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| S:\Communications\Logos and photos\SDBORLogos\final_sdbor_webreadyBW_trans.gif | **SOUTH DAKOTA BOARD OF REGENTS**  ACADEMIC AFFAIRS FORMS |
| Authority to Offer an Existing Course |
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| **DSU** |  | **College of Arts and Sciences** |
| **Institution** |  | **Division/Department** |

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|  |  | 8/2/2021 |
| **Institutional Approval Signature** |  | **Date** |

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1. **Is this a request to offer an existing common course or an existing unique course (approval will change course status from unique to common)?**

|  |  |
| --- | --- |
| Common Course |  |
| Unique Course |  |

1. **Provide the complete description as it appears in the system database including pre-requisites and co-requisites.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Prefix & No.** | **Course Title** | | **Credits** |
| CMST 311 | Business and Professional Communication | | 3 |
| **Course Description** | |  | |
| Emphasizes principles and practical application of effective professional communication behaviors and rhetorical sensitivity within professional, business, and organizational contexts. | | | |

**Pre-requisites or Co-requisites (add lines as needed, make sure to copy boxes in Pre-req and Co-req cells)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Pre-req** | **Co-req** |
|  | None | Choose an item. | Choose an item. |

1. **Universities currently offering this course, or any equated courses (*place an “X” in the appropriate boxes*):**

*Please consult any universities indicated below, and attach correspondence with the campus response. Communication and approval should include the Provost’s office at the universities currently offering the course.*

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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

DSU has reached out to SDSU concerning this course and they have no concerns.

1. **Does Offering the Course Create FTE Implications? No**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **If no**, Replacement of | |  | | (deletion form attached) | |
|  | | (prefix, number, name of course, credits) | |  |  |
|  | Effective Date of Deletion: | | Click here to enter a date. | | |

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| 1. **Does Offering the Course Create Schedule Management Implications?** | No |
| **Explain:** Course will be added to the CMST rotation and taught by current faculty. | |

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| 1. **Existing program(s) in which course will be offered:** | | Communication Studies Minor |
|  |  | |
| 1. **CIP Code for the course:** | 09.0101 | |

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| 1. **Proposed instructional method by this university:** | Lecture |

|  |  |
| --- | --- |
| 1. **Proposed delivery method by this university:** | 001 |

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| 1. **University Dept. Code:** | DAS |

**Banner Department Code: \_\_\_\_**\_\_\_\_\_\_\_DLANG\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 1. **Authority to offer effective beginning in what term?** | Fall 2021 |

DSU will include this course in the rotation schedule and anticipate teaching in the Fall of 2024.

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| 1. **Section Restriction:** | 25 |