History and History Education 
Articulation Agreement 
Between 
Northwest College and Valley City State University

Introduction: This articulation agreement formally recognizes that Valley City State University (hereinafter VCSU) and Northwest College (hereinafter NWC) 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 transfer for students to earn an Associate Degree in History Education or History from NWC and a Bachelor of Science Degree in History Education or a Bachelor of Arts in History from VCSU. This agreement will be set up in the manner where students will be able to complete both their Associates Degree and Bachelor Degree from the same location.

Motivating Principles and Values for the B.S. in Education program:
1. Students will be well served by the partnership and the high quality teacher education program offered through this agreement.
2. This partnership will benefit the educational needs of both regions by providing teacher education graduates of high quality.
3. Both campuses seek to maintain compliance with state and national accreditation guidelines to ensure teacher and education quality.
4. This partnership will provide the ability to deliver a high quality dual degree/dual major program of study to students in a convenient, timely, and cost-effective manner.

Motivating Principles and Values for the B.S. in History program:
1. Students will be well served by the partnership and the high quality instruction offered by history faculty at both institutions.
2. This partnership will benefit the region of northwest Wyoming by providing skilled graduates with B.S. credentials to meet the needs of area institutions.
3. Students completing the A.A. at NWC and the B.S. at VCSU will earn quality degrees without the requirement that they relocate to complete coursework.
History and History Education Articulation between VCSU and NWC June 1, 2015-May 31, 2020

Accreditation: VCSU is accredited by the North Central Association of Colleges and Schools; 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). NWC is accredited by the Higher Learning Commission.

Longevity of Agreement: This agreement will be in effect for five years, beginning June 1, 2015 and up for renewal May 31, 2020. Both parties will evaluate the success of the program and determine whether to terminate or renew the articulation. 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).

Termination or Revisions: NWC 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 NWC and VCSU. As required by the condition of the program and accreditation, the History Education Program will be governed by the School of Education and Graduate Studies at VCSU. The Joint History Education Program Committee will be designated to resolve any instructional and logistical issues.

The Joint History and History Education Program Committee will consist of the following:

NWC Representatives: Articulation Coordinator, Vice President of Academic Affairs or designee, Division Chair of Social Science and Education, Faculty Representative from the Education Program, and Faculty Representative from the History Program.

VCSU Representatives: Articulation Coordinator, Dean of Education and Graduate Studies, Social Science Department Chair, and supporting faculty.

VCSU agrees to arrange for a Program Representative to be available to advise students in the program each semester.

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

NWC will provide mutually agreed upon classrooms and workspace for VCSU faculty in the case that VCSU and NWC agree to deliver VCSU on-campus, summer courses at the Powell, WY campus. The classrooms that are provided are subject to availability.

VCSU agrees in principle to hiring NWC history faculty as VCSU adjuncts to offer one three credit course per semester from the VCSU catalog as an online course, available to students in the joint program as well as North Dakota University System students as need occurs. Course offerings are subject to agreement of both the VCSU History department chair and the respective NWC faculty. NWC faculty teaching as online adjuncts must register as agents of VCSU, and are subject to VCSU adjunct faculty evaluation processes. Courses do not count toward NWC load, and are subject to faculty availability.
NWC faculty may opt out of specific semesters due to responsibilities at their home campus, and VCSU may cancel sections due to low enrollment.

VCSU agrees to grant a Bachelor of Science in Education Degree with a major in History Education or a Bachelor of Arts in History to students who successfully complete the requirements for the respective degree. All students in the Education program are subject to the policies and procedures in VCSU’s Handbook For Student Teaching.

It is agreed upon that NWC will provide general education courses, supplementary curriculum, and elective courses which satisfy VCSU graduation requirements for students enrolled in this program.*

*Based on NWC minimum enrollment standards

The delivery of the courses required to obtain a Bachelor’s degree will be conducted through methods that do not require the students to be present on the VCSU campus.

Admission: Students taking NWC course(s) must apply and be accepted for admission at NWC. 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 course(s). NWC will be responsible for registering students in their course(s), and VCSU will be responsible for registering student(s) in their course(s). Registering for NWC and VCSU course(s) will be separate functions. Registration for course(s) will follow the respective institution’s timeline, and procedures, including add/drop and withdraw.

Tuition and Fees: Assessment and collection of tuition and fees will be done by the institution that is responsible for the courses. That is, VCSU will be responsible for assessing and collecting all fees for courses offered by VCSU and the same is true of NWC. All tuition and fees will be collected in accordance with the established policies of the institution to which these payments are due. During semesters when students are enrolled only in VCSU courses, they will be subjected to paying a fee to have access to NWC computer labs and the Fitness Center.

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

Textbooks: The corresponding textbooks for the VCSU courses may be purchased through VCSU. Likewise, the corresponding textbooks for the NWC courses may be purchased through NWC.

Financial Aid: Students enrolled in a Northwest College two-year degree seeking program will have all aspects of their Federal Title IV Financial Assistance administered by Northwest College’s Office of Financial Aid & Scholarships. 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/Direct Lending.

During the student’s enrollment at Northwest College, NWC 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 Northwest College students. A contact from the Northwest College Financial Aid Office will be identified to work with the Valley City State University Financial Aid Office assigned contact.

Valley City State University will be responsible for awarding aid to students who have entered the Valley City State University degree-seeking program. Students will have all aspects of their Federal Title IV Financial Assistance administered by Valley City State University 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 Valley City State University 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 Valley City State University students. A contact from the Northwest College Financial Aid Office will be identified to work with the Valley City State University Financial Aid Office assigned contact.

