



# SOUTH DAKOTA BOARD OF REGENTS ACADEMIC AFFAIRS FORMS New Site Request

Use this form to request authorization to deliver an entire existing degree program (graduate program, undergraduate major or minor, certificate, or specialization) at a new site or by distance delivery (including online delivery). Board of Regents approval is required for a university to offer programs off-campus and through distance delivery. The Board of Regents, Executive Director, and/or their designees may request additional information about the proposal. After the university President approves the proposal, submit a signed copy to the Executive Director through the system Chief Academic Officer. Only post the New Site Request Form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

<b>UNIVERSITY:</b>	<b>USD</b>
<b>DEGREE(S) AND PROGRAM:</b>	<b>Artificial Intelligence Graduate Certificate [UCERTG.AI]</b>
<b>NEW SITE(S):</b> <i>Include address of new physical locations. Delivery methods are defined in <a href="#">AAC Guideline 5.5</a>.</i>	<b>Online</b>
<b>INTENDED DATE OF IMPLEMENTATION:</b>	<b>Fall 2021</b>
<b>CIP CODE:</b>	<b>11.0102</b>
<b>UNIVERSITY DEPARTMENT:</b>	<b>Computer Science [UCSC]</b>
<b>UNIVERSITY DIVISION:</b>	<b>College of Arts &amp; Sciences [2A]</b>

**Please check this box to confirm that:**

- The individual preparing this request has read [AAC Guideline 2:11](#), which pertains to new site requests, and that this request meets the requirements outlined in the guidelines.
- This request will not be posted to the university website for review of the Academic Affairs Committee until it is approved by the Executive Director and Chief Academic Officer.

### 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.*

\_\_\_\_\_  
President of the University

\_\_\_\_\_  
Date

Note: In the responses below, references to external sources, including data sources, should be documented with a footnote (including web addresses where applicable).

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

Adding the online delivery modality provides greater flexibility for students and working professionals to earn this credential. The Artificial Intelligence (AI) Certificate program was approved to be offered at USD from Fall 2021. Initially, two of the four certificate courses will be offered online as part of a collaborative agreement with one or more partners overseas.

Other than collaborating with foreign universities, considering the AI job market, offering this certificate online will provide greater flexibility to residential students from a variety of programs.

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

No.

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.

It is anticipated that students in existing programs, including Computer Science, will pursue the certificate online, but the department is currently in discussions with institutions abroad on articulation agreements that would allow students to participate via distance in this certificate. The numbers below provide a conservative estimate of students from these institutions.

	Fiscal Years*			
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
<i>Estimates</i>	FY 22	FY 23	FY 24	FY 25
Students new to the university	10	15	20	20
Students from other university programs	2	3	3	3
=Total students in the program at the site	12	25	35	35
Program credit hours (major courses)**	72	150	210	210
Graduates		10	20	25

\*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.

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

In addition to face-to-face delivery, online delivery to this certificate will enhance existing programs in the Regental system. Also, as of now, there exists no comparable certificate, online or face-to-face in the system, so we would not be drawing students away from other programs. However, an online certification would provide additional credentialing opportunities for students currently enrolled in online or face-to-face programs throughout the system.

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.

Artificial Intelligence Undergraduate Certificate [UCERTU.AI]	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	N/A	N/A	N/A	N/A	N/A
<i>Subtotal, Degree Requirements</i>	12	12	0	0	0
Required Support Courses					
<b>Certificate Requirements</b>	12	12	0	0	0

\*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.

\*\*Credit hours currently available at this site and available by distance are equal since we are requesting online delivery of the full certificate. ‘This site’ is taken to mean online delivery in this instance.

Prefix	Number	Course Title <i>(add or delete rows as needed)</i>	Credit Hours	New (yes, no)
<b>Select 6 credit hours from the following core courses:</b>				
CSC	722	Machine Learning Fundamentals	3	No
CSC	752	Computer Vision	3	No
CSC	761	Advanced Artificial Intelligence	3	No
CSC	785	Information Storage and Retrieval	3	No
<b>Subtotal</b>			<b>6</b>	
<b>Select 3 credit hours from the following elective courses:</b>				
CSC	525	High Performance Computing	3	No
CSC	586	Data Mining	3	No
<b>Subtotal</b>			<b>3</b>	
<b>Select 3 credit hours from the following elective courses:</b>				
STAT	580	Applied Statistics	3	No
STAT	581	Probability and Statistics	3	No
<b>Subtotal</b>			<b>3</b>	
<b>Total number of hours required for completion of specialization</b>			<b>12</b>	

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

Student services will be provided by the Department of Computer Science as well as Academic Affairs. Services will be similar to those provided for other online programs. We also have available the expertise of the I.D. Weeks library, the CTL, and ITS to assist online students (and faculty serving students) in accessing and using resources to further their education.

**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

**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 exceptions are requested for delivery at the new site (online).

**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.**

No additional costs are associated with this site, as existing rotations will accommodate online delivery.

## CERTIFICATE REQUEST

### Supporting Justification for On-Campus Review

KC Santosh	<i>KC Santosh</i>	11/06/2020
<b>Request Originator</b>	<b>Signature</b>	<b>Date</b>
KC Santosh	<i>KC Santosh</i>	11/06/2020
<b>Department Chair</b>	<b>Signature</b>	<b>Date</b>
<b>School/College Dean</b>	<b>Signature</b>	<b>Date</b>

1. Is the certificate program being offered solely at a location(s) approved by the Higher Learning Commission?  
 Yes                       No
  
2. Is the certificate program Title IV (financial aid) eligible?  
 Yes                                   No
  
3. Are the courses in the certificate program credit bearing?  
 Yes                                       No
  
4. Does the certificate program consist of 50% or more of new courses developed specifically for the requested program (i.e. the certificate is NOT a subset of courses from an existing degree program)?  
 [See item 5 on certificate document]  
 Yes                                       No
  
5. Does the certificate program have appropriate and completed approval from internal sources (i.e. department, curriculum committees, etc.) and external sources (i.e. the state coordinating board, etc.)?  
 Yes                                       No
  
6. Add any additional comments that will aid in the evaluation of this request.