



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

Authority to Offer an Existing Course

NSU
Institution

SOE/CGPS
Division/Department

Michael Weroux
Institutional Approval Signature

12/18/2019
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 |
|--------------|--------------------------------------|---------|
| CGPS 770 | Introduction to Clinical Supervision | 3 |

| Course Description |
|--|
| The Council for the Accreditation of Counseling and Related Educational Program standards for counseling programs emphasize the need to incorporate a clinical supervision training course into the 60-hour Clinical Mental Health Specialization for M.A. students. This on-line course is designed to develop the supervisory knowledge, skills, and ethics base required to facilitate effective and sound supervision practice. To that end, this course will address content areas associated with the practice of supervision. |

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 |
|--------------|--------------|-----------------|-----------------|
| | | Choose an item. | Choose an item. |

3. Universities currently offering this course (place an "X" in the appropriate boxes):

- BHSU DSU NSU SDSMT SDSU USD

4. Does Offering the Course Create FTE Implications? No

If no, Replacement of CGPS 713 Admin of Mental Health (deletion form attached)
(prefix, number, name of course, credits)

Effective Date of Deletion: 12/19/2019

5. Does Offering the Course Create Schedule Management Implications? No

Explain: Schedule rotation

6. Existing program(s) in which course will be offered: CGPS CMH Track

7. CIP Code for the course: 13.1101

8. Proposed instructional method by this university: Lecture (R)

9. Proposed delivery method by this university: Face-to-face (001)

10. University Dept. Code: NPCE

11. Authority to offer effective beginning in what term? Summer 2020

12. Section Restriction: _____



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Existing Courses: Minor Modifications

Use this form to request minor modifications of existing unique and common courses. Consult the system database through Colleague or the [Course Inventory Report](#) for information about existing courses before submitting this form. If the course revision is for an approved General Education course, please see the Revision to General Education Requirements Form.

| | | | |
|---|--|---|----------------------------------|
| <u>NSU</u> Institution | <u>CGPS</u> Division/Department | <u>Karyl Meister</u> Originator | <u>9/9/2019</u> Date |
| <u>Karyl Meister</u> Department Chair | <u>Dr. Jeff Howard</u> School/College Dean | Institutional Approval Signature | <u>10/11/2019</u> Date |

Section 1. Existing Course Title and Description

| Prefix & No. | Course Title | Credits |
|--------------|---------------------------------|---------|
| CGPS 713 | Administration of Mental Health | 3 |

Effective Date: 12/20/2019

This course is a (Place an "X" in the appropriate box):

- Unique Course** (see section 2) **Common Course** (see section 3)

Section 2. Unique Courses: Requested Minor Modifications

Place an "X" in the appropriate boxes.

| | <u>Current</u> | <u>New</u> |
|---|----------------|------------|
| <input type="checkbox"/> Prefix change | _____ | to _____ |
| <input type="checkbox"/> Course Number change | _____ | to _____ |
| <i>NOTE: You may only change a unique course number to a number not currently used in "active" status at another university. Consult the system database in Colleague or the Course Inventory Report.</i> | | |
| <input type="checkbox"/> Credit hours | _____ | to _____ |
| <input type="checkbox"/> Course pre-requisites | _____ | to _____ |
| <input type="checkbox"/> Course co-requisites | _____ | to _____ |

- Registration restriction** _____ to _____
- Enrollment limitation** _____ to _____
- Repeatable for additional credit** _____ to _____
- Grading option** _____ to _____
- Course title change** _____

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 Colleague.

- Cross-listing and equating with** _____
- Dual-listing at 400/500 level**
- Course description (that does not change course content). Complete table below:**

Existing description:

New description:

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.

- Add course in x9x series**
CIP Code: _____

New CIP Code for this university? Yes No

Will this university’s sections of the course be limited to S/U (pass/fail)?

Yes No

- Delete Course (effective date):** 5/8/2020

Justification for changes indicated in Section 2:

This course is an overview of the types of mental health programs available for students to work in. This material is covered in multiple other courses and as such, the course has become unfocused without a clear purpose. Due to this, faculty feel it would be better to add a course in Supervision since students wishing to be site supervisors in the future must have had a course in Supervision to fulfill this role. Currently, only USD offers a course in Supervision, which leaves NSU students out of the option to become supervisors in the future. Currently, the site supervisors in town have to take an online module from our website to obtain any supervision training, which is a requirement for CACREP approved sites. This would open up an actual course for them to take to have better knowledge and understanding of their role in the supervision process.

Section 3. Common Courses: Requested Minor Modifications

Place an "X" in the appropriate boxes.

- | | <u>Current</u> | | <u>New</u> |
|--|------------------------------|----|-----------------------------|
| <input type="checkbox"/> Credit hours (within variable limits) | _____ | to | _____ |
| <input type="checkbox"/> University specific co-requisites | _____ | to | _____ |
| <input type="checkbox"/> Cross-listing and equating with | _____ | | |
| <input type="checkbox"/> Dual-listing at 400/500 level | | | |
| <input type="checkbox"/> Add course in x9x series | | | |
| CIP Code: | _____ | | |
| New CIP Code for this university? | <input type="checkbox"/> Yes | | <input type="checkbox"/> No |
| Will this university's sections of the course be limited to S/U (pass/fail)? | <input type="checkbox"/> Yes | | <input type="checkbox"/> No |
| <input type="checkbox"/> x9x grading method | _____ | to | _____ |

Justification for changes indicated in Section 3:

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

4.1. University department code: _____

4.2. Change university department code to: _____