

**MEMORANDUM OF UNDERSTANDING**  
between  
**COPPIN STATE UNIVERSITY**  
Baltimore, Maryland  
and  
**OHIO UNIVERSITY**  
Athens, Ohio

This MEMORANDUM OF UNDERSTANDING dated December 15, 2006, between Coppin State University (Baltimore, MD) (hereinafter referred to as "CSU") and Ohio University (Athens, OH) (hereinafter referred to as "OU"), specifies the conditions under which CSU and OU will provide scholarship assistance to a student attending Ohio University, Athens, OH:

1. Ohio University agrees:
  - a. To provide a scholarship in the amount of full-time, including tuition to a student from Coppin State University who will pursue his/her master's graduate degree in geography.
  - b. To provide a tuition fee waiver for the selected graduate assistant, whose special role will be provide assistance to the Baltimore Ecosystem Study (BES). The Baltimore Ecosystem Study is a project funded by the United States Department of Agriculture's Forest Service; selected student, however, will be responsible for the Ohio University's general fees.
  - c. To fund the CSU student from the Office for Multicultural Graduate Affairs in the Office for Graduate Studies at Ohio University who will provide \$8,500 to match the USDA Forest Service's pledge of \$8,500 for a total of \$17,000 for the 2007-2008 academic year.
  - d. To guarantee to the selected student two years of academic support as described in a, b, and c above.
  
2. Coppin State University agrees:
  - a. To advertise the scholarship award to CSU students. All advertising will specify the award is sponsored by Ohio University, Athens, OH.
  - b. To set up a committee of faculty members at CSU to select a talented Coppin student to take advantage of this opportunity to pursue a master's degree in geography.
  - c. To institutionalize this arrangement in order that a student is selected to pursue this educational opportunity by Fall 2007.
  - d. To inform Dr. Eddith Dashiell, Assistant Provost for Graduate Multicultural Affairs, OU (740-593-2581) and Dr. Geoffrey L. Buckley, Associate Professor, Department of Geography, Ohio University of the student selected to receive the OU graduate assistantship.
  - e. To help prepare and provide necessary documentation (grades, transcript, and letters of recommendation, etc.) to OU personnel to assists selected student admission to Ohio University.

3. The Student agrees:
- a) To maintain a minimum 3.0 grade point average in the Department of Geography at OU, and must enroll in the Department of Geography immediately after receiving the Bachelor's Degree from Coppin State University.
  - b) To work with his/her advisor(s) on the selection of courses appropriate to the selected degree.
  - c) To provide research assistance in the conduct of project(s) associated with the Baltimore Ecosystem Study.

CSU and OU agree:

- a. To comply with all the federal, state, local, and institutional laws, ordinances and rules applicable to the above institutions which are in effect as of the date of this Agreement and as they may be amended from time to time, including but not limited to the equal opportunity clause set forth in 41 CFR 60-250.4

- 4. The availability of scholarship or graduate assistantship from Ohio University will be determined annually and on a funds-availability basis. The Department of Geography will notify Coppin State University no later than August 1st of each year of the OU's intent to continue scholarship or graduate assistantship for the following year.
- 5. This agreement may be terminated in whole or in part by 30 days written notice by one party to the other.
- 6. This agreement contains the entire Agreement between the parties concerning all scholarship to students. Any modification of this Agreement shall be in writing and signed by both parties. The terms and conditions of this written Agreement cannot be varied or waived by any oral representation or promise.

IN WITNESS WHERETO, the parties have executed this Agreement as of this day and year first above written.

Coppin State University, Baltimore, MD  
By: \_\_\_\_\_

Ohio University, Athens, OH  
By: \_\_\_\_\_

Timothy G. Anderson

Title \_\_\_\_\_

Associate Professor and Chair  
Title \_\_\_\_\_

Signature \_\_\_\_\_

  
Signature \_\_\_\_\_

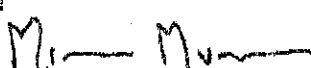
Date \_\_\_\_\_

December 15, 2006  
Date \_\_\_\_\_

By: \_\_\_\_\_

Michael Mumper

Associate Provost, Graduate Affairs  
Title \_\_\_\_\_

  
Signature \_\_\_\_\_



**OHIO**  
UNIVERSITY

Graduate Studies

January 7, 2007

Total pages including cover: 3

Multicultural Graduate  
Student Affairs  
McKee House 208  
Athens OH 45701-2979  
T: 740.593.2581  
F: 740.593.4625  
[www.ohio.edu/graduate/minaff.htm](http://www.ohio.edu/graduate/minaff.htm)

TO: Dr. Charles M. Christian  
Distinguished Professor, Academic Affairs  
Grace Jacobs Office Classroom Building  
7th Floor, Room 729  
Coppin State University  
2500 West North Avenue  
Baltimore, MD 21216-3698

FAX: 410-951-4210

FROM: Eddith A. Dashiell  
Assistant Provost  
Multicultural Graduate Affairs  
Ohio University  
Athens, OH 45701

OFFICE: 740.593.2582  
FAX: 740-593-4625

Please find attached the MOU between Ohio University and Coppin State University to establish a full-time (including tuition) scholarship for a Coppin State University student to pursue his/her master's degree in geography.

