Michigan State University
College of Agriculture and Natural Resources
Institute of Agricultural Technology
and
Montcalm County Community College

CONSORTIUM AGREEMENT

Michigan State University’s College of Agriculture and Natural Resources (“MSU CANR”) and Montcalm Community College, pursuant to this Consortium Agreement (the “Agreement”), agree to provide inter-institutional instructional programs in Landscape Management Certificate and Associate of Applied Science (AAS) (each a “Program” and collectively, the “Programs”). The specific courses and requirements for the Programs are outlined in Appendix A (MSU IAT Certificates, additional AAS requirements). The inter-institutional understanding includes the following major points:

A. Both Parties Desire to Enhance Agriculture, Food and Natural Resources Post-Secondary Education in Michigan and Increase Student Access to Such Educational Opportunities

MSU CANR and Montcalm Community College shall use reasonable efforts to:

1. Engage in an inclusive planning process to enhance post-secondary educational opportunities and student recruitment in the agriculture, food and natural resources disciplines.
2. Identify and recruit potential partners and sponsors of agriculture, food and natural resources programs.
3. Identify resource needs related to future programming.
4. Foster connections and partnerships with stakeholders that enhances post-secondary agriculture, food and natural resources education.

B. Certificate Program

MSU CANR, with instructional coordination provided by its Institute of Agricultural Technology (“IAT”), will offer course work that, combined with credits from Montcalm Community College, will allow students to complete a certificate program in Agricultural Operations.

1. MSU will provide students with a schedule of MSU courses needed to complete a certificate in the respective Programs (see Appendix A for list of MSU courses).
2. Montcalm Community College will provide the course work that students must complete in addition to the MSU courses required to earn a certificate in the respective Programs, including developmental and prerequisite course work, and student tutoring in necessary (see Appendix A and A2 for list of Monroe County Community College courses). Students must earn a minimum grade of 2.0 in all Montcalm Community College courses that are to be transferred to MSU for completion of a certificate program.

C. Associate of Applied Science

1. Montcalm Community College will offer an Associate of Applied Science for those students who wish to add an AAS degree to an MSU certificate. Montcalm Community College agrees
to accept all MSU Certificate coursework in transfer toward the AAS in where the grade is a
2.0 or better to be awarded an associate degree at Montcalm Community College, students
must complete all required coursework, with at least 24 credits of course work at Montcalm
Community College, and program requirements for the AAS.

2. MSU CANR will keep its course equivalencies up-to-date in Transfer MSU
(http://transfer.msu.edu/) and will provide Montcalm Community College with curriculum
guidelines, as needed, beyond those found in the MSU Academic Programs catalog
(http://www.reg.msu.edu/AcademicPrograms/Print.asp?Section=1440).

D. Michigan State University College of Agriculture and Natural Resources Program
Coordinator

1. MSU CANR agrees to designate a coordinator for the Institute of Agricultural Technology
Program (the “MSU Coordinator”) for the purpose of student recruitment, curriculum
coordination, workplace internship placements, certificate coursework review, academic
advising assistance, support to students participating in the Program and work with the
Montcalm Community College-MSU Agricultural Operations stakeholder groups.

2. Montcalm Community College shall reimburse MSU CANR 50% of the MSU Coordinator’s
annual salary and fringe benefits costs. Montcalm Community College shall make the
reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such
payments. Montcalm Community College agrees that its reimbursement of the MSU
Coordinator’s annual salary and fringe benefits shall remain in effect for all periods covered
by this Agreement.

3. MSU CANR shall be responsible for supervising and evaluating the MSU Coordinator. A
representative of Montcalm Community College shall participate in the selection and annual
evaluations of the MSU Coordinator; however, MSU CANR shall have final decision making
responsibility.

E. Community College Program Representative and Academic Advisor

1. Montcalm Community College agrees to designate a representative (the “MCC
Representative”) to serve as a single point of contact for the MSU Coordinator and for
prospective students in the Programs. The MCC Representative, working together with the
MSU Coordinator, will coordinate inter-institutional communication and information
regarding admissions and enrollment status, financial application and verification (via MSU’s
Student Information System), as well as course scheduling. The program coordinator will
serve as the academic advisor, for both MCC and IAT, to work directly with students in the
program and industry partners to establish workplace internships.

F. Montcalm Community College and MSU College of Agriculture and Natural Resources’
Institute of Agricultural Technology Admissions, Dual Enrollment, Student Reporting and
Financial Aid

1. Institute of Agricultural Technology students shall apply simultaneously for admission to both
Montcalm Community College and the IAT Program offered by MSU, permitting them to enroll
in the required course work offered by both institutions. Fundamental to the effective and
efficient administration of the Programs Montcalm Community College and MSU is the need to
regularly share information, including student records, between the institutions. To that end, MSU and Montcalm Community College agree to share academic and other information, concerning dually enrolled students for the purpose of administering the Programs. Each institution agrees to comply with applicable law and regulations promulgated under the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g et seq. regarding the use and redisclosure of any such records. All dually enrolled students will be notified that Montcalm Community College and MSU will disclose their student records to the other institution and students seeking dual enrollment shall be required to sign consent with respect to such disclosures (see Appendix B for the student consent form).

2. Both MCC and MSU will report student enrollment to the National Student Clearinghouse based on the number of credits that the student is enrolled in.

