

SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs

AGENDA ITEM: 6 – I

DATE: December 6-8, 2016

SUBJECT: Board Policy 5:17 Revision – Instructional Funding (Second Reading)

Board of Regents [Policy 5:17 – Instructional Funding](#) stipulates the minimum number of students that must be enrolled in course sections offered at the state’s public universities. As stated in this policy, undergraduate and dual-listed sections must enroll at least ten students, entry-level graduate sections (i.e., 500-600 level) must enroll at least seven students, and upper-level graduate sections (i.e., 700-800 level) must enroll at least four students. This policy framework is often referenced as the “4-7-10 rule” and applies only to on-campus course sections delivered through “selected” instructional methods (e.g., lectures, seminars). Exceptions to the 4-7-10 rule are allowed for up to four percent of selected sections at BHSU, DSU, and NSU and up to three percent of selected sections at SDSMT, SDSU, and USD. These exception limits are based on cumulative data from the fall and spring terms

The modifications proposed below are clerical in nature, and do not create a substantive changes in policy. Changes are shown in context the attached document, and can be summarized are as follows:

- 1) Clarify that “dual-listed” sections should be defined to include any UG-GR cross-listing (including but not limited to 400-500 cross-lists, as was stated in the previous policy). This change will bring the policy language into agreement with the way section size calculations are performed already. (4, ¶1)
- 2) Update the list of selected and non-selected course sections to reflect the subdivision of the “Studio/Small Group Instruction/Small Ensemble” code into three separate codes: 1) Studio, 2) Small Group, 3) Small Group Ensemble. (4, ¶3)

These revisions were brought before the Board for the first reading during the October 2016 BOR meeting. Some additional minor revisions have been made since the approval of the first reading in October which have been highlighted in yellow in Attachment I.

DRAFT MOTION 20161206_6-I: I move to approve the second and final reading of the revisions to BOR Policy 5:17 – Instructional Funding as presented.

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Instructional Funding

NUMBER: 5:17

Except for student internships, field experiences, and clinical experiences, the location of course delivery, not the location of course registration, determines the tuition rate status of the course.

1. State Funded On-Campus Courses

Except as provided in (2) below, courses offered on-campus shall be offered at the current **state support on-campus** tuition rate established by Board Policy Number 5:5.

2. Self-Support Off-Campus Courses

A. Off-Campus Courses: Courses offered off-campus shall be offered at the current **self support off-campus** tuition rate established by Board Policy Number 5:5 unless state funding has been specifically authorized by the Board. Board authorization for off-campus state-funded courses is addressed in Policy Number 5:18.

1) Correspondence Courses/Independent Study Through Correspondence

All correspondence courses are considered off-campus courses for instructional funding purposes. They are **self support off-campus** regardless of the location of the student or the student's enrollment in any other courses.

B. Remedial Courses: Remedial courses at all institutions shall be offered at the current **self support off-campus** tuition rates established by the Board.

C. Study Tours: Academic credit to be earned wholly or partially through participation in a foreign or domestic study tour shall be offered at the current **self support off-campus** tuition rates established by the Board.

D. Activity, Music, and Drama Camps: Academic credit to be awarded as a result of participation in an activity, music, or drama camp shall be offered at the current **self support off-campus** tuition rates established by the Board.

E. Special Courses, Workshops, and Institutes: From September 1, 1997 through August 31, 1998, academic credit to be awarded as a result of participation in special courses, workshops or institutes approved by the Executive Director may be offered at the current **self support off-campus** tuition rates as established by the Board of

Regents. These special offerings would include only those courses and activities not identified or offered as part of the regular institutional curriculum.

3. Exceptions

The Board may approve exceptions to the instructional funding policy as it deems appropriate. Requests for exceptions shall be presented to the Board at a regularly scheduled meeting in advance of the term for which the exception is sought.

A list of approved exceptions shall be maintained in the Regents' Office and provided to the Board annually.

4. Small Section Limitation

No selected instructional method undergraduate (100, 200, 300 or 400 level course) and dual listed undergraduate/graduate (~~400-500 level courses~~) section with fewer than 10 students, entry-level graduate (500 or 600 level courses) section with fewer than 7 students, and ~~graduate-only~~ upper-level graduate (700 or 800 level courses) sections with fewer than 4 students may be offered. Any exceptions to this policy must be authorized by the institutional President and justified to the Board each semester.

Under no circumstances shall the annual exception limit be more than three percent of all state support selected instructional method sections for South Dakota School of Mines and Technology, South Dakota State University and the University of South Dakota and more than four percent of all state support selected instructional method sections for Black Hills State University, Dakota State University and Northern State University. The exception limit is determined annually based on Fall and Spring term offerings.

Selected instructional methods include: Discussion/Recitation; Seminar; Large Ensemble; Laboratory and Alternate Laboratory; Physical Education Activity; and Lecture Courses. Collaborative courses with a selected instructional method code that result from a shared program agreement among Regental institutions shall be excluded. Unselected instructional methods include: ~~Studio/Small Group Instruction/Small Ensemble~~ Studio; Small Group; Small Group Ensemble; Competency-based, Self-paced Study; Clinical Laboratory; Clinical Experience; Independent Study; Design/Research; Private Instruction; Restricted PE Activity; Tracking; Internship/Practicum; Thesis; Thesis/Research Sustaining and Workshop.

SOURCE: BOR April 1992; BOR December 1992; BOR December 1993; BOR August 1995; BOR December 1995; BOR March 1996; BOR August 1996; BOR June 1997; BOR October 1997; BOR June 1998; BOR August 2000; BOR December 2010; BOR October 2011; BOR May 2016; BOR, December 2016.