

**SOUTH DAKOTA BOARD OF REGENTS**

**Committee on Academic and Student Affairs**

**AGENDA ITEM: II - A**

**DATE: October 14-15, 2009**

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**SUBJECT: Memorandum of Understanding – South Dakota State University**

South Dakota State University requests approval for a memorandum of agreement between SDSU and Konkuk University, Seoul, Korea. (Attachment I) The agreement facilitates exchange of students and faculty and provides for collaboration of research programs.

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**RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR**

Approve the memorandum of agreement between SDSU and Konkuk University, Seoul, Korea.

**MEMORANDUM OF UNDERSTANDING****Between****SOUTH DAKOTA STATE UNIVERSITY  
BROOKINGS, SOUTH DAKOTA, USA****And****KONKUK UNIVERSITY  
SEOUL, KOREA**

**WHEREAS**, Konkuk University and South Dakota State University wish to broaden their teaching and research programs through promoting interaction of their faculty, staff and students with those of institutions of excellence in other countries;

**WHEREAS**, Konkuk University wishes to expand its partnerships with institutions in the United States that have strong agricultural and engineering programs;

**NOW THEREFORE**, Konkuk University and South Dakota State University agree to enter into this Memorandum of Understanding (hereafter referred to as 'MoU') to facilitate programs of interchange between faculty members, administrators, and students of their respective institutions.

**ARTICLE I: PRINCIPAL COLLABORATIVE ACTIVITIES**

The principal activities to be supported under this Memorandum of Understanding will include, but not be limited to:

- Identification and conduct of collaborative research programs;
- Identification and conduct of teaching programs involving faculty and students of both institutions;
- Exchange of undergraduate and graduate students;
- Fee-paying study abroad students;
- Exchange of teaching and research faculty; and
- Exchange of research publications and other bibliographic references.

Activity under this agreement will include, wherever feasible, all units of both South Dakota State University and Konkuk University.

Exchanges of faculty members and students will generally be of short duration (two to three weeks), but longer exchanges may be possible. Sub-agreements will be written to define exact details for each exchange program.

#### **ARTICLE II: FUNDING**

Both parties agree to seek funding, jointly and separately, from home institutions and third parties to support program activities. Neither Konkuk University nor South Dakota State University, however, is committed to providing its own resources in support of program activities. Either party may decide to do so for specific program activities that are defined under the MoU.

#### **ARTICLE III: DURATION**

The MoU shall remain in effect for a period of three (3) years from the date of final approval, with the option to renew it subject to the approval of both parties.

#### **ARTICLE IV: EXCHANGES OF PERSONNEL**

The exchanges of faculty, staff, and students provided in the terms of the program of operation will be carried out in due respect to the regulations in force concerning the authorization of absences, commissions, reassignments or sabbatical year. During the exchange periods, the visitors will be subject to the laws and regulations of the state, host country and institution.

#### **ARTICLE V: TERMINATION**

Either party may terminate the MoU prior to the end of the three-year period. Termination will be initiated by one party informing the other of its intent to terminate the MoU a minimum of 90 days prior to the proposed termination date.

#### **ARTICLE VI: FUNDING OUT**

Since the term of the MoU extends beyond the current fiscal year, it is made contingent upon the Legislature of South Dakota making the necessary appropriations for the expenditures hereunder after such current fiscal year shall have expired. Konkuk University acknowledges that legislative action may require the curtailment of some or all of the South Dakota State University educational programs, and the Konkuk University acknowledges further that South Dakota State University is obligated to respond to such legislative action and may determine that it is necessary in the public interest to curtail exchange

programs. Termination of an exchange program in response to a failure of appropriations shall not be deemed a breach of this agreement.

**ARTICLE VII: COORDINATION**

The following individuals at each institution will coordinate the MoU. In the event that either individual should retire or otherwise leave his/her administrative post, that person's successor will be designated as the Coordinator of the MoU.

**FOR SOUTH DAKOTA STATE UNIVERSITY**

**FOR KONKUK UNIVERSITY**

Dr. Karl Schmidt  
Director, Office of International Affairs  
Professor of History

Prof.

