

SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs
Consent

AGENDA ITEM: 5 – F (2)

DATE: May 11, 2021

SUBJECT

New Site: DSU Undergraduate Certificate in Information Technology Management (Online)

CONTROLLING STATUTE, RULE, OR POLICY

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

[BOR Policy 2:12](#) – Distance Education

BACKGROUND / DISCUSSION

Dakota State University (DSU) requests approval to offer the undergraduate certificate in Information Technology Management online. DSU currently has majors in Information Systems so the courses in this certificate are currently on the rotation for online delivery. Moving this certificate to online delivery will provide access to this certificate for existing students and students stepping into the technology profession. As the state and region continues to expand and attract new business, the skills of these graduates are needed within the new and expanding business. This certificate stacks into DSU’s associate and bachelor’s degrees.

IMPACT AND RECOMMENDATION

DSU anticipates 4 graduates from the new site within four years. All credit hours for the program are currently available online. The university requests no new resources.

Board office staff recommends approval to offer the certificate online.

ATTACHMENTS

Attachment I – New Site Request Form: DSU Undergraduate Certificate in Information Technology Management

DRAFT MOTION 20110511_5-F(2):

I move to approve DSU’s new site proposal to offer the undergraduate certificate in Information Technology Management online.



SOUTH DAKOTA BOARD OF REGENTS ACADEMIC AFFAIRS FORMS

New Site Request

Use this form to request authorization to deliver an entire existing degree program (graduate program, undergraduate major or minor, certificate, or specialization) at a new site or by distance delivery (including online delivery). Board of Regents approval is required for a university to offer programs off-campus and through distance delivery. The Board of Regents, Executive Director, and/or their designees may request additional information about the proposal. After the university President approves the proposal, submit a signed copy to the Executive Director through the system Chief Academic Officer. Only post the New Site Request Form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

UNIVERSITY:	DSU
DEGREE(S) AND PROGRAM:	Information Technology Management Certificate
NEW SITE(S): <i>Include address of new physical locations. Delivery methods are defined in AAC Guideline 5.5.</i>	Internet Asynchronous – Term Based Instruction - 015
INTENDED DATE OF IMPLEMENTATION:	Fall 2021
CIP CODE:	110103
UNIVERSITY DEPARTMENT:	College of Business & Info Systems
BANNER DEPARTMENT CODE:	DINF - DCERTU.ITM
UNIVERSITY DIVISION:	DBUS
BANNER DIVISION CODE:	DINF

Please check this box to confirm that:

- The individual preparing this request has read [AAC Guideline 2:11](#), which pertains to new site requests, and that this request meets the requirements outlined in the guidelines.
- This request will not be posted to the university website for review of the Academic Affairs Committee until it is approved by the Executive Director and Chief Academic Officer.

University Approval

To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.

J. M. Gustaf

President of the University

1/8/2021

Date

Note: In the responses below, references to external sources, including data sources, should be documented with a footnote (including web addresses where applicable).

1. What is the need for offering the program at the new physical site or through distance delivery?

Dakota State University requests authorization to deliver the Information Technology Management Certificate via online delivery. DSU currently has majors in Information Systems so the courses in this certificate are currently on the rotation for online delivery. Moving this certificate to online delivery will provide access to this certificate for existing students and students stepping into the technology profession. As the state and region continues to expand and attract new business, the skills of these graduates are needed within the new and expanding business. This certificate will ‘stack’ into DSU’s associate and bachelor’s degrees.

2. Are any other Regental universities authorized to offer a similar program at the proposed site(s) or through distance delivery? If “yes,” identify the institutions and programs and explain why authorization is requested.

No other university in the system offer this certificate online.

3. Are students enrolling in the program expected to be new to the university or redirected from other existing programs at the university? Complete the table below and explain the methodology used in developing the estimates (replace “XX” in the table with the appropriate year).

DSU has had this certificate since 2001 and enrollment numbers are consistently around 1-5 students. Some of those students that have completed this certificate are distance students, however, we would like to promote this certificate as being online. Also develop articulation agreements as a feeder program into our associate and bachelor’s degree programs. We anticipate increasing enrollments once this request is approved.

	Fiscal Years*			
	1 st	2 nd	3 rd	4 th
<i>Estimates</i>	FY 22	FY 23	FY 24	FY 25
Students new to the university	3	4	4	4
Students from other university programs	0	0	0	0
=Total students in the program at the site	3	7	8	8
Program credit hours (major courses)**	18	42	48	48
Graduates		3	4	4

*Do not include current fiscal year.

**This is the total number of credit hours generated by students in the program in the required or elective program courses. Use the same numbers in Appendix B – Budget.

4. What is the perceived impact of this request on existing programs in the Regental system?

The courses in this certificate have been offered online for quite some time. We don’t anticipate any significant impact on the other majors within the system.

5. Complete the table and explain any special circumstances. Attach a copy of the program as it appears in the current catalog. If there are corresponding program modifications requested, please attach the associated form. Explain the delivery of the new courses and attach any associated new course request forms.

Information Technology Management Certificate	Credit hours	Credit hours	Credit hours	Credit hours	Credit hours
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		currently available from this university at this site	currently available from other universities available at this site	currently available via distance	new to this university
System General Education Requirements					
<i>Subtotal, Degree Requirements</i>					
Required Support Courses	12	12	6	12	0
Major Requirements	12				
Major Electives or Minor					
<i>Subtotal, Requirements of the Proposed Major</i>					
Free Electives					
<i>Total, Degree with Proposed Major</i>					

*If the major will be available in more than one degree (e.g., BA, BS, BS Ed) at the new site(s) and the number or distribution of credits will vary with the degree, provide a separate table for each degree.

6. How will the university provide student services comparable to those available for students on the main campus?

Student support services are available through the existing services provided to all online students and are available from DSU.

7. Is this program accredited by a specialized accrediting body? If so, address any program accreditation issues and costs related to offering the program at the new site(s).

No.

8. Does the university request any exceptions to Board policy for delivery at the new site(s)? Explain requests for exceptions to Board policy.

No.

9. Cost, Budget, and Resources related to new courses at the site: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, time redirected from other assignments, instructional technology & software, other operations and maintenance, facilities, etc., needed to implement the proposed minor. Complete Appendix B – Budget using the system form.

No additional costs are expected as all courses in the certificate are scheduled to be taught online.

Prefix	Number	Course Title	Credit hours	Online
CIS	130	Visual Basic Programming OR	3	F, SP, SU
CIS	123	Problem Solving & Programming OR		
CSC	150	Computer Science I		
CIS	325	Management Info. Systems	3	F, SP, SU
CIS	484	Database Management Systems	3	F, SP
CSC	163	Hardware, Virtualization & Data Communication	3	F, SP