

**SOUTH DAKOTA BOARD OF REGENTS**

**Academic and Student Affairs**  
**Consent**

**AGENDA ITEM: 8 – C (3)**  
**DATE: June 22-23, 2022**

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**SUBJECT**

**New Program Request – DSU – Minor in Digital Accounting**

**CONTROLLING STATUTE, RULE, OR POLICY**

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

**BACKGROUND / DISCUSSION**

Dakota State University (DSU) requests authorization to offer a minor in Digital Accounting. The proposed minor would provide students an opportunity to expand their degree credentials in digital accounting. The minor contains additional technology to meet the changing needs of the accounting industry. The minor would complement non-accounting business degrees, as well as non-business degrees, as accounting knowledge is helpful across industries.

**IMPACT AND RECOMMENDATION**

DSU plans to offer the minor in Digital Accounting on campus and online. DSU does not request new state resources, and no new courses will be required. DSU estimates 9 students enrolled and 4 graduates by the fourth year of the program.

Board office staff recommends approval.

**ATTACHMENTS**

Attachment I – New Program Request Form: DSU – Minor in Digital Accounting

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**DRAFT MOTION 2022-0622\_8-C(3):**

I move to authorize DSU to offer a minor in Digital Accounting, as presented.



**SOUTH DAKOTA BOARD OF REGENTS  
ACADEMIC AFFAIRS FORMS**

**New Baccalaureate Degree Minor**

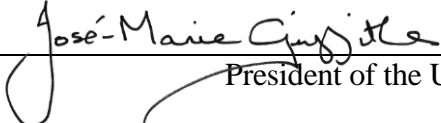
<b>UNIVERSITY:</b>	DSU
<b>TITLE OF PROPOSED MINOR:</b>	Digital Accounting
<b>DEGREE(S) IN WHICH MINOR MAY BE EARNED:</b>	Bachelor's degrees, excluding accounting
<b>EXISTING RELATED MAJORS OR MINORS:</b>	BBA in Business, Accounting Specialization and BS in Professional Accountancy
<b>INTENDED DATE OF IMPLEMENTATION:</b>	Fall 2022
<b>PROPOSED CIP CODE:</b>	52.0302
<b>UNIVERSITY DEPARTMENT:</b>	Business
<b>BANNER DEPARTMENT CODE:</b>	DBUS
<b>UNIVERSITY DIVISION:</b>	College of BIS
<b>BANNER DIVISION CODE:</b>	DCBIS

**Please check this box to confirm that:**

- The individual preparing this request has read [AAC Guideline 2.8](#), which pertains to new baccalaureate degree minor 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.*


4/7/2022  
 \_\_\_\_\_  
 President of the University 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. Do you have a major in this field (place an "X" in the appropriate box)?  Yes  No

- 2. If you do not have a major in this field, explain how the proposed minor relates to your university mission and strategic plan, and to the current Board of Regents Strategic Plan 2014-2020.**

*Links to the applicable State statute, Board Policy, and the Board of Regents Strategic Plan are listed below for each campus.*

DSU: [SDCL § 13-59](#) [BOR Policy 1:10:5 Board of Regents Strategic Plan 2014-2020](#)

Dakota State University currently offers a Bachelor of Business Administration with a specialization in Accounting and a Bachelor of Science in Professional Accountancy.

- 3. What is the nature/purpose of the proposed minor? Please include a brief (1-2 sentence) description of the academic field in this program.**

This minor would provide students an opportunity to expand their degree credentials in digital accounting. This degree contains additional technology to meet the changing needs of the accounting industry. The minor would complement non-accounting business bachelor's degrees and non-business bachelor's degrees, alike. Students with a minor in digital accounting would carry a foundation of accounting and technology acumen into their professions. This acumen would help them make better financial decisions, regardless of the industry.

- 4. How will the proposed minor benefit students?**

This minor would provide students an opportunity to expand their degree credentials with this digital accounting minor. This degree contains additional courses in accounting-related technology, including spreadsheet and automated accounting software. These courses are common to accountants and bookkeepers and designed to meet the changing needs of the accounting industry. The minor would complement non-accounting business bachelor's degrees and non-business bachelor's degrees, alike. Students with a minor in digital accounting would carry a foundation of accounting acumen with them into their professions. This acumen would help them make better financial decisions, regardless of the industry.

