



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

New Site Request

Use this form to request authorization to deliver an entire existing degree program (graduate program, undergraduate major or minor, certificate, or specialization) at a new site or by distance delivery (including online delivery). Board of Regents approval is required for a university to offer programs off-campus and through distance delivery. The Board of Regents, Executive Director, and/or their designees may request additional information about the proposal. After the university President approves the proposal, submit a signed copy to the Executive Director through the system Chief Academic Officer. Only post the New Site Request Form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

UNIVERSITY:	NSU
DEGREE(S) AND PROGRAM:	BA Criminal Justice and Minor in Criminal Justice
NEW SITE(S): <i>Include address of new physical locations. Delivery methods are defined in AAC Guideline 5.5.</i>	015 Internet Asynchronous – Term Based Instruction
INTENDED DATE OF IMPLEMENTATION:	Fall 2022
CIP CODE:	43.0104
UNIVERSITY DEPARTMENT:	Department of History and Social Sciences
BANNER DEPARTMENT CODE:	NHSS
UNIVERSITY DIVISION:	College of Arts and Sciences
BANNER DIVISION CODE:	5A

Please check this box to confirm that:

- The individual preparing this request has read [AAC Guideline 2:11](#), which pertains to new site requests, and that this request meets the requirements outlined in the guidelines.
- This request will not be posted to the university website for review of the Academic Affairs Committee until it is approved by the Executive Director and Chief Academic Officer.

University Approval

To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.



President (or Designee) of the University

5/2/2022

Date

1. What is the need for offering the program at the new physical site or through distance delivery?

Northern State University’s Criminal Justice AA degree is currently approved for online delivery. Northern requests authorization to also deliver our Bachelor of Arts in Criminal Justice and our Criminal Justice minor via online asynchronous delivery.

Northern is specifically adding an online site for delivery of the BA Criminal Justice to better serve 4 populations of students:

1. Students interested in law enforcement in northeastern SD who cannot commit to on campus programs.
2. Students who graduate from Southeast Technical College (STC) and want to earn a 4-year degree in Criminal Justice so they are eligible for certain state and federal law enforcement careers that require a bachelor's degree.
3. Students who graduate from North Dakota State College of Science (NDSCS) with an AA Liberal Arts-Criminal Justice preparation. Northern is working with NDSCS to develop an articulation agreement for NDSCS students who graduate with an AA Liberal Arts - Criminal Justice preparation to obtain their BA in Criminal Justice from Northern. The NDSCS AA Liberal Arts – Criminal Justice preparation program is designed specifically to transfer to a 4-year college or university for completion of their BA Criminal Justice degree. By offering the BA CJUS online, NSU can attract and enroll graduates of NDSCS without asking them to relocate to Aberdeen.
4. Students in North Dakota who are within the recruitment territory of Northern State University and who do not have access to North Dakota based online BA Criminal Justice programs.

Northern's online BA Criminal Justice degree will give individuals working in the fields of law enforcement, corrections, and victim service provision in Aberdeen and the surrounding communities as well as in remote locations in South Dakota increased access to an online program. The EMSI Study included a Degree-Workforce Gap Analysis that shows an out-migration of criminal justice graduates from BOR institutions. Specifically, 59% of students who attended BOR institutions for criminal justice left the state.¹ Northern began its BA in Criminal Justice in 2017, and the number of students enrolled in and graduating from the on-campus program has grown markedly. By expanding the offering to online, Northern can serve more students in remote areas who will in turn earn their degree and serve in South Dakota communities.

Southeast Technical College (STC) reached out to Northern to establish a collaboration in various programs in the College of Arts and Sciences, the School of Business, and the Millicent Atkins School of Education. One of the collaborative agreements between STC and the College of Arts and Sciences is with our Criminal Justice program. Specifically, Northern and STC signed a new articulation agreement that provides STC students who have completed an AAS in Law Enforcement degree program the opportunity to earn a BA Criminal Justice degree from NSU.

