

# Articulation Agreement

Carroll Community College (CCC)

Associate of Arts in Business Administration - Management Information Systems

University of Maryland, Baltimore County (UMBC)

Bachelor of Arts in Business Technology Administration

This agreement is initiated this day, August 27, 2009, between Carroll Community College, 1601 Washington Road, Westminster, MD 21157, hereafter "CCC", and the University of Maryland Baltimore County, a constituent institution of the University System of Maryland, and agency of the State of Maryland, hereafter "UMBC," to facilitate the transfer of students earning the Associate of Arts degree in Business Administration - Management Information Systems at Carroll Community College to UMBC in pursuit of the Bachelor of Arts degree in Business Technology Administration.

## **I. PURPOSE**

The purpose of this Articulation Agreement (the "Agreement") is to establish a collaboration between UMBC and CCC in an effort to facilitate the transfer and degree completion of students earning the Associate of Arts degree in Business Administration - Management Information Systems at CCC to the Bachelor of Arts degree in Business Technology Administration at UMBC.

This Agreement also serves as a Memorandum of Understanding between both institutions for the purpose of clarifying roles and responsibilities in this partnership.

In the spirit of articulation, faculty representatives from both institutions will meet regularly to engage in ongoing discussion to enhance and strengthen this collaboration. Partner institution faculty will serve as a resource, as available, to each other's students and faculty by serving as a guest lecturer, workshop/seminar facilitator and other program exchanges. Partner institutions agree to communicate program changes in a timely manner to avoid disruption to student progress toward degree completion.

## **II. GUIDING PRINCIPLES**

In consideration of the mutual covenants and conditions expressed herein, the parties agree to the following:

### **A. General Requirements**

All courses meeting general education requirements at CCC will transfer and be applied towards the general education requirements at UMBC.

A maximum of 60 credits will transfer from CCC, a 2-year degree-granting institution. Upon matriculation to UMBC, CCC students must satisfy all general education, graduation and major requirements as outlined in the UMBC Undergraduate Catalog. CCC students must take a minimum of 30 credit hours at UMBC to earn a bachelor's degree. The final 30 credits must be earned at UMBC.

UMBC requires a minimum of 120 credit hours to attain a bachelor's degree.

At least 45 of a student's 120 credits required for a bachelor's degree must be in courses designated as upper-level; at UMBC, this is indicated by a 300- or 400-level course number. Courses from community colleges judged to be equivalent to upper-level UMBC courses will be counted toward the upper-level graduation requirement.

## **B. Advising/Academic Planning**

Students should work closely with their academic advisor at CCC to develop an academic plan to ensure a seamless transition.

Students and advisors are encouraged to utilize a variety of advising resources including the UMBC Undergraduate Catalog, departmental websites, as well as ARTSYS (the USM online articulation database), to ascertain transferability of coursework.

Following admission to UMBC, students will receive an evaluation of prior college coursework that indicates transferability and applicability to UMBC general and university requirements.

Prior to matriculation to UMBC, all new students are required to attend the mandatory new student orientation program. During orientation, students will meet with an academic advisor to review prior coursework, discuss academic interests and goals, and develop an academic plan.

Upon matriculation, students will be assigned an advisor in their area of study. Students are strongly encouraged to meet with their advisor periodically. Students are required to meet with their advisor prior to registering for subsequent semesters.

## **C. Admissions**

The UMBC Admissions Committee considers a number of factors including the applicant's strength of curriculum, overall performance in all college coursework and academic trend.

Applicants successfully completing the articulated program with a 2.0 or better grade point average who have not matriculated at any other institution of higher education will be guaranteed transfer admission to UMBC. Additional requirements may apply on selective admissions programs (e.g. Engineering, Visual & Performing Arts). A history of acts identified in the Federal Campus Security Act may disqualify a candidate for guaranteed admission.

## D.Scholarships and Financial Aid

Students transferring from CCC to UMBC that meet application deadlines, academic and financial qualification that apply to all students, may be eligible for consideration for a variety of merit-based scholarships offered by UMBC. For additional information, visit [http://www.umbc.edu/financialaid/new\\_transfers.html](http://www.umbc.edu/financialaid/new_transfers.html)

To maximize consideration for need-based aid, students are encouraged to complete the free Application for Federal Student Aid (FAFSA) as soon as possible after January 1 but prior to February 14 for fall admission.

### III. PROGRAM ARTICULATION AGREEMENT

The following details a recommended course of study for students earning the Associate of Arts degree in Business Administration - Management Information Systems at CCC transferring to UMBC in pursuit of the Bachelor of Arts degree in Business Technology Administration. Where noted, course equivalencies, general education and major applicability have been indicated.