3. MSU and Montcalm Community College agree to cooperate in the administration of financial aid for concurrently enrolled students. Montcalm Community College agrees to administer financial aid for eligible students while they are completing courses required to earn an IAT certificate, while concurrently enrolled at Montcalm Community College and MSU. The MSU Coordinator will verify to the Montcalm Community College Financial Aid Office the specific MSU courses fulfilling these certificate requirements for a certificate in one of the Programs. The guiding operational principle is that Montcalm County Community College will act as the home institution, and MSU as the host institution, during the period of time students are completing the requirements for a certificate in one of the Programs. Montcalm Community College agrees to administer financial aid for eligible students completing Associate of Applied Science requirements beyond those required for completion of a Program.

As a practical matter, dually enrolled students who qualify for financial aid will receive aid through Montcalm Community College; federal law prohibits students from receiving aid through more than one institution. The MSU Coordinator and the MCC Representative share the responsibility of counseling students on these financial aid matters, and recommending appropriate academic schedules so that students sequentially qualify for aid.

Students will be eligible for scholarships from both MSU and MCC.

G. Use of Classroom Facilities on the Montcalm Community College Campus (es) for Michigan State University the Programs

1. MSU and Montcalm Community College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Montcalm Community College, classroom usage fees and equipment (such as those used for Integrated Television or other distance learning technology) will be waived. If there is a need for a classroom facilitator to operate equipment, MSU will be responsible for those charges.

2. Montcalm Community College will provide a distance learning technology system that is compatible to the MSU system.

3. Montcalm Community College will proctor MSU online course exams as needed in the Testing Center at no charge for students that are dually enrolled.
H. Additional Certificate Programs

1. This Agreement serves as the operating agreement for any additional IAT certificate programs as agreed to by both parties. Additional program will be jointly agreed upon and an additional Agreement will need to be signed before additional programs can be implemented.

I. Program Review & Termination

1. These programs will be reviewed annually by representatives from both institutions using assessment criteria to be developed by both institutions during the one year period after date this Agreement is signed.

2. Either Michigan State University or Montcalm Community College may terminate the Agreement by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, and Montcalm Community College student who has become dually enrolled in one of the Programs prior to termination will be allowed to complete such Program within 2 years from the date of enrollment, subject to the payment of applicable course fees and compliance with applicable academic regulations.

3. This Agreement is valid for 3 years from the last dated signature below. Prior to the expiration of this Agreement, the parties may modify, extend, or amend the Agreement in writing signed by authorized signatories of both parties.

Therefore, in support of the Programs, Michigan State University and Montcalm Community College are signatories to this Agreement, which will take effect upon the last dated signature below:

**MONTCALM COMMUNITY COLLEGE**

Dr. Robert Ferrentino  
President  
Date 4/13/17

Amy Eady, M.S.  
Dean of Occupations and Program Assessment  
Date 4/13/17

Dr. Rob Spohr  
Vice President for Academic Affairs  

**MICHIGAN STATE UNIVERSITY**

Dr. June Youatt  
Provost and Executive Vice President for Academic Affairs  
Date 4/27/17

Dr. Ron Hendrick  
Dean, College of Agriculture and Natural Resources  
Date 9/1/17

Dr. Randy Showman  
Director, Institute of Agricultural Technology  
Date 9/1/17
Appendix A

Montcalm Community College and Michigan State University
Associate Degree in Applied Science—MCC
IAT Landscape Management—MSU

Requirements for MSU Certificate in Landscape Management

TOTAL CREDITS REQUIRED FOR GRADUATION = 48

MSU Courses
1. All of the following MSU courses (25 credits total):
   - AT 202  Agricultural Regulation, Compliance and Safety  (3 Cr)
   - AT 293  Professional Internship in Agricultural Technology (3 Cr)
   - CSS 143  Introduction to Soil Science  (2 Cr)
   - ENT 110  Applied Entomology of Economic Plants  (3 Cr)
   - HRT 207  Horticulture Career Development  (1 Cr)
   - HRT 211  Landscape Plants I  (3 Cr)
   - HRT 212  Landscape Plants II  (3 Cr)
   - HRT 213  Landscape Maintenance  (2 Cr)
   - HRT 218  Irrigation Systems for Horticulture  (3 Cr)
   - PLP 105  Fundamentals of Applied Plant Pathology  (2 Cr)

2. Complete a minimum of 2 elective credits in the College of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.

Community College Partner Courses
3. Required – Complete 21 credits from Southwestern Michigan College as approved by the Institute of Agricultural Technology program coordinator.
Requirements for Montcalm Community College Associate of Applied Science Degree –
Landscape Management

TOTAL CREDITS REQUIRED FOR DEGREE = 75-76

1. Complete 34 credits from the College of Agriculture and Natural Resources at MSU as part of the
Agricultural Operations Program in the Institute of Agricultural Technology.

2. All of the following MCC courses
   Written Communication (3 Cr)
       ENGL 100 or ENGL 101
   Oral Communication (3 Cr)
       COMM 210 or COMM 220
   Laboratory Science (7 Cr)
       AGRI 102 and BIOL 110
   Mathematics (3 cr)
       MATH 190
   Social Science (6 cr)
       POLI 240 and 1 MTA Social Science elective
   Humanities (6-7 cr)
       2 MTA Humanities electives
   Other Requirements (13 cr)
       GNST 100, ACCT 115, BUSN 200, MGMT 237
Student Consent Form

My signature below indicates that I understand my enrollment in the Landscape Management Program offered by Michigan State University (MSU) in cooperation with Montcalm Community College (MCC) requires sharing of my student records at both institutions in order to provide advising, satisfy financial aid reporting requirements, and track progress toward and completion of the MSU IAT Certificate program.

NAME
(Printed)

MCC Student ID

MSU Student PID

SIGNATURE

DATE