



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

New Site Request

UNIVERSITY:	USD
DEGREE(S) AND PROGRAM:	Criminal Justice Studies, BA and BS
NEW SITE(S):¹	Online
INTENDED DATE OF IMPLEMENTATION:	5/1/2018
CIP CODE:	43.0104
UNIVERSITY DEPARTMENT:	Political Science
UNIVERSITY DIVISION:	Arts and Sciences

University Approval

To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.

_____ Date

President of the University

1. What is the need for offering the program at the new physical site or through distance delivery?

The University of South Dakota seeks approval to offer the major in Criminal Justice Studies online. The University does not request new state resources or new student fees to support online delivery. Self-support tuition revenue will be used to support online delivery. The expanded accessibility and convenience offered through online and site-based delivery will directly respond to the growth in demand for this program. Enrollment has been consistently high over the past four years, with 281 enrollments of online-only students in CJUS courses in FY 2017 (see table below):

**Table 1
End of Term Online CJUS Enrollments less On-campus students taking online course by FY (13-17)**

		FY14	FY15	FY16	FY17
CJUS/POLS-201-U820T	Intro to Criminal Justice	55	47	54	47
CJUS-334-U820T	Criminal Investigation	18	18	11	25
ANTH/CJUS-335-U820T	Introduction: Forensic Science	55	54	21	22
CJUS-351-U820T	Criminology	16	10	13	20
CJUS-367-U820T	Intro to Research Methods	14	23	31	48
CJUS-425/525-U820T	Police Administration	12	9	23	17
CJUS/POLS-431/531-U820T	Criminal Law	16	24	26	36
CJUS/POLS-429/529-U820T	Courts & Judicial Politics	23	18	18	28
CJUS/POLS-433/533-U820T	Criminal Procedure	32	31	33	38

¹ If the request is for a new physical location, include an address for the location.

In fall 2016, there were 128 students enrolled in online Criminal Justice courses. Some of these students are pursuing an online Criminal Justice Studies minor, and others may be interested in pursuing a major or minor. The major is currently offered by USD on campus in Vermillion and at University Center – Sioux Falls, and making this program available for students worldwide will help meet demand and allow students currently taking these courses to complete an approved program.

Given rescheduling efforts at University Center – Sioux Falls during the 2017-18 academic year and the staffing required to offer CJUS 205 and CJUS 489 at this site, the program has proposed offering the major online beginning in fall 2018, which will allow for staffing and scheduling of the necessary courses.

- 2. Are any other Regental universities authorized to offer a similar program at the proposed site(s) or through distance delivery? Is any non-Regental institution offering a similar program at the new site(s)? If either answer is “yes,” identify the institutions and programs and explain why authorization is requested.**

No. Along with USD, South Dakota State University and Black Hills State University are currently authorized to offer a Criminal Justice Minor online and Northern State University is authorized to offer an Associate’s Degree. USD is the only institution currently authorized to deliver the Bachelor’s Degree in Criminal Justice in any form, and no institution is authorized to deliver the baccalaureate major online. Given the long-standing availability of these courses online through USD, as well as the program’s teaching capacity, this request seeks to accurately reflect the available courses and allow USD distance students to actively pursue a major through distance learning (online).

- 3. Are students enrolling in the program expected to be new to the university or redirected from other existing programs at the university? Complete the table below and explain the methodology used in developing the estimates.**

	Fiscal Years*			
	1 st	2 nd	3 rd	4 th
<i>Estimates</i>	FY 19	FY 20	FY 21	FY 22
Students new to the university	7	13	15	20
Students from other university programs	5	5	0	0
Stop Outs		2	3	3
=Total students in the program at the site	12	23	25	27
Program credit hours (major courses)**	144	276	300	324
Graduates	5	10	15	20
Total Tuition Revenue to the University	\$48,240	\$92,460	\$100,500	\$108,540

*Do not include current fiscal year.

**This is the total number of credit hours generated by students in the program in the required or elective program courses. Use the same numbers in Appendix B – Budget.

New student numbers are a conservative estimate of prospective students based on enrollment in online CJUS courses over the past several years. Current and prospective students have expressed the desire to complete the minor in Criminal Justice online. In Spring 2017, 26 students not in close proximity to Vermillion identified themselves to major in Criminal Justice Studies after being reminded several times verbally and in their admission letter that USD is not currently

authorized to offer the degree through online media. We assume once we actively recruit new students worldwide, it is reasonable to estimate a significant increase in the number of online majors. The current estimates are very conservative as we have no history of projecting students from other universities who would come to USD for a program, and we assume that five students who are taking CJUS online courses will switch to the online degree program. If USD is able to offer the remaining few courses online, many students would be in the pipeline to complete their program beyond these estimates of new students and those who identified the CJUS major on-campus.

