



SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS

Authority to Offer an Existing Course

NSU

Institution

College of Arts and Sciences/ Department of Science and Mathematics

Division/Department

Michael Wanous

Institutional Approval Signature

3/12/2025

Date

- 1. Is this a request to offer an existing common course or an existing unique course (approval will change course status from unique to common)?**

Common Course

☒

Unique Course

☐

- 2. Provide the complete description as it appears in the system database including pre-requisites and co-requisites.**

Prefix & No.	Course Title	Credits
BIOL 103	Biology Survey II	2
BIOL 103L	Biology Survey II Lab	1

Course Description

BIOL 103: Study of energetics; plant growth; development and reproduction; animal structure and function. Intended for those not majoring in biology.

BIOL 103L: Laboratory experience that accompanies BIOL 103.

Pre-requisites or Co-requisites (add lines as needed, make sure to copy boxes in Pre-req and Co-req cells)

Prefix & No.	Course Title	Pre-req	Co-req
BIOL 103	Biology Survey II	Choose an item.	Yes
BIOL 103L	Biology Survey II Lab	Choose an item.	Yes

3. Universities currently offering this course, or any equated courses (place an "X" in the appropriate boxes):

Please consult any universities indicated below, and attach correspondence with the campus response. Communication and approval should include the Provost's office at the universities currently offering the course.

☒ BHSU ☒ DSU ☐ NSU ☐ SDSMT ☒ SDSU ☒ USD

4. Does Offering the Course Create FTE Implications? No

If no, Replacement of _____ (deletion form attached)
(prefix, number, name of course, credits)

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

This will not replace any class. This course will be incorporated into regular faculty load.

5. Does Offering the Course Create Schedule Management Implications? No

Explain: Course will be incorporated into regular faculty load

6. Existing program(s) in which course will be offered: BS Biology

7. CIP Code for the course: 26.0101

8. Is the university currently authorized to use the course prefix (i.e., the prefix is used for a minimum of 6 courses, not counting x9x courses) (Yes or No)? YES

If the university is not authorized to use the current prefix, please indicate the prefix your university will use for the course, which will be equated to the requested course. The university must be approved to use this prefix.:

(Note: If the institution wishes to offer the course with the current prefix, but is not authorized to do so, AAC Guidelines Form 2.4.1.H – New Prefix Request Form must be submitted along with this request.)

9. Proposed instructional method by this university: BIOL 103 – R-Lecture
BIOL 103L – L-Laboratory

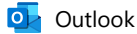
10. Proposed delivery method by this university: N01 Face-to-Face
N02 HyFlex
N03 HyFlex Synchronous
N15 Online Asynchronous
N18 Online Synchronous

11. University Dept. Code: Science and Mathematics

Banner Department Code: NSCM

12. Authority to offer effective beginning in what term? Fall 2025

13. Section Restriction: None



Re: [EXT] Re: Request Feedback Re: Course Request

From Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Date Mon 12/2/2024 4:15 PM

To Asunskis, Dan <dan.asunskis@bhsu.edu>

Hello, Dan.

While it is approved as a general education course in the system, we don't currently have plans to include BIOL 103/L in our list of general education course offerings.

We have established new partnerships with South Dakota and with Delaware to support paraprofessionals in education. As part of these agreements, we need to offer specific courses across various approved content areas to educate paraprofessional students and future educators. To address the needs in science education, we must provide life sciences courses in a way that is both meaningful and flexible for paraprofessionals in the classroom. The BIOL 101/L and BIOL 103/L series help us achieve this.

We are requesting to offer BIOL 103/L through the same modalities that the CIR shows as approved for BHSU, SDSU, USD, and DSU: F2F, HyFlex, HyFlex Synchronous, Online Synchronous, Online Asynchronous. Because each of these schools are approved to offer this class through all of these modalities, Northern requests the same consideration.

Our academic advisors will guide into our sections the paraprofessional students who are registered through these new agreements, reserving only limited space for other students within the SDBOR system. Additionally, we will offer HyFlex/online sections in alternate semesters to the on-campus offerings.

