



VALLEY CITY
STATE UNIVERSITY

 **Lake Region**
State College

Computer Information Systems

Articulation Agreement

between

Lake Region State College and Valley City State University

Introduction: This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and Lake Region State College (hereinafter LRSC) are educational institutions which agree to work together to provide educational opportunities for the students of their institutions.

Purpose: The purpose of this agreement is to provide a seamless articulation of credits for students to earn an Associate in Applied Science Degree in Information Technology from LRSC to transfer to VCSU in order to earn a Bachelor of Science in Computer Information Systems (CIS) from VCSU. This agreement will be set up in the manner where students will be able to complete both their Associate Degree and Bachelor Degree.

Directed electives in VCSU's CIS program allow students the flexibility they need to plan their academic program to meet their career goals. The courses completed at LRSC result in an AAS degree, but also constitute the first two years of the Bachelor Degree in CIS at VCSU. The core requirements in the CIS degree program include courses described as required and recommended in the guidelines provided by the IS 2010 Curriculum Guidelines. This structure ensures students are well prepared for their planned career path upon graduation with a Bachelor of Science or Arts degree in CIS.

Steps:

1. Complete the LRSC Associate in Applied Science degree.

2. Apply to Valley City State University and declare the Computer Information Systems major. Transfer credits earned from the LRSC AAS degree will apply toward the Bachelor of Science or Bachelor of Arts degree.
3. LRSC students may choose to stay at LRSC as VCSU students for their 3rd year in the CIS program delivered online and collaboratively. Students must attend courses on the VCSU campus during their senior year.
4. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU.
5. Graduates under this program would earn a Bachelor of Science in Computer Information Systems.

Motivating Principles and Values:

1. Students will be well served by the partnership and the high quality program offered through this agreement.
2. This partnership will benefit the educational needs of the region by providing graduates of high quality.
3. Both campuses seek to maintain compliance with state and national accreditation guidelines to ensure quality.

Accreditation: VCSU is accredited The Higher Learning Commission (HLC); The National Council for the Accreditation of Teacher Education (NCATE/CAPE); and approved by the State of North Dakota Education Standards and Practices Board (ESPB). LRSC is accredited by The Higher Learning Commission (HLC).

Longevity of Agreement: This agreement will be in effect for five (5) years, starting January 1, 2017. At the end of the five (5) years, should the agreement terminate, students who have begun the program and are in the process of completion will be allowed to finish (within a one or two year timeline). Agreement will be reviewed annually to reflect changes in curricula and campus procedures and policies.

Termination or Revisions: LRSC and VCSU agree to provide at least 90 days advance written notification of their intent to terminate the agreement. All revisions of this agreement must be approved in writing by those who sign this agreement or their successors.

Governance and Management: This agreement shall be governed by the academic policies and procedures of LRSC and VCSU. As required by the condition of the program and accreditation, the Bachelor of Science Degree in Computer Information Systems Program will be governed by the Department of Computer Systems and Software Engineering at VCSU. Conversely, the AAS degree in Information Technology will be administered by LRSC as required by the guidelines.

LRSC is a member of the Northern Information Technology Consortium (NITC). Courses completed in participation with the NITC may be included to complete both degree programs.

VCSU agrees to arrange for a Program Representative to be available to advise Computer Information Systems students in the program each semester.

Both Valley City State University and Lake Region State College will provide a liaison that will be available to inform and guide students through this program.

VCSU agrees to grant a Bachelor of Science or Bachelor of Arts with a major in Computer Information Systems to students who successfully complete the requirements for the degree.

It is agreed upon that LRSC will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements for students enrolled in this program.

Graduation Requirements: A minimum of 120 total credits are required for a Bachelor's degree and must be taken from the appropriate categories. Credit hours earned at LRSC that do not meet general education requirements, technical specialty requirements or teaching option requirements will be used for electives courses.

Admission: Students taking LRSC course(s) must apply and be accepted for admission at LRSC. Students taking VCSU course(s) must apply and be accepted for admission at VCSU. All admission policies at the respective institution will apply.

Registration: Each institution will follow its own policies and procedures for registering students for their programs(s). LRSC will be responsible for registering students in the associate program(s), and VCSU will be responsible for registering student(s) in the baccalaureate program(s). Collaborative enrollment processes identified in NDUS Collaborative Student Procedure 404.0 will be used as needed. Should a student drop credits during the semester at the "host" campus, the "host" campus is responsible for immediately notifying the "home" campus Financial Aid Office.

Student Services: If students have documented disabilities that may affect their academic experience and are seeking accommodations, it is their responsibility to supply documentation and make a request for services through the office of Student Academic Services at VCSU or the Power Skills Center at LRSC as soon as possible.

Financial Aid: Students enrolled in an LRSC two-year degree seeking program will have all aspects of their Federal Title IV Financial Assistance administered by LRSC's Financial Aid Office. This includes, but is not limited to:

- Processing of FAFSA and other applications, determination of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Administration of all aspects of the Federal Family Educational Loan Programs

During the student's enrollment at LRSC, LRSC policies and procedures will apply. Student budgets (Cost of Attendance) used in establishing aid amounts will be the same as those used for awarding federal aid to other LRSC students. A contact from the LRSC Financial Aid Office will be identified to work with the Valley City State University Financial Aid Office assigned contact.

