



Bachelor of Applied Science in Management

Articulation Agreement

between

Valley City State University and North Dakota State College of Science

Introduction: This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and North Dakota State College of Science (hereinafter NDSCS) are educational institutions which agree to work together to provide educational opportunities for the students of their institutions.

Purpose: The purpose of this agreement is to provide a seamless articulation of credits for students to earn an Associate of Applied Science from NDSCS to transfer to VCSU in order to earn a Bachelor of Applied Science in Management from VCSU. This agreement will be set up so that students will be able to complete both their Associate in Applied Science and Bachelor of Applied Science Degree.

Steps:

1. Complete the Associate of Applied Science.
2. Apply to VCSU and declare the Bachelor of Applied Science in Management major. Transfer credits earned from the NDSCS degree will apply toward the Bachelor of Applied Science degree.
3. NDSCS students may choose to stay in Wahpeton, ND as VCSU students for their 3rd year in the program taking courses delivered online and collaboratively. Students must take courses from VCSU during their senior year; these courses may be either online or face to face.
4. Graduates under this program would earn a Bachelor of Applied Science in Management.

Motivating Principles and Values:

1. Students will be well served by the partnership and the high-quality program offered through this agreement.
2. This partnership will benefit the educational needs of the region by providing graduates of high-quality.
3. Both campuses seek to maintain compliance with state and national accreditation guidelines to ensure quality.
4. This partnership will provide high-quality collaborative program to students in a convenient, timely, flexible and cost-effective manner.

Accreditation: VCSU is accredited by the Higher Learning Commission (HLC); The National Council for the Accreditation of Teacher Education (NCATE); and approved by the State of North Dakota Education Standards and Practices Board (ESPB). NDSCS is accredited by the—The Higher Learning Commission (HLC)

Longevity of Agreement: This agreement will be in effect for five years, starting September 1, 2021. At the end of the five years, should this agreement not renew, students who have begun the program and are in the process of completion will be allowed to finish (within a one- or two-year timeline). Agreement will be reviewed as needed to reflect changes in curricula and campus procedures and policies.

Termination or Revisions: NDSCS and VCSU agree to provide at least 90 days advance written notification of their intent to terminate the agreement. All revisions of this agreement must be approved in writing by those who sign this agreement or their successors.

Governance and Management: This agreement shall be governed by the academic policies and procedures of both NDSCS and VCSU; courses and the AAS degree from NDSCS by NDSCS policies and procedures, and courses and the BAS degree from VCSU by VCSU policies and procedures.

VCSU agrees to arrange for a Program Representative to be available to advise Bachelor of Applied Science in Management students in the program each semester.

Both VCSU and NDSCS will provide a liaison that will be available to inform and guide students through this program.

VCSU agrees to grant a Bachelor of Applied Science in Management to students who successfully complete the requirements for the degree.

It is agreed upon that NDSCS will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements for students enrolled in this program. Students that enter the program with an additional Associate of Arts (AA) degree or an Associate of Science (AS) degree will have their

general education requirements completed unless a general education course is specific for the B.A.S. degree.

Graduation Requirements: A minimum of 120 total credits are required for a bachelor's degree and must be taken from the appropriate categories. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU. Credit hours earned at NDSCS that do not meet general education requirements, technical specialty requirements or teaching option requirements will be used for electives courses.

Admission: Students taking NDSCS course(s) must apply and be accepted for admission at NDSCS. Students taking VCSU course(s) must apply and be accepted for admission at VCSU. All Admission Policies at the respective institution will apply.

Registration: Each institution will follow its own policies and procedures for registering students for their program(s). NDSCS will be responsible for registering students in the Associate of Applied Science program(s), and VCSU will be responsible for registering student(s) in the Bachelor of Applied Science program. Collaborative enrollment processes identified in NDUS Collaborative Student Procedure 404.0 will be used as needed.

