11	3	14
Men's JV Basketball	10	3	13
Women's Basketball	10	4	14
Volleyball	13	3	16
Men's Golf	4	4	8
Women's Golf	3	1	4

**MONTANA UNIVERSITY SYSTEM CAMPUS MONTANA TECH OF THE  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF FINANCIAL AID DOLLARS  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	FEE WAIVERS					
	Resident Waivers			Nonresident Waivers		
	Women	Men	Total	Women	Men	Total
Football		217,430	217,430		36,488	36,488
Basketball	41,905	59,683	101,588	29,015	13,189	42,204
Volleyball	45,462		45,462	8,732		8,732
Golf	7,559	14,266	21,825		6,821	6,821
			0			0
			0			0
			0			0
<b>TOTAL FINANCIAL AID</b>	<b>\$94,926</b>	<b>\$291,379</b>	<b>\$386,305</b>	<b>\$37,747</b>	<b>\$56,498</b>	<b>\$94,245</b>

## **EXECUTIVE SUMMARY**

### **THE UNIVERSITY OF MONTANA – WESTERN**

The University of Montana - Western participates in the National Association of Intercollegiate Athletics (NAIA), the National Intercollegiate Rodeo Association (NIRA) and the Intercollegiate Horse Show Association (IHSA). As a member of the NAIA, Western participates through the Frontier Conference along with Montana Tech of the University of Montana, Carroll College, University of Great Falls, Montana State University – Northern, Rocky Mountain College, Eastern Oregon University, Lewis-Clark State College and Westminster College. The Rodeo program is a member of the NIRA of the Big Sky Region along with the University of Montana, Montana State University, Montana State University - Northern, Dawson Community College, Miles Community College, Powell Community College and the University of Lethbridge. The Equestrian Team is a member of the IHSA, Zone 8, Region 3 along with the University of Montana, College of Southern Idaho, Montana State University and Utah State University.

The NAIA does not require a minimum number of athletic programs to be eligible for participation. Consequently, University of Montana - Western has chosen to participate in men's football, women's and men's golf, basketball and JV basketball, and women's volleyball. The rodeo program consists of both men's and women's teams. The Equestrian team is both men and women.

Western's FY05 athletics revenue was \$1,122,581. In addition, \$36,000 was transferred from other campus funds resulting in total income of \$1,158,581. Athletic expenditures in FY05 were \$1,156,438. Revenues, transfers and prior year fund balance exceeded expenditures by \$17,019. The estimated revenue for FY06 is \$1,119,093. In addition \$39,500 is anticipated to be transferred to athletics from other campus funds resulting in total income of \$1,158,593. Expenditures are planned at \$1,158,044. Projected revenues, expenses and beginning fund balance will result in planned excess funds of \$17,461. The remaining funds in FY05 and FY06 will be retained for unexpected events.

The University of Montana – Western's athletic programs consist of 220 unduplicated student athletes that include 75 women and 145 men. The six-year graduation rate for the total student population for first-time freshmen entering in the fall of 1999 was 31% with rate among men at 19% and the rate among women at 43%. The graduation rate for student athletes during that same period was 32%, with men at 14% and 65% for women.

The FY05 institutional grade point average was 3.12. Per individual sport the grade point averages were as follows: Football (2.60); Men's Basketball (2.81); Men's Golf (2.81) Men's Rodeo (2.73); Men's Equestrian (3.08); Women's Volleyball (3.37); Women's Basketball (3.21); Women's Golf (3.77); Women's Rodeo (2.74) and Women's Equestrian (3.27).

The athletic budget at Western supports .73 FTE administrative support, .24 FTE student employees and 5.03 FTE head coaches and assistant coaches. All coaches perform other campus duties in addition to their coaching responsibilities.



**MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA WESTERN ATHLETIC DEPARTMENT**

**STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005  
(UNAUDITED)**

Ln	Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006
<b>REVENUE</b>								
1	Ticket Sales	\$ 8,121	\$ 2,291	\$ 2,613	\$ 1,433		\$ 14,457	\$ 26,400
2	Student Fees	\$ 15,886	\$ 7,943	\$ 7,905	\$ 21,187		\$ 52,921	\$ 54,400
3	Guarantees	\$ 23,500	\$ 9,000	\$ 2,500	\$ 1,200		\$ 36,200	\$ 26,200
4	Contributions (Sch. 1)	\$ 8,579	\$ 7,716	\$ -	\$ 40,371	\$ 3,481	\$ 60,147	\$ 70,000
5	Third-Party Support				\$ -		\$ -	
6	Direct State or Other Government Support				\$ -		\$ -	
7	Direct Institutional Support (Sch. 2)	\$ 275,765	\$ 124,581	\$ 133,725	\$ 268,280	\$ 43,179	\$ 845,530	\$ 895,193
8	Indirect Facilities and Administrative Support				\$ -		\$ -	
9	NCAA/Conference Distributions Including All Tournament Revenues				\$ -		\$ -	
10	Broadcast Television, Radio and Internet Rights				\$ -		\$ -	
11	Program Sales, Concessions, Novelty Sales and Parking				\$ -	\$ 14,655	\$ 14,655	\$ 16,400
12	Royalties, Advertisements and Sponsorships				\$ -		\$ -	
13	Sports-Camp Revenues				\$ -	\$ 66,657	\$ 66,657	\$ 70,000
14	Endowment and Investment Income				\$ -		\$ -	
15	Other				\$ -	\$ 520	\$ 520	
16	<b>Total Institutional Revenue</b>	\$ 331,851	\$ 151,529	\$ 146,742	\$ 332,472	\$ 128,492	\$ 1,091,087	\$ 1,158,593
16a	<b>Total External Revenue (Sch 3)</b>	\$ 14,319	\$ 9,093	\$ 3,542	\$ 35,441	\$ 5,100	\$ 67,494	\$ -
16b	<b>TOTAL REVENUE</b>	\$ 346,170	\$ 160,622	\$ 150,285	\$ 367,912	\$ 133,592	\$ 1,158,581	\$ 1,158,593
<b>EXPENSES</b>								
17	Athletics Student Aid	\$ 135,027	\$ 66,996	\$ 56,270	\$ 183,416	\$ 10,408	\$ 452,118	\$ 508,576
18	Guarantees		\$ 500	\$ 500	\$ -		\$ 1,000	
19	Coaching Salaries, Benefits, and Bonuses Paid by the University and Related Entities	\$ 118,990	\$ 26,663	\$ 39,812	\$ 71,371		\$ 256,835	\$ 254,337
20	Coaching Other Compensation and Benefits Paid by a Third Party				\$ -		\$ -	
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities				\$ -	\$ 47,468	\$ 47,468	\$ 55,437
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party				\$ -		\$ -	
23	Severance Payments				\$ -		\$ -	
24	Recruiting	\$ 579	\$ 2,313	\$ 338	\$ -		\$ 3,229	\$ 3,461
25	Team Travel	\$ 29,514	\$ 38,054	\$ 35,781	\$ 48,710		\$ 152,059	\$ 151,738
26	Equipment, Uniforms and Supplies	\$ 26,866	\$ 6,086	\$ 6,846	\$ 13,077	\$ 13,372	\$ 66,248	\$ 65,136
27	Game Expenses	\$ 4,134	\$ 5,485	\$ 6,383	\$ 13,335	\$ -	\$ 29,337	\$ 27,300
28	Fund Raising, Marketing and Promotion	\$ 33	\$ 597	\$ 582	\$ 98	\$ 7,376	\$ 8,686	\$ 8,025
29	Sports Camp Expenses				\$ -	\$ 28,940	\$ 28,940	\$ 35,809
30	Direct Facilities, Maintenance, and Rental	\$ 1,165	\$ 10		\$ -		\$ 1,175	\$ -
31	Spirit Groups				\$ -		\$ -	
32	Indirect Facilities and Administrative Support				\$ -		\$ -	
33	Medical Expenses and Medical Insurance	\$ 525			\$ 563	\$ 7,224	\$ 8,312	\$ 10,500
34	Memberships and Dues	\$ 100			\$ 50	\$ 9,900	\$ 10,050	\$ 10,000
35	Other Operating Expenses	\$ 14,928	\$ 3,534	\$ 2,044	\$ 1,024	\$ 1,957	\$ 23,487	\$ 27,725
36	<b>Total Institutional Operating Expenses</b>	\$ 331,861	\$ 150,237	\$ 148,556	\$ 331,644	\$ 126,646	\$ 1,088,944	\$ 1,158,044
36a	<b>Total External Operating Expenses (Sch 3)</b>	\$ 14,319	\$ 9,093	\$ 3,542	\$ 35,441	\$ 5,100	\$ 67,494	\$ -
36b	<b>TOTAL EXPENSES</b>	\$ 346,180	\$ 159,329	\$ 152,098	\$ 367,084	\$ 131,746	\$ 1,156,438	\$ 1,158,044
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>								
		\$ (10)	\$ 1,293	\$ (1,814)	\$ 828	\$ 1,846	\$ 2,143	\$ 549
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>								
		\$ (10)	\$ 1,293	\$ (1,814)	\$ 828	\$ 1,846	\$ 2,143	\$ 549

MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA WESTERN ATHLETIC DEPARTMENT

STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005  
(UNAUDITED)

Ln	Item	TOTAL OTHER SPORTS	MEN'S & WOMEN'S GOLF	MEN'S TENNIS	MEN'S TRACK	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK	WOMEN'S VOLLEYBALL
<b>REVENUE</b>										
1	Ticket Sales	\$ 1,433								\$ 1,433
2	Student Fees	\$ 21,187	\$ 5,302							\$ 7,943
3	Guarantees	\$ 1,200								\$ 1,200
4	Contributions (Sch. 1)	\$ 40,371	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Third-Party Support	\$ -								
	Direct State or Other Government									
6	Support	\$ -								
7	Direct Institutional Support (Sch. 2)	\$ 268,280	\$ 24,598	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,923
8	Indirect Facilities and Administrative									
	Support	\$ -								
9	NCAA/Conference Distributions	\$ -								
	Including All Tournament Revenues									
10	Broadcast Television, Radio and									
	Internet Rights	\$ -								
11	Program Sales, Concessions, Novelty	\$ -								
	Sales and Parking	\$ -								
12	Royalties, Advertisements and	\$ -								
	Sponsorships	\$ -								
13	Sports-Camp Revenues	\$ -								
14	Endowment and Investment Income	\$ -								
15	Other	\$ -	\$ -							
16	<b>Total Institutional Revenue</b>	\$ 332,472	\$ 30,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,499
16a	<b>Total External Revenue (Sch 3)</b>	\$ 35,441	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 531
16b	<b>TOTAL REVENUE</b>	\$ 367,912	\$ 30,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,030
<b>EXPENSES</b>										
17	Athletics Student Aid	\$ 183,416	\$ 17,258							\$ 51,468
18	Guarantees	\$ -								
	Coaching Salaries, Benefits, and									
	Bonuses Paid by the University and									
19	Related Entities	\$ 71,371	\$ 2,316							\$ 29,684
20	Coaching Other Compensation and	\$ -								
	Benefits Paid by a Third Party	\$ -								
21	Support Staff/Administrative Salaries,	\$ -								
	Benefits, and Bonuses Paid by the									
	University and Related Entities	\$ -								
22	Support Staff/Administrative Other	\$ -								
	Compensation and Benefits Paid by a									
	Third Party	\$ -								
23	Severance Payments	\$ -								
24	Recruiting	\$ -								\$ -
25	Team Travel	\$ 48,710	\$ 7,848							\$ 10,103
26	Equipment, Uniforms and Supplies	\$ 13,077	\$ 803							\$ 5,991
27	Game Expenses	\$ 13,335	\$ 1,915							\$ 4,020
28	Fund Raising, Marketing and Promotion	\$ 98								\$ 86
29	Sports Camp Expenses	\$ -								
	Direct Facilities, Maintenance, and									
	Rental	\$ -								
31	Spirit Groups	\$ -								
32	Indirect Facilities and Administrative	\$ -								
	Support	\$ -								
	Medical Expenses and Medical									
33	Insurance	\$ 563								
34	Memberships and Dues	\$ 50	\$ 50							
35	Other Operating Expenses	\$ 1,024	\$ (7)							\$ 656
36	<b>Total Institutional Operating</b>	\$ 331,644	\$ 30,183	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,007
	<b>Expenses</b>									
36a	<b>Total External Operating Expenses</b>	\$ 35,441	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 531
	<b>(Sch 3)</b>									
36b	<b>TOTAL EXPENSES</b>	\$ 367,084	\$ 30,183	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,539
<b>EXCESS (DEFICIENCY) OF</b>										
<b>INSTITUTIONAL REVENUES OVER</b>										
<b>INSTITUTIONAL EXPENSES</b>										
		\$ 828	\$ 66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 492
<b>EXCESS (DEFICIENCY) OF TOTAL</b>										
<b>REVENUES OVER TOTAL EXPENSES</b>										
		\$ 828	\$ 66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 492



MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA WESTERN ATHLETIC DEPARTMENT

STATEMENT OF REVENUES AND EXPENSES  
FOR THE YEAR ENDED JUNE 30, 2005  
(UNAUDITED)

Ln	Item	MEN'S & WOMEN'S RODEO	EQUESTRIAN TEAM
<b>REVENUE</b>			
1	Ticket Sales		
2	Student Fees	\$ 7,943	
3	Guarantees		
4	Contributions (Sch. 1)	\$ 40,021	\$ -
5	Third-Party Support		
	Direct State or Other Government		
6	Support		
7	Direct Institutional Support (Sch. 2)	\$ 143,009	\$ 8,750
8	Indirect Facilities and Administrative Support		
9	NCAA/Conference Distributions Including All Tournament Revenues		
	Broadcast Television, Radio and		
10	Internet Rights		
	Program Sales, Concessions, Novelty		
11	Sales and Parking		
	Royalties, Advertisements and		
12	Sponsorships		
13	Sports-Camp Revenues		
14	Endowment and Investment Income		
15	Other		
16	<b>Total Institutional Revenue</b>	<b>\$ 190,973</b>	<b>\$ 8,750</b>
16a	<b>Total External Revenue (Sch 3)</b>	<b>\$ 31,506</b>	<b>\$ 3,403</b>
16b	<b>TOTAL REVENUE</b>	<b>\$ 222,479</b>	<b>\$ 12,153</b>
<b>EXPENSES</b>			
17	Athletics Student Aid	\$ 114,690	\$ -
18	Guarantees		
	Coaching Salaries, Benefits, and		
	Bonuses Paid by the University and		
19	Related Entities	\$ 35,594	\$ 3,777
20	Coaching Other Compensation and Benefits Paid by a Third Party		
21	Support Staff/Administrative Salaries, Benefits, and Bonuses Paid by the University and Related Entities		
22	Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party		
23	Severance Payments		
24	Recruiting		
25	Team Travel	\$ 30,681	\$ 78
26	Equipment, Uniforms and Supplies	\$ 1,214	\$ 5,069
27	Game Expenses	\$ 7,400	
28	Fund Raising, Marketing and Promotion	\$ 13	
29	Sports Camp Expenses		
	Direct Facilities, Maintenance, and		
30	Rental		
31	Spirit Groups		
	Indirect Facilities and Administrative		
32	Support		
	Medical Expenses and Medical		
33	Insurance	\$ 563	
34	Memberships and Dues		
35	Other Operating Expenses	\$ 316	\$ 59
36	<b>Total Institutional Operating Expenses</b>	<b>\$ 190,470</b>	<b>\$ 8,983</b>
36a	<b>Total External Operating Expenses (Sch 3)</b>	<b>\$ 31,506</b>	<b>\$ 3,403</b>
36b	<b>TOTAL EXPENSES</b>	<b>\$ 221,976</b>	<b>\$ 12,387</b>
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUES OVER INSTITUTIONAL EXPENSES</b>		<b>\$ 503</b>	<b>\$ (233)</b>
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUES OVER TOTAL EXPENSES</b>		<b>\$ 503</b>	<b>\$ (233)</b>

## **FOOTNOTES TO STATEMENT OF REVENUES AND EXPENSES:**

### **OTHER OPERATING EXPENSES**

Other operating expenses includes expenses for Training Table. These expenses were reported separately in previous athletic reports. FY05 Training Table expenses were \$9,488.50

### **SPORTS CAMPS REVENUE AND EXPENSE**

The University of Montana - Western includes Sports Camps revenue and expenses in the Youth Recreation Index and then allocates resources generated back to individual sports. As a result, revenues and expenses related to Sports Camps are presented in total as Non Specific. The proceeds generated by the camps are then reflected by individual sports as an allocation within funds

### **COMBINED MEN'S AND WOMEN'S ATHLETIC TEAMS**

The golf, rodeo and equestrian teams are combined men and women. With the exception of fee waivers, revenue and expenses are not tracked separately between men and women. These teams travel together and attend the same competitions. Revenues and expenses for these three sports are therefore combined for men and women in the athletics report.