This minor is stackable into existing degrees Bachelor of Business Administration degrees and the proposed Associate of Science degree in Digital Accounting. Students seeking a BBA in Business, Accounting specialization or BS in Professional Accountancy will not be allowed to add the Digital Accounting minor.

- 5. Describe the workforce demand for graduates in related fields, including national demand and demand within South Dakota. Provide data and examples; data sources may include but are not limited to the South Dakota Department of Labor, the US Bureau of Labor Statistics, Regental system dashboards, etc. Please cite any sources in a footnote.**

According to the [BLS.gov](#) and the [Occupational Outlook](#) Accountants and Auditors expect 135,000 openings in 2020-2030 with a median income of \$73,560, with a growing rate of 7% which is above average in this area.

- 6. Provide estimated enrollments and completions in the table below and explain the methodology used in developing the estimates (replace "XX" in the table with the appropriate year).**

Based on a Spring 2022 enrollment report, there were 235 undergraduate students in the College of Business. Using an estimate of percentage of the SP2022 enrollment, we estimated the following enrollments:

<i>Estimates</i>	<b>Fiscal Years*</b>			
	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>
	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	<b>FY 26</b>
<b>Students enrolled in the minor (fall)</b>	<b>2</b>	<b>4</b>	<b>7</b>	<b>9</b>
<b>Completions by graduates</b>		<b>2</b>	<b>3</b>	<b>4</b>

\*Do not include current fiscal year.

**7. What is the rationale for the curriculum? Demonstrate/provide evidence that the curriculum is consistent with current national standards.**

DSU's business degrees are accredited by ACBSP and those standards for the content were used to develop the minor. The increasing use of software and technology in the accounting industry require students to have digital skills in spreadsheets and automated accounting systems. This digital accounting minor incorporates accounting courses and specific technology, such as spreadsheets and automated accounting systems. The minor is designed to prepare a student to enter the accounting and/or bookkeeping career with fundamental accounting skills and knowledge.

**8. Complete the tables below. Explain any exceptions to Board policy requested.**

*Minors by design are limited in the number of credit hours required for completion. Minors typically consist of eighteen (18) credit hours, including prerequisite courses. In addition, minors typically involve existing courses.*

**A. Distribution of Credit Hours**

<b>Digital Accounting minor</b>	<b>Credit Hours</b>	<b>Percent</b>
Requirements in minor	9	50%
Electives in minor	9	50%
<b>Total</b>	<b>18</b>	

**B. Required Courses in the Minor**

<b>Prefix</b>	<b>Number</b>	<b>Course Title</b> <i>(add or delete rows as needed)</i>	<b>Prerequisites for Course</b>	<b>Credit Hours</b>	<b>New (yes, no)</b>
ACCT	210	Principles of Accounting I		3	No
ACCT	211	Principles of Accounting II	ACCT 210	3	No
CIS	207	Advanced Applications: Spreadsheets	CSC 105*	1	No
CIS	210	QuickBooks I		1	No
CIS	211	QuickBooks II	CIS 210	1	No
<b>Subtotal</b>				<b>9</b>	

\*CSC 105 is required of all DSU's students.

**9. Elective Courses in the Minor: List courses available as electives in the program. Indicate any proposed new courses added specifically for the minor.**

Prefix	Number	Course Title <i>(add or delete rows as needed)</i>	Prerequisites for Course <i>Include credits for prerequisites in subtotal below.</i>	Credit Hours	New (yes, no)
ACCT	305	Analysis of Financial Statements	ACCT 211	3	No
ACCT	310	Intermediate Accounting I	ACCT 211	3	No
ACCT	311	Intermediate Accounting II	ACCT 310	3	No
ACCT	320	Cost Accounting	ACCT 211	3	No
ACCT	360	Accounting Systems	ACCT 211	3	No
ACCT	430	Income Tax Accounting	ACCT 211	3	No
ACCT	452	Fraud and Forensic Accounting	ACCT 211	3	No
ACCT	470	Non-Profit Accounting	ACCT 211	3	No
ACCT	480	Advanced Accounting	ACCT 311	3	No
BADM	310	Business Finance	ACCT 211	3	No
Subtotal				9	

