

Michigan State University
College of Agriculture and Natural Resources
Institute of Agriculture Technology
and
Kellogg Community College

CONSORTIUM AGREEMENT

Michigan State University's College of Agriculture and Natural Resources (MSU CANR) and Kellogg Community College (KCC), pursuant to this Consortium Agreement (Agreement), agree to provide inter-institutional instructional programs in Agricultural Operations Certificate and Associate of General Studies (AGS) (each a Program and collectively, the Programs). The specific courses and requirements for the Programs are outlined in Appendix A (MSU IAT Certificates, additional AGS requirements). The inter-institutional understanding includes the following major points:

A. Both Parties desire to enhance Agriculture, Food, and Natural Resources post-secondary education in Michigan and increase student access to such education opportunities. MSU CANR and KCC shall use reasonable efforts to:

1. Engage in an inclusive planning process to enhance post-secondary educational opportunities and student recruitment in the agriculture, food, and natural resources disciplines.
2. Identify and recruit potential partners and sponsors of agriculture, food, and natural resources programs.
3. Identify resource needs related to future programming.
4. Foster connections and partnerships with stakeholders that enhances post-secondary agriculture, food, and natural resources education.

B. Certificate Program

MSU CANR, with instructional coordination provided by its Institute of Agricultural Technology (IAT), will offer coursework that, combined with credits from KCC, will allow students to complete a certificate program in Agricultural Operations.

1. MSU will provide students with a schedule of MSU courses needed to complete a certificate in the respective Programs (see Appendix A for a list of MSU courses).
2. Kellogg Community College will provide the coursework that students must complete in addition to the MSU courses required to earn a certificate in the respective Programs, including developmental and prerequisite coursework, and student tutoring in necessary (see Appendix A for a list of KCC courses). Students must earn a minimum grade of 2.0 in all KCCD courses that are to be transferred to MSU for completion of a certificate program.

C. Associate of General Studies

1. Kellogg Community College will offer an Associate of General Studies for those students who wish to add an AGS degree to an MSU certificate. KCC agrees to accept all MSU Certificate coursework in transfer toward the AGS in where the grade is a 2.0 or better to be awarded an associate degree or certificate at KCC, students must complete all required coursework, with at least 25 credits of coursework at KCC, and program requirements for the AGS.
2. MSU CANR will keep its course equivalencies up-to-date in Transfer MSU (<http://transfer.msu.edu/>) and will provide KCC with curriculum guidelines, as needed, beyond those found in the MSU Academic Programs catalog (<http://www.reg.msu.edu/AcademicPrograms/Print.asp?Section=1440>).

D. Michigan State University College of Agriculture and Natural Resources Program Coordinator

1. MSU CANR agrees to designate a coordinator for the Institute of Agricultural Technology Program (MSU Coordinator) for the purpose of student recruitment, curriculum coordination, workplace internship placements, certificate coursework review, academic advising assistance, support to students participating in the Program and work with the KCC-MSU Agriculture Operations stakeholder groups.
2. Kellogg Community College shall reimburse MSU CANR 50% of the MSU Coordinator's annual salary and fringe benefits costs. KCC shall make the reimbursement payment to MSU CANR within 30 days of receiving an invoice detailing such payments. KCC agrees that its reimbursement of the MSU Coordinator's annual salary and fringe benefits shall remain in effect for all periods covered by this Agreement.
3. MSU CANR shall be responsible for supervising and evaluating the MSU Coordinator. A representative of KCC shall participate in the selection and annual evaluations of the MSU Coordinator; however, MSU CANR shall have final decision-making responsibility.

E. Community College Program Representative and Academic Advisor

1. Kellogg Community College agrees to designate a representative (KCC Representative) to serve as a single point of contact for the MSU Coordinator and for prospective students in the Programs. The KCC Representative, working together with the MSU Coordinator, will coordinate inter-institutional communication and information regarding admissions and enrollment status, financial application, and verification (via MSU's Student Information System), as well as course scheduling. The program coordinator will serve as the academic advisor, for both KCC and IAT, to work directly with students in the program and industry partners to establish workplace internships.

F. Kellogg Community College and MSU College of Agriculture and Natural Resources' Institute of Agricultural Technology Admissions, Dual Enrollment, Student Reporting, and Financial Aid

1. Institute of Agricultural Technology students shall apply simultaneously for admission to both Kellogg Community College and the IAT Program offered by MSU, permitting them to enroll in the required coursework offered by both institutions. Fundamental to the effective and efficient administration of the Programs Kellogg Community College and MSU is the need to regularly share information, including student records, between institutions. To that end, MSU and Kellogg Community College agree to share academic and other information, concerning dually enrolled students for the purpose of administering the Programs. Each institution agrees to comply with applicable law and regulation promulgated under the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g; 34 CFR Part 99, regarding the use and redisclosure of any such records. All dually enrolled students will be notified that Kellogg Community College and MSU will disclose their student records to the other institution and students seeking dual enrollment shall be required to sign consent with the respect to the disclosures (see Appendix B for the student consent form).
2. Both KCC and MSU will report student enrollment to the National Student Clearinghouse based on the number of credits that the student is enrolled in.
3. MSU and KCC agree to cooperate in the administration of financial aid for concurrently enrolled students. KCC agrees to administer financial aid for eligible students while they are completing courses required to earn an IAT certificate while concurrently enrolled at KCC and MSU. The MSU Coordinator will verify to KCC Financial Aid Office the specific MSU courses fulfilling these certificate requirements for a certificate in one of the Programs. The guiding operational principle is that KCC will act as the home institution, and MSU as the host institution, during the period of time students are completing the requirements for a certificate in one of the Programs. KCC agrees to administer financial aid for eligible students completing an Associate of General Studies requirements beyond those required for completion of a Program.

