

**ACADEMIC AFFAIRS COUNCIL**

**REVISED  
AGENDA ITEM: 3.B (2)**

**DATE: June 10, 2015**

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**SUBJECT: Course Modifications – SDSM&T**

South Dakota School of Mines & Technology has submitted the following course requests. These have been reviewed by the system Vice President for Academic Affairs. Upon approval, the proposals will move forward to the Executive Director for consideration and be reported on the Interim Actions report for the August Board meeting.

Authority to Offer an Existing Common Course

- 1) A&S 100 First Year Seminar

Revised Course Request: Common Course

- 2) A&S 100 First Year Seminar

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**RECOMMENDED ACTION**

Approve and move forward to the Executive Director.

**SOUTH DAKOTA BOARD OF REGENTS**  
**Authority to Offer an Existing Common Course**

SDSM&T Institution	Interdisciplinary Programs Division/Department	Dr. Richard Sinden Institutional Approval Signature	04/30/2015 Date
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**1. Provide the complete description as it appears in the system common course database including prerequisites.**

Prefix & No.	Course Title	Credits
A&S 100*	First Year Seminar	1 to 3

\*At SDSM&T, A&S 100 will be offered as GES 100

**Description:**

Designed to engage students in their college experience, both academically and personally. The course aids students as they acquire and develop the skills necessary to reach their educational objectives. Through readings, discussions, reflective writing, and class activities, all of which illuminate a specific topic, students will practice skills that will enable them to succeed in their college courses. In addition, the class will help students acclimate to the culture of The University of South Dakota.

**Co-Requisites:**

1. None

**Pre-Requisites:**

1. None

**University Pre-Requisites:**

1. USD-None

**2. Universities currently offering this course:**

BHSU     DSU     NSU     SDSMT     SDSU     USD

**3. FTE Implication**

**No.** Replacement of \_\_\_\_\_, which is being deleted  
 (prefix, number, name of course, credits)  
 (Attach deletion form). Effective Date of Deletion: \_\_\_\_\_

**No.** Schedule Management, explain: Existing faculty to teach

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Yes. Specify: \_\_\_\_\_

4. Existing program in which course will be offered: All
5. CIP code for the common course 24.0101
6. Proposed Instructional Method by this university: E- Seminar
7. Proposed delivery method by this university: (001) Face-to-face
8. University Dept. Code MINT
9. Authority to offer effective beginning in what term? Summer 2015
10. Section Restriction: none

Dear Jesse,

We have no objection to either the change to a common course or the revision of the course description. I believe you will need to forward a “Revised Course Request: Unique Course” form through your institution’s C&I process to the BOR in order to make these changes.

Feel free to attach this email to the request to indicate our support for the changes.

Best,  
John

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John Dudley  
Associate Dean, College of Arts & Sciences  
Associate Professor of English  
University of South Dakota  
414 E. Clark St.  
Vermillion, SD 57069  
605-677-5221  
[John.Dudley@usd.edu](mailto:John.Dudley@usd.edu)

**From:** Herrera, Jesse M.  
**Sent:** Friday, May 08, 2015 9:47 AM  
**To:** Dudley, John E  
**Cc:** Tiu, Carla A.; Dodge, Deborah P  
**Subject:** RE: A&S course inquiry

Dr. Dudley,

The School of Mines appreciates USD’s willingness to share these courses. We believe this course will contribute to the success of our Jump Start Program.

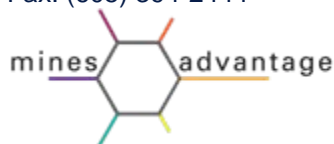
This email serves as an official request to seek authority for the following course: A&S 100 as described below. Deborah mentioned that USD would also be willing to change the last sentence in the description to the following: “In addition, the class will help students acclimate to the university culture.” I feel this change in description would suit the needs of the Jump Start Program at School of Mines.

Please do not hesitate to contact me if there is additional information needed in order to move this request forward. Thank you.

