



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

Art Department

Division/Department

Erin Foubert

Institutional Approval Signature

9/18/26

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
ART 114	Ceramics for Non-Majors	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

A beginning ceramics course that introduces students to a survey of forming and finishing techniques in the ceramic process.

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

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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
ART 101	Intro to Fine Arts	3
ART 251	Ceramics I	3

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

The proposed course is designed specifically for non-art majors and provides an accessible, hands-on introduction to ceramics as a creative and cultural practice. Unlike ART 101 Intro to Fine Arts, which provides a broad overview of the fine arts as a whole, this course focuses specifically on working with clay and developing basic skills in forming, decorating, glazing, and firing ceramic objects. The proposed course also differs from ART 251 Ceramics I, which is intended as a foundational studio course within the art curriculum and serves students pursuing more extensive study in ceramics. The proposed course is designed for students with no previous ceramics experience and emphasizes exploration, creativity, and engagement with the ceramic process rather than preparation for advanced studio coursework. It provides non-majors an opportunity to experience ceramics in a supportive, introductory setting without requiring the depth or progression associated with the art major.

☐ 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:

☐ Yes.

Explanation:

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

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.

A - Studio

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

3.5. Term change will be effective: Fall 2027

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: 15 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: Art

4.2. Banner Department Code: NART

4.3. Proposed CIP Code: 500711

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