

**Michigan State University  
College of Agriculture and Natural Resources  
Institute of Agricultural Technology  
and  
West Shore Community College**

**CONSORTIUM AGREEMENT**

**Michigan State University's College of Agriculture and Natural Resources ("MSU CANR") and West Shore Community College (WSCC), pursuant to this Consortium Agreement (the "Agreement"), agree to provide inter-institutional instructional programs in Agricultural Operations Certificate and Associate of Applied Arts & Sciences (AAAS) (each a "Program" and collectively, the "Programs"). The specific courses and requirements for the Programs are outlined in Appendix A (MSU IAT Certificates, additional AAAS 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 West Shore 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 West Shore 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. West Shore 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 if necessary (see Appendix A for list of WSCC courses). Students must earn a minimum grade of 2.0 in all WSCC courses that are to be transferred to MSU for completion of a certificate program.**

**C. Associate of Applied Arts and Sciences**

- 1. West Shore Community College will offer an Associate of Applied Arts & Sciences for those students who wish to add an AAAS degree to an MSU certificate. WSCC agrees to accept all MSU Certificate coursework in transfer toward the AAAS in where the grade is a 2.0 or better to be awarded an associate degree at West Shore Community College, students must complete all required coursework, with at least 15 credits of coursework at West Shore Community College, and program requirements for the AAAS.**

**2. MSU CANR will keep its course equivalencies up to date in Transfer MSU (transfer.msu.edu) and will provide WSCC with curriculum guidelines, as needed, beyond those found in the MSU Academic Programs catalog (reg.msu.edu/Academic Programs).**

**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 West Shore Community College-MSU Agricultural Operations stakeholder groups.**

**2. West Shore Community College shall reimburse MSU CANR 50% of the MSU Coordinators annual salary and fringe benefits costs. WSCC shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. WSCC 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 West Shore 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. West Shore Community College agrees to designate a representative (the "WSCC Representative") to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The WSCC 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 WSCC and IAT, to work directly with students in the program and industry partners to establish workplace internships.**

**F. West Shore 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 West Shore 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 is the need to regularly share information, including student records, between the institutions. To that end, MSU and WSCC 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. 8 1232g et seq. regarding the use and redisclosure of any such records. All dually enrolled students will be notified that WSCC 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 WSCC and MSU will report student enrollment to the National Student Clearinghouse based on the number of credits that the student is enrolled in.**

**3. Prior to being admitted into Michigan State University (MSU) coursework, West Shore Community College (WSCC) will assume the responsibility of processing, awarding and disbursing financial aid for those students who qualify for aid. Accordingly, WSCC 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, WSCC will assume the responsibility of processing, awarding and disbursing financial aid, to the extent that the students are eligible at WSCC for financial assistance as a part of the broad consortia commitment of the Program. WSCC 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 WSCC to the NSLDS and FISAP.**

**The guiding operational principle is that MSU will act as the host institution and WSCC 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, WSCC will then process the financial aid and monitor record retention and reporting including the NSLDS and FISAP for any student still matriculating at WSCC 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 WSCC. In most cases, the administration of local promise zones will be processed by WSCC. WSCC will be notified of any scholarship that is not processed by WSCC.**

**The MSU IAT coordinator at WSCC will provide a list of students and the courses they are enrolled in for both MSU and WSCC 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 WSCC.**

#### **4. Students will be eligible for scholarships from both MSU and WSCC.**

#### **G. Use of Classroom Facilities on the West Shore Community College Campus(es) for Michigan State University the Programs**

**MSU and West Shore Community College agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of West Shore 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.**

**1. West Shore Community College will provide a distance learning technology system that is compatible to the MSU system.**

**2. West Shore Community College will proctor MSU online course exams as needed in the Testing Center at no charge for students who 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.

Either Michigan State University or West Shore Community College may terminate the Agreement by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, any West Shore 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.

