



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS
Authority to Offer an Existing Course**

NSU Sports/Sciences/Millicent Atkins School of Education
 Institution Division/Department

Erin Foberg 3/3/2026
 Institutional Approval Signature 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
HLTH 300	Foundations of Health Education	3

Course Description
A comprehensive study of the historical, educational, social, and political foundations of health education, the roles and responsibilities of the health education specialist, professional associations and career opportunities in health education.

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

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? (Yes or **No**)
 If no, Replacement of _____ (prefix, number, course name, credits) (deletion form attached)
 Effective Date of Deletion:

5. Does Offering the Course Create Schedule Management Implications? (Yes or **No**)
 Explain: Adding to two-year course rotation

6. Existing program(s) in which course will be offered: Health Education & Promotion

7. CIP Code for the course: 310501

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)

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: R - Lecture

10. Proposed delivery method by this university: N01 (face-to-face); N15 (online); N02 (HyFlex)

11. University Dept. Code: 5E
Banner Department Code: NSS

12. Authority to offer effective beginning in what term? Fall 2026

13. Section Restriction: Enrollment cap of 30

XXX Approval:

Re: Course Request

From Daw, Jessie <jessie.daw@usd.edu>

Date Thu 2025-12-11 1:47 PM

To Shortt, Chelsea A <Chelsea.Shortt@northern.edu>

Hello Chelsea,

We teach HLTH 300 online two semesters each year and your students can take that from us. RE: 421, our dean is out of town presently, so I can chat with her further next week.

Hope this helps! Thanks, —Jessie

Jessie Daw, Ph.D.

Chair and Associate Professor of Practice Kinesiology and Sport Management

University of South Dakota

Sanford Coyote Sports Center A311

414 E. Clark Street

Vermillion, SD 57069

605-658-5551

jessie.daw@usd.edu

From: Shortt, Chelsee A <Chelsee.Shortt@northern.edu>
Date: Thursday, December 11, 2025 at 12:21 PM
To: Daw, Jessie <jessie.daw@usd.edu>
Subject: Re: Course Request

Hi Jessie,
Following up on the course requests to offer. Do we have permission to offer HLTH 300 and HLTH 421? These courses are essential to our curriculum in the major. Let me know if you have any questions.

Happy Holidays!

CHELSEE SHORTT, Ph.D

Assistant Professor of Human Performance and Physical Education

Chair, Department of Sports Sciences

Faculty Athletic Representative

From: Shortt, Chelsee A
Sent: Friday, November 21,
2025 2:16:55 PM **To:** Daw,
Jessie <jessie.daw@usd.edu>
Subject: Course Request

Good Afternoon, Jessie,
Thank you for your help! We are actively looking to start and Health Education & Promotion major to meet the needs of our students and the regional area. As part of this degree program, we would like to offer a few of the unique courses at USD.

Attached are the following proposals:
HLTH 300 - Foundations of Health
Education HLTH 421 - Sex
Education: Curriculum/Teaching

Please let me know if you approve of the course request. For additional information, I've attached our request to initiate that was approved by the board.

As mentioned, reach out when you're in Aberdeen! I would love to connect! Thank you for your time,

Chelsee Shortt, Ph.D.

*Associate Professor of Human Performance and Physical
Education Chair, Department of Sports Sciences
Faculty Athletics Representative*
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