Elizabeth

Elizabeth K. Haller, PhD

Associate Dean and Professor of English

College of Arts and Sciences

605-626-7705 Office

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Northern State University

1200 S. Jay St., Aberdeen, SD 57401



From: Asunskis, Dan <Dan.Asunskis@bhsu.edu>

Sent: Sunday, December 1, 2024 5:53 PM

To: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Subject: RE: [EXT] Re: Request Feedback Re: Course Request

CAUTION: This email originated from outside of NSU. Do not click links or open attachments unless you recognize the sender and know the content is safe. DO NOT provide your username and password.

I have two questions. Are you adding this as a Gen Ed. Are you planning on offering this course online?

Dan

Sent from my Galaxy

----- Original message -----

From: "Haller, Elizabeth" <Elizabeth.Haller@northern.edu>

Date: 12/1/24 4:21 PM (GMT-07:00)

To: "Asunskis, Dan" <Dan.Asunskis@bhsu.edu>
Subject: [EXT] Re: Request Feedback Re: Course Request

You don't often get email from elizabeth.haller@northern.edu. [Learn why this is important](#)

Hello, Dr. Asunskis. I am reaching out to see if you've had an opportunity to review our request from November 14 (included below).

I look forward to hearing from you.

Elizabeth

Elizabeth K. Haller, PhD
Associate Dean and Professor of English
College of Arts and Sciences
605-626-7705 Office
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1200 S. Jay St., Aberdeen, SD 57401



From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>
Sent: Thursday, November 14, 2024 1:51 AM
To: Asunskis, Dan <dan.asunskis@bhsu.edu>
Subject: Request Feedback Re: Course Request

Hello, Dr. Asunskis.

I am the Associate Dean of the College of Arts and Sciences at Northern State University. In this role, I oversee curriculum revisions and development within the college, which is why I am reaching out to you. The Biology program at Northern State University would like to add BIOL 103/L to their curriculum. Currently, BHSU, SDSU, DSU, and USD are all authorized to offer this course. Can you please let me know if BHSU has any objections to NSU offering BIOL 103/L within their Biology curriculum?

Thank you, and I look forward to hearing from you.

Elizabeth

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Re: Request Feedback Re: Course Request

From Berry, Stacey <stacey.berry@dsu.edu>

Date Thu 11/14/2024 9:46 AM

To Haller, Elizabeth <Elizabeth.Haller@northern.edu>; Sathoff, Andrew <andrew.sathoff@dsu.edu>

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Thanks for your message, Elizabeth.

DSU approves this request.

Best,

Stacey

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Sent: Thursday, November 14, 2024 1:59 AM

To: Sathoff, Andrew <Andrew.Sathoff@dsu.edu>

Cc: Berry, Stacey <stacey.berry@dsu.edu>

Subject: Request Feedback Re: Course Request

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe. If you believe the message to be malicious, report it using the Phish Alert Button.

Hello, Dr. Sathoff.

I am the Associate Dean of the College of Arts and Sciences at Northern State University. In this role, I oversee curriculum revisions and development within the college, which is why I am reaching out to you. The Biology program at Northern State University would like to add BIOL 103/L to their curriculum. Currently, DSU, SDSU, BHSU, and USD are all authorized to offer this course. Can you please let me know if DSU has any objections to NSU offering BIOL 103/L within their Biology curriculum?

Thank you, and I look forward to hearing from you.

Elizabeth

Elizabeth K. Haller, PhD

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College of Arts and Sciences

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Re: Request Feedback Re: Course Request

From Chambers, Jeremy <Jeremy.Chambers@sdstate.edu>
Date Fri 11/15/2024 11:20 AM
To Haller, Elizabeth <Elizabeth.Haller@northern.edu>
Cc Wu, Yajun <yajun.wu@sdstate.edu>

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Thank you, Elizabeth.

The extra information was very timely.

SDSU has no objections to Northern offering BIOL 103/L in all modalities.

Good luck and please let me know if we can be of any assistance as your team implements the course.

Very best,
Jeremy

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>
Sent: Friday, November 15, 2024 9:24 AM
To: Chambers, Jeremy <Jeremy.Chambers@sdstate.edu>
Cc: Wu, Yajun <Yajun.Wu@sdstate.edu>
Subject: Re: Request Feedback Re: Course Request

Hello, Jeremy. We are requesting the same modalities that the CIR indicates all of the schools (SDSU, USD, BHSU, DSU) have been approved to offer this course: F2F, HyFlex, HyFlex Synchronous, Online Synchronous, Online Asynchronous. Because each of these schools have been approved for all of these modalities for BIOL 103/L, Northern requests the same consideration.

