SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS

New Certificate

Use this form to propose a certificate program at either the undergraduate or graduate level. A certificate program is a sequence, pattern, or group of academic credit courses that focus upon an area of specialized knowledge or information and develop a specific skill set. Certificate programs typically are a subset of the curriculum offered in degree programs, include previously approved courses, and involve 9-12 credit hours including prerequisites. In some cases, standards for licensure will state explicit requirements leading to certificate programs requiring more than 12 credit hours (in such cases, exceptions to course or credit requirements must be justified and approved). The Board of Regents, Executive Director, and/or their designees may request additional information about the proposal. After the university President approves the proposal, submit a signed copy to the Executive Director through the system Chief Academic Officer. Only post the New Certificate Form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

UNIVERSITY:	BHSU
TITLE OF PROPOSED CERTIFICATE:	Leadership
INTENDED DATE OF IMPLEMENTATION:	**Fall 2026**
PROPOSED CIP CODE:	**240101**
UNIVERSITY DEPARTMENT:	**School of Humanities**
BANNER DEPARTMENT CODE:	**BSH**
UNIVERSITY DIVISION:	**College of Liberal Arts**
BANNER DIVISION CODE:	**6A**

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

- The individual preparing this request has read AAC Guideline 2.3.2.2.C, 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.

	Click here to enter a date.
Institutional Approval Signature *President or Chief Academic Officer of the University*	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 ☐

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.**

   This certificate is designed to equip post-traditional students with the skills to serve in positions of leadership within their established careers. It provides four courses specifically in leadership. The accompanying proposal for a minor in leadership is intended to serve traditional students as a complement to their majors and in support of their career plans. That said, this certificate is intended to serve as a value-added credential for any student who wishes to improve their leadership skills.

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:	*SDCL § 13-59*	*BOR Policy 1.2.1*
DSU:	*SDCL § 13-59*	*BOR Policy 1.2.2*
NSU:	*SDCL § 13-59*	*BOR Policy 1.2.3*
SDSMT:	*SDCL § 13-60*	*BOR Policy 1.2.4*
SDSU:	*SDCL § 13-58*	*BOR Policy 1.2.5*
USD:	*SDCL § 13-57*	*BOR Policy 1.2.6*

Board of Regents Strategic Plan

   BHSU does offer a major in Leadership.

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 US Bureau of Labor Statistics says that a person in a career leadership role "influences and guides others to accomplish strategic plans by leading, mentoring, taking charge, building teams, and offering direction." The required courses in this proposed certificate would provide instruction in each of these areas; one course has the specific focus of strategic planning. Others provide a foundation of leadership theory and best practice, and a capstone seminar allows students to develop their own approach to building and directing teams.

   The Bureau lists more than 200 fields for which leadership skills are listed by employers as either "very important" or "extremely important."

   As indicated in World Economic Forum's Future Jobs Report for 2025, the United States can expect a 35% "disruption to skills" between 2025 and 2030 owing to the development of Artificial Intelligence, among other factors. (The global average for skill disruption is 39%.) However, among the "core skills"

that are expected to stay in demand, leadership is 3rd of 26, indicating a significant demand for graduates with the leadership skills provided in the proposed program.

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 proposed certificate in leadership would serve the post-traditional student who has established a career and seeks support for further advancement with a few strategically chosen courses.

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?**

      It is designed to stand alone. The program would support anyone rising to leadership positions from within an organization in fields not requiring four-year degrees for initial hires.

   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 certificate could be a value-added credential for students in any major, especially those expecting to run their own businesses or who aspire to leadership roles a few years after graduation. We would, however, also recommend the proposed minor in leadership for such students.

   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, the certificate plus two classes would satisfy the requirements for the proposed leadership minor or provide twelve of the required credits for the 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.*

Prefix	Number	Course Title *(add or delete rows as needed)*	Prerequisites for Course	Credit Hours	New

			Include credits for prerequisites in subtotal below.		**(yes, no)**
SLDR	301	Intro to Leadership Theory & Practice	3		No
SLDR	310	Strategic Planning	3		No
SLDR	320	Modern Leadership Theories	3		No
SLDR	490	Capstone Seminar	3		No
			Subtotal	12	

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.*

- Develop an understanding of current leadership theory
- Apply effective approaches to strategic planning
- Create a personal approach to mentoring and teambuilding according to established best practice
- Learn effective forms of interpersonal and textual communications

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)	SLDR 301	SLDR 310	SLDR 320	SLDR 490
Develop an understanding of current leadership theory	x		x	
Apply effective approaches to strategic planning		x		x
Create a personal approach to mentoring and teambuilding according to established best practice	x			x
Learn effective forms of interpersonal and textual communication				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.

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***
On campus	Yes	**Spring 2026**

	Yes/No	***If Yes, list location(s)***	***Intended Start Date***
Off campus	Yes	BHSU-RC; Online	**Fall 2026**

	Yes/No	***If Yes, identify delivery methods*** *Delivery methods are defined in AAC Guideline 2.4.3.B.*	***Intended Start Date***
Distance Delivery (online/other distance delivery methods)	Yes	Online	**Fall 2026**
Does another BOR institution already have authorization to offer the program online?	Yes	**If yes, identify institutions: USD is authorized to offer a certificate in Communication and Leadership online. NSU offers a Leadership certificate online.**	

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***
Distance Delivery (online/other distance delivery methods)	Yes	Online; In-person	**Fall 2026**

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.*