ACADEMIC REQUEST FORM (LEVEL I AND II) (7/17)

Please attach/submit additional documents as needed to fully complete each section of the form. Deadlines and instructions can be found on the Office of the Provost's curriculum website.

Proposals for a NEW degree or center require notification in advance of this proposal. See the Office of the Provost's curriculum website for information.

I. DEPARTMENT / PROGRAM

Anthropology

II. SUMMARY OF CHANGE REQUESTED (360 WORDS MAXIMUM)

What

Among its Fully-Online Programs (https://umonline.umt.edu/programs.php), University of Montana identifies a Minor in Anthropology. The department seeks to place the program of study in a moratorium.

Why

Changes in personnel availability, summer session viability and budgetary feasibility render core courses temporarily undeliverable, and previous remedies have yet to solve the dilemma; until solutions prove effective, the department proposes to halt the online Minor in its short term future three-year.

Resources

The department plans to continue offering some online core courses when resources permit them to be.

Relationship to similar MUS programs

No other online Minors in Anthropology exist among MUS programs of study.

III. ENDORSEMENTS AND APPROVALS

Requestor:  
Signature: Tully Thibau  
Date: 8 Sept. 17

Phone/Email: 243-2693 (front desk)/tully.thibau@umontana.edu

Program Chair:  
Signature: Tully Thibau  
Date: 8 Sept. 17

Other Affected Programs:  
Signature:  
Date:  
Signature:  
Date:  

Dean:  
Signature:  
Date: 9/3/17

Graduate School Dean (If Graduate Level)  
Signature:  
Date:  

IV. TYPE OF PROPOSAL

Any additional required forms are listed after each type of proposal and must accompany this form. Proposals for a new degree or center require notification in advance of this proposal. See the Office of the Provost’s curriculum website for information and instructions.

Level I Proposals:

- 1a. Placing a program into moratorium (Program Termination Form)
- 1b. Withdrawing a program from moratorium
- 2. Adding, retitling, terminating or revising a campus certificate of 29 credits or fewer
- 3. Adding a BAS/AA/AS Area of Study
- 4. Offering an existing program via distance or online delivery
- 5. Retitling an existing postsecondary educational program
- 6. Terminating an existing postsecondary educational program (Program Termination Form)
- 7. Consolidating existing postsecondary educational programs (BOR Curriculum Proposal Form)
- 8. Adding a new minor where there is a major or concentration (option) in a major (BOR Curriculum Proposal Form)
- 9. Revising a program substantially (e.g. changing program focus) (BOR Curriculum Proposal Form)
- 10. Adding a temporary Certificate or AAS Degree Program Approval limited to 2 years

Level II Proposals:

- 11. Establishing a new postsecondary educational program (Curriculum Proposal and Reviewed Intent to Plan Form)
- 12. Exceeding the 120 credit maximum for baccalaureate degrees Exception to policy 301.11
- 13. Forming a college, division, school, department, institute, bureau, center, station, laboratory or similar unit (Curriculum Proposal or Center/Institute Proposal and Approved Intent to Plan Form)
- 14. Eliminating or consolidating an academic, administrative, or research unit.
- 15. Retitling an academic, administrative, or research unit.

V. CIP CODE (CLASSIFICATION OF INSTRUCTIONAL PROGRAMS)

The BOR requires a CIP Code (Classification of Instructional Programs) for tracking and reporting of degrees. Use the CIP Code website to identify the most applicable code.

CIP Code: 45.0201

VI. METHOD OF DELIVERY

Will more than 50% of the proposed program be delivered via online or distance methods?

- Yes - No - N/A

Provide a brief description of the method of instructional delivery (i.e. percentage of face-to-face, hybrid, distance/online education).
VII. CATALOG LANGUAGE

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

VIII. JUSTIFICATION

Provide enough information that someone without specialized knowledge can make an informed decision.

Full online delivery of the course content can has been recently hampered due to personnel issues and other constraints placed on the availability of instructors (including funding) for some online courses. The department intends to re-continue the program of study once it finds both sufficient resources and personnel available for it.

IX. SUBMISSION

1. Submit a hard copy of this form with all required signatures to the Office of the Provost.

2. Submit an electronic copy of this Word document, along with all other required BOR forms (in Word) to jasminezink.laine@mso.umt.edu

- After approval by the Provost, the proposal will be submitted to the Faculty Senate Office.
- After approval by the appropriate Curriculum Committee (ASCRC or Graduate Council), the full Faculty Senate must approve the proposal.
- Upon Faculty Senate approval, the Office of the Provost will submit the proposal to OCHE for the next possible OCHE/BOR meeting.
  - Note that BOR and internal UM deadlines require submission quite in advance of the BOR meeting.
- The Office of the Provost will notify the proposer once the change has been approved by OCHE/BOR.