

Michigan State University
College of Agriculture and Natural Resources
Institute of Agricultural Technology
and
Bay de Noc Community College
CONSORTIUM AGREEMENT

Michigan State University's College of Agriculture and Natural Resources ("MSU CANR") and Bay de Noc Community College, pursuant to this Consortium Agreement (the "Agreement"), agree to provide inter-institutional instructional programs in Agricultural Operations 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 Bay de Noe 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 coursework that, combined with credits from Bay de Noc 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. Bay de Noc Community College 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 Bay de Noc Community College courses). Students must earn a minimum grade of 2.0 in all Bay de Noc Community College courses that are to be transferred to MSU for completion of a certificate program.

C. Associate of Applied Science

1. Bay de Noc Community College will offer an Associate of Applied Science for those students who wish to add an AAS degree to an MSU certificate. Bay de Noc 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 Bay de Noc Community College, students must complete all required coursework, with at least 15 credits of coursework at Bay de Noc Community College, and program requirements for the AAS.
2. MSU CANR will keep its course equivalencies up-to-date in Transfer MSU (www.transfermsu.edu) and will provide Bay de Noc Community College with curriculum guidelines, as needed, beyond those found in the MSU Academic Programs catalog.

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 Bay de Noc Community College -M SU Agricultural Operations stakeholder groups.
2. Bay de Noc Community College shall reimburse MSU CANR 50% of the MSU Coordinator’s annual salary and fringe benefits costs. Bay de Noc Community College shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. Bay de Noc 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 Bay de Noc 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. Bay de Noc Community College agrees to designate a representative (the “BAY Representative”) to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The BAY 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 Bay de Noc Community College and IAT, to work directly with students in the program and industry partners to establish workplace internships.

F. Bay de Noc 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 Bay de Noc Community College 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 Bay de Noc Community College and MSU is the need to regularly share information, including student records, between the institutions. To that end, MSU and Bay de Noc 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. 2 1232g et seq. regarding the use and redisclosure of any such records. All dually enrolled students will be notified that Bay de Noc 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 for in).
2. Prior to being admitted into Michigan State University (MSU) coursework Bay de Noc Community College (BAY) will assume the responsibility of processing, awarding and disbursing financial aid for those students who qualify for aid. Accordingly, BAY 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, BAY will assume the responsibility of processing, awarding and disbursing financial aid, to the extent that the students are eligible at BAY for financial assistance as a part of the broad consortia commitment of the Program. BAY 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 Bay de Noc Community College to the NSLDS and FISAP.

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

Once students complete the MSU certificate program, Bay de Noc Community College will then process the financial aid and monitor record retention and reporting including the NSLDS and FISAP for any student still matriculating at Bay de Noc Community College to complete the associates 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 Bay de Noc. In most cases, the administration of local promise zones will be processed by Bay de Noc Community College. Bay de Noc will be notified of any scholarship that is not processed by Bay de Noc.

The MSU IAT coordinator at Bay de Noc Community College will provide a list of students and the courses they are enrolled in for both MSU and Bay de Noc Community College to both financial aid offices at the beginning of the fall and winter 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 Bay de Noc Community College.

As a practical matter, dually enrolled students who qualify for financial aid will receive aid through Bay de Noc Community College ; federal law prohibits students from receiving aid through more than one institution. The MSU Coordinator and the Bay de Noc Community College 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 Bay de Noc Community College.

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

1. MSU and Bay de Noc Community College agrees to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of Bay de Noc 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. MSU courses will be offered during normal operating hours of Bay de Noc Community College.
2. In the event of campus delays or closure, MSU courses will follow Bay de Noc Community College operational decisions.
- 3 The Bay de Noc Community College 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. Bay de Noc Community College will be responsible for any accommodations and charged associated with accommodations as a part of any Bay de Noc Community College course.

Facility usage will include:

4. Bay de Noc Community College 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 Bay de Noc Community College prior to implementation.
5. Bay de Noc Community College 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. MSU will pay for long distance calls phone calls outside of the 906 area code.
7. The MSU IAT Coordinator at Bay de Noc Community College will be provided a computer by MSU. However, the Coordinator will be provided access to the Bay de Noc Community College authenticated network.

