



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

Michael Wanous

Institutional Approval Signature

Psychology & Counselor Education/School of Education

Division/Department

5/8/2025

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 |
|--------------|---------------------------------------|---------|
| CGPS 740 | Foundations of Clinical Mental Health | 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 provides an overview of the field of clinical mental health counseling. Students explore historic, philosophical, and sociocultural trends in mental health counseling. Additionally, they will explore health service delivery modalities, legislation, government policy, legal, and regulatory processes. This course prepares students for further study and professional practice by integrating theoretical foundations with practical applications. 3 credits

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 as a student in a counseling program.

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 |
|--------------|---|---------|
| COUN-713 | Admin Mental Health Counseling Services | 3 |
| CHRD-713 | Admin/Mgmt. Mental Health Organizations | 3 |

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

The proposed course offers a distinct overview of clinical mental health counseling, emphasizing foundational aspects of the field, including historical, philosophical, and sociocultural trends, as well as legal and regulatory processes. It integrates theoretical concepts with practical applications relevant to professional practice.

In contrast, COUN-713 focuses on the management of human services programs within community counseling settings, while CHRD-713 emphasizes the development and administration of counseling programs in agency environments. Whereas the proposed course provides a broad foundational understanding that includes elements of program development, the other two courses concentrate specifically on administrative and management practices.

☐ **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:
This course will be offered as a summer elective on a rotating basis and will not affect the current faculty workload.

☐ **Yes.** Specify below:

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

MSEd in Counseling (Clinical Mental Health Specialization)

3.3. Proposed instructional method by university (as defined by [AAC Guideline 2.4.3.A](#)):

Please provide a brief description of how the course is appropriate for the instructional method, as defined in AAC Guidelines.

Lecture (R)

The lecture component will help to deliver foundational knowledge about the counseling profession using a more structured format, ensuring students grasp essential principles and theories. Discussion will be utilized to build upon this foundation by engaging students in the exploration of subjective topics like multicultural competence and ethical standards.

3.4. Proposed delivery method by university (as defined by [AAC Guideline 2.4.3.B](#) and [2.4.3.B\(A-1\)](#)):

X01 Face-to-Face

X02 HyFlex

X03 HyFlex Synchronous

X15 Online Asynchronous

X18 Online Synchronous

3.5. Term change will be effective: Fall 2026

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:

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| |
|--|

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

4.1. University Department: Psychology/Counselor Education

4.2. Banner Department Code: NPCE

4.3. Proposed CIP Code: 422803

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