SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS
Authority to Offer an Existing Course

Black Hills State University	College of Natural and Behavioral Sciences/School of Natural Sciences
Institution	**Division/Department**

Pamela Canivean — 9/25/26

Institutional Approval Signature — **Date**

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	X
Unique Course	

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

Prefix & No.	Course Title	Credits
BIOL 262	Health Careers Exploration	3

Course Description

This course is designed for students with an interest of working in the healthcare industry. Emphasis is placed on student identification of individual goals and assessment of talents. Career options are explored and job market is analyzed. Students will learn how to search for employment, create resumes, cover letters, and conduct mock interviews. Academic plans for career pathways are developed

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
NA			

3. **Universities currently offering this course, <u>or any equated courses</u> (*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.*

BHSU	DSU	NSU	SDSMT	SDSU	USD
		X		X	X

This is also approved to be offered as HSC 262 Health Careers Exploration at SDSU and USD.

4. **Does Offering the Course Create FTE Implications?** (Yes or No)
No, we will adjust existing faculty workload.

5. **Does Offering the Course Create Schedule Management Implications?** (Yes or No)
Explain: No, we will adjust existing faculty schedules to accommodate adding this course.

6. **Existing program(s) in which course will be offered:** Certificate in Gateway to Health Sciences

7. **CIP Code for the course:** 51.0000

8. **Is the university currently authorized to use the course prefix (i.e., the prefix is used for a minimum of 6 courses, not counting x9x courses)?** Yes

9. **Proposed instructional method by this university:** R - Lecture

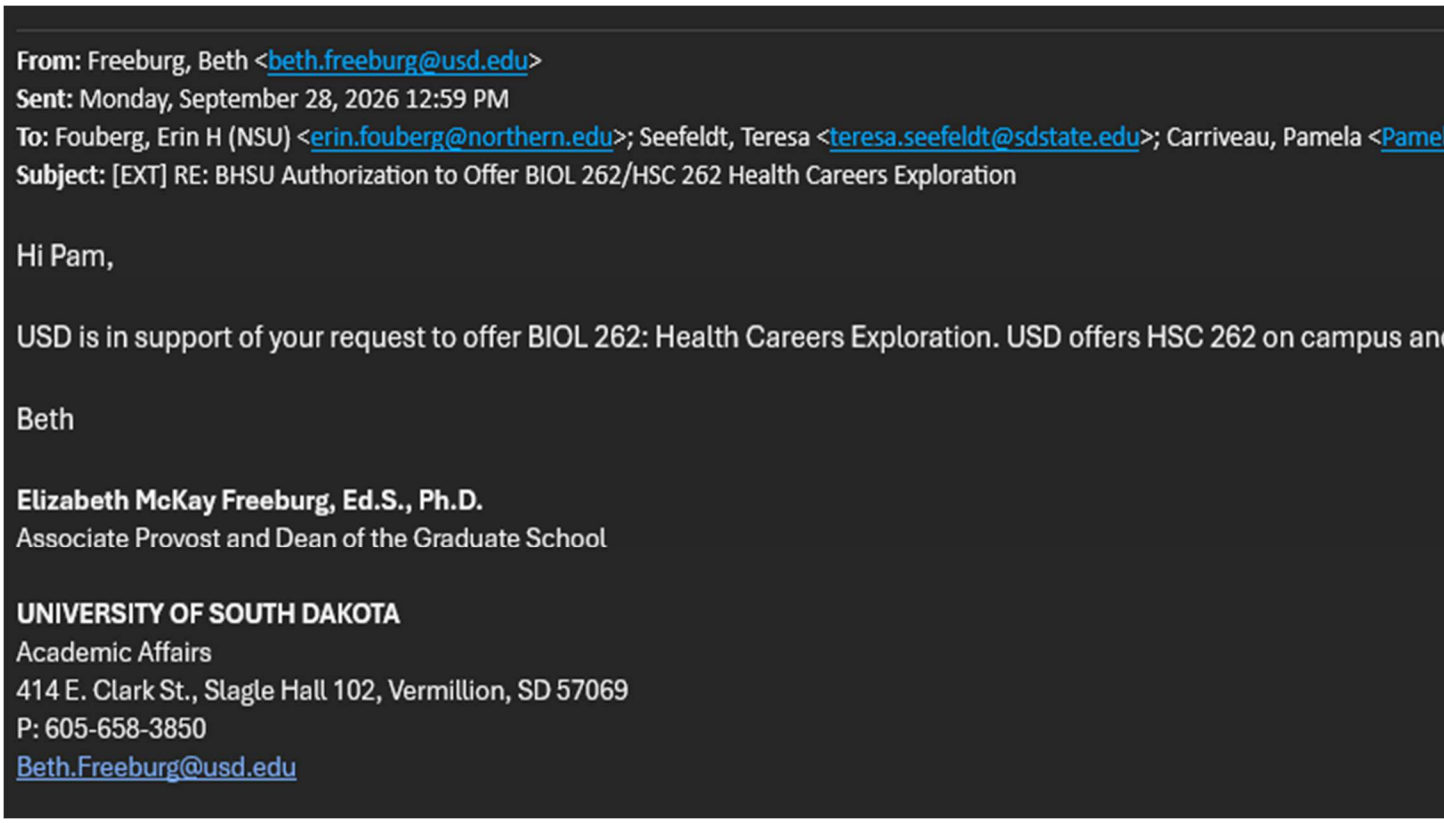
10. **Proposed delivery method by this university:** B01-Face-to-Face; B02-Hyflex; B03-Hyflex Synchronous; B15-Online Asynchronous; B18-Online Synchronous

