

**MINNESOTA STATE COLLEGES AND
UNIVERSITIES*
ARTICULATION AGREEMENT
BETWEEN**

**Minnesota State Community and Technical College
AND
Valley City State University**

*The Board of Trustees of the Minnesota State Colleges and Universities is authorized by Minnesota Statutes, Chapter 136F to enter into Agreements and has delegated this authority to colleges and universities.

This Agreement is entered into between Minnesota State Community and Technical College (hereinafter sending institution), and Valley City State University. This Agreement and any amendments and supplements, shall be interpreted pursuant to the laws of the State of Minnesota.

The sending institution has established a Associate of Applied Science and **Associate of Science Degree in Human Resources** (hereinafter sending program), and the receiving institution has established a **Bachelor of Science in Business Administration with a concentration in Human Resources** (hereinafter receiving program), and will facilitate credit transfer and provide a smooth transition from one related program to another. It is mutually agreed:

Admission and Graduation Requirements

- A. The receiving institution's admission and program admission requirements apply to both direct entry students and to students who transfer under this agreement.
- B. Students must fulfill the graduation requirements at both institutions.
- C. Students must complete the entire sending program and meet the receiving institution's admission requirements for the agreement to apply.

Transfer of Credits

- A. The receiving institution will accept 60 credits from the sending program. A total of 60 credits remain to complete the receiving program.
- B. Courses will transfer as described in the attached Program Articulation Table. For system institutions, once the courses are encoded, they will transfer as described in the uSelect Audit.

Implementation and Review

- A. The Chief Academic Officers or designees of the parties to this agreement will implement the terms of this agreement, including identifying and incorporating any changes into subsequent agreements, assuring compliance with system policy, procedure and guidelines, and conducting a periodic review of this agreement.
- B. This Articulation Agreement is effective on 4/1/12 and shall remain in effect until the end date of 4/1/17 or for five years, whichever occurs first, unless terminated or amended by either party with 90 days prior written notice.
- C. The college and university shall work with students to resolve the transfer of courses should changes to either program occur while the agreement is in effect.
- D. This Articulation Agreement will be reviewed by both parties beginning 11/1/16 (within six months of the end date).
- E. When a student notifies the receiving institution of their intent to follow this agreement, the receiving institution will encode course waivers and substitutions.

PROGRAM ARTICULATION TABLE

	College (sending)	University (receiving)
Institution	Minnesota State Community and Technical College	Valley City State University
Program name	Human Resources	Business Administration (HR Concentration)
Award Type (e.g., AS)	AS	BS
Credit Length	60	120
CIP code (6-digit)	52.100101	
Describe program admission requirements (if any)		

Instructions

- List all required courses in both academic programs.
- MnTC goal areas transfer to the receiving institution according to the goal areas designated by the sending institution.
- Do not indicate a goal area for general education courses that are not part of the MnTC.
- For restricted or unrestricted electives, list number of credits.
- Credits applied: the receiving institution course credit amount may be more or less than the sending institution credit amount. Enter the number of credits that the receiving institution will apply toward degree completion.
- Show equivalent university-college courses on the same row to ensure accurate DARS encoding.
- Equiv/Sub/Wav column: If a course is to be encoded as equivalent, enter Equiv. If a course is to be accepted by the university as a "substitution" only for the purposes of this agreement, enter Sub. If a course requirement is waived by the receiving institution, enter Wav. If a course is to be accepted by the university as a MnTC goal area, restricted elective or unrestricted elective, leave the cell blank.

(To add rows, place cursor outside of the end of a row and press enter.)

SECTION A - Minnesota Transfer Curriculum-General Education

College (sending)			University (receiving)			
course prefix, number and name	Goal(s) ¹	Credits	course prefix, number and name	Goal(s) ¹	Credits Applied	Equiv Sub Wav
Minnesota Transfer Curriculum-General Education						
ENGL 1101 College Writing I	1	3	ENGL 110 College Composition	1	3	Equiv
ENGL 1215 Professional and Technical Writing	1	3	ENGL 125 Introduction to Professional Writing	1	3	Equiv
COMM1114 Intro to Public Speaking	1	3	COMM110,212, or 216	1	3	Equiv
SOC 1111 Intro to Sociology	2,5,7	3	Elective		3	Sub
PHIL 1201 Ethics	2,6,9	3	Elective		3	Sub
PSYC 1220 General Psychology	5,9	3	Elective		3	Sub
A minimum of 30 credits of MNTC credits Required		12	Electives		12	Sub
MnTC/General Education Total		30				

¹ MnTC goal areas transfer to the receiving college/university according to the goal areas designated by the sending college/university

Special Notes, if any: VSCU will accept a full transfer of the general education requirements with completion of MSCTC's Human Resources A.S. Degree. However for a Business Administration Degree, students must have Microeconomics and Macroeconomics; VSCU will accept MSCTC's ECON 2210 and ECON 2222 as equivalent courses. With a completed MSCTC Human Resources A.A.S. Degree general education courses will be evaluated on a course by course basis.