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**MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA WESTERN  
ATHLETIC DEPARTMENT**

**SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005  
(UNAUDITED)**

Item	FOOTBALL	MEN'S BASKETBALL	WOMEN'S BASKETBALL	OTHER SPORTS	NON-PROGRAM SPECIFIC	TOTAL FY2005	BUDGETED FY2006	TOTAL OTHER SPORTS	MEN'S & WOMEN'S GOLF
<b>Supplemental Schedule 1</b>									
<b>Contributions</b>									
Tradeouts				\$ -		\$ -		\$ -	
Athletic Scholarship Association Foundation	\$ 8,579	\$ 3,200		\$ 29,497	\$ 3,481	\$ 36,178	\$ 35,000	\$ 29,497	\$ 350
Other - List:		\$ 4,516	\$ -	\$ 10,874		\$ 23,969	\$ 35,000	\$ 10,874	\$ -
				\$ -		\$ -		\$ -	
				\$ -		\$ -		\$ -	
				\$ -		\$ -		\$ -	
				\$ -		\$ -		\$ -	
<b>Total Contributions</b>	<b>\$ 8,579</b>	<b>\$ 7,716</b>	<b>\$ -</b>	<b>\$ 40,371</b>	<b>\$ 3,481</b>	<b>\$ 60,147</b>	<b>\$ 70,000</b>	<b>\$ 40,371</b>	<b>\$ 350</b>

**Supplemental Schedule 2**  
**Direct Institutional Support**

State Appropriated Fee Waivers	\$ 109,345	\$ 56,941	\$ 50,665	\$ 138,343	\$ 6,927	\$ 362,222	\$ 413,576	\$ 138,343	\$ 13,348
State Appropriated Other	\$ 166,420	\$ 54,936	\$ 59,036	\$ 122,627	\$ 44,289	\$ 447,308	\$ 442,117	\$ 122,627	\$ 11,250
Transfers In - List Fund:		\$ 12,703	\$ 24,024	\$ 7,310	\$ 29,000	\$ 73,037	\$ 36,000	\$ 7,310	
		Des (sports cam	Auxiliary(YC)-3500		Aux/Plant		Plant		
		Designated (YR)-20523.87							
Transfers Out - List Fund:				\$ -	\$ 37,037	\$ 37,037		\$ -	
					Designated				
Other - List:									
Allocations within Funds	0	0.00	0.00	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ -
<b>Total Direct Institutional Support</b>	<b>\$ 275,765</b>	<b>\$ 124,581</b>	<b>\$ 133,725</b>	<b>\$ 268,280</b>	<b>\$ 43,179</b>	<b>\$ 845,530</b>	<b>\$ 895,193</b>	<b>\$ 268,280</b>	<b>\$ 24,598</b>

**Supplemental Schedule 3**  
**Schedule of External Revenue and Expense\***

<u>Revenue Sources (List)</u>									
Booster Clubs	\$ 4,498	\$ 8,865	\$ 3,542	\$ 35,441	\$ 5,100	\$ 57,445		\$ 35,441	
Other-list				\$ -		\$ -		\$ -	
Foundation	\$ 9,821	\$ 228		\$ -		\$ 10,049		\$ -	
				\$ -		\$ -		\$ -	
<b>Total External Revenue</b>	<b>\$ 14,319</b>	<b>\$ 9,093</b>	<b>\$ 3,542</b>	<b>\$ 35,441</b>	<b>\$ 5,100</b>	<b>\$ 67,494</b>	<b>\$ -</b>	<b>\$ 35,441</b>	<b>\$ -</b>
<u>Expenditures</u>									
Coaches Other Compensation and Benefits	\$ 1,199			\$ -		\$ 1,199		\$ -	
Support Staff/Administrative									
Salaries Other Compensation and Benefits				\$ -		\$ -		\$ -	
Other-list									
Travel/Meals	\$ 12,458	\$ 5,131	\$ 524	\$ 1,309		\$ 19,422		\$ 1,309	
Project Expense	\$ 662	\$ 2,014	\$ 1,581	\$ 30,754		\$ 35,011		\$ 30,754	
Dues		\$ 235	\$ 270	\$ 1,536		\$ 2,041		\$ 1,536	
Entry Fees				\$ -		\$ -		\$ -	
Scorer's Bench		\$ 835	\$ 1,040	\$ -		\$ 1,875		\$ -	
Equipment/Supplies		\$ 878	\$ 128	\$ 1,842		\$ 2,847		\$ 1,842	
Car Lease					\$ 5,100	\$ 5,100			
<b>Total External Expenses</b>	<b>\$ 14,319</b>	<b>\$ 9,093</b>	<b>\$ 3,542</b>	<b>\$ 35,441</b>	<b>\$ 5,100</b>	<b>\$ 67,494</b>	<b>\$ -</b>	<b>\$ 35,441</b>	<b>\$ -</b>

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

MONTANA UNIVERSITY SYSTEM  
UNIVERSITY OF MONTANA WESTERN  
ATHLETIC DEPARTMENT

SUPPLEMENTAL SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2005  
(UNAUDITED)

Item	MEN'S TENNIS	MEN'S TRACK	WOMEN'S GOLF	WOMEN'S TENNIS	WOMEN'S SOCCER	WOMEN'S TRACK	WOMEN'S VOLLEYBALL	MEN'S & WOMEN'S RODEO	EQUESTRIAN TEAM
<b>Supplemental Schedule 1</b>									
<b>Contributions</b>									
Tradeouts									
Athletic Scholarship Association								\$ 29,147	
Foundation							\$ -	\$ 10,874	
Other - List:									
Total Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,021	\$ -

**Supplemental Schedule 2**  
**Direct Institutional Support**

State Appropriated Fee Waivers							\$ 42,568	\$ 82,427	\$ -
State Appropriated Other							\$ 45,545	\$ 57,082	\$ 8,750
Transfers In - List Fund:							\$ 3,810	\$ 3,500	
							Designated(Y	Auxiliary(Challenge)	
Transfers Out - List Fund:									
Other - List:									
Allocations within Funds							\$ -	\$ -	\$ -
Total Direct Institutional Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,923	\$ 143,009	\$ 8,750

**Supplemental Schedule 3**  
**Schedule of External Revenue**  
**and Expense\***

<u>Revenue Sources (List)</u>									
Booster Clubs							\$ 531	\$ 31,506	\$ 3,403
Other-list									
Foundation									
Total External Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 531	\$ 31,506	\$ 3,403
<u>Expenditures</u>									
Coaches Other Compensation and Benefits								\$ 804	\$ 506
Support Staff/Administrative							\$ 271	\$ 29,383	\$ 1,100
Salaries Other Compensation and Benefits							\$ 80	\$ 250	\$ 1,206
Other-list									\$ -
Travel/Meals								\$ 804	\$ 506
Project Expense							\$ 271	\$ 29,383	\$ 1,100
Dues							\$ 80	\$ 250	\$ 1,206
Entry Fees									\$ -
Scorer's Bench									
Equipment/Supplies							\$ 181	\$ 1,069	\$ 592
Car Lease									
Total External Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 531	\$ 31,506	\$ 3,403

\*Not recorded on Banner but reported as required by the NCAA and the Montana Board of Regents.

University of Montana - Western  
 Supplemental Schedule 4  
 Fund Balance Summary-Institutional Funds Only

Item	CURRENT UNRESTRICTED OPERATING	DESIGNATED FUND	RESTRICTED FUND	AUXILIARY FUND	PLANT FUND	OTHER FUND	TOTAL
<b>FISCAL 2005 ACTUAL (unaudited)</b>							
Revenue/Transfers In	\$ 809,530	\$ 221,410	\$ 60,147				\$ 1,091,087
Expenditures/Transfers Out	\$ 809,422	\$ 219,375	\$ 60,147				\$ 1,088,944
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	\$ 108	\$ 2,035	\$ -	\$ -	\$ -	\$ -	\$ 2,143
<b>BEGINNING FUND BALANCE</b>		\$ 14,876					
<b>ENDING FUND BALANCE</b>		\$ 16,912	\$ -	\$ -	\$ -	\$ -	
<b>FISCAL 2006 BUDGETED</b>							
Revenue/Transfers In	\$ 855,692	\$ 232,900	\$ 70,000				\$ 1,158,593
Expenditures/Transfers Out	\$ 855,692	\$ 232,351	\$ 70,000				\$ 1,158,044
<b>EXCESS (DEFICIENCY) OF INSTITUTIONAL REVENUE OVER INSTITUTIONAL EXPENDITURES</b>	\$ -	\$ 549	\$ -	\$ -	\$ -	\$ -	\$ 549
<b>BEGINNING FUND BALANCE</b>		\$ 16,912	\$ -	\$ -	\$ -	\$ -	
<b>ENDING FUND BALANCE</b>		\$ 17,461	\$ -	\$ -	\$ -	\$ -	

**MONTANA UNIVERSITY SYSTEM UNIVERSITY OF MONTANA WESTERN  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF FINANCIAL AID DOLLARS  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	FEE WAIVERS						OTHER FINANCIAL AID			GRAND TOTALS
	Resident Waivers			Nonresident Waivers			Women	Men	Total	
	Women	Men	Total	Women	Men	Total				
Football		67,174	67,174		42,171	42,171		25,682	25,682	135,027
Basketball	28,853	35,456	64,309	21,812	21,485	43,297	5,605	10,055	15,660	123,266
Volleyball	21,410	0	21,410	21,158	0	21,158	8,900	0	8,900	51,468
Rodeo	10,417	10,417	20,834	29,202	32,391	61,593	16,132	16,131	32,263	114,690
Golf	4,556	4,726	9,282	0	4,066	4,066	1,955	1,955	3,910	17,258
Equestrian Team	-	0	0	0	0	0	0	0	0	0
General Athletics	6,927		6,927			0	1,740	1,741	3,481	10,408
<b>TOTAL FINANCIAL AID</b>	<b>\$72,163</b>	<b>\$117,773</b>	<b>\$189,936</b>	<b>\$72,172</b>	<b>\$100,114</b>	<b>\$172,286</b>	<b>\$34,332</b>	<b>\$55,564</b>	<b>\$89,896</b>	<b>452,118</b>

**MONTANA UNIVERSITY SYSTEM CAMPUS - UNIVERSITY OF MONTANA  
WESTERN  
INTERCOLLEGIATE ATHLETICS**

**SCHEDULE OF PARTICIPATION BY SPORT  
FOR THE YEAR ENDED JUNE 30, 2005**

List by Sport:	Number of Participants			Number of			Number of		
	Women	Men	Total	Women	Men	Total	Women	Men	Total
Football		93	93						
Rodeo	19	20	39						
Basketball	22	20	42			-			
Golf	6	9	15						
Volleyball	12		12						
Equestrian	16	3	19						
<b>Total</b>	<b>75</b>	<b>145</b>	<b>220</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>Unduplicated Total</b>	<b>75</b>	<b>145</b>	<b>220</b>						

**MONTANA UNIVERSITY SYSTEM CAMPUS**

**GRADUATION RATES\***

	Women	Men	Total
<b>Total Student Population</b>	43%	19%	31%
<b>All Athletes</b>	65%	14%	32%

\*Per IPEDS report, 1999-2000 cohort: 202 frosh, incl. 57 frosh athletes



**Montana University System  
FY06 Enrollment and Tuition Revenue Projections**

<b>ENROLLMENTS</b>			
	<b>FY06 BUDGETED</b>	<b>FY06 CURRENT PROJECTION</b>	<b>FY06 OVER (UNDER)</b>
<b>UNIVERSITY OF MONTANA:</b>			
<b>Missoula</b>			
Resident	8,329.00	7,971.39	(357.61)
WUE	509.00	591.56	82.56
Nonresident	2,532.00	2,486.73	(45.27)
<b>Total</b>	<b>11,370.00</b>	<b>11,049.68</b>	<b>(320.32)</b>
<b>Missoula COT</b>			
Resident	886.00	951.78	65.78
WUE	5.00	3.83	(1.17)
Nonresident	40.00	49.24	9.24
<b>Total</b>	<b>931.00</b>	<b>1,004.85</b>	<b>73.85</b>
<b>Montana Tech</b>			
Resident	1,496.00	1,402.47	(93.53)
WUE	124.00	122.48	(1.52)
Nonresident	144.00	157.74	13.74
<b>Total</b>	<b>1,764.00</b>	<b>1,682.69</b>	<b>(81.31)</b>
<b>Montana Tech COT</b>			
Resident	275.00	299.66	24.66
WUE	10.00	6.92	(3.08)
Nonresident	9.00	8.52	(0.48)
<b>Total</b>	<b>294.00</b>	<b>315.10</b>	<b>21.10</b>
<b>Western</b>			
Resident	871.00	911.14	40.14
WUE	125.00	131.38	6.38
Nonresident	50.00	41.95	(8.05)
<b>Total</b>	<b>1,046.00</b>	<b>1,084.47</b>	<b>38.47</b>
<b>Helena COT</b>			
Resident	730.00	714.06	(15.94)
WUE	5.00	6.42	1.42
Nonresident	7.00	3.50	(3.50)
<b>Total</b>	<b>742.00</b>	<b>723.98</b>	<b>(18.02)</b>
<b>Total UM</b>			
Resident	12,587.00	12,250.50	(336.50)
WUE	778.00	862.59	84.59
Nonresident	2,782.00	2,747.68	(34.32)
<b>Total</b>	<b>16,147.00</b>	<b>15,860.77</b>	<b>(286.23)</b>

<b>REVENUES</b>			
	<b>FY06 BUDGETED</b>	<b>FY06 CURRENT PROJECTION</b>	<b>FY06 OVER (UNDER)</b>
<b>UNIVERSITY OF MONTANA:</b>			
<b>Missoula (Includes COT)</b>			
Registration	892,167	890,142	(2,025)
Resident	35,066,496	33,894,677	(1,171,819)
Nonresident and WUE	35,444,093	35,276,520	(167,573)
Utility Surcharge	108,413	103,610	(4,803)
<b>Total</b>	<b>71,511,169</b>	<b>70,164,949</b>	<b>(1,346,220)</b>
<b>Montana Tech (Includes COT)</b>			
Registration	\$152,432	\$144,297	(8,135)
Resident	6,991,847	6,481,347	(510,500)
Nonresident and WUE	2,438,468	2,508,524	70,056
Utility Surcharge			0
<b>Total</b>	<b>9,582,747</b>	<b>9,134,168</b>	<b>(448,579)</b>
<b>Western</b>			
Registration	\$80,000	\$80,990	990
Resident	2,744,168	2,868,217	124,049
Nonresident and WUE	1,118,669	1,020,379	(98,290)
Utility Surcharge	11,780	6,393	(5,387)
<b>Total</b>	<b>3,954,617</b>	<b>3,975,979</b>	<b>21,362</b>
<b>Helena COT</b>			
Registration	\$76,873	\$63,710	(13,163)
Resident	1,563,485	1,690,009	126,524
Nonresident and WUE	58,936	61,628	2,692
Utility Surcharge	5,477	4,434	(1,043)
<b>Total</b>	<b>1,704,771</b>	<b>1,819,781</b>	<b>115,010</b>
<b>Total UM</b>			
Registration	1,201,472	1,179,139	(22,333)
Resident	46,365,996	44,934,250	(1,431,746)
Nonresident and WUE	39,060,166	38,867,051	(193,115)
Utility Surcharge	125,670	114,437	(11,233)
<b>Total</b>	<b>86,753,304</b>	<b>85,094,877</b>	<b>(1,658,427)</b>

**Montana University System  
FY06 Enrollment and Tuition Revenue Projections**

<b>ENROLLMENTS</b>			
	<b>FY06 BUDGETED</b>	<b>FY06 CURRENT PROJECTION</b>	<b>FY06 OVER (UNDER)</b>
<b>MONTANA STATE UNIVERSITY:</b>			
<b>Bozeman</b>			
Resident	8,047.00	8,147.84	100.84
WUE	379.00	421.92	42.92
Nonresident	2,174.00	2,123.45	(50.55)
<b>Total</b>	<b>10,600.00</b>	<b>10,693.21</b>	<b>93.21</b>
<b>Billings</b>			
Resident	3,198.00	3,213.01	15.01
WUE	191.00	227.70	36.70
Nonresident	118.00	119.73	1.73
<b>Total</b>	<b>3,507.00</b>	<b>3,560.44</b>	<b>53.44</b>
<b>Billings COT</b>			
Resident	656.00	616.09	(39.91)
WUE	18.00	26.07	8.07
Nonresident	12.00	7.15	(4.85)
<b>Total</b>	<b>686.00</b>	<b>649.31</b>	<b>(36.69)</b>
<b>Northern</b>			
Resident	1,200.00	1,148.19	(51.81)
WUE	80.00	68.67	(11.33)
Nonresident	71.00	48.10	(22.90)
<b>Total</b>	<b>1,351.00</b>	<b>1,264.96</b>	<b>(86.04)</b>
<b>Great Falls COT</b>			
Resident	1,254.00	1,207.74	(46.26)
WUE		0.60	0.60
Nonresident	16.00	42.69	26.69
<b>Total</b>	<b>1,270.00</b>	<b>1,251.03</b>	<b>(18.97)</b>
<b>Total MSU</b>			
Resident	14,355.00	14,332.87	(22.13)
WUE	668.00	744.96	76.96
Nonresident	2,391.00	2,341.12	(49.88)
<b>Total</b>	<b>17,414.00</b>	<b>17,418.95</b>	<b>4.95</b>