Student Services: During the semesters in which VCSU degree-seeking students are enrolled in at least one NDSCS course, they will have access to all NDSCS and VCSU student services and vice versa. During the semesters in which VCSU degree-seeking students are enrolled in only VCSU courses, they will have access to all VCSU student services and vice versa. The NDUS collaborative student process will be followed to register these students. VCSU degree-seeking students who are enrolled in at least one NDSCS course are eligible to live in the NDSCS residence halls, which includes a required meal plan.

If students have documented disabilities that may affect their academic experience and are seeking accommodations, it is their responsibility to supply documentation and make a request for services through the office of Student Academic Services (VCSU) or Student Accessibility (NDSCS) as soon as possible.

Financial Aid: Students enrolled in a NDSCS two-year degree seeking program will have all aspects of their Federal Title IV Financial Assistance administered by NDSCS Financial Aid Office. This includes, but is not limited to:

- Processing of FAFSA and other applications, determination of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Administration of all aspects of the Federal Family Educational Loan Programs

During the student's enrollment at NDSCS, NDSCS policies and procedures will apply. Student budgets (Cost of Attendance) used in establishing aid amounts will be the same as those used for awarding federal aid to other NDSCS students. A contact from the NDSCS Financial Aid Office will be identified to work with the VCSU Financial Aid Office assigned contact.

VCSU will be responsible for awarding aid to students who have been admitted to VCSU. Students will have all aspects of their Federal Title IV Financial Assistance administered by VCSU Student Financial Aid Office. This includes, but is not limited to:

- Processing of applications, evaluation of eligibility, awarding, and disbursement of funds;
- Assessment and enforcement of satisfactory academic progress standards;
- Calculation and distribution of refunds;
- Notifying changes in enrollment status to lenders under the Federal Family Educational Loan Programs.

During this enrollment the VCSU policies and procedures will apply. Student budgets (costs) used in establishing aid amounts will be the same as those used for awarding federal aid to other VCSU students.

Students not physically attending VCSU are not eligible for VCSU sponsored scholarships, waivers, or federal work study while pursuing a degree from VCSU.

Entrance and exit loan counseling requirements will be met with the use of electronic counseling available through the website <http://www.mappingyourfuture.org/OSLC> (for Perkins Loans) and <https://studentloans.gov/myDirectLoan/index.action> for all Federal Direct Loans.

Tuition and Fees: NDUS procedure 805.3.1, Distance Learning Courses-Revenue Distribution will apply to this agreement.

Technology and Support Services: VCSU will provide students in this program adequate technical support in a timely manner for the courses taken from VCSU. NDSCS will provide students in this program adequate technical support in a timely manner for the courses taken from NDSCS.

Students enrolled in at least one VCSU course will have full access to VCSU technology services, including VCSU wired and wireless computer network, Blackboard account, VCSU email/messaging account, printer access, and computer peripheral equipment checkout. Students may elect to pay the VCSU technology "buy up" fee if they would like full-time access to a VCSU laptop according to the established procedures at the following URL: <http://technologyservices.vcsu.edu/vp.htm?p=2921>

All online students in VCSU courses are expected to abide by the technical requirements, as outlined at <http://distancelearning.vcsu.edu/vp.htm?p=1288>

The following URL provides additional information regarding the notebook computer initiative at VCSU: <http://technologyservices.vcsu.edu/vp.htm?p=2958>

Marketing: A VCSU representative will come to the NDSCS campus once a year to recruit new students for this program. VCSU will be responsible for providing NDSCS with marketing materials to distribute to prospective students. NDSCS will display information about this agreement on their Transfer Website. NDSCS will work collaboratively with VCSU to identify prospective students for this program.

Faculty and Staff: VCSU will select and assign qualified faculty members to teach the required courses. VCSU will name a Program Coordinator for this agreement. NDSCS will assign a faculty member as a liaison for this agreement. NDSCS and VCSU will work collaboratively to come up with mutually agreed upon qualifications of the faculty who would teach a course on the NDSCS campus as part of the VCSU Bachelor of Applied Science Degree Program. VCSU will be responsible for hiring faculty to teach their courses that will be taught on NDSCS campus.

