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

Black Hills State University	College of Liberal Arts
Institution	**Division/Department**

Pamela Cameron — November 3, 2026

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	
Unique Course	x

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

Prefix & No.	Course Title	Credits
HON 102	Introduction to Honors	1

Course Description
An introductory seminar for the Honors Program designed to teach critical thinking skills through varied topics of popular culture.

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

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

4. **Does Offering the Course Create FTE Implications?** (Yes or No) Yes
If no, Replacement of _____ (prefix, number, course name, credits) (deletion form attached)
Effective Date of Deletion:

5. **Does Offering the Course Create Schedule Management Implications?** (Yes or No) No
Explain: This course will be required instead of the Honors University Experience (GS 100-BH1) course that is currently taught by the Honors Program Director and/or Assistant Director.

6. **Existing program(s) in which course will be offered:** none. This course is specific to the honors program. Requesting permission to offer as a requirement of the proposed Honors Interdisciplinary Studies minor.

7. **CIP Code for the course:** 309999

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 or No) Yes

   If the university is not authorized to use the current prefix, please indicate the prefix your university will use for the course, which will be equated to the requested course. The university must be approved to use this prefix.:
   (*Note: If the institution wishes to offer the course with the current prefix, but is not authorized to do so, AAC Guidelines Form 2.4.1.H – New Prefix Request Form must be submitted along with this request.*)

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

10. **Proposed delivery method by this university:**
    B01 (Face-to-Face)

11. **University Dept. Code:** Academic Administration
    Banner Department Code: BACA

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

13. **Section Restriction:**

XXX Approval:

[EXT] Re: Request to Offer HON 102

From Spencer, Daniel <Daniel.Spencer@dsu.edu>
Date Tue 10/13/2026 8:12 AM
To Jensen, Katrina <Katrina.Jensen@bhsu.edu>

Hi Katrina,

Apologies for the late email. I don't have any problems with BHSU offering HON 102 for first-year students.

The course at DSU is fairly close to your description: a critical thinking class for new Honors students, with some additional writing instruction for those students who test out of ENGL 101. My predecessor taught it as "Intro to Pop Culture," so that students could have a bit of fun with their academic rigor, but this isn't the case any longer.

I'm happy to answer any other questions you might have about the class. I'm new in this position as Director, so I'm unsure if there's anything I need to do to make the agreement official. If there is, please just let me know.

Best,
Daniel

Dakota State University logo

Dr. Daniel G. Spencer

Assistant Professor, Humanities

Director, General Beadle Honors Program

DAKOTA STATE UNIVERSITY
888-DSU-9988 / dsu.edu
office/605-789-2059

From: Jensen, Katrina <Katrina.Jensen@bhsu.edu>
Sent: Friday, October 9, 2026 2:43 PM
To: Spencer, Daniel <Daniel.Spencer@dsu.edu>
Subject: Request to Offer HON 102

You don't often get email from katrina.jensen@bhsu.edu. Learn why this is important

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

If you believe the message to be malicious, report it using the Phish Alert Button.

Hello Professor Spencer,

I am the director of the honors program at BHSU, and we are currently working to develop an Honors minor as part of our University Honors Program. As part of that program, we are planning to require a freshman level course focused on critical thinking. We had been planning to request a new course, but we found that you currently offer HON 102 - Introduction to Honors at DSU with a course description that is similar to what we had in mind. We would like to request permission to offer that course, which I believe is currently unique to DSU, at BHSU. Would you be willing to grant us permission to offer this course?