

May 22, 2025

Western Dakota Technical College 800 Mickelson Dr. Rapid City, SD 57703

RE: Academic Affairs – Approval of Non-Substantive Program Application(s)

To whom it may concern:

After review, the Executive Director of the South Dakota Board of Technical Education (SDBOTE) has approved the following application(s):

Long-Term Certificate Agricultural Business

Per Board Policy 303.3, the receipt of this letter completes the SDBOTE's approval process, and the technical college may proceed with program implementation.

The SDBOTE's approval is valid for three years upon the date of this letter. If a technical college does not implement an approved program within three years, approval is terminated.

A technical college must update the program's profile in the SDBOTE's Academic Program Database by June 30 prior to the year in which students are first enrolled or at least 30 days prior to enrolling students, whichever is first.

Sincerely,

Scott DesLauriers Deputy Director

South Dakota Board of Technical Education

800 Governors Drive

Pierre, SD 57006

Scott.DesLauriers@state.sd.us

(605) 295-7033

#### 1

### **PROGRAM DESCRIPTION**

Institution	Western Dakota Technical College
Program Identifier Code (If applicable)	
Program Title	Agricultural Business
Program Award Level:	☐ Short-Term Certificate ☐ Long-Term Certificate ☐ Diploma ☐ Associate of Applied Science ☐ Associate of Applied Science Option
CIP Code (6 Digit)	1.0104
Projected Implementation Date	8/18/2025
Approved Parent Program Title (If applicable)	Farm & Ranch Management
Approved Parent Program Identifier Code (If applicable)	
Location	<ul><li>☑ Main Campus</li><li>☐ Other:</li></ul>
SUMMARY	
Type of Non- Substantive Change	<ul> <li>☑ Program created using subset of existing courses (B.1.1)</li> <li>☐ Creation of associate of applied science option (B.1.2)</li> <li>☐ Consolidation of existing programs (B.1.3)</li> <li>☐ Program award level change (B.1.4)</li> <li>☑ Other: Name Change for Farm &amp; Ranch Management AAS Program</li> </ul>

Describe the change the institution is seeking approval of.

Western Dakota Technical College (WDTC) currently offers an Associate of Applied Science (AAS) degree in Farm & Ranch Management. The current program is designed to provide students with the knowledge and skills needed to succeed in today's agricultural industry. By integrating agricultural principles with key business management concepts, the curriculum prepares graduates for careers in agribusiness, finance, marketing, coop management, and related fields. To better align with industry and accurately reflect the comprehensive coursework, WDTC is proposing to rename the AAS degree from **Farm & Ranch Management** to **Agricultural Business**. Additionally, WDTC is seeking approval for a **9-month Agricultural Business certificate**, offering a fast-tracked, career-focused pathway. This long-term certificate equips students with essential business and management skills relevant to agriculture, serving as a valuable credential for those looking to quickly enter the workforce or enhance their existing agricultural expertise.

Note - The CIP code of 1.0104 of the current Farm & Ranch Management AAS program will remain the same with this program name change approval.

### **CRITERION 2: DEMAND**

The program leads to meaningful employment, adequate student enrollment, and/or fulfills needs not being met by existing education and training providers.

- 2.1. The program leads to high-wage occupations that have an average/mean wage greater than the median wage across all occupations.
- 2.2. The program leads to high-demand occupations that have project annual openings (a measure of demand for workers) greater than the average across all occupations or is shown as an economic and/or labor market emerging field for the state of South Dakota and its regions.
- 2.3. The program's student enrollment is adequate to justify program existence.
- 2.4. The program fulfills a demand not being met by existing education and training providers in the region and/or state.
- 2.1. Describe the wage projections for occupations associated with the proposed program by completing Appendix 2.A.
- 2.2. Describe the demand projections for occupations associated with the proposed program.
  - A. Complete Appendix 2.A.
  - B. If an emerging field for the state of South Dakota, describe the field. Letter(s) of support, detailing demand, should be attached as appendices.