Please obtain the appropriate signatures and return via fax or U.S. mail.

I look forward to working with you on this exciting project.

Happy Monday from Ohio University,

**MEMORANDUM OF UNDERSTANDING**

between

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Baltimore, Maryland

and

**OHIO UNIVERSITY**

Athens, Ohio

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By: \_\_\_\_\_

Timothy G. Anderson

\_\_\_\_\_  
Title

\_\_\_\_\_  
Associate Professor and Chair  
Title

\_\_\_\_\_  
Signature

Tim G. Anderson  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
December 15, 2006  
Date

By:

Michael Mumper

\_\_\_\_\_  
Associate Provost, Graduate Affairs  
Title

Michael Mumper  
Signature

\_\_\_\_\_  
Date

12-29-06

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Coppin State University, Baltimore, MD  
By:

Ohio University, Athens, OH  
By:

\_\_\_\_\_

Title

\_\_\_\_\_

Title

\_\_\_\_\_

Signature

\_\_\_\_\_

Signature

Date

Date





# COPPIN STATE UNIVERSITY

2500 W. North Avenue  
Baltimore, Maryland 21216

## MEMORANDUM OF UNDERSTANDING

BETWEEN

NORTHUMBERLAND COUNTY, VIRGINIA  
AND  
COPPIN STATE UNIVERSITY

This Agreement, originally originating in 2004, will continue in effect unless officially cancelled in writing by either party within 30 days of notice prior to the start of any future semester. This Memorandum will be effective starting January 20, 2007.

Coppin State University will provide courses for Northumberland County educators. The cost of these courses will be the in-state tuition rate charged for courses offered via distance learning or off site locations. Additionally, the special rate of \$100 will be assessed to students for a maximum of 9 credit hours of credit.


Northumberland County will provide a list of approved students covered by this agreement prior to the start of any semester. Upon completion of the course, Northumberland County will pay for tuition and the \$100 fee assessed for this agreement.

It is understood that Northumberland County educators who wish to matriculate to Coppin for Degree purposes will pay the same fee charged at the time of application to the University.

This Memorandum of Understanding will automatically renew itself each semester. The cost will only increase if tuition and fees do so.

Sincerely,

  
\_\_\_\_\_  
Dr. Stanley F. Bartle, President, Coppin State University

  
\_\_\_\_\_  
Mr. Dale Wittler, Assistant Superintendent, Northumberland County Virginia Public Schools

AGREEMENT  
BETWEEN  
COPPIN STATE UNIVERSITY  
AND  
NEW PSALMIST CHRISTIAN SCHOOL

This Agreement is made between Coppin State University, 2500 West North Avenue, Baltimore, Maryland 21216, a constituent institution within the University System of Maryland which is an agency of the State of Maryland ("Coppin") and New Psalmist Christian School, an elementary and secondary school located at 4501 Old Frederick Road, Baltimore, Maryland 21229, ("NPCS").

WHEREAS, Coppin requires its students majoring in Sports Management and related fields to participate in observational, practicum and internship experiences in physical education.

WHEREAS, Coppin has the facilities and programs and qualified personnel to offer instruction in physical education.

WHEREAS, NPCS desires to use Coppin's facilities and instruction services for the physical education of its students and to participate in an aquatics and physical education program (the "Program") that is educational and fun.

WHEREAS, Coppin's Sports Management students (paraprofessionals) will have an opportunity to complete their observational, practicum and internship experiences by participating in the Program and NPCS students will have the opportunity to learn physical education and recreation skills in an environment conducive to learning.

NOW THEREFORE, in consideration of the mutual promises and conditions in this Agreement and for good and valuable consideration, Coppin and the NPCS agree to the following:

1. Obligations of Coppin

1.1 As part of the Program, Coppin will provide instructional aquatics classes for NPCS students using Coppin's staff, including a certified lifeguard in its pool facilities only if the pool is fully operational. These classes shall be under the direction and control of Coppin.

1.2 As part of the Program, Coppin will provide instructional physical education classes and fitness assessments (cardiovascular endurance assessed through aerobics using the target heart rate; muscular strength and muscular endurance assessed

through upper and lower body strength activities; and flexibility assessed through hip, back and shoulder exercises) for NPCPS students. These classes and assessments shall be under the direction and control of Coppin.

1.3 As part of the physical education classes, Coppin will provide NPCPS students with exposure to a variety of individual and team sports, using the appropriate facilities at Coppin. These classes and activities shall be under the direction and control of Coppin.

1.4 Coppin will assess through observation each NPCPS student participating in the Program to determine his or her ability level for placement in the Program's instructional classes. The assessments shall be under the direction and control of Coppin.

1.5 Coppin will provide its physical education students with suitable observational and student teaching experiences in the Program consistent with the Coppin's goals and objectives for its physical education students and the requirements of its physical education program. Coppin will provide appropriate faculty supervision for its own students and shall be responsible for their activities and services provided under this Agreement. The educational learning experiences of Coppin students shall be under the direction and control of Coppin.

