



**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.

<b>NSU</b>	<b>College of Arts and Sciences/Department of History and Social Sciences</b>
<b>Institution</b>	<b>Division/Department</b>

<i>Erin Fouberg</i>	5/21/2026
<b>Institutional Approval Signature</b>	<b>Date</b>

**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
SOC 405/505	Community Needs Assessment	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 service-learning course develops skills to identify, analyze, and address community needs through applied research methods. Students partner with local organizations to collect and interpret data, producing evidence-based recommendations that inform programs and policies.

*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?
CJUS 380	Research and Data Analysis in Criminal Justice	Pre-Req
SOC 209	Statistical Reasoning for Social Science	Pre-Req
SOC 281	Socio-Cultural Theory	Pre-Req

**Registration Restrictions**

N/A
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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
HLTH 320	Community Health	3
POLS 426	Public Policy Analysis and Program Evaluation	3

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

HLTH 320 focuses on community health issues, health promotion, and population-level challenges affecting communities. It does not require conducting original needs assessments or producing evidence-based recommendations grounded in partner-generated data.

POLS 426 examines analytical techniques used to evaluate public policies and programs and emphasizes evidence-informed decision-making. It focuses on policy analysis and evaluation after implementation and does not emphasize community-based data collection through partnerships or needs assessment conducted prior to program development.

Common Course

BHSU

DSU

NSU

SDSMT

SDSU

USD

## Section 3. Other Course Information

3.1. Are there instructional staffing impacts?

No.

Replacement of \_\_\_\_ (prefix, number, course name, credits)

Effective Date of Deletion:

No. Schedule Management.

Explanation: The course will be worked into existing faculty rotations

Yes.

Explanation:

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

NOTE: we are submitting a name change for Sociology to Human and Social Services

3.3. Proposed instructional method by university (as defined by AAC Guideline 2.4.3.A): X – Experiential Learning

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

3.4. Proposed delivery method by university (as defined by AAC Guideline 2.4.3.B and 2.4.3.B(A-1)): N01 Face-to-Face; N02 HyFlex; N03 HyFlex Synchronous; N15 Online Asynchronous; N18 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: \_ or **No**)

3.7. Will grade for this course be limited to S/U (pass/fail)? (Yes or **No**)

3.8. Will section enrollment be capped? (Yes, max per section: 20 or 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 or 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 or No)

If no, provide a brief justification:

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

4.1. University Department: 5A

4.2. Banner Department Code: NHSS

4.3. Proposed CIP Code: 45.1101

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