

**SOUTH DAKOTA BOARD OF REGENTS**

**Academic and Student Affairs**  
**Consent**

**AGENDA ITEM: 7 – E (1)**

**DATE: June 21-22, 2023**

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**SUBJECT**

**New Undergraduate Certificate Request – DSU – Management**

**CONTROLLING STATUTE, RULE, OR POLICY**

[BOR Policy 2:23](#) – New Programs, Program Modifications, Curricular Requests, and Inactivation/Termination

**BACKGROUND / DISCUSSION**

Dakota State University (DSU) requests authorization to offer an undergraduate certificate in Management. The proposed certificate complements various non-business majors by expanding students’ understanding of management within the world of business. Students will gain a broad perspective of the management field.

**IMPACT AND RECOMMENDATION**

DSU plans to offer the Management certificate on campus and online. DSU does not request new state resources. No new courses will be required.

Board office staff recommends approval.

**ATTACHMENTS**

Attachment I – New Certificate Request Form: DSU – Management

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**DRAFT MOTION 20230621\_7-E(1):**

I move to authorize DSU to offer an undergraduate certificate in Management, as presented.



**SOUTH DAKOTA BOARD OF REGENTS  
ACADEMIC AFFAIRS FORMS**

**New Certificate**

<b>UNIVERSITY:</b>	DSU
<b>TITLE OF PROPOSED CERTIFICATE:</b>	Management Certificate
<b>INTENDED DATE OF IMPLEMENTATION:</b>	Fall 2023
<b>PROPOSED CIP CODE:</b>	52.1303
<b>UNIVERSITY DEPARTMENT:</b>	College of Business and Information Systems
<b>BANNER DEPARTMENT CODE:</b>	DBIS
<b>UNIVERSITY DIVISION:</b>	Business
<b>BANNER DIVISION CODE:</b>	DBUS

**Please check this box to confirm that:**

- The individual preparing this request has read [AAC Guideline 2.7](#), which pertains to new certificate requests, and that this request meets the requirements outlined in the guidelines.
- This request will not be posted to the university website for review of the Academic Affairs Committee until it is approved by the Executive Director and Chief Academic Officer.

**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.*

*Rebecca A. Hoey*

Institutional Approval Signature

*President or Chief Academic Officer of the University*

4/28/2023

Date

Note: In the responses below, references to external sources, including data sources, should be documented with a footnote (including web addresses where applicable).

**1. Is this a graduate-level certificate or undergraduate-level certificate (place an "X" in the appropriate box)?**

Undergraduate Certificate

Graduate Certificate

<sup>1</sup> U.S. Bureau of Labor Statistics, Occupational Outlook Handbook, Management Occupations. Source: <https://www.bls.gov/ooh/management/home.htm#:~:text=Overall%20employment%20in%20management%20occupations,new%20jobs%20over%20the%20decade>. Obtained January 10, 2023.

<sup>2</sup> Indeed.com. Source: <https://www.indeed.com/career-advice/career-development/business-management-degree-jobs>. Obtained January 10, 2023.

**2. What is the nature/ purpose of the proposed certificate? Please include a brief (1-2 sentence) description of the academic field in this certificate.**

The Management Certificate complements various non-business majors by expanding students' understanding of management within the world of business. Students will gain a broad perspective of the management field.

**3. If you do not have a major in this field, explain how the proposed certificate relates to your university mission and strategic plan, and to the current Board of Regents Strategic Plan 2014-2020.**

*Links to the applicable State statute, Board Policy, and the Board of Regents Strategic Plan are listed below for each campus.*

BHSU:	<a href="#">SDCL § 13-59</a>	<a href="#">BOR Policy 1:10:4</a>
DSU:	<a href="#">SDCL § 13-59</a>	<a href="#">BOR Policy 1:10:5</a>
NSU:	<a href="#">SDCL § 13-59</a>	<a href="#">BOR Policy 1:10:6</a>
SDSMT:	<a href="#">SDCL § 13-60</a>	<a href="#">BOR Policy 1:10:3</a>
SDSU:	<a href="#">SDCL § 13-58</a>	<a href="#">BOR Policy 1:10:2</a>
USD:	<a href="#">SDCL § 13-57</a>	<a href="#">BOR Policy 1:10:1</a>
	<a href="#">Board of Regents Strategic Plan 2014-2020</a>	