1.6 Coppin shall retain full and sole authority and responsibility for the provision of the services described in this Agreement.

1.7 Coppin will intervene in any manner necessary as the circumstances dictate to protect its students or the NPCPS students who are participating in this program.

## 2. Obligations of NPCPS

2.1 NPCPS will provide at least one adult for each aquatic or physical education class session to supervise its students in the Program.

2.2 Each person engaged by NPCPS to supervise or otherwise work with the NPCPS students in the Program shall be subject to a criminal background check. NPCPS is solely responsible for the cost of said criminal background checks. NPCPS agrees to provide Coppin with certification that NPCPS person is qualified to work with or otherwise participate in the Program.

2.3 NPCPS will limit the number of students participating in each session to a ratio of (1) instructor to twenty-five (25) students.

2.4 NPCPS will provide Coppin with the NPCPS school schedule and calendar of events.

2.5 NPCPS will provide Coppin with an evaluation at the end of the term of this Agreement of Coppin's performance in providing swimming and physical education instruction.

2.6 NPCS will provide Coppin with the following information and documentation before the first scheduled class or activity:

Exhibit A--Time schedule for implementing program including a numerical breakdown of the student population per class

Exhibit B-- Student roster for sample academic assessment which includes the level of participation, listening skills, completion of objective

Exhibit C-- List of students with medical restrictions

Exhibit D-- Copy of consent to participate for each NPCS student in the Program

Exhibit E-- Copy of criminal background checks should be kept by NPCS and only provided to Coppin State University if requested.

2.7 NPCS shall mail to the parents of students at NPCS who are participating in the Program, as soon as possible after the execution of the agreement, the consent to participate in aquatics/physical education program at Coppin, attached hereto. No NPCS student will be allowed to participate in the Program without the written consent of the parents of the NPCS students.

2.8 NPCS shall allow Coppin physical education students to participate in the Program under the supervision of designated Coppin faculty.

3. Joint Responsibilities of NPCS and Coppin State University.

3.1 NPCS and Coppin shall work to establish and implement procedures, protocols and standards to evaluate quality of program.

3.2 Except as necessary in the performance of this Agreement or as authorized in writing by Coppin or NPCS, neither Coppin nor NPCS shall disclose to any person, institution, entity, company or any other party, any information about students in the Program.

3.3 Complaints about employees or students of Coppin shall be addressed promptly by the Edna Simmons, Chair of the Department of Health, Physical Education, Recreation and Dance and the designated administrator of NPCS.

3.4 Except as provided in paragraph 6.1, all other notices and communications shall be to the individuals designated below:

To Coppin Dr. Edna D. Simmons

To NPCS Minister Te-Veria Lee

3.5 NPCS and Coppin State University will provide for supervision of NPCS students using the locker rooms.

4. Term.

The Agreement shall begin on October 9, 2007 and end on May 30, 2008. Thereafter the Agreement may be renewed upon the written agreement of both parties. Classes and other activities of the Program, however, shall be in effect only when Coppin is open during the academic year.

5. Termination.

In the event Coppin or NPCCS desires to terminate this Agreement, either party will give a sixty (60) day written notice of termination to the other party.

6. Compensation

6.1 NPCCS will compensate Coppin under this Agreement the total amount of Fifteen Thousand Dollars (\$15,000.00) to be paid as follows:

\$ By October 9, 2007 NPCCS will pay Three Thousand Three Dollars (\$3,003.00) to Coppin;

\$ By the 5<sup>th</sup> day of each month of the academic year October 2007 through May 2008, NPCCS will make monthly payments in the amount of \$1333.33;

\$ Payments shall be made through the Accounts Payable Office at Coppin State University and will be processed in keeping with established procedures for payment of contractual services.

6.2 In the event that any NPCCS student in the Program at Coppin requires additional assistance or services for medical or other reasons in order to fully participate in the Program, the cost of and compensation for such additional assistance or services shall be the sole responsibility of NPCCS.

7. Insurance

7.1 NPCCS shall maintain in full force and effect and be covered at all times throughout the term of this Agreement by a comprehensive general liability insurance, which also includes broad form endorsement coverage including personal injury coverage, written on an occurrence basis with respect to the Program operated at Coppin and which covers any acts and omissions in providing or arranging for activities that are the subject of this Agreement, including those activities carried out by Coppin's faculty and students under this Agreement. The policy shall have limits of not less than One Million Dollars (\$1,000,000.00) per occurrence and not less than Three Million Dollars (\$3,000,000.00) in the aggregate for all occurrences. Such liability insurance shall, in addition, extend, to any liability of Coppin out of the indemnities provided in Paragraph 7 "Indemnification" of this Agreement.