<b>REVENUES</b>			
	<b>FY06 BUDGETED</b>	<b>FY06 CURRENT PROJECTION</b>	<b>FY06 OVER (UNDER)</b>
<b>MONTANA STATE UNIVERSITY:</b>			
<b>Bozeman</b>			
Registration	740,260	740,260	0
Resident	35,895,839	35,895,839	0
Nonresident and WUE	32,573,520	32,573,520	0
Utility Surcharge	214,708	212,107	(2,601)
<b>Total</b>	<b>69,424,327</b>	<b>69,421,726</b>	<b>(2,601)</b>
<b>Billings (Includes COT)</b>			
Registration	335,857	337,446	1,589
Resident	14,831,636	14,585,982	(245,654)
Nonresident and WUE	2,390,792	2,637,832	247,040
Utility Surcharge			0
<b>Total</b>	<b>17,558,285</b>	<b>17,561,260</b>	<b>2,975</b>
<b>Billings COT</b>			
Registration			
Resident			
Nonresident and WUE			
Utility Surcharge			
<b>Total</b>			
<b>Northern</b>			
Registration	111,000	102,500	(8,500)
Resident	4,164,243	4,198,285	34,042
Nonresident and WUE	834,057	677,825	(156,232)
Utility Surcharge	36,906	32,062	(4,844)
<b>Total</b>	<b>5,146,206</b>	<b>5,010,672</b>	<b>(135,534)</b>
<b>Great Falls COT</b>			
Registration	112,000	112,000	0
Resident	3,570,019	3,570,019	0
Nonresident and WUE	150,000	150,000	0
Utility Surcharge			0
<b>Total</b>	<b>3,832,019</b>	<b>3,832,019</b>	<b>0</b>
<b>Total MSU</b>			
Registration	1,187,117	1,180,206	(6,911)
Resident	54,891,718	54,680,106	(211,612)
Nonresident and WUE	35,798,369	35,889,177	90,808
Utility Surcharge	251,614	244,169	(7,445)
<b>Total</b>	<b>92,128,818</b>	<b>91,993,658</b>	<b>(135,160)</b>

**Montana University System  
FY06 Enrollment and Tuition Revenue Projections**

<b>ENROLLMENTS</b>			
TOTAL MUS	FY06 BUDGETED	FY06 CURRENT PROJECTION	FY06 OVER (UNDER)
Resident	26,942.00	26,583.37	(358.63)
WUE	1,446.00	1,607.55	161.55
Nonresident	5,173.00	5,088.80	(84.20)
<b>Total</b>	<b>33,561.00</b>	<b>33,279.72</b>	<b>(281.28)</b>

<b>REVENUES</b>			
TOTAL MUS	FY06 BUDGETED	FY06 CURRENT PROJECTION	FY06 OVER (UNDER)
Registration	2,388,589	2,359,345	(29,244)
Resident	101,257,714	99,614,356	(1,643,358)
Nonresident and WUE	74,858,535	74,756,228	(102,307)
Utility Surcharge	377,284	358,606	(18,678)
<b>Total</b>	<b>178,882,122</b>	<b>177,088,535</b>	<b>(1,793,587)</b>

<b>RESIDENT ENROLLMENTS</b>			
	FY06 BUDGETED	FY06 CURRENT PROJECTION	FY06 OVER (UNDER)
<b>Community Colleges</b>			
<b>Dawson</b>			
Resident	515.00	435.78	(79.22)
<b>Flathead Valley</b>			
Resident	1,550.00	1,403.18	(146.82)
<b>Miles</b>			
Resident	566.00	447.08	(118.92)
<b>Total Community Colleges</b>			
Resident	2,631.00	2,286.04	(344.96)

**HB 2 REVERSION CALCULATIONS  
FISCAL YEAR 2006**

**MONTANA UNIVERSITY SYSTEM**

<b>FY</b>		<b>RESIDENT STUDENT FTE</b>	<b>HB 2 BUDGETED</b>	<b>DIFFERENCE</b>	<b>REVERSION \$ PER FTE</b>	<b>ESTIMATED REVERSION</b>
2003	Actual	26,226				
2004	Actual	26,828				
2005	Actual	26,321				
3-YR	Average	26,458	26,918	(460)		
2006	FY06 PROJ AS OF 10/05	26,583	26,918	(335)		
					\$ 1,888	\$ (632,480)

**COMMUNITY COLLEGES**

<b>FY</b>		<b>RESIDENT STUDENT FTE</b>	<b>HB 2 BUDGETED</b>	<b>DIFFERENCE</b>	<b>REVERSION \$ PER FTE</b>	<b>ESTIMATED REVERSION</b>
2003	Actual	2,198				
2004	Actual	2,486				
2005	Actual	2,362				
3-YR	Average	2,349	2,631	(282)		
2006	FY06 PROJ AS OF 10/05	2,286	2,631	(345)		
					\$ 2,758	\$ (777,756)

November 1, 2005

**TO:** Mick Robinson, Associate Commissioner  
**FROM:** Chuck Jensen, Vice Chancellor  
**RE:** MSU Northern -- Update on our General Fund Deficit Reduction Plan

The reduction plan for our General Fund Deficit remains the same as was presented at the September board meeting in Billings -- the \$300,000 deficit is to be reduced by \$150,000 a year in both FY06 and FY07. In establishing our FY06 budget, \$300,000 in revenue was left unallocated. Of this \$300,000, \$150,000 was designated for deficit reduction and the remaining \$150,000 to serve as a revenue under-collection reserve.

Based upon summer and fall enrollments and revenues collected, our revised revenue estimate for FY06 is approximately \$124,000 less than originally projected. As mentioned above, our budget has built into it a \$150,000 reserve for revenue under-collections.

Budget Summary:

Unallocated Revenue in FY06 Budget	\$300,000
Designated for General Fund Deficit Reduction	(\$150,000)
Projected Shortfall in Revenue Collections	<u>(\$124,000)</u>
Unallocated Revenue Reserve Remaining	\$ 26,000

For personal services and operating expenditures, 1<sup>st</sup> quarter personal services review indicates we are within budget and operating budgets are holding. While operating budgets are holding as of now, we continue to be mindful of two areas that could be problematic. First, while we have prepared for increase utility costs, a severe winter season could drive up utility costs past what we have anticipated. Second, there is always the potential to be hit with unanticipated expenses in areas such as repair, maintenance and retirement and termination payout costs.

The campus will continue to aggressively monitor budgets to ensure we are being as efficient with our resources as we can be. The campus is also assessing and planning for the impact reductions in FTE will cause both in reversion and reduction of general fund in FY06 and FY07 respectively, and the reduction in tuition collections.

**ITEM 129-102-R1105**

**Selection and Disbursement Policies for the Governor's Postsecondary Scholarship Program**

**THAT:**

The Board of Regents of Higher Education, upon consultation with the Governor's Advisory Council, shall approve selection and disbursement policies for the Governor's Postsecondary Scholarship Program.

**EXPLANATION:**

HB 435 in the 2005 Legislature created the Governor's Postsecondary Scholarship Program. Statute directs the Board of Regents, working with the 3-person Advisory Council, to develop policies for the implementation, awarding, and disbursing of scholarships. Working with the Montana Guaranteed Student Loan Program, the Council is recommending a policy that divides the program into 3 areas: Merit, At-large Merit, and Need-based scholarships. The top-achieving, qualifying student from each of Montana's accredited high schools would receive a merit scholarship. Students hoping for an at-large scholarship will apply to the MGSLP. Need based scholarships will be determined by financial aid offices at qualifying schools with the number of scholarships available based upon an FTE formula.

# MONTANA GUARANTEED STUDENT LOAN PROGRAM

## ITEM 129-102-R1105

### Policy: Governor's Postsecondary Scholarship Program

Effective \_\_\_\_\_; \_\_\_\_\_

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#### I. Background:

The Governor's Postsecondary Scholarship Program was created by Sections 20-26-601 through 20-26-613 MCA. A Governor's Scholarship Advisory Council was appointed by the Governor to assist the Board of Regents of Higher Education in awarding and administering the scholarship program. The Commissioner of Higher Education, under the authority of the Board and in consultation with the Council, shall administer the Governor's Postsecondary Scholarship Program. The Montana Guaranteed Student Loan Program (MGSLP) will facilitate this program on behalf of the Office of the Commissioner of Higher Education.

The purpose of establishing the Governor's Postsecondary Scholarship Program is to provide Montana residents with greater access to Montana's postsecondary institutions and Montana's private colleges, through scholarships based on academic achievement and financial need, with a goal of alleviating student debt burdens, which will allow more Montanans to stay in the state upon graduation.

#### II. Board Policy:

The Board of Regents, on the recommendation of the Governor's Scholarship Advisory Council, hereby adopts the following policy for the implementation of the Governor's Postsecondary Scholarship Program and for the awarding of scholarships pursuant to that program.

#### III. Eligibility:

- A. A student is eligible to receive a Governor's Postsecondary Scholarship providing the student:
1. Has been accepted by an eligible Montana postsecondary institution for full time enrollment.
  2. Has completed the Free Application for Federal Student Aid (FAFSA).
  3. Does not have an expected family contribution (EFC) exceeding the cost of attendance at the postsecondary institution the student will attend.
  4. Has not been awarded a Montana University System Honor Scholarship.
  5. If a male, has met the Title IV selective services registration requirements.
  6. Is not in default on a Title IV or state of Montana education loan.
  7. Does not owe a refund to a federal Title IV or state of Montana student financial aid program.
  8. Is a resident of the state of Montana.
  9. Is not incarcerated.
  10. Is an entering freshman at a qualifying Montana postsecondary institution seeking a first certificate, associate, or baccalaureate degree.

#### IV. Categories of Scholarships:

- A. The Governor's Postsecondary Scholarship is made up of 3 categories of scholarships: merit-based awards to graduating high school seniors, merit-based awards available to at-large applicants, and need-based awards.
  1. Merit-based awards to graduating high school seniors: MGSLP will award Governor's Postsecondary Scholarships annually in the amount of \$1,000 each, based on merit in accordance with Section 20-26-612 (2)(b) and (c). One scholarship may be awarded to one graduate of each of Montana's accredited high schools, including accredited nonpublic high schools, to a student attending a qualifying 4-year postsecondary institution and one scholarship may be awarded to one graduate of each of Montana's accredited high schools, including accredited nonpublic high schools, to a student attending a qualifying 2-year postsecondary institution.
  2. Merit-based awards available to at-large applicants: MGSLP will award forty (40) Governor's Postsecondary Scholarships annually in the amount of \$2,000 each, based on merit in accordance with Section 20-26-612 (2) (a) and seventy (70) Governor's Postsecondary Scholarships annually in the amount of \$1,000 each, based on merit in accordance with Section 20-26-612 (2) (d).
  3. Need-based awards: MGSLP will award Governor's Postsecondary Scholarships annually in the amount of \$1,000 each, based on financial need in accordance with Sections 20-26-612 (2) (e), (f), and (g).

#### V. Eligible Institutions:

- A. Recipients of a scholarship under Sections 20-26-612 (2)(a) or (b) may utilize the award at any of the following eligible postsecondary institutions:
  1. **Category a**: a campus of the Montana University System, as defined in Section 20-25-201, whose participation agreement with the US Department of Education allows for the offering of a Bachelors Degree or a Montana tribal college whose participation agreement with the US Department of Education allows for the offering of a Bachelors Degree;  
  
If donations to the Governor's Postsecondary Scholarship Program from private sources are designated for a private college, defined as a nonprofit private educational institution in Section 15-30-163(3)(b), the scholarship may be used at the designated Montana private college, subject to the same restrictions, eligibility and renewal requirements as those for recipients attending the postsecondary institutions listed above. Private colleges are eligible to participate in the Governor's Postsecondary Scholarship Program only to the extent donations are designated expressly for that private college.
- B. Recipients of a scholarship under Sections 20-26-612 (2)(c) or (d) or (e) or (f) or (g) may utilize the award at any of the following eligible postsecondary institutions:
  1. **Category b**: a Montana community college, defined and organized as provided in Section 20-15-101; or
  2. **Category c**: an institution of the Montana University System, as defined in Section 20-25-201 that offers a two year associate degree or certificate program;
  3. **Category d**: a two-year, accredited tribal community college located in the state of Montana or a four-year accredited tribal college located in the state of Montana that offers a two year associate degree or certificate program.



## VI. Renewal of Scholarships:

- A. The Governor's Scholarship is renewable annually provided the student meets the following conditions:
1. A recipient who is awarded a merit-based scholarship to attend a 2-year postsecondary program is eligible to receive the scholarship for a maximum of 2 consecutive years provided the recipient meets all applicable requirements of **III. Eligibility**, and has earned a cumulative 2.5 GPA at the postsecondary institution and completes a minimum of 30 semester hours after one year.
  2. A recipient who is awarded a merit-based scholarship to attend a 4-year postsecondary institution is eligible to receive the scholarship for a maximum of 4 consecutive years, provided the recipient meets all applicable requirements of **III. Eligibility**, and maintains a cumulative 2.5 GPA at the end of the school term in which the student completes a minimum of 30 semester hours after one year, 60 semester hours after two years, and 90 semester hours after three years.
  3. A recipient who is awarded a need-based scholarship to attend a 2-year postsecondary program is eligible to receive the scholarship for a maximum of 2 consecutive years provided the recipient meets all applicable requirements of **III. Eligibility**, and has completed all first year requirements for a certificate or associate degree, including satisfactory academic progress.

## VII. Transferability:

This scholarship is transferable between eligible campuses upon notification by the student, provided continued eligibility requirements have been met. In such case the student's initial scholarship eligibility period will remain the same (e.g. a two-year scholarship may only be transferred to another qualifying two-year program and a four-year scholarship may only be transferred to another qualifying four-year program).

## VIII. Appeals:

Students may appeal termination of their awards to the Commissioner of Higher Education. The Commissioner's decision is final.

## IX. Procedures:

- A. Merit-based awards to graduating high school seniors.
1. Recipients will be selected based upon a listing of class rank provided by the high school principal or designee. The high school principal, or designee, must certify to the MGSLP, acting on behalf of the Commissioner of Higher Education, that the prospective recipient is a graduate of a Montana high school accredited by the state Board of Public Education and is a US citizen and resident of Montana for in-state tuition under the board's policy. The high school principal, or designee, will provide a list to the MGSLP of the school's highest-ranking students (the highest one-fourth of the graduating class with a minimum grade point average of 3.00), and who have met the admission requirements of the respective postsecondary institutions the students plan to attend. The student ranked the highest in scholarship in the graduating class desiring to attend an eligible postsecondary institution will have the first choice of attending a two or four-year school. If a four-year school is chosen, a scholarship to a two-year school will be offered to the next student meeting those eligibility requirements. If the highest ranked student chooses a two-year school, a four-year scholarship will be offered to the next student meeting those eligibility requirements.

2. A high school student who fails to complete a FAFSA or gain acceptance into a Montana postsecondary institution by March 31<sup>st</sup> of the award year will not be considered for a Governor's Postsecondary Scholarship.
3. If it is determined that a student is ineligible for the scholarship, based on any of the circumstances listed in **III: Eligibility**, the student and high school counselor will receive written notification, and another recipient will be selected.
4. If the recipient of a Governor's Postsecondary Scholarship decides not to attend an eligible campus, the student should relinquish the scholarship at once. In such cases where the scholarship is relinquished prior to May 15th of the award year, the high school principal or designee may certify the next ranking eligible member of the same graduating class, but such person will be subject to the same restrictions as the original holder of the scholarship.
5. If there is a tie between top ranking students, the principal, or designee, shall use the following process to break the tie:
  - a. If the GPA for the students is exactly the same, the results of the students' ACT composite test score taken before December 31st of the previous calendar year will be used.
  - b. If the students did not take the ACT test, the results of the SAT test taken before December 31st of the previous calendar year will be used.
  - c. If one student took the ACT and the other the SAT, a comparability chart will be used, with the highest test score based on the comparability chart prevailing.
  - d. If the test scores are the same, the number of honors classes the students have completed will be used, with the student scoring the highest points in GPA and numbers of honors classes prevailing.
6. A recipient must utilize the scholarship within 9 months after high school graduation.
7. The computation of actual grade point averages shall be as of the end of the 6th semester of high school or, in the case of a student graduating in three years, at the end of the 4th semester of high school. To remain eligible the student must maintain a 3.00 or higher GPA through the 7th semester (the 5th semester in the case of a student graduating early).
8. MGSLP will present to the Council a list of all recipients awarded a Governor's Scholarship under this section, which will then review the recipient list and report to the Board of Regents by November of each year.

B. Merit-based awards available to at-large applicants.

1. **Eligible high school students must apply for the scholarship.** To be eligible to receive an at-large scholarship, the student must apply to and be accepted by one of the eligible postsecondary institutions identified above and complete the Free Application for Federal Student Aid (FAFSA). The student must also submit a completed scholarship application to the MGSLP, acting on behalf of the Commissioner of Higher Education, not later than March 31st of the award year. Any eligible student who does not submit the required scholarship application by the application deadline will not be considered for an at-large scholarship.
2. In consultation with the Governor's Postsecondary Advisory Council, the MGSLP will forward to eligible postsecondary institutions ranked lists of potential recipients. Potential recipients will be identified based upon some or all of the following criteria:
  - a. The applicant's high school grade point average
  - b. The applicant's coursework
  - c. The applicant's ACT or SAT results
  - d. The applicant's extra-curricular activity
  - e. The applicant's community service or volunteer work
  - f. The applicant's financial need
  - g. The impact or difference a scholarship would make for the applicant's college attendance
  - h. The quality of any additional required documents attached to the application
  - i. References, when required

3. Postsecondary institutions, upon receipt of the ranked lists, will check the applicant for enrolled status and financial need. Postsecondary institutions are responsible for making the scholarship offer based upon the rankings provided and will report to the MGSLP accepted awards.
4. A recipient must utilize the scholarship within 9 months of the award date.
5. MGSLP will present to the Council a list of all recipients awarded a Governor's Scholarship under this section, which will then review the recipient list and report to the Board of Regents by November of each year.

