



**SOUTH DAKOTA BOARD OF REGENTS  
ACADEMIC AFFAIRS FORMS**

**Institutional Curriculum Requests**

**Institution:** University of South Dakota **Date:** 9/20/2017

Institutional representatives should provide direct links to PDF documents for each of the curriculum requests represented below. All requests should be posted on the campus Curriculum and Instruction website one week prior to the Academic Affairs Council meeting where the curriculum request is being considered.

<i>New Unique Course</i>			
<i>Prefix &amp; Number</i>	<i>Course Title</i>		<i>Approval</i>
<a href="#">ADS 470</a>	Rural Telehealth		----
<a href="#">ADS 760</a>	Co-Occurring Trauma and Addiction		----
<a href="#">ADS 770</a>	Rural Telehealth		----
<a href="#">LAW 835</a>	Critical Legal Skills		----
<i>Revised Course Requests</i>			
<i>Prefix &amp; Number</i>	<i>Course Title</i>		<i>Approval</i>
<a href="#">KSM 300 (EXS 300)</a>	Introduction to Research		PT
<i>Authority to Offer Common Course Requests</i>			
<i>Prefix &amp; Number</i>	<i>Course Title</i>		<i>Approval</i>
<a href="#">ENGL 379</a>	Technical Communication		PT
<a href="#">ENGL 486</a>	Rhetorical Theory & Practice		PT

Courses referenced above for approval have been reviewed by the Academic Affairs Council and the System Vice President for Academic Affairs and may be advanced forward for entry in Colleague. For those courses listed above that did not receive approval, additional clarification or justification will be necessary and should be re-routed through the curriculum review process on a separate "Institutional Curriculum Requests" form once all issues have been resolved.

*Paul Turner*  
\_\_\_\_\_  
**Signature: System Vice President for Academic Affairs**

10/30/2017  
\_\_\_\_\_  
**Date**



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
**New Course Request**

<b>USD</b>	<b>Addiction Studies</b>	
<b>Institution</b>	<b>Division/Department</b>	
<i>Elizabeth M. Freeburg</i>		8/28/2017
<b>Institutional Approval Signature</b>		<b>Date</b>

**Section 1. Course Title and Description**

Prefix & No.	Course Title	Credits
ADS 470	Rural Telehealth	3

<b>Course Description</b>	
This course is designed to explore rural telehealth, telemental health and telepsychology. Developing skills in telehealth modalities, evidence based practice, jurisdictional standards and legal and ethics guidelines.	

**Pre-requisites or Co-requisites (add lines as needed)**

Prefix & No.	Course Title	Pre-Req/Co-Req?
N/A		

**Section 2. Review of Course**

**2.1. Was the course first offered as an experimental course?**

- Yes (if yes, provide the course information below)                       No

**2.2. Will this be a unique or common course (place an "X" in the appropriate box)?**

*If the request is for a unique course, verify that you have reviewed the common course catalog via Colleague and the system [Course Inventory Report](#) to determine if a comparable common course already exists. List the two closest course matches in the common course catalog and provide a brief narrative explaining why the proposed course differs from those listed. If a search of the common course catalog determines an existing common course exists, complete the Authority to Offer an Existing Course Form.*

**Unique Course**

No similar classes were found.

**Section 3. Other Course Information**

**3.1. Are there instructional staffing impacts?**

- No.** Schedule Management, explain below: We have an adjunct instructor on staff who will teach the course

**3.2. Existing program(s) in which course will be offered:** None

**3.3. Proposed instructional method by university:** R: Lectures

3.4. **Proposed delivery method by university:** 018-Internet synchronous online

3.5. **Term change will be effective:** Spring 18

3.6. **Can students repeat the course for additional credit?**

Yes, total credit limit: \_\_\_\_\_  No

3.7. **Will grade for this course be limited to S/U (pass/fail)?**

Yes  No

3.8. **Will section enrollment be capped?**

Yes, max per section: \_\_\_\_\_  No

3.9. **Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course system database in Colleague and the [Course Inventory Report](#)?**

Yes  No

3.10. **Is this prefix approved for your university?**

Yes  No

**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

4.1. **University Department Code:** UADS

4.2. **Proposed [CIP Code](#):** 51.1599

*Is this a new CIP code for the university?*  Yes  No



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
**New Course Request**

<b>USD</b>	<b>Addiction Studies</b>
<b>Institution</b>	<b>Division/Department</b>
<i>Elizabeth M. Freeburg</i>	8/17/2017
<b>Institutional Approval Signature</b>	<b>Date</b>

**Section 1. Course Title and Description**

Prefix & No.	Course Title	Credits
ADS 760	Co-Occurring Trauma and Addiction	3

Course Description
Provides basic knowledge in identifying trauma and its long and short term effects on clients. Students will learn methods of building a therapeutic relationship with a traumatized client to promote psychological healing. Students will learn treatment strategies for working with clients that have co-occurring substance use/addiction, mental health and traumatic experiences such as physical, sexual, and emotional abuse, and learn suicide risk assessment techniques.