This is not an emerging field.

- 2.3. Describe projected student enrollment for the proposed program by completing Appendix 2.B.
- 2.4. Describe how the proposed program fulfills a demand not being met by existing education and training providers in the region and/or state.
  - A. Identify closely related program(s) that currently exist at other public higher education institutions in the system or state. If none, write "None."

Lake Area Technical College has a 77-credit AAS in Agriculture – Agri-Business E-degree. Southeast Technical College has a 64-credit AAS degree in Business Administration: Agriculture Emphasis. Mitchell Technical College has a 72.5-credit AAS degree in Agricultural Business. South Dakota State University offers three bachelor of science degrees in Agricultural and Biosystems Engineering, Agricultural Systems Technology, and Precision Agriculture. The University of South Dakota offers a bachelor's degree in Agribusiness Leadership. Northern State University has a bachelor's degree in Agricultural Business.

B.	If applicable: Describe the ways in which the deman program(s) and provide justification as to why the pr conditions that warrant duplication (BP 303.2). Select	ogram should be approved by addressing the following
	☐ Unmet Demand (C.5.1.1) ☐ Industry Partnership (C.5.1.2)	
	I. For each condition selected above, provide	a brief justification.

The long-term certificate repackages existing coursework from the AAS program, providing students with a fast-track entry into the job market while also serving as a stackable credential. This certificate offers flexible enrollment options, allowing students to participate part-time or full-time, through dual enrollment, and through both on-campus and online formats. Designed to develop and validate both technical and employability skills, the certificate enables graduates to enter the workforce immediately upon completion or seamlessly transition into further education and training, such as the current AAS degree track or an AAS degree in Business & Technology.

### **CRITERION 3: DESIGN**

The program's learning assessment strategy, program of study, and delivery methods are designed to provide students with the necessary competencies, as demonstrated through program learning outcomes.

- 3.1. The program is aligned to competencies, as demonstrated through program learning outcomes, that are developed with and continually validated by relevant stakeholders.
- 3.2. The program has a learning assessment strategy to validate student mastery of the program learning outcomes.
- 3.3. The program has an integrated program of study designed to develop and reinforce the program learning outcomes.
- 3.4. The program, when appropriate, includes a work-based learning component that develops and reinforces the program learning outcomes.
- 3.5. The program, when appropriate, offers flexible delivery methods to increase student access.
- 3.0. Describe the proposed program's alignment with the program award level requirements established in BP 301.1.

A. Does the program align with the requirements?
<ul><li>☑ Yes</li><li>☐ No (Requesting Exemption)</li></ul>
B. If no: Provide a detailed rationale for program exemption. Specify which requirement(s) in BP 301.1 are not met; cite specific policy sections (e.g., B.3.4), when appropriate. If external organizations are involved (accreditation, regulatory, licensure, etc.), reference the organization name(s), specific requirements (including citations), and a justification for why the exemption should be approved.

- 3.1. Describe the program learning outcomes.
  - A. Provide a list of program learning outcomes for each proposed award level. Learning outcomes should be specific to the program.

### **Critical Thinking**

Apply critical thinking and decision-making skills to develop solutions for agricultural business challenges, rural community development, and natural resource management.

### **Technical Knowledge and Skills**

Utilize technology to assess and implement effective agricultural practices.

### Communication

Communicate technical information effectively through visual, written, and verbal methods.

## **Professionalism**

Demonstrate professionalism through teamwork, adherence to industry standards, and accountability.

B. Describe the how the program learning outcomes were developed and validated.

Program Learning Outcomes (PLOs) define the skills and competencies students should achieve upon program completion, informing students, employers, and stakeholders. While primarily shaped by the program, industry trends also influence their development.

To create new PLOs, WDTC utilizes O\*Net Online, a resource providing industry-specific job skills and knowledge. Additionally, PLOs from similar established programs are reviewed for comparison. Preliminary outcomes are then drafted and vetted by industry professionals involved in program development.