As a practical matter, dually enrolled students who qualify for financial aid will receive

aid through KCC; federal law prohibits students from receiving aid through more than one institution [at a time]. The MSU Coordinator and the KCC Representative share the responsibility of counseling students on these financial aid matters and recommending appropriate academic schedules so that students sequentially qualify for aid.

Students will be eligible for scholarships from both MSU and KCC.

G. Use of classroom facilities in the Kellogg Community College campus(es) for Michigan State University Programs

1. MSU and KCC agree to cooperate in the use of classroom space and facilities. When MSU courses are offered on the campus(es) of KCC, classroom usage fees and equipment (such as those used for Interactive Television or other distance learning technology) will be waived. If there is a need for a classroom facilitator to operate equipment, MSU will be responsible for those charges.
2. Kellogg Community College will provide a distance learning technology system that is compatible to the MSU system.
3. Kellogg Community College will proctor MSU online course exams as needed in the Testing Center at no charge for students that are dually enrolled.

H. Additional Certificate Programs

1. This Agreement serves as the operating agreement for any additional IAT certificate programs as agreed to by both parties. Additional programs will be jointly agreed upon and an additional Agreement will need to be signed before additional programs can be implemented.

I. Program Review and Termination

1. These programs will be reviewed annually by representatives from both institutions using assessment criteria to be developed by both institutions during the one-year period after the date this Agreement is signed.
2. Either Michigan State University or Kellogg Community College may terminate the Agreement by notifying the other party in writing 90 days in advance. Should either party terminate the Agreement, KCC students who have become dually enrolled in one of the Programs prior to the termination will be allowed to complete such Program within two years from the date of enrollment, subject to the payment of applicable course fees and compliance with applicable academic regulations.
3. This Agreement is valid for three years from the last dated signature below. Prior to the expiration of this Agreement, the parties may modify, extend, or amend the Agreement in writing signed by authorized signatories of both parties.

Therefore, in support of the Programs, Michigan State University and Kellogg Community College are signatories to this Agreement which will take effect upon the last dated signature.

Agreement signed: April 27, 2017

Michigan State University and Kellogg Community College
IAT Agricultural Operations
Associate of General Studies

Requirements for Agricultural Operations

TOTAL CREDITS REQUIRED FOR GRADUATION = 60

MSU Courses

1. All of the following MSU courses (29 credits):

Course	Title	Credits
ABM 130	Farm Management 1	3
AE 131	Agricultural Water Resource Management	3
AE 143	Application of Precision Agriculture Technologies	3
AT 202	Agricultural Regulation, Compliance, and Safety	3
AT 293	Professional Internship in Agricultural Technology	3
CSS 101	Introduction to Crop Science	3
CSS 105	Agricultural Industries Seminar	1
CSS 135	Crop Scouting and Investigations	3
CSS 143	Introduction to Soil Science	2
ENT 110	Applied Entomology of Economic Plants	3
PLP 105	Fundamentals of Applied Plant Pathology	2

2. Complete a minimum of 5 elective credits in the College of Agriculture and Natural Resources as approved by the program coordinator in the Institute of Agricultural Technology.

Community College Partner Courses

3. Required – Complete 21 from Kellogg Community College as approved by the program coordinator in the Institute of Agricultural Technology.

Requirements for Agricultural Operations

TOTAL CREDITS REQUIRED FOR GRADUATION = 62

1. Complete 34 credits from the College of Agriculture and Natural Resources at MSU as part of the Agricultural Operations Program in the Institute of Agricultural Technology.

2. All of the following KCC courses (12 credits):

FYS 101	First-Year Seminar	1
ENGL 151	Freshman Composition	3
ECON 201	Principle of Economics – MACRO	3
PSYC 201	Introduction to Psychology	3

3. Complete one of the following courses:

MATH 115	Math for Liberal Arts	4
MATH 125	College Algebra	4
MATH 130	Statistics	3

4. Complete one of the following courses:

BIOL 111	Botany	4
CHEM 100	Fundamentals for Chemistry	4
CHEM 110	General Chemistry 1	4

5. Complete one of the following courses:

HUMA 151	Encounter with the Arts	3
ART 211	Art Appreciation	3
MUSI 211	Music Appreciation	3

6. Complete the required service-learning experience as approved by the program coordinator.

7. Complete a minimum of 5-7 elective credits as approved by the program coordinator.

Student Consent Form

My signature below indicates that I understand my enrollment in the Agricultural Operations Program offered by Michigan State University (MSU) in cooperation with Kellogg Community College (KCC) requires sharing of my student records at both institutions in order to provide advising, satisfy financial aid reporting requirements, and track progress toward and completion of the MSU IAT Certificate program.

NAME

KCC STUDENT ID

MSU STUDENT PID

SIGNATURE

DATE