Elizabeth

Dr. Elizabeth Haller
Professor of English
Associate Dean of the College of Arts and Sciences
Northern State University
Elizabeth.Haller@northern.edu

On Nov 14, 2024, at 8:50 AM, Chambers, Jeremy <jeremy.chambers@sdstate.edu> wrote:

CAUTION: This email originated from outside of NSU. Do not click links or open attachments unless you recognize the sender and know the content is safe. DO NOT provide your username and password.

Good morning, Elizabeth.

Thank you for reaching out regarding BIOL 103/L.

What is the modality (in-person, online, etc.) that Northern State University is considering offering for BIOL 103/L?

I appreciate any clarification you can provide, while I discuss this with my college leadership.

Very best,
Jeremy

<Outlook-South
Dako.png>

Jeremy W. Chambers, Ph.D.

Department Head and Professor

Biology & Microbiology

Alfred Dairy Science Hall 228, Box 2104A

Brookings, SD 57007

P: (605) 688-6141

[SDState.edu](mailto:Jeremy.W.Chambers@sdstate.edu)

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[<Outlook-youtube.png>](#)

[<Outlook-linkedin.png>](#)

[<Outlook-instagram.png>](#)

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Sent: Thursday, November 14, 2024 1:38 AM

To: Chambers, Jeremy <Jeremy.Chambers@sdstate.edu>

Cc: Wu, Yajun <Yajun.Wu@sdstate.edu>

Subject: Request Feedback Re: Course Request

Hello, Dr. Chambers.

I am the Associate Dean of the College of Arts and Sciences at Northern State University. In this role, I oversee curriculum revisions and development within the college, which is why I am reaching out to you. The Biology program at Northern State University would like to add BIOL 103/L to their curriculum. Currently, SDSU, BHSU, DSU, and USD are all authorized to offer this course. Can you please let me know if SDSU has any objections to NSU offering BIOL 103/L within their Biology curriculum?

Thank you, and I look forward to hearing from you.

Elizabeth

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Associate Dean and Professor of English

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 [Northern State University Logo](#)



Re: Request Feedback Re: Course Request

From Kiesow, Alyssa <Alyssa.Kiesow@northern.edu>

Date Fri 11/15/2024 12:11 PM

To Kerby, Jacob <jacob.kerby@usd.edu>; Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Cc Messersmith, Jessica <jessica.messersmith@usd.edu>; Long, John A <John.Long@northern.edu>; Fouberg, Erin H (NSU) <Erin.Fouberg@northern.edu>

Hi Jake,

I hope all is well.

I am chiming in here, as we want to be sure we are good partners with USD and all other SDBOR schools. We understand your concerns, but we have a new relationship with SD as well as DE to serve paraprofessionals in education. As a part of these agreements, we have to provide specific courses in different content areas to educate paraprofessional students (and future educators). To meet the demands in the science education realm, in particular, we have to offer life sciences to these students in a manner that is meaningful yet flexible for them to learn given that they are paraprofessionals in the classroom space, and the BIOL 101/L and BIOL 103/L series allow us to do so.

Part of our university mission is to educate future educators, so we are within the confines of our mission and have been asked to do so by two state entities. Again, while I understand your concerns, as we live and breathe this every day, our academic advisement will guide paraprofessional students into our sections, with the hopes that limited space is available to other students within the SDBOR system. We are also hoping to offer HyFlex/online sections opposite semesters of when on-campus sections are offered.

If you have additional questions, please let me know.

Alyssa

Alyssa Kiesow, Ph.D.

Dean, College of Arts and Sciences

Director of Sponsored Projects, Academic Affairs

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alyssa.kiesow@northern.edu

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1200 S. Jay St., Aberdeen, SD 57401



From: Kerby, Jacob <jacob.kerby@usd.edu>

Sent: Friday, November 15, 2024 11:48 AM

To: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Cc: Messersmith, Jessica <jessica.messersmith@usd.edu>; Kiesow, Alyssa <Alyssa.Kiesow@northern.edu>; Long, John A <John.Long@northern.edu>

Subject: Re: Request Feedback Re: Course Request

CAUTION: This email originated from outside of NSU. Do not click links or open attachments unless you recognize the sender and know the content is safe. DO NOT provide your username and password.

