2525 – College to University Articulation Agreements

Barton promotes the development and implementation of articulation agreements with colleges and universities, both in-state and out-of-state. In the event there is interest in pursuing an articulation agreement, the following steps should be followed to formalize the agreement.

1. Barton representative identifies student benefit in partnering with a university to develop an articulation agreement. Representative solicits input from appropriate colleagues across the institution, i.e. advisement coordinators, faculty and staff.
2. Barton representative discusses idea with the appropriate Dean. The Dean seeks approval from the Vice-President of Instruction.
3. Barton representative makes arrangements to meet appropriate university colleagues to discuss articulation arrangements, i.e. program, coursework, equivalencies, etc.
4. A draft articulation agreement (partnership document and curriculum template) is developed and submitted to the Dean. Guidelines to support the development of a college to university articulation agreements are included here: click
5. Draft materials are submitted to the office of the Vice-President of Instruction and discussed with the Dean's group.
6. If the draft agreement is approved by the Dean's group, it is submitted by the Vice-President of Instruction to the President for review.
7. If the agreement is approved by the President, it is signed by the President and forwarded to the Vice-President of Instruction's office for distribution. A media event may be scheduled to promote the new agreement.
8. If all parties sign the agreement, the articulation agreement is added to the Barton web page and a courtesy email regarding the new agreement is sent to Advisement Coordinators, the Director of Testing, Advisement and Career Services, the Vice President of Student Services and faculty advisors.

Contact(s)
Vice President of Instruction

Related Form(s)

Relevant Policy or Procedure(s): Policy 1504 – Course/Program Development and Management

Approved by: President

Date: 2/23/09

Revision(s): 5/24/10; 4/18/11; 5/25/17 (minor revision)

COLLEGE TO UNIVERSITY ARTICULATION AGREEMENTS
Memorandum of Understanding Guidelines

The University will provide:

- A liaison contact to provide advising services to current College students
- A liaison to assist with the maintenance of the agreement
- With the assistance of the College, a database of participating students

The College (BCC) will provide:

- A coordinator/advisor (liaison) as a point of contact for the University
- Notification to the University liaison of any changes that influence the program

Shared responsibilities:

- Establish program agreement subject to an annual review that may include modifications by mutual written agreement of the partners; Barton's Vice-President's Office will notify the designated Barton contact to initiate the annual review.
- Resources for marketing the program agreement
    - Publications
    - Advertising
    - Program-specific link to the other partner's website, related to the program agreement
- Both institutions agree to provide student support services
- Assist students with the process for applying to the University
- Agreement that all students who successfully complete the requirements for the courses listed in the curriculum guide, and who have met other institutional requirements for the degree, will be granted the specified degree.

11/4/10 – First Draft - AQIP Committee (Dr. Abel, Mike Dawes, Jenna Wornkey, Karen Kratzer and Elaine Simmons)
11/30/10 – First Draft - Dean's Council Review
1/3/11 – Second Draft
1/18/11 – Final – Approved @ Dean's Meeting