- A. What are the learning outcomes expected for all students who complete the minor? How will students achieve these outcomes?** *Complete the table below to list specific learning outcomes—knowledge and competencies—for courses in the proposed program in each row. Label each column heading with a course prefix and number. Indicate required courses with an asterisk (\*). Indicate with an X in the corresponding table cell for any student outcomes that will be met by the courses included. All students should acquire the program knowledge and competencies regardless of the electives selected. Modify the table as necessary to provide the requested information for the proposed program.*

Individual Student Outcome <i>(Same as in the text of the proposal)</i>	ACCT 210*	ACCT 211*	ACCT elective	CIS 207*	CIS 210*	CIS 211*
Produce four financial statements: Income Statement, Balance Sheet, Statement of Cash Flows, and Statement of Owner's Equity.	x	x	x			
Record, process, and create financial reports.		x	x			
Use QuickBooks to track spending, revenues, cost of merchandise sold, and payroll data.					x	x
Use spreadsheets to analyze data from sources such as QuickBooks or other sources.				x	x	x
Perform basic accounting skills to plan, control, and make decisions using financial data.		x	x			
Use technology to record, process, and report financial data.						x

**10. What instructional approaches and technologies will instructors use to teach courses in the minor?** *This refers to the instructional technologies and approaches used to teach courses and NOT the technology applications and approaches expected of students.*

The in-person and online instructional approaches and technologies currently utilized for the existing courses would continue to be used. The technology specific to this program includes spreadsheets and an automatic accounting system. The current automated accounting software is Intuit's QuickBooks. No new approaches or technologies are necessary.

**11. Delivery Location**

*Note: The accreditation requirements of the Higher Learning Commission (HLC) require Board approval for a university to offer programs off-campus and through distance delivery.*

**A. Complete the following charts to indicate if the university seeks authorization to deliver the entire program on campus, at any off campus location (e.g., USD Community Center for Sioux Falls, Black Hills State University-Rapid City, Capital City Campus, etc.) or deliver the entire program through distance technology (e.g., as an online program)?**

	Yes/No	Intended Start Date
<b>On campus</b>	Yes	Fall 2022

	Yes/No	If Yes, list location(s)	Intended Start Date
<b>Off campus</b>	No		Choose an item. Choose an item.

	Yes/No	If Yes, identify delivery methods <i>Delivery methods are defined in <a href="#">AAC Guideline 5.5.</a></i>	Intended Start Date
<b>Distance Delivery (online/other distance delivery methods)</b>	Yes		Fall 2022
<b>Does another BOR institution already have authorization to offer the program online?</b>	No	<b>If yes, identify institutions:</b>	

**B. Complete the following chart to indicate if the university seeks authorization to deliver more than 50% but less than 100% of the minor through distance learning (e.g., as an online program)? This question responds to HLC definitions for distance delivery.**

	Yes/No	If Yes, identify delivery methods	Intended Start Date
<b>Distance Delivery (online/other distance delivery methods)</b>	No		Choose an item. Choose an item.

**12. Does the University request any exceptions to any Board policy for this minor? Explain any requests for exceptions to Board Policy. If not requesting any exceptions, enter "None."**

No.

**13. Cost, Budget, and Resources: 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. Address off-campus or distance delivery separately.**

The College of Business and Information Systems will use existing faculty so no additional budget is sought. The additional students anticipated in this minor can be accommodated with no additional sections being planned.

**14. New Course Approval: New courses required to implement the new minor may receive approval in conjunction with program approval or receive approval separately. Please check the appropriate statement (place an “X” in the appropriate box).**

- YES,  
*the university is seeking approval of new courses related to the proposed program in conjunction with program approval. All New Course Request forms are included as Appendix C and match those described in section 7.*
- NO,  
*the university is not seeking approval of all new courses related to the proposed program in conjunction with program approval; the institution will submit new course approval requests separately or at a later date in accordance with Academic Affairs Guidelines.*

**15. Additional Information:** *Additional information is optional. Use this space to provide pertinent information not requested above. Limit the number and length of additional attachments. Identify all attachments with capital letters. Letters of support are not necessary and are rarely included with Board materials. The University may include responses to questions from the Board or the Executive Director as appendices to the original proposal where applicable. Delete this item if not used.*

This minor provides additional accounting and financial education to students seeking to supplement their bachelor’s degree. Existing or new students with an interest in accounting, but not a desire for the full bachelor’s degree in accounting, would use the knowledge from this credential to enhance any bachelor’s degree and their technology skills in accounting.