



MEMORANDUM OF UNDERSTANDING

Between the

California Community Colleges Chancellor's Office and Stillman College

This agreement is effective as of fall 2015 between Stillman College, an independent, non-profit, public benefit corporation (College), whose address is 3601 Stillman Boulevard Tuscaloosa, AL. 35401 and the CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE (CCCCO), whose address is 1102 Q Street, Suite 4554. Sacramento, CA 95811.

Stillman College enters into this agreement with the system wide Chancellor's Office for 112 California Community Colleges and 72 Community College districts. The purpose of this agreement is to ensure acceptance of prior coursework and to facilitate the transfer of California Community College (CCC) students who have completed either of the following:

1. An Associate Degree Awarded by a California Community College with a minimum cumulative grade point average (GPA) of 2.5 or higher, that meets any one of the following requirements:
 - a. The degree is an Associate in Arts for Transfer (AA-T) degree or an Associate in Science for Transfer (AS-T) degree. These degrees were designed to provide a clear pathway to a California State University major and baccalaureate degree and they represent strong preparation for upper division coursework in a range of majors.
 - b. The degree includes the completion and certification of the lower division Intersegmental General Education Transfer Curriculum (IGETC) used by California Community College students to prepare to transfer to the University of California and California State University systems; or,
 - c. The degree includes the completion and certification of the lower division California State University General Education Breadth pattern; or,

(OR)

2. A minimum of 30 transferrable semester units with a minimum cumulative grade point average (GPA) of 2.5 or higher.

In exchange for meeting one of the above conditions, CCC transfer students will be afforded the following opportunities:

I. GUARANTEED ADMISSION

CCC transfer students awarded an Associate Degree as defined above will be guaranteed admission to Stillman College at junior standing. Students will be made aware that additional prerequisites and graduation requirements may be required by Stillman College for certain majors. Only students who are in good standing at their last transfer institution will be considered.

CCC transfer students without an Associate Degree but obtaining a minimum 30 transferrable units as defined above will be guaranteed admission to Stillman College.

In either instance, students will be made aware that additional prerequisites and graduation requirements may be required by Stillman College for certain majors. Only students who are in good standing at their last transfer institution will be considered.

II. TRANSFERABILITY OF CREDIT

For CCC transfer students awarded an Associate Degree, Stillman College will accept a minimum of 60 semester units. For CCC transfer students without an Associate Degree but with a minimum of 30 transferrable units, Stillman College will accept a minimum of 30 semester units.

Stillman College will accept CCC courses deemed transferable to the University of California and the California State University towards general education, major and/or elective credit. Units accepted for the CCC Associate Degree through CLEP, DANTES, IB, AP, Credit by Exam, and ACE will be applicable toward the Bachelor's degree. Stillman College reserves the right to award credit for major preparation based on College policy.

III. GENERAL EDUCATION REQUIREMENTS

Stillman College agrees to accept the completion of the lower division CSU General Education-Breadth pattern (CSU GE), the Intersegmental General Education Transfer Curriculum (IGETC) pattern, or a CCC AA-T or AS-T that includes either CSU GE or IGETC in lieu of its own lower division general education requirements. For CCC transfer students awarded an Associate Degree, no more than ten additional units will be required to fulfill Stillman College general education requirements.

IV. CATALOG RIGHTS

If Stillman College modifies the degree requirements or prerequisites, the student will be accommodated with equivalent coursework and not penalized in total units required for their Bachelor's degree.

V. STUDENT ADVISING

Stillman College will provide pre-transfer advising to community college students through online, onsite, and/or telephone advising. Stillman College's Office of the Registrar will maintain MOU agreements with community colleges on its web site and will interact with community college Transfer Center Directors. In addition, faculty advising by discipline will be available to future transfer students prior to and once enrolled at the University. Informational materials for potential transfer students will be available at the community colleges to facilitate the transfer process.

Stillman College will participate in a minimum of one annual outreach activity to educate and inform California Community College students and faculty about Stillman College.

Activities may include the following:

- a. Participation in California transfer conferences, transfer fairs, professional conferences (e.g., Umoja Community, Western Association for College Admission Counseling, etc.) and visits to community colleges to educate administrators, counselors, faculty, staff, and students about University admissions requirements, costs, etc.;
- b. Provision of onsite admissions to eligible California Community College students at transfer conferences, transfer fairs, Umoja Community conferences and during college visits; and,
- c. Work with the California Community College transfer centers and the Umoja Community to outreach to all students. Additional efforts will be made to reach out to Science, Technology, Engineering and Mathematics (STEM) majors.

VI. HOUSING

Stillman College will provide priority consideration for campus housing during the first year if the housing fees are paid by the housing application deadline.

VII. SCHOLARSHIP OPPORTUNITIES

Stillman College will seek to develop transfer scholarships for incoming students who have a 3.2 or higher grade point average and meet all other criteria of the University, based on available funding.

VIII. DATA

Under this agreement, Stillman College will conduct an analysis of the California Community College transfer students to determine their progress and success. The analysis should include descriptives that profile the population and process measures, such as course completion and term persistence, as well as course of study. The success of transfer students is measured by achieved outcomes and includes degrees conferred, time to completion, and continuation towards an advanced education. No later than 90 days after the conclusion of an academic year, Stillman College shall provide the CCCCCO with a written summary of the results of the analysis.

IX. MARKETING & COMMUNICATION

The CCCCCO will work with Stillman College to develop an internal and external marketing plan to communicate and publicize the Chancellor's support of this agreement to all CCC campuses. Dissemination may include print media, news releases, email, webinars, and social media distribution channels. The Transfer and Articulation Unit will assist in promoting this opportunity to each CCC and ensure that Transfer Center Directors understand the benefits of the program for students. Professional organizations and initiatives such as the Umoja Community, the Western Association for College Admission Counseling (WACAC), and the CCC Transfer Counselor Web Site grantee, will be encouraged to disseminate information about the HBCU MOU agreements.

X. TERMS OF AGREEMENT AND SEVERABILITY

The term of this agreement shall be ongoing commencing on the date first set forth above, provided that either party may terminate this agreement upon written notice, with the termination effective at the start of the following academic year. If the agreement is terminated, all students identified on or before the date of termination will retain their transfer guarantee and all other terms stated in the agreement.

This agreement contains the entire agreement between the parties pertaining to the transaction and may not be amended, unless in writing and signed by both parties.

