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|  | **SOUTH DAKOTA BOARD OF REGENTS**  ACADEMIC AFFAIRS FORMS |
| Revised Course Request: Common Course  *(Substantive Modifications)* |
|  |  |

Use this form to request a substantive change to an existing common course. Representatives from all institutions offering the common course must participate in developing the proposed revisions to a common course. Signatures from all institutions offering the common course must be included on the final form submitted to the Academic Affairs Council (AAC). Consult the system database for information about existing courses. If the course revision is for an approved General Education course, please see the Revision to General Education Requirements Form.

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| DSU |  | Scott Klungseth/Stacy Anderson |  | David DeJong |  | 10/24/2023 |
| **Institution** |  | **Form Initiator** |  | **Dean’s Approval Signature** |  | **Date** |
|  |  |  |  |  |  |  |
| Choose an item. |  |  |  |  |  | Click here to enter a date. |
| **Institution** |  | **Division/Department** |  | **Institutional Approval Signature** |  | **Date** |
|  |  |  |  |  |  |  |
| Choose an item. |  |  |  |  |  | Click here to enter a date. |
| **Institution** |  | **Division/Department** |  | **Institutional Approval Signature** |  | **Date** |

(*add additional lines as needed*)

**Indicate universities that currently offer the common course:**

|  |  |  |  |  |  |  |  |  |  |  |  |
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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

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**Section 1. Existing Course Title and Description**

If changing from a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each. Provide the complete description as it appears in the system database, including pre-requisites, co-requisites, and registration restrictions.

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| --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Credits** |
| PE 440 | Organization and Administration of HPEA | 2-3 |

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| **Course Description** |  |
| Administrative policies and procedures of physical education and athletes, including intramural and interscholastic activity and athletics. Consideration is given to programming, leadership, budget, facilities, public relations, and related matters. | |

Please list any active equated courses for the course being revised. Any universities offering equated courses must be indicated in the check boxes above, as they currently offer the course.

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| **Prefix & No.** | **Course Title** | **Credits** |
|  |  |  |
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**Section 2. Modification(s) Requested**

Check all revisions that apply and provide detailed information in the Current and New fields below. If changing a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each.

1. **This modification will include (*place an “X” in the box for all that apply*):**

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| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|  | **Prefix change from** |  | to |  |

*Indicate any university for which this must be added as new prefix*:

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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

Our Sports Sciences Department is fine with adding the re-req option EXS 145.

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| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|  | **Change in instructional method** |  | to |  |

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| --- | --- | --- | --- | --- |
|  | **Course Title change from** |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Credit Hours change from** |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Pre-Requisites** |  | to |  |

*Note: University specific pre-requisites are inconsistent with the system common course guidelines and receive approval only in rare circumstances.*

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|  | **Co-Requisites** |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Registration Restriction** |  | to |  |

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|  | **Addition/deletion of a lab/lecture component** |

**If the addition of a lab/lecture component requires a change in pre-requisites or co-requisites, indicate below (add lines as needed, make sure to copy and paste format)**

|  |  |  |
| --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Pre-Req/Co-Req?** |
|  |  | Choose an item. |

**Will the grade for this lab/lecture component be limited to S/U (pass/fail)?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**Will section enrollment for the lab/lecture component be capped?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Yes, max per section: |  |  |  | No |

|  |  |
| --- | --- |
|  | **Course Content/Description change (write proposed new content/description below)** |
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| *Note: Course descriptions are short, concise summaries that typically do not exceed 75 words. DO: Address the content of the course and write descriptions using active verbs (e.g., explore, learn, develop, etc.). DO NOT: Repeat the title of the course, layout the syllabus, use pronouns such as “we” and “you,” or rely on specialized jargon, vague phrases, or clichés.* |

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|  | **Course Deletion** |

*Indicate the universities deleting the course*:

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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

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| **Effective term of the change:** | Fall 2024 |

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| 1. **Add justification for all changes noted above:** |
| DSU will not be teaching this course in the future. |

**Section 3. Other Course Information**

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| **Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course database (**[**Course Inventory Report**](http://apps.sdbor.edu/ris-reporting/CourseInventoryOptions.cfm)**)?** | | | | |
|  | Yes |  | No |

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| *If yes, indicate the course(s) to which the course will equate (add lines as needed):* |

|  |  |
| --- | --- |
| **Prefix & No.** | **Course Title** |
|  |  |

**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|  | **Change in University Department Code** |  | to |  |
|  |  |  |  |  |
|  | **Change in Banner Department Code** |  | to |  |
|  | **Change in** [**CIP Code**](http://nces.ed.gov/ipeds/cipcode/default.aspx?y=55) |  | to |  |