

**SOUTH DAKOTA BOARD OF REGENTS**

**Academic and Student Affairs**

**AGENDA ITEM: 4 – K (4)**

**DATE: March 30 – April 1, 2016**

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**SUBJECT: New Certificate: USD Graduate Certificate in Museum and Archives Studies**

The University of South Dakota (USD) requests authorization to offer a graduate certificate in Museum and Archives Studies. The certificate will provide professional training and internship opportunities for the specialized skills required for working in museums and archives. The South Dakota Department of Labor notes that jobs in “Museums, Historical Sites, and Similar Institutions” are among the state’s fastest growing industries in terms of employment projections through 2022. The certificate is expected to attract additional applicants to USD’s MA in History program. The certificate consists of 12 credit hours.

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**RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR**

I move to approve USD’s new certificate request for a Graduate Certificate in Museum and Archives Studies as described in Attachment I.

**SOUTH DAKOTA BOARD OF REGENTS**  
**Certificate Request**

This form is to be used to request approval for a new certificate program that includes currently offered courses. A certificate program is not a major or minor. Refer to BOR policy 2:23 Certificate Programs.

USD	Arts & Sciences/History	<i>Elizabeth M. Freeburg</i>	01/22/2016
<b>Institution</b>	<b>Division/Department</b>	<b>Institutional Approval Signature</b>	<b>Date</b>

**1. Name of Program:** Museum and Archive Studies

**2. Provide a justification for the program.**

The University of South Dakota seeks approval to offer a certificate in museum and archive studies. Some applicants to USD's MA program in History are interested in pursuing a career in a museum or archive; this certificate will enable these students to obtain a History MA as well as professional training and internship credit focused on their career interests. This certificate is designed to increase the number of students enrolled in the History MA program, and to expand their options within the History MA degree. Students will take the regular course of study their first year in the MA program. In their second year they will take the listed certificate courses and MA thesis credits. The Dean of Libraries, the Director of the W.H. Over Museum, and the Director and graduate education staff at the National Music Museum have agreed to participate in the certificate program; internships through these institutions are available on a limited basis. As well as attracting additional students to the History MA program, the proposed certificate has the benefit of strengthening ties between the History MA program and local museum and archives professionals. The American Historical Association recommends "hands-on" internships as an excellent first step for students seeking entry to specialized museum studies and public history programs<sup>1</sup>. Museums, Historical Sites, and Similar Institutions" in SD are among the fastest growing industries in terms of employment projections through 2022<sup>2</sup>.

**3. Who is the audience for the program?**

Graduate students entering the MA program in History who are interested in museum studies or archival work, and who would benefit from internships in the National Music Museum, W.H. Over Museum, and the University Archives or a site subject to faculty oversight and approval, as a point of entry into a Ph.D. program, an archives degree, or museum career. The certificate is intended to attract additional students to the History MA program.

**4. List the courses to be completed, the credit hours of each course, and the total number of credit hours required for the program.**

Prefix & #	Title	Credit Hrs
HIST 782	Research Seminar	3
MUS 788	Intro to Museum Studies	3
A&S 594	Library Internship (University Archives in ID Weeks Library)	6
and/or		
XXXX 794	Internship (National Music Museum, WH Over Museum or a site subject to faculty oversight and approval)	
<b>Total Credit Hours Required</b>		<b>12</b>

**5. Proposed CIP code** 30.1401

**6. Effective Date of Certificate Program:** **Fall 2016**

<sup>1</sup> <https://www.historians.org/jobs-and-professional-development/career-resources/careers-for-students-of-history/historians-in-museums>

<sup>2</sup> [http://www.sdjobs.org/lmic/industry\\_projections\\_fastest\\_growth.aspx](http://www.sdjobs.org/lmic/industry_projections_fastest_growth.aspx)