**Section 2. Review of Course**

**2.1. Was the course first offered as an experimental course?**

- Yes (if yes, provide the course information below)       No

**2.2. Will this be a unique or common course?**

*If the request is for a unique course, verify that you have reviewed the common course catalog via Colleague and the system [Course Inventory Report](#) to determine if a comparable common course already exists. List the two closest course matches in the common course catalog and provide a brief narrative explaining why the proposed course differs from those listed. If a search of the common course catalog determines an existing common course exists, complete the Authority to Offer an Existing Course Form.*

**Unique Course**

No similar classes were found.

**Section 3. Other Course Information**

**3.1. Are there instructional staffing impacts?**

- No.** Replacement of ADS 560 Trauma and Addiction 3 credits  
(course prefix, course number, name of course, credits)  
\*Attach course deletion form  
Effective date of deletion: Fall 2018

**3.2. Existing program(s) in which course will be offered:** Addiction Studies

**3.3. Proposed instructional method by university:** R- Lecture

**3.4. Proposed delivery method by university:** 018-Internet Synchronous

**3.5. Term change will be effective:** Fall 2018

- 3.6. Can students repeat the course for additional credit?  
 Yes, total credit limit: \_\_\_\_\_  No
- 3.7. Will grade for this course be limited to S/U (pass/fail)?  
 Yes  No
- 3.8. Will section enrollment be capped?  
 Yes, max per section: \_\_\_\_\_  No
- 3.9. Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course system database in Colleague and the [Course Inventory Report](#)?  
 Yes  No
- 3.10. Is this prefix approved for your university?  
 Yes  No

**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

4.1. University Department Code: UADS

4.2. Proposed [CIP Code](#): 51.1599

*Is this a new CIP code for the university?*  Yes  No



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
**New Course Request**

<b>USD</b>	<b>Addiction Studies</b>	
<b>Institution</b>	<b>Division/Department</b>	
<i>Elizabeth M. Freeburg</i>		8/17/2017
<b>Institutional Approval Signature</b>		<b>Date</b>

**Section 1. Course Title and Description**

Prefix & No.	Course Title	Credits
ADS 770	Rural Telehealth	3

<b>Course Description</b>	Explores rural telehealth, telemental health and telepsychology. Develop skills in telehealth modalities, evidence based practice, and reviews jurisdictional standards, legal and ethical guidelines.
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**Pre-requisites or Co-requisites (add lines as needed)**

Prefix & No.	Course Title	Pre-Req/Co-Req?
N/A		

**Section 2. Review of Course**

**2.1. Was the course first offered as an experimental course?**

- Yes (if yes, provide the course information below)       No

**2.2. Will this be a unique or common course (place an "X" in the appropriate box)?**

*If the request is for a unique course, verify that you have reviewed the common course catalog via Colleague and the system [Course Inventory Report](#) to determine if a comparable common course already exists. List the two closest course matches in the common course catalog and provide a brief narrative explaining why the proposed course differs from those listed. If a search of the common course catalog determines an existing common course exists, complete the Authority to Offer an Existing Course Form.*

**Unique Course**

No similar classes were found.

**Section 3. Other Course Information**

**3.1. Are there instructional staffing impacts?**

- No.** Schedule Management, explain below: We have an adjunct instructor on staff who will teach the course

**3.2. Existing program(s) in which course will be offered:** None

**3.3. Proposed instructional method by university:** R: Lectures

**3.4. Proposed delivery method by university:** 018-Internet Synchronous

**3.5. Term change will be effective:** Fall 2018

- 3.6. Can students repeat the course for additional credit?  
 Yes, total credit limit: \_\_\_\_\_  No
- 3.7. Will grade for this course be limited to S/U (pass/fail)?  
 Yes  No
- 3.8. Will section enrollment be capped?  
 Yes, max per section: \_\_\_\_\_  No
- 3.9. Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course system database in Colleague and the [Course Inventory Report](#)?  
 Yes  No
- 3.10. Is this prefix approved for your university?  
 Yes  No

**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

- 4.1. University Department Code: UADS
- 4.2. Proposed [CIP Code](#): 51.1599

*Is this a new CIP code for the university?*  Yes  No





3.9. Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course system database in Colleague and the [Course Inventory Report](#)?

