SUBJECT
Dual Credit In-District Delivery Approvals: Sioux Falls School District

CONTROLLING STATUTE, RULE, OR POLICY
BOR Policy 2:5 – Transfer of Credit
AAC Guideline 7.1 – Dual / Concurrent Credit Administration Guidelines

BACKGROUND / DISCUSSION
The University of South Dakota (USD) is requesting authorization to offer In-District Delivery of High School Dual Credit (HSDC) to Lincoln High School within the Sioux Falls School District.

The Board of Regents discussed partnerships with South Dakota School Districts for the in-district delivery of HSDC at their June 2017 meeting. Following the discussion, the board supported moving forward with the preliminary delivery of coursework during the 2017-18 academic year. The Board further reviewed In-district Delivery models during the August 2017 retreat, and the general consensus was that the HSDC rate could be assessed to students in these districts. However, there was sentiment that when forming partnerships of this nature, the guidelines should provide for the school district to contribute to the student’s portion of the tuition costs. Following this discussion in August 2017, the Board received an update at the October 2017 meeting with new guideline language specific to the management of In-District Delivery.

The current slate of In-District Delivery requests can be found on the Dual Credit In-District Delivery Requests/Approvals webpage.

IMPACT AND RECOMMENDATION
The attached MOU between the Board and Lincoln High School complies with established guidelines for In-District Delivery.

Board office staff recommends approval of the MOU.

ATTACHMENTS
Attachment I – MOU Between SDBOR and Lincoln High School
Attachment II – USD Request: MATH 114 Course at Lincoln High School

DRAFT MOTION 20190626_7-C(3):
I move to approve 1) the MOU between the Board of Regents and the Lincoln High School, and 2) the course request as presented for the 2019-2020 academic year for in-district delivery of High School Dual Credit courses.
MEMORANDUM OF UNDERSTANDING
South Dakota Board of Regents/Lincoln High School
(May 2019)

The purpose of this Memorandum of Understanding (MOU) is to establish guidelines for a collaborative partnership between the South Dakota Board of Regents and the Lincoln High School. Both parties share a goal of developing and promoting a partnership to deliver fully accredited transferable university courses taught by university personnel at designated school district sites.

1. Scope

This agreement identifies the commitments of each party to develop and deliver university courses to the Lincoln High School. The South Dakota Board of Regents designates University of South Dakota as the institution providing instruction under this MOU.

2. Responsibilities

2.1 Authority

2.1.1 All current and applicable regental and university policies, guidelines and procedures apply to all course offerings and enrollment requirements.

2.1.2 University academic departments, faculty and/or personnel will determine the textbooks and course materials required for each course.

2.1.3 Lincoln High School accepts responsibility for providing appropriate facilities, equipment and technology to deliver university courses in a manner that meets university standards.

2.2 Development and coordination of course offerings

2.2.1 Institutional staff will serve as the point of contact for communications between the regental system office and the school district regarding course offerings, instructor assignments and schedule of classes.

2.2.2 Lincoln High School will propose course offerings for each semester, with the Institution determining the final schedule of course offerings in collaboration with the regental system office.

2.3 Scheduling and delivery of courses

2.3.1 The calendar and schedule for courses will align with the university calendar for each semester.

2.3.2 Course schedules must meet university accreditation requirements in regard to total hours of class time for the semester, as outlined in SDBOR Policy 2:32, Definition and Assignment of Credit Hours.

2.3.3 All courses will be taught by university personnel, to be approved by University of South Dakota for each course.
2.4 Enrollment

2.4.1 The University of South Dakota will determine the minimum/maximum enrollment for each course and the number of course sections offered each semester with input from Lincoln High School. However, guidelines and policies established by the Board of Regents require that in-district delivery shall only occur for sections with a minimum of 18 students; Lincoln High School shall be assessed the equivalent full HSDC tuition rate per student below the 18 student minimum.

2.5 Tuition and course materials

2.5.1 Applicable tuition rates will be determined by regental and/or university policy and legislative requirements, with the Lincoln High School responsible for payment of tuition for its students in university courses offered as part of the in-district delivery.

2.5.2 Lincoln High School or its students will be responsible for the purchase of textbooks and materials required for each course, to be determined by the school district.

2.6 Registration and advising

2.6.1 University of South Dakota staff will provide a student orientation session at the start of each semester in coordination with the school district and respective universities.

2.6.2 All students enrolled in University of South Dakota courses will be assigned an advisor to manage all questions, issues and concerns. Students should not rely on school district staff for guidance on any issues involving university courses.

2.6.3 Course registration processes will follow regental system and university requirements and procedures, and University of South Dakota staff will process registrations and assist students as needed.

2.6.4 Instructors for university courses will utilize their university’s internal early alert system to inform Institutional advisors of any academic performance concerns.

2.6.5 University of South Dakota staff will coordinate with the appropriate university entities to provide deficiency reports and final grades to the school district.

Approved by:

________________________________________________________________________
Lincoln High School Date

________________________________________________________________________
South Dakota Board of Regents Date
DATE: May 1, 2019

TO: Jay Perry, Interim System Vice President for Academic Affairs, SDBOR

FROM: Kurt Hackemer, Provost and Vice President for Academic Affairs

SUBJECT: Lincoln High School In-District Course Offerings

University of South Dakota has received a request from the Sioux Falls School District to deliver an in-district course for the 2019-2020 academic year. This requires that a new MOU be created between the Sioux Falls School District and the South Dakota Board of Regents. The MOU agreement is included with this request. The request is to offer MATH 114 during the 2019-2020 academic year. This course is currently a dual-credit offering. We request approval of the attached MOU to offer this course to the Sioux Falls School District during the 2019-2020 academic year.

Thank you for your consideration. If you need further information, please let me know.

ATTACHMENT
MEMORANDUM

TO: Jay Perry, SD BOR Interim Vice President for Academic Affairs

FROM: Carmen M. Simone, University Center Sioux Falls Executive Director

DATE: May 9, 2019

RE: Support for Sioux Falls School District In-District Course Offerings

On Thursday, April 11, 2019, University Center Sioux Falls (UCSF) staff met with representatives from the Sioux Falls School District (SFSD) to discuss potential in-district course offerings for the 2019-2020 academic year. This was the third such meeting held during the spring term with SFSD, and it was the most productive by far. During the conversation, we received a request to provide one section of MATH 114 at Lincoln High School.

The District requested utilization of a former adjunct instructor with whom they are familiar. Because USD is organizing coverage of general education mathematics course sections at UCSF, this request was forwarded to them. USD agreed to provide this section.

UCSF is supportive of the request by USD to provide in-district dual credit coursework at Lincoln High School. Thank you for your consideration. If you need further information, please do not hesitate to contact me at your convenience.