C. Need-based awards:

1. After consultation with the Council, the MGSLP, acting on behalf of the Commissioner of Higher Education, will allocate need-based awards each year to eligible postsecondary institutions based upon the most recent full time equivalent enrollment information available to the MGSLP for students enrolled in two-year certificate or associate programs.
2. Each eligible postsecondary institution will receive a minimum of five (5) need-based scholarships, regardless of the actual FTE calculation.
3. The MGSLP will advise each postsecondary institution of the specific number of general, health science, and technology scholarships it must award.
4. The financial aid office at each postsecondary institution shall be solely responsible for identifying and awarding scholarships to need-based recipients. No standard criteria will be used for selecting candidates other than the primary consideration of financial need. Because many students have expected family contributions of zero, institutions may use the following guidelines for identifying need-based recipients:
  - a. The ability of the recipient to benefit from the scholarship
  - b. The past academic performance of the recipient
  - c. The status of the student, specifically a first generation or non-traditional college student.
  - d. The impact a scholarship would have on a recipient's debt-load, need to work while attending college, or ability to remain in the state of Montana after graduation.
5. Recipients must utilize the scholarship within 9 months of the award date.
6. Postsecondary institutions will report to MGSLP not later than October 31<sup>st</sup> of each year the recipients and their courses of study for need-based scholarships.
7. MGSLP will present to the Council a list of all recipients awarded a Governor's Scholarship under this section, which will then review the recipient list and report to the Board of Regents by November of each year.

X. **Authorization to Distribute Funds:**

- A. Funds from a scholarship must be used towards payment of tuition and mandatory fees, excluding room and board, rounded up to the nearest dollar, and may not be used to pay for remedial or college-preparatory course work. Following consultation with the Governor's Postsecondary Scholarship Advisory Council and selection of eligible recipients, the MGSLP, on behalf of the Commissioner of Higher Education, is authorized to pay the costs of a Governor's Postsecondary scholarship at a eligible postsecondary institution at which a recipient has enrolled. Additionally:
  1. The recipient of a Governor's Postsecondary scholarship award is not precluded from receiving other financial aid, awards, or scholarships that would result in an overpayment of financial aid as determined by the postsecondary institution's financial aid office.
  2. Each Governor's Postsecondary scholarship will be distributed directly to the postsecondary institution in equal installments at the beginning of each semester/quarter that correspond with the terms of the postsecondary institution's academic year, for payment of the recipient's tuition and mandatory fees.

3. If a Montana high school has no graduates who qualify for a scholarship awarded under Sections 20-26-602 (2)(b) or (c) or if a recipient of a scholarship becomes ineligible for renewal of a scholarship, the money for those scholarships reverts and may be reallocated by the MGSLP to scholarships for at-large students, as described in Sections 20-26-612 (2) (a) and (d).
4. Except when otherwise designated, per Section 20-26-612 (8), scholarship awards are determined solely in accordance with this policy and are not subject to appeal.
5. Except for funds donated from private sources, the obligation for funding the governor's postsecondary scholarship program is an obligation of the State. The Board is not required to provide a scholarship to an eligible student without a line item appropriation to the Board for this purpose.
6. If the line item appropriation is insufficient to fully fund the Governor's Postsecondary Scholarship Program, recipients seeking renewal of their scholarships will have priority for available funds.
7. If the line item appropriation is insufficient to fully fund the Governor's Postsecondary Scholarship Program, the number of scholarships will be reduced, but individual scholarship amounts will remain unchanged (i.e. the award amount will remain \$1,000 or \$2,000 depending upon the type of scholarship received).
8. A Governor's Scholarship Recipient who is called to active military duty does not lose his or her eligibility or right to renew the scholarship by that reason, provided he or she returns to school within nine months of discharge from active military duty.
9. Recipients of a Governor's Postsecondary Scholarship are limited to one Governor's Postsecondary Scholarship (i.e. one merit, or one need-based, or one at-large scholarship).

History:

## **ITEM 129-102-R1105**

**Date:** October 25, 2005  
**To:** Commissioner Stearns  
**From:** Bruce Marks  
**RE:** Proposed Governor's Postsecondary Scholarship Program Policy

The Governor's Postsecondary Scholarship Council, working with MGSLP, is requesting Board of Regent approval of the attached Governor's Postsecondary Scholarship policy. To aid in that approval process, I've prepared this memo to explain some of the more confusing aspects of the proposed policy.

The proposed policy is a balance between the legal requirements of the statute, input from the Governor's office, and the administrative limitations of MGSLP. It represents a collaborative effort between the Governor's office, the Office of Public Instruction, MGSLP, OCHE (specifically Cathy Swift) and the Council.

In this policy, the Board of Regents delegates authority to select scholarship recipients to MGSLP. After discussing timing issues and whether it was practical for the Board to review individual recipients prior to the actual awarding of scholarships, we concluded it best to have the Board delegate this authority to MGSLP. MGSLP will provide informational lists to the Board reporting the awards it has made each year.

The Governor's Postsecondary Scholarship Program (GPSP) is made up of 7 different types of scholarships that are based upon specific areas of study and the type of postsecondary institution the student will attend. The proposed policy divides these 7 types of scholarships into 3 categories: Merit-based awards to graduating high school seniors, merit-based awards available to at large applicants, and need-based awards. Different logic is used for each of these categories.

For merit-based awards to graduating high school seniors, we copy the philosophy we presently use to select MUS Honor Scholarship recipients. We work closely with each of Montana's accredited high schools to find the student with the highest GPA. The highest ranked student attending an MUS school receives the Honor Scholarship. Under this proposed policy, the next two highest ranking, eligible students will receive a four and two year Governor's scholarship, respectively.

Students hoping for an at-large merit scholarship must apply to MGSLP. Although there are only 110 at-large scholarships available, total applications could easily exceed 1,000 each year. At-large applications will create a significant workload issue for MGSLP, but we believe it's the most appropriate way to reach the home-schooled, non-traditional, and other low-income Montanans the scholarship was created to assist.

In order to award need-based scholarships, we need the help of our financial aid offices. To determine financial need, students complete the Free Application for Federal Student Aid (FAFSA). The results of the FAFSA are only shared with the postsecondary institutions the students have indicated they wish to attend (and in some cases, a central repository – but there is no central repository in Montana). The results of the FAFSA indicate Expected Family Contribution (EFC). Since we have to know EFC and the financial status of a student to meet the requirements of the statute, only a financial aid office can identify those students who would qualify for a need-based scholarship.

The policy allocates need-based scholarships as determined by the number of FTE students enrolled at each 2-year school, or in the case of a 4-year school, the number of students enrolled in 2-year programs. Each postsecondary institution is guaranteed a minimum of 5 need-based scholarships, per the direction of the Council.

The policy is fairly lengthy – due primarily to the amount of detail included in the original bill. We initially considered a separate policy for each of the three categories of scholarships, but disliked the repetition and combined length that three policies would have created.

September 21-23, 2005

ITEM 128-2702-R0905

**Authorization to Execute Purchase of Property; Montana State University-Billings**

**THAT:**

The Board of Regents of the Montana University System authorize Montana State University-Billings, following appropriate reviews and approvals, to execute the purchase of property immediately adjacent to the College of Technology (COT) campus contingent upon final appraisal.

**EXPLANATION:**

1. The COT resides in a 125,000 sf building on 20.03 acres which was transferred from the Yellowstone County School District # 2 (SD # 2) to the Montana University System in the mid-1980's along with the responsibility for postsecondary occupational education.
2. The 57<sup>th</sup> Legislative Assembly funded a Facility Planning Study which outlined a \$10M need for the COT Campus and identified two parcels of property for future expansion.
3. The U.S. Department of Housing and Urban Development (HUD) granted \$1M to renovate a portion of the COT (approved by the BOR # 116-2702-R0902). Other Federal appropriations given to the COT for enhancement of two year educations are: \$396,800 for the Healthcare Career Pathways Program, \$745,575 for Process Plant Operator Training; \$438,398 for the Healthcare Degree and Certificate Program, and \$695,450 for the Computer Technology Program.
4. The 59<sup>th</sup> Legislative Assembly appropriated the remaining \$9M to meet the infrastructure needs of the COT.
5. The two adjacent parcels of property which were identified were 7.25 acres of SD # 2 property to the North (approved for acquisition by the BOR # 103-2702-R0599) and 6.14 acres of private property to the west.
6. The appraised value of the 6.14 acres is being established by a certified appraiser, engaged by MSU – Billings. The seller is requesting \$1,500,000 for the purchase of the property.

7. To purchase the 6.14 acres, MSU – Billings will seek an INTERCAP loan in the amount of \$1,000,000 and an internal loan of \$500,000.
8. This project requires authorization of the Board of Regents, both for the purchase itself and for the INTERCAP loan. Final purchase and loan document(s) will be executed by MSU-Billings upon the review and approval by MSU and MUS Legal Counsel, the President of MSU, and the Commissioner of Higher Education.

**ATTACHMENTS:**

Plat of property  
Copy of appraisal [to be submitted at Board Meeting]  
Copy of financing and repayment plan

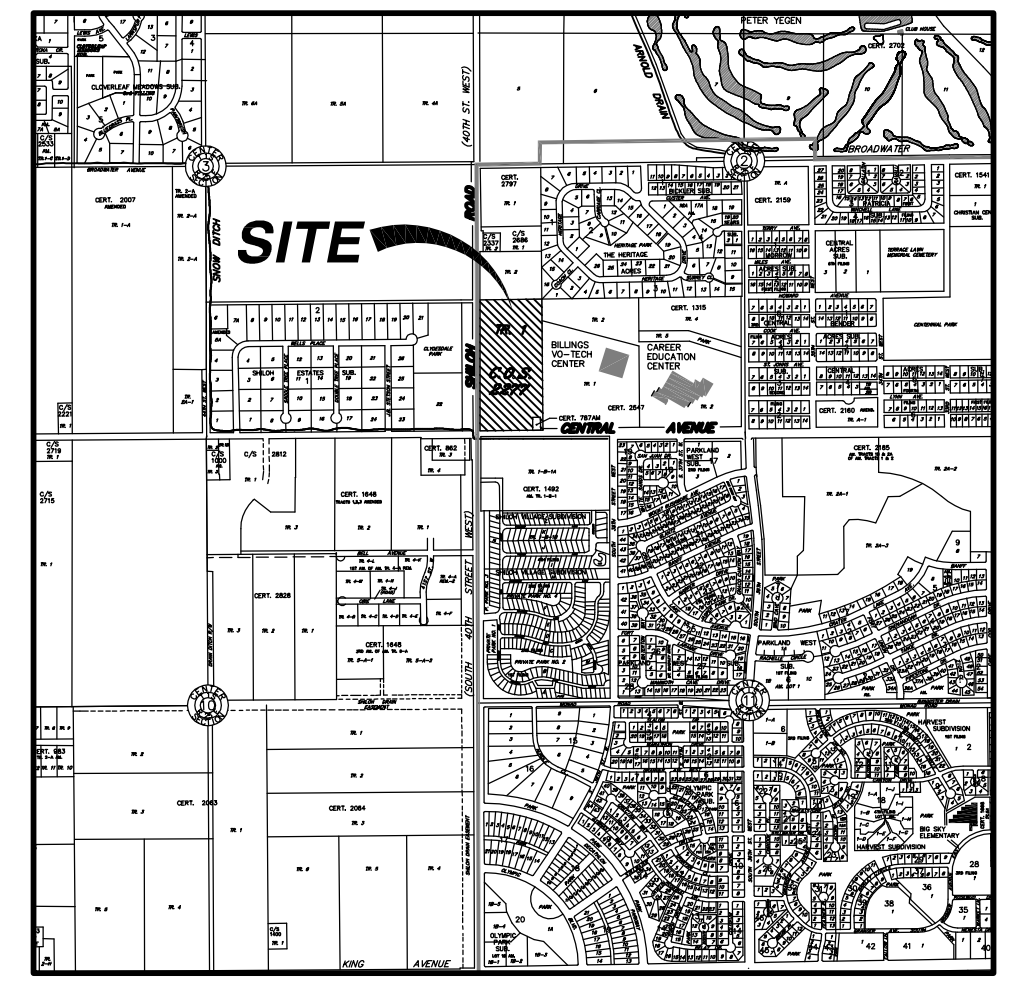
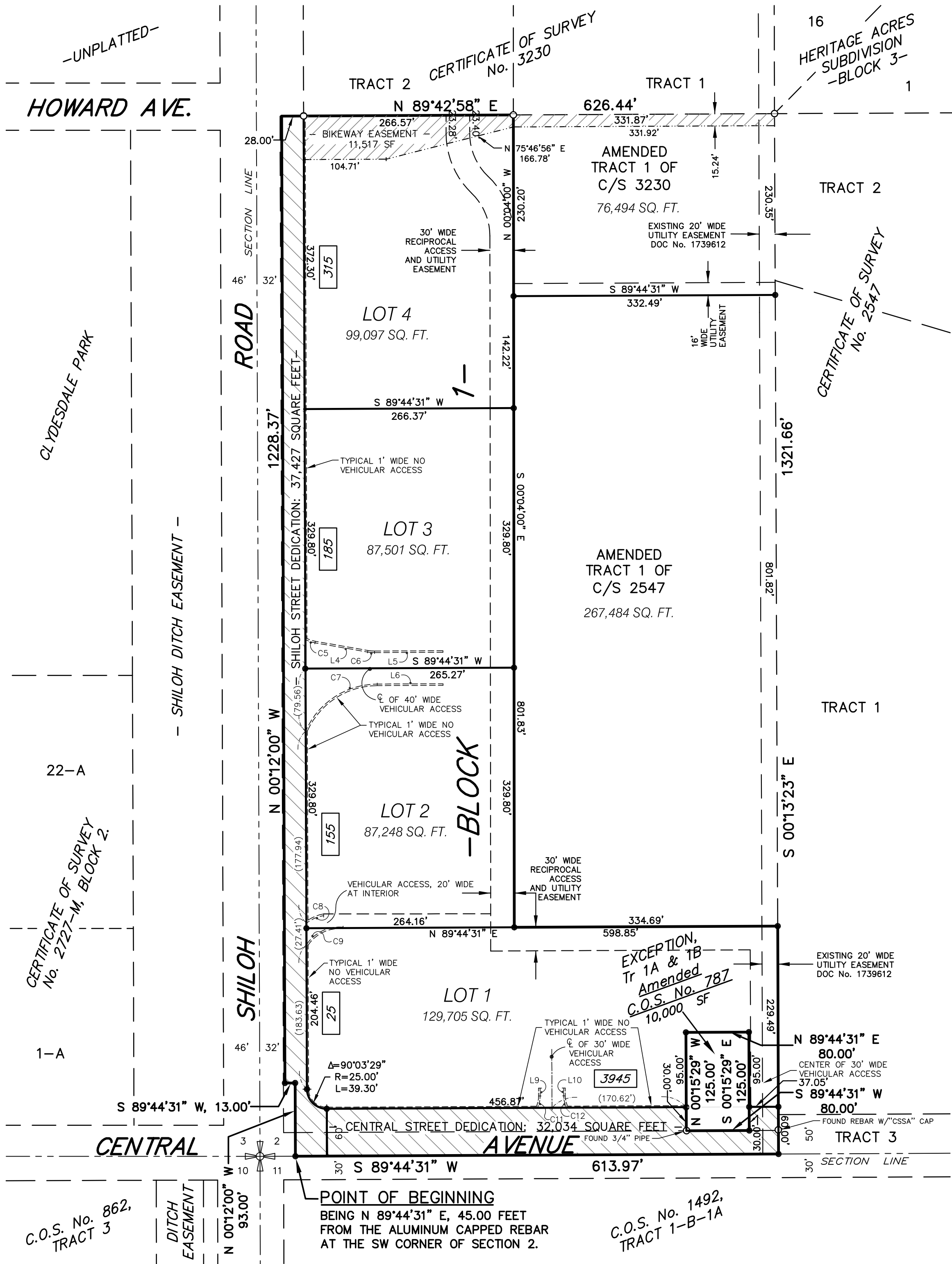


# PLAT OF SHILOH CORNER SUBDIVISION

BEING TRACT 1, CERTIFICATE OF SURVEY No. 2277  
 LOCATED IN THE SW1/4 OF SECTION 2, T. 1 S., R. 25 E., P.M.M.  
 YELLOWSTONE COUNTY, MONTANA

PREPARED FOR: KEYSTONE, INC.  
 PREPARED BY: ENGINEERING, INC.  
 SCALE: 1" = 100'

SEPTEMBER 2004  
 BILLINGS, MONTANA



VICINITY MAP  
 NOT TO SCALE

**LINE DATA FOR EASEMENTS:**

LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	S 80°07'06" E	15.59'	L6	N 89°44'40" E	83.71'
L2	N 89°44'31" E	130.68'	L7	S 84°35'53" E	75.25'
L3	N 89°44'31" E	175.11'	L8	S 00°15'29" E	3.88'
L4	N 80°07'06" W	67.85'	L9	S 00°15'29" E	10.00'
L5	N 89°44'40" E	89.98'	L10	S 00°15'29" E	10.00'

**CURVE DATA FOR EASEMENTS:**

CURVE	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD LENGTH
C1	19°05'48"	40.00'	13.33'	S 70°34'12" E	13.27'
C2	10°08'22"	40.00'	7.08'	S 85°11'18" E	7.07'
C3	89°48'31"	15.00'	23.51'	N 44°50'16" E	21.18'
C4	90°11'29"	15.00'	23.61'	N 45°09'44" W	21.25'
C5	19°05'14"	40.00'	13.33'	S 70°34'29" E	13.26'
C6	10°08'14"	50.00'	8.85'	S 85°11'13" E	8.83'
C7	66°09'03"	100.00'	115.45'	N 56°40'09" E	109.15'
C8	27°45'57"	49.50'	23.99'	N 66°22'39" E	23.75'
C9	61°53'36"	50.00'	54.01'	N 64°23'56" E	51.42'
C10	84°20'25"	25.00'	36.80'	S 42°25'41" E	33.57'
C11	25°22'35"	35.00'	15.50'	N 12°25'49" E	15.38'
C12	25°22'34"	35.00'	15.50'	N 12°56'46" W	15.38'

**BASIS OF BEARINGS:** CERTIFICATE OF SURVEY No. 2277.

- = FOUND SURVEY MONUMENT, AS NOTED.
- = SET 5/8"x18" REBAR WITH CAP MARKED WITH THE LICENSE NUMBER OF THE UNDERSIGNED LAND SURVEYOR AND "ENGINEERING INC BILLINGS MT".
- 1234 = TYPICAL STREET ADDRESS

**CERTIFICATE OF DEDICATION:**

STATE OF MONTANA )  
 ) :ss  
 County of Yellowstone )

KNOW ALL MEN BY THESE PRESENTS: That Hines Motor Supply, Inc.; the owner of the following described tract of land, does hereby certify that he has caused to be surveyed, subdivided and platted into lots, blocks and streets as shown on the annexed plat, said tract being situated in the SW1/4 of Section 2, T. 1 S., R. 25 E., P.M.M., Yellowstone County, Montana, said tract being more particularly described as follows, to-wit:

Beginning at a point which is situated N 89°44'31" E a distance of 45.00 feet from the southwest corner of Section 2, T. 1 S., R. 25 E., P.M.M.; thence, N 00°12'00" W a distance of 93.00 feet; thence, S 89°44'31" W a distance of 13.00 feet; thence, N 00°12'00" W a distance of 1228.37 feet; thence, N 89°42'58" E a distance of 626.44 feet; thence, S 00°13'23" E a distance of 1321.66 feet; thence, S 88°44'31" W a distance of 613.97 feet to the point of beginning.