**IN WITNESS WHEREOF**, the parties hereto have offered their signatures:

President  
South Dakota State University

President  
Konkuk University

Signature: \_\_\_\_\_  
David L. Chicoine

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Addendum I to the MoU between  
South Dakota State University  
and Konkuk University**

South Dakota State University and Konkuk University shall cooperate on a unilateral, undergraduate study abroad student program under the following guidelines:

**I. One-way fee-paying student program**

- 1) SDSU will accept a prescribed number of fee-paying Konkuk University (KU) undergraduate students on a unilateral basis and will enroll them as full-time, non-degree study abroad students for a maximum of two regular semesters of the academic year.
- 2) The number of students accepted by SDSU each year will be determined by mutual agreement between SDSU and KU.
- 3) KU students may enroll in any courses at SDSU, subject to course pre-requisites/co-requisites and/or restricted- or limited-access programs.
- 4) KU students must meet SDSU's minimum entrance requirements for GPA and 'good-standing'.
- 5) No TOEFL examination will be required of non-degree seeking study abroad students from KU.
- 6) In addition to tuition at the prescribed international student rate, KU students will pay to SDSU all applicable fees, including, but not limited to, course fees, special discipline fees, a one-time international student fee, South Dakota Board of Regents (SDBOR)-mandated international student health insurance, and appropriate room and board fees.
- 7) KU students will be responsible for all incidentals to their study here, including, but not limited to, transportation and purchase of textbooks.
- 8) SDSU will provide, at rates set by the SDBOR, housing for KU students on-campus, subject to space availability.
- 9) KU students wishing to stay at SDSU beyond the prescribed period of study may do so, but will need to apply as degree-seeking students and meet all SDSU entrance requirements.

**SOUTH DAKOTA BOARD OF REGENTS**

**Committee on Academic and Student Affairs**

**AGENDA ITEM: II - B**

**DATE: October 14-15, 2009**

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**SUBJECT: Resolution of Recognition**

South Dakota State University requests to recognize Fred Harris, Building Maintenance Supervisor for 17 years for outstanding and dedicated service to South Dakota's system of public higher education. (Attachment I)

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**RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR**

Recognize Fred Harris for 17 years of dedicated service to SDSU and the public higher education system of South Dakota.

**Special Resolution**

**WHEREAS**, Fred Harris, Building Maintenance Supervisor, South Dakota State University, will retire from active service on January 10, 2010, and

**WHEREAS**, Fred has capably served higher education in the State of South Dakota for 17 years, coming to South Dakota State University as a Carpenter on November 23, 1992, and

**WHEREAS**, the Board of Regents of the public institutions of higher education in South Dakota wish to recognize and express appreciation and thanks to Fred for his 17 years of dedicated service to South Dakota’s system of public higher education.

**THEREFORE, BE IT RESOLVED THAT**, Fred be accorded special recognition for his outstanding service, and it is ordered that this resolution be spread on the minutes of the Board of Regents and that a copy be forwarded to Fred Harris.

Adopted this 15th day of October, 2009.

**SOUTH DAKOTA BOARD OF REGENTS**

\_\_\_\_\_  
Terry D. Baloun, President

\_\_\_\_\_  
Kathryn O. Johnson, Vice President

\_\_\_\_\_  
James O. Hansen, Secretary

**ATTEST:**

\_\_\_\_\_  
David L. Chicoine  
President  
South Dakota State University

**Special Resolution Number** \_\_\_\_\_

**SOUTH DAKOTA BOARD OF REGENTS**

**Committee on Academic and Student Affairs**

**AGENDA ITEM: II - C**

**DATE: October 14-15, 2009**

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**SUBJECT: Contracted Services Agreement Amendment – BOR and Brandon Valley School District**

As officials from the Brandon Valley School District began to finalize preparations to open the Auditory Oral program, it became apparent that the transition would be facilitated by allowing Brandon Valley to make use of curricular materials and instructional technology owned by SDSD and previously used by it to deliver the program. The advantages of such an approach had been overlooked with the original May 22, 2009 Contracted Services Agreement that had been negotiated and approved.

