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

CONSORTIUM AGREEMENT

Michigan State University’s College of Agriculture and Natural Resources ("MSU CANR") and Muskegon 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 Muskegon 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. Programs

MSU CANR, with instructional coordination provided by its Institute of Agricultural Technology ("IAT"), will offer course work that, combined with credits from Muskegon 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. Muskegon 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 Muskegon Community College courses). Students must earn a minimum grade of 2.0 in all Muskegon Community College courses that are to be transferred to MSU for completion of a certificate program.

C. Dual Certificate and Associate of Applied and Science

1. Muskegon Community College will offer an Associate of Applied Science for those students who wish to add an AAS degree to an MSU certificate. Muskegon Community College
agrees to accept all MSU Certificate course work in transfer toward the AAS in where the grade is a 2.0 or better to be awarded an associate degree or certificate at Muskegon Community College, students must complete all required course work, with at least 24 credits of course work at Muskegon 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 Muskegon 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 course work review, academic advising assistance, support to students participating in the Program and work with the Muskegon Community College-MSU Agricultural Operations stakeholder groups.

2. Muskegon Community College shall reimburse MSU CANR 50% of the MSU Coordinator’s annual salary and fringe benefits costs. Muskegon Community College shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Muskegon 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 Muskegon 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. Muskegon 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. Muskegon 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 Muskegon 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 Muskegon Community College and MSU is the need to
regularly share information, including student records, between the institutions. To that end, MSU and Muskegon 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 Muskegon 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 the number of credits that the student is enrolled in.

3. MSU and Muskegon Community College agree to cooperate in the administration of financial aid for concurrently enrolled students. Muskegon 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 Muskegon Community College and MSU. The MSU Coordinator will verify to the Muskegon 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 Muskegon 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. Muskegon Community College agrees to administer financial aid for eligible students completing Associate of Applied Sciences 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 Muskegon 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 eligible for scholarships from both MSU and MCC.

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

1. MSU and Muskegon Community College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Muskegon Community College, classroom usage fees and equipment (such as those used for Interactive 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. Muskegon Community College will provide a distance learning technology system that is compatible to MSU system. If needed MSU will provide a video camera and speaker system.

3. Muskegon 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 Muskegon Community College may terminate the Agreement by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, and Muskegon 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 Muskegon Community College are signatories to this Agreement, which will take effect upon the last dated signature below:

MUSKEGON COMMUNITY COLLEGE

Dr. Dale K. Nesbary
President

Ms. Kelley Conrad
Interim Vice President Academic Affairs

Mr. Daniel Rinsemii-Sybenga
Dean of Workforce and Talent Development

Date 4-25-17

MICHIGAN STATE UNIVERSITY

Dr. June Youatt
Provost and Executive Vice President for
Academic Affairs

Dr. Ron Hendrick
Dean, College of Agriculture and Natural Resources

Dr. Randy Showerman
Director, Institute of Agricultural Technology

Date 4-21-17

Date 4-27-17

Date 4-19-17

Date 4-19-17

Date 4-21-2007

Office of the General Counsel

Date Approved as to Form

4-25-17
Appendix A

Muskegon Community College and Michigan State University
Associate of Applied Science – MCC
IAT Certificate in 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 Muskegon Community College as approved by the Institute of Agricultural Technology program coordinator.
Requirements for Associate of Applied Science Degree – Agriculture

TOTAL CREDITS REQUIRED FOR DEGREE = 60

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 (23 to 24 credits total):
   Choose One 2-Course From: .................................................. 6
   BCOM 101 BUSINESS & TECHNICAL COMMUNICATIONS
   AND
   BCOM 102 ADVANCED BUSINESS & TECHNICAL COMMUNICATIONS
   OR
   ENG 101 ENGLISH COMPOSITION
   AND
   ENG 102 ENGLISH COMPOSITION
   BIOL 104L&I................................................................. 4
   INTRODUCTORY BIOLOGY II or Botany
   BUS 127................................................................. 3
   HUMAN RELATIONS
   HE 110 ........................................................................... 1
   INDUSTRIAL SAFETY AND WORKPLACE TRAINING
   Choose One (1) Course From: ............................................ 3-4
   MATH 100 A (FORMERLY MATH 050)
   TMAT 101A TECHNICAL MATH I
   TMAT 102A TECHNICAL MATH II
   TMAT 201 TECHNICAL MATH III
   MATH 111 ALGEBRA WITH COORDINATE
   GEOMETRY (RECOMMENDED
   FOR TRANSFER)
   CIS 120A........................................................................... 3
   INTRO TO COMPUTER INFORMATION SYSTEMS
   FS 101 ............................................................................. 3
   INTRO TO FOOD SCIENCE AND PROCESS

3. Complete a 5-12 elective credits as approved by the program coordinator.

   GENERAL EDUCATION 23-24 CR. HRS. REQUIREMENTS*
   APPROVED ELECTIVES 5-12 MINIMUM CR. HRS.
   Electives must be chosen from the following list:
   ACC 100 ............................................................................. 3
   FUNDAMENTALS OF ACCOUNTING
   AMT 150........................................................................... 3
   PROCESS TROUBLESHOOTING & PROBLEM SOLVING
   AT 101............................................................................. 2
   INTRO TO AUTOMOTIVE TECHNOLOGY
   AT 201............................................................................. 3
   ADVANCED NON-STRUCTURAL REPAIR
   BUS 122............................................................................ 3
PRINCIPLES OF MANAGEMENT
BUS 125.................................................................3
SUPERVISION
BUS 131.................................................................1
INTRO TO ENTREPRENEURSHIP
ELTC 101 L&L.........................................................3
ELECTRICITY-BASIC
ELTC 103.................................................................3
RESIDENTIAL WIRING
ELTC 150.................................................................3
INDUSTRIAL ELECTRICITY
HP 101.................................................................3
HYDRAULICS/PNEUMATICS
W 103.................................................................3
BASIC WELDING
TOTAL CREDITS 62-64
Appendix B

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 Muskegon 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                    MCC Student ID
(Printed)                     

_________________________
MSU Student PID

_________________________  ____________________________
SIGNATURE                 DATE