H. Additional Certificate Programs

1. This Agreement serves as the operating agreement for any additional CAT 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 Bay de Noc Community College 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 Bay de Noc 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.
1. This Agreement is valid for three (3) years from tire 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.

Bay de Noc Community College and Michigan State University
Associate of Applied Science- BAY
IAT Agricultural Operations — MSU

Requirements for Agricultural Operations

Students must complete 60 credits from the following:

1. All of the following MSU courses (28 credits):

| | | | |
|------|-----|--|--------|
| AFRE | 130 | Farm Management I | (3 Cr) |
| AE | 131 | Agricultural Water Resource Management | (3 Cr) |
| AE | 143 | Application of Precision Agriculture Technologies | (3 Cr) |
| AT | 202 | Agricultural Regulation, Compliance and Safety | (3 Cr) |
| AT | 293 | Professional Internship in Agricultural Technology | (3 Cr) |
| CSS | 101 | Introduction to Crop Science | (3 Cr) |
| CSS | 105 | Agricultural Industries Seminar | (1 Cr) |
| CSS | 126 | Introduction to Weed Management | (2 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 6 elective credits in the Collage of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.

3. Complete 26 credits of additional course work through the College of Agriculture and Natural Resources, Bay de Noc Community College or an approved transferring institution. All course work must be approved by the program coordinator in the Institute of Agricultural Technology.

* A minimum of 50% of the credits must be completed through the College of Agriculture and Natural Resources.

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. Complete 27 credits from Bay de Noe Community College.

General Education Requirements — Min 17 credits

| <u>Course</u> | | <u>Cr</u> |
|---------------|--------------------------------|-----------|
| I/NGL- 10.1 | Rhetoric & Composition | 3 |
| MA FH- 1(15 | Intermediate Algebra or higher | 4 |
| I.CF4N- 131 | Macroeconomics —OR- | 3 |
| I-CON-132 | Microeconomics | |
| XXXX -xxx | Humanities I- elective | 3 |
| BIOL 103 | Essential Biology —OR- | 4 |
| BIOL 110 | Evolution and Diversity | |

Program Requirements — Min 10 credits

In consultation with the program coordinator, select a minimum of 10 credits from the following courses. Note that only one of the communications options (I/NGL 102 or 145, COM M 103 or 104) can count toward the required 10 credits.

| | | <u>Cr</u> |
|-----------|-------------------------------------|-----------|
| ENGL 102 | Research Writing -OR- | 3 |
| ENGL 145 | Technical and Report | |
| COMM 103 | Writing - OR- Interpersonal | |
| COMM 104 | Communications -OR- Public | |
| | Speaking | |
| ACCT- 100 | Practical Accounting | 4 |
| BIOL 107 | Environmental Science | 3 |
| BIOL 108 | Environmental Science Lab | 1 |
| BIOL 112 | Cells and Molecules | 4 |
| BIOL 202 | Plants and Animals | 4 |
| BUSN 160 | Introduction to Business | 3 |
| BUSN 195 | Business Communications | 3 |
| BUSN253 | Principles of Marketing | 3 |
| CHEM 102 | Introduction to Chemistry | 4 |
| CHEM 104 | Introduction to Chemistry Lab | 1 |
| CIS 101 | Computer Concepts | 4 |
| CIS 121 | Microsoft Excel | 1 |
| POLI 262 | State and Local Government | 3 |
| SPAN 101 | Spanish I | 3 |
| WELD 110 | Introduction to Oxygen-Fuel Welding | |
| | And Cutting | 3 |
| WELD 120 | Arc Welding | 4 |

Student Consent Form

My signature below indicates that I understand my enrollment in the Agricultural Operations Program offered by Michigan State University (MSU) in cooperation with Bay de Noc Community College (BAY) requires sharing of my strident 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)

Bay de Noc Community College Student ID

MSU Student PID

SIGNATURE

DATE