




SOUTH DAKOTA BOARD OF REGENTS ACADEMIC AFFAIRS FORMS

Revised Course Request: Common Course (*Substantive Modifications*)

Use this form to request a substantive change to an existing common course. Representatives from all institutions offering the common course must participate in developing the proposed revisions to a common course. Signatures from all institutions offering the common course must be included on the final form submitted to the Academic Affairs Council (AAC). Consult the system database for information about existing courses. If the course revision is for an approved General Education course, please see the Revision to General Education Requirements Form.

NSU	Scott Peterson	/s/ Douglas G. Ohmer	4/19/2022
Institution	Form Initiator	Dean's Approval Signature	Date
Choose an item.	Management Information Systems		4/29/2022
Institution	Division/Department	Institutional Approval Signature	Date

Indicate universities that currently offer the common course:

☒ BHSU ☐ DSU ☒ NSU ☐ SDSMT ☐ SDSU ☐ USD

Email from BHSU attached end of document.

Section 1. Existing Course Title and Description

If changing from a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each. Provide the complete description as it appears in the system database, including pre-requisites, co-requisites, and registration restrictions.

Prefix & No.	Course Title	Credits
MIS 210	Web Authoring	

Course Description
This course focuses on techniques and methods for writing specifically for the Internet. Topics will include designing and creating documents for the World Wide Web, design considerations, and publishing and maintaining Web sites. Students will use HTML, Web authoring software, and other software for Web development.

Please list any active equated courses for the course being revised. Any universities offering equated courses must be indicated in the check boxes above, as they currently offer the course.

Prefix & No.	Course Title	Credits

Section 2. Modification(s) Requested

Check all revisions that apply and provide detailed information in the Current and New fields below. If changing a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each.

2.1. This modification will include (place an "X" in the box for all that apply):

☐ Prefix change from Current to New

Indicate any university for which this must be added as new prefix:

☐ BHSU ☐ DSU ☐ NSU ☐ SDSMT ☐ SDSU ☐ USD

☐ Change in instructional method Current to New

☐ Course Title change from _____ to _____

☐ Credit Hours change from _____ to _____

☒ Pre-Requisites MIS 205 to None

Note: University specific pre-requisites are inconsistent with the system common course guidelines and receive approval only in rare circumstances.

☐ Co-Requisites _____ to _____

☐ Registration Restriction _____ to _____

☐ Addition/deletion of a lab/lecture component

If the addition of a lab/lecture component requires a change in pre-requisites or co-requisites, indicate below (add lines as needed, make sure to copy and paste format)

Prefix & No.	Course Title	Pre-Req/Co-Req?
		Choose an item.

Will the grade for this lab/lecture component be limited to S/U (pass/fail)?

☐ Yes

☐ No

Will section enrollment for the lab/lecture component be capped?

☐ Yes, max per section: _____ ☐ No

☐ **Course Content/Description change (write proposed new content/description below)**

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.

☐ **Course Deletion**

Indicate the universities deleting the course:

☐ BHSU ☐ DSU ☐ NSU ☐ SDSMT ☐ SDSU ☐ USD

Effective term of the change: 8/1/2022

2.2. Add justification for all changes noted above:

MIS 205 should never have been a pre-requisite for this course. Concurrence from BHSU attached.

Section 3. Other Course Information

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 database ([Course Inventory Report](#))?

☐ Yes ☐ No

If yes, indicate the course(s) to which the course will equate (add lines as needed):

Prefix & No.	Course Title

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

	<u>Current</u>		<u>New</u>
<input type="checkbox"/> Change in University Department Code	_____	to	_____
<input type="checkbox"/> Change in Banner Department Code	_____	to	_____
<input type="checkbox"/> Change in CIP Code	_____	to	_____

From: Marc, Max <Max.Marc@bhsu.edu>
Sent: Tuesday, November 9, 2021 4:48 PM
To: Peterson, Scott NSU <scott.peterson@northern.edu>
Cc: Marc, Max <Max.Marc@bhsu.edu>
Subject: RE: [EXT] MIS210 Web Authoring

CAUTION: This email originated from outside of NSU. Do not click links or open attachments unless you recognize the sender and know the content is safe. DO NOT provide your username and password.

Scott,

No need for a phone call. I'm fine with removing MIS 205 as a pre-requisite for MIS 210. Let me know what paperwork steps need to be taken. We have a faculty meeting coming up in about 9 days, and I will need to let the rest of the faculty know about this, and I will do that at the meeting.

Regards.

From: Peterson, Scott NSU <scott.peterson@northern.edu>
Sent: Tuesday, November 9, 2021 2:30 PM
To: Marc, Max <Max.Marc@bhsu.edu>
Subject: [EXT] MIS210 Web Authoring

You don't often get email from scott.peterson@northern.edu. [Learn why this is important](#)

I'm Reaching out to you this afternoon to inquire if you folks teach the MIS210 course, Web Authoring: http://catalog.bhsu.edu/preview_course_nopop.php?catoid=31&coid=29841 and further if you would consider our request to have its pre-requisite removed from the description (MIS205). BHSU and NSU share some common courses. As such, when we have a change to our curriculum we are required to check across the Regent's universities. We recently removed MIS205 as a business core course. However, MIS210 (web authoring) still includes that course as a pre-requisite. Although we still teach MIS205, we do not feel our MIS Majors and CSC Minors are well served by it. Would BHSU consider removing it as a pre-requisite? My contact information is below. Could we set up a phone call on Wednesday or Friday of this week to chat (if there are any questions). I am open in the afternoons on both days.

Best Regards,

Scott Peterson
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