Please attach/submit additional documents as needed to fully complete each section of the form. See information about Level I Proposals.

I. DEPARTMENT / PROGRAM

Communicative Sciences and Disorders

II. SUMMARY

Communicative Sciences and Disorders (CSD) is a department housed in the Phyllis J. Washington College of Education and Human Sciences. Currently it boasts bachelor and master degree programs. This proposal would increase the department offerings by including a minor. Attached is a document that outlines 12 credits of lower division core requirements and 4 course options to satisfy the 6 credit upper division electives resulting in an 18 credit minor. One of the core courses, Linguistics 270, is part of the Anthropology Department housed in the College of Humanities and Sciences. The CSD department feels strongly that understanding linguistics is integral to the comprehension of the various aspects of communication. The proposed CSD minor is commensurate with other minor offerings on the University of Montana campus.

III. ENDORSEMENTS AND APPROVALS

Requestor: Jennifer Schoffer Closson

Signature [Signature] Date 9/24/15

Phone/Email: 406-243-5261, jennifer.closson@mso.umt.edu

Program Chair: Amy Glaspey

Signature [Signature] Date 9/25/15

*Other Affected Programs:

Anthropology

Signature [Signature] Date 9/30/15

Linguistics

Signature Date

Dean: Roberta Evans

Signature [Signature] Date 9/30/15

Provost's Office:

Signature Date

* Are affected because of: (a) required courses including prerequisites or corequisites, (b) perceived overlap in content areas, or (c) cross-listing of coursework.

After the Faculty Senate approves the proposal on a consent agenda the Provost’s Office forwards the item for Board of Regents approval at the next possible meeting.
IV. TYPE OF LEVEL I PROPOSAL

☐ Retitling existing majors, minors, options, or certificates
☐ Eliminating existing majors, minors, or options. (submit with BOR program termination checklist)
☑ Adding new minors or certificates where there is a major or an option in a major*
☐ Campus Certificates: Adding, retitling, terminating or revising a certificate of 29 or fewer credits
☐ Revising a program* (for minor modifications use the program modification form)
☐ Distance or online delivery of previously authorized degree or certificate program
☐ Consolidating existing programs and/or degrees *
☐ Placing a program into moratorium
☐ Withdrawing a program from moratorium
☐ Adding BAS/AA/AS Area of Study

* ☐ Must submit with BOR Curriculum Proposal Form

V. CATALOG LANGUAGE

Attach the current or proposed catalog language with any changes clearly identified.

VI. JUSTIFICATION

A minor in Communicative Sciences and Disorders (CSD) would be beneficial to the University of Montana on many levels. Financially, this minor does not create a burden because all of the classes are already in existence; therefore, no additional faculty or staff would be required to offer this minor. The students benefit in two ways. Sometimes students start their academic careers with the intent of following through with the CSD coursework, but end up finding their true callings in other disciplines. The classes that they have taken in CSD can be put toward a minor therefore enhancing their academic portfolios. When considering complimentary degrees, such as school psychology, special education, education, social work, counselor education, etc. a minor in CSD would prove beneficial in enhancing the understanding of CSD leading to stronger working relationships pre and post-graduation. Lastly, as people on campus learn more about CSD, so does the community resulting in earlier identification and referrals for communication and hearing services.

VI SUBMISSION

Submit the complete Level I proposal to the Provost’s Office for initial review. After all signatures have been obtained, submit original, and an electronic file to the Faculty Senate Office, UH 221, camie.foos@msu.umt.edu
Level I proposals also require Board of Regents approval. The appropriate BOR forms must be submitted with this proposal.
Communicative Sciences and Disorders Minor Proposal

College of Education and Human Sciences

Catalog Year: 2016-2017

Degree Specific Credits: 18

Required Minimum Cumulative GPA: 2.0

Lower Division Core Requirements

Rule: Must complete the following courses

Minimum Required Grade: C-

<table>
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<tr>
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<td>LING 2705</td>
<td>Intro to Ling</td>
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</tr>
</tbody>
</table>

**Total Credits 12**
**Minor Electives**

Rule: Choose at least 6 upper division credits from this list

Minimum Required Grade: C-

6 Total Credits Required

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<td>Phono Devel &amp; Phonetics (Prerequisite for the following classes)</td>
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<tr>
<td></td>
<td>Offered autumn. Prereq., CSD 210. Exploration of the sounds and sound</td>
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<td></td>
<td>structure of American English and some of its dialects. Introduction</td>
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<td></td>
<td>to the theory and practice of phonetic and phonological analysis</td>
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<td></td>
<td>and trained in the transcription of speech into the International</td>
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<td>Phonetic Alphabet.</td>
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<td>offerings of new courses, or one-time offerings of current topics.</td>
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**Total Credits** 6
Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

Item Number: XXX-XXXX-XXXXX                Meeting Date: ____________________________

Institution: University of Montana                  CIP Code: 51.0201

Program Title: Communicative Sciences and Disorders Minor

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit the Academic Affairs Handbook.

A. Notifications:

   Notifications are announcements conveyed to the Board of Regents at the next regular meeting.

   1a. Placing a program into moratorium (Document steps taken to notify students, faculty, and other constituents and include this information on checklist at time of termination if not reinstated)

   1b. Withdrawing a program from moratorium

   2. Intent to terminate an existing major, minor, option or certificate – Step 1 (Phase I Program Termination Checklist)

   3. Campus Certificates- Adding, re-titling, terminating or revising a campus certificate of 29 credits or less

   4. BAS/AA/AS Area of Study

B. Level I:

   Level I proposals are those that may be approved by the Commissioner of Higher Education. The approval of such proposals will be conveyed to the Board of Regents at the next regular meeting of the Board.