Valley City State University will be responsible for awarding aid to students who have been admitted to Valley City State University. Students will have all aspects of their Federal Title IV Financial Assistance administered by Valley City State University Student Financial Aid Office. This includes, but is not limited to:

- Processing of applications, evaluation of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Notifying changes in enrollment status to lenders under the Federal Family Educational Loan Programs.

During this enrollment the Valley City State University policies and procedures will apply. Student budgets (costs) used in establishing aid amounts will be the same as those used for awarding federal aid to other Valley City State University students.

Students not physically attending VCSU are not eligible for Valley City State University sponsored scholarships, waivers, or federal student work-study while pursuing a degree from Valley City State University.

Entrance and exit loan counseling requirements will be met with the use of electronic counseling available through the website <http://www.mappingyourfuture.org/OSLC> (for Perkins Loans) and <https://studentloans.gov/myDirectLoan/index.action> for all Federal Direct Loans.

Tuition and Fees: NDUS procedure 805.3.1, Distance Learning Courses: Revenue Distribution, will apply to this agreement.

Technology and Support Services: VCSU will provide students in this program adequate technical support in a timely manner for the courses taken from VCSU. LRSC will provide students in this program adequate technical support in a timely manner for the courses taken from LRSC.

Students enrolled in at least one VCSU course will have full access to VCSU technology services, including VCSU wired and wireless computer network, Blackboard account, VCSU email/messaging account, printer access, and computer peripheral equipment checkout. Students may elect to pay the VCSU technology "buy up" fee if they would like full-time access to a VCSU laptop according to the established procedures at the following URL: <http://technologyservices.vcsu.edu/vp.htm?p=2921>

All online students in VCSU courses are expected to abide by the technical requirements, as outlined at <http://distancelearning.vcsu.edu/vp.htm?p=1288>

The following URL provides additional information regarding the notebook computer initiative at VCSU: <http://technologyservices.vcsu.edu/vp.htm?p=2958>

Marketing: A VCSU representative will come to the LRSC campus periodically or as requested to recruit new students for this program. VCSU will be responsible for providing LRSC with marketing materials to distribute to prospective students. Both institutions will display information about this agreement on their Transfer Website. LRSC will work collaboratively with VCSU to identify prospective students for this program.

Faculty and Staff: VCSU will select and assign qualified faculty members to teach the required courses. VCSU will name a Program Coordinator for this agreement. LRSC will assign a faculty member as a liaison for this agreement.

Per NDUS guidelines, VCSU's Agreement Manager for this articulation is the Director of Distance Learning and Faculty Development and can be reached through the Academic Affairs office (701-845-7202). The LRSC Articulation Agreement Coordinator is the Director of Instructional Services and can be reached at (701) 662-1509.

VCSU's Computer Information Systems Program Coordinator is Jamie Paurus, Chair, Computer Systems and Software Engineering Department (701-845-7723).

Amendments to the Agreement: Mutually agreed upon amendments to this agreement may be approved by those who sign this agreement or their successors. The agreement may be terminated at any time through joint action of the two presidents with adequate provision for currently enrolled students.

CIS Articulation Agreement between LRSC and VCSU, January 1, 2017-December 31, 2021

Valley City State University Course

Lake Region State College Course

General Education

ENGL 110 College Composition I -3		ENGL 110 College Composition I -3
ENGL 125 Intro to Professional Writing – 3 OR ENGL 120 College Composition II		ENGL 125 Intro to Professional Writing – 3 OR ENGL 120 College Composition II
COMM 110 Fund of Public Speaking - 3		COMM 110 Fund of Public Speaking - 3
MATH 103 College Algebra - 3		MATH 103 College Algebra - 3
CIS 170 Intro to Computer Info Systems -3		CSCI 101 Intro to Computers - 3
ECON 201 Principles of Micro - 3		General Education requirements in LRSC IT Program
ECON 202 Principles of Macro - 3		General Education requirements in LRSC IT Program


Required Courses

ACCT 200 Elements of Accounting I - 3		ACCT 200 Elements of Accounting I – 3
ACCT 201 Elements of Accounting II -3		ACCT 201 Elements of Accounting II -3
CIS 104 Microcomputer Database - 2		CIS 104 Microcomputer Database – 2
CIS 147 Principles of Info. Security - 3		CIS 147 Principles of Info. Security – 3
CIS 105 Microcomputer Spreadsheets - 2		CIS 105 Microcomputer Spreadsheets – 2
CIS 276 Business Languages - 3		CSCI 122 Beginning Basic/Visual Basic – 3


Directed Electives

All directed electives are satisfied through completion of the AAS Degree

LRSC Signatures



Dr. Doug Darling, President 10/14/16
Date

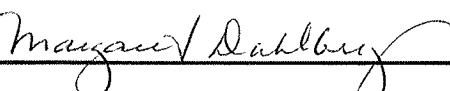


Lloyd Halvorson, Vice President of Academic and Student Affairs 10/14/16
Date


VCSU Signatures



Dr. Tisa Mason, President 10/19/16
Date



Dr. Margaret Dahlberg, Vice President for Academic Affairs 10/18/2016
Date



Jamie Paurus, Chair, Computer Systems and Software Engineering 10/14/16
Date