



Business Processing Integration Management (BPIM)

Articulation Agreement between Williston State College and Valley City State University

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

The BPIM major is an online program. Students do not have to attend any courses on the VCSU campus to complete this degree.

Purpose: The purpose of this agreement is to provide a seamless articulation of credits for students to earn an Associate Degree from WSC to transfer to VCSU in order to earn a Bachelor of Science or Arts in Business Processing Integration Management (hereafter referred to as BPIM) from VCSU. This agreement will be set up in the manner where students will be able to complete both their Associate Degree and Bachelor Degree from the same location.

Steps:

1. Complete the WSC Associate of Business degree in Business Administration.
2. Apply to Valley City State University and declare the Business Process Integration Management major. Transfer credits earned from the WSC degree will apply toward the Bachelor of Science or Bachelor of Arts degree.
3. Students must complete a minimum of 30 hours of upper level (300-400 level) credit from VCSU to complete graduation requirements from VCSU.
4. Graduates under this program would earn a Bachelor of Science or Bachelor of Arts degree in Business Process Integration Management.

Note: The Bachelor of Arts degree requires completion of 16 additional credits of Language/Cultural Studies beyond the Bachelor of Science degree requirements. There may be remaining general education courses to complete after transferring to VCSU.

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 regions 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 programs to students in a convenient, timely, flexible and cost-effective manner.

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). WSC is accredited by the Higher Learning Commission (HLC).

Longevity of Agreement: This agreement will be in effect for five (5) years, starting June 2017. At the end of the five (5) years, 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: WSC 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 WSC and VCSU. As required by the condition of the program and accreditation, the Bachelor of Science and Bachelor of Arts BPIM programs will be governed by the Department of Business at VCSU. Conversely, the Associate of Arts program in will be administered by WSC as required by the guidelines.

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

WSC will provide mutually agreed upon classrooms and workspace for VCSU for onsite courses and visits. The classrooms that are provided are subject to availability.

The delivery of the courses to obtain a Bachelor of Science or Bachelor of Arts in BPIM will be delivered using methods that do not require the students to be present on the VCSU campus.

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 WSC that do not meet general education requirements or technical specialty requirements will be used for electives courses.

Admission: Students taking WSC course(s) must apply and be accepted for admission at WSC. 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 programs(s). WSC will be responsible for registering students in the associate program(s), and VCSU will be responsible for registering student(s) in the baccalaureate program(s). Collaborative enrollment processes identified in NDUS Collaborative Student Procedure 404.0 will be used as needed.

Should a student drop credits during the collaborative semester at the "host" campus, the "host" campus is responsible for immediately notifying the "home" campus Financial Aid Office.

Student Services: 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 as soon as possible.

Financial Aid: Students enrolled in a WSC two-year degree seeking program will have all aspects of their Federal Title IV Financial Assistance administered by WSC's 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 WSC, WSC 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 WSC students. A contact from the WSC

Financial Aid Office will be identified to work with the Valley City State University Financial Aid Office assigned contact.

Students may be employed in a WSC student employee position funded through institutional funds if enrolled in at least six (6) WSC credits hours during each semester of employment, and must meet all WSC student employee requirements.

Valley City State University will be responsible for awarding aid to students who have been admitted to Valley City State University. 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.

Students on the WSC campus are not eligible for Valley City State University sponsored scholarships, waivers, or federal 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 WSC sponsored scholarships or waivers.

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, Collaborative Distance Learning Tuition, 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. WSC will provide students in this program adequate technical support in a timely manner for the courses taken from WSC.

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 WSC campus once a year to recruit new students for this program. VCSU will be responsible for providing WSC with marketing materials to distribute to prospective students. Both institutions will display information about this agreement on their Transfer Website. WSC will work collaboratively with VCSU to identify prospective students for this program.

Textbooks: The textbooks for the VCSU courses will be purchased through VCSU. Likewise, the textbooks for the WSC courses will be purchased through WSC.

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. WSC will assign a faculty member as a liaison for this agreement. WSC and VCSU will work collaboratively to come up with mutually agreed upon qualifications of the faculty who would teach a course on the WSC 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 WSC’s campus.

Per NDUS guidelines, VCSU’s Agreement Manager for this articulation is the Director of Distance Learning and Faculty Development and can be reached through the Academic Affairs office (701-845-7202).

