

ACADEMIC AFFAIRS COUNCIL

AGENDA ITEM: 4 – B (3)

DATE: April 22, 2020

SUBJECT

Course Modifications – NSU

CONTROLLING STATUTE, RULE, OR POLICY

[BOR Policy 2:23](#) – Program and Curriculum Approval

[AAC Guideline 1.12](#) – Institutional Course Curriculum Requests

BACKGROUND / DISCUSSION

Northern State University has submitted the following course requests listed in Attachment I. These are under review by the System Vice President for Academic Affairs and may be accessed on the [Institutional Curriculum Requests Webpage](#).

IMPACT AND RECOMMENDATION

Upon approval by the System VPAA, the proposal will move forward for entry into Colleague.

ATTACHMENTS

Attachment I – NSU: Institutional Curriculum Requests Summary Form

DRAFT MOTION

Review and discuss any issues or concerns regarding NSU’s curriculum modification requests prior to them moving forward upon final review and approval by the System Vice President for Academic Affairs.



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Institutional Curriculum Requests

Institution: _____ **Northern State University** _____ ***Date:*** _____ **4/8/2020** _____

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>Authority to Offer</i>			
<i>Prefix & Number</i>	<i>Course Title</i>		<i>Approval</i>
MCOM 475	Public Relations		

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.

Signature: System Vice President for Academic Affairs

Date



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Authority to Offer an Existing Course

NSU
Institution

CAS/Languages, Literature, and Communication Studies
Division/Department

Michael Weros
Institutional Approval Signature

4/8/2020
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
MCOM 475	Public Relations	3

Course Description
Interpreting institutional and industrial policies and programs to the public.

Pre-requisites or Co-requisites (add lines as needed, make sure to copy boxes in Pre-req and Co-req cells)

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

- 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**

- 5. Does Offering the Course Create Schedule Management Implications? No**

Explain: Faculty member has workload available to teach the course.

6. Existing program(s) in which course will be offered: Public Relations Minor
7. CIP Code for the course: 090902
8. Proposed instructional method by this university: R - Lecture
9. Proposed delivery method by this university: N01 Face-to-face
10. University Dept. Code: NLAC
11. Authority to offer effective beginning in what term? Fall 2020
12. Section Restriction: None

9/27/2019

Mail - Haller, Elizabeth - Outlook

RE: [EXT] Re: Feedback Requested Regarding NSU's Offering MCOM 475

Fashbaugh, Martin <Martin.Fashbaugh@bhsu.edu>

Fri 9/20/2019 5:47 PM

To: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Elizabeth,

Sorry for not getting back to you, though I thought I had! We have no problem with you offering this class—MCOM 475.

Apologies,

Martin

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>**Sent:** Friday, September 20, 2019 3:35 PM**To:** Fashbaugh, Martin <Martin.Fashbaugh@bhsu.edu>**Subject:** [EXT] Re: Feedback Requested Regarding NSU's Offering MCOM 475

Hello, Dr. Fashbaugh. Just checking to see if you have any feedback regarding our offering MCOM 475.

Elizabeth

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>**Sent:** Tuesday, September 17, 2019 3:28 PM**To:** Fashbaugh, Martin <martin.fashbaugh@bhsu.edu>**Subject:** Feedback Requested Regarding NSU's Offering MCOM 475

Hello, Dr. Fashbaugh.

NSU is looking to submit a request to offer MCOM 475 as part of our new minor in public relations. We would offer it as a face to face course. Would your department have any objections to our offering MCOM 475?

Thank you for your consideration.

Elizabeth

ELIZABETH HALLER, PH.D.*Department Chair of Languages, Literature, and Communication Studies**Associate Professor of English**Chair of SDBOR English Discipline Council*

605-626-7705

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<https://outlook.office.com/mail/deeplink?version=2019091601.17&popupv2=1>