11. **University Dept. Code:** School of Natural Sciences
    Banner Department Code: BSNS

12. **Authority to offer effective beginning in what term?** Spring 2027

13. **Section Restriction: None**

XXX Approval:



From: Freeburg, Beth <beth.freeburg@usd.edu>
Sent: Monday, September 28, 2026 12:59 PM
To: Fouberg, Erin H (NSU) <erin.fouberg@northern.edu>; Seefeldt, Teresa <teresa.seefeldt@sdstate.edu>; Carriveau, Pamela <Pame
Subject: [EXT] RE: BHSU Authorization to Offer BIOL 262/HSC 262 Health Careers Exploration

Hi Pam,

USD is in support of your request to offer BIOL 262: Health Careers Exploration. USD offers HSC 262 on campus an

Beth

Elizabeth McKay Freeburg, Ed.S., Ph.D.
Associate Provost and Dean of the Graduate School

UNIVERSITY OF SOUTH DAKOTA
Academic Affairs
414 E. Clark St., Slagle Hall 102, Vermillion, SD 57069
P: 605-658-3850
Beth.Freeburg@usd.edu

From: Seefeldt, Teresa <Teresa.Seefeldt@sdstate.edu>
Sent: Monday, September 28, 2026 10:11 AM
To: Carriveau, Pamela <pamela.carriveau@bhsu.edu>; Freeburg, Beth <beth.freeburg@usd.edu>; Fouberg, Erin H (NSU) <Erin.Fouber
Subject: Re: BHSU Authorization to Offer BIOL 262/HSC 262 Health Careers Exploration

CAUTION: This email originated from outside of NSU. Do not click links or open attachments unless you recognize the sender and know the conten

No concerns from SDSU.

Thanks,
Teresa

Teresa Seefeldt
Vice Provost for Undergraduate Education
Academic Affairs
Morrill Hall 230, Box 2201
Brookings, SD 57007
(605) 688-5514

From: Fouberg, Erin H (NSU) <Erin.Fouberg@northern.edu>
Sent: Monday, September 28, 2026 12:00 PM
To: Seefeldt, Teresa <teresa.seefeldt@sdstate.edu>; Carriveau, Pamela <pamela.carriveau@bhsu.edu>; Freeburg, Beth <beth.free
Subject: RE: BHSU Authorization to Offer BIOL 262/HSC 262 Health Careers Exploration

Hi Pamela,

NSU has no concerns.

Thanks,
Erin

Dr. Erin Fouberg
Provost and Vice President
Academic Affairs
605-626-3456 Office
erin.fouberg@northern.edu