7.2 On or before the date of this Agreement, NPCS shall deposit with Coppin copies of policies of insurance required by the provisions of this paragraph or certificates thereof satisfactory in form and substance to Coppin, together with satisfactory evidence of the payment of the required premium or premiums thereof. All policies of insurance required to be carried by this paragraph hereof shall provide that the policy shall not be subject to cancellation, termination, or change except after thirty (30) days' prior written notice to Coppin, and all such policies shall name Coppin as an additional insured as its interest may appear. If for any reason, NPCS fails to provide and keep in force any or all of the insurance policies set forth in this paragraph, then in such event NPCS shall indemnify and hold Coppin harmless against any and all claim, actions, damages, liability, and expense (including, but not limited to, attorney's fees) which would have been covered by such insurance.

7.3 If the facilities or other resources used in the Program at Coppin are damaged as a result of NPCS, its students, employees, agents or invitees negligence, Coppin will repair and/or replace damaged or lost property as required to restore it to its condition before the damage or loss, and will invoice NPCS for the cost, due and payable upon receipt. NPCS is deemed to have accepted the facilities to be used for the Program and other Coppin resources used in the Program in the condition existing as of the date of this Agreement, excepting latent, undisclosed defects of which Coppin had knowledge.

## 8. Indemnification

8.1 NPCS shall indemnify, hold harmless and, upon request, defend Coppin, University System of Maryland and the State of Maryland or their respective officers, employees, agents, invitees, and representatives from and against any and all costs (including reasonable attorney's fees and cost of suit), liability, injury, damages, suits, actions, and causes of action arising out of NPCS's performance or failure to perform its obligations under this Agreement.

8.2 Neither NPCS or Coppin shall have liability for breach of contract or delay in performance of its contractual responsibilities if either is unable to perform required services under this Agreement as the result of performance becoming impossible due to governmental regulation or order, or due to circumstances beyond the reasonable control of the party, including without limitation, acts of God, fire, flood, accident, labor strike, war or civil disobedience, inability to obtain supplies, or interruption of utility services, where such circumstances make it impossible to perform or to perform in a timely manner.

8.3 Coppin warrants that subject to the exclusions and limitations contained in Title 12, Subtitle 1 of the State Government Article of the Annotated Code of Maryland ("Maryland Tort Claims Act") the immunity of the State and its units is waived as to a tort action, in a court of the State, to the extent of insurance coverage provided under Title 9 of the State Finance and Procurement Article of the Annotated Code of Maryland. The Maryland Tort Claims Act provides that the State is liable for the negligent or wrongful acts or omissions of State personnel during the scope of their employment. The

term "State Personnel" includes Physical Education Faculty members at Coppin State University.

9. Administrative and Legal Matters.

9.1 The Parties shall comply with all federal, state, and local laws, ordinances, roles and regulations which are applicable to the program.

9.2 Each Party agrees that it shall not unlawfully discriminate on the basis of race, religion, age, ancestry or national origin, sex, sexual orientation, physical or mental disability, marital status or veteran's status with respect to employment under this Agreement.

9.3 All written materials advertising or referring to Coppin's services must be reviewed and approved in writing by Coppin before distribution.

9.4 NPCS may use only the facilities set forth in this Agreement. Under no condition shall any unauthorized person undertake repair, service or alteration of any facility or item of Coppin's property without the prior written consent of Coppin which may be withheld in Coppin's sole and absolute discretion.

9.5 NPCS and its students, staff and invitees are required to comply with Coppin's rules and regulations when using its facilities and among other things, they are prohibited from smoking in public buildings, possession of illegal substances, cooking or serving food, except with the permission of Coppin, possession of animals, except when required to assist disabled persons, tampering with fire system or fire safety equipment, possession of any weapon or facsimile, fireworks, or other flammable materials, disruptive, destructive or dangerous behavior, possession or consumption of alcohol in public areas, or possession or consumption of alcohol by persons under the age of twenty-one.

10. Relationship of the Parties.

10.1 Nothing contained in this Agreement shall be deemed or construed by the parties hereto, or by any third party, as creating a partnership relationship between Coppin, the State of Maryland or the University System of Maryland and NPCS as principal and agent. It is expressly understood and agreed that this Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partner, joint venture or association between NPCS and any of their staff, and Coppin and that NPCS is an independent contractor, and that any assistance or services by Coppin's faculty or staff shall not establish or constitute any employment relationship between Coppin's faculty and staff and NPCS and that neither NPCS nor any of its employees or agents or the employees or agents is an employee of the University.

10.2 Coppin and NPCS recognize and agree that the University has no obligation to pay any judgment or the settlement of any claims against NPCS or its

employees, agents or subcontractors as a result of or relating to the obligations under this Agreement.

11. Governing Law.

The Agreement shall be governed and construed in accordance with the laws of the State of Maryland and shall be made in the State of Maryland.

12. Signatories.

The undersigned persons represent and warrant to all parties that they have full right, power and authority, to execute this Agreement on behalf of the party identified below.

NEW PSALMIST CHRISTIAN SCHOOL COPPIN STATE University

By: Andrew E Jones

Minister Andy Jones, School Board  
President

By: Sadie R Gregory  
Dr. Sadie Gregory, Interim President

Te-Veria Lee

Minister Te-Veria Lee, Principal

Approved for form and legal sufficiency this \_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Assistant Attorney General and  
Counsel to Coppin State University



Articulation Agreement

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*ARTICULATION OF SPECIAL EDUCATION BETWEEN  
CCBC AND COPPIN STATE COLLEGE*

The Community College of Baltimore County and Coppin State College enter into this agreement to serve the needs of our students. The general purpose of this agreement is to make clear the historical understandings and current policies.