Once students enroll, assessment results may prompt updates to PLOs based on whether learning targets are met. Any changes must go through the official curriculum review process, including approval from the program's advisory board, WDTC's Assessment Committee, and submission to the Curriculum Committee for tracking.

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A. Describe how students will demonstrate mastery of the program learning outcomes. Description should be specific to the program's learning assessment plan vs. the institutional assessment plan.

Student learning assessment is conducted annually. At the start of each academic year, faculty develop an assessment plan focusing on one Institutional Learning Outcome (ILO) and one Program Learning Outcome (PLO). Throughout the year, assessment activities are carried out, and data is analyzed and documented in Strategic Planning Online (SPOL).

At the end of the academic year, faculty compile an Annual Assessment Report with data results, analysis, and follow-up plans. These findings drive program improvements to ensure graduates are well-prepared for their careers.

Program Directors collaborate with WDTC's Assessment Coordinators to refine PLOs and create:

- A Course Map showing PLO development across the curriculum (Introductory, Developed, Mastered levels).
- Program Competencies linked to PLOs, outlining how competencies align with learning outcomes.

	B.	Is the program preparation f	or a professional licensure and/or certification examination?
		Yes (Detail in Appendix 4: S No	ection 3)
3.3.	Des	scribe the program of study by	y completing Appendix 3.
3.4.	Des	scribe the program's work-bas	sed learning component.
	A.	Does the program have a w	ork-based learning component? If so, select all that apply.
		None [ Apprenticeship [ Internship or Externship [	☐ Clinical ☐ Capstone ☐ Other:
	B.	If none, describe why.	
	All r	required courses are lecture-l	pased. There is no internship requirement for this 9-month certificate program.
3.5.	Des	scribe the program's delivery	methods.
	A.	Select the program's primar	y delivery method(s)¹. Select all that apply.
		On Campus [	Apprenticeship

<sup>&</sup>lt;sup>1</sup> In Person: 100 percent of courses are available in-person. Online: 100 percent of courses are available via distance learning. Delivery is only via the Internet. Blended: Delivery includes a required combination of both in-person and online courses. If a student has the option to take courses online, but is not required to do so, the program is not necessarily considered blended.

South Dakota Board of Technical Education
BP 303.3, Non-Substantive Program Application: Form

☑ Online☑ Other:☑ Blended

B. Describe how flexible delivery methods are being leveraged to increase student access.

The intent is to make this a flexible certificate program for students of varying demographics by offering face-to-face and online course options.

### **CRITERION 4: ALIGNMENT**

The program is vertically aligned to an education and training pathway.

- 4.1. The program is vertically aligned to an education and training pathway, reflecting efficient articulation of:
- 4.1.1. Non-degree credential/industry certification
- 4.1.2. Certificate to diploma
- 4.1.3. Diploma to associate of applied science
- 4.1.4. Associate of applied science to baccalaureate
- 4.1. Describe the alignment of the proposed program along an education and training pathway.
  - A. Complete Appendix 4.
  - B. Describe the projected alignment between the proposed program and existing academic programs within the technical college system.

The Agricultural Business Certificate aligns with WDTC's current AAS Degree Agricultural Business (Farm & Ranch Management) program. All 28 credits of the certificate are included in this AAS degree. Additionally, 12 credits from this certificate program aligns with WDTC's AAS in Business & Technology program.

C. As applicable: Insert any additional comments here.

# SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION Appendix 2.A: Labor Market Information

### Western Dakota Technical College Agricultural Business (Long-Term Certificate)

SOUTH DAKOTA	OUTH DAKOTA							
SOC* CODE	SOC* TITLE	AVERAGE ANNUAL OPENINGS	2022 EMPLOYMENT	2032 EMPLOYMENT	NUMERIC CHANGE: 2022-2032	PERCENT CHANGE: 2022-2032	MEDIAN: ANNUAL WAGE (2023)	AVERAGE: ANNUAL WAGE (2023)
11-9013	Farmers, Ranchers, and Other Agricultural Managers	2,415	21,349	22,751	1,402	6.57%	92,960	\$99,990