*Jesse Herrera*

DIRECTOR  
OFFICE OF MULTICULTURAL AFFAIRS  
at SDSM&T

Phone: (605) 394-1828  
Fax: (605) 394-2444



*Course Form #2*

**SOUTH DAKOTA BOARD OF REGENTS**  
**Revised Course Request: Common Course**

This form is to be used to request a substantive change in a common course. Representatives from all institutions offering the common course must participate in developing the proposed revisions to a common course. Signatures from all institutions offering the common course must be included on the final form submitted to AAC.

SDSM&T Institution	Interdisciplinary Programs Division/Department	Dr. Richard Sinden Institutional Approval Signature	05/08/2015 Date
SDSM&T Institution	Jesse Herrera Form Initiator	Dean's Approval Signature	05/08/2015 Date
Institution	Division/Department	Institutional Approval Signature	Date

**Indicate (X) the universities that offer the common course.**

BHSU     DSU     NSU     SDSMT     SDSU     USD

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**Section 1. Course Title and Description**

If changing from a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each.

Prefix & No.	Course Title	Credits
A&S/GES 100	First Year Seminar	1 to 3

Course Description as it currently appears in the system common course database:

**Description:**

Designed to engage students in their college experience, both academically and personally. The course aids students as they acquire and develop the skills necessary to reach their educational objectives. Through readings, discussions, reflective writing, and class activities, all of which illuminate a specific topic, students will practice skills that will enable them to succeed in their college courses. In addition, the class will help students acclimate to the culture of The University of South Dakota.

**Co-Requisites:**

- 1. None

**Pre-Requisites:**

- 1. None

**University Pre-Requisites:**

- 1. USD-None

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

Check all revisions that apply and provide detailed information in the Current and Revised fields below. Provide the complete course description as it currently appears in the system common course database. If changing a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each.

	<u>Current</u>	to	<u>New</u>
_____ Prefix Change from	_____		_____
	Indicate any universities for which this must be added as a new prefix:		
	_____ BHSU	_____ DSU	_____ NSU
	_____ SDSMT	_____ SDSU	_____ USD
_____ Course Number change from	_____		_____
_____ Course Title change from	_____		_____
_____ Credit Hours change from	_____		_____

Designed to engage students in their college experience, both academically and personally. The course aids students as they acquire and develop the skills necessary to reach their educational objectives. Through readings, discussions, reflective writing, and class activities, all of which illuminate a specific topic, students will practice skills that will enable them to succeed in their college courses. **In addition, the class will help students acclimate to the university culture.**

X  
 \_\_\_\_\_ Course content/description change to:

\_\_\_\_\_ Prerequisites \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ Corequisites \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ Registration Restriction \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ Course deletion \_\_\_\_\_ to \_\_\_\_\_

Indicate the universities which will be deleting the course:

\_\_\_\_\_ BHSU \_\_\_\_\_ DSU \_\_\_\_\_ NSU \_\_\_\_\_ SDSMT \_\_\_\_\_ SDSU \_\_\_\_\_ USD

Justification for all changes noted above:

SDSM&T has requested authority to teach A&S 100. The change in course description would help to suit the needs of SDSM&T for us in the Jump Start Program.

**Section 3. Other Course Information**

1. Will this course be equated (considered the same course for degree completion) with any other unique or common course in the course database? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, indicate the course(s) to which it will be equated.

**Section 4. To Be Completed by Academic Affairs**

\_\_\_\_\_ Change in University Dept Code \_\_\_\_\_ Current \_\_\_\_\_ to \_\_\_\_\_ New \_\_\_\_\_

\_\_\_\_\_ Change in CIP Code \_\_\_\_\_ to \_\_\_\_\_



**From:** Dudley, John E  
**Sent:** Friday, May 08, 2015 9:09 AM  
**To:** Herrera, Jesse M.  
**Cc:** Tiu, Carla A.; Dodge, Deborah P  
**Subject:** RE: A&S course inquiry

Dear Jesse,

We have no objection to either the change to a common course or the revision of the course description. I believe you will need to forward a “Revised Course Request: Unique Course” form through your institution’s C&I process to the BOR in order to make these changes.

Feel free to attach this email to the request to indicate our support for the changes.

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