

**Michigan State University**  
**College of Agriculture and Natural Resources**  
**Institute of Agricultural Technology**  
**and**  
**Wayne County Community College District**  
**CONSORTIUM AGREEMENT**

Michigan State University's College of Agriculture and Natural Resources ("MSU CANR") and Wayne County Community College District, pursuant to this Consortium Agreement (the "Agreement"), agree to provide inter-institutional instructional programs in Food Processing, Technology and Safety Certificate, Landscape Management, Fruit and Vegetable Crop Management and Associate of General Studies (AGS). (each a "Program" and collectively, the "Programs"). The specific courses and requirements for the Programs are outlined in Appendix A (MSU IAT Certificates, additional AGS 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 Wayne County Community College District 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 coursework that, combined with credits from Wayne County Community College District, will allow students to complete a certificate program in Food Processing, Technology and Safety.

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

### **C. Associate of Applied Science**

1. Wayne County Community College District will offer an Associate of General Studies for those students who wish to add an AGS degree to an MSU certificate. Wayne County Community College District agrees to accept all MSU Certificate coursework in transfer toward the AGS in where the grade is a 2.0 or better to be awarded an associate degree at Wayne County Community College District, students must complete all required coursework, with at least 15 credits of coursework at Wayne County Community College District, and program requirements for the AGS.
2. MSU CANR will keep its course equivalencies up-to-date in Transfer MSU (<http://transfer.msu.edu/>) and will provide Wayne County Community College District 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 Wayne County Community College District - MSU Food Processing, Technology and Safety stakeholder groups.
2. Wayne County Community College District shall reimburse MSU CANR 50% of the MSU Coordinator's annual salary and fringe benefits costs. Wayne County Community College District shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Wayne County Community College District 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 Wayne County Community College District 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. Wayne County Community College District agrees to designate a representative (the "WCCCD Representative") to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The WCCCD 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 Wayne County Community College District and IAT, to work directly with students in the program and industry partners to establish workplace internships.

**F. Wayne County Community College District 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 Wayne County Community College District and the IAT Program offered by MSU, permitting them to enroll in the required coursework offered by both institutions. Fundamental to the effective and efficient administration of the Programs Wayne County Community College District and MSU will regularly share information, including student records, between the institutions. To that end, MSU and Wayne County Community College District 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 Wayne County Community College District 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. Prior to being admitted into Michigan State University (MSU) coursework Wayne County Community College District (WCCCD) will assume the responsibility of processing, awarding and disbursing financial aid for those students who qualify for aid. Accordingly, WCCCD will be responsible for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, record retention and reporting including the National Student Loan Data System (NSLDS) and Fiscal Operations Report and Application to Participate (FISAP).

When students are admitted to the Program at both institutions and begin MSU course work, MSU will assume the responsibility of processing, awarding and disbursing financial aid, to the extent that the students are eligible at MSU for financial assistance as a part of the broad consortia commitment of the Program. MSU also will assume primary responsibility for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, in addition to record retention and reporting the combined enrollment at both MSU and Wayne County Community College District to the NSLDS and FISAP.

The guiding operational principle is that MSU will act as the home institution and Wayne County Community College District as the host institution during the period of time the student is completing the requirements for the certificate program.

Once students complete the MSU certificate program, Wayne County Community College District will then process the financial aid and monitor record retention and reporting including the NSLDS and FISAP for any student still matriculating at Wayne County Community College District to complete the associate degree.

Under this Agreement, the responsibility for administering outside scholarships awarded to the student will be a shared arrangement. Generally, outside scholarship funds will be sent to and processed by MSU. In most cases, the administration of local promise zones will be processed by

Wayne County Community College District. MSU will be notified of any scholarship that is not processed by MSU.

The MSU IAT coordinator at Wayne County Community College District will provide a list of students and the courses they are enrolled in for both MSU and Wayne County Community College District to both financial aid offices at the beginning of the fall and spring semesters.

Financial aid refunds received by students through MSU must be used to help cover the costs of tuition, fees and other educational related expenses for coursework at Wayne County Community College District. As a practical matter, dually enrolled students who qualify for financial aid will receive aid through Wayne County Community College District; federal law prohibits students from receiving aid through more than one institution. The MSU Coordinator and the Wayne County Community College District 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 Wayne County Community College District.