The parties reached a preliminary agreement to amend the May 22, 2009, Contracted Services Agreement, and the materials and equipment were tendered to Brandon Valley for use in performing the agreement. The agreement specified that if the Contracted Services Agreement should terminate for any reason, Brandon Valley would be obligated to offer to transfer to SDSD any equipment or furnishings acquired with funds provided pursuant to this agreement. Brandon Valley agreed to cover the cost of maintaining or repairing the materials and equipment while they are in its possession.

The General Counsel drew up the attached amendment to the Contracted Services Agreement, and SDSD staff assembled an inventory of materials and equipment that have been transferred to Brandon Valley for use in the Auditory/Oral program. The Brandon Valley School Board has already approved the agreement.

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**RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR**

Approve the amendment to the contracted services agreement among the South Dakota Board of Regents, South Dakota School for the Deaf and Brandon Valley School District.



FIRST AMENDMENT TO THE CONTRACTED SERVICES AGREEMENT AMONG THE SOUTH DAKOTA BOARD OF REGENTS, THE SOUTH DAKOTA SCHOOL FOR THE DEAF AND BRANDON VALLEY SCHOOL DISTRICT 49-2 TO PROVIDE FOR THE DELIVERY OF AN EDUCATIONAL PROGRAM FOR HEARING IMPAIRED CHILDREN IN PRE-KINDERGARTEN THROUGH FIFTH GRADE USING AUDITORY-ORAL PEDAGOGICAL METHODS

This First Amendment to the May \_\_, 2009 Contracted Services Agreement was made and executed this \_\_\_ day of August, 2009, among the South Dakota Board of Regents, hereafter "the Board," the South Dakota School for the Deaf, hereafter "SDSD," and the Brandon Valley School District 49-2, hereafter "Brandon Valley."

WHEREAS, the parties have determined that the success of the auditory-oral program will be enhanced by permitting Brandon Valley to make use of curricular materials and instructional technology owned by SDSD and previously used by it to deliver the program; and

WHEREAS, these materials and equipment are not needed at SDSD for the delivery of the programs that operate there; and

WHEREAS, providing such materials and equipment to Brandon Valley for use in delivering the program is the most efficient use of existing SDSD funds and resources;

NOW THEREFORE, in order to achieve the purposes and objectives outlined above, the Board, SDSD and Brandon agree to amend their Contracted Services Agreement as follows:

1. SDSD shall make available to Brandon Valley the curricular materials and instructional support equipment identified on Exhibit I, attached hereto and incorporated herein. SDSD acquired and used the materials and equipment to deliver the Auditory/Oral Program and they appear on its property inventory.
2. Brandon Valley shall make use of the materials and equipment solely for the purpose of delivering the Auditory/Oral Program.
3. If the Contracted Services Agreement should terminate for any reason, Brandon Valley shall return to SDSD all materials and equipment received pursuant to this amendment in substantially the same condition as they were received, reasonable wear and tear excepted.


- 4. Brandon Valley shall be responsible for routine maintenance and repair of the materials and equipment while they are in its possession. It shall care for the materials and equipment with the same degree of care that it employs in caring for its own materials and equipment.
- 5. In the event that Brandon Valley determines that materials or equipment should be replaced, Brandon Valley and SDSD shall cooperate in arranging for the replacement of the materials or equipment in a manner that is consistent with the requirements of SDCL chapters 5-24 and 5-24A.


The Board, SDSD and Brandon Valley hereby confirm their agreement of the foregoing terms and conditions through the signatures of their duly authorized representatives affixed below:

Approved:

\_\_\_\_\_  
Terry Baloun  
President, Board of Regents

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Terry Gregersen  
Superintendent, South Dakota School for the Deaf

  
\_\_\_\_\_  
Jean Bender  
President, Brandon Valley School District 49-2

This form must be filled out by the Agency Property Management Officer and submitted via email to BOA-SURPLUS PROPERTY prior to any action taken by SD Property Management.

