



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

New Course Request

Use this form to request a new common or unique course. Consult the system course database through for information about existing courses before submitting this form.

NSU

Institution

College of Arts and Sciences/

Department of Science and Mathematics

Division/Department

Michael Weros

Institutional Approval Signature

9/14/2022

Date

Section 1. Course Title and Description

If the course contains a lecture and laboratory component, identify both the lecture and laboratory numbers (xxx and xxxL) and credit hours associated with each. Provide the complete description as you wish it to appear in the system course database, including pre-requisites, co-requisites, and registration restrictions.

Prefix & No.	Course Title	Credits
BIOL 220	Human Anatomy/Physiology I	3
BIOL 220L	Human Anatomy/Physiology I Lab	1

NOTE: The Enrollment Services Center assigns the short, abbreviated course title that appears on transcripts. The short title is limited to 30 characters (including spaces); meaningful but concise titles are encouraged due to space limitations in the student information system.

Course Description

BIOL 220: Lectures, laboratory work, and demonstrations will enable students to understand normal and abnormal function of the human body and provide a foundation for any future healthcare course. Integration of anatomical structure as it relates to physiology will also be incorporated.

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.

Pre-requisites or Co-requisites (add lines as needed)

Prefix & No.	Course Title	Pre-Req/Co-Req?
CHEM 106	Chemistry Survey	Pre-Req
CHEM 112	General Chemistry I	Pre-Req
BIOL 220L	Lab: Human Anat/Physiology I Lab	Co-req

Registration Restrictions

N/A

Section 2. Review of Course

2.1. Will this be a unique or common course (place an "X" in the appropriate box)?

Unique Course

If the request is for a unique course, institutions must review the common course catalog in the system course database to determine if a comparable common course already exists. List the two closest course matches in the common course catalog and provide a brief narrative explaining why the proposed course differs from those listed. If a search of the common course catalog determines an existing common course exists, complete the Authority to Offer an Existing Course Form. Courses requested without an attempt to find comparable courses will not be reviewed.

Prefix & No.	Course Title	Credits
PE 250/250L	Human Anatomy & Physiology/Lab	4

Provide explanation of differences between proposed course and existing system catalog courses below:

PE 250/250L is offered as a whole unit rather than as a first semester course of a two-semester sequence. Our request is for a two-semester sequence.

Common Course *Indicate universities that are proposing this common course:*

- BHSU DSU NSU SDSMT SDSU USD

Section 3. Other Course Information

3.1. Are there instructional staffing impacts?

- No.** Replacement of _____
(course prefix, course number, name of course, credits)

*Attach course deletion form

Effective date of deletion: [Click here to enter a date.](#)

- No.** Schedule Management, explain below:
These new courses and lab sections will be included in current NSU faculty's regular workload with course rotations managed accordingly.
- Yes.** Specify below:

3.2. Existing program(s) in which course will be offered (i.e., any current or pending majors, minors, certificates, etc.):

Biology, Allied Health Certificate, and pre-professional programs: Pre-Nursing, Pre-medicine, Pre-Optometry, Pre-Physician’s Assistant, Pre-Physical Therapy, Pre-Occupational Therapy, Pre-Mortuary Science, Pre-Dentistry

3.3. Proposed instructional method by university (as defined by AAC Guideline 5.4):

If requesting an instructional method that is exempt from the Section Size Guidelines, please provide a brief description of how the course is appropriate for the instructional method, as defined in AAC Guidelines.

Lecture (R) and Laboratory (L)

3.4. Proposed delivery method by university (as defined by AAC Guideline 5.5):

001 Face-to-Face Term Based Instruction
and
015 Internet Asynchronous – Term Based Instruction

3.5. Term change will be effective:

Fall 2023

3.6. Can students repeat the course for additional credit?

Yes, total credit limit: _____ No

3.7. Will grade for this course be limited to S/U (pass/fail)?

Yes No

3.8. Will section enrollment be capped?

Yes, max per section: Lecture 32, No
Labs 16

3.9. 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 system database?

Yes No

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

Prefix & No.	Course Title
PHGY 220/L	Human Anatomy/Physiology I

3.10. Is this prefix approved for your university?

Yes No

If no, provide a brief justification below:

BIOL is an approved prefix for Northern State University.

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

4.1. University Department: Science and Mathematics

4.2. Banner Department Code: NSCM

4.3. Proposed [CIP Code](#): 26.0901

Is this a new CIP code for the university? Yes No