Per NDUS guidelines, VCSU's Agreement Manager for this articulation is the Rick Ross, Associate Professor for Business Education and Career and Technical Education and can be reached through the Academic Affairs office (701-845-7202). NDSCS Articulation Agreement Coordinator is Dr. Lisa Karch, Vice President for Instructional Affairs, 800 North Sixth Street, Wahpeton, ND 58076, 701-671-2112.

VCSU's Department of Business Chair is Brenda Tyre, Associate Professor, Department of Business, (701-845-7515).

Amendments to the Agreement: Mutually agreed upon amendments to this agreement may be approved by those who sign this agreement or their successors. The agreement may be terminated at any time through joint action of the two presidents with adequate provision for currently enrolled students.

North Dakota State College of Science

Associate in Applied Science (AAS) Degree

The Associate in Applied Science degree combines career and technical course work with academic course work. In the career and technical specialty field, the degree prepares students for employment. The academic area provides a broader education than would be available in a certificate or diploma program but less than in the Associate in Arts and Associate in Science Degree. NDSCS requires 18 general education credits with a minimum of one course from each of the following areas:

Course Code	Course Title	Credits
<i>General Education (GERTA) Courses</i>		
English 110.....	College Composition I	3
English/Communication Elective		3
Humanities, Social and behavioral sciences, history, and/or computer		4
Math, Science, or Computer Science.....		*3
Health, PE, and Recreation		2
General Education Electives		<u>3</u>
Total		18
<i>Technical Specialty Courses and Electives</i>		**46
Total Required Credits		***64

*While MATH is not required for the AAS degree, if used it must be a GERTA approved MATH course, such as MATH 103, MATH 104, MATH 105, MATH 107, MATH 146, MATH 165, MATH 166, MATH 210, or MATH 265.

**Designates the minimum number of technical specialty or electives to earn an Associate in Applied Science Degree at NDSCS is 46 credits. Some programs may require more than 46 credits in a technical specialty.

***Designates the minimum number of credits at NDSCS to complete an Associate in Applied Science Degree is 64. Some programs may require more than 64 credits to complete an AAS degree.

Valley City State University

The BAS in Management major will include a total of 84-92 credits, depending on the AAS transferred in.

General Education	36 cr.
English Composition	
ENGL 110 College Composition I	3
ENGL 120 College Composition II	3
Or ENGL 125 Intro to Professional Writing ¹	3
Speech Communication	3 cr.
COMM 110 Fundamentals of Public Speaking	3
Or COMM 212 Interpersonal Communication	3
Or COMM 216 Intercultural Communication.....	3

From the General Education Requirements menu <http://catalog.vcsu.edu/undergraduate-catalog/academic-affairs/general-education/#genedcoursestext>, select one course from each of the following requirement areas:

Footnote ¹ Recommended

Mathematics	3
Lab Science	4
Technology	3
Humanities Literacies or Art or Music	3
Social Science	3
Additional General Education	11

Select 11 credits from the following: Math, Lab Science, Technology, or Social Science requirement areas

Required courses	48 cr.
AAS Specialty Area	36-44 cr.
Communication	
COMM 304 Corporate Communication.....	3
COMM 311 Communication and Interviewing.....	3
COMM 483 Organizational Communication	3
Technology	
CIS 329 Information Systems Management	3
CIS 369..... Enterprise Systems.....	3
SE 381 Project Management	3
Business Management	
ACCT 200 Elements of Accounting I	3
ACCT 201 Elements of Accounting II	3
ACCT 315 Business in the Legal Environment	3
BUSI 350 Operations Management	3
BUSI 480 Strategic Planning	3
MGMT 270..... Business Ethics.....	3
MGMT 330..... Principles of Management	3
MGMT 340..... Human Resource Management.....	3
MGMT 372..... Foundations of Leadership.....	3
MGMT 460..... International Business	3

The total credit hours will equal 121-128, depending on the AAS Specialty Area.