STATE OF SOUTH DAKOTA

(12/2007) **Miscellaneous Surplus Form (NON FIXED ASSETS)\*\*\***

PAGE NO. 1

AGENCY: SDSD to Brandon Valley School District

DATE: 9/9/2009

LOCATION: \_\_\_\_\_

PHONE: \_\_\_\_\_

PERSON REQUESTING: \_\_\_\_\_

The contents of this form has been reviewed by the Property Manager of this agency and that the facts contained herein are correct.

SD Property Management  
1320 E Sioux Ave, Pierre, SD 57501  
605.773.4935 Office 605.773.3837 Fax

Agency Property Management Officer

**SURPLUS PICK-UP INSTRUCTIONS:** (Be specific where items are located; if ITEM is not listed it WILL NOT be picked up.)

- \* If possible, include all of your agency's surplus items on **one WEEKLY request.** (more than one page may be necessary)
- \* Email request to: **BOA-Surplus Property** from the Global List.
- \* Buildings & Grounds personnel pickup in town surplus items routinely on Tuesday of each week. *(There may be exceptions due to holidays or special events)*
- \* Email your request by **Friday 5pm** to be included in the following week's pickup schedule.

DESCRIPTION	QTY	REASON DECLARED SURPLUS (works, needs repair, not repairable, etc)	SERIAL NO.	EQUIPMENT NUMBER	LOCATION Building & Room- BE SPECIFIC	Estimated Value \$
Laptop	1		1239		Transfer from SDSD to BV	
Laptop	1		1234		Transfer from SDSD to BV	
Laptop	1		1245		Transfer from SDSD to BV	
Laptop	1		1632		Transfer from SDSD to BV	
Laptop	1		1240		Transfer from SDSD to BV	
LCD Projector	1		1139		Transfer from SDSD to BV	
LCD Projector	1		1382		Transfer from SDSD to BV	
LCD Projector	1		1292		Transfer from SDSD to BV	
LCD Projector	1		1252		Transfer from SDSD to BV	
LCD Projector	1		1235		Transfer from SDSD to BV	
Interwrite Boards	1		1258		Transfer from SDSD to BV	
Interwrite Boards	1		1130		Transfer from SDSD to BV	
Interwrite Boards	1		1244		Transfer from SDSD to BV	
Interwrite Boards	1		1241		Transfer from SDSD to BV	
Interwrite Boards	1		1253		Transfer from SDSD to BV	
Desktop	1		1265		Transfer from SDSD to BV	
Desktop	1		1164		Transfer from SDSD to BV	

Desktop	1			1177		Transfer from SDSD to BV
Desktop	1			1209		Transfer from SDSD to BV
Desktop	1			1217		Transfer from SDSD to BV
Desktop	1			1637		Transfer from SDSD to BV
Monitor	1			1362		Transfer from SDSD to BV
Monitor	1			1615		Transfer from SDSD to BV
Monitor	1			1627		Transfer from SDSD to BV
Monitor	1			1633		Transfer from SDSD to BV
Monitor	1			1660		Transfer from SDSD to BV
Monitor	1			1342		Transfer from SDSD to BV
Assorted Wooden Chairs	15					Transfer from SDSD to BV
Rigby Reading	3			763566349		Transfer from SDSD to BV
Rigby Reading	3			763566314		Transfer from SDSD to BV
Rigby Reading	3			763566330		Transfer from SDSD to BV
Rigby Reading	3			763566306		Transfer from SDSD to BV
Rigby Reading	2			763560944		Transfer from SDSD to BV
Rigby Reading	3			763566322		Transfer from SDSD to BV
Rigby Reading	3			763560936		Transfer from SDSD to BV
Rigby Reading	3			763560928		Transfer from SDSD to BV
Rigby Reading	2			763566357		Transfer from SDSD to BV
Rigby Reading	2			763566365		Transfer from SDSD to BV
Rigby Reading	2			763566381		Transfer from SDSD to BV
Rigby Reading	2			763560979		Transfer from SDSD to BV
Rigby Reading	2			763560952		Transfer from SDSD to BV
Rigby Reading	3			763560960		Transfer from SDSD to BV
Rigby Reading	3			763566373		Transfer from SDSD to BV
Rigby Reading	4			763566411		Transfer from SDSD to BV
Rigby Reading	2			763561002		Transfer from SDSD to BV
Rigby Reading	2			763566403		Transfer from SDSD to BV
Rigby Reading	3			76356639x		Transfer from SDSD to BV
Rigby Reading	1			76356642x		Transfer from SDSD to BV
Rigby Reading	1			763560995		Transfer from SDSD to BV
Rigby Reading	3			763566438		Transfer from SDSD to BV
Rigby Reading	3			763561010		Transfer from SDSD to BV
Rigby Reading	2			763561037		Transfer from SDSD to BV
Rigby Reading	2			763566470		Transfer from SDSD to BV

