



SOUTH DAKOTA BOARD OF REGENTS ACADEMIC AFFAIRS FORMS

New Site Request

Use this form to request authorization to deliver an entire existing degree program (graduate program, undergraduate major or minor, certificate, or specialization) at a new site or by distance delivery (including online delivery). Board of Regents approval is required for a university to offer programs off-campus and through distance delivery. 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 Site Request Form to the university website for review by other universities after approval by the Executive Director and Chief Academic Officer.

UNIVERSITY:	BHSU
DEGREE(S) AND PROGRAM:	MBA in Applied Management
NEW SITE(S): <i>Include address of new physical locations. Delivery methods are defined in AAC Guideline 2.4.3.B.</i>	Spearfish Main Campus, Online (hybrid delivery)
INTENDED DATE OF IMPLEMENTATION:	Fall 2025
CIP CODE:	520201
UNIVERSITY DEPARTMENT:	BHSU College of Business
BANNER DEPARTMENT CODE:	6U
UNIVERSITY DIVISION:	BHSU College of Business
BANNER DIVISION CODE:	6U

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

- The individual preparing this request has read [AAC Guideline 2.3.2.4.A](#), which pertains to new site 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.

<hr/>	Click here to enter a date.
President 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. What is the need for offering the program at the new physical site or through distance delivery?

By offering this program on the Spearfish campus, we expect increased enrollment among at least two groups. First, having a face-to-face option for the MBA in Spearfish will allow international students to complete the program. International students cannot complete online programs, and traveling to, or living in, Rapid City is a real challenge for these students, many of whom do not have cars. An on-campus option in Spearfish is much more feasible and attractive.

Second, the Spearfish option will appeal to student-athletes, especially graduate transfers. With more student-athletes transferring between schools and programs, especially in football, we would like to offer a good range of programs. For graduate-transfers, the MBA is appealing, and our football staff is excited by the prospect of mentioning this option to prospective transfers. Current student-athletes who have tried to make the program work by driving to Rapid City have been very frustrated—both by the expense and the lost commuting time. Rather than offer the program purely online, which could accommodate these students, we’d prefer to offer the program in Spearfish and serve both student-athletes and international students.

Lastly, we expect to have some latent interest from residents in Spearfish who want to complete a face-to-face MBA program but cannot commute to and from Rapid City because of work or family responsibilities.

- 2. Are any other Regental universities authorized to offer a similar program at the proposed site(s) or through distance delivery? If “yes,” identify the institutions and programs and explain why authorization is requested.**

Both USD and DSU offer online MBAs; however, offering Spearfish as an additional face-to-face location to Rapid City for the BHSU MBA program should not materially affect the other universities and their online enrollment. Rapid City is already in close proximity to Spearfish with numerous students traveling from Spearfish to Rapid City for class because they prefer the face-to-face experience. A potential hybrid approach to course delivery (Spearfish + Rapid City) may provide students with more diverse experiences as they interact with others from additional professional and business backgrounds.

- 3. Are students enrolling in the program expected to be new to the university or redirected from other existing programs at the university? Complete the table below and explain the methodology used in developing the estimates (*replace “XX” in the table with the appropriate year*).**

As a graduate program with no related CIP program at BHSU, students enrolled in the MBA program will be new to the university; however, we may have students currently enrolled in the MBA at the Rapid City site who will choose to enroll in Spearfish going forward. The hybrid delivery we propose will address potential low-enrolled Rapid City course sections by cross-listing the Spearfish and Rapid City sections. Both sites will function as a single class, taught together, with students interacting across physical locations. Faculty will alternate physical locations for the class between sites each week during the semester with the opposite site attending via synchronous video.

Estimates for new students and graduates use Rapid City historical numbers as a baseline with the assumption of some latent demand in the first year for a Spearfish location. Estimates do not include existing Rapid City students. Program credit hours use the average credit load of MBA students in Rapid City with an adjustment made for the planned 12-month delivery of the

program in Spearfish. Graduate totals consider total students across both the Spearfish and Rapid City sites, with a roughly 50% increase in graduates from existing totals at Rapid City.

	Fiscal Years*			
	1 st	2 nd	3 rd	4 th
<i>Estimates</i>	FY 26	FY 27	FY 28	FY 29
Students new to the university	15	10	10	10
Students from other university programs	0	0	0	0
=Total students in the program at the site	15	10	10	10
Program credit hours (major courses)**	94	156	119	113
Graduates	0	6	11	11

*Do not include current fiscal year.

**This is the total number of credit hours generated by students in the program in the required or elective program courses. Use the same numbers in Appendix B – Budget.

4. What is the perceived impact of this request on existing programs in the Regental system?

As explained previously, USD and DSU should experience little to no impact with their online MBA enrollment. Our proposed Spearfish delivery addresses students who seek the face-to-face experience, particularly amongst existing demand from international students and student-athletes.

5. Complete the table and explain any special circumstances. Attach a copy of the program as it appears in the current catalog. If there are corresponding program modifications requested, please attach the associated form. Explain the delivery of the new courses and attach any associated new course request forms.

[Insert Degree/Program and Title]	Credit hours	Credit hours currently available from this university at this site	Credit hours currently available from other universities available at this site	Credit hours currently available via distance	Credit hours new to this university
System General Education Requirements					
<i>Subtotal, Degree Requirements</i>					
Required Support Courses					
Major Requirements	30	30	0	30	30
Major Electives or Minor					
<i>Subtotal, Requirements of the Proposed Major</i>	30	30	0	30	30
Free Electives					
<i>Total, Degree with Proposed Major</i>	30	30	0	30	30

*If the major will be available in more than one degree (e.g., BA, BS, BS Ed) at the new site(s) and the number or distribution of credits will vary with the degree, provide a separate table for each degree.

6. How will the university provide student services comparable to those available for students on the main campus?

BHSU will newly offer the program on main campus in addition to the existing Rapid City site. Student services will be even more robust in Spearfish than in Rapid City.

- 7. Is this program accredited by a specialized accrediting body? If so, address any program accreditation issues and costs related to offering the program at the new site(s).**

Yes, the program is accredited by AACSB with no issues expected related to this change.

Faculty currently travel extensively from their home site in Spearfish to deliver the program via the Rapid City center. Alternating the delivery sites on a weekly basis may reduce the faculty travel cost for delivering this program.

- 8. Does the university request any exceptions to Board policy for delivery at the new site(s)? Explain requests for exceptions to Board policy.**

No.

- 9. Cost, Budget, and Resources related to new courses at the site: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, time redirected from other assignments, instructional technology & software, other operations and maintenance, facilities, etc., needed to implement the proposed minor. Complete Appendix B – Budget using the system form.**

No additional costs are expected as part of the additional site offering. D2L and Zoom will be used for any hybrid course approach. Existing classroom space is available at the main campus.

- 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.*