SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS

Substantive Program Modification Form

UNIVERSITY:	**SDSU**
CURRENT PROGRAM TITLE:	**Experiential Learning Certificate**
CIP CODE:	**24.0102**
UNIVERSITY DEPARTMENT:	**Arts, Humanities & Social Sciences**
UNIVERSITY DIVISION:	**Arts, Humanities & Social Sciences**

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.

Dennis D. Hedge	1/23/2019
Vice President of Academic Affairs or President of the University	Date

1. **This modification addresses a change in:**
   ☒ Total credits required within the discipline ☐ Total credits of supportive course work
   ☒ Total credits of elective course work ☐ Total credits required for program
   ☐ Program name ☐ Existing specialization
   ☐ CIP Code ☐ Other (explain below)

2. **Effective date of change:** 2019-2020 Academic Year

3. **Program Degree Level:** Associate ☐ Bachelor's ☒ Master's ☐ Doctoral ☐

4. **Category:** Certificate ☒ Specialization ☐ Minor ☐ Major ☐

5. **If a name change is proposed, the change will occur:**
   ☐ On the effective date for all students
   ☐ On the effective date for students new to the program (enrolled students will graduate from existing program)
   Proposed new name:

6. **Primary Aspects of the Modification:**

Existing Curriculum		*Proposed Curriculum (highlight changes)*	
Pref. Num. Title	Cr. Hrs.	Pref. Num. Title	Cr. Hrs.
EXPL 280 Introduction to Experiential Learning and Electronic Portfolio Development	1	~~EXPL 280 Introduction to Experiential Learning and Electronic Portfolio Development~~	~~1~~
Integrative Capstone Experience Complete a 3-credit capstone related to the field of study.	3	Integrative Capstone Experience Complete a 3-credit capstone related to the field of study.	3
Select a minimum of 11 credits from at least 3 categories below. Contact the Experiential Learning Coordinator to review the current list of approved courses for each category. Other Courses may be contracted for EXLN credit with approval of the EXLN Coordinator and the course instructor. Extra-curricular activities, volunteer experiences and regular paid employment may not be used for credit to fulfill	11	Select a minimum of 12 credits from at least 3 categories below. Contact the Experiential Learning Coordinator to review the current list of approved courses for each category. Other Courses may be contracted for EXLN credit with approval of the EXLN Coordinator and the course instructor. Extra-curricular activities, volunteer experiences and regular paid employment may not be used for credit to fulfill	12

Pref. Num. Title	Cr. Hrs.	Pref. Num. Title	Cr. Hrs.
certificate requirements. Qualifying courses will be noted on the student's official transcript.		certificate requirements. Qualifying courses will be noted on the student's official transcript.	
Travel Studies: Domestic and Abroad *Travel Studies/Study Abroad: Appreciate cultural diversity and globalization.*	0-4	**Travel Studies: Domestic and Abroad** *Travel Studies/Study Abroad: Appreciate cultural diversity and globalization.*	0-4
Undergraduate Research and Scholarly Activity *Research or scholarly work conducted under the mentorship of a faculty member utilizing research conventions of the discipline.*	0-4	**Undergraduate Research and Scholarly Activity** *Research or scholarly work conducted under the mentorship of a faculty member utilizing research conventions of the discipline.*	0-4
Creative Activity *Producing a creative work, performance under guidance of a faculty member requiring innovation and appropriate application of the design, build or performance principles of the discipline.*	0-4	**Creative Activity** *Producing a creative work, performance under guidance of a faculty member requiring innovation and appropriate application of the design, build or performance principles of the discipline.*	0-4
Field-Based, Internship and Practicum *Development of new knowledge and skills unique to a particular professional setting actively engaged in innovation or service.*	0-4	**Field-Based, Internship and Practicum** *Development of new knowledge and skills unique to a particular professional setting actively engaged in innovation or service.*	0-4
Applied *Comprehensive course projects in partnership with businesses, agencies and organizations.*	0-4	**Applied** *Comprehensive course projects in partnership with businesses, agencies and organizations.*	0-4
Service Learning *Active community engagement and service integrating civic responsibility and cultural differences.*	0-4	**Service Learning** *Active community engagement and service integrating civic responsibility and cultural differences.*	0-4
Total number of hours required for certificate	15	Total number of hours required for certificate	15

7. Explanation of the Change:

The *EXPL 280 Introduction to Experiential Learning & ePortfolio* (1 cr.) course will be replaced with one additional credit in the electives requirement. A portfolio course no longer appears to be a necessary requirement for the majority of students seeking the experiential learning certificate nor does it provide significant assessment value for the program.

Two key findings motivate this request. First, students tend to formally seek the certificate after completing 8 – 12 experiential learning credits and realizing they will complete at least 15 credits of experiential learning before graduation. These students often report that EXPL 280 duplicates a capstone portfolio requirement in their major and/or does not fit into their schedules. Students needing guidance on how to develop an ePortfolio could be served by enrolling in ACS 489 Transition to Career or through free consultation with the Career Center as needed. Second, assessment data is collected from instructors in each approved course. The course data is reported for all students in the course, not just those enrolled in the certificate program. Thus, the ePortfolio could be removed from the assessment plan as a redundant measure.