



## MEMORANDUM OF UNDERSTANDING

Between the

**California Community Colleges Chancellor's Office and Bethune-Cookman University**

This agreement is effective as of fall 2016 between Bethune-Cookman University, an independent, non-profit, private United Methodist affiliated (University), whose address is 640 Dr Mary McLeod Bethune Blvd, Daytona Beach, FL 32114, and the CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE (CCCCO), whose address is 1102 Q Street, Suite 4554. Sacramento, CA 95811.

Bethune-Cookman University enters into this agreement with the system wide Chancellor's Office for 113 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 Bethune-Cookman University at junior standing. Students will be made aware that additional prerequisites and graduation requirements may be required by Bethune-Cookman University 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 Bethune-Cookman University.

In either instance, students will be made aware that additional prerequisites and graduation requirements may be required by Bethune-Cookman University 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, Bethune-Cookman University will accept a minimum of 60 semester units. For CCC transfer students without an Associate Degree but with a minimum of 30 transferrable units, Bethune-Cookman University will accept a minimum of 30 semester units.

Bethune-Cookman University 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, DANES, IB, AP, Credit by Exam, and ACE will be applicable toward the Bachelor's degree. Bethune-Cookman University reserves the right to award credit for major preparation based on college policy.

## **III. GENERAL EDUCATION REQUIREMENTS**

Bethune-Cookman University 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 nine additional units will be required to fulfill Bethune-Cookman University general education requirements.

#### **IV. CATALOG RIGHTS**

If Bethune-Cookman University 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**

Bethune-Cookman University will provide pre-transfer advising to community college students through online, onsite, and/or telephone advising. Bethune-Cookman University'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 Bethune-Cookman University. Informational materials for potential transfer students will be available at the community colleges to facilitate the transfer process.

Bethune-Cookman University will participate in a minimum of one annual outreach activity to educate and inform California Community College students and faculty about Lane 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**

Bethune-Cookman University 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**

Bethune-Cookman University 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 college, based on available funding.

## **VIII. DATA**

Under this agreement, Bethune-Cookman University 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, Bethune-Cookman University shall provide the CCCC with a written summary of the results of the analysis.

## **IX. MARKETING & COMMUNICATION**

The CCCC will work with Bethune-Cookman University 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.

CALIFORNIA COMMUNITY COLLEGES

Bethune-Cookman University

Erik E. Skinner

Edison O. Jackson

*By*

*By*

Interim Chancellor

President

*Title*

*Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

*--Original MOU Signed and Dated May 12, 2016--*