**Curriculum remaining after transfer of AAS Degree
General Education Requirements
(Credits Remaining – 24-27)**

General Education	21-24 cr.
English Composition	0-3
ENGL 120 College Composition II	3
Or ENGL 125 Intro to Professional Writing ¹	3
Speech Communication	0-3 cr.
COMM 110 Fundamentals of Public Speaking	3
Or COMM 212 Interpersonal Communication	3
Or COMM 216 Intercultural Communication.....	3
Mathematics	0-3
Lab Science	0-4
Technology	0-3
Humanities Literacies or Art or Music	0-3
Social Science	0-3
Additional General Education	11
AAS Specialty Area	0 cr.
Required courses	48 cr.
Communication	
COMM 304 Corporate Communication.....	3
COMM 311 Communication and Interviewing.....	3
COMM 483 Organizational Communication	3
Technology	
CIS 329 Information Systems Management	3
CIS 369 Enterprise Systems.....	3
SE 381 Project Management	3
Business Management	
ACCT 200 Elements of Accounting I	3
ACCT 201 Elements of Accounting II	3
BUSI 315 Business in the Legal Environment	3
BUSI 350 Operations Management.....	3
BUSI 480 Strategic Planning	3
MGMT 270..... Business Ethics.....	3
MGMT 330..... Principles of Management	3
MGMT 340..... Human Resource Management.....	3
MGMT 372..... Foundations of Leadership.....	3
MGMT 460..... International Business	3
Total	69-72 cr.

Articulation Agreement

- Valley City State University will accept General Education Credits earned at NDSCS as described in the North Dakota University System (NDUS) General Education Requirement Transfer Agreement (GERTA).
- Valley City State University will accept the following courses for fulfillment of the Management/Leadership Option.

VCSU Course

COMM 304 Corporate Communication
COMM 311 Communication and Interviewing
COMM 483 Organizational Communication
CIS 329 Information System Management
CIS 369 Enterprise Systems
SE 381 Project Management
ACCT 200 Elements of Accounting I
ACCT 201 Elements of Accounting II
ACCT 315 Business in the Legal Environment
BUSI 350 Operations Management
BUSI 480 Strategic Planning
MGMT 270 Business Ethics
MGMT 330 Principles of Management
MGMT 340 Human Resource Management
MGMT 372 Foundations of Leadership
MGMT 460 International Business

NDSCS Course

No Equivalent NDSCS course available
No Equivalent NDSCS course available
BADM 281 Organizational Behavior
No Equivalent NDSCS course available
No Equivalent NDSCS course available
No Equivalent NDSCS course available
ACCT 200 Elements of Accounting I
ACCT 200 Elements of Accounting II
ACCT 215 Business in the Legal Environment
No Equivalent NDSCS course available
No Equivalent NDSCS course available
No Equivalent NDSCS course available
BADM 202 Principles of Management
BADM 282 Human Resource Management
No Equivalent NDSCS course available
No Equivalent NDSCS course available

- Students must complete a minimum of 30 hours of residency credit from VCSU to complete graduation requirements from VCSU.
- Bachelor's degrees must complete a minimum of 30 upper division semester hours at the 300 and 400 course level.
- Students must have completed an AAS degree or have technical specialty credits of at least 36 credit hours.
- Students that enter the program with an additional Association of Arts (AA) degree or an Associate of Science (AS) degree will have their general education requirements completed unless a general education course is specific for the BS degree.
- VCSU will accept up to 50 credit hours of Prior Learning Assessment.

Signatures:

For North Dakota State College of Science:



Harvey Link, Interim President 5/3/2022

Date



Lisa Karch, Vice President for Instructional Affairs 5/3/2022

Date

For Valley City State University:


Alan LaFave (Jun 8, 2022 08:52 CDT)

Dr. Alan LaFave, President Jun 8, 2022

Date



Dr. Margaret Dahlberg, Vice President of Academic Affairs Jun 8, 2022

Date









BAS Degree Articulation with NDSCS and VCSU.docx.pdf

Final Audit Report

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