NATIONAL	NATIONAL							
SOC* CODE	SOC* TITLE	AVERAGE ANNUAL OPENINGS	2022 EMPLOYMENT	2032 EMPLOYMENT	NUMERIC CHANGE: 2022-2032	PERCENT CHANGE: 2022-2032	MEDIAN: ANNUAL WAGE (2023)	AVERAGE: ANNUAL WAGE (2023)
11-9013	Farmers, Ranchers, and Other Agricultural Managers	88,500	856,600	842,900	-13,800	-1.6%	\$83,770	\$90,160

SOURCE: South Dakota Department of Labor and Regulation, Labor Market Information Center (LMIC) (https://dlr.sd.gov/lmic/)

SOURCE: Lighcast Analyst (https://analyst.lightcast.io/analyst)

SOURCE: United States Bureau of Labor Statistics (BLS) https://www.bls.gov/

**DATE:** 03/12/2025

**Appendix 2.B: Student Demand Projections** 

## Western Dakota Technical College

Agricultural Business (Long-Term Certificate)

	YEAR 1	YEAR 2	YEAR 3
Student Full-Time Equivalent (FTE)	<b>5</b>	10	10
Student Full-Time Equivalent (FTE)	Ü	10	10
Headcount: Full-Time	5	10	10
Headcount: Part-Time			
Headcount: Total	5	10	10
Total Program or Site Capacity	24	24	24

Appendix 3: Program of Study

PREFIX AND

Western Dakota Technical College Agricultural Business (Long-Term Certificate)

MONTHS:	9
SEMESTERS:	2
TOTAL CREDITS:	28

NUMBER	IIILE	CREDITS	EDITS DESCRIPTION	
I. GENERAL EDUCA	TION CORE			
MATH 112	Business Math	3	A practical, working knowledge of relevant mathematical ideas and computations is developed for preparation in many careers, as well as in daily and consumer life.	Υ
SUBTOTAL OF GEN	IERAL EDUCATION CREDITS:	3	TOTAL NEW COURSES:	0

**EXISTING** 

I. PROGRAM CORI	E			
AG 110	Fundamentals of Soil Science	2	This course is a study of soil science and includes topics of soil genesis, classification, and morphology, fundamentals in soil fertility and nutrient management, soil biology and ecology, management of soil physical properties, and land-use management.	Y
AG 115	Introduction to Agronomy & Plant Science	3	Principles and practices in the development, production, and management of field crops, including plant breeding, plant diseases, insect control, and weed control.	Y
AG 130	Introduction to Animal Science	3	Scientific animal agriculture. Importance of livestock and meat industries. Selection, reproduction, nutrition, management, and marketing of livestock.	Y
AG 132	Farm and Ranch Management	3	Basic concepts for successfully managing a farm and ranch, including management records, their analysis and use in making decisions and farm management concepts dealing with credit, land, machinery, capital, crops and livestock enterprises and labor. Instruction in contracts, leases, laws and regulations, estate planning, and applications of personnel and management principles.	Y
AG 140	Range and Pasture Management	3	Principles and practices in the development, production, and management of forage crops and range plants, including grazing intensity and rotations, hay production, plant succession, insect control, ecological services, and weed control.	Y
AG 220 OR AG 222	Beef and Cattle Production OR Cattle Reproduction	3	An overview of the beef cattle industry. Topics include the organization and operation of beef cattle enterprises, selection breeding, reproduction, health, nutrition, management, and marketing.  OR  This is a training course in the reproductive management and artificial insemination of cattle. Students will become familiar with and learn the anatomy of the cow reproductive tract. This course is designed to acquaint students with the techniques of artificial insemination and pregnancy diagnosis in the cow, and to familiarize students with the collection, evaluation, processing, and handling of semen. The class will also participate in a mock embryo transfer in order to acquaint students with estrus synchronization, drug protocols, and the mechanics of uterine flushing.	Y