There are three specific goals under this agreement. First, it is our intent that this agreement will make the transition from The Community College of Baltimore County to Coppin State College as smooth as possible for our teacher education students pursuing careers in Special Education. It should be noted that Special Education is a critical shortage area in Maryland and throughout the country.

Second, this agreement is a publication of a clear set of expectations for programs at both institutions. Making our expectations clear to our students and to each other not only contributes to the first goal, but also makes advisement clearer and allows us to work together in the best interest of students. Like any policy agreement, this document will need to be updated, revised and refined as our programs change. Having a baseline understanding in place makes such revision more logical and contributes to the staying power of the agreement. It is agreed that each institution will inform the other whenever programmatic changes take place.

Third, we agree to encourage our students to continue to professionally develop throughout their teaching careers, not only for their personal betterment, but also to best serve the students they will in turn teach.

*The following sections describe the specifics of the agreement:*

The Community College of Baltimore County and Coppin State College recognize the need for and the importance of facilitating the transfer of students from CCBC to Coppin State College as these students pursue their academic goals. To enhance this transition, this formal articulation agreement is established. It is based on a thorough review of curricula at both institutions in Special Education.

Community Colleges of Baltimore County  
Coppin State College

Articulation Agreement

Academic Agreements

1. While this articulation is a course-for-course agreement, CCBC students are strongly encouraged to complete the Associate's of Arts degree in the Special Education option.

CCBC transfer students must meet all Coppin State College Special Education entrance requirements to be admitted to the Coppin State program including passing PRAXIS I.

2. Coppin State College will recognize CCBC transfer students as juniors. Coppin State College will officially classify CCBC transfer students as juniors when sixty credit hours are earned.
3. Coppin State College will accept up to 69 credits in transfer per the equivalency chart below.
4. Coppin State College will accept the transfer students' G.P.A. as calculated by CCBC.

Community Colleges of Baltimore County  
Coppin State College

Articulation Agreement

The following chart represents the course-by-course articulation of credit:

CCBC COURSE	COPPIN EQUIVALENT
ENGL 101 College Composition	ENGL 101 English Composition (3 cr)
ENGL 102 Writing about Literature	WLIT 203 World Literature (3 cr)
ENGL/EDUC Children's Literature	ENGL 321 Children's Literature (3 cr)
SPCM 101 Fundamentals of Communication	SPCH 105 Intro to Speech Communication (3 cr)
CINS 101 Introduction to Computers	No Equivalency
PSYC 101 Introduction to Psychology	PSYC 201 General Psychology
MATH 131 Math for Elementary Teachers I (4cr)*	MATH 103 Math for Elementary Teachers (3cr)
MATH 132 Math for Elementary Teachers II (4cr)*	MATH 104 Math for Elementary Teachers (3cr)
<b>No Equivalency Noted</b>	<b>MATH 125 Math for Liberal Arts (3)</b>
MATH 153 Statistics (4cr)*	MATH 203 Basic Statistics (3cr)
BIOL 111 Investigating the Living World	BIOL 101 Biological Sciences (4cr)
Gen Ed Chemistry or Physical Science	CHEM 101 or PHSC 101 (4cr)
Gen Ed Arts and Humanities	Arts and Humanities
12 additional GER credits Arts & Humanities*	PHIL 102/HIST 101, 102, 203, 204/DIS 102 & 103 Any foreign language
Gen Ed PEFT (Wellness)	HLTH 101 Personal Health
Gen Ed Diversity+	No Equivalency
Gen Ed Global, Historical & Cultural Perspectives+	No Equivalency
<b>EDUE 101 Foundations of Education</b>	<b>No Equivalency</b>
EDUE/PSYC 103 Principles of Human Growth/Dev.	PSYC 335 Developmental Psychology (3cr)
EDUE/PSYC 215 Educational Psychology	EDUC 202 Educational Psychology (3cr)
EDUE 231 Processes & Acquisitions of Reading	ELED 300 Foundations of Reading Instruction (3cr)
EDUE/PSYC 107 Intro to Special Education and EDUE 171 (must be taken simultaneously)	SPED 201 Intro to Needs of Exceptional Indiv (3cr)
EDUE 209 Characteristics of Children with Behavioral and Learning Dysfunctions	SPED 203 Characteristics of Children with Behavioral and Learning Dysfunctions (3cr)
EDUE 210 Techniques/Measurement/Evaluation in the Elementary/Middle Grades	SPED 303 Techniques of Measurement and Evaluation of Learners with Mild and Moderate Disabilities (3cr)
EDUE 211: Education Evaluation of Mild to Moderate Handicapped Children	SPED 302 Educational Evaluation of Learners with Mild and Moderate Disabilities
EDUE 273 Internship in Special Education	SPED 202 Practicum Learners with Mild/Moderate Disabilities in the Elementary and Middle Grades