Southeast Technical College graduates between 23 and 30 students from their AAS Law Enforcement degree program each spring. Annually, STC has 10 to 12 students pursuing this degree who express interest in continuing their education in a 4-year Criminal Justice degree program. Because neither NSU nor STC anticipate or expect STC students to relocate to Aberdeen to complete their bachelor's degree, we request that the Criminal Justice BA degree be approved for online delivery.

Additionally, Northern is set to meet with representatives from the North Dakota State College of Science in Wahpeton, ND (141 miles from Aberdeen) to establish a collaboration with our

¹ Degree-Workforce Gap Analysis. EMSI Study. 2021. p. 35. Very few of the graduates in this

Criminal Justice program. The North Dakota State College of Science (NDSCS) has a 2 year program of prescribed general electives designed specifically to transfer to a 4 year college for the BA in Criminal Justice.² Like our collaboration with STC, students would benefit by our request for online delivery of the BA Criminal Justice degree because neither NSU nor NDSCS would anticipate or expect students to relocate to Aberdeen for completion of the degree program.

Students in North Dakota within the recruitment territory of Northern State University do not have access to North Dakota based online BA degree programs in Criminal Justice. The University of Jamestown, ND (100 miles from Aberdeen) has a BA in Criminal Justice, but it is not offered online.³ The University of Mary in Bismarck, ND also has an on-campus BA in Criminal Justice, but it is not offered online.⁴ Bismarck State College in Bismarck, ND (180 miles from Aberdeen) has a 2-year program designed to transfer to a 4-year college for the BA in Criminal Justice.⁵ Valley City State University in Valley City, ND (130 miles from Aberdeen) does not offer any degrees in Criminal Justice, at the 2-year or 4-year level. North Dakota State University in Fargo, ND (175 miles from Aberdeen) offers a BS and a BA degree in Criminal Justice, but neither are offered online⁶. University of North Dakota in Grand Forks, ND (251 miles from Aberdeen) does offer an online BS degree in Criminal Justice Studies, but our BA online degree would be more flexible and efficient for the population of students we are targeting with this degree, considering that UND requires all majors in Criminal Justice Studies to have a secondary concentration “in a single supplementary field other than Criminal Justice Studies”, met by obtaining a minor in a world language or by taking 20 additional credit hours (with 9 at the 300 or above level) in a single subject taught at UND.⁷

With this request to offer the BA Criminal Justice online we include a request to offer the Criminal Justice minor online. Because Northern’s Criminal Justice AA degree is currently approved for online delivery, adding both the minor online with the BA online is for sake of consistency, and given that, if accepted, all necessary courses will be available for online delivery. In Appendix A, all courses currently offered online are noted with an asterisk.

2. Are any other Regental universities authorized to offer a similar program at the proposed site(s) or through distance delivery? If “yes,” identify the institutions and programs and explain why authorization is requested.

Other Regental universities authorized to offer criminal justice degrees online are USD, who offers BA and BS degrees as well as the minor online, and SDSU, who offers the minor online.

Northern was explicitly sought out by STC for collaboration to develop an articulation agreement; thus, the proposed online program at Northern is designed to serve the STC graduates by supporting the “Seamless Transfer Initiative” in Goal 2 of the SDBOR 2022-2027 Strategic Plan in providing a seamless transition into a BA degree program for students with earned credits from this technical college. It is important to note that Northern’s online

² <https://www.ndscs.edu/academics/academic-departments-programs/liberal-arts-transfer#criminal-justice-transfer>

³ <https://www.uj.edu/prospective-students/online/undergrad>

⁴ <https://online.umary.edu/academics/bachelors-programsND>

⁵ <https://bismarckstate.edu/academics/programs/cj/>

⁶ <https://catalog.ndsu.edu/undergraduate/program-curriculum/criminal-justice/#majortext>

⁷ <https://und.edu/programs/criminal-justice-studies-bs/index.html>

Criminal Justice BA will enroll STC graduates seeking to obtain 4-year credentials with this earned bachelor's degree.

Additionally, Northern's online degree will give individuals working in the fields of law enforcement, corrections, and victim service provision in Aberdeen and the surrounding communities as well as in remote locations in South Dakota increased access to an online program, which is also in keeping with Goal 2 of the SDBOR Strategic Plan by increasing access for South Dakota's population: "Access is the cornerstone to ensuring South Dakotans who desire to attend a public post-secondary institution can. . . Together efforts focusing on traditional students, underserved populations, non-traditional populations, and transfer students will be a critical building block to ensuring that every qualified South Dakotan can access public post-secondary education."⁸ Further, this is also in keeping with the foundational statements within the Strategic Focus that states: "South Dakotans will have *increased access* to continuing education opportunities needed to upgrade their credentials while remaining in the workforce."⁹

3. Are students enrolling in the program expected to be new to the university or redirected from other existing programs at the university? Complete the table below and explain the methodology used in developing the estimates.

Given the nature of our collaboration with STC, our potential collaboration with NDSCS, and our expanded marketing efforts for Northern's online Criminal Justice program in North Dakota, Northern anticipates that the majority of students who will seek to complete the Criminal Justice BA online will be new to the university, although some may be re-directed from our on-campus program due to the flexibility that asynchronous online courses provide to working adults and students with family obligations.

Considering trends in enrollment in online Criminal Justice courses, the projected interest of students entering our program through our collaboration with STC, allowing for attrition and assuming that students will take a full load each semester, we expect the following enrollments and graduates during the first four years of Northern's online Criminal Justice program. Additionally, in establishing a collaboration with NDSCS, we would expect a projected increase in these numbers.

These numbers were calculated using the average of Northern's declared BA Criminal Justice majors and minors FY18 through FY22 (provided by the NSU Office of Institution Research and Assessment enrollment report Major/Minor Trends by School/Department) allowing for a projected conservative increase of 10 new majors per year to accommodate students enrolling directly in the online BA program from our collaboration with STC, our potential collaboration with NDSCS, and working individuals, non-traditional students, and individuals in remote areas or surrounding communities enrolling in the online BA program and/or minor.

⁸ SDBOR 2022-2027 Strategic Plan ("Goal 2" pp. 7, 8)

https://www.sdbor.edu/the-board/agendaitems/2014AgendaItems/2022%20Agenda%20Items/March2022/4_J_BOR0322.pdf

⁹ SDBOR 2022-2027 Strategic Plan ("Strategic Focus" p. 3)

https://www.sdbor.edu/the-board/agendaitems/2014AgendaItems/2022%20Agenda%20Items/March2022/4_J_BOR0322.pdf

Criminal Justice Major

	Fiscal Years*			
	1 st	2 nd	3 rd	4 th
<i>Estimates</i>	FY 23	FY 24	FY 25	FY 26
Students new to the university**	20	30	40	50
Students from other university programs	5	5	5	5
=Total students in the program at the site	25	35	45	55
Program credit hours (major courses)***	300	420	540	660
Graduates	5	8	11	14

*Do not include current fiscal year.

** The base figure and growth figures are conservative estimates calculated for the new online degree based on the average number of declared majors entering the established in-person NSU Criminal Justice degree program each fall from FY18 through FY22. The growth in enrollments for the in-person program during this period continues to trend upward, based on figures provided by the NSU Office of Institution Research and Assessment Major/Minor Trends by School/Department enrollment report: 17 declared majors in fall 2018, 42 in fall 2019, 52 in fall 2020, and 60 in fall 2021.

***This is the total number of credit hours generated by students in the program in the required or elective program courses. Use the same numbers in Appendix B – Budget. *These figures were calculated by estimating that of the 41 required and elective major specific credits each major would take on average close to 12 of these credits per year with their remaining credits being taken in general education courses. These figures do not account for general education courses.*

Criminal Justice Minor

	Fiscal Years*			
	1 st	2 nd	3 rd	4 th
<i>Estimates</i>	FY 23	FY 24	FY 25	FY 26
Students new to the university	25	28	31	34
Students from other university programs	5	5	5	5
=Total students in the program at the site	30	33	36	39
Program credit hours (major courses)**	150	165	180	195
Graduates	5	7	10	15

*Do not include current fiscal year.

**This is the total number of credit hours generated by students in the program in the required or elective program courses. Use the same numbers in Appendix B – Budget. *These figures were calculated by estimating that of the 18 required minor specific credits each minor would take on average close to 5 of these credits per year with their remaining credits being taken in their major and general education courses. These figures do not account for general education courses.*

4. What is the perceived impact of this request on existing programs in the Regental system?

As indicated in item 2 above, Northern was explicitly sought out by STC for collaboration in developing an articulation agreement. Therefore, online delivery of the Criminal Justice BA degree and the Criminal Justice minor supports Goal 2 of the SDBOR 2022-2027 Strategic Action Plan, specifically by supporting the “Seamless Transfer Initiative” in providing a seamless transition into a BA degree program for STC students under the articulation agreement. This also provides better access for working individuals (particularly those in the fields of law enforcement, corrections, and victim service provision), non-traditional students, and individuals in remote areas to complete a post-secondary education and offers continuing education opportunities needed to upgrade credentials while remaining in the workforce.

5. Complete the table and explain any special circumstances. Attach a copy of the program as it appears in the current catalog. If there are corresponding program modifications requested, please attach the associated form. Explain the delivery of the new courses and attach any associated new course request forms.

Appendix A provides the curriculum for the BA in Criminal Justice and the Criminal Justice minor. This appendix also includes a notation (via asterisk) of which courses are currently offered online by Northern State University.

[BA Criminal Justice]	Credit hours	Credit hours currently available from this university at this site	Credit hours currently available from other universities available at this site	Credit hours currently available via distance	Credit hours new to this university
System General Education Requirements	30-35	30-35	30-35	30-35	0
<i>Subtotal, Degree Requirements</i>	30	30	30	30	0
Required Support Courses					
Major Requirements	16-18	13-15	16-18	13-15	3
Major Electives or Minor	24	24	24	24	0
<i>Subtotal, Requirements of the Proposed Major</i>	40-42	37-39	40-42	37-39	3
Free Electives	43-50	43-50	43-50	43-50	0
<i>Total, Degree with Proposed Major</i>	120	120	120	120	0

*Only one required course is not yet offered online. Northern anticipates filing a course development proposal with OCE to begin offering this course online if this New Site Request were to be approved.

6. How will the university provide student services comparable to those available for students on the main campus?

Northern State University offers several degree programs, minors, and certificates in an online format. As a result, comparable services are firmly established. Student advising is provided by the Student Success Center, by the dedicated academic advisor for the Department of History and Social Sciences, and by faculty in the Department of History and Social Sciences. All student support services, along with appropriate technology resources, are available through distance technology. The NSU Student Success Center provides all students (online and face-to-face) with opportunities for individual tutoring and student success coaching, and the NSU Counseling Center provides technology-assisted counseling sessions for online students who reside in South Dakota. Additionally, NSU's Beulah Williams Library has a wealth of resources available to distance students, including online access to library resources, remote borrowing, and information and guidance regarding online research.

7. Is this program accredited by a specialized accrediting body? If so, address any program accreditation issues and costs related to offering the program at the new site(s).

There is no accrediting body for the Criminal Justice program. Northern State University is accredited by the Higher Learning Commission. There are no accreditation issues or costs associated with offering this degree online.

8. Does the university request any exceptions to Board policy for delivery at the new site(s)? Explain requests for exceptions to Board policy.

No exceptions are requested.

9. Cost, Budget, and Resources related to new courses at the site: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, time redirected from other assignments, instructional technology & software, other operations and maintenance, facilities, etc., needed to implement the proposed minor. Complete Appendix B – Budget using the system form.

There are no additional costs, budget requirements, or resources related to this new site request. Due to the growth of the Criminal Justice program, the department has been approved to hire an additional faculty member. Therefore, all online courses will be included in the current rotation for existing and forthcoming faculty. Additionally, Northern State University anticipates that offering both the Criminal Justice BA degree and the Criminal Justice minor online will strengthen Northern's face-to-face program as well by making it possible to offer an optimal course rotation due to growths in enrollment at all levels and modalities.

Appendix A

The curriculum for the BA in Criminal Justice. Items indicated with an asterisk (*) are currently developed for online delivery by Northern State University.

Pref.	Num.	Title	Cr. Hrs.
CORE COURSE REQUIREMENTS <i>(17 credits)</i>			
*IDL	190	First Year Seminar	2
*CJUS	201	Introduction to Criminal Justice	3
CJUS	380	Research and Data Analysis in Criminal Justice	3
*CJUS	485	Social Science Capstone	3
*SOC	100	Introduction to Sociology	3
*SOC	351	Criminology	3
ELECTIVES - Select 8 <i>(24 credits)</i>			
*CJUS	203	Policing in a Free Society	3
CJUS	207	Introduction to Homeland Security	3
CJUS	313	Crime Scene Investigation	3
CJUS	314/314L	Criminalistics/Criminalistics Lab	3
CJUS	401	Law and Society	3
CJUS	403	Counterterrorism and Cybersecurity Policy	3
*CJUS	431	Criminal Law	3
*CJUS	433	Criminal Procedure	3
GEOG	372	Introduction to GIS	3
HIST	485	History of Modern Genocide	3
*POLS	210	State and Local Government	3
*POLS	320	Public Administration	3
POLS	339	Courts and Judicial Politics	3
SOC	270	Introduction to Social Work	3
SOC	315	Social Work Practice I	3
SOC	320	Social Work Practice II	3
SOC	330	Self and Society	3
SOC	350	Race and Ethnic Relations	3
*SOC	354	Victimology	3
SOC	400	Social Policy	3
*SOC	402	Social Deviance	3
SOC	423	Social Stratification	3
*SOC	455	Juvenile Delinquency	3
*SOC	456	Community Corrections	3
*SOC	459	Sociology of Death and Dying	3

SOC	470	Child Abuse and Neglect	3
*SOC	483	Sociology of Gender Roles	3
SS	360	The Traveling Classroom	3
SS	396	Field Experience	3
Total number of hours required for the major			41
Total number of hours required for the degree			120

The curriculum for the Criminal Justice minor. Items indicated with an asterisk (*) are currently developed for online delivery.

Pref.	Num.	Title	Cr. Hrs.
CORE COURSE REQUIREMENTS (6 credits)			
*CJUS	201	Introduction to Criminal Justice	3
*SOC	351	Criminology	3
Law Enforcement - Choose 1 (3 credits)			
*CJUS	203	Policing in a Free Society	3
CJUS	313	Crime Scene Investigation	3
CJUS	314/314L	Criminalistics/Criminalistics Lab	3
*CJUS	433	Criminal Procedure	3
Legislative and Judicial Process - Choose 1 (3 credits)			
*CJUS	431	Criminal Law	3
*POLS	210	State and Local Government	3
POLS	339	Courts and Judicial Politics	3
POLS	430	Constitutional Law	3
*SOC	492	Topics	3
Institution and Community Corrections - Choose 1 (3 credits)			
*CJUS	452	Prisons and Penology	3
*SOC	455	Juvenile Delinquency	3
*SOC	492	Topics	3
Criminal Justice and Society - Choose 1 (3 credits)			
CJUS	401	Law and Society	3
*SOC	150	Social Problems	3
SOC	400	Social Policy	3
*SOC	402	Social Deviance	3
*SOC	490	Seminar	3
SS	360	The Traveling Classroom	3
SS	396	Field Experience	3
Total number of hours required for minor			18