VCSU’s BPIM articulation coordinator is Amber Aberle, Instructor in the Department of Business. She may be reached at 701.845.7526.

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.

Business Process Integration Management (BPIM)

BPIM Program Specific Gen Ed Courses (Complete Gen Ed requirements equal 39 credits)

VCSU COURSE (9 credits)	WSC EQUIVALENT
ECON 201: Principles of Microeconomics (3)	ECON 201: Principles of Microeconomics (3)
ECON 202: Principles of Macroeconomics (3)	ECON 202 Principles of Macroeconomics (3)
ENGL 125: Intro to Professional Writing (3) or ENGL 120: College Composition II (3)	ENGL 125: Intro to Professional Writing (3) ENGL 120: College Composition II (3)

BPIM Business Core Courses

VCSU COURSE (32 credits)	WSC EQUIVALENT
ACCT 200: Elements of Accounting I (3)	ACCT 200: Elements of Accounting I (3)
ACCT 201: Elements of Accounting II (3)	ACCT 201: Elements of Accounting II (3)
BUSI 249: Introduction to Business (1)	
BUSI 336: Business Data Solutions (3)	BOTE 247: Spreadsheet Applications (3)
BUSI 350: Operations Management (3)	
BUSI 485: Entrepreneurship (3)	
BUSI 491: Senior Seminar (1)	
FIN 375: Managerial Finance (3)	
MATH 210: Elementary Statistics (3)	Math 210: Elementary Statistics (3)
MGMT 235: Diversity in the Workplace (3)	
MGMT 330: Principles of Management (3)	BADM 202: Principles of Management (3)
MRKT 305: Principles of Marketing (3)	BADM 201: Principles of Marketing (3)

BPIM Computer Information Systems Core Courses

VCSU COURSE (13 Credits)	WSC EQUIVALENT
CIS 369: Enterprise Systems (3)	
CIS 371: Enterprise Systems II (3)	
CIS 380: Systems Analysis and Design (3)	
CIS 470: Customer Relationship Management (CRM) and Business Intelligence (BI) (4)	

BPIM Communication Core Courses

VCSU COURSE (12 Credits)	WSC EQUIVALENT
COMM 304: Corporate Communication (3)	
COMM 360: Group Dynamics (3)	
COMM 483: Organizational Communication (3)	
ENGL 420: Online Communication and Documentation (3)	

BPIM Directed Electives

VCSU COURSE (12 credits)	WSC EQUIVALENT
BUSI 480: Strategic Planning (3)	
BUSI 497: Internship (varies 3-12)	COOP 197: Cooperative Education/Internship (varies)
CIS 329: Information Systems Management (3)	
CIS 475: Integration of Business Processes in SAP ERP (3)	
COMM 315: Digital Communication (3)	
MGMT 270: Business Ethics (3)	BADM 269: Business Ethics (3)
MGMT 340: Human Resource Management (3)	

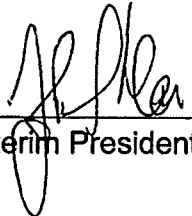
BPIM Articulation between VCSU and Williston State College June 1, 2017-May 31, 2022

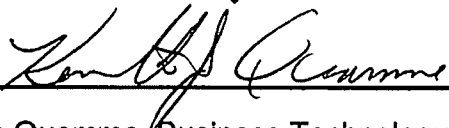
MGMT 372: Foundations of Leadership (3)	
MGMT 381: Project Management (3)	
MGMT 430: Organizational Behavior (3)	
MRKT 340: Professional Sales (3)	BADM 240: Sales (2)
MRKT 405: Retailing (3)	
MRKT 414: Social Media Management (3)	
MRKT 415: Marketing Research (3)	

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Signatures:

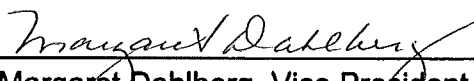
For Williston State College:

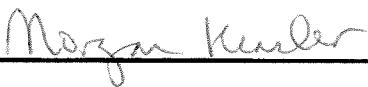

_____ 2/10/17
Dr. John Miller, Interim President Date


_____ 02/10/2017
Ken Quamme, Business Technology and Trades Technology Chair Date

For Valley City State University:


_____ 3/10/17
Dr. Tisa Mason, President Date


_____ 2/27/2017
Dr. Margaret Dahlberg, Vice President of Academic Affairs Date


_____ 2/28/17
Morgan Keasler, Chair, Department of Business Date