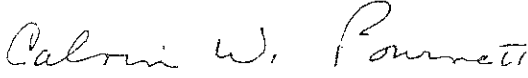
\*Not required for CCBC A.A. degree but has equivalency


+Required for CCBC A.A. degree

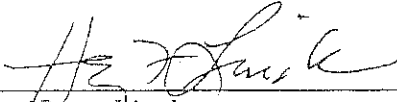
**Bold indicates discrepancy**

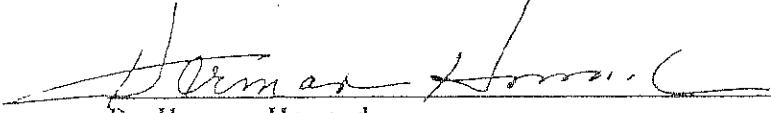
Community Colleges of Baltimore County  
Coppin State College  
Articulation Agreement

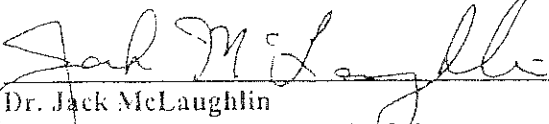
This agreement is to become effective July 16, 2001

 <sup>10/22</sup> 7/16/01  
\_\_\_\_\_  
Dr. Calvin W. Burnett Date  
President, Coppin State College (CSC)


 7/16/01  
\_\_\_\_\_  
Dr. Andrew Jones Date  
Campus President, Catonsville

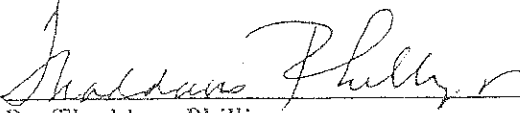
 \_\_\_\_\_  
Dr. Henry Linck Date  
Vice Chancellor for Learning and Student Development  
Community Colleges of Baltimore County (CCBC)

 7/16/01  
\_\_\_\_\_  
Dr. Herman Howard Date  
CSC -Proyost and Vice President for Academic Affairs

 7/14/01  
\_\_\_\_\_  
Dr. Jack McLaughlin Date  
CCBC -Academic Dean, BSSHS Division

 \_\_\_\_\_  
Dr. Francis Kober Date  
CSC-Associate Dean of Education

 7/16/01  
\_\_\_\_\_  
Dr. Maureen McDonough Date  
CCBC-Director, Teacher Education

 7.16.2001  
\_\_\_\_\_  
Dr. Thaddaus Phillips Date  
CSC-Chair, Department of Special Education

ADDENDUM TO MEMORANDUM OF UNDERSTANDING BETWEEN  
HARFORD COMMUNITY COLLEGE,  
THE UNIVERSITY OF MARYLAND SYSTEM  
AND  
COPPIN STATE COLLEGE

*file*

This addendum to the Memorandum of Understanding which outlines the purpose, goals, and responsibilities of Harford Community College and the University of Maryland System as partners in the Higher Education and Applied Technology (HEAT) initiative, further defines the programs and fee structure for Coppin State College.

It is agreed this date, May 20, 1996, that Coppin State College will provide, with MHEC approval:

Bachelor of Science Degree  
in  
Special Education  
(Elementary and Middle Grades)

It is further agreed that Coppin State College will remit 6% of gross tuition receipts arising from this agreement to Harford Community College as facilities reimbursement.

This agreement will remain in effect for two years from this date, at which time it will be reviewed and revised by both parties if necessary and/or reaffirmed.

*Claudia C. Chiesi 5/20/96*  
Date

Claudia Chiesi  
President  
Harford Community College

*Calvin W. Burnett 5-21-96*  
Date

Calvin W. Burnett  
President  
Coppin State College

*Diane K. Troyer 5/20/96*  
Date

Diane K. Troyer  
Vice President for Academic and Student Affairs  
Harford Community College

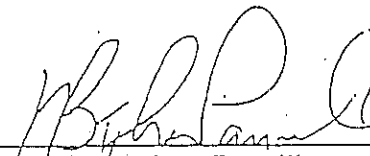
*Herman Howard 5-21-96*  
Date

Herman Howard  
Vice President for Academic  
Affairs  
Coppin State College

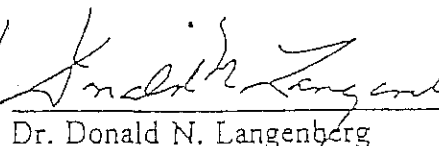
HIGHER EDUCATION APPLIED TECHNOLOGY  
PARTNERSHIP AGREEMENT  
BETWEEN  
Harford Community College  
and  
University of Maryland System

This agreement specifies the practices and processes of the educational partnership between Harford Community College and the University of Maryland System in support of the goals of the Higher Education Applied Technology Center.

We affirm our dedication to this partnership between Harford Community College and the University of Maryland System in providing expanded access to educational opportunities for the citizens of northeast Maryland.