**G. Use of Classroom Facilities on the Wayne County Community College District Campus (es) for Michigan State University IAT Programs**

1. MSU and Wayne County Community College District agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Wayne County Community College District, 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. MSU courses will be offered during normal operating hours of Wayne County Community College District.
2. In the event of campus delays or closure, MSU courses will follow Wayne County Community College District operational decisions.
3. The Wayne County Community College District Office of Accessibility is available for collaboration on student accommodations, but if there is a need for student accommodations within an MSU course, MSU will be responsible for any charges associated with the accommodations. Wayne County Community College District will be responsible for any accommodations and charges associated Wayne County Community College District course.
4. Wayne County Community College District will provide a distance learning technology system that is compatible to the MSU system. Systems available to MSU are SKYPE for Business, ZOOM, and ITV. If another system is required for compatibility, and agreement must be developed between MSU and Wayne County Community College District prior to implementation.
5. Wayne County Community College District will proctor MSU online course exams as needed in the Testing Center at no charge for students that are dually enrolled. Proctoring online courses must occur during Testing Center operational hours.

6. The MSU IAT Coordinator at Wayne County Community College District will be provided a computer by MSU. However, the Coordinator will be provided access to the Wayne County Community College District authenticated network.

#### **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 the date this Agreement is signed.
2. Either Michigan State University or Wayne County Community College District may terminate the Agreement at any time by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, any Wayne County Community College District 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 three (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 Wayne County Community College District are signatories to this Agreement, which will take effect upon the last dated signature below:

**This Consortium Addendum Applies to the Landscape Management  
Consortium Agreement Signed Between  
Michigan State University and Wayne County Community College District  
March 2021**

**March 2021 Consortium Agreement Item F.3. states:**

"MSU and Wayne County Community College District agree to cooperate in the administration of financial aid for concurrently enrolled students. Wayne County Community College District agrees to administer financial aid for eligible students while they are completing courses required to earn an IAT certificate, while concurrently enrolled at Wayne County Community College District and MSU. The MSU Coordinator will verify to the Wayne County Community College District 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 Wayne County Community College District 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. Wayne County Community College District agrees to administer financial aid for eligible students completing Associate of Applied Arts and Science requirements beyond those required for completion of a Program".

**Consortium Addendum Item F.3. change to:**

Prior to being admitted into Michigan State University (MSU) coursework Wayne County Community College District (WCCCD) will assume the responsibility of processing, awarding, and disbursing financial aid for those students who qualify for aid. Accordingly, WCCCD will be responsible for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, record retention and reporting including the National Student Loan Data System (NSLDS) and Fiscal Operations Report and Application to Participate (FISAP).

When students are admitted to the Program at both institutions and begin MSU course work, MSU will assume the responsibility of processing, awarding and disbursing financial aid, to the extent that students are eligible at MSU for financial assistance as a part of the broad consortia commitment of the Program. MSU also will assume primary responsibility for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, in addition to record retention and reporting the combined enrollment at both MSU and WCCCD to the NSLDS and FISAP.

The guiding operational principle is that MSU will act as the home institution and WCCCD as the host institution during the period of time the student is completing the requirements for the certificate program.

Once students complete the MSU certificate program, WCCCD will then process the financial aid and monitor record retention and reporting including the NSLDS and FISAP for any student still matriculating at WCCCD to complete the associate degree.

Under this Agreement, the responsibility for administering outside scholarships awarded to the student will be a shared arrangement. Generally, outside scholarship funds will be sent to and processed by MSU. In most cases, the administration of local promise zones will be processed by WCCCD. MSU will be notified of any scholarship that is not processed by MSU.

The MSU IAT coordinator at WCCCD will provide a list of students and the courses they are enrolled in for both MSU and WCCCD to both financial aid offices.

Financial aid refunds received by students through MSU must be used to help cover the costs of tuition, fees, and other educational related expenses for coursework at WCCCD.