4. What is the perceived impact of this request on existing programs in the Regental system?

There is minimal impact expected. All but two courses required for the major have regularly been offered online in the past, and the anticipated rotation of these courses will allow for some students to complete the major in as little as one year, if desired. Students transferring from existing programs at other SDBOR universities would be able to apply up to 16 credits of equivalent coursework toward the major, but these programs would not stack fully within the BA/BS in Criminal Justice Studies.

5. Complete the table and explain any special circumstances. Attach a copy of the program as it appears in the current catalog. If there are corresponding program modifications requested, please attach the associated form. Explain the delivery of the new courses and attach any associated new course request forms.

Criminal Justice, B.A.	Credit hours	Credit hours currently available from this university at this site	Credit hours currently available from other universities available at this site	Credit hours currently available via distance	Credit hours new to this university
System General Education Requirements	30 (-3)		30		
Bachelor of Arts Requirements	33-35				
<i>Subtotal, Degree Requirements</i>	30	30	30	30	
Required Support Courses					
Major Requirements	18	12		12	6
Major Electives	15	15		15	
<i>Subtotal, Requirements of the Proposed Major</i>	33		16		
Minor*	18	18 avail online	18		
Free Electives	7-9				
<i>Total, Degree with Proposed Major</i>	120				
<i>*Minor can be taken online (examples: Health Sciences)</i>					

Criminal Justice, B.S.	Credit hours	Credit hours currently available from this university at this site	Credit hours currently available from other universities available at this site	Credit hours currently available via distance	Credit hours new to this university
System General Education Requirements	30 (-3)		30		
Bachelor of Arts Requirements	32-39				
<i>Subtotal, Degree Requirements</i>	30	30	30	30	
Required Support Courses					
Major Requirements	18	12		12	6
Major Electives	15	15		15	
<i>Subtotal, Requirements of the Proposed Major</i>	33		16		
Minor *	18	18 avail online	18		
Free Electives	3-10				
<i>Total, Degree with Proposed Major</i>	120				
<i>*Minor can be taken online (examples: Health Sciences)</i>					

*If the major will be available in more than one degree (e.g., BA, BS, BS Ed) at the new site(s) and the number or distribution of credits will vary with the degree, provide a separate table for each degree.

Criminal Justice (B.A., B.S.)

33 Major Hours, 120 Degree Hours

Students in this major must also complete **requirements for a degree in the College of Arts & Sciences.**
Departmental Requirements (18 hours)

CJUS 201 - Introduction to Criminal Justice (C) [SGR #3]

CJUS 205 - Information Literacy in the Discipline

CJUS 351 - Criminology

CJUS 431 - Criminal Law (C)

CJUS 433 - Criminal Procedure (C)

CJUS 489 – Capstone

Electives (15 hours)

Any CJUS course not required above may serve as an elective, with a maximum of six internship hours permitted.

Criminal Justice/Double Major

A student majoring in any discipline may obtain a double major in criminal justice by completing 33 semester hours of criminal justice courses as stipulated above.

Students double-majoring in Criminal Justice and Political Science take either CJUS 205 or POLS 205 (but not both) and either CJUS 489 or POLS 489 (but not both), for a combined major totaling 60 credit hours.

6. How will the university provide student services comparable to those available for students on the main campus?

Student services will be provided by a program advisor and existing program support staff, as well as faculty teaching the listed courses. USD has already assigned a faculty member advising Rapid City students additional responsibilities for advising online students; the focus will include more effort to advise students for degree completion online in addition to the Rapid City and Vermillion students. Students will have access to faculty and advisors through telephone, email, and D2L. Appropriate library resources, as well as academic support, are available through distance technology. Finally, technical support will be provided by USD's Information Technology Services department. Help Desk services are available to online learners during the traditional work day, in the evenings, and on the weekends (24/7).

7. Is this program accredited by a specialized accrediting body? If so, address any program accreditation issues and costs related to offering the program at the new site(s).

No, this program is not accredited by a specialized accrediting body.

8. Does the university request any exceptions to Board policy for delivery at the new site(s)? Explain requests for exceptions to Board policy.

No.

9. Cost, Budget, and Resources related to new courses at the site: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, time redirected from other assignments, instructional technology & software, other operations and maintenance, facilities, etc., needed to implement the proposed minor. Complete Appendix B – Budget using the system form.

The program budget is not provided because the courses required for the major are already offered online, with the exception of two courses. These courses (CJUS 205 and CJUS 489) will be added to the rotation for existing faculty. Online delivery will be supported by self-support tuition. The average enrollment in CJUS online courses in Spring 2017 was 28 students. Based on proposed rotations, at anticipated enrollment, the additional courses would generate an estimated \$48,240 in revenue in FY19, including \$20,100 associated with students new to this program. Instructional costs would be met in the short run by continuing assignment of existing faculty (including one full-time lecturer) and with additional adjunct faculty as needed.

The University does not request new state resources or new student fees.