EXCEPTING THEREFROM Tracts 1A and 1B, Amended Certificate of Survey No. 787.

There is no park requirement for this non-residential subdivision pursuant to Section 76-3-621(3)(c), M.C.A.

The undersigned hereby grants unto all utility companies, as such are defined and established by Montana Law, and cable television companies, an easement for the location, maintenance, repair and removal of their lines over, under and across the areas designated on the plat as "UTILITY EASEMENT" to have and hold forever.

Said tract to be known and designated as SHILOH CORNER SUBDIVISION, and the lands included in all streets, avenues and roads as shown on annexed plat are hereby granted and denoted to the use of the public forever.

SHILOH PROPERTIES LLC  
 By: Gary H. Hines, \_\_\_\_\_

STATE OF MONTANA )  
 ) :ss  
 County of Yellowstone )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned Notary Public for the State of Montana, personally appeared Gary H. Hines, known to me to be the person who signed the foregoing instrument as \_\_\_\_\_ of Shiloh Properties LLC, and acknowledged to me that said corporation executed the same. Witness my hand and seal the day and year herein above written.

Notary Public in and for the State of Montana  
 Printed Name \_\_\_\_\_  
 Residing at \_\_\_\_\_  
 My commission expires \_\_\_\_\_

**CERTIFICATE OF SURVEYOR:**

STATE OF MONTANA )  
 ) :ss  
 County of Yellowstone )

The undersigned, a Montana Registered Land Surveyor being first duly sworn, deposes and says that during the month of September, 2004, a survey was performed under his supervision of a tract of land to be known as SHILOH CORNER SUBDIVISION, in accordance with the request of the owners thereof and in conformance with the Montana Subdivision and Platting Act; said subdivision, description of boundaries and dimensions being in accordance with the Certificate of Dedication and as shown on the annexed plat; that the monuments found and set are of the character and occupy the positions shown thereon and that the gross area is 816,991 square feet and net area is 747,529 square feet.

ENGINEERING, INC.  
 By: \_\_\_\_\_  
 Montana Registration No. \_\_\_\_\_

Subscribed and sworn to before me, a Notary Public in and for the State of Montana, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public in and for the State of Montana  
 Printed Name \_\_\_\_\_  
 Residing at Billings, Montana  
 My commission expires \_\_\_\_\_

**CERTIFICATE OF APPROVAL BY CITY ENGINEER'S OFFICE:**

STATE OF MONTANA )  
 ) :ss  
 County of Yellowstone )

I hereby certify that the annexed and foregoing plat conforms with Section 76-4-125(2)(a), M.C.A., for the removal of sanitary restrictions since the plat is inside a master planning area and the lots will be provided with municipal facilities for the supply of water and the disposal of sewage and solid waste.

IN WITNESS WHEREOF, I have executed this CERTIFICATE OF APPROVAL this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

City Engineer's Office

**NOTICE OF PLANNING BOARD APPROVAL:**

STATE OF MONTANA )  
 ) :ss  
 County of Yellowstone )

This plat has been approved for filing by the Yellowstone County Board of Planning and conforms to the recommendations of this board.

Date \_\_\_\_\_  
 President \_\_\_\_\_

Executive Secretary \_\_\_\_\_

**ERRORS AND OMISSIONS REVIEW:**

I hereby certify that I have examined the annexed plat for errors and omissions in calculations and drafting on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Examining Land Surveyor \_\_\_\_\_

**CERTIFICATE OF CITY ATTORNEY:**

This document has been reviewed by the City Attorney's office and is acceptable as to form.

Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

**CERTIFICATE OF CITY COUNCIL APPROVAL:**

STATE OF MONTANA )  
 ) :ss  
 County of Yellowstone )

We hereby certify that we have examined the annexed and foregoing PLAT OF SHILOH CORNER SUBDIVISION, and find that said plat conforms with the requirements of the laws of the State of Montana, and the requirements of The Yellowstone County Board of Planning. It is therefore approved and the dedication to public use of any and all lands shown on this plat as being dedicated to such use are accepted.

IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF BILLINGS, MONTANA

By: \_\_\_\_\_  
 Mayor

Attest: \_\_\_\_\_  
 City Clerk

**SUBDIVISION IMPROVEMENT AGREEMENT:**

Document No. \_\_\_\_\_

**RECIPROCAL ACCESS EASEMENT:**

Document No. \_\_\_\_\_

**CONSENT TO PLATTING:**

Document No. \_\_\_\_\_

November 16-18, 2005

ITEM 129-2005-R1105

**Authorization to Renovate Portions of Cooley Lab;  
Montana State University-Bozeman**

**THAT:**

Consistent with the provisions of MCA 18-2-102 2(c), the Board of Regents of Higher Education authorizes MSU to renovate portions of Cooley Lab to provide modern laboratory facilities to support research grant functions. The estimated cost for this project is \$5,000,000.

**EXPLANATION:**

1. Cooley Lab was constructed in 1960 and has had no major renovation work over the years. The building houses labs primarily assigned to the Microbiology Dept.
2. The Microbiology Dept has received a grant from NIH to be used to renovate existing laboratories in Cooley Lab. Upgrading the laboratories will allow the faculty to conduct productive research at the highest level and also increase the ability to attract and retain the highest quality faculty and students.
3. The integration of the instructional and research environments greatly enhances the academic experience for all students.
4. This project will be financed with \$4,000,000 in NIH grant funds and \$1,000,000 in non-state Facilities and Administrative (F&A) funds recovered from externally funded grants and contracts.

This project requires the authorization of the Board of Regents and the consent of the Governor.

**Board of Regents Policy: Physical Plant B Section 1003.7**

This Authority request is for an amount greater than \$150,000, which requires the following additional information:

(a) Project Description:

This project encompasses renovation of the basement, and several upper floors (approx 13,500 gross square feet) to house microbiology research laboratories, lab support spaces and offices.

(b) Cost Estimate and Funding Sources:

X	Estimated Cost	
X	Design/Construction Admin	\$440,000
X	Construction	\$4,160,000
X	<u>Contingency</u>	<u>\$400,000</u>
X	Total Estimate	\$5,000,000

X Funding Source: This project will be financed with \$4,000,000 in NIH grant funds and \$1,000,000 in non-state Facilities and Administrative (F&A) funds recovered from externally funded grants and contracts.

(c) Program served, enrollment data, projected enrollment:

The occupants of the proposed facility will consist primarily of microbiology research programs; however the integration of the research and teaching enterprise is crucial to the success of MSU's undergraduate and graduate programs. Involvement in undergraduate research has been critical to the success of all of our Goldwater scholarship winners in the sciences. There are approximately 58 microbiology undergraduate majors, 50 medical lab sciences undergraduate majors, 10 environmental health undergraduate majors, and 9 biotechnology undergraduate majors, and over 25 graduate students. Students from all levels assist with funded research and interact closely with faculty conducting research. Grant and contract expenditures by the Microbiology Department were in excess of \$3 million, not including the INBRE expenditures of \$16.6 million distributed over 5 years. Cooley Lab includes space for genomics research and bioinformatics research and training, both of which are INBRE-supported, multi-user, multi-department activities.

(d) Space Utilization Data:

The ~13,500 gross SF renovation will include 76% assignable space, with ~90% of the assignable space consisting of lab and support spaces and ~10% offices.

(e) Projected use for available residual space:

All of the space anticipated to be renovated by this project is currently occupied and no residual space is expected.

(f) Projected O&M Costs and proposed funding sources:

The space to be renovated currently houses laboratory uses and the historic O&M costs are not expected to be significantly impacted by this project since the building is not being expanded; however, if marginal increases occur, they will be funded with non-state Facilities and Administrative (F&A) funds recovered from externally funded grants and contracts.

November 16-18, 2005

ITEM 129-2007-R1105

**Authorization to Renovate Portions of the Physical Plant's Shop/Office Buildings; Montana State University-Bozeman**

**THAT:**

Consistent with the provisions of MCA 18-2-102 (2) (b), the Board of Regents of Higher Education authorizes MSU-Bozeman to renovate portions of the Physical Plant's shop/office buildings to modernize spaces to meet current operational needs. The estimated cost for this project is \$425,000.

**EXPLANATION:**

1. The Office of Facilities Services (Physical Plant) is located in a small brick building constructed in 1950 accompanied by an eclectic accumulation of salvaged WWII quonset buildings and other cast-off shelters.
2. In 2002, the Regent's approved the purchase of a small modular facility to house our Work Control functions, which would free up space to begin modernizing some of our existing shop/office spaces. This request represents the last phase of this badly needed modernization effort and consists of moving the carpentry shop, locksmith shop, campus stores and some office spaces, within existing building spaces.

This project will be financed with revenue from Facilities Services non-state (designated) operations and will result in no new programs.

**Board of Regents Policy: Physical Plant B Section 1003.7**

This Authority request is for an amount greater than \$150,000, which requires the following additional information:

(a) Project Description:

Work performed includes moving the carpentry shop, locksmith shop, campus stores and some office spaces, within existing building spaces.

(b) Cost Estimate and Funding Sources:

- Estimated Cost
  - Design/Construction Admin      \$20,000
  - Construction                              \$355,000
  - Contingency                              \$50,000
  - Total Estimate                              \$425,000
  
- Funding Source: This project will be financed with revenue from Facilities Services non-state (designated) operations and will result in no new programs.

(c) Program served, enrollment data, projected enrollment:

The programs directly served by this work are limited to Facilities Services internal operations. In a broader sense, the Office of Facilities Services (OFS) provides design, construction, maintenance, grounds, custodial, garbage removal, motor pool, and utilities services to the entire campus community, including academic, research and residence functions.

(d) Space Utilization Data:

OFS occupies and operates effectively out of some of the lowest quality space in existence on campus. Such extremely modest renovations are required periodically to accommodate upgraded shop equipment, building electrical system capacities, safety systems, etc. Space allocations among the various shops is very modest while utilization is very high. Space allocated for clerical/office functions is below campus average/standards with some accounting staff, architectural staff, computer/information systems staff, and project managers working in less than 35 SF of space per person.

(e) Projected use for available residual space:

(Not applicable to this project)

(f) Projected O&M Costs and proposed funding sources:

Current O&M costs for these existing spaces are funded by the state and O&M costs are not expected to increase as a result of this work.



November 17-18, 2005

ITEM 129-2801-R1105

**Authorization to Establish a Mandatory Lewistown Building Fee; Montana State University-Northern**

**THAT:**

The Board of Regents of Higher Education authorizes Montana State University – Northern (MSUN) to establish an additional mandatory **Lewistown Building Fee**.

This item is contingent upon successful conveyance of the BLM Lewistown Field Office, 80 Airport Road, Lewistown Montana.

Estimated effective date of the fee is beginning of Fall Semester 2006 at a maximum rate of \$70 per credit per semester.

For the FY08-09 budget discussions, MSUN will bring forth a budget item requesting general fund to cover the O & M for this building. The Lewistown building fee will be reduced accordingly for any general fund received.

**EXPLANATION:**

MSUN estimates O & M expenses for the conveyed BLM facility to be approximately \$159,000 per year. This includes utilities, custodial, phone, data connections, maintenance, and insurance expenses. All current instructional costs (faculty, support staff and supply expense) incurred in Lewistown are covered by current tuition and fees paid by Lewistown students.

The Lewistown Building Fee is estimated to generate \$136,500 at the maximum fee requested. The remaining O&M costs will be funded by current unrestricted funds.

Discussions have been held with both student government leadership and Lewistown students.

November 16-18, 2005

ITEM 129-1602-R1105

**Grant of Easement to the City of Dillon for operation and maintenance of an existing sewer line and to create a public right-of-way providing access to persons whose properties front on Vigilante Drive on the north side of Vigilante Park; The University of Montana-Western.**

**Grant of easement for emergency ingress and egress for two lots owned by National Affordable Housing Network (NAHN) to permit filing and amended subdivision plat.**

**THAT:**

Pursuant to Montana University System Policy 1003.6, the Board of Regents of the Montana University System authorizes The University of Montana-Western to grant an easement (see attachments) to the City of Dillon for the purpose of permitting access to and from several residences fronting on Vigilante Drive, on the northern most part of the Vigilante Park athletic field at Dillon, Montana, Beaverhead County and to NAHN.

**EXPLANATION:**

In approximately 1951, the City of Dillon sold property which is now described as Vigilante Park to Western Montana College for the sum of One Dollar (\$1.00). Included in this sale was property designated on the attached maps as Vigilante Drive. At that time no reservation of an easement for Vigilante Drive, for maintenance and operation of a long existing sewer trunk line, or power line was retained.

Vigilante Drive has been an existing unpaved street “most often described as an alley” and it has been in use for many years. There is an overhead power line on Vigilante Drive, there is an underground gas line, and the City of Dillon has a sewer line running through Vigilante Drive which has existed since prior to the time of conveyance to Western Montana College. In addition there are approximately seven (7) residences that are accessed solely from Vigilante Drive, five East of the barrier blocking the alley and two West of the barrier.

The lack of a documented reservation of alley access and right of way for the existing sewer was discovered when the National Affordable Housing Network (NAHN) applied for a subdivision plat creating four lots to construct four (4) homes on Lot 9 and Vine Street extended, of Thomsen’s Adjacent



Addition to the City of Dillon. The NAHN property is illustrated on the attached map. In order to complete the subdivision of the two (2) lots into the four (4) home building sites a subdivision plat must be approved and filed. The Fire Department imposed a condition on plat approval that an emergency access be obtained onto Vigilante Drive. The property owned by the City of Dillon and the property owned by the National Affordable Housing Association meet at the southwestern corner of NAHN tract. The required easement would need to be 20 feet in width and extend to the eastern most side of the driveway through the NAHN property to Spruce Street west of the City property. The existing alley way is in excess of 20 feet in width from the northern chain link fence surrounding the UM-Western athletic field to the north side of the alley. If the emergency access is not granted for the NAHA property, the subdivision will be denied and the project will fail.