**All other requirements in the consortium agreement are still applicable.**

**Therefore, in support of the Programs, Michigan State University and Wayne County Community College District are signatories to this Consortium Addendum, which will take effect upon the last dated signature below.**

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**This Consortium Addendum Applies to the Fruit and Vegetable Crop Management  
Consortium Agreement Signed Between  
Michigan State University and Wayne County Community College District  
March of 2021**

**March 2021 Consortium Agreement Item F.3. states:**

"MSU and Wayne County Community College District agree to cooperate in the administration of financial aid for concurrently enrolled students. Wayne County Community College District agrees to administer financial aid for eligible students while they are completing courses required to earn an IAT certificate, while concurrently enrolled at Wayne County Community College District and MSU. The MSU Coordinator will verify to the Wayne County Community College District 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 Wayne County Community College District 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. Wayne County Community College District agrees to administer financial aid for eligible students completing Associate of Applied Arts and Science requirements beyond those required for completion of a Program".

**Consortium Addendum Item F.3. change to:**

Prior to being admitted into Michigan State University (MSU) coursework Wayne County Community College District (WCCCD) will assume the responsibility of processing, awarding, and disbursing financial aid for those students who qualify for aid. Accordingly, WCCCD will be responsible for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, record retention and reporting including the National Student Loan Data System (NSLDS) and Fiscal Operations Report and Application to Participate (FISAP).

When students are admitted to the Program at both institutions and begin MSU course work, MSU will assume the responsibility of processing, awarding, and disbursing financial aid, to the extent that the students are eligible at MSU for financial assistance as a part of the broad consortia commitment of the Program. MSU also will assume primary responsibility for monitoring student eligibility, monitoring satisfactory academic progress, refund/repay calculations, in addition to record retention and reporting the combined enrollment at both MSU and WCCCD to the NSLDS and FISAP.

The guiding operational principle is that MSU will act as the home institution and WCCCD as the host institution during the period of time the student is completing the requirements for the certificate program.

Once students complete the MSU certificate program, WCCCD will then process the financial aid and monitor record retention and reporting including the NSLDS and FISAP for any student still matriculating at WCCCD to complete the associate degree.

Under this Agreement, the responsibility for administering outside scholarships awarded to the student will be a shared arrangement. Generally, outside scholarship funds will be sent to and processed by MSU. In most cases, the administration of local promise zones will be processed by WCCCD. MSU will be notified of any scholarship that is not processed by MSU.

The MSU IAT coordinator at WCCCD will provide a list of students and the courses they are enrolled in for both MSU and WCCCD to both financial aid offices.



**Financial aid refunds received by students through MSU must be used to help cover the costs of tuition, fees, and other educational related expenses for coursework at WCCCD.**

**All other requirements in the consortium agreement are still applicable.**

**Therefore, in support of the Programs, Michigan State University and Wayne County Community College District are signatories to this Consortium Addendum, which will take effect upon the last dated signature below:**

## Appendix A

### Wayne County Community College District and Michigan State University Associate of Applied Science – Wayne County Community College District IAT Food Processing, Technology and Safety– MSU

#### Requirements for Food Processing, Technology and Safety

Students must complete 60 credits from the following:

1. All of the following MSU courses (27 credits):

<b>AFRE 100</b>	<b>Decision Making in the Agri-Food Systems</b>	3 Cr
AT 193	Agricultural Technology Clerkship	2 Cr
AT 293	Professional Internship	3 Cr
FSC 111	Foundational Concepts in Food Processing and Technology	3 Cr
FSC 112	Seminar in Food Processing, Technology and Safety	1 Cr
FSC 113	Basic Commodity Overview Food Processing and Technology	3 Cr
FSC 114	Food Processing and Technology Facilities Management	3 Cr
FSC 125	Food Processing and Technology Unit Operations	2 Cr
FSC 240	Applied Food Processing and Technology Microbiology	2 Cr
FSC 241	Safety Principles and Regulations in Food Processing and Technology	3 Cr
FSC 242	Applied Food Processing and Technology Chemistry	2 Cr

2. Select two of the following courses (4 credits):

FSC 230	Fruit and Vegetable Processing	2 Cr
FSC 231	Cereal Processing	2 Cr
FSC 232	Dairy Foods Processing	2 Cr
FSC 233	Meat Foods Processing	2 Cr

3. Complete a minimum of 3 elective credits in the College of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.

4. Complete 26 credits of additional course work through the College of Agriculture and Natural Resources, a community college partner Wayne County Community College District or an approved transferring institution. All course work must be approved by the program coordinator in the Institute of Agricultural Technology.