Yes

No

3.10. Is this prefix approved for your university?

Yes

No

**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

4.1. University Department Code:

ULAW

4.2. Proposed [CIP Code](#):

No change: 22.0101

*Is this a new CIP code the university?*

Yes

No



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
 Revised Course Request: Common Course  
 (Substantive Modifications)

USD	Robin Ammon	<i>Donald Easton-Brooks</i>	5-15-17
<b>Institution</b>	<b>Form Initiator</b>	<b>Dean's Approval Signature</b>	<b>Date</b>
USD	KSM	<i>Elizabeth M. Freeburg</i>	9/11/2017
<b>Institution</b>	<b>Division/Department</b>	<b>Institutional Approval Signature</b>	<b>Date</b>
BHSU	EXC	<i>Corey Sell (signature on file)</i>	4-13-17
<b>Institution</b>	<b>Division/Department</b>	<b>Institutional Approval Signature</b>	<b>Date</b>
DSU	College of Education	<i>Crystal Pauli (signature on file)</i>	4-19-17
<b>Institution</b>	<b>Division/Department</b>	<b>Institutional Approval Signature</b>	<b>Date</b>

Indicate universities that currently offer the common course:

- BHSU   
  DSU   
  NSU   
  SDSMT   
  SDSU   
  USD

**Section 1. Existing Course Title and Description**

Prefix & No.	Course Title	Credits
EXS 300 (BHSU & DSU) & KSM 300 (USD)	Introduction into Research	3

Course Description
A study focused on the development of skills related to research, writing and presentation

**Pre-requisites or Co-requisites**

Prefix & No.	Course Title	Pre-Req/Co-Req?
ENGL 201	Composition II	Pre-Req

Registration Restrictions N/A

**Section 2. Modification(s) Requested**

2.1. This modification will include:

	<u>Current</u>		<u>New</u>
<input checked="" type="checkbox"/> Pre-Requisites	ENGL 201	to	Advanced Composition or equivalent including: ANTH 211, CJUS 202, ENGL 201, ENGL 205, ENGL 283, ENGL 284, SOC 211, POLS 202, or UHON 211

Effective term of the change: Fall 2018

2.2. Add justification for all changes noted above:

While ENGL 201, as a basic advanced composition course, was initially deemed an appropriate pre-requisite for KSM 300, it has since been determined that any of the 'Advanced Composition or equivalent (courses)' would be sufficient in providing the writing experience necessary to successfully complete KSM 300.

**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

	<u>Current</u>		<u>New</u>
<input type="checkbox"/> Change in University Department Code	UKSM; BBSCI; DHPE	to	N/A
<input type="checkbox"/> Change in <u>CIP Code</u>	31.0505	to	N/A



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
 Authority to Offer an Existing Course

USD Arts & Sciences/English  
**Institution** **Division/Department**

Elizabeth M. Freeburg 9/11/2017  
**Institutional Approval Signature** **Date**

**1. Is this a request to offer an existing common course or an existing unique course (approval will change course status from unique to common)?**

- Common Course
- Unique Course

**2. Provide the complete description as it appears in the system database including pre-requisites and co-requisites.**

Prefix & No.	Course Title	Credits
ENGL 379	Technical Communication	3

Course Description
This writing intensive course provides instruction and practice in communicating effectively in technical and professional situations. Students can expect to write and deliver both informal and formal reports, proposals, and other professional documents, using standard and electronic formats and effective, concise, and ethical written and spoken English. Students will develop skills in document design and information literacy while analyzing workplace audiences (including global audiences) and writing collaboratively.

Prefix & No.	Course Title	Pre-req	Co-req
ENGL 201	Composition II	Yes	No

**3. Universities currently offering this course (place an "X" in the appropriate boxes):**

- BHSU  DSU  NSU  SDSMT  SDSU  USD

**4. Does Offering the Course Create FTE Implications?**

       No. Schedule Management, explain: Course will be taught by existing faculty.