The Dakota State University statutory mission is provided in SDCL 13-59-2.2:

*The primary purpose of Dakota State University in Madison in Lake County is to provide instruction in computer management, computer information systems, electronic data processing and other related undergraduate and graduate programs. The secondary purpose is to offer two-year, one-year and short courses for application and operator training in the areas authorized by this section. This authorization includes the preparation of elementary and secondary teachers with emphasis in computer and information processing.*

This certificate falls within DSU's mission because it is a business and technology-based minor, linked to the BBA in Business.

**4. Provide a justification for the certificate program, including the potential benefits to students and potential workforce demand for those who graduate with the credential. For workforce related information, please provide data and examples. Data may include, but are not limited to the South Dakota Department of Labor, the US Bureau of Labor Statistics, Regental system dashboards, etc. Please cite any sources in a footnote.**

The Management Certificate provides students from non-business programs with a competitive advantage over their respective peers in the marketplace, as they will develop an understanding of the theories, concepts, and best practices that are commonly used in professional settings associated with the world of management.

The growth rate for management occupations is projected to growth 8% from 2021 – 2031, faster than the average. This increase in growth rate is expected to result in about 883,000+ jobs. over the next decade, with about 1.1 million openings each year, on average, to come from growth and replacement needs of management occupations.<sup>1</sup> According to Indeed.com, various careers

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<sup>2</sup> Indeed.com. Source: <https://www.indeed.com/career-advice/career-development/business-management-degree-jobs>. Obtained January 10, 2023.

to consider with a management degree include, but are not limited to: project manager, office manager, human resource manager, business manager, logistics, manager, etc.<sup>2</sup>

**5. Who is the intended audience for the certificate program (including but not limited to the majors/degree programs from which students are expected)?**

The Management Certificate complements various non-business majors by expanding students' understanding of management within the world of business.

**6. Certificate Design**

**A. Is the certificate designed as a stand-alone education credential option for students not seeking additional credentials (i.e., a bachelor's or master's degree)? If so, what areas of high workforce demand or specialized body of knowledge will be addressed through this certificate?**

Yes. This certificate provides a foundation in management for any employees moving into new areas of management. It allows students to be exposed to different facets of business (BADM 101), understand the breadth and depth of the evolution of management (BADM 360), and ethical business considerations regarding contracts, etc. (BADM 457).

**B. Is the certificate a value-added credential that supplements a student's major field of study? If so, list the majors/programs from which students would most benefit from adding the certificate.**

The Management Certificate complements various non-business majors by expanding students' understanding of management within the world of business. Almost every industry and profession have management and this will prepare our students to become leaders in their fields. This basic level of management exposure helps prepare them with fundamentals to be successful employees and future leaders.

**C. Is the certificate a stackable credential with credits that apply to a higher level credential (i.e., associate, bachelor's, or master's degree)? If so, indicate the program(s) to which the certificate stacks and the number of credits from the certificate that can be applied to the program.**

Yes, this certificate could be a stand-alone certificate for students who want to gain experience in management. However, it would also stack into DSU's BBA major.

**7. List the courses required for completion of the certificate in the table below (if any new courses are proposed for the certificate, please attach the new course requests to this form).**

*Certificate programs by design are limited in the number of credit hours required for completion. Certificate programs consist of nine (9) to twelve (12) credit hours, including prerequisite courses. In addition, certificates typically involve existing courses. If the curriculum consists of more than twelve (12) credit hours (including prerequisites) or includes new courses, please provide explanation and justification below.*

<sup>1</sup> U.S. Bureau of Labor Statistics, Occupational Outlook Handbook, Management Occupations. Source: <https://www.bls.gov/ooh/management/home.htm#:~:text=Overall%20employment%20in%20management%20occupations,new%20jobs%20over%20the%20decade>. Obtained January 10, 2023.

