



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

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/SOC 485	Social Science Capstone	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 culminates students' course of study by integrating theory, research, and career planning into an original project. Activities will include a review of major subfields, career planning, and the production of an original project. Students will produce a career-specific final project or paper as well as a final portfolio relevant to their major. Cross-listed with SOC 485.

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	Criminology	Pre-requisite
CJUS 380	Research and Data Analysis	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 489	Capstone	3
CJUS 489	Capstone	3

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

Currently, there is a Criminal Justice Capstone (CJUS 489) course that is unique to USD, but the Sociology Capstone (SOC 489) is listed as a common course. The Sociology Capstone has pre-requisite courses not offered at NSU and is specifically research-driven. NSU needs a Social Science Capstone course that provides its Criminal Justice and Sociology students with a culminating experience that hones the skills necessary for employment and post-graduate education. The majority of the course activities will focus on gaining employment, the creation of a capstone portfolio, evaluating current research, and the construction of a major project (policy or research). Our Social Science Capstone requires a research project but is heavily focused on career development and preparation. This is a component lacking in both the SOC and CJUS Capstone course descriptions.

☐ **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 SOC 489, Capstone, 3 credit hours**

(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:

Sociology

Criminal Justice

3.3. Proposed instructional method by university: D (Discussion)

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: 15 ☐ 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
CJUS/SOC 485	Social Science Capstone

3.10. Is this prefix approved for your university?

☒ Yes ☐ No

If no, provide a brief justification below:

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