SECTION B - Major, Emphasis, Restricted and Unrestricted Electives or Other

(pre-requisite courses, required core courses, required courses in an emphasis, or electives (restricted or general) within the major). Restricted electives (in Major) fulfill a specific requirement within a major. Example A: "Chose two of the following three courses;" Example B: A Biology degree may require 40 science credits (20 credits of required courses + 20 credits of listed related courses, such as botany, genetics, sociobiology, etc. which students can select).

Major, Emphasis, Restricted, Unrestricted Electives or Other Courses			
ADMS 1110 Word Processing	3	BOTE 314 Business Reports and Communication	3
PHIL 1201 Ethics (counted as general education course)	0	MGMT 370 Business Ethics	3
HRES 1134 Training and Development	3	COMM 304 Corporate Communication	3
HRES 2204 Policy Administration	3		
HRES 1122 HR Management	3	MGMT 425 HR Management	3
HRES 1126 Employee Processes	3		
HRES 1130 Benefit Administration	3	MGMT 426 Compensation and Benefits Administration	3
HRES 2212 Wage/Salary Administration	3		
ADMS 1128 Records and Database Management	3	Unrestricted Elective	3
HRES 2224 Employee/Labor Relations	3	Unrestricted Elective	3
HRES 2245 HR Internship	1	Unrestricted Elective	3
HRES 2252 HR Competency and Portfolio Evaluation	2	Unrestricted Elective	3
CPTR 1104 Intro to Computer Technology	3	CIS170 Introduction to Computers Info Systems	3
Restricted elective credits - list courses (if none enter 0)	0		
Unrestricted elective credits (if none enter 0)	0	College's unrestricted elective credits accepted in transfer (if none enter 0)	0
Major, Emphasis, Unrestricted Electives Total	30	Total College Credits Applied (sum of sections A and B)	60

SECTION C - Remaining University (receiving) Requirements

	course prefix, number and name	Credits
	Problem Solving –Math and Science	11
	ACCT 200 Elements of Accounting I	3
	ACCT 201 Elements of Accounting II	3
	ACCT 315 Business in the Legal Environment	3
	ACCT 321 Financial Reporting and Analysis I	3
	BOTE 336 Business Data Solutions	3
	BOTE 337 Authoring Digital Publications	3
	BUSI 491 Senior Portfolio	1
	CIS 370 Enterprise Systems	3
	ECON 261 Business Statistics	3
	FIN 375 Business Finance I	3
	MGMT 460 International Business	3
	MGMT 480 Strategic Planning	3
	MGMT 485 Entrepreneurship MGMT 305 Principles of Marketing	9
	University unrestricted elective credits not counted elsewhere (if none enter 0)	6
	Total Remaining University Credits	60

Special Notes, if any:
Additional elective courses may transfer after approval from VCSU Registrar upon review of transcripts.

SECTION D - Summary of Total Program Credits

College (sending) Credits		University (receiving) Requirements	
MnTC/General Education	30		
Major, Emphasis, Unrestricted Electives or Other	30		
Total College Credits	60	Total College Credits Applied	60
		Remaining credit to be taken at the university (receiving institution)	60
		Total Program Credits	120

Special Notes, if any:* VSCU will accept a full transfer of the general education requirements with completion of MSCTC's Human Resources A.S. Degree. However for a Business Administration Degree, students must have Microeconomics and Macroeconomics; VSCU will accept MSCTC's ECON 2210 and ECON 2222 as equivalent courses. With a completed MSCTC Human Resources A.A.S. Degree general education courses will be evaluated on a course by course basis.

College	Name	Signature	Date
Chief Academic Officer	Dr. Kathy Brock	<i>Dr. Kathy Brock</i>	5/3/12
President Title	Dr. Peggy Kennedy	<i>Dr. Peggy Kennedy</i>	5-3-12
University	Name	Signature	Date
Chief Academic Officer	Dr. Margaret Dahlburg	<i>Margaret Dahlburg</i>	5/30/2012
BIT Division Chair Title	Dr. Brenda Finger	<i>Brenda Finger</i>	5/30/12
DARS Encoder			

Date when equivalencies were encoded in DARS by the receiving MnSCU institution.

May 14, 2009

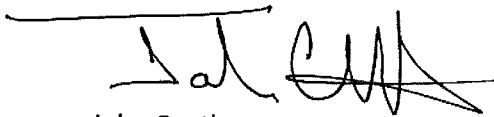
Valley City State University
Atten: Brenda Finger
101 College Street SW
McFarland Hall 128
Valley City ND 58072

Dear Ms. Finger:

Enclosed are two copies of the articulation agreement between your college and Minnesota State Community and Technical College. Please get signatures on both copies of the agreement and return one copy me in the enclosed envelope.

If you have any questions, please don't hesitate to contact me.

Sincerely,



John Centko
Dean of Academic Affairs
Telephone (218) 299-6504

JCD/mar
enc.

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degree programs,
certificate programs,
and courses offered at
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