Rigby Reading	1	Who Will Marry Maisie? Grade 1	763571709	Transfer from SDSD to BV
Rigby Reading	2	Eggs Grade 1	763561045	Transfer from SDSD to BV
Rigby Reading	2	The Dinosaur Hunt Grade 1	763566454	Transfer from SDSD to BV
Rigby Reading	2	One Smart Chick Grade 1	763566462	Transfer from SDSD to BV
Rigby Reading	2	Rainbows Grade 1	763561029	Transfer from SDSD to BV
Rigby Reading	3	The Fantastic Pumpkin Grade 1	763566446	Transfer from SDSD to BV
Rigby Reading	2	Party Time Grade 1	763561053	Transfer from SDSD to BV
Houghton Mifflin Math	4	Kindergarten TE Vol. 1	618591095	Transfer from SDSD to BV
Houghton Mifflin Math	4	Kindergarten TE Vol. 2	618591109	Transfer from SDSD to BV
Houghton Mifflin Math	1	Kindergarten Writ-On, Wipe Off	618686851	Transfer from SDSD to BV
Houghton Mifflin Math	1	Frist Grade Write-On, Wipe Off	61868686x	Transfer from SDSD to BV
Houghton Mifflin Math	1	Grade 1 Overhead Manipulative Kit	618378944	Transfer from SDSD to BV
Houghton Mifflin Math	6	Grade 1 TE Vol. 1	618591114	Transfer from SDSD to BV
Houghton Mifflin Math	6	Grade 2 TE Vol. 2	618591125	Transfer from SDSD to BV
Houghton Mifflin Math	1	Grade 2 Overhead Manipulative Kit	618378952	Transfer from SDSD to BV
Houghton Mifflin Math	1	Grade 2 Write-On, Wipe-Off	618686887	Transfer from SDSD to BV
Houghton Mifflin Math	5	Grade 2 TE Vol. 1	618591141	Transfer from SDSD to BV
Houghton Mifflin Math	6	Grade 2 TE Vol. 2	618591133	Transfer from SDSD to BV
Houghton Mifflin Math	1	Grade 3 Overhead Manipulative Kit	618378960	Transfer from SDSD to BV
Houghton Mifflin Math	1	Grade 3 Write-On, Wipe-Off	618686886	Transfer from SDSD to BV
Houghton Mifflin Math	6	Grade 3 TE Vol. 1	61859115x	Transfer from SDSD to BV
Houghton Mifflin Math	6	Grade 3 TE Vol. 2	618591168	Transfer from SDSD to BV
Houghton Mifflin Math	1	Grade 4 Overhead Manipulative Kit	618378979	Transfer from SDSD to BV
Houghton Mifflin Math	4	Grade 4 TE Vol. 1	618591184	Transfer from SDSD to BV
Houghton Mifflin Math	4	Grade 4 TE Vol. 2	618591176	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Big Book, I Like to Hop	328040827	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Big Book, I am Bug	328040843	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Big Book, Get the Tent	328040835	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Big Book, Big Monkey, Little Monkey	328040819	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Big Book, I See Blue, Red, Yellow	328040797	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Big Book, Can Pig Nap?	32040800	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Phonic Manipulative Kit	328040479	Transfer from SDSD to BV
Scott Foresman Reading	2	Grade 1 Phonics Manipulative Kit	67362329	Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Phonic System Audio tapes	328025216	Transfer from SDSD to BV
Scott Foresman Reading	2	Kindergarten Big Book Kit		Transfer from SDSD to BV
Scott Foresman Reading	1	Kindergarten Oral Lang. Flip chart	328022144	Transfer from SDSD to BV