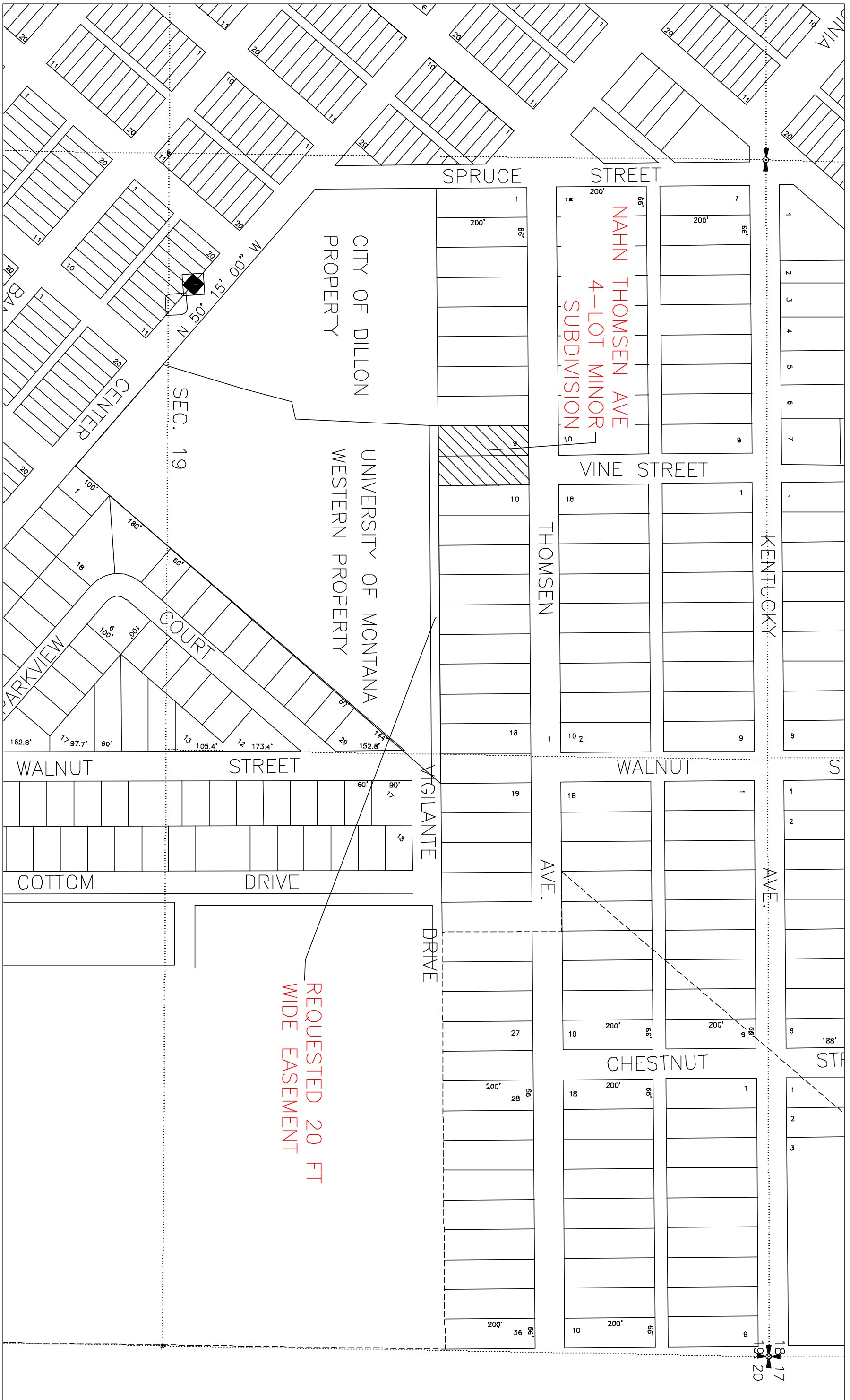
In addition the City of Dillon would request that a general easement for utility access installation, maintenance and operation be granted to the City to document its right to operate and maintain its previously existing sewer line. The City of Dillon would also request that a right-of-way for ingress and egress be granted to the City for the benefit of the seven property owners whose residences are accessed from Vigilante Drive. There is no other access available to the seven residences which are accessed solely from Vigilante Drive. There are other ownerships and occupancies at the other ends of the Lots which prevent access from these residences to Thomsen Avenue.

The University of Montana-Western wants to reserve the right to park on Vigilante Drive, and/or to restrict access to those portions of Vigilante Drive to control parking during events at the athletic field.

**ATTACHMENT:**

1. Proposed easement agreement
2. Map of the area, depicting the Thomsen Addition, Thomsen Adjacent Addition, and the entire UM-Western property.
3. National Affordable Housing Network's 4-lot minor subdivision layout, located north of the UM-Western property.

ITEM 129-1602-R1105 Attachment 1



BY	DATE	REVISION DESCRIPTION

DESIGN	PROJ. NO.
DRAWN	DATE
CHECKED	SUPERVISED
	11-8-05

**D&A, P.C.**  
CONSULTING ENGINEERS & LAND SURVEYORS  
3203 North Pearl Street, Suite 200, Bozeman, MT 59717-1000

U OF M WESTERN  
REQUESTED EASEMENT

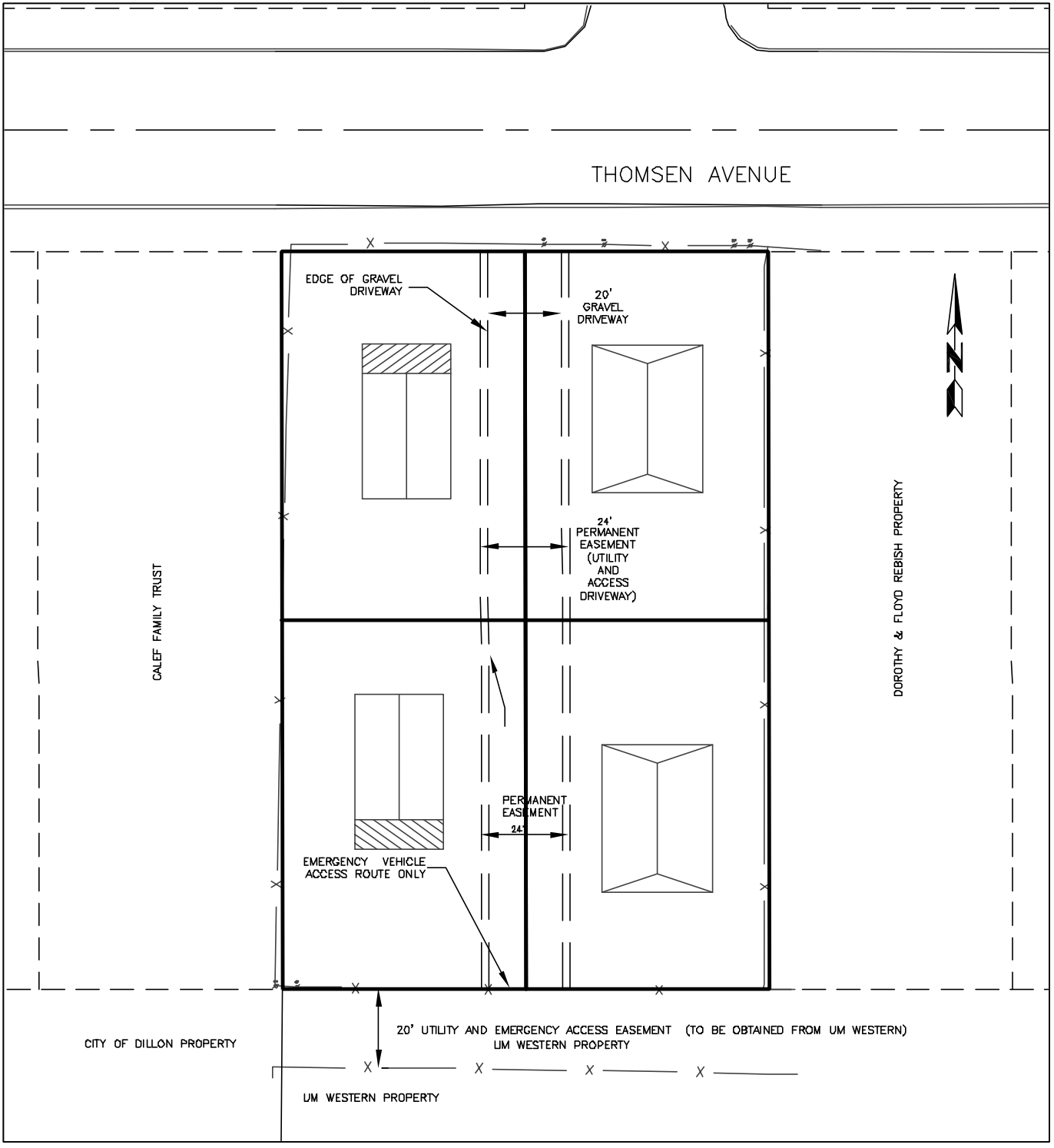
THOMSEN ADDITION AND  
THOMSEN ADJACENT  
CITY OF DILLON, MT

SHEET	1	OF	1
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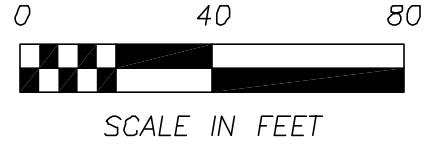
# EXHIBIT "A"

## THOMSEN AVENUE MINOR SUBDIVISION

### PROPOSED LOT & EASEMENT LAYOUT



**OCTOBER 10, 2005**



**ITEM 129-1602-R1105 Agreement**

DRAFT 11-2-05

**EASEMENT AGREEMENT**

THIS GRANT OF EASEMENT, made the \_\_\_\_ day of November, 2005, by The University of Montana-Western, Dillon, Montana, acting through the Board of Regents, hereinafter called the Grantor, and the City of Dillon, 125 North Idaho Street, Dillon, Montana, hereinafter called the City and the National Affordable Housing Network, hereafter NAHN of P.O. Box 3706, Butte, Montana, 59702, Grantees.

**WITNESSETH**

Grantor, for and in consideration of Ten Dollars (\$10.00), receipt of which is hereby acknowledged, and other good and valuable consideration including facilitation of University access to sewer and electrical utilities needed for athletic utilization of Vigilante Field, and or by affording a direct way for travel along the northern side of Vigilante Field, rather than the present use of the surrounding streets none of which is presently closer to the facility than several hundred feet, does hereby grant and convey to the City of Dillon, its successors and assigns, the following perpetual non-exclusive easement rights, over and under and along an existing road way described and identified as Vigilante Drive in Dillon, Montana.

- (a) a right-of-way to permit the City of Dillon to operate, maintain, replace and expand an existing sewer line buried in the street known as Vigilante Drive,
- (b) a right-of-way for access and egress to benefit the persons living on the south side of the lots of the Thomsen Avenue addition to afford them, their guests and invitees to their properties,

(c) an easement for a 10 foot wide bike path extending from the easement edge of the property to the point where Vigilante Drive meets the City of Dillon property.

The University also grants to National Affordable Housing Network and to its successor owners on Lots 9A, 9B, 9C and 9D, an emergency access and egress from the intersection of the driveway between Lots 9A and 9B and Lots 9C and 9D with Vigilante Drive, thence westerly to the intersection of Vigilante Drive with City of Dillon property.

The easement shall consist of a 20 foot wide easement extending along the northern most side of the Grantors property located in NW<sup>1</sup>/<sub>4</sub>NE<sup>1</sup>/<sub>4</sub>, Section 19, Township 7 South, Range 8 West, M.P.M., Beaverhead County, Montana. The easement is shown and more particularly described on Exhibit A and attached hereto and incorporated herein by reference

This easement is granted subject to the following reservations by the Grantor:

1. The right for agents, employees of Grantor, and the general public to park on the southern most side of the easement, and the right for the Grantor or its agents to restrict access to the easement by the general public in order to control parking during events held at the University of Montana-Western athletic field.
2. The right to use the road for all purposes in such a manner deemed necessary or desirable by Grantor in connection with the protection, administration, management, operation and utilization of Grantor's adjoining property as will not interfere unreasonably with the City of Dillon's use of the road.

This grant of easement shall run with the land and shall be binding upon and inure to the benefit of the parties to this easement, their respective heirs, successors and assigns forever.

Neither the Grantees, nor their successors and assigns, by this grant, will acquire any interest in or to the land described above belonging to the Grantor save and except the rights of access, operation, and maintenance set out herein.

By the granting of this road easement, Grantor does not assume any liability or

responsibility for maintaining or improving the travel-way located over and across the road easement. Further, nothing contained herein gives any Grantee the right to require the Grantor to maintain, improve or otherwise make the travel-way accessible.

This grant does not give any further rights to third parties not mentioned herein and the road right-of-way granted to the City is limited to the right to operate, install, maintain, repair the sewer line and the bike path, and the emergency access granted to the National Affordable Housing Network.

IN WITNESS WHEREOF, the Grantor has executed and conveyed this easement the day and year first above written.

The State of Montana Board of Regents  
University of Montana-Western

By \_\_\_\_\_

By \_\_\_\_\_

STATE OF MONTANA     )  
                                          )ss.  
County of \_\_\_\_\_     )

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2005, by George M. Dennison, as President of the University of Montana.

\_\_\_\_\_  
Notary Public for the State of Montana

\_\_\_\_\_  
Print

Residing at: \_\_\_\_\_, Montana

My Commission Expires: \_\_\_\_\_

November 16-18, 2005

ITEM 129-108-R1109

**Proposed Policy Amendments Setting Salaries for the Commissioner of Higher Education, Presidents, Chancellors, and Deans of the stand-alone Colleges of Technology (in Helena and Great Falls)**

**THAT:**

The Board of Regents adopts the attached amendments to **ITEM 128-114-R0905**, which the Board adopted September 23, 2005, to set forth a method for determining salaries for the commissioner of higher education, presidents, and chancellors.

**BACKGROUND:**

The State of Montana sets salary levels for chief elected officials and district judges at 100% of the average for comparable positions in Montana, North Dakota, South Dakota, Wyoming, and Idaho. The Board of Regents in September 2005 voted to adopt the same methodology for setting the salaries of the Presidents of the University of Montana (UM) and Montana State University (MSU), with a related formula for setting certain other executive salaries in the University System.

The best available data as of November 1, 2005 indicates that the Presidents at UM and MSU earn approximately 70% of the five-state average regional presidential salary (including Montana). CUPA data indicates that faculty members in Bozeman and Missoula earn approximately 98% and 99%, respectively, of the five-state regional average faculty salary. A recent salary survey by the Commissioner's Office indicates that UM and MSU vice presidents earn, on average, approximately 90% of their peers in the five-state region. Labor statistics indicate that Montana's per capita income is approximately 93% of the five-state average per capita income.

The accompanying policy amendment maintains the formulaic approach of the policy adopted in September, but includes three substantive revisions:

1. Instead of establishing pay for the UM and MSU Presidents at 100% of the average regional presidential pay (using the universities in North Dakota, South Dakota, Wyoming, Idaho and Montana), the policy establishes the pay at 90% of the regional average. The reason for this percentage is twofold: (i) sensitivity to internal pay equity

within the Montana University System; and (ii) sensitivity to market compensation levels within Montana generally.

2. The amendment proposes to continue the current practice by which the Regents directly establish the salary levels of only the Presidents and the Commissioner. Under the policy amendment, the Presidents of UM and MSU would continue to establish the individual salary levels of the Chancellors who report to them, with consideration given to relative responsibilities, performance, market considerations, and service to the University System. The policy does, however, provide for an acceptable range of salary levels, expressed as a percentage of the salaries of the Presidents, and further provides that any salary is subject to Regents' approval.

3. The amendment extends the policy to all campus CEOs, including the Deans of the Great Falls and Helena Colleges of Technology, with a lower range of compensation for those executives to reflect current relative compensation levels.

The amendment also includes some technical clarifications, including the use of an annual (rather than biennial) salary survey, and an effectiveness date of October 1 (rather than July 1) to coincide with the effectiveness date for salary changes of other employees serving under Board of Regents contracts.

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**ITEM 129-108-R1105 would amend ITEM 128-114-R0905 in the following manner:**

SUBJECT: PERSONNEL

Section: 8xx.x Salaries of the Commissioner of Higher Education **and Campus Chief Executive Officers**, ~~Presidents and Chancellors~~

Board policy:

1. Prior to November 1, 2005, the Commissioner of Higher Education shall conduct a salary survey of the presidents of the following institutions of higher education: the University of Idaho, Idaho State University, the University of Wyoming, the University of North Dakota, North Dakota State University, the University of South Dakota and South Dakota State University. The Commissioner shall include the salaries of the presidents of the University of Montana (**UM**) and Montana State University (**MSU**) in determining the average regional presidential salary.

2. Effective ~~July~~ **October** 1, 2006, the salaries of the Commissioner of Higher Education, **the UM and MSU Presidents, the and Chancellors, and the Deans of the Great Falls and Helena Colleges of Technology will be established as follows:** ~~of the Montana University System will be set as follows:~~ The salaries ~~ies~~ of the Presidents of **UM and MSU** The University of Montana and Montana State University will be **90% of** the average **regional presidential** salary determined by means of the survey. The salary



of the Commissioner of Higher Education will be 105% of the salaries of the UM and MSU Presidents. ~~presidents' salaries.~~ The respective salaries of the Chancellors and the Deans of the Great Falls and Helena Colleges of Technology will be 85% of the ~~presidents' salaries.~~ established on an individual basis at the discretion of the President of the affiliated university, in view of the President's assessment of relative responsibilities, performance, market factors, and service with the University System, subject to Board of Regents approval. The salaries of the Chancellors will be established within a range of 75% to 90% of the salaries of the UM and MSU Presidents. The salaries of the Deans of the Great Falls and Helena Colleges of Technology will be established within a range of 60% to 75% of the salaries of the UM and MSU Presidents.

3. Thereafter, prior to ~~June~~ September 30 of each ~~even-numbered~~ year, the Commissioner of Higher Education shall conduct a similar survey by which to set the salaries of the Commissioner of Higher Education and the Presidents of UM and MSU, effective October 1, ~~presidents and chancellors.~~ Beginning ~~July 1~~ of the year following the year in which the survey is conducted, ~~the salaries of the commissioner, presidents and chancellors will be set in accordance with the formula set in subsection 2 of this policy, using the most recent salary survey information.~~ Prior to each October 1, the Presidents shall establish the salaries of the Chancellors and the Deans of the Great Falls and Helena Colleges of Technology within the ranges provided for in paragraph 2, subject to Board of Regents approval.