Appendix 3: Program of Study

### Western Dakota Technical College

Agricultural Business (Long-Term Certificate)

Agricultural Business (Long-Term Certificate)							
AG 250	Agricultural Law and Contracts	2	Overview of how agricultural policy decisions affect agricultural producers and the general public. This course will serve as an introduction into the nature and extent that law can be utilized and how it affects farm and ranch operations, business transactions, liabilities, and the rural community. Additionally, contracted prices and producer insurance concepts will be covered.	Y			
BUS 140 OR BUS 224	Business Law OR Personal Finance	3	This course involves a thorough study of the law of contracts, sales, product liability, agency, corporations, employment, and other selected topics. Upon completion of this course, students will be better prepared to make sound business decisions while considering legal ramifications.  OR  This course is a survey of individual investment and finance choices and opportunities. Topics include budgeting, cash-flow, use of credit, auto, life, and health insurance, home mortgages, and will and estate planning. Students will focus on the knowledge to provide themselves with a secure financial future.	Y			
AG 234 (Elective) OR AG 255 (Elective) OR BUS 233 (Elective)	Principles of Feeds and Feeding OR Agricultural Economics OR Small Business Entrepreneurship	3	Study of the role and application of feed nutrients and additives. Topics include comparative aspects of digestion, absorption, and metabolism of nutrients. Emphasis on identification of nutrient requirements and formulation of dietary feeding regiment.  OR  An overview of production economics, principles of supply and demand, resource economics, world food situation, and marketing of agricultural products. Main points of discussion will include supply, demand, equilibrium, welfare, and market failures.  OR  This course is an introduction to the concepts, terminology, and process of new venture creation, operations and growth, as well as the introduction of entrepreneurial management practices into existing businesses. This course will assist in the identification of entrepreneurial opportunities and strategies.  Feasibility, legal, management and ethical responsibilities are emphasized. Students will complete a capstone project of a comprehensive business plan and oral presentation.	Y			
SUBTO	SUBTOTAL OF PROGRAM CREDITS:		TOTAL NEW COURSES:	0			

Appendix 4: Alignment Projection

Western Dakota Technical College Agricultural Business (Long-Term Certificate)

## TOTAL CREDITS IN PROPOSED PROGRAM:

28

I. STACKABLE OPPORTUNITIES							
PROGRAM NAME Agricultural Business		Short-term Certificate Long-term Certificate Diploma		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
	Χ	AAS				28	
PROGRAM NAME  Business & Technology		Short-term Certificate Long-term Certificate Diploma		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
	Χ	AAS				12	
PROGRAM NAME		Short-term Certificate Long-term Certificate Diploma		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
		AAS					
PROGRAM NAME		Short-term Certificate Long-term Certificate Diploma		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Stackable Program	How many PROPOSED PROGRAM credits are in this stackable program opportunity?
		AAS					

II. ARTICULATION AGREEMENTS (BACCALAUREATE)						
PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing Forthcoming	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?

III. LICENSURE AND CERTIFICATION OPPORTUNITIES					
The PROPOSED PROGRAM will qualify students to pursue the following licensure and/or certification opportunities:					
LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?			
LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?			
LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?			

February 12, 2025

New Generation Supplements
Dustin C. Suess
VP of Sales & Marketing
11094 Business 212
Omaha, NE, 68130
Dustin.suess@smartlic.com
402-214-0807

South Dakota Board of Technical Education 800 Governors Drive Pierre, SD 575436

South Dakota Board of Technical Education Members:

The Agricultural Business program at Western Dakota Technical College is designed to equip students with the knowledge and skills necessary for success in today's evolving agricultural industry. Our curriculum blends agricultural principles with essential business management concepts, preparing graduates for careers in agribusiness, finance, marketing, cooperative management, and other related fields. To better align with industry expectations and reflect the broad scope of our coursework, we are proposing a name change from Farm and Ranch Management to Agricultural Business for our Associate of Science degree. Additionally, we are introducing a 9-month Agricultural Business certificate for students seeking a fast-tracked, career-focused educational path. This certificate provides core business and management skills relevant to agriculture and serves as a valuable credential for those looking to enter the workforce quickly or complement an existing agricultural background.

