|  |  |
| --- | --- |
|  |  |
| S:\Communications\Logos and photos\SDBORLogos\final_sdbor_webreadyBW_trans.gif | **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.

|  |  |  |
| --- | --- | --- |
| DSU |  | College of Education  |
| **Institution** |  | **Division/Department** |
| A picture containing text  Description automatically generated |  | 11/8/2022 |
| **Institutional Approval Signature** |  | **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** |
| ELED 380 | K-8 Teaching Methods | 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 the student information system.*

|  |  |
| --- | --- |
| **Course Description** |  |
| Students will develop an understanding of the major components of elementary teaching methods; including assessment/evaluation procedures, curriculum issues, instructional strategies, lesson planning, classroom management and routines, state, and national curriculum standards. |

*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?** |
|  |  |  |
|  |  |  |

**Registration Restrictions**

|  |
| --- |
| N/A |

**Section 2. Review of Course**

1. **Will this be a unique or common course (*place an “X” in the appropriate box*)?**

|  |
| --- |
|[x]  **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** |
| SEED 302 | Secondary/Middle Content Area | 2-3 |
| ELED 320 | K-8 Science Methods | 3 |
| *Provide explanation of differences between proposed course and existing system catalog courses below:* |
| SEED 302- The proposed course is different from SEED 302 in that it will cover generic teaching methods for grade bands K-8, whereas SEED 302 currently covers methods for specific content areas within grade bands 5-12. ELED 320- The proposed course is different from ELED 320 and other content specific elementary methods courses in that it will cover generic teaching methods across the content areas versus focusing on one content area, such as science, math, reading, etc. The pedagogy covered in the proposed course will not be content-specific.  |

|  |  |
| --- | --- |
|[ ]  **Common Course** | *Indicate universities that are proposing this common course:* |
|  |  |  |
|  |[ ]  BHSU |[ ]  DSU |[ ]  NSU |[ ]  SDSMT | [ ]  | SDSU |[ ]  USD |

**Section 3. Other Course Information**

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. |  |

|  |
| --- |
|[x]  **No**. Schedule Management, explain below: This course will be covered through management of faculty workload.  |

|  |
| --- |
|[ ]  **Yes**. Specify below:  |

1. **Existing program(s) in which course will be offered (i.e., any current or pending majors, minors, certificates, etc.)**: The course will not be offered within any current majors or minors but could be taken as an elective within any major or minor. This course would meet the needs of pre-service teachers seeking alternative certification through the state of South Dakota.
2. **Proposed instructional method by university *(as defined by*** [*AAC Guideline 5.4*](https://www.sdbor.edu/administrative-offices/academics/academic-affairs-guidelines/Documents/5_Guidelines/5_4_Guideline.pdf)***)*:**

Lecture-R

1. **Proposed delivery method by university *(as defined by*** [*AAC Guideline 5.5*](https://www.sdbor.edu/administrative-offices/academics/academic-affairs-guidelines/Documents/5_Guidelines/5_5_Guideline.pdf)***)*:** Face to face 001; Internet Asynchronous, 015; Face to Face 01
2. **Term change will be effective**: Fall 2023
3. **Can students repeat the course for additional credit?**

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  Yes, total credit limit: |  |  |[x]  No |

1. **Will grade for this course be limited to S/U (pass/fail)?**

|  |  |
| --- | --- |
|[ ]  Yes |[x]  No |

1. **Will section enrollment be capped?**

|  |  |  |  |
| --- | --- | --- | --- |
|[x]  Yes, max per section: | 25 |  |[ ]  No |

1. **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 |[x]  No |
| *If yes, indicate the course(s) to which the course will equate (add lines as needed):* |
|  |

|  |  |
| --- | --- |
| **Prefix & No.** | **Course Title** |
|  |  |

1. **Is this prefix approved for your university?**

|  |  |
| --- | --- |
|[x]  Yes |[ ]  No |
| *If no, provide a brief justification below:* |
|  |

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

|  |  |
| --- | --- |
| 1. **University Department:**
 | Education |

|  |  |
| --- | --- |
| 1. **Banner Department Code:**
 | DEDU |

|  |  |
| --- | --- |
| 1. **Proposed** [**CIP Code**](http://nces.ed.gov/ipeds/cipcode/default.aspx?y=55)**:**
 | 13.1202 Elementary Education and Teaching |
|  |  |
| *Is this a new CIP code for the university?* |[ ]  Yes |[ ]  No |