

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION
Policy and Procedures Manual

SUBJECT: GOVERNANCE AND ORGANIZATION

Policy 218 – Institutional Organization

Effective: November 18, 1999; Revised June 1, 2007; Issued: June 1, 2007

I. Board Policy:

A. The following matters require review and approval by the board of regents before they can be announced and implemented:

- 1.. formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory or similar unit;
2. formation of a profit or non-profit corporation or other legal entity after June 1, 2007 by a campus or its employees acting on behalf of the campus.
3. establishment, elimination or change in scope of an off-campus resident center;
4. designation of a lead institution;
5. movement of an academic unit from one college, school or division to another; and
6. changes in the names of any of the entities covered in A1. above.

II. Procedures:

A. Proposals for centers and institutes shall:

1. identify its purpose;
2. state its objectives;
3. briefly describe its anticipated activities;
4. identify all agencies, organizations and/or institutions which will be involved and include advisory council information;
5. identify its organizational structure within the institution;
6. describe the interrelationships between it and the institutional mission, including information about which departments on campus will be involved and how the center or institute will contribute to the academic programs of the institution;
7. identify first year and continuing finances necessary to support it including the sources of funding;
8. describe other similar programs in the state and surrounding region;
9. identify faculty expertise available for participation in its activities;
10. state the internal campus review and approval process which has occurred prior to submission to the commissioner's office.

History:

Item 24-001-R0579, Institutional organization, Montana University System, May 30, 1979 as revised October 28, 1983 and November 18, 1999 (Item 104-103-R0999). Item 135-105-R0507, approved June 1, 2007.