  
Mr. W. Stephen Pannill  
Interim President  
Harford Community College

12-20-94  
(Date)

  
Dr. Donald N. Langenberg  
Chancellor  
University of Maryland System

1/3/95  
(Date)

Witness: Carol W. Sherman 12-26-94  
(Date)

Witness: Betty A. Brown 1/3/95  
(Date)

## MEMORANDUM OF UNDERSTANDING

Educational partnership between Harford Community College  
and the University of Maryland System (U.M.S.)  
in conjunction with the Higher Education Applied Technology Initiative

### Purpose:

It is the purpose of this memorandum of understanding to provide a basis for the establishment of operational relationships between the Harford Community College (H.C.C.) and the University of Maryland System (U.M.S.) in the formation of an educational partnership in support of the goals of the Higher Education Applied Technology (H.E.A.T.) project. This memorandum describes the goals, assumptions and parameters of this partnership. It is specifically intended that from time to time the two institutions will enter into agreements to accomplish specific transactions. This memorandum will serve as a description of the areas in which there may be such agreements, a statement of the spirit and tone of the agreements and a guide to the development of specific arrangements between the institutions.

### Goals:

The major goals or objectives which the institutions wish to accomplish through their partnership are:

- To provide expanded educational opportunities for the residents of Harford and Cecil Counties through the availability of upper-division work leading to baccalaureate and/or graduate programs or courses in specific fields.
- To extend access to higher education opportunities through educational programming designed for adults and responsive to the needs of Northeast Maryland.
- To provide complete articulation between specified associate degree and bachelor's degree programs which provide upward mobility and opportunity for students.
- To provide a cost effective means for expanded higher education opportunities for Harford and Cecil Counties.
- To provide leadership in innovative strategies to assure economic and community development for the region.

### Program Design:

- The U.M.S. agrees to participate as a partner in the H.E.A.T. Center and to provide academic programming designed to meet the needs of students in Harford and Cecil Counties as a part of the H.E.A.T. initiative. The schedule and format of the instructional delivery will be agreed upon jointly by Harford Community College and

the participating U.M.S. institution to assure coordination with other H.E.A.T. partner institutions and programs.

- The H.E.A.T. Center and the Harford Community College campus will be the primary sites of programming with a schedule to be agreed upon prior to each semester.
- The H.E.A.T. initiative is specifically designed to meet the needs of working adults in Northeast Maryland and it is understood that program design, scheduling, and instructional delivery will be tailored to meet those needs.

#### Transfer Articulation:

- The participating U.M.S. institution will accept credits as specified by articulation agreements in effect at the time of the student's matriculation at Harford or Cecil Community College, provided that the student has met all conditions of the agreement. Articulation agreements are listed under the "Recommended Transfer Programs" in the U.M.S. ARTSYS database. However, this memorandum of understanding does not prohibit the partner institutions to establish additional articulation agreements specifically designed to satisfy the needs of the students in specific programs.
  - students beginning their associate degree at Harford or Cecil Community College who wish to pursue a baccalaureate degree will be advised on the appropriate courses in the first and second years to assure transfer into the upper division U.M.S. program.
  - students who have completed their associate degree in an approved articulated transfer program at Harford or Cecil Community College by 1992 or earlier will be assured the transfer of those courses indicated in the articulation agreement.
- An articulation agreement will be in place to confirm the acceptance of all associate transfer credits from Harford Community College and Cecil Community College in the specified programs.
- Graduate programs will be coordinated with H.E.A.T. baccalaureate programs to assure maximum articulation between programs.

#### Marketing and Student Recruitment:

- All marketing of the H.E.A.T. initiative and center and programs and courses associated with the H.E.A.T. initiative will be agreed upon jointly by the H.E.A.T. partners and coordinated by Harford Community College. A coordinated marketing and student recruitment plan will be developed which identifies specific programmatic and financial responsibility for each institution.



Harford Community College will make provisions for U.M.S. H.E.A.T. Program/Course Information within its class schedule dependent upon scheduling cycles. These editions of the class schedule are mailed to all Harford County residents on a shared-cost basis.

Programs, courses, and services not associated with the H.E.A.T. initiative may not use H.E.A.T. in marketing or promotion.

Assigned Responsibilities:

A. U.M.S. will provide the following resources and services in support of the H.E.A.T. partnership:

1. The upper division courses in specified baccalaureate degree program(s) for individuals who have completed an associate degree in those areas and/or specified graduate courses or programs as agreed upon and in accordance with Maryland Higher Education Commission guidelines for off-campus programs.

Specific course schedules and offerings will be jointly determined by the academic administrators of the two institutions. No duplication of Harford Community College or Cecil Community College courses will occur without the concurrence of Harford Community College, the coordinating institution for H.E.A.T.

2. Programs should demonstrate significant involvement by full-time faculty. The faculty shall remain employees of the U.M.S. and shall not be considered employees or agents of Harford Community College.
3. U.M.S. will be responsible for all on-site registration, academic counseling, financial aid counseling, and business office services on a defined schedule for students enrolled in H.E.A.T. initiative courses and programs.
4. Inter-library loan support and access to the U.M.S. library for students.
5. H.E.A.T. partner institutions will participate equitably in costs associated with the H.E.A.T. Center on the basis of enrollment and classes offered.
6. U.M.S. agrees to inform Harford Community College prior to conducting major fund-raising activities among Harford or Cecil County organizations. The intent of this notification is to avoid overlap and to coordinate the timing of fund-raising efforts by higher education partners. Partners are encouraged to provide early notification to avoid such conflicts. This notification does not apply to alumna solicitations.