**5. Existing program(s) in which course will be offered:** English

**6. CIP Code for the course:** 23.1303

**7. Proposed instructional method by this university:** D - Discussion/Recitation

**8. Proposed delivery method by this university:** 001 - Face-to-Face

**9. University Dept. Code:** UENGL

**10. Authority to offer effective beginning in what term?** Fall 2018

**11. Section Restriction:** None

**From:** Freeburg, Beth M  
**Sent:** Thursday, April 27, 2017 12:38 PM  
**To:** Crawford, Chris <Chris.Crawford@bhsu.edu>; Dittman, Judy <Judy.Dittman@dsu.edu>; LaFave, Alan <Alan.LaFave@northern.edu>; Hedge, Dennis <Dennis.Hedge@sdstate.edu>  
**Cc:** Moran, Jim D <Jim.Moran@usd.edu>; Perry, Jay <Jay.Perry@sdbor.edu>  
**Subject:** Authority to Offer- ENGL 379 and ENGL 486

Good afternoon,

USD requests authority to offer ENGL 379 and ENGL 486. Do you support this request? See attached and below.

	BHSU	DSU	NSU	SDSMT	SDSU	USD
ENGL 379: Technical Communication	X	X	X		X	request authority
ENGL 486: Rhetorical Theory & Practice	X		X			request authority

Thank you,

Elizabeth McKay Freeburg, Ed.S., Ph.D.  
 Assistant Provost  
 University of South Dakota  
 414 East Clark Street, Slagle Hall 102  
 Vermillion, SD 57069  
 (605) 677-5317  
 Fax: (605)677-6651

**From:** Dittman, Judy  
**Sent:** Tuesday, May 02, 2017 9:42 AM  
**To:** LaFave, Alan <Alan.LaFave@northern.edu>  
**Cc:** Hedge, Dennis <Dennis.Hedge@sdstate.edu>; Freeburg, Beth M <Beth.Freeburg@usd.edu>; Crawford, Chris <Chris.Crawford@bhsu.edu>; Moran, Jim D <Jim.Moran@usd.edu>; Perry, Jay <Jay.Perry@sdbor.edu>; Jones, Benjamin <benjamin.jones@dsu.edu>  
**Subject:** Re: Authority to Offer- ENGL 379 and ENGL 486

Ok with DSU as well.  
 Thanks,  
 Judy

On May 2, 2017, at 9:33 AM, Lafave, Alan <[Alan.LaFave@northern.edu](mailto:Alan.LaFave@northern.edu)> wrote:

Ok with NSU.

Thanks!  
 Al

**Alan D. LaFave, D.M.A.**  
 Provost/VPAA  
 Northern State University  
 Aberdeen, SD 57401  
 (605) 626-7786  
[alan.lafave@northern.edu](mailto:alan.lafave@northern.edu)

**From:** "Hedge, Dennis" <[Dennis.Hedge@sdstate.edu](mailto:Dennis.Hedge@sdstate.edu)>  
**Date:** Sunday, April 30, 2017 at 10:51 AM  
**To:** "Freeburg, Beth M" <[Beth.Freeburg@usd.edu](mailto:Beth.Freeburg@usd.edu)>, "Crawford, Chris" <[Chris.Crawford@bhsu.edu](mailto:Chris.Crawford@bhsu.edu)>, "Dittman, Judy" <[Judy.Dittman@dsu.edu](mailto:Judy.Dittman@dsu.edu)>, LaFave Alan <[alan.lafave@northern.edu](mailto:alan.lafave@northern.edu)>  
**Cc:** "Moran, Jim D" <[Jim.Moran@usd.edu](mailto:Jim.Moran@usd.edu)>, Jay Perry <[jay.perry@sdbor.edu](mailto:jay.perry@sdbor.edu)>  
**Subject:** RE: Authority to Offer- ENGL 379 and ENGL 486

SDSU has no objection to the request.  
 Dennis

**Dennis D. Hedge, Pharm.D.**  
 Provost and VP Academic Affairs

**From:** Crawford, Chris <Chris.Crawford@bhsu.edu>  
**Sent:** Thursday, April 27, 2017 2:45 PM  
**To:** Freeburg, Beth M <Beth.Freeburg@usd.edu>  
**Subject:** RE: Authority to Offer- ENGL 379 and ENGL 486

No problem on our end Beth



**SOUTH DAKOTA BOARD OF REGENTS**  
**ACADEMIC AFFAIRS FORMS**  
**Authority to Offer an Existing Course**

USD  
**Institution**

Arts & Sciences/English  
**Division/Department**

Elizabeth M. Freeburg  
**Institutional Approval Signature**

9/11/2017  
**Date**

**1. Is this a request to offer an existing common course or an existing unique course (approval will change course status from unique to common)?**

- Common Course   
Unique Course

**2. Provide the complete description as it appears in the system database including pre-requisites and co-requisites.**

Prefix & No.	Course Title	Credits
ENGL 486	Rhetorical Theory & Practice	3

Course Description
Survey of the developments and applications of the theories of rhetoric.

