A. PURPOSE

The purpose of this policy is to establish standards, processes, and procedures by which academic curricula receive approval and modification. This policy shall provide a pathway for academic quality, facilitating student success across the system, increasing workforce and strategic alignment, and mitigating duplication.

B. DEFINITIONS

1. Board of Regents: The constitutional body responsible for governing the Unified System of Public Higher Education in South Dakota, which encompasses its supervision, coordination, management, and regulation. Board of Regents Policy 1:0, 1:1 and SDCL § 13-49 through § 13-53 provides the authority to govern academic programming.

2. Common Course: A course offered by one or more Regental institutions that has essentially the same content (subjects/breadth) and level of instruction (depth) as a course offered.

3. Common Course Catalog: A system-wide managed Regental course catalog used to maintain all common and unique courses.

4. Institution: One of the six (6) universities: Black Hills State University, Dakota State University, Northern State University, South Dakota School of Mines and Technology, South Dakota State University, and University of South Dakota.

5. Unique Course: A course offered by one institution that is required to be unique due to the unique program and or mission (i.e., Law, Medicine, and Pharmacy).

C. POLICY STATEMENTS

1. Board of Regents Policy 1:0, 1:1 and SDCL § 13-49 through § 13-53 provides the authority to govern academic curriculum.

2. The Board of Regents approved the use of an enterprise resource planning system and expects the use of a common catalog. This common course catalog is necessary to promote student focus and assure seamless intra-regental transfers.

3. All curricular requests should only incorporate academic prefixes that have been approved by the Board of Regents for the institutions.

4. Any new course prefix requests coupled with a new program should be included in the new program proposal (See BOR Policy 2:23).
D. CURRICULUM REQUESTS, MODIFICATIONS, AND INACTIVATION

1. Curriculum Requests
   1.1. Common Course: The Board of Regents requires that the common course catalog be maintained. This is designed to facilitate ease of student transfer and collaborative programming across institutions. Therefore, common courses shall be utilized.
   1.2. Unique Course: The Board of Regents requires common courses; however, programming may require unique course prefixes.
   1.3. General Education: All changes to general education shall comply with BOR Policy 2:7, 2:11, and Academic Affairs Guidelines – Section 8.

2. Curriculum Modification and Approval
   AAC guidelines create the necessary framework that directs the submission and approval of course modification requests.

3. Curriculum Inactivation
   AAC guidelines create the necessary framework that directs the inactivation process.

E. REPORTING
   Curricular annual reporting to the Board of Regents will occur in December of each year at the Board Meeting. This report will be provided to the Academic Affairs Council at their October or November meeting.

FORMS / APPENDICES:
- AAC Guidelines, Section 1
- Definition References:
  - Higher Learning Commission Policy Book
  - National Center for Education Statistics – Glossary
  - U.S. Department of Education – Structure of U.S. Education

SOURCE:
BOR October 2023.