4. An intent of this policy is to establish the salaries of the chief executive officers of the Montana University System and its campuses with consideration for external market competitiveness and internal pay equity within the System.

For ease of readability, an unmarked version of the proposed policy as amended above is included here:

SUBJECT: PERSONNEL

Section: 8xx.x Salaries of the Commissioner of Higher Education and Campus Chief Executive Officers

Board policy:

1. Prior to November 1, 2005, the Commissioner of Higher Education shall conduct a salary survey of the presidents of the following institutions of higher education: the University of Idaho, Idaho State University, the University of Wyoming, the University of North Dakota, North Dakota State University, the University of South Dakota and South Dakota State University. The Commissioner shall include the salaries of the presidents of the University of Montana (UM) and Montana State University (MSU) in determining the average regional presidential salary.

2. Effective October 1, 2006, the salaries of the Commissioner of Higher Education, the UM and MSU Presidents, the Chancellors, and the Deans of the Great Falls and Helena Colleges of Technology will be established as follows: The salaries of the Presidents of UM and MSU will be 90% of the average regional presidential salary determined by means of the survey. The salary of the Commissioner of Higher Education will be 105% of the salaries of the UM and MSU Presidents. The respective salaries of the Chancellors and the Deans of the Great Falls and Helena Colleges of Technology will be established on an individual basis at the discretion of the President of the affiliated university, in view of the President's assessment of relative responsibilities, performance, market factors, and service with the University System, subject to Board of Regents approval. The salaries of the Chancellors will be established within a range of 75% to 90% of the salaries of the UM and MSU Presidents. The salaries of the Deans of the Great Falls and Helena Colleges of Technology will be established within a range of 60% to 75% of the salaries of the UM and MSU Presidents.

3. Thereafter, prior to September 30 of each year, the Commissioner of Higher Education shall conduct a similar survey by which to set the salaries of the Commissioner of Higher Education and the Presidents of UM and MSU, effective October 1 of the year following the year in which the survey is

conducted. Prior to each October 1, the Presidents shall establish the salaries of the Chancellors and the Deans of the Great Falls and Helena Colleges of Technology within the ranges provided for in paragraph 2, subject to Board of Regents approval.

4. An intent of this policy is to establish the salaries of the chief executive officers of the Montana University System and its campuses with consideration for external market competitiveness and internal pay equity within the system.

September 21-23, 2005

ITEM 128-106-R0905

**Make the Two-Year Education Council a formal and permanent body within the Montana University System and approve the Charter for the Council**

**THAT:**

The Board of Regents recognizes the Two-Year Education Council as a formal and permanent body within the Montana University System and approves the Charter for the Council

**EXPLANATION:**

This request is supported by the following:

Historically, this Council was known as the Two-Year Education Committee. This committee was ad hoc in nature, facilitated by OCHE, and performed a valuable service to the Montana University System such as revising the two-year degree taxonomy in 1998 and making policy recommendations related to fee structure and tuition, application of credits to degree programs, subsidized credit hours and other critical issues. In 2004, the committee convened to develop a mission statement and goals to guide their work. At that time, the term council was adopted to reflect the function of the council—a partnership of two-year college leaders dedicated to a single purpose—ensuring that two-year colleges in Montana succeed in developing more prosperous and productive individuals, businesses, communities, and economies throughout the state.

In January 2005, the Shared Leadership Steering Committee on Workforce Development concluded that Montana's complex organizational and reporting structure makes it difficult to communicate, as a system, the importance of two-year colleges to the State. The structure also hinders statewide coordination. The Steering Committee concluded that the widely varying "lines of authority" of our two-year programs, either directly or indirectly:

- a. Create confusion regarding the function of the stand-alone Colleges of Technology, the merged COTs and the community colleges
- b. Impede collaboration and coordination of services and programs, particularly life-long learning and customized training and limit the ability of institutions to be responsive to business needs
- c. Impede the ability at the state level to coordinate two-year specific policies and system-wide improvements

To address these concerns, the Shared Leadership Workforce Development Steering Committee recommends that:

- a. Request the Board of Regents institutionalize the Two-Year Education Council as a formal and permanent body within the University structure; and
- b. Board of Regents review and approve a charter for the Two-Year Education Council

## **ITEM 128-106-R0905**

### **Charter Montana Two-Year Education Council**

#### **Mission**

The Montana Two-Year Education Council has been chartered by the Montana Board of Regents to provide a representative perspective from the two-year education sector on issues related to two-year education.

#### **Purpose**

To achieve its mission, the Montana Two-Year Education Council concentrates its efforts on:

1. Engendering a statewide understanding of the value of two-year colleges and a statewide commitment to promoting and increasing the value of two-year education in Montana.
2. Serving as the primary resource in Montana for information and consultation about two-year education-related issues, whether in Montana or throughout the world;
3. Using common language and similar approaches to ensure that two-year pathways to four-year degrees or to high-demand jobs are frequently and easily traveled;
4. Sharing resources to ensure that the needs of Montana's students, communities, and economies are met in responsive, flexible, affordable ways;
5. Creating peer networks and dialogue across disciplines, positions, communities, and cultures within the two-year college sector.
6. Taking a leadership role in the development, implementation, and assessment of programs and services related to the best practices of two-year colleges adopted by the Board of Regents in 2003;
7. Fostering effective partnerships with high schools, tribal colleges, four-year institutions, government and government agencies, community groups, and business and industry to address emerging needs in education, the Montana economy, our communities, and society.

#### **Role and Responsibility**

- Advise and assist the Board of Regents and its committees on issues, opportunities or challenges related to two-year education from a statewide, systemic focus.
- Provide a comprehensive annual report to the Board of Regents on the status of two-year education and workforce development in Montana.

#### **Membership**

\*Deans of Colleges of Technology or the Dean's Designee  
Academic/Student Affairs Professional Representative from Colleges of Technology  
Faculty Representative from Each College of Technology  
Student from Each College of Technology

\*Chancellors of Colleges with Two-Year Programs or the Chancellor's Designee  
Academic/Student Affairs Professional Representative from Colleges with Two-Year Programs  
Faculty Representative from Each College with Two-Year Programs  
Student from Each College with Two-Year Programs

\*Presidents of Community Colleges or the President's Designee  
Academic/Student Affairs Professional Staff Representative of each Community College  
Faculty Representative from each Community College  
Student from Each Community College

\*Presidents of Tribal Colleges or the President's Designee  
Academic/Student Affairs Professional Staff Representative from Tribal Colleges  
Faculty Representative from each Tribal College  
Student from Each Tribal College

\*Director of Two-Year Education and Workforce Development

Business and Industry Representatives will be included in appropriate subcommittees.

\*Indicates a voting member

## **Governance**

### **Leadership**

The Chair of the Council is appointed by the Commissioner of Higher Education and shall preside at all meetings of the Council. The Chair shall determine the agenda for each Council meeting in consultation with the council. The Chair will participate in the consensus decision-making process as well as vote during the Council meetings.

### **Decision-making Process**

A consensus process will be used for any agenda item requiring action. If consensus cannot be achieved, a majority vote will be required. Each institution or organization has one vote.

### **Meetings**

Meetings shall be held a minimum of two times per year.

The agenda will be disseminated to the members in advance of each meeting. Minutes will be taken and distributed to members. The minutes will record the actions taken at a meeting and summarize the discussions.

### **Committees**

The Council may appoint ad hoc committees as necessary. Members of such ad hoc committees do not need to be members of the Council.

**CAMPUS REPORTS**  
**Board of Regents Meeting**  
**November 16-18, 2005**  
**Bozeman, Montana**

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**The University of Montana-Western**  
**Richard Storey, Chancellor**

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### **Accomplishments**

- Professor Craig Zaspel and collaborators have a new publication, "Excitations in Vortex-State Permalloy Dots" in Physical Review B, Vol. 72, 2005. This article has also been selected to appear in the August issue of the Virtual Journal of Ultrafast Science. Coauthors are Boris Ivanov, Institute of Magnetism, National Academy of Sciences of Ukraine, P. A. Crowell and J. Park, Department of Physics, University of Minnesota-Twin Cities. This article is a combination of theoretical work done at UMW and experiments done at the University of Minnesota. Theoretical work predicted that when a magnetic nanostructure is "hit" by a microwave pulse it will "ring" at characteristic frequencies, and these characteristic frequencies were later observed by the research group in Minnesota. The collaboration was completed after a few trips to Minneapolis during the past two years.
- This summer Professor Sheila Roberts and Tom Satterly completed a major interpretive sign project contracted by them and two other people for the Friends of West Kootenay Parks in British Columbia. There were ten signs in all. Tom Satterly did the computer layout and design for all of them. Dr. Roberts wrote and designed the two geology signs: Roberts, Sheila, Satterly, Thomas G., and Fraser, Ian, 2005, Geological history of Kokanee Glacier Park, two 24" x 36" interpretive signs placed at Gibson Lake and Slocan Chief Cabin Interpretive Centers, entitled: "The Rocks of Kokanee Glacier Park," and "The Ice of Kokanee Glacier Park."
- Professor Rob Thomas and Professor Sheila Roberts gave their talk on "The geology of the Lewis and Clark Trail from the Three Forks to Lemhi Pass" on August 8 at the U.S. National Park Service "Tent of Many Voices, Corps of Discover II," when it was set up at the Beaverhead County Fairgrounds.
- Professor Gary Lundy has had two poems accepted for publication in Red Owl #21. The poems are: "common pleasure" and "slow fire to baltimore." He also has had another poem accepted for publication by Iodine Poetry Journal, The title of his poem is "of imagination."
- Mathematics faculty member Dr. Eric Wright is publishing a paper: W. Chen, C. Li, and E.S. Wright, "On a nonlinear parabolic system - modeling chemical reactions in rivers," CPAA, vol. 4, no. 4, Dec 2005.
- Associate Professor Rita Moore has been invited to present as a member of a symposium of authors at the International Reading Association Plains Regional Conference in November.
- Dr. Moore will also be presenting her research on Retrospective Miscue Analysis at the MEA MFT Conference in October as well as supervising two groups of undergraduate research presentations by her Fall ED446/447 Advanced Literacy, Assessment, and Diagnosis class.

### **Administrative Hire**

Kent Ord has accepted Western's offer to serve as Director of Marketing and University Relations. Mr. Ord has an extensive marketing and college relations background in a number of different positions in the academic and private sectors.

### **Experience One Implementation**

This fall marks the first time that Western's curriculum in its entirety is being offered under Experience One block scheduling. This is the culmination of more than five years of planning and preparation on the part of Western's faculty, staff and administration. Faculty are increasingly using diverse teaching methods where students are actively involved doing activities that professionals do in the discipline of their studies. Experience One scheduling facilitates the development of this type of learning environment by providing extended blocks of time while allowing students to focus on a single subject at a time for three and one-half weeks.

### **Experiential Learning**

As part of its faculty development efforts to provide faculty with more tools to promote increased use of experiential learning in the classroom and other learning environments, the Teaching Development Committee and the academic administration brought faculty member Dr. Sonja Wiedenhaupt from Evergreen College to campus during the week before classes began. On August 24<sup>th</sup> Dr. Wiedenhaupt had a day-long training session attended by most of Western's faculty. Many faculty have reported that this session was very valuable to them and that they have already incorporated some of the techniques learned at the session into their teaching. The Teaching Development Committee is currently planning additional faculty development opportunities for the year.

## **Academic Program Assessment**

Western will be significantly upgrading its assessment of its academic programs so that it can demonstrate the success of student learning and of its graduates under Experience One scheduling. This will require the collection and analysis of greater amounts of program level data and other information. These program level assessments will be used to further improve Western's academic programs. The academic administration will be working closely with Faculty Senate and the academic departments to implement these improvements.

## **Academic Program Review**

One part of its improved academic program assessment will be a more rigorous review of all of its academic programs on a regular basis. Faculty Senate will review the process and parameters for this review early this fall. All programs will be reviewed on a seven year cycle, beginning with programs of the Mathematics Department this fall.

## **Fall 2005 Enrollments**

Fall 2005 enrollments are up two percent in FTE following a five percent FTE increase in Fall 2004 over fall 2003. Part of this increase was due to a 22 percent increase in retention of freshman students, in comparison with the previous year. There were also large numbers of freshman and transfer students, which also contributed to the increase in enrollment.

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## **The University of Montana-Missoula**

### **President G. M. Dennison**

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- The Carnegie Foundation selected Management Professor Jakki Mohr as the 2005 Montana Professor of the Year for Teaching Excellence and the Council for Advancement and Support of Education. This is the sixth consecutive year a professor from The University of Montana has won the honor.
- Three University of Montana radio-television students, Stan Pillman, Dustin Blanchet, and Van Redpath, placed as national finalists in the Society of Professional Journalists Mark of Excellence Awards. Blanchet and Redpath graduated in May.
- The National Institutes of Health will provide more than \$9.5 million to a University of Montana center over the next five years to fund research on the brain and neurological disorders.
- Tom Siegel, University of Montana Executive Chef, brought home a gold medal from the second annual Montana Chef Competition for the Culinary Excellence Award.
- University of Montana enrollment continued its record growth this semester with students taking more classes than ever before. A total of 13,602 students are enrolled at UM, an increase of 44 over last fall semester's headcount of 13,558.
- Jim Marks, Director, Disability Services for Students at The University of Montana, will once again receive the Leader of the Year Award, which recognizes his significant leadership contributions. He played a crucial role during the 2005 Legislature in the passage of House Bill 438, Braille Literacy for Blind or Visually Impaired Children. He is the government affairs director for the Montana Association for the Blind, and sits on two national disability-related boards of directors.
- The University of Montana's Epsilon Mu chapter of Pi Sigma Alpha earned a Best Chapter Award for 2004-2005 from the National Political Science Honor Society. The honor society recognized Associate Professor Ramona Grey, faculty adviser of Epsilon Mu, for her "extraordinary leadership and dedication to the political science students who are members of the chapter."
- The Bureau of Business and Economic Research at The University of Montana has added three new members to its advisory board; they include: Paul Tuss, executive director of Havre's Bear Paw Development Corp.; David Ewer, Governor Schweitzer's budget director; and Rita Spear, president and owner of Ingenium Data Technics in Butte.
- The Mass Communication and Society Division of the Association for Education in Journalism and Mass Communication named Denise Dowling, an assistant professor in the radio-television department at The University of Montana, the most promising new journalism professor in the country by a national education group.
- University of Montana broadcast journalism students Beth Saboe and Tim Reilly recently won the E.B. Craney Award for noncommercial radio program of the year from the Montana Broadcasters Association and Greater Montana Foundation.
- A historic mental health partnership between the Chippewa-Cree Tribe on the Rocky Boy Reservation, the National Child Traumatic Stress Network and The University of Montana will now expand to the Blackfeet and Flathead reservations. The project is run by the Montana Center for the Investigation and Treatment of Childhood Trauma, which is part of The University of Montana's Division of Educational Research and Service. Funding for the project comes from a highly competitive grant award from the U.S. Department of Health and Human Services.



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**Flathead Valley Community College**  
**Jane Karas, President**

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- Flathead Valley Community College **broke ground** on its **Occupational Trades Building, Arts and Technology Building and Early Childhood Education and Care Center** September 30. After waiting nearly three years, FVCC President Jane Karas used an excavator purchased through support of the Montana legislature for the college's heavy equipment operators program. The event marked the start of construction of the three new buildings since the \$15,816,000 bond referendum was passed by Flathead County voters in December 2002. The first building to be constructed will be the Occupational Trades Building which is scheduled to open for the fall 2006 semester.
- **Susie Burch** has joined FVCC as **director, economic development and continuing education**. She will be responsible for developing and expanding partnerships with various organizations and entities throughout the community as well as serving as a college-wide representative to assess workforce development needs in support of regional economic development activities. Burch is the program manager for the Northwest Montana Business Expansion and Retention (BEAR) Program and has extensive experience as an entrepreneur.
- Two Flathead Valley Community College students were named fall 2005 recipients of **Community Pride Scholarships** sponsored by the **Whitefish Credit Union**. Jamie French of Kalispell and Emily Traina of Whitefish received scholarship awards totaling \$1,000 for the fall 2005 semester at FVCC.
- FVCC hosted an **"Excellence in Economic Education"** workshop for teachers across the state in late September. More than 20 teachers gained first-hand knowledge of how to teach both national and state standards in economic education.
- FVCC Math Instructor **Karen Longhart**, who joined the college full-time faculty in August, was recently hired as a consultant for the new CBS prime time drama **"NUMB3RS."** Longhart serves as a technical mathematics advisor for the program.
- The Flathead Valley Community College Foundation welcomed three new members to the Foundation Board of Directors. **Henry Brown**, of Whitefish, director, human resources for Plum Creek Timber Company; **Donna Lawson**, of Bigfork, owner of the Jug Tree in Bigfork; and **Andy Miller**, of Kalispell, owner of A. J. Miller Consulting, Inc., and R8 Development.
- The Flathead Land Trust has established the **Cal Tassinari Endowed Scholarship Fund** at Flathead Valley Community College. The significant scholarship fund, valued at \$10,000, will benefit students at Flathead Valley Community College who are studying natural resource management, forestry, biology, wild life biology, environmental science or a related field. The scholarship was established in memory of Cal Tassinari to honor him for his passion for the outdoors, education and conservation.