Students on the Northwest College campus are not eligible for Valley City State University sponsored scholarships, waivers, or student work-study while pursuing a degree from Valley City State University. Students enrolled in the Valley City State University program are not eligible for Northwest College sponsored scholarships or waivers, but may be eligible for private scholarships. Students may be employed in an NWC student employee position funded through institutional funds if enrolled in at least six (6) NWC credits hours during each semester of employment, provided they meet all NWC student employee requirements.

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.

Student Services: During the semesters in which students are enrolled in at least one NWC course, they will have access to all student services. Students not enrolled in any NWC courses may pay a fee to have access to the computer labs and Fitness Center, established in the fee structure of the current academic year. Students do not have to be enrolled in any NWC courses in order to have access to the library. Dining plans are available for anyone to purchase. Students will be held to the guidelines and policies assigned to all the student services. Students are eligible to live in the residence halls as long as they are
enrolled in 9 NWC credits per semester. All students living in the residence halls must participate in a dining hall plan. Students are eligible to live in Trapper Village Main and Trapper Village West as long as they are enrolled in 6 NWC credits per semester. Students residing in the residence halls, Trapper Village Main, or Trapper Village West will be required to follow NWC housing policies and rules, as well as signing a contract. During the semesters in which the students are taking only VCSU courses, they may be able to reside in the residence halls, Trapper Village West, or Trapper Village Main depending on availability. NWC students will get priority over students who are enrolled only in VCSU courses.

**Student Support Services:** NWC will provide the following services for students who are enrolled in at least one of their courses: Tutoring, Counseling, Disability Support Services, and Health Services. Tutoring services through NWC will only be available for NWC courses. While students are taking only VCSU courses, VCSU will be responsible for providing the following services: Tutoring, Counseling, and Disability Support Services. VCSU will be responsible for providing tutoring assistance for all their courses.

**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. NWC and VCSU will work collaboratively to come up with mutually agreed upon qualifications of the faculty who would teach a course on the NWC campus as part of the VCSU Bachelor Degree Program. VCSU will be responsible for hiring faculty to teach their courses that will be taught on NWC’s campus. NWC’s and VCSU’s History departments will be jointly responsible for identifying VCSU catalog courses that NWC faculty may teach online as VCSU adjuncts.

**Technology and Support:** VCSU will provide students in this program adequate tech support in a timely manner for the courses taken from VCSU. NWC will provide students in this program adequate tech support in a timely manner for the courses taken from NWC.

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:


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://itc.vcsu.edu/notebookinitiative/
**Course offerings:** Students completing the programs must take the following 21 credits from VCSU.

<table>
<thead>
<tr>
<th>Course</th>
<th>Mode</th>
<th>Frequency</th>
<th># of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 400 Historiography</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every two years</td>
<td>3</td>
</tr>
<tr>
<td>HIST 470 Non-western History</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every two years</td>
<td>3</td>
</tr>
<tr>
<td>POLS 376 U.S. Constitution: Civil Liberties</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every two years</td>
<td>3 (in POLS cognate)</td>
</tr>
<tr>
<td>POLS 499 Comparative Politics</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every two years</td>
<td>3 (in POLS cognate)</td>
</tr>
<tr>
<td>HIST 300-400 level course</td>
<td>VCSU adjunct faculty through NWC, taught online</td>
<td>Every two years</td>
<td>3 (in directed elective, Americas)</td>
</tr>
<tr>
<td>HIST 300-400 level course</td>
<td>VCSU adjunct faculty through NWC, taught online</td>
<td>Every two years</td>
<td>3 (in directed elective, Americas)</td>
</tr>
<tr>
<td>HIST 300-400 level course</td>
<td>VCSU adjunct faculty through NWC, taught online</td>
<td>Every two years</td>
<td>3 (in directed elective, World)</td>
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Students completing the B.S. in Education must also complete the following 22 credits from VCSU

<table>
<thead>
<tr>
<th>Course</th>
<th>Mode</th>
<th>Frequency</th>
<th># of Credits</th>
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<tbody>
<tr>
<td>HIST 490 Methods of Teaching Social Science</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every fall semester</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 283 Understanding Cultural Diversity</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every semester</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 351 Secondary Practicum &amp; Classroom Management</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every semester</td>
<td>1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Institution</td>
<td>Credit Hours</td>
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<tr>
<td>EDUC 352</td>
<td>Culturally Diverse Practicum</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every semester</td>
</tr>
<tr>
<td>EDUC 375</td>
<td>Teaching Reading in the Content Areas</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every semester</td>
</tr>
<tr>
<td>EDUC 450</td>
<td>Trends in Assessment &amp; Educational Issues</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every semester</td>
</tr>
<tr>
<td>EDUC 480</td>
<td>Student Teaching</td>
<td>VCSU on-campus faculty, taught online</td>
<td>Every semester</td>
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</table>

Students completing the B.S. or B.A. in History (non-education) must complete a 19-22 credit minor from VCSU. A minimum of 9 credits in the minor must be at the 300-level or higher.
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Signatures:

**Northwest College:**

President

Date: 6/1/15

**Joint History Education Program Committee Members:**

Vice President of Academic Affairs or Designee

Date: 6/1/15

Division Chair of Social Science and Education

Date

**Valley City State University:**

Dr. Tisa Mason, President

Date: 6/10/15

Dr. Margaret Dahlberg, Vice President of Academic Affairs

Date: 6/24/2015

Dr. Shannon VanHorn, Articulation Coordinator

Date: 6/25/2015

Dr. Anthony Dutton, Department Chair of Social Science

Date: 6/24/2015

Dr. Gary Thompson, Dean of Education

Date: 6/25/2015