**Pre-requisites or Co-requisites**

Prefix & No.	Course Title	Pre-req	Co-req
ENGL 101	Composition I	Yes	No

**3. Universities currently offering this course (place an "X" in the appropriate boxes):**

- BHSU    DSU    NSU    SDSMT    SDSU    USD

**4. Does Offering the Course Create FTE Implications?**

X No. Schedule Management, explain: Course will be taught by existing faculty.

**5. Existing program(s) in which course will be offered:** English

**6. CIP Code for the course:** 23.1304

**7. Proposed instructional method by this university:** R - Lecture

**8. Proposed delivery method by this university:** 001 - Face-to-Face

**9. University Dept. Code:** UENGL

**10. Authority to offer effective beginning in what term?** Fall 2018

**11. Section Restriction:** None

**From:** Freeburg, Beth M [<mailto:Beth.Freeburg@usd.edu>]  
**Sent:** Thursday, April 27, 2017 12:38 PM  
**To:** Crawford, Chris <[chris.crawford@bhsu.edu](mailto:chris.crawford@bhsu.edu)>; Dittman, Judy <[judy.dittman@dsu.edu](mailto:judy.dittman@dsu.edu)>; LaFave, Alan <[alan.lafave@northern.edu](mailto:alan.lafave@northern.edu)>; Hedge, Dennis <[Dennis.Hedge@sdstate.edu](mailto:Dennis.Hedge@sdstate.edu)>  
**Cc:** Moran, Jim D <[jim.moran@usd.edu](mailto:jim.moran@usd.edu)>; Perry, Jay <[jay.perry@sdbor.edu](mailto:jay.perry@sdbor.edu)>  
**Subject:** Authority to Offer- ENGL 379 and ENGL 486

Good afternoon,

USD requests authority to offer ENGL 379 and ENGL 486. Do you support this request? See attached and below.

	BHSU	DSU	NSU	SDSMT	SDSU	USD
ENGL 379: Technical Communication	X	X	X		X	request authority
ENGL 486: Rhetorical Theory & Practice	X		X			request authority

Thank you,

Elizabeth McKay Freeburg, Ed.S., Ph.D.  
 Assistant Provost  
 University of South Dakota  
 414 East Clark Street, Slagle Hall 102  
 Vermillion, SD 57069  
 (605) 677-5317  
 Fax: (605)677-6651

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**Subject:** Re: Authority to Offer- ENGL 379 and ENGL 486

Ok with DSU as well.  
 Thanks,

Judy

On May 2, 2017, at 9:33 AM, Lafave, Alan <[Alan.LaFave@northern.edu](mailto:Alan.LaFave@northern.edu)> wrote:

Ok with NSU.

Thanks!

Al

**Alan D. LaFave, D.M.A.**  
 Provost/VPAA  
 Northern State University  
 Aberdeen, SD 57401  
 (605) 626-7786  
[alan.lafave@northern.edu](mailto:alan.lafave@northern.edu)

**From:** "Hedge, Dennis" <[Dennis.Hedge@sdstate.edu](mailto:Dennis.Hedge@sdstate.edu)>  
**Date:** Sunday, April 30, 2017 at 10:51 AM  
**To:** "Freeburg, Beth M" <[Beth.Freeburg@usd.edu](mailto:Beth.Freeburg@usd.edu)>, "Crawford, Chris" <[Chris.Crawford@bhsu.edu](mailto:Chris.Crawford@bhsu.edu)>, "Dittman, Judy" <[Judy.Dittman@dsu.edu](mailto:Judy.Dittman@dsu.edu)>, LaFave Alan <[alan.lafave@northern.edu](mailto:alan.lafave@northern.edu)>  
**Cc:** "Moran, Jim D" <[Jim.Moran@usd.edu](mailto:Jim.Moran@usd.edu)>, Jay Perry <[jay.perry@sdbor.edu](mailto:jay.perry@sdbor.edu)>  
**Subject:** RE: Authority to Offer- ENGL 379 and ENGL 486

SDSU has no objection to the request.

Dennis

**Dennis D. Hedge, Pharm.D.**  
*Provost and VP Academic Affairs*

**From:** Crawford, Chris <[Chris.Crawford@bhsu.edu](mailto:Chris.Crawford@bhsu.edu)>  
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**Subject:** RE: Authority to Offer- ENGL 379 and ENGL 486

No problem on our end Beth