Scott Foresman Reading	1	Kindergarten Phonics song Flip Chart	328022136	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book One Duck Stuck	673610888	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book In the Snow: Who's Here	6736108553	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book I had a Hippopotamus	673610861	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book The Little Mouse, the red	673610896	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book Fish Faces	67361987x	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book Feathers for Lunch	673610845	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book How Teddy Bears are Made	67361090x	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book Fireflies for Nathan	673610918	Transfer from SDSD to BV
Scott Foresman Reading	1	Grade 1 Big Book A Mouse tol his Mother	673610934	Transfer from SDSD to BV
Scott Foresman Math	2	Math Manipulative Kits (old)		Transfer from SDSD to BV
Scott Foresman Math	2	Everyday Math		Transfer from SDSD to BV
Judy Instruction	3	Judy Manipulative Clocks		Transfer from SDSD to BV
Judy Instruction	6	Variety of Play Doo		Transfer from SDSD to BV
Judy Instruction	12	Journal Books		Transfer from SDSD to BV

\*\*\*COMPUTERS require a separate request form. Must be delivered to IS Repair Center, 701 E Sioux Ave, Pierre, SD 57501

**SOUTH DAKOTA BOARD OF REGENTS**

**Committee on Academic and Student Affairs**

**AGENDA ITEM: II - D**

**DATE: October 14-15, 2009**

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**SUBJECT: New Certificate Program – BHSU**

Black Hills State University has submitted a request to establish a Professional Writing Certificate program. This program requires 12 credit hours and would be offered beginning in Fall 2009.

The Academic Affairs Council and Council of Presidents and Superintendents have reviewed the proposal and the Executive Director recommends approval.


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**RECOMMENDED ACTION OF THE EXECUTIVE DIRECTOR**

Approve BHSU's request to create a Professional Writing Certificate program.

**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.

<b>Black Hills State University</b>	<b>Humanities/English</b>		10/23/08
<u>Institution</u>	<u>Division/Department</u>	 <u>Institutional Approval Signature</u>	<u>6/23/09</u> Date

1. **Name of Program:** Professional Writing Certificate

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

Major U.S. and International Corporations have expressed that an essential element of short-term and long-term professional success is exceptional skill in writing. A crisis in written communication has resulted in a growth of corporate writing consultants, hired to provide workshops, training sessions, and in-house consultations. In addition, some corporations and organizations are sending their employees to training conferences outside their companies.

Clearly, there is a demand for improved writing skills. This certificate program will be offered online, thereby providing such training to a national and international audience, and allowing individuals to obtain professional writing credentials while fully employed.

In order to emphasize the interdisciplinary nature of this professional writing certificate, clarify the relationship of the courses within it, and make students' transcripts more understandable, a new prefix, WRTG, will be introduced to identify the courses which compose the certificate.

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

Because this program will be offered online, its audience will be unlimited geographically. Employees working in business, technology, medical, scientific, legal, marketing, accounting, and advertising sectors would be candidates for this program. Public school teachers and individuals working in social service agencies could participate. Promotional materials will be sent to major corporations, industries, and government agencies in the region and nationally.

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

<u>Prefix &amp; #</u>	<u>Title</u>	<u>Credit Hrs</u>
ENGL/WRTG 379	Technical Communication	3



ENGL/WRTG 401	Advanced Writing	3
SPCM/WRTG 455	Visual Culture	3
WRTG 479	Professional Technical Writing	3

**Total Credit Hours Required** 12

5. Proposed CIP code: 23.0501

6. Effective Date of Certificate Program Fall 2009