



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.: BIOL 444; HLTH 445; NURS 445

(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: Sports Sciences  
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** Mennenga, Heidi <[Heidi.Mennenga@SDSTATE.EDU](mailto:Heidi.Mennenga@SDSTATE.EDU)>

**Date** Mon 2025-11-24 1:49 PM

**To** Shortt, Chelsee A <[Chelsee.Shortt@northern.edu](mailto:Chelsee.Shortt@northern.edu)>

Good morning,

Thank you for letting me know that you plan to offer this course. Heidi

**Heidi Mennenga**

*Associate Dean-Academic Programs/Professor*

**Undergraduate Nursing**

Wagner Hall 255, Box 2275

Brookings, SD 57007

(605) 688-6924



**SOUTH DAKOTA  
STATE UNIVERSITY**

**From:** Shortt, Chelsee A <[Chelsee.Shortt@northern.edu](mailto:Chelsee.Shortt@northern.edu)>

**Sent:** Monday, November 17, 2025 1:47 PM

**To:** Mennenga, Heidi <[Heidi.Mennenga@SDSTATE.EDU](mailto:Heidi.Mennenga@SDSTATE.EDU)>

**Subject:** Course Request

Good Afternoon,

My name is Chelsee Shortt. I am the Chair of the Sports Sciences department. 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 one of the unique courses at SDSU.

Attached is the following proposal:

HLTH 445 - Epidemiology. I also sent a request to USD (HSC 445 equivalent)

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.

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*

Millicent Atkins School of Education

605-626-2614 Office

605-622-0464 Mobile Office

[chelsee.shortt@northern.edu](mailto:chelsee.shortt@northern.edu)

Gerber 209 - Primary Office Barnett Center 132D - FAR Office

Northern State University

1200 S. Jay St., Aberdeen, SD 57401



**NORTHERN**