7. To assist H.E.A.T. educational partners in coordinated and responsive educational programming in support of the economic development goals in the region, U.M.S. agrees to notify Harford Community College prior to conducting contracted training or open enrollment (credit or non-credit) courses or training in Harford or Cecil Counties.

B. Harford Community College will provide the following resources and services in support of the H.E.A.T. partnership:

1. Programmatic coordination of academic programs and courses associated with the H.E.A.T. initiative. Harford Community College will serve as the coordinating agent for the educational partnerships associated with the H.E.A.T. initiative. It is the understanding that H.E.A.T. partner institutions will avoid unnecessary duplication of programs and courses. Harford Community College will serve in a coordinating role to avoid duplication and encourage partnership arrangements where appropriate. As the coordinating agent, Harford Community College will determine, through a collaborative process, those programs to be offered as a part of the H.E.A.T. initiative.
2. Facilities management of the H.E.A.T. site and support for distance learning activities agreed upon for the H.E.A.T. initiative.
3. Classrooms as determined by a coordinated educational plan with H.E.A.T. partner institutions.
4. Access to Harford Community College's library, library services and automated services including INTERNET and SAILOR.
5. Access to H.E.A.T. and/or Harford Community College's computer and specialized laboratories pursuant to an agreed schedule. Funding for additional software and laboratory supplies required by U.M.S. will be provided by U.M.S..
6. Security and housekeeping for classrooms pursuant to an agreed schedule.
7. Shared office space as agreed upon to support the administrative and student services functions being provided by U.M.S. Dedicated spaces may be arranged through a supplemental agreement.
8. Instructional support including audiovisual equipment and services and access to duplication equipment. Charges for duplication and telecommunications will be at the Harford Community College standard rate.
9. Bookstore services at the Harford Community College campus store for U.M.S. students pursuant to an agreed schedule.

10. Reasonable notice will be given to U.M.S. should any change in scheduling be necessary.

#### Agreement and Renewal

This agreement will be effective as of the date of signature. This agreement shall be reviewed annually and may be cancelled by either party with a one semester notice. The academic plan will be reviewed and reaffirmed by June 30th of each year.

ch:\heat\ums.agr

12/15/94

# DRAFT

## MEMORANDUM OF UNDERSTANDING

### University System of Maryland, Montgomery College and Montgomery County Public Schools

This Memorandum of Understanding, signed by the President of Montgomery College (the College), the Chancellor of the University System of Maryland (USM), and the Superintendent of the Montgomery County Public Schools (MCPS), establishes and affirms the relationship and obligations of USM and the College for cooperatively offering undergraduate-level studies in Montgomery County. USM and the College acknowledge and welcome these college-level experiences in the public schools and will continue to work cooperatively with MCPS to provide them.

The MOU acknowledges the efforts of each party to work together in the best interests of the County's citizens, who seek educational opportunity in increasingly diverse venues and formats. This MOU builds on the positive relationships and productive programs that the partner institutions have built separately and together in recent years and seeks to continue thoughtful, proactive and responsive development of initiatives in the years to come.

*The College, USM and MCPS agree:*

1. To work cooperatively to provide innovative, appropriate, post-secondary programs and coursework in MCPS.
2. To continue to work together to facilitate the smooth and informed matriculation of students from MCPS to the College or USM institutions as appropriate. This includes the continued partnership of faculty and staff from MCPS, the College, and USM, who work directly with students.
3. To continue to maintain clear and open communication among the participating institutions as programs are proposed, implemented, and evaluated, to ensure that the programs meet the needs and mission of each of the institutions within the County.
4. To form a collaborative council, consisting of representation from each institution. The Council will work cooperatively to consider credit offerings proposed in the schools. This council will generate, solicit, and review proposals for "early college" and postsecondary opportunities in MCPS. The council will recommend a venue best meeting the needs of the students, consistent with the mission, resources, and needs of the institutions involved. Final approval and implementation will be dependent on the Deputy Superintendent of Schools and the development of a formal agreement between the cooperating institutions.

This agreement acknowledges and welcomes the rapidly developing expansion of MCPS programs, such as the College Institute and other developing models that provide postsecondary coursework in County secondary schools.

The College, USM, and MCPS wish to work together to respond constructively to the needs of the County, as reflected by the County Council and County Executive, and the workforce and community needs of the State of Maryland.

### AGREEMENT

The undersigned have reviewed this Memorandum of Understanding and accept it as the basis for developing a coordinated system of delivery of postsecondary instruction to the students of Montgomery County Public Schools. This agreement is to be reviewed annually.

---

Jerry D. Weast  
Superintendent, Montgomery County Public Schools

Date

---

Charlene R. Nunley  
President, Montgomery College

Date

---

William E. Kirwan  
Chancellor, University System of Maryland

Date