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**Miles Community College**  
**Darrel L. Hammon, President**

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- **Donna Faber**, Photography instructor, took 2<sup>nd</sup> place in the Midrivers photo contest. Her photo will be included in the 2006 Midrivers calendar.
- Several Miles Community College employees began the "Leadership for Miles City" program co-sponsored by Miles City Area Economic Development Council and Miles City Area Chamber of Commerce. Employees participating in the program are **Dr. Beth Krueger**, Dean of Academic Affairs; **Tad Torgerson**, Dean of Administration; **Darren Pitcher**, Director of Student Services; and **Beth Wiedeman**, Continuing Education Coordinator for the Center for Technology and Learning.
- **Lindsay Faber**, **Miles Community College nursing student**, has a one-person show at the local coffee shop, Café Utza, and was involved in the community Fall Festival ArtWalk activity.
- **Shelly Weight**, Director of the Center for Technology and Learning, presented the IT Career Pathway model at the Career Clusters: Pathways to Seamless Education Conference in Helena, October 5 - 7. Information on the model is available on our website at [www.milesc.edu](http://www.milesc.edu) under the Distance Learning—Outreach link.
- Miles Community College **Nursing Program hosted its 3<sup>rd</sup> Annual Nurse Educators' Conference** with National Speaker, Dr. Linda Christensen, presenting Legal Issues in Nursing Education. Twenty-one nurse educators and professional nurses from all over Montana and North Dakota attended.
- The College also hosted its sixth annual **Miles Community College Educators' Conference on October 20-21**. Over 160 Montana educators participated in a variety of courses, including the Meth Awareness class that introduced OPI's "Tools for Schools" and the Montana Meth Project.
- The Miles Community College **Automotive Technology and Basic Auto Body class** received a first place trophy in the Unfinished Product class at the High Plains Classics Car Club show in Miles City

on September 17. The award winning car entry was a 1971 Chevy Malibu owned by Ms. Beth Sunheim of Sidney, Montana.

- Miles Community College hosted a historical presentation on Constitution of the United States, titled "The Founding Fathers and the Debate on the American Constitution." **Robin Gerber**, history instructor, wrote and narrated the presentation with **Dr. Darrel Hammon**, President; **George Dickie**, English Instructor; and **Stan Taylor**, Math instructor, filing the role of various constitution signers.
- Miles Community College hosted a General Equivalency Diploma (GED) Information Night on October 18. The **Center for Academic Support** provided information for students interested in preparing and testing for their GED.

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### Montana State University-Billings Chancellor Ronald P. Sexton, Ph. D.

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- Dr. David Garloff, has been hired as the Dean of the College of Allied Health Professions at the Billings campus. His new duties began October 3, 2005. Garloff comes to us from Des Moines University College of Osteopathic Medicine, in Des Moines, Iowa.
- Dr. Tasneem Khaleel, Interim Dean, College of Arts and Sciences, has been selected Dean, College of Arts and Sciences, effective October 17, 2005.
- Dr. Mary McNally, Professor, College of Business, has been selected to serve as Acting Dean, College of Business, during Dean Michels medical leave.
- Ms. Cheri Johannes, following a national search, was appointed as Director of Admissions and Records and Registrar. Cheri began her career at MSU-Billings in 2001 as an academic advisor in the Advising Center. She was appointed Director of Advising in 2003, and became of Assistant Registrar in 2004.
- Ms. Tammi Miller was appointed Director of Student Services and Associate Registrar at the MSU-Billings College of Technology.
- RBC Dain Rauscher and MSU-Billings will co-sponsor a dinner and round table discussion on the topic, "*Strengthening our Communities Through Diversity.*" Topics included are reaching out to diverse members of the community regarding jobs, education, and overall economic quality of life, giving back to the community through foundation grants, corporate giving, employee giving and charitable sponsorships, the changing U. S. landscape, and ways to engage employees in community involvement.
- JGA of Billings has been selected by the Montana Department of Administration as the project architects for the MSU-Billings, College of Technology-new building project.
- Gary Young, AACSB Accreditation Consultant was at MSU-Billings October 12-16, 2005. Mr. Young met with individual faculty meetings and also met with Chancellor Sexton, Interim Provost White, CIO Michael Barber, Ms. Jane Howell, Library Director, Cheri Johannes, Registrar, Mr. Mike Campbell, Business Academic Programs Department Chair, and Mary McNally, Acting Dean College of Business.
- The MSU-Billings Office of International Studies has increased their international student numbers as well as their staff, including an International Resident Assistant and student interns. Twenty-two of twenty-eight international students obtained a 3.0 GPA or higher in Spring 2005. The Office has also increased the number of scholarships offered as well as participation in the International Studies Club and the Minor in International Studies. MSU-Billings, Fall Semester, 2005, has a total of 20 new International students enrolled which is a record number. The number of International students totals 39. The number of International students living in residence halls is 27.
- MSU-Billings United Campus Ministry organized packages for families displaced by hurricane Katrina.
- The Office for Community Involvement, MSU-Billings Montana Campus Compact has recruited and hired the Campus Corps/VISTA staff for the 2005-2006 school year. The Office for Community Involvement is serving as the campus representative for 2 off-campus VISTAs serving at Interfaith Hospitality Network and T.E.A.M. Mentoring. The Office for Community Involvement has grown from a total of 3 staff members two years ago to a total of 10 this year: Lindsay Blackburn, part-time AmeriCorps Program Manager; Jessi Bennion, AmeriCorps Team Leader. Other AmeriCorps Members are: Scott Steinbacher, Danielle Barton, Paige Payton, Traci Ball, Natalie Pallares, and Sherrie Kautz.
- The sign language interpreters held informational sessions for instructors who have deaf or hard-of-hearing students in their classes. Sessions were held on both campuses. The MSU-Billings DSS office hosted the MUS ADA committee meeting. Eighteen people attended representing ten Montana campuses. Faculty members were chosen to receive the annual outstanding faculty award for working with students with disabilities. They will receive their monetary award and plaque at a banquet on October 26, 2005. The Governor will attend the banquet along with the honored guests

and the students who nominated them and MSU-Billings students who received scholarships from the MT Center. The faculty members are Stan Wiatr and Kathy O'Brien. Thirty new students registered with DSS during August and September.

- Dan Carter returned from a very interesting two days of meetings and mind-meldings from the Ideas Montana Medicine conference at the Mansfield Health Education Center. The sessions included talks from world-renowned Stanford microbiologist Stanley Falkow (he was among the folks who figured out recombinant DNA) and Nelson Dong, an international venture capital attorney with Dorsey Whitney in Seattle. The bio-science industry is already a \$300 million annual industry in Montana and it will only get bigger. There is a tremendous opportunity for MSU-Billings to not only get students ready for careers in these fields.
- MSU-Billings is taking a stand against a tiny intruder that not only threatens the vegetation on the 85-acre campus, but to gardens and lawns across the northern edge of the city just below the Rimrocks. The Japanese Beetle showed up in Billings this summer. The voracious insect, which is about the size of a lady bug but with orange and green coloring, has shown up in sufficient numbers that alarmed the Montana Department of Agriculture to issue a situation report to see that action is taken to stop the beetle. Eakle Barfield, Director of Facility Services at MSU-Billings, did a fall grass treatment mid-September which included an insecticide that is designed to kill the beetle in its larvae stage this winter.. Two drums of Merit 75 WSP were donated by Bayer Environmental Science to MSU-Billings through the Montana Department of Agriculture in a collaborative effort to stop the bug in its tracks.
- MSU-Billings' Noreen Lee, Assistant Professor of Health and Human Performance from the College of Allied Health Professions has asked crafters to help crochet caps for Montana troops in Iraq in order to allow them a touch of homemade warmth for Christmas.
- Lori Borth, one of the Department of Modern Languages' long-time faculty members has had an article titled "El elefante y la hormiga: Writing Poetry in Foreign Language Classes," accepted for publication in the Review of the Northeast Council on the Teaching of Foreign Languages.
- In the Department of History, Matt Redinger, Keith Edgerton, Catherine Feher-Elston, and Ben Marschke have all (or will have) published a book within the last year.
- Mr. Michael Fried, Research Adjunct Professor and Director of Research on Continuous Improvement in the Department of Mathematics, will give two lecture series (five lectures each) to Mathematics Departments at the University of Western Ontario, London Ontario (Canada), from October 17-21, 2005 and at Texas A&M, College Station, Texas from October 24-28, 2005 with a side lecture at University of Houston. The title of the series: "Five Lectures on the Profinite Geometry and Arithmetic of Modular Towers."
- Neil Jussila's Artwork on Display at Corvallis Art Center in Oregon: The artwork created by Montana State University-Billings longtime Art Professor Neil Jussila during his Fall 2004 sabbatical now is on display through the end of October at the Corvallis Art Center in Corvallis, Oregon.

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### **Montana State University-Northern Chancellor Alex Capdeville**

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- Faculty Receive Awards - Larry Strizich was recently awarded Outstanding Branch Counselor for the Institute of Electrical and Electronics Engineers (IEEE) student branches. IEEE is the largest professional organization in the world. The honor includes an embossed certificate and a cash award. Thomas Welch and Bill Danley received the Agricultural Advocates Award. This award is given to honor those members of our community who may not be actively involved in the day to day operations of farming and ranching, but have shown leadership in helping Agriculture remain the top industry in the United States of America's.
- Indian Education Grant with Fort Belknap College – Administrators from Northern recently visited Fort Belknap College to talk through how the new Indian Education Grant will be administered. The students will begin their education next semester. The program is designed to fund 20 students.
- Montana Environmental Training Center Moves to the Havre Campus - The Montana Environmental Training Center (METC) has been in the process of moving their office from our Great Falls campus to our Havre campus since this summer. With this transition we are pleased to announce Gary Hall as the new director of the METC. METC has a long history with MSU-Northern and has done an excellent job in providing valuable training opportunities in the area of community water and wastewater protection; watershed management; safety; process control; source water protection and training development programs.
- New AAS degree in Electrical Technology - Northern was given permission to start a new Associate of Applied Science Degree in Electrical Technology. This degree will follow the model established with our plumbing degree and will satisfy part of the instructional requirements of a traditional

apprenticeship for electricians. The program was developed with the assistance of the Montana Department of Labor and an electrical advisory board made up of independent and union electricians throughout the State of Montana. Distance courses for apprentice candidates will also be developed.

- Northern Receives Continued Accreditation for Nursing Degrees - The National League for Nursing Accrediting Commission (NLNAC) officially extended the accreditation of MSU-Northern's baccalaureate degree nursing program for an additional eight years. The Commission also granted the associate degree nursing program continuing accreditation with the condition that they submit a focused report in two years.
- State Board of Nursing Visit - This week the State Board of Nursing visited our Havre, Great Falls and Lewistown campuses. They met with faculty, administrators and students. During their exit interview, they noted the following strengths:
  - The nursing administrator
  - Conscientious and caring faculty and staff
  - Library services, resources, and staff
  - The curriculum and high NCLEX pass rates
  - Community commitment for the program
  - Our students -- they are ready and eager to learn
  - The general education faculty--they thought you were great!
- New Applied Technology Building to Open - Northern's new Applied Technology Building is essentially built. All the new equipment has been ordered and is starting to arrive. A date for the grand opening will be established once all the new equipment has been installed and operational. The building will house 17,200 square feet of lab and classroom spaces. Included will be a 110 seat tiered multi-media lecture hall, a 4,800 square foot industrial lab, teaching and testing labs, chassis and engine dynamometer test cells, research and prototype spaces all linked with a data command center. At the last BOR meeting in Billings, Northern was also given the authority to name the new lecture hall in the new Applied Technology Center the "Hensler Auditorium" and new oil lab the "Kiewit Oil Laboratory".

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**Montana State University-Great Falls College of Technology**  
**Dean Mary Sheehy Moe**

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- Respiratory Therapist Students Contact Their Senators and take an active political role in their chosen profession. Several second-year students wrote to Senator Baucus, Senator Burns and Congressman Rehberg to encourage them to support Senate Bill S.1440, Medicare to Cover Outpatient Pulmonary Rehabilitation, and HR 964 to recognize respiratory therapists under the plan of care for home care patients. This exercise is part of their program to help develop professionalism in the students.
- The Campus Literary Guild is gearing up to publish its first issue of the Campus literary magazine, *Mo: Writings from the River*, in January 2006. High-profile Montana writers like Peter Fromm and Mary Clearman Blew have agreed to contribute writing to the publication. The group is currently holding fundraiser activities to cover the printing costs, including a dinner with entertainment and a silent auction.
- Hurricane Katrina Fundraiser a HUGE Success! A Campus-wide effort to raise funds for Hurricane Katrina victims netted over \$1,200 in donations used to purchase items requested by nurses in Mississippi to distribute at refugee centers. Bake sales, lunch counters, collection bins and jars all helped to contribute to the success of the drive as many items besides cash donations poured in. A group of volunteers boxed the items and shipped them to their contact in Mississippi in October.
- Unveiling of the Buffalo – A large crowd filled the South Commons area following Dean Moe's State of the College Address to witness the unveiling of the Campus's newly purchased buffalo "Dance by the Light of the Moon", created by Fairfield artist Dianne Hausmann. The colorful buffalo was one of many auctioned off by the CM Russell Museum in an effort to raise funds for the museum.
- Advising Consultants Visit Great Falls Campus. The COT contracted the services of two consultants from the National Academic Advising Association in an effort to meet the recommendations of the NWCCU accreditation team that visited the Campus in April. An internal Advising Team consisting of selected employees from across the campus met with the consultants to discuss advising processes. The consultants provided an oral and written report on their findings and recommendations to the Associate Dean for Academic Affairs and Student Services.
- CTA Architects & Engineers was chosen from a field of six finalists to develop the design for the new addition to the COT. The firm met with the planning team in early October and the process of updating input on space needs through charettes with campus and community stakeholders will begin soon.

The Aviation program in Bozeman is off to a *flying* start. Three classes—Aviation Fundamentals, Basic Air Navigation, and Aviation Operations—are being offered on the Bozeman campus now, and a full range of classes will be offered in the spring. Gary Bishop, the Aviation Program Director has resigned to pursue a full-time teaching career. Mr. Bishop did an outstanding job getting the program up and running and will be missed around the MSU – COT offices. Ryan Haskins, formerly a flight instructor at Summit Aviation, has accepted appointment as interim program director.

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**Montana State University-Bozeman**  
**President Geoff Gamble**

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- **BRUCE MAXWELL**, professor in the Department of Land Resources and Environmental Sciences, received the Weed Science Society of America's Outstanding Teacher Award.
  - Ph.D. student **JILL MIKUCKI** of the LRES Department has received a prestigious two-year postdoctoral fellowship from the National Science Foundation's Office of Polar Programs to work with Dr. Ann Pearson at Harvard University. Jill will continue working in Antarctica with her graduate advisor **DR. JOHN PRISCU** for the field component of the project.
  - **LRES** professor **DIANA COOKSEY** and her class, along with the Bozeman Fire Department, recently earned the 2005 International Association of Fire Chiefs Fire Service Award for Excellence. Cooksey's students, as part of LRES 357, learn GPS and mapping skills and gain valuable hands-on experience by creating accurate, detailed maps of new subdivisions in the Gallatin Valley. The Fire Department uses the maps when they make calls. The information is also entered into the 911 system making it easier to find the homes of people who need assistance.
  - **FALL ENROLLMENT** reached record levels with a total headcount of 12,235 students attending class. This includes increases in the number of freshmen, graduate students and Native American students, as well as of both resident and non-resident students.
  - **MSU FOR A DAY** traveled to Helena in October. Eight faculty members guest taught at both Helena High and Capitol High.
  - **CONFERENCE SERVICES** and **SPORTS FACILITIES** staff did an outstanding job of planning and facilitating arrangements for Governor Schweitzer's conference, Montana Symposium: Energy Future of the West.
  - **CAMERON SINCLAIR**, visiting architecture professor, recently received a 2006 TED Prize which includes \$100,000 cash award to support a world-changing idea. Sinclair is the cofounder and executive director of Architecture for Humanity, a non-profit organization that seeks architectural solutions to human crises. Since beginning his service as an adjunct professor on our campus, Sinclair's design students have worked on projects ranging from a designing a youth soccer field to an HIV/AIDS outreach clinic in South Africa to responding to housing needs after Hurricane Katrina.
  - **MSU WWAMI MEDICAL STUDENTS** raised \$3,500 for Charity Hospital in New Orleans by hosting a Louisiana-style crayfish and gumbo dinner. The students felt that their goal, to help the rural and underserved patient populations in Montana, closely matched the mission of Charity which is the only facility in the area to offer free healthcare to the poor and needy. The students have challenged other WWAMI sites to also fundraise for the hospital. Community Hospital in Missoula donated the food and drink for the event.
  - **RICHARD BESSON**, veterinary molecular biologist, was invited to a meeting of the World Health Organization to discuss prion diseases such as chronic wasting disease in deer and mad cow disease in cattle. Besson presented information on prion infection in the skeletal muscle, which has implications for food safety.
  - The **DEPARTMENT OF COMPUTER SCIENCE** and the American Computer Museum hosted the 7<sup>th</sup> annual Stibitz Computer and Communications Pioneer Awards Ceremony. Recipients of the awards were Ross Perot, founder of Electronic Data Systems, John Blankenbaker, founder of the first personal computer and Paul Baran who laid the foundation for the internet. All three spoke to students and the community about forging ahead to break down barriers and create new knowledge.
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