CCC Course Number	CCC Course Title	CCC Credits	UMBC Equivalency	UMBC General Education Requirement	Notes
General Requirements					

ENGL101	College Writing 1	3	ENGL100	EN	
ENGL102	College Writing 2	3	ENGL210	AH	
Biological and Physical Sciences		8		S/SL	Two courses (one with lab component) are required
Arts and Humanities		6		AH	
Emerging Issues		3		SS	
Social and Behavioral Sciences		3		SS	
ECON102	Principles of Macro Economics	3	ECON102	SS	
MATH135	Calculus of a Single Variable I	4	MATH151	M	Students who satisfy the math requirement at CCC with another course will take UMBC MATH155.
<b>Total General Requirements</b>		<b>33</b>			
<b>Program Requirements</b>					

MIS101	Information Technology for Business	3	IS101		
CIS132	Principles of Programming	4	IS147		
CIS232	Advanced Principles of Programming	4	IS247		
CIS237	Developing Advanced Internet Applications	4	LLE		
MGMT201	Principles of Management	3	MGMT210		
ECON101	Principles of Micro Economics	3	ECON101	SS	
ACCT101	Principles of Accounting I	3	ECON121		
ACCT102	Principles of Accounting II	3	ECON122		
BUAD101	Introduction to Business	3	LLE		
<b>Total Program Requirements</b>		<b>30</b>			

<b>Total Number of Credits Required for Associate of Arts degree</b>		<b>63</b>			
<b>Maximum Number of Transfer Credits Applied Towards Bachelor of Arts degree</b>		<b>60</b>			
<b>Minimum Number of Credits Remaining for Completion of 120 Credits Required for Bachelor of Arts degree</b>		<b>60</b>			

Legend

AH	Arts/Humanities
C	Culture
EN	English Composition
L	Language
LLE	Lower Level Elective
M	Mathematics
PE	Physical Education
S	Science
SL	Science (plus lab)
SS	Social Sciences

Signatures of principals for this agreement:

AS 9/1/9

Andrew Sears, Chair

Information Systems

University of Maryland Baltimore County

Kate Demarest

Kate Demarest, Chair

Department of Business and Information  
Technology

Carroll Community College

EXECUTION OF Articulation Agreement

Carroll Community College

Associate of Arts in Business Administration - Management Information Systems

1601 Washington Road

Westminster, MD 21157

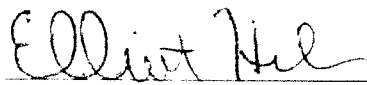
University of Maryland, Baltimore County (UMBC)

Bachelor of Arts in Business Technology Administration

1000 Hilltop Circle

Baltimore, Maryland 21250

Entered into this 27th day of *August*, 2009.

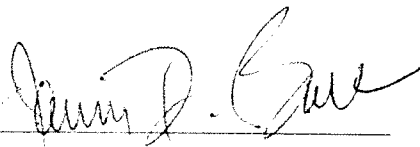


Elliot Hirshman, Ph.D.

Provost & Senior Vice President

For Academic Affairs

University of Maryland Baltimore County



James D. Ball, Ed.D.

Vice President of Academic

and Student Affairs

Carroll Community College

This agreement is applicable for students enrolled at Carroll Community College upon the execution date of this agreement. This agreement may be modified by the mutual written consent of both parties. This agreement may be terminated by either party by

giving notice six months in advance to the other party. Such termination will not affect the participation in the articulated programs of those Carroll Community College students who have been fully or conditionally admitted to UMBC.

Any notice to be given hereunder shall be given in writing by U.S. mail or via reputable over night courier (e.g., Federal Express, DHL, etc.). Notice shall be deemed received upon delivery to the party to whom the notice is directed or to its agent, in the case of UMBC to: UMBC, 1000 Hilltop Circle, Baltimore, Maryland 21250, Attn: Dr. Elliot Hirshman, Provost, with copies to Dr. Diane Lee, Vice Provost and Dean, Undergraduate Education, Ms. Yvette Mozic-Ross, Assistant Provost, Enrollment Management, and Mr. Kurt Morton, Acting University Registrar, UMBC ; and, in the case of Carroll Community College to: Kristine DeWitt, Director of Transfer and Articulation. Notwithstanding the foregoing, in the event that this Agreement provides that any notice must be directed to a person other than the person designated for the receipt of notice in the preceding sentence, then notice must be directed to such other person in order to be effective hereunder.

This Agreement embodies the entire agreement and understanding among the parties hereto relating to the subject matter hereof and may not be changed orally, but only by an instrument in writing signed by all parties hereto. No representation, warranty, undertaking or covenant is made by any party hereto except as contained herein and any others are specifically disclaimed. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Maryland (i.e., without regard to its conflicts of law rules). This Agreement shall be binding upon the parties hereto and their respective successors, but shall not inure to the benefit of any third party beneficiary. This Agreement and any rights hereunder may not be assigned by either party without the prior written consent of the other, and any purported assignment without consent shall be null and void and of no effect whatsoever. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement.