



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 database through Colleague or the [Course Inventory Report](#) for information about existing courses before submitting this form.

NSU

Criminal Justice/History and Social Sciences

Institution

Division/Department

Alan D. JaFave
Institutional Approval Signature

10/10/2018

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 database in Colleague and the [Course Inventory Report](#) including pre-requisites, co-requisites, and registration restrictions.

Prefix & No.	Course Title	Credits
CJUS 380	Research and Data Analysis in Criminal Justice	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 Colleague.

Course Description

This course covers the basic techniques and procedures utilized in the process of both criminal justice policy and evaluation research. Topics include: defining research problems, ethics in criminal justice research, quantitative and qualitative approaches to research, selecting and measuring variables, stating hypotheses, sampling, developing research designs, and analyzing data.

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 351 or SOC 281	Criminology or Socio-Cultural Theory	Pre-requisite

Registration Restrictions

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Section 2. Review of Course

2.1. Was the course first offered as an experimental course (place an “X” in the appropriate box)?

☐ Yes (if yes, provide the course information below) ☒ No

2.2. Will this be a unique or common course (place an “X” in the appropriate box)?

If the request is for a unique course, verify that you have reviewed the common course catalog via Colleague and the system [Course Inventory Report](#) 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.

☒ **Unique Course**

Prefix & No.	Course Title	Credits
SOC 209	Statistical Reasoning for Social Science	3
SOC 410	Methods of Social Research	3

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

Currently, there are two courses offered by the sociology program at NSU which are specifically pure research-driven. The criminal justice program at NSU needs a research methods course that provides its students with research and statistical skills necessary for policy evaluation and program assessment, which majors seeking employment after graduation will be required to complete with competence. This is a component lacking in both courses currently offered by the sociology program. Further, students planning to pursue post-graduate education will be given the foundation necessary to perform research and data analysis with skill.

☐ **Common Course** *Indicate universities that are proposing this common course:*

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

Section 3. Other Course Information

3.1. Are there instructional staffing impacts?

☐ **No.** Replacement of _____
(course prefix, course number, name of course, credits)
*Attach course deletion form

Effective date of deletion: [Click here to enter a date.](#)

☒ **No.** Schedule Management, explain below: This course will be taught using existing faculty in their normal rotation

☐ **Yes.** Specify below:

3.2. Existing program(s) in which course will be offered: Criminal Justice

3.3. Proposed instructional method by university: L (Lecture)

3.4. Proposed delivery method by university: 001 (Face-to-Face)

3.5. Term change will be effective: Fall 2019

3.6. Can students repeat the course for additional credit?

☐ Yes, total credit limit: _____ ☒ No

3.7. Will grade for this course be limited to S/U (pass/fail)?

☐ Yes ☒ No

3.8. Will section enrollment be capped?

☒ Yes, max per section: 25 ☐ 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 in Colleague and the [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

3.10. Is this prefix approved for your university?

☒ Yes ☐ No

If no, provide a brief justification below:

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

4.1. University Department Code: NPSOC

4.2. Proposed [CIP Code](#): 451101

Is this a new CIP code for the university? ☐ Yes ☒ No