   1. Re-titling an existing major, minor, option or certificate

   2. Adding a new minor or certificate where there is a major or an option in a major (Curriculum Proposal Form)

   3. Revising a program (Curriculum Proposal Form)

   4. Distance or online delivery of an existing degree or certificate program

   5. Terminating an existing major, minor, option or certificate – Step 2 (Completed Program Termination Checklist)

   Temporary Certificate or AAS Degree Program

   Approval for programs under this provision will be limited to two years. Continuation of a program beyond the two years will require the proposal to go through the normal Level II Proposal approval process.
Montana Board of Regents
ACADEMIC PROPOSAL REQUEST FORM

C. Level I with Level II Documentation:

This type of proposal may go to the Board as a Level I item if all Chief Academic Officers are in agreement. If consensus among the Chief Academic Officers is not reached, however, the item will go to the Board as a Level II request.

1. Consolidating existing programs and/or degrees (Curriculum Proposal Form)

D. Level II:

Level II proposals require approval of the Board of Regents. These requests will go to the Board in a two-meeting format, the first being as informational and the second as action.

1. Re-titling a degree (ex. From B.A. to B.F.A)

2. Adding a new minor or certificate where there is no major or option in a major (Curriculum Proposal Form)

3. Establishing a new degree or adding a major or option to an existing degree (Curriculum Proposal Form)

4. Forming, eliminating or consolidating a college, division, school, department, institute, bureau, center, station, laboratory or similar unit (Curriculum Proposal Form or Center Proposal Form, except when eliminating or consolidating)

5. Re-titling a college, division, school, department, institute, bureau, center, station, laboratory or similar unit

Specify Request:

The Communicative Sciences and Disorders (CSD) Department housed in the Phyllis J. Washington College of Education and Human Sciences at the University of Montana is requesting to add a CSD minor. A CSD major is a current offering at the U of M.
1. Overview

The Communicative Sciences and Disorders (CSD) Department housed in the Phyllis J. Washington College of Education and Human Sciences at the University of Montana is requesting to add a CSD minor. A CSD major is a current offering at the U of M.

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

Communicative Sciences and Disorders (CSD) currently it boasts bachelor and master degree programs. This proposal would increase the department offerings by including a minor. Attached is a document that outlines 12 credits of lower division core requirements and 4 course options to satisfy the 6 credit upper division electives resulting in an 18 credit minor. One of the core courses, Linguistics 270, is part of the Anthropology Department housed in the College of Humanities and Sciences. The CSD department feels strongly that understanding linguistics is integral to the comprehension of the various aspects of communication. The proposed CSD minor is commensurate with other minor offerings on the University of Montana campus.

3. Need

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

A minor in CSD is particularly beneficial to people pursuing degrees in related areas. With the understanding of communication based disorders comes the ability to appropriately refer people for communication and hearing services. Professionals in the areas of school psychology, education, special education, social work, counselor education, and the like will make informed professional decisions with knowledge acquired through this minor.

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

Students will have the option to further their understanding of communication based disorders while enhancing their academic portfolio. A minor in the field of CSD could be very attractive to future employers.

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

The anticipated demand is based on a) people who began their academic career in the area of CSD and changed their majors, therefore wanting to put their CSD classes toward a minor and b) people in related fields choosing CSD as their minor in the interest of professional development. The department cautiously estimates that 10-15 people will declare CSD as their minor each year with this number growing with awareness of the offering.

4. Institutional and System Fit

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

Many majors on campus have a complimentary minor. The CSD minor would utilize classes already offered by the CSD major, constructing a broad understanding of communication and hearing development and treatment of disorders.

B. Will approval of the proposed program require changes to any existing programs at the institution? If so, please describe.
Montana Board of Regents  
CURRICULUM PROPOSAL FORM

No it would not.

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

CSD is a specialized program that is not reflected elsewhere on campus or in the state.

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

The CSD Department identified adding a minor as part of their strategic five year plan.

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

CSD is a specialized program that is not reflected elsewhere on campus or in the state.

5. Program Details

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

See attached.

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

The implementation of the minor would involve minimal work. All classes proposed are already in existence in the department or on campus, as in the case of Linguistics 270. Administrative needs are eminent but anticipated to be absorbed by the current faculty and staff. Students who meet the criteria would be invited to participate in the minor with no anticipated cap in enrollment.

6. Resources

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

No.

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

No.

7. Assessment

How will the success of the program be measured?
Success will be measured by tracking enrollment in the minor and conducting graduate surveys.

8. Process Leading to Submission

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

The Department of Communicative Sciences and Disorders is a relatively new program. As the program has grown and established itself on campus, the need for a minor has become more apparent. The concept of a minor first found its place on the CSD five year strategic plan. This past year, one of the faculty members met with the Phyllis J. Washington College of Education and Health Sciences' Undergraduate Advisory Board and learned of an interest in having a CSD minor. The board was comprised of students representing each of the departments within the college. The students felt that this minor would enhance their pre-service learning while building their academic portfolio. After discussion, the CSD department decided that they would proceed with developing a minor for CSD.
Communicative Sciences and Disorders Minor Proposal

College of Education and Human Sciences

Catalog Year: 2016-2017

Degree Specific Credits: 18

Required Minimum Cumulative GPA: 2.0

Lower Division Core Requirements

Rule: Must complete the following courses

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Total Credits: 12

Minor Electives

Rule: Choose at least 6 upper division credits from this list

Minimum Required Grade: C-

6 Total Credits Required
### Montana Board of Regents

**CURRICULUM PROPOSAL FORM**

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**Total Credits 6**