Elizabeth,

The concern is that there have been several online offerings from Northern that our students take in lieu of an in person course here. I am simply asking how this new 103/L offering is being offered as a course in the curriculum to be assured that that is the primary reason for the addition. Our in person 103 numbers have been dwindling both on the Vermillion and Sioux Falls campus and so I simply have concerns that additional online offerings could contribute to reduced enrollment so those courses no longer make.

Cheers,

Jake Kerby, Ph.D.

Chair and Professor

UNIVERSITY OF SOUTH DAKOTA

Biology Department

414 E. Clark St. | Vermillion, SD 57069

P: 605-658-6703

Jacob.Kerby@usd.edu

 [University of South Dakota Logo](#)

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Date: Friday, November 15, 2024 at 9:39 AM

To: Kerby, Jacob <jacob.kerby@usd.edu>

Cc: Messersmith, Jessica <jessica.messersmith@usd.edu>, Kiesow, Alyssa <alyssa.kiesow@northern.edu>, Long, John A <john.long@northern.edu>

Subject: Re: Request Feedback Re: Course Request

You don't often get email from elizabeth.haller@northern.edu. [Learn why this is important](#)

Jake, we are requesting the same modalities that the CIR indicates all of the schools (SDSU, USD, BHSU, DSU) have been approved to offer this course: F2F, HyFlex, HyFlex Synchronous, Online Synchronous, Online Asynchronous. Because each of these schools have been approved for all of these modalities for BIOL 103/L, Northern requests the same consideration.

It seems to me that you're indicating in your email that Northern should not be approved to offer this course because enough other BOR schools meet the demand for the course, and if we would like to include the course in our curriculum, our students could take it online from yours or one of the other schools. Is this correct? This is a general education course, and asking our students to take one of our general education courses online from another institution does not seem appropriate.

Please clarify.

Elizabeth

Dr. Elizabeth Haller

Professor of English

Associate Dean of the College of Arts and Sciences

Northern State University

Elizabeth.Haller@northern.edu

On Nov 15, 2024, at 9:17 AM, Haller, Elizabeth <Elizabeth.Haller@northern.edu> wrote:

Hi Jake,

Can you please clarify your response for me? Are you requesting additional information?

Elizabeth

Dr. Elizabeth Haller

Professor of English

Associate Dean of the College of Arts and Sciences

Northern State University

Elizabeth.Haller@northern.edu

On Nov 14, 2024, at 4:36 PM, Kerby, Jacob <jacob.kerby@usd.edu> wrote:

CAUTION: This email originated from outside of NSU. Do not click links or open attachments unless you recognize the sender and know the content is safe. DO NOT provide your username and password.

Thanks for reaching out. It does seem that current OBR offerings meet the demand if this intended have an online offering.

Jake Kerby, Ph.D.

Chair and Professor

UNIVERSITY OF SOUTH DAKOTA

Biology Department

414 E. Clark St. | Vermillion, SD 57069

P: 605-658-6703

Jacob.Kerby@usd.edu

 [University of South Dakota Logo](#)

From: Haller, Elizabeth <Elizabeth.Haller@northern.edu>

Date: Thursday, November 14, 2024 at 1:42 AM

To: Kerby, Jacob <jacob.kerby@usd.edu>

Subject: Request Feedback Re: Course Request

You don't often get email from elizabeth.haller@northern.edu. [Learn why this is important](#)

Hello, Dr. Kerby.

I am the Associate Dean of the College of Arts and Sciences at Northern State University. In this role, I oversee curriculum revisions and development within the college, which is why I am reaching out to you. The Biology program at Northern State University would like to add BIOL 103/L to their curriculum. Currently, USD, SDSU, BHSU, and DSU are all authorized to offer this course. Can you please let me know if USD has any objections to NSU offering BIOL 103/L within their Biology curriculum?

Thank you, and I look forward to hearing from you.

Elizabeth

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