2. 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 West Shore Community College are signatories to the Agreement, which will take effect upon the last dated signature below:

**WESTSHORE COMMUNITY COLLEGE**

**MICHIGAN STATE UNIVERSITY**

\_\_\_\_\_ Date \_\_\_\_\_  
**Scott Ward,**  
**President**

\_\_\_\_\_ Date \_\_\_\_\_  
**Dr. Thomas D. Jeitschko,**  
**Interim Provost and Executive VP**  
**for Academic Affairs**

\_\_\_\_\_ Date \_\_\_\_\_  
**Michael Masters, Dean**  
**Occupational Programs**

\_\_\_\_\_ Date \_\_\_\_\_  
**Dr. Kelly Millenbah, Dean**  
**College of Agriculture and Natural Resources**

\_\_\_\_\_ Date \_\_\_\_\_  
**Dr. Jenó Rivera, Director**  
**Institute for Agricultural Technology**

\_\_\_\_\_ Date \_\_\_\_\_  
**Tony Krolak, Senior Associate Director**  
**Office of Financial Aid**

\_\_\_\_\_ Date \_\_\_\_\_  
**Lynn Kriser, Office of General Counsel**

**West Shore Community College and Michigan State University**

**Associate of Applied Arts and Sciences - WSCC  
IAT Agricultural Operations - MSU**

Requirements for Agricultural Operations

**TOTAL CREDITS REQUIRED FOR ASSOCIATE DEGREE  
GRADUATION= 63 or 64**

**MSU Courses**

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

AFRE	130	Farm Management I	(3cr)
AE	131	Agricultural Water Resources Management	(3cr)
AE	143	Application of Precision Agriculture Technologies	(3cr)
AT	202	Agricultural Regulation, Compliance and Safety	(3cr)
AT	293	Professional Internship in Agricultural Technology	(3cr)
<b>CSS</b>	101	Introduction to Crop Science	(3cr)
<b>CSS</b>	105	Agricultural Industries	(1cr)
<b>CSS</b>	126	Introduction to Weed Management	(2cr)
<b>CSS</b>	143	Introduction to Soil Science	(2cr)
ENT	110	Applied Entomology of Economic Plants	(3cr)
PLP	105	Fundamentals of Applied Plant Pathology	(2cr)

2. Complete a minimum of 6 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. Complete 29 or 30 additional credits from West Shore Community College as approved by the Institute of Agricultural Technology program coordinator.

## Requirements for Associate of Applied Arts and Sciences Degree - Agriculture

**TOTAL CREDITS REQUIRED FOR DEGREE= 63 or 64**

**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 the following WSCC courses (29 to 30 credit total)**

**BUS 100 Introduction to Business ..... (3cr)**

**ECO 137 Macroeconomics or Other Social Science Elective .....(3cr)**

**ENG 111 English Composition I ..... (3cr)**

**Humanities Elective (SPN 101 Recommended for Transfer) ..... (3cr)**

**BIS 160 Computer Applications: Microsoft Office ..... (3cr)**

**BIO 122 General Biology I ..... (4cr)**

**Natural Science Requirement..... (4cr)**

**CHM 107 Introduction to Chemistry or**

**NSC 104 Physical Science: Chemistry & Earth**

**Math Requirement ..... (3 or 4cr)**

**BUS 101 Business Math or**

**MTH 123 Intro to Statistics (Recommended for Transfer) or**

**MTH 151 College Algebra (Recommended for Transfer)**

**Communications Requirement ..... (3cr)**

**BUS 257 Business Composition or**

**SPE 206 Small Group Communications or**

**ENG 112 English Composition II**



## WEST SHORE COMMUNITY COLLEGE

### 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 West Shore Community College requires sharing of my student records. This includes, but is not limited to, records from previous and current institutions related to admissions, advising and financial aid to track my progress toward completion.

Student Name:

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Community College Student Number:

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MSU Student Number:

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Student Signature:

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Date:

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