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Prefix	Number	Course Title (add or delete rows as needed)	Prerequisites for Course Include credits for prerequisites in subtotal below.	Credit Hours	New (yes, no)
BADM	101	Survey of Business		3	No
BADM	360	Organization & Management		3	No
BADM	457	Business Ethics		3	No
Subtotal				9	

### 8. Student Outcome and Demonstration of Individual Achievement.

*Board Policy 2:23 requires certificate programs to “have specifically defined student learning outcomes.*

**A. What specific knowledge and competencies, including technology competencies, will all students demonstrate before graduation?** *The knowledge and competencies should be specific to the program and not routinely expected of all university graduates.*

- Demonstrate an understanding of business and what it entails, in terms of a basic foundation in business.
- Demonstrate an understanding of the scope of management theories that can be directly applied to the world of work.
- Evaluate ethics pertaining to the management profession.

**B. Complete the table below to list specific learning outcomes – knowledge and competencies – for courses in the proposed program in each row.** *Label each column heading with a course prefix and number. Indicate required courses with an asterisk (\*). Indicate with an X in the corresponding table cell for any student outcomes that will be met by the courses included. All students should acquire the program knowledge and competencies regardless of the electives selected. Modify the table as necessary to provide the requested information for the proposed program.*

Individual Student Outcome (Same as in the text of the proposal)	BADM 101	BADM 360	BADM 457
Develop an understanding of the scope of management theories that can be directly applied to the world of work.	X	X	
Demonstrate an understanding of the scope of management theories that can be directly applied to the world of work.	X	X	
Evaluate ethics pertaining to the management profession.		X	X

*Modify the table as necessary to include all student outcomes. Outcomes in this table are to be the same ones identified in the text.*

<sup>1</sup> U.S. Bureau of Labor Statistics, Occupational Outlook Handbook, Management Occupations. Source: <https://www.bls.gov/ooh/management/home.htm#:~:text=Overall%20employment%20in%20management%20occupations,new%20jobs%20over%20the%20decade>. Obtained January 10, 2023.

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**9. Delivery Location.**

*Note: The accreditation requirements of the Higher Learning Commission (HLC) require Board approval for a university to offer programs off-campus and through distance delivery.*

**A. Complete the following charts to indicate if the university seeks authorization to deliver the entire program on campus, at any off campus location (e.g., USD Community College for Sioux Falls, Black Hills State University-Rapid City, Capital City Campus, etc.) or deliver the entire program through distance technology (e.g., as an on-line program)?**

	Yes/No	Intended Start Date
<b>On campus</b>	Yes	Fall 2023

	Yes/No	If Yes, list location(s)	Intended Start Date
<b>Off campus</b>	No		Choose an item. Choose an item.

	Yes/No	If Yes, identify delivery methods <i>Delivery methods are defined in <a href="#">AAC Guideline 5.5.</a></i>	Intended Start Date
<b>Distance Delivery (online/other distance delivery methods)</b>	Yes	Internet asynchronous – term-based instruction	Fall 2023
<b>Does another BOR institution already have authorization to offer the program online?</b>	Yes	<b>If yes, identify institutions:</b> Black Hills State University (BHSU) Northern State University (NSU) South Dakota State University (SDSU)	

**B. Complete the following chart to indicate if the university seeks authorization to deliver more than 50% but less than 100% of the certificate through distance learning (e.g., as an on-line program)? This question responds to HLC definitions for distance delivery.**

	Yes/No	If Yes, identify delivery methods	Intended Start Date
<b>Distance Delivery (online/other distance delivery methods)</b>	No		Choose an item. Choose an item.

**10. Additional Information:** *Additional information is optional. Use this space to provide pertinent information not requested above. Limit the number and length of additional attachments. Identify all attachments with capital letters. Letters of support are not necessary and are rarely included with Board materials. The University may include responses to questions from the Board or the Executive Director as appendices to the original proposal where applicable. Delete this item if not used.*

<sup>1</sup> U.S. Bureau of Labor Statistics, Occupational Outlook Handbook, Management Occupations. Source: <https://www.bls.gov/ooh/management/home.htm#:~:text=Overall%20employment%20in%20management%20occupations,new%20jobs%20over%20the%20decade>. Obtained January 10, 2023.

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