## Appendix A

**Wayne County Community College District and Michigan State University  
Associate of Applied Science – WCCCD  
LAT Fruit and Vegetable Crop Management – MSU**

### Requirements for Fruit and Vegetable Crop Management

**TOTAL CREDITS REQUIRED FOR GRADUATION = 48**

#### MSU Courses

1. All of the following MSU courses (18 credits total):

AT	202	Agricultural Regulation, Compliance and Safety	(3 Cr)
AT	293	Professional Internship in Agricultural Technology	(3 Cr)
HRT	206	Training and Pruning of Plants	(1 Cr)
HRT	207	Horticulture Career Development	(1 Cr)
HRT	218	Irrigation Systems for Horticulture	(3 Cr)
CSS	143	Introduction to Soil Science	(2 Cr)
ENT	110	Applied Entomology of Economic Plants	(3 Cr)
PLP	105	Fundamentals of Applied Plant Pathology	(2 Cr)

2. Complete a minimum of 9 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 a Wayne County Community College District as approved by the Institute of Agricultural Technology program coordinator.

**Appendix A**

**Wayne County Community College District and Michigan State University  
Associate of Applied Science – WCCCD  
IAT Landscape Management – MSU**

**Requirements for 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 Wayne County Community College District as approved by the Institute of Agricultural Technology program coordinator.**

**Requirements for Associate in Applied Science Degree – Plant Sci. – Food Processing, Technology and Safety Program**

**TOTAL CREDITS REQUIRED FOR DEGREE = 60**

1. Complete 34 credits from the College of Agriculture and Natural Resources at MSU as part of the Food Processing, Technology and Safety Program.

2. Complete 26 credits from Wayne County Community College District from the following:

Natural Science Requirement	(3 credits)
Math Requirement	(3 credits)
Humanities Requirement	(3 credits)
Social Science Requirement	(3 credits)
Written and Oral Communications	(6 credits)
Program Requirements	(8 credits)

Specific courses will be determined by the Wayne County Community College District Catalog and as approved by the Institute of Agricultural Technology program coordinator.



## WAYNE COUNTY COMMUNITY COLLEGE DISTRICT

### Student Consent Form

My signature below indicates that I understand my enrollment in the Institute of Agricultural Technology offered by Michigan State University (MSU) in cooperation with Wayne County Community College District requires sharing of my student records. This includes records from previous and current institutions for admissions, advising, financial aid reporting, to track my progress toward completion of the MSU IAT Certificate program and Associates Degree from Wayne County Community College District (WCCCD).

Student Name: \_\_\_\_\_

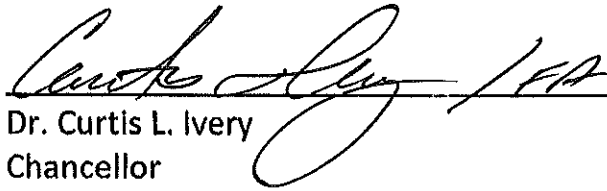
WCCCD Student ID/Number: \_\_\_\_\_

MSU Student Number: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**WAYNE COUNTY COMMUNITY COLLEGE DISTRICT**

  
\_\_\_\_\_

Dr. Curtis L. Ivery  
Chancellor

\_\_\_\_\_  
Date

**MICHIGAN STATE UNIVERSITY**

  
\_\_\_\_\_

Dr. Teresa Woodruff  
Provost and Executive Vice President for Academic Affairs

\_\_\_\_\_  
3/20/2021

\_\_\_\_\_  
Date

  
\_\_\_\_\_

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

\_\_\_\_\_  
03/10/21

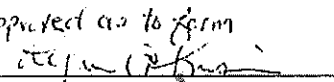
\_\_\_\_\_  
Date

*Dr. Dorcia Chaison*

\_\_\_\_\_  
Dr. Dorcia Chaison  
Interim Director, Institute of Agricultural Technology

\_\_\_\_\_  
03/11/21

\_\_\_\_\_  
Date

Approved as to form  
BY: 

PRINTED: Lynn Kriser 3/18/2021

ITS: Office of the General Counsel

