



**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	<b>Sports Sciences</b>
<b>Institution</b>	<b>Division/Department</b>
<i>Michael Wenous</i>	3/11/2024
<b>Institutional Approval Signature</b>	<b>Date</b>

**Section 1. Course Title and Description**

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

Prefix & No.	Course Title	Credits
PE 372	Fitness Coaching & Administration	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
This course is designed to offer students a comprehensive education in fitness coaching and administrative components involved in managing fitness-related businesses and facilities. Students will gain skills in fitness coaching, encompassing vital competencies such as client motivation, exercise adherence, and stress management. Furthermore, students will acquire a fitness administration foundation to proficiently oversee fitness establishments' operations, which may include gyms, health clubs, and wellness centers.

*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**

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**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
EXS 335	Administration – Exercise Science	3
KSM 240	Organization/Admin of KSM	3

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

The courses above only focus on the administrative aspects of exercise science or sport management. The course description for EXS 335 at DSU states, “The emphasis will be on administrative matters including, but not limited to, public relations, personnel management, budget and finance, and equipment and facilities planning.” The course description for KSM 240 at USD states, “This course investigates the concepts and strategies required to successfully manage exercise science and sport organizations. A case study approach will be utilized to provide the students with practical examples on a range of topics involving operational analysis, human resource management, affirmative action policies as well as effective hiring practices.”

Instead, the proposed course takes a wholistic approach as both the service (e.g., recruitment of clients, best practices in client relations) and administration (e.g., hiring, facility management) components are covered.

**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: The implementation of this course will be executed in the master schedule to be offered annually.

**Yes.** Specify below:

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

Human Performance, BS

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

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

N01 Face-to-face, N15 Online, and N02 HyFlex

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: 25  No

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:*

\_\_\_\_\_

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

4.1. University Department: Sports Sciences

4.2. Banner Department Code: NHPE

4.3. Proposed CIP Code: 31.0504

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