



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 course database through for information about existing courses before submitting this form.

NSU

Institution

College of Arts and Sciences /
Department of Science and Mathematics

Division/Department

Michael Wernow
Institutional Approval Signature

11/1/2021

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 course database, including pre-requisites, co-requisites, and registration restrictions.

Prefix & No.	Course Title	Credits
MATH 341L	Math Concepts for Teachers I Lab	0

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 the student information system.

Course Description

Lab emphasizes additional development and further exploration of concepts presented in Math Concepts for Teachers I along with providing the opportunity for extended dialogue on these concepts among peers. Lab is required for all Northern students seeking a degree in elementary education.

*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?
MATH 341	Math Concepts for Teachers I	Co-Req

Registration Restrictions

MATH 341/341L is required for all Northern students seeking a degree in elementary education.

Section 2. Review of Course

2.1. Will this be a unique or common course (place an "X" in the appropriate box)?

☒ **Unique Course**

If the request is for a unique course, institutions must review the common course catalog in the system course database 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. Courses requested without an attempt to find comparable courses will not be reviewed.

Prefix & No.	Course Title	Credits
MATH 341	Math Concepts for Teachers I	3
MATH 342	Math Concepts for Teachers II	3

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

These courses do not have a separate lab component, which provides an exploration of the course concepts that extends beyond the scope of the regular class. The requested course is a lab course.

☐ **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:
Lab will be taught as a part of/in conjunction with current offerings of MATH 341.

☐ **Yes.** Specify below:

3.2. Existing program(s) in which course will be offered (i.e., any current or pending majors, minors, certificates, etc.):

BSEd Elementary Education

3.3. Proposed instructional method by university (as defined by [AAC Guideline 5.4](#)): L (Lab)

If requesting an instructional method that is exempt from the [Section Size Guidelines](#), please provide a brief description of how the course is appropriate for the instructional method, as defined in AAC Guidelines.

3.4. **Proposed delivery method by university (as defined by [AAC Guideline 5.5](#)):**
Face-to-Face (001)

3.5. **Term change will be effective:**
Fall 2022

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: 24 ☐ 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?**
☐ 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:** Science and Mathematics

4.2. **Banner Department Code:** NSCM

4.3. **Proposed [CIP Code](#):** 270101

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