SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS

New Course Request

SDSU	College of Education and Human Sciences / School of Education, Counseling and Human Development
Institution	**Division/Department**
Dennis D. Hedge	3/28/2024
Institutional Approval Signature	**Date**

Section 1. Course Title and Description

Prefix & No.	Course Title	Credits
CHRD 685	Academic Advising Theory and Practice	3

Course Description	
This course provides students with practicum experience in higher education academic advising.	

Pre-requisites or Co-requisites

Prefix & No.	Course Title	Pre-Req/Co-Req?
None		

Registration Restrictions

None

Section 2. Review of Course

2.1. Will this be a unique or common course?

☒ **Unique Course**

Prefix & No.	Course Title	Credits
CHRD 785	Pre-Practicum	3
Various	Practicum	varies

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

This course will provide students with hands-on experience in higher education academic advising. There are a number of practicum and experiential learning courses available in the course inventory, however this course specifically applies to academic advising theory and practice.

Section 3. Other Course Information

3.1. Are there instructional staffing impacts?

☒ No. Schedule Management, explain below: This course will be taught every summer. This course was previously offered as CHRD 691.

3.2. Existing program(s) in which course will be offered: Athletic Academic Advising Certificate, Academic Advising Certificate

3.3. Proposed instructional method by university (*as defined by* AAC Guideline 5.4)**:** X - Experiential

3.4. Proposed delivery method by university (*as defined by* AAC Guideline 5.5)**:** 001 – Face to Face, 015 – Online Asynchronous

3.5. Term change will be effective: Fall 2024

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: 10   ☐ 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

3.10. Is this prefix approved for your university? ☒ Yes ☐ No

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

4.1. University Department: School of Education, Counseling and Human Development

4.2. Banner Department Code: SECH

4.3. Proposed CIP Code: 13.1102

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

NEW COURSE REQUEST
Supporting Justification for On-Campus Review

Katelyn Romsa	Katelyn Romsa	1/31/2024
Request Originator	**Signature**	**Date**
Anne Karabon	Anne Karabon	1/31/2024
Department Chair	**Signature**	**Date**
Evan Ortlieb	Evan Ortlieb	1/31/2024
School/College Dean	**Signature**	**Date**

1. Provide specific reasons for the proposal of this course and explain how the changes enhance the curriculum.
   In CHRD 685 Academic Advising Theory and Practice students will gain practical experience in academic advising. This course was previously offered as CHRD 691 Independent Study (Academic Advising Workshop Series).

2. Note whether this course is: ☒ Required   ☐ Elective

3. In addition to the major/program in which this course is offered, what other majors/programs will be affected by this course?
   None

4. If this will be a dual listed course, indicate how the distinction between the two levels will be made.
   N/A

5. Desired section size   10

6. Provide qualifications of faculty who will teach this course. List name(s), rank(s), and degree(s).
   Katelyn Romsa, Associate Professor, EdD

7. Note whether adequate facilities are available and list any special equipment needed for the course.
   No special equipment or room needed.

8. Note whether adequate library and media support are available for the course.
   All library and media support needed are available for this course.

9. Will the new course duplicate courses currently being offered on this campus? ☐ Yes   ☒ No

10. If this course may be offered for variable credit, explain how the amount of credit at each offering is to be determined.
    N/A