By utilizing top industry people and cutting-edge technology, New Generation Supplements is able to provide livestock producers result oriented, high-quality products.

New Generation Supplements utilizes extensive university research to develop and continually improve its supplement product offering through its various brands. This research has helped produce scientifically advanced, nutrient dense livestock supplements.

We support the new direction of Western Dakota Technical College's Agricultural Business program as it will equip students to enter the industry with the skill set needed and will help local South Dakota businesses identify top talent.

New Generation Supplements employs between 80 and 90 employees, considering a 3.5% attrition rate each year, we would be in the market for 3 employees per year. Operational employees would range from \$20 to \$25 per hour and our salaried employees would range from \$60,000 to \$100,000 per year plus commission.

Sincerely,

Dustin C. Susse

Dustin C. Suess





February 19, 2025

Doug Theel & Jiggs O'Connell Rapid City, SD

Bo Slovek Philip, SD

South Dakota Board of Technical Education 800 Governors Drive Pierre, SD 575436

South Dakota Board of Technical Education Members:

As a group of ranchers and longstanding industry partners, we have dedicated our careers to the flourishing of agriculture in South Dakota. It is with a deep understanding of our field and a heartfelt commitment to future generations that we write to support the strategic updates proposed for the Agricultural Business program at Western Dakota Technical College.

Having spent decades in ranching and agricultural business, we have seen the evolution of this industry from a front-row seat. Our experiences underscore the necessity for education that keeps pace with agricultural innovations and market demands. The renaming of the Farm and Ranch Management program to Agricultural Business is a move we stand behind wholeheartedly. This change reflects the broadening scope of careers in today's agricultural sectors, encompassing critical areas such as agribusiness management, agricultural finance, and market analysis.

The Agricultural Business program at Western Dakota Technical College is designed to equip students with the knowledge and skills necessary for success in today's evolving agricultural industry. Our curriculum blends agricultural principles with essential business management concepts, preparing graduates for careers in agribusiness, finance, marketing, cooperative management, and other related fields. To better align with industry expectations and reflect the broad scope of our coursework, we are proposing a name change from Farm and Ranch Management to Agricultural Business for our Associate of Science degree. Additionally, we are introducing a 9-month Agricultural Business certificate for students seeking a fast-tracked, career-focused educational path. This certificate provides core business and management skills relevant to agriculture and serves as a valuable credential for those looking to enter the workforce quickly or complement an existing agricultural background.

The renaming of the Farm and Ranch Management program to Agricultural Business is a move we stand behind. This change reflects the broadening scope of careers in today's agricultural sectors, encompassing critical areas such as agribusiness management, agricultural finance, and market analysis. Our collaborative businesses foresee the need to fill a growing number of positions over the next one, three, and five years, as older generations retire, and new opportunities arise from technology advancement. For these roles, we anticipate offering competitive wages that reflect the skills and knowledge brought by graduates, depending on the position and experience level.

The proposed 9-month Agricultural Business certificate program particularly excites us. It promises a focused, rigorous education pathway that prepares students to enter the workforce rapidly, armed with relevant, practical skills. This certificate will undoubtedly be an asset to those seeking to enhance their careers to enter new roles in agriculture swiftly.

Thank you for considering this important evolution in agricultural education. We are eager to see it come to fruition and to continue supporting the college and its students.

Sincerely,

Dougtheel@icloud.com

Doug Theel

Jiggs O'Connell

Bo Slovek

Signature: Profile

Email: dougtheel@icloud.com

Signature: Jiggs O'Connell (Feb 19, 2025 10:59 MST)

Email: jiggsmarty@live.com

Signature:

Email: boslovek@goldenwest.net