



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 Academic Affairs
Institution Division/Department
Michael Wenous _____ 2/8/2024
Institutional Approval Signature **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
FYS 101	First Year Seminar	2-3

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
Offered in a variety of academic interest areas, the First Year Seminar supports acquisition of the liberal arts skills necessary for college success. Students will develop their critical thinking, writing, and speaking in supporting their positions on particular topics using relevant evidence and personal experiences. Students will carry out effective group collaboration and engage strong reading and communication skills for ongoing college success and living and working in a diverse world.

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?

Registration Restrictions

Must be enrolled in one of the following levels: Undergraduate (UG)

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
GS 100	University Experience	0-1
ABS 119	First Year Seminar	2

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

DSU requires GS 100 as a 0-credit course for all students. It is non-discipline specific and is a college success course.

SDSU requires a first-year seminar in several majors, and the seminars are discipline-specific. For example, ABS 119 is the first year seminar in agricultural and biological sciences.

USD lists USD 101 and FYE 101 on their website, but they appear to be non-credit bearing because those prefixes and courses are not in the USD catalog.

NSU requires the High Impact Practice of a credit-bearing First Year Seminar course for all students across all majors. NSU's First Year Seminar course is non-discipline specific and is required in every bachelor's degree program. The course has common requirements in pages of reading, pages of formal writing, a group presentation, and an independent presentation to advance liberal arts skills. Currently, NSU uses the IDL prefix for First Year Seminar, but the meaning of "IDL" is not transparent to students or to graduate programs or employers on a transcript. NSU requests the FYS prefix and FYS 101 course to reflect the value of the High Impact Practice of First Year Seminar on each student's transcript. The FYS prefix is commonly used and recognized as first year seminar at institutions of higher education across the country. The FYS prefix makes transparent on a student's transcript that they have completed this High Impact Practice.

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? Not Applicable.

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: Sections will be taught by current faculty/staff proposing specific sections.

Yes. Specify below:

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

All NSU undergraduate major programs require this First Year Seminar course.

3.3. Proposed instructional method by university (as defined by [AAC Guideline 5.4](#)): E = seminar

3.4. Proposed delivery method by university (as defined by [AAC Guideline 5.5](#)): N01 and N15

3.5. Term change will be effective: Fall 2024

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: 22 face-to-face; No
24 online

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

3.10. Is this prefix approved for your university?

Yes No

If no, provide a brief justification below:

Approval for the FYS prefix is being requested concurrent with this proposal.

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

4.1. University Department: NUC

4.2. Banner